

Western School Corporation

Russiaville, Indiana

August 15th, 2017

Minutes of the regular meeting of the Western Board of School Trustees held on Tuesday, August 15, 2017 at 6:01pm.

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

Members Absent: All present

Others Present: Suzie Reagle, Katie Sundheimer, Pat Quillen, Rick Davis, Steve Arthur, Randy McCracken, Tammy Johnson, Heather Hendrich, Pam Carter, Lissa Stranahan & Craig Shearer

Mr. Gaskins 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 6:01pm.

Item #2 – Approval of the Agenda:

No changes to the agenda.

Mr. Koloszar made a motion to approve the agenda as presented. 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 July 18th, 2017 regular meeting and the July 18th, 2017 Executive Session Meeting. Mr. Gaskins seconded the motion which passed 7-0.

Item #4 – Opportunity for Public Comment:

There were no comments from the public.

Item #5 – Panther Pride:

Items Reviewed: Hoosier Conference Honors 2017 & Mr. Brian Caldwell being a part of the final 25 applicants for Indiana Teacher of the Year 2017.

Item #6 – Reports:

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

WESTERN SCHOOL CORPORATION
TREASURER'S REPORT
BOARD MEETING 08/15/2017

Bank Balance

FIRST FARMERS BANK AND TRUST

Checking Account Balance 07/01/17	\$7,910,567.59
Non-Revenue Receipts	6,472,415.54
MTD Revenue	2,198,700.59
Disbursements from Clearing Accounts	6,547,252.00
MTD Disbursements	2,041,075.52
Checking Account Balance 07/31/17	\$7,999,356.20

Total Depository Balance 07/31/17	\$7,993,356.20
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Vendor Claims Submitted For Approval

#73182 – 73197 of 07/19/17 - 07/31/17	\$7,099,455.92
#73198 – 73329 of 08/01/17- 08/15/17	<u>\$354,796.74</u>
TOTAL:	\$7,454,252.66

Payroll Claims Submitted for Approval

#1 of 07/14/17	\$412,329.13
#2 of 07/28/17	<u>\$415,802.39</u>
TOTAL:	\$828,131.52

Interest on Checking 01/01/17 to 07/31/17 \$42,971.44
pc

Mr. Wells made a motion to approve the Treasurer's report & claim docket. Mrs. Shepherd seconded the motion which passed 7-0.

B. Director of Technology: Mr. Shearer submitted the following report –

Technology Board Update

8/15/17

1. The second batch of ipad cases arrived the Friday before school started. We were able to get the HS MS and Int buildings put into cases prior to the start of school. I would like to thank those who helped case in a hurry: Maureen Beckwith, Jennifer Fisher, Cindy Kuhns, Cherie Helmberger, Steven Cecil, Melissa Deweese, Nate Schmidt, Liz Soutar. We would not have been able to do it without these helpers.

3. School year startup went pretty well. We had the normal beginning of the year items so far so good.

Mr. Shearer added that keyboards were purchased and greatly appreciated by teachers at the start of school year. He mentioned that parents will be able to purchase a keyboard for a reduced cost directly from the supplier! The Technology Session for Parents that was cancelled has been rescheduled. An email was sent out to parents.

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

WSC School Board Report	2017
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FROM THE OFFICE OF LISSA STRANAHAN, DIRECTOR OF EXCEPTIONAL LEARNERS AND TESTING

August 2017 Board Meeting

- ***Title Programs***
 - Waiting for approval from the IDOE for the 2017-18 Title I Grant
- ***English Language Learners Program***
 - The NESP allocation for 2017-18 is \$3250.
 - Received approval
- ***Special Education***
 - Conducted annual paraprofessional training with Suzie Reagle and Wendi Campbell for all paras working with special education students
 - Met with all special education teachers
- ***Testing***
 - ISTEP scores will be released to corporations on August 16, 2017

- D. No report was submitted from Assistant Superintendent Dr. Hendrich

E. Superintendents Report: Mr. McCracken submitted the following report –

To: Members of the Western School Board
 From: Randy McCracken
 Re: Superintendent's Report
 Date: August 9, 2017

1. Revised Branding Recommendation (see attached)
2. Preliminary Enrollment and Transfer Numbers (I will share the most recent numbers at the Board Meeting)

