

Western School Corporation

Russiaville, Indiana

December 19th, 2017

Minutes of the regular meeting of the Western Board of School Trustees held on Tuesday, December 19th, 2017 at 6:00 pm.

Members Present: J. Conrad Maugans, Scott Gaskins, Linda Singer, Harry Kenworthy, Donna Shepherd, Don Wells & Mike Koloszar

Members Absent: all present

Others Present: Katie Sundheimer, Tyler Lucas, Madison Quinnette, Abby Crume, Rick Davis, Karen Foster, Dick Foster, Kim Ennis, Peggy Obermeyer, Melissa DeWeese, Pat Quillen, Suzie Reagle, Steve Arthur, Nate Schmidt, Josh Larsh, Randy McCracken, Tammy Johnson, Heather Hendrich, Pam Carter, Craig Shearer & Lissa Stranahan.

Mr. Wells led with prayer and Mr. Maugans led the Pledge of Allegiance prior to the official start of the meeting.

Item #1 – Opening the Meeting:

Mr. Maugans called the meeting to order at 6:02pm.

Item #2 – Approval of the Agenda:

Mr. McCracken requested that under item #12 NEOLA that Policy 3131 be tabled for final read at the January regular meeting. He also asked that under #13 Personnel, the recommendation for Alaina Bradley be removed.

Mr. Koloszar made a motion to approve the agenda with the requested changes. Mr. Gaskins seconded the motion which passed 7-0.

Item #3 – Approval of the Minutes:

Mrs. Shepherd made a motion to approve the minutes of the November 21st, 2017 regular meeting minutes as presented. Mr. Koloszar seconded the motion which passed 7-0.

Item #4 – Opportunity for Public Comment: No comments were made.

Item #5 – Panther Pride:

Presentations for Employee & Student of the Month were made by Dr. Hendrich.

Employee of the Month: Karen Foster - December

Students of the Month: WPS: Gretchen Raab, WIS: Lyric Smith, WMS: Dylan Anthony, WHS: Hayden Turner

WHS High School – Class of 2019 Rising Stars of Indiana – Nominated 11th grade students who are exemplary in academic achievement. Nominated Western students include: Thomas Gatewood, Ethan Lutgen, Isabelle Origer & Rachel Zentz.

Item #6 – Reports:

A. Director of Finance: Ms. Carter submitted the following report:

WESTERN SCHOOL CORPORATION
TREASURER'S REPORT
BOARD MEETING 12/19/2017

Bank Balance

FIRST FARMERS BANK AND TRUST

Checking Account Balance 11/01/17	\$7,810,084.64
Non-Revenue Receipts	350,070.33
MTD Revenue	2,863,884.23
Disbursements from Clearing Accounts	349,820.47
MTD Disbursements	<u>2,326,569.94</u>
Checking Account Balance 11/30/17	\$8,347,648.79

Total Depository Balance 11/30/17	\$8,347,648.79
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Vendor Claims Submitted For Approval

#73959 – 73973 of 11/22/17 - 11/30/17	\$587,644.92
#73974 – 77153 of 12/01/17- 12/19/17	<u>\$1094,809.19</u>
TOTAL:	\$1,682,454.11

Payroll Claims Submitted for Approval

#9 of 11/03/17	\$542,693.22
#10 of 11/17/17	<u>\$612,991.59</u>
TOTAL:	\$1,155,684.81

Interest on Checking 01/01/17 to 11/30/17 \$66,057.39

Mr. Wells made a motion to approve the Treasurer's Report. Mr. Kenworthy seconded the motion which passed 7-0.

- B. Director of Exceptional Learners and Testing: Mrs. Stranahan submitted the following report

WSC School Board Report

2017

FROM THE OFFICE OF LISSA STRANAHAN, DIRECTOR OF EXCEPTIONAL LEARNERS AND TESTING

December 2017 Board Meeting

- **Title Programs**
 - Received approval of the 2017-18 Title II Grant
 - Submitted the Title I Neglected and Delinquent Survey
- **High Ability**
 - Received approval of the 2017-18 High Ability Grant
- **Special Education**
 - Received notification of 100% compliance with the federal indicators
- **Other**
 - Received approval of the 2017-18 Indiana Literacy Early Intervention Grant Application
 - Received approval of the 2017-18 Title IV Grant through WVEC Consortium