Preliminary Enrollments

Western Primary	K	1	2	Total
2009-2010	205	191	200	596
2010-2011	196	207	196	599
2011-2012	172	198	219	589
2012-2013	160	191	180	531
2013-2014	178	196	184	558
2014-2015	161	200	194	555
2015-2016	206	184	201	591
2016-2017	169	206	193	568
2017-2018 (as of 8/14/17)	193	183	204	580

Western Intermediate	3	4	5	
2009-2010	192	156	183	531
2010-2011	180	214	156	550
2011-2012	183	187	218	588
2012-2013	214	172	209	595
2013-2014	189	225	175	589
2014-2015	200	186	218	604
2015-2016	204	197	193	594
2016-2017	211	206	208	625
2017-2018 (as of 8/14/17)	188	207	209	604

Western Middle School	6	7	8	
2009-2010	189	197	198	584
2010-2011	209	199	195	603
2011-2012	208	212	202	622
2012-2013	234	214	221	669
2013-2014	214	236	213	663
2014-2015	179	202	240	621
2015-2016	227	191	209	627
2016-2017	199	229	195	623
2017-2018 (as of 8/14/17)	216	202	220	638

Western High School	9	10	11	12	Total
2009-2010	195	214	208	190	807
2010-2011	207	197	205	204	813
2011-2012	197	206	193	211	807
2012-2013	217	201	205	182	805
2013-2014	218	212	192	198	820
2014-2015	210	211	205	189	815
2015-2016	240	214	194	192	840
2016-2017	207	231	203	192	833
2017-2018 (as of 8/14/17)	218	200	221	194	833

ADM Totals

Year	ADM
2009-2010	2415.5
2010-2011	2467
2011-2012	2520
2012-2013	2520
2013-2014	2541
2014-2015	2514.5
2015-2016	2652
2016-2017	2649
2017-2018 (as of 8/14/17)	2655

Transfer Students

Year	Accepted	Denied
2009-2010	21	3
2010-2011	58	18
2011-2012	64	4
2012-2013	90	29
2013-2014	76	8 (capacity)
2014-2015	44	11 (capacity)
2015-2016	115	16
2016-2017	91	4 Denied (several calls)
2017-2018 (as of 8/14/17)	112	13
Total Students Accepted Since 2009	671	

- Budget – I would like to thank Pam and Heather for their work on the budget. Tonight we will be asking your permission to advertise Budget Form 3. Budget Form 3 is now only advertised one time in two newspapers. Last month our Budget Calendar was approved, which stated the advertisement will be on September 7, 2017, (must be at least 10 days prior to the public hearing).

Form 3 contains our CPF plan and Bus replacement plan.

4. Estimate of General Fund Revenue (Will be shared at the meeting with our most recent enrollment)
5. School Finances
 - Tax Driven Funds
 - Capital Projects (Future Operational Fund)
 - Bus Replacement (Future Operational Fund)
 - Transportation Operating (Future Operational Fund)
 - Debt Service
 - School Pension Debt (Off-set from other funds)
 - Paid off in 2019
 - Addressed the unfunded liability of retirement severances of the past
 - Must be 100% Neutralized from one or all of the following:
 - Capital Projects
 - Bus Replacement
 - Transportation Operating Fund
 - State Supported Funds
 - General Fund (Future Educational Fund)
 - Other
 - Rainy Day Fund
6. Facility Update
7. 2016 ISTEP+ Results – Scheduled to be released on August 16
8. Other

To: Members of the Western School Board
From: Randy McCracken
Re: Updated School Logo/Branding the Corporation (Revised)
Date: August 8, 2017

After last month's Board discussion on the new logo, colors and the high school crest. It is Mr. Davis' and my recommendation that we no longer use the crest for the high school and use the new logo only for all buildings. The section of the logo that says Panthers can be switched for each building and for each athletic team. The "W" can be used in white or black, which are the official school colors.





Recommendations added by Mr. McCracken:

The crest will no longer be used in the high school

The Branding Guide was discussed at the Strategic Planning Meeting & will be used as a reference to anyone referencing the logos.

The following letter to accompany the Branding Guide

To: Members of the Western School Board
From: Randy McCracken
Re: Additional Brand/Logo Information
Date: August 13, 2017

The attached Branding Manual outlines the use of the now official Western School Corporation brand/logo. As outlined in the manual, to maintain our brand consistency, all parties utilizing any element of our brand/logo need to meet the specifications outlined in the manual.



Changing from the many variations of Panthers, "W", etc. will take time. The key is to use the new brand/logo from this point forward and replace previous displayed or used logos as it is economically feasible.

Official Western Uniforms and Attire

Athletic uniforms, co-curricular attire, and extracurricular uniforms/attire, and any other school uniform or attire used by an individual or team representing Western is to follow this manual.

Unofficial Western Attire

At times, school organizations have T-shirts, signs etc. made to promote the school organization or to memorialize an event, that are not part of an official Western Uniform. The manual is to be followed for these types of attire, signs, etc. any time a Panther, "W", Western, or initialing such as "WHS", "WMS", etc. is used that would identify Western. Additional graphics, wording or lettering to individualize the organization can be added and does not need to follow the

guidelines (e.g. Drama Club , Soccer, , *Class of 2018*, etc. As stated in the manual, the logo is recommended to be used against Black, Silver Grey, transparent or neutrals such as Grey/Silver. Other non-official school color backgrounds (e.g. light blue, pink, tie dye, etc.) require building level administrative approval.

Promotional Equipment, Attire, Signs, Matts, Etc.

We will contact outside companies, businesses, and vendors who have used our previous logos or have created their own and work with them to move to our new brand/logo.

Mrs. Singer made a motion to approve the Director reports as submitted with recommendations.

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

Item #7 – Permission to Advertise:

Submitted for review & approval by Ms. Carter -

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



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
Pam Carter
Re: Permission to advertise the CPF Plan and Bus Replacement Plan
Date: August 15, 2017

We are requesting to advertise Western School Corporation's 2018 CPF Plan and the Bus Replacement Plan September 7, 2017.

pc

WESTERN SCHOOL CORPORATION

2600 SOUTH 600 WEST • RUSSIAVILLE, INDIANA 46979-0247 • PHONE 765-883-5576 • FAX (765) 883-7946

Prospective employees will receive consideration without discrimination of race, creed, color, sex, age, national origin, handicap or veteran status.

NOTICE TO TAXPAYERS

Complete details of the Capital Projects Fund Plan may be seen by visiting the office of this unit of government at the following address: 2600 South 600 West, Russiaville IN 46979

Notice is hereby given to taxpayers of Western School Corporation that the proper officers of Western School Corporation will conduct a public hearing on the year 2018 proposed Capital Projects Fund Plan pursuant to IC20-05-6-11. Following the public hearing, the proper officers of Western School Corporation may adopt the proposed plan as presented or with revisions.

Public Hearing: September 19, 2017

Public Hearing Time: 6:00 p.m.

Public Hearing Place: Western School Corporation Board Room, 2600 South 600 West Russiaville IN 46979

Taxpayers are invited to attend the meeting for a detailed explanation of the plan and to exercise their rights to be heard on the proposed plan. If the proposed plan is adopted by resolution, such plan will be submitted to the Department of Local Government Finance for approval.

The following is a general outline of the proposed plan:

EXPENDITURES	Bal.	2018	2019	2020
1) Land Acquisition and Development	4100	28,000	48,500	33,000
2) Professional Services	4100	2,800	-	2,800
3) Education Specifications Development	4100			
4) Building Acquisition, Construction and Improvement	4510, 4520, 4530	505,150	463,970	385,000
5) Rental of Buildings, Facilities and Equipment	4550	88,200	88,200	88,200
6) Purchase of Mobile or Fixed Equipment	4700	197,190	161,290	141,450
7) Emergency Allocation	4900	50,000	50,000	50,000
8) Utilities (Maintenance of Buildings)	2620	416,000	416,000	416,000
9) Maintenance of Equipment	2640	286,950	282,950	285,100
10) Sports Facility	4540	75,000	75,000	75,000
11) Property or Casualty Insurance	2670			
12) Other Operation and Maintenance of Plant	2680			
13) Technology				
Instruction-Related Technology	2230			
Admin Tech Services	2580	547,804	537,204	439,204
SUBTOTAL CURRENT EXPENDITURES		2,197,094	2,123,114	1,915,754
14) Allocation for Future Projects				
15) Transfer From One Fund to Another	6010			
TOTAL EXPENDITURES, ALLOCATIONS AND TRANSFERS		2,197,094	2,123,114	1,915,754