- Acceptance of Grants submitted by Mrs. Stranahan

MEMORANDUM

TO: Randy McCracken

FROM: Lissa Stranahan

SUBJECT: Acceptance of Grants

DATE: December 12, 2017

CC: Western Board of School Trustees



I am requesting your approval for the acceptance of the following 2017-18 grants:

Title II in the amount of \$46,896.49

High Ability in the amount of \$38,721.00

Indiana Literacy Early Intervention in the amount of \$12,255.00

Mr. Kenworthy motioned to accept the grants as presented. Mrs. Shepherd seconded & passed 7-0.

C. Director of Technology: Mr. Shearer submitted the following report

Technology Board Report

12.19.17

1. HS has been completing ISTEP makeups and ECA tests with success.
2. We have begun replacing the older teacher stations with Windows 10 PCs.
3. Christmas Break updates:
 1. Updating critical network and server functions to ensure correct security and patch levels.
 2. Continue replacing outdated teacher PCs

Mr. Shearer also added that the grant for the Summer of eLearning Conference June 2018 was awarded to the four area schools who participate & present (Western, Northwestern, Taylor & Eastern.)

D. Assistant Superintendent Report - Dr. Hendrich submitted the following report

School Board Report December 19, 2017

From the Office of Dr. Heather Hendrich, Assistant Superintendent

- ☐ Attached you will find School Liaison Officer Report Data for the months of October-November
- ☐ Western will be partnering with Safe Hiring Solutions (who is our current provider for performing our employee criminal history checks) to fulfill the requirements of HEA 1079. This legislation requires 20% of existing employees to have an expanded criminal history check annually. Safe Hiring will be tracking and providing these background checks for us. Western will cover the cost of this and current employees will not be charged any fees.

3. Teacher Performance Grant

- Total - \$78,362.75
- Payout before reduction for TRF and FICA
 - Highly Effective - \$509.04 (must be at least 25% higher than the Effective)
 - Effective - \$407.23
- Paid in a separate check on December 15, 2017

4. Technology Update – Melissa and Nate

5. Instructional Coach Update – Madi, Jenna and Stacey

6. Current Planning

- Meeting individually and informally with all staff
 - Miscellaneous Textbook Adoption – assisting Stacey
 - Summer Curriculum Writing
 - January 19, 2018 Mediation on Fieldhouse lighting
 - Summer School/Jump Start
 - Legislative Impact to School Calendar
 - HB 1009
- Ref #4 from above: Presentation made by Melissa DeWeese & Nate Schmidt regarding Ipad use in the classroom & new activities and tools being used by the students & teachers.
- Ref #5 from above: Presentation made by Madison Quinnette & Jenna Moree regarding Data Rooms, Intervention & student progress via Classroom Coaching.

Item #7 – Resolutions for Approval: Submitted for review & approval by Ms. Carter

RESOLUTION TO PAY CLAIMS THROUGH END OF YEAR 2017

WHEREAS, the Board of School Trustees of Western School Corporation wishes to make payments using 2017 appropriations against outstanding encumbrances for 2017 through the end of the calendar year 2017.

BE IT HEREBY RESOLVED, the Board of School Trustees gives authorization to Pam Carter, Director of Finance, to process and pay claims between December 20, 2017 and December 31, 2017. Actual expenditures will be presented to the Board for approval on a claim docket at the January 2018 Board Meeting.

Dated this 19th day of December, 2017

_____	_____
_____	_____
_____	_____

pc

RESOLUTION TO TRANSFER APPROPRIATION AT YEAR END

The Board of School Trustees of Western School Corporation hereby gives authorization to Pam Carter, Director of Finance to make the necessary transfers within and between major budget classifications in the 2017 budget. Actual amounts will be determined as of December 31, 2017 and will be reported at the January 2018 Board Meeting. A Transfer of Funds Certificate shall be prepared for any transfers made between major budget classifications to be filed with the county auditor.

Dated the 19th day of December, 2017.

_____	_____
_____	_____
_____	_____
_____	_____

pc

Mr. Wells made a motion to approve the Resolutions as presented. Mr. Gaskins seconded the motion which passed 7-0.

Item #8 – Acceptance of Donations:

GIFTS, GRANTS, AND DONATIONS TO THE SCHOOL CORPORATION

Please complete the following information and submit to the Business Office.

Donor BLONDI'S COOKIES
Type of Gift or Donation 225⁰⁰ / Money
Purpose Work completed for company - FOR GIVE
Location WESTERN MIDDLE SCHOOL - ECA KAD CHRISTMAS
Estimated Value 225⁰⁰
Date Received 11/27/17

Recipient [Signature]

GIFTS, GRANTS, AND DONATIONS TO THE SCHOOL CORPORATION

Please complete the following information and submit to the Business Office.

Donor Delphi Foundation
Type of Gift or Donation Registration for Competition
Purpose Paid Directly to FIRST
Location WHS - Panther Tech ECA
Estimated Value 75,000
Date Received 11/28/17

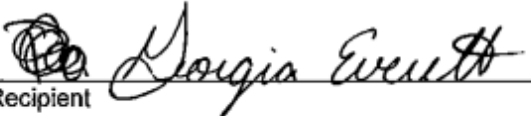
Recipient [Signature]

RDar

GIFTS, GRANTS, AND DONATIONS TO THE SCHOOL CORPORATION

Please complete the following information and submit to the Business Office.

Donor FCA
Type of Gift or Donation Check
Purpose Competition / Robot Construction
Location Panther Tech - WHS
Estimated Value \$ 4,475.00
Date Received 11/28/17


Recipient

RD

GIFTS, GRANTS, AND DONATIONS TO THE SCHOOL CORPORATION

Please complete the following information and submit to the Business Office.

Donor General Motors
Type of Gift or Donation ~~To~~ Paid Directly to FIRST
Purpose Competition Registration
Location WHS-Panther Tech ECA
Estimated Value \$5,000
Date Received 11/28

Recipient

RD

To: Members of the Western School Board
From: Randy McCracken
Re: Employee Shirt Donation
Date: December 12, 2017

Please accept my donation of \$1,000.00 to be used toward the purchase of staff shirts for the 2018-2019 school year. The total cost of the shirts for the 2017-2018 school year was around \$2,600.00. I will look for other donors so the total cost can be covered and will not be an expense to the school. I feel the shirts that were purchased for this school year was a positive and I would like to continue this as an annual tradition to promote unity.

November 17, 2017

Dear Ms. Klingler:

Thank you for taking the time to return my call and giving me the information I requested.

Enclosed please find my check to help with the lunch program.

Regards,


Sharon Marley

December 7, 2017

Dear Ms. Klingler:

Enclosed please find my check to help with the lunch program.

Regards,


Sharon Marley

Mr. Gaskins made a motion to approve the Donations as presented. Mr. Kenworthy seconded the motion which passed 7-0.

Item #9 - New Course Offerings 2018-19: Submitted by Mr. Davis, WHS Principal

MEMORANDUM

TO: MR. MCCracken & MEMBERS OF THE WESTERN SCHOOL BOARD
FROM: RICK DAVIS
SUBJECT: NEW COURSE OFFERINGS 2018-2019
DATE: NOVEMBER 13, 2017
CC:



WESTERN HIGH SCHOOL NEW COURSE OFFERINGS 2018-2019

I am requesting the approval for a four (4) new curricular options for the 2018-2019 school year. We feel strongly the addition of these courses will further enhance the educational opportunities for our students.

AP PHYSICS 1: ALGEBRA-BASED (L) 3080 (PHYS 1 AP) – REPLACING currently offered Honors Physics

AP Physics1 is a course based on the content established and copyrighted by the College Board. The course is not intended to be used as a dual credit course. AP Physics 1: Algebra-based is equivalent to a first-semester college course in algebra-based physics. The course covers Newtonian mechanics (including rotational dynamics and angular momentum); work, energy, and power; mechanical waves and sound. It will also introduce electric circuits.