SOURCES AND ESTIMATES OF REVENUE

1) Projected January 1 Cash Balance	-	100	100
2) Less: Encumbrances Carried Forward from Previous Year			
3) Estimated Cash Balance Available for Plan (Line 1 minus Line 2)	-	100	100
4) Property Tax Revenue	2,326,529	2,115,116	2,115,876
5) Estimated Property Tax Cap Credits (show as a negative)			
6) Auto Excise, CVET and FIT receipts	139,000	100,000	100,000
7) Other Revenue	11,000	12,000	12,000
TOTAL FUNDS AVAILABLE FOR PLAN (Add Lines 3, 4, 5 and 6)	2,476,529	2,227,216	2,227,976

This notice contains future allocations for the following projects:

Project - Location	2,018	2,019	2,020

Future allocations as specified above will be subject to objections during the period stated in the Notice of Adoption to be published at a later date.

TO BE PUBLISHED IN YEARS AFTER THE FIRST YEAR

This notice contains future allocations for the following projects, which have previously been subject to taxpayer objections.

Project - Location	20__	20__	20__

Future allocations as specified above are not subject to objections during the period stated in the Notice of Adoption to be published at a later date.

**SCHOOL BUS REPLACEMENT PLAN
FOR THE YEARS 2018 - 2029**

Pursuant to IC 20-46-5, Western School Corporation does hereby submit to the Department of Local Government Finance the following School Bus Replacement Plan for the twelve (12) year period 2017 through 2028. This Plan is based upon the presumption that the minimum useful life of a school bus is not less than twelve (12) years.

SECTION I

Replacement Cost of Bus/Vehicle During Specific Year

Bus Description	Cap ID No.	Year of Acquisition per DOE TNY	Owned or Leased	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
1 IC 2006	56 E		Owned	\$100,000											
2 IC 2006	55 C		Owned	\$100,000											
3 IC 2006	106 D		Owned	\$120,000											
4 IC 2006	116 D		Owned	\$120,000											
5 IC 2007	107 D		Owned	\$120,000											
6 IC 2007	117 D		Owned	\$120,000											
7 IC 2007	127 D		Owned	\$120,000											
8 IC 2008	108 D		Owned	\$120,000											
9 IC 2008	78 C		Owned	\$100,000											
10 IC 2008	118 D		Owned	\$120,000											
11 IC 2009	128 D		Owned	\$130,000											
12 IC 2009	79 C		Owned	\$100,000											
13 IC 2009	99 C		Owned	\$100,000											
14 IC 2009	19 F		Owned	\$100,000											
15 IC 2010	110 D		Owned	\$120,000											
16 IC 2010	210 D		Owned	\$120,000											
17 IC 2011	81 F		Owned	\$100,000											
18 IC 2011	24 E		Owned	\$70,000											
19 IC 2011	11 E		Owned	\$70,000											
20 IC 2011	31 C		Owned	\$100,000											
21 IC 2011	41 C		Owned	\$100,000											
22 IC 2012	12 E		Owned	\$70,000											
23 IC 2013	53 C		Owned	\$100,000											
24 IC 2013	63 C		Owned	\$100,000											
25 IC 2014	54 C		Owned	\$100,000											
26 IC 2014	64 C		Owned	\$100,000											
27 IC 2014	14 F		Owned	\$70,000											
28 IC 2015	45 C		Owned	\$100,000											
29 IC 2015	35 C		Owned	\$100,000											
30 IC 2016	205 D		Owned	\$100,000											
31 IC 2016	215 D		Owned	\$100,000											
32 IC 2016	15 F		Owned	\$70,000											
33 IC 2017	207 D		Owned	\$100,000											
34 IC 2017	217 D		Owned	\$100,000											
35 IC 2017	217 D		Owned	\$100,000											
Replacement Cost Totals				\$210,000	\$240,000	\$240,000	\$240,000	\$220,000	\$220,000	\$200,000	\$240,000	\$170,000	\$170,000	\$170,000	\$200,000

NOTICE TO TAXPAYERS

Complete details of the Bus Replacement Fund plan may be seen by visiting the office of this unit of government at the following address: Western School Corporation 2600 S. 600 W. Russiaville, IN 46979.

Notice is hereby given to taxpayers of Western School Corporation that the proper officers of Western School Corporation will conduct a public hearing on the year 2018 proposed Bus Replacement Fund Plan pursuant to IC 20-46-5. Following the public hearing, the proper officers of Western School Corporation may adopt the proposed plan as presented or with revisions.

Public Hearing Date: September 19, 2017

Public Hearing Time: 6:00 p.m.

Public Hearing Place: Western School Corporation Board Room, 2600 S. 600 W. Russiaville, IN 46979

Taxpayers are invited to attend the meeting for a detailed explanation of the plan and to exercise their rights to be heard on the proposed plan. If the proposed plan is adopted by resolution, such plan will be submitted to the Department of Local Government Finance for approval.

The following is a general outline of the proposed plan:

Year	No. of Buses Owned	No. of Buses to be Replaced	Total Estimated Replacement Cost	Total Contract Costs
2018	35	2	\$200,000	
2019	35	2	\$240,000	
2020	35	2	\$240,000	
2021	35	2	\$240,000	
2022	35	2	\$220,000	
2023	35	2	\$220,000	
2024	35	2	\$200,000	
2025	35	2	\$240,000	
2026	35	2	\$170,000	
2027	35	2	\$170,000	
2028	35	2	\$170,000	
2029	35	2	\$200,000	

The proposed plan includes additional school buses or school buses with larger seating capacity as compared with the prior school year. Evidence of a demand for increased transportation services is detailed in the proposed plan. School corporation certifies/affirms that the additional buses it plans to acquire are for the purpose of replacement or having larger seating capacity.

Number of Additional Buses: _____ Cost of Additional Buses: _____

The proposed plan includes the replacement of a school bus earlier than its anticipated replacement date. Evidence of need for replacement is detailed in the proposed plan.

SOURCES AND ESTIMATES OF REVENUE

	2018
1) Projected January 1 Cash Balance	-
2) Less: Encumbrances Carried Forward from Previous Year	-
3) Estimated Cash Balance Available for Plan (Line 1 minus Line 2)	-
4) Property Tax Revenue	306,775
5) Estimated Property Tax Cap Credits (show as a negative)	-
6) Auto Excise, CVET and FIT receipts	5,265
7) Other Revenue	-
TOTAL FUNDS AVAILABLE FOR PLAN (Add lines 3, 4, 5 and 6)	312,040

**Printed in 2 Kokomo papers in September

Mrs. Shepherd made a motion to approve the Permission to Advertise. Mr. Gaskins seconded the motion which passed 7-0.

Item #8 – Resolutions for Approval:

Submitted for review & approval by Ms. Carter -

Western School Corporation

RESOLUTION TO AUTHORIZE 2018 BUDGET CHANGES

RESOLUTION

Whereas, the Board of School Trustees, the governing body of the Western School Corporation, Howard County, Indiana, must adopt a Budget for 2018 and

WHEREAS, expenditure calculations used to prepare the budget and establish tax levies and rates for advertisement are projection of events that may take place in the next eighteen months, and

WHEREAS, THE Board of School Trustees is required to advertise the 2018 budget six months prior to implementation, and

WHEREAS, THE Board of School Trustees wishes to impose the most appropriate tax rate on the patrons of Western Township to insure appropriate levies to fund the school budget.

THEREFORE, BE IT RESOLVED, that the Board of School Trustees grants the appropriate authority to Randy McCracken, Superintendent, to make necessary changes to the appropriations if needed.

ADOPTED this 15th day of August, 2017

Board President, Conrad Maugans

Board Member, Harry Kenworthy

Board Vice President, Mike Koloszar

Board Member, Linda Singer

Board Secretary, Donna Shepherd

Board Member, Scott Gaskins

Board Member, Donald Wells

Mr. Wells made a motion to approve the resolution to authorizing Mr. Randy McCracken the authority to make necessary changes to the appropriations if needed as submitted. Mrs. Shepherd seconded the motion which passed 7-0.

Item #9 – Approval of Grant:

NESP Grant – submitted for approval by Mrs. Stranahan

MEMORANDUM

TO: RANDY MCCrackEN, SUPERINTENDENT
FROM: LISSA STRANAHAN
SUBJECT: ACCEPTANCE OF NESP GRANT
DATE: AUGUST 8, 2017
CC:



I am requesting your approval for the acceptance of the NESP (Non-English Speaking Program) grant for the 2017-18 school year in the amount of \$3250.00.

Mr. Koloszar made a motion to approve the acceptance of the generous NESP Grant as presented. Mrs. Shepherd seconded the motion which passed 7-0.