- Recommended Grade Level: 10, 11
- Recommended Prerequisite: Algebra I or Integrated Mathematics I
- Credits: 2 semester course, 1 credit per semester
- Counts as a Science Course for all diplomas
- Qualifies as a quantitative reasoning course

AP PHYSICS 2: ALGEBRA-BASED (L) 3081 (PHYS 2 AP) – *New 2nd year physics offering*

AP Physics2 is a course based on the content established and copyrighted by the College Board. The course is not intended to be used as a dual credit course. AP Physics 2: Algebra-based is equivalent to a second-semester college course in algebra-based physics. The course covers fluid mechanics; thermodynamics; electricity and magnetism; optics; atomic and nuclear physics.

- Recommended Grade Level: 11, 12
- Recommended Prerequisite: AP Physics 1: Algebra-based
- Credits: 2 semester course, 1 credit per semester
- Counts as a Science Course for all diplomas
- Qualifies as a quantitative reasoning course

INDIANA STUDIES 1518 (IN STUDIES) – *Required Offering**

Indiana Studies is an integrated course that compares and contrasts state and national developments in the areas of politics, economics, history, and culture. The course uses Indiana history as a basis for understanding current policies, practices, and state legislative procedures. It also includes the study of state and national constitutions from a historical perspective and as a current foundation of government. Examination of individual leaders and their roles in a democratic society will be included and student will examine the participation of citizens in the political process. Selections from Indiana arts and literature may also be analyzed for insights into historical events and cultural expressions.

- Recommended Grade Level: none
- Recommended Prerequisites: none
- Credits: 1 semester course, 1 credit per semester
- Counts as an Elective for all diplomas

ETHNIC STUDIES 1516 (ETH STUDIES) – Required Offering*

Ethnic Studies provides opportunities to broaden students' perspectives concerning lifestyles and cultural patterns of ethnic groups in the United States. This course will either focus on a particular ethnic group or groups, or use a comparative approach to the study of patterns of cultural development, immigration, and assimilation, as well as the contributions of specific ethnic or cultural groups. The course may also include analysis of the political impact of ethnic diversity in the United States.

- Recommended Grade Level: none
- Recommended Prerequisites: none
- Credits: 1 semester course, 1 credit
- Counts as an Elective for all diplomas

**Indiana Studies and Ethnic Studies were mandated by legislation in the summer of 2017. We offered the courses for 2017-2018, but it was way past the completion of scheduling so there was little to no student interest or enrollment.*

The addition of these curricular options should not, at this time, result in additional staffing. Resources such as textbooks may be needed, but the emphasis will be to delay any textbook purchase until the adoption year. Student materials, supplies, and equipment will be purchased through departmental supply funds and appropriate capital fund allocations.

These courses will allow for students to continue to work toward their Core 40, Academic Honors Diploma, or Technical Honors Diploma and pursue coursework that supports their interests. We believe these new course offerings are necessary to broaden the opportunities for our students and will continue to move Western High School toward new levels of success. We feel these courses will strengthen our curricular offerings and provide additional opportunity to better prepare WHS students for their future. Thank you for your consideration.

Thank you,



Richard E. Davis
Principal, Western High School

*I recommend approval.
R. J. Miller
11/14/17*

Mr. Gaskins made a motion to approve the New Course Offerings for 2018-19 SY as presented.

Mrs. Singer seconded the motion which passed 7-0.

Item #10 – Revision to the Student Handbook: Presented for approval by Mr. McCracken

SCHOOL BOARD

J. CONRAD MAUGANS — PRESIDENT
MICHAEL J. KOLOSZAR—VICE PRESIDENT
DONNA J. SHEPHERD—SECRETARY
LINDA S. SINGER—MEMBER
DONALD L. WELLS—MEMBER
HARRY L. KENWORTHY—MEMBER
SCOTT E. GASKINS—MEMBER



*To Educate and Inspire Today's Students
for Tomorrow's Opportunities*

RANDY McCracken—SUPERINTENDENT

HEATHER HENDRICH—ASSISTANT SUPERINTENDENT

PAM CARTER—DIRECTOR OF FINANCE

CRAIG SHEARER—DIRECTOR OF TECHNOLOGY

LISSA STRANAHAN—DIRECTOR OF EXCEPTIONAL

LEARNERS & TESTING

Memo To: Western School Board
From: Randy McCracken
Re: Revision to Student Handbook
Date: Dec 13, 2017

After discussion with Rachael Stewart, Western Nursing Coordinator, there has been a revision to all Student Handbooks regarding a 24 hour waiting time, before returning to school, after a student experiences a fever and/or vomiting during an illness.