Item #10 – Child Nutrition Program Procurement Plan:

Submitted for approval by Emily Klingler -

Western School Corporation
CHILD NUTRITION PROGRAM PROCUREMENT PLAN

This procurement plan contained on the following pages will be implemented on July 1, 2017 and from that date forward until amended. All procurements must adhere to free and open competition. Sponsors must retain all documentation for each procurement per regulations.

Printed Authorized Name*

Authorized Signature *

Date

*As referenced in CNP Web:

Executive Contact for National School Lunch

Authorized Representative for Child and Adult Care Food Program

Authorized Representative for Summer Foods Service Programs

Mr. Gaskins made a motion to approve the Child Nutrition Program Procurement Plan as presented. Mr. Wells seconded the motion which passed 7-0.

Item #11 – WHS College Courses for 2017-18:

Mr. Davis has submitted the following for approval –



WESTERN HIGH SCHOOL

2600 S. 600 W. Box 367
Russiaville, IN 46979-0247
Phone: 765-883-5541
Fax: 765-883-4522
<http://whs.western.k12.in.us>

Richard E. Davis
Principal
Cynthia Long
Assistant Principal

Julie A. Pownall
Director of Student Services
Ashlee Shoaff
Counselor
Sherry Yazel
Counselor

WHS College Courses 2017-2018

The following courses are offered for Dual Credit at WHS:

Dual Credit thru Indiana University

ACP English Writing 131: 3 credit hours
ACP English Literature 202: 3 credit hours
ACP Chemistry C101/C102: 5 credit hours

Dual Credit thru Ivy Tech

Math 136 (Honors Pre-Calculus): 3 credit hours
Math 137 (Honors Trigonometry): 3 credit hours
Anatomy/Physiology 101/102: 6 credit hours
Animal Science (AGRI 103): 3 credit hours
Advanced Animal Science (AGRI 107): 3 credit hours
Advanced Plant and Soil Science (AGRI 109): 3 credit hours
Digital Application and Responsibility (CINS 101): 3 credit hours
Computer Science I (SDEV 120): 3 credit hours
Advanced Manufacturing I (ADMF 101): 3 credit hours
Advanced Manufacturing II (ADMF 102): 3 credit hours

*Other Dual Credits are available through the Kokomo Area Career Center

The following courses are offered as Advanced Placement at WHS:

AP Calculus AB
AP Statistics
AP Biology
AP US History
AP Japanese
AP 2-D Art
AP Drawing
AP Computer Science

Mrs. Shepherd asked if the high school has teachers who could cover the AP/DC classes or if they were just being offered. Mr. Davis replied “that we had teachers to teach all of these classes, but it is a challenge to find teachers who meet the criteria. This is what we had with calculus. Last year, we could offer AP and DC calculus, but this year only AP due to the certification of teachers. The changes the HLC has made, has made it very difficult for schools to maintain DC offerings.”

Mr. Gaskins made a motion accept the WHS College Course offered for the 2017-18 school year. Mrs. Singer seconded the motion, which passed 7-0.

Item #12 – NEOLA Policies:

Policy 3220.01 – 2nd read

Request for approval for the Teacher Grant as submitted by Mr. McCracken



EOLA of INDIANA
TEMPLATES

1. Review
2nd Draft and
Approved in August

BOARD OF SCHOOL TRUSTEES
SCHOOL CORPORATION

PROFESSIONAL STAFF
3220.01/page 1 of 4

NEW POLICY - SPECIAL UPDATE - JULY 2017

TEACHER APPRECIATION GRANTS

[DRAFTING NOTE: The statute places the revenue received from the Teacher Appreciation Grant outside of negotiations but requires the policy for distribution of the funds be discussed with the exclusive representative prior to adoption by the Board.]

The School Board shall adopt an annual policy concerning the distribution of teacher appreciation grants. This policy shall be submitted to the Indiana Department of Education (IDOE) along with the School Corporation's staff performance evaluation plan online as one (1) document by September 15th of each year.

Definitions:

For purposes of this policy, the following definitions apply:

The term "teacher" means a professional person whose position with the Corporation requires a license (as defined in I.C. 20-28-1-7) and whose primary responsibility is the instruction of students.

The term "license" refers to a document issued by the IDOE that grants permission to serve as a particular kind of teacher. The term includes any certificate or permit issued by the IDOE.

Distribution of Annual Teacher Appreciation Grants:

Teacher appreciation grant funds received by the Corporation shall be distributed to licensed teachers who meet the following criteria:

- A. employed in the classroom (including providing instruction in a virtual classroom setting);
- B. rated as Effective or Highly Effective on their most recent performance evaluation; and
- C. employed by the Corporation as of December 1st of the year in which the teacher appreciation grant funds are received by the Corporation.



EOIA of INDIANA
TEMPLATES

BOARD OF SCHOOL TRUSTEES
_____**SCHOOL CORPORATION**

PROFESSIONAL STAFF
3220.01/page 2 of 4

The Corporation shall distribute the teacher appreciation grant funds it receives as follows **[select one (1) of the two (2) options below]:**

☒ **OPTION A:**

- A. A cash stipend as determined by the Superintendent shall be distributed to all teachers in the Corporation who are rated as Effective; and
- B. A cash stipend in an amount that is 25 % **[insert an amount that is at least twenty-five percent (25%)]** more than the stipend given the teachers rated as Effective shall be distributed to all teachers in the Corporation who are rated as Highly Effective.

☐ **OPTION B:**

- A. A cash stipend as determined by the Superintendent shall be distributed to all teachers in the Corporation who are rated as Effective;
- B. A cash stipend in an amount that is _____ % **[insert an amount that is at least twenty-five percent (25%)]** more than the stipend given the teachers rated as Effective shall be distributed to all teachers in _____ School who are rated as Highly Effective;
- C. A cash stipend in an amount that is _____ % **[insert an amount that is at least twenty-five percent (25%)]** more than the stipend given the teachers rated as Effective shall be distributed to all teachers in _____ School who are rated as Highly Effective;
- D. A cash stipend in an amount that is _____ % **[insert an amount that is at least twenty-five percent (25%)]** more than the stipend given the teachers rated as Effective shall be distributed to all teachers in _____ School who are rated as Highly Effective;



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- E. **[ADD SAME PROVISION AS ABOVE FOR AS MANY INDIVIDUAL BUILDINGS AS THE BOARD WISHES TO SELECT FOR DIFFERENTIATION];** and
- F. A cash stipend in an amount that is _____% **[insert an amount that is at least twenty-five percent (25%)]** more than the stipend given the teachers rated as Effective shall be distributed to all teachers in all other buildings who are rated as Highly Effective.

[END OF OPTIONS]

If the Corporation is the local educational agency (LEA) or lead school corporation that administers a special education cooperative or joint services program or a career and technical education program, including programs managed under I.C. 20-26-10, 20-35-5, 20-37, or I.C. 36-1-7, then it shall award teacher appreciation grant stipends to and carry out the other responsibilities of an employing school corporation under this section for the teachers in the special education program or career and technical education program with respect to the teacher appreciation grant funds it receives on behalf of those teachers.

A stipend to an individual teacher in a particular year is not subject to collective bargaining but is discussable and is in addition to the minimum salary or increases in the salary set under I.C. 20-28-9-5.

The Corporation shall distribute all stipends from a teacher appreciation grant to individual teachers within twenty (20) business days of the date the IDOE distributes the teacher appreciation grant funds to the Corporation.



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OPTIONAL:

[] Percentage of Teacher Appreciation Grant Becomes Part of the Base Salary:

An amount not exceeding _____% **[insert an amount that is not more than fifty percent (50%)]** of the amount of a stipend to an individual teacher in a particular year shall become a permanent part of and increase the base salary of the teacher receiving the stipend for school years beginning after the year in which the stipend is received.

The addition to base salary is not subject to collective bargaining but is discussable.

[END OF OPTION]

This policy shall be reviewed annually by the Board and shall be submitted to the IDOE annually by the Superintendent as indicated above.

I.C. 20-18-2-22
I.C. 20-28-1-7
I.C. 20-43-10-3.5

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Mrs. Shepherd made a motion to approve the NEOLA Policy 3220.01.

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

1st Read of NEOLA Policies:

Policy 0100, 2261.01, 5111, 5111.01, 5111.03, 5330, 6330, 8330, 8355, 8500 & 8510 – on file

Mr. McCracken shared – No action is needed at this time.

Item #13 – Teacher Evaluation Instrument:

Recommendation by Mr. McCracken for the Western Excellence in Education Program for 2017-2018 Evaluator and Teacher Handbook

To: Members of the Western School Board
From: Randy McCracken
Re: Western's Excellence in Education Program, 2017-2018 Evaluator and Teacher Handbook
Date: August 9, 2017

I would like to recommend the attached