The following revision will appear in the Student Handbook under Health Services:

If a student has a fever of 100 degrees Fahrenheit or greater, and/or vomits due to an illness, the student will be sent home from school, or the student should be kept home from school if prior to school hours. Students may return to school after 24 hours have passed with a normal temperature without the use of fever-reducing medications, and/or no vomiting. The 24 hour policy is based off of the CDC (Center for Disease Control) recommendations and guidelines for schools. Parents must call in illnesses to office personnel, or a written note should be sent with student when returning to school.

Mr. Kenworthy made a motion to approve the change to the Student Handbook as presented.

Mr. Koloszar seconded the motion which passed 7-0.

Item #11 – Fieldhouse Usage:

MEMORANDUM

TO: WESTERN SCHOOL BOARD
FROM: JOSHUA LARSH, ATHLETIC DIRECTOR
SUBJECT: ATHLETIC DEPARTMENT SUPERVISION
DATE: DECEMBER 12, 2017
CC: RANDY MCCrackEN AND RICK DAVIS



Field House Usage

Due to the demand for Field House time from our spring sports I am requesting that the Field House be opened on Sundays for Russiaville youth baseball and softball. Last year we allowed Russiaville to use the Field House Monday through Thursday and Saturday during February and March. This year I would like to schedule Russiaville youth baseball and softball in the Field House on Monday, Wednesday, Saturday and Sunday. By opening it on Sundays it allows Western school teams to use the Field House on Tuesday and Thursday evenings. The Field House would be open on Sundays from 2pm-8pm, February 5th – March 19th. After spring break the Field House hours would return to the normal times.

Mrs. Shepherd made a motion to change the usage of the Field House as presented. Mr. Maugans made comment that this is the ultimate purpose of having the Field House – to help accommodate the community. Mr. Wells seconded the motion which passed 7-0.

Item #12 – NEOLA:

First Reading: Policies 5530.02, 5136, 5136.01, 7540.03, 7540.04, 7540.05, 7540.06, 8500 & 8510

Second Reading: Policies 1220, 1521, 3121, 4121, 2221, 2262, 2623.01, 3131 (tabled to Jan Reg Meeting), 3220.01, 5200, 5330, 5350, 5460, 5630.01V1, 5730, 6152, 8120, 8121, 8330, 8462, 8600, 8800, 6111, 6605, 5771

***copies of all approved policies will be updated on our school website*

Mrs. Shepherd made a motion to approve policies as presented on second reading. Mr. Maugans seconded the motion which passed 7-0.

#13-Personnel:

Mr. McCracken recommends the following personnel items –

- ~~Recommendation: Alaina Bradley, Special Ed Aide, WMS~~ (Removed as requested by Mr. McCracken, resignation recv'd)
- Recommendation: Derek Durkes, Temporary 5th Grade Teacher, WIS
- Recommendation: Amber Kelly, Temporary 4th Grade Teacher, WIS
- Recommendation: Stevee Kenworthy, Special Ed Aide, WIS
- Recommendation: Emily Myers, Temporary PVE Teacher, WHS
- Recommendation: Jerelyn George & Abby Unger, Elementary Bus Aides
- Recommendation: Athletic ECA
- Recommendation: Homebound Instruction
- Resignation: Lacey Alberson, Special Ed Aide, WIS
- Resignation: Jeff Newman, Head Custodian, WMS
- Resignation: Holly Polk, Bus Aide, WIS
- Leave of Absence: Mary Kelley, Aide, WPS

Mr. Gaskins made a motion to approve the Personnel items as presented. Mrs. Shepherd seconded the motion. Motion passed with 6 votes & 1 abstention by Mrs. Singer.

Item #14 – Professional Improvement Requests:

Professional Improvement – Requests December 2017

<i>Janel Baker</i> – IMEA Professional Development, Ft Wayne, IN	Jan 11-13, 2018
<i>Tiffanie Bolen</i> – CPI Training, Bunker Hill (Maconaquah), IN	Jan 11, 2018
<i>Jacob Bowman</i> – Science Express Training, Purdue University, W Lafayette, IN	Jan 18, 2018
<i>Stacey Brown</i> – Indiana Teacher Evaluation Training, WVEC, W Lafayette, IN	Nov 28, 2017
<i>Stacey Brown</i> – Coaches Council Networking, WVEC, W Lafayette, IN	Jan 18, 2018
<i>Jennifer Carter</i> – CPI Training, Bunker Hill (Maconaquah), IN	Jan 11, 2018
<i>Kathleen Davis</i> – Science Express Training, Purdue University, W Lafayette, IN	Jan 18, 2018
<i>Melissa DeWeese</i> – Indiana STEM Conference, Purdue University - Lafayette, IN	Jan 11, 2018
<i>Misty Duncan</i> – CPI Training, Bunker Hill (Maconaquah), IN	Jan 11, 2018
<i>Kimberly Ennis</i> – NWEA Applying Reports, Noblesville, IN	Feb 7, 2018
<i>Suzanne Evans</i> – Reg Next Generation Applying Report NWEA, Indianapolis, IN	Mar 2, 2018
<i>Georgia Everett</i> – Statewide Science Conference, Indianapolis, IN	Feb 14-16, 2018
<i>Eric Flickinger</i> – IASP Asst Principal Conference, Indianapolis, IN	Nov 17-18, 2017
<i>Kim Freeman</i> – NWEA Reports, Noblesville, IN	Feb 7, 2018
<i>Ashley Gaskins</i> – LAMP Training Workshop, Fishers, IN	Mar 2, 2018
<i>Melissia Grant</i> – IN Assoc of Agricultural Educators Winter Workshop, Trafalgar, IN	Jan 18, 2018
<i>Rebecca Hickey</i> – LAMP Training Workshop, Fishers, IN	Mar 2, 2018
<i>Kristy Kanable</i> – Reg Next Generation Applying Report NWEA, Indianapolis, IN	Feb 7, 2018
<i>Alex Lantz</i> – Science Express Training, Purdue University, W Lafayette, IN	Jan 18, 2018
<i>Jenna Moree</i> – Coaches Council Networking Session #3, WVEC, W Lafayette, IN	Jan 18, 2018
<i>Jenna Moree</i> – Regional Workshop MAP Foundation Series, Noblesville, IN	Feb 7, 2018

Pat Quillen – Standards-based Assessment & Grading, Indianapolis, IN	Feb 1-2, 2018
James Sheehan – CPI Training, Bunker Hill (Maconaquah), IN	Jan 11, 2018
Autumn Smith – IMEA Professional Development, Ft Wayne, IN	Jan 12-14, 2018
Jacob Turner – Fanuc Robotics Training, IVY Tech University, Kokomo, IN	Feb 27-Mar 2, 2018
Keith Whitford – Band & Orchestra Clinic, McCormick Place, Chicago, IL	Dec 20-23, 2017
Heather Yentes – Reg Next Generation Applying Report NWEA, Indianapolis, IN	Mar 2, 2018
Group – 20 candidates: – Professional Learning Communities at Work, Coordinated by Heather Hendrich Lincolnshire, IL	July 30- Aug 1, 2018

Mr. Wells made a motion to approve Professional Improvement Requests as submitted. Mrs. Shepherd seconded the motion which passed 7-0.

Item #15 – Board Member Roundtable:

Mr. Gaskins – Wished everyone a Merry Christmas!

Mrs. Singer – Commented that she has heard how much people without children at Western, appreciate the Western View. They are able to read about the happenings at all buildings & what great things happen here at Western. Specifically mentioned each school – WPS: Turkey Walk, WIS: Students had a visit from Nationally known songwriter, WMS: Paw Print Newspaper on the website – Very impressed by the student articles, WHS: Has heard very positive feedback from other educators about Mr. Davis’s presentation at Partner’s In Education regarding the new Graduation Pathways Plan put forth by the state. She also noted on how proud she was of all the schools and their Community Service!

Mr. Maugans – Made a comment that with all the great things happening at Western, he challenges everyone who criticizes the Public School System! Everything was great.

Mr. Koloszar – Glad to see the new courses being offered at the High School.

Mr. Kenworthy – Thank you to everyone.

Mrs. Shepherd – Good night to everyone.

Item #16 – Signing of Documents:

Item #17 – Adjournment:

The meeting was adjourned at 7:05pm with the Executive Session to follow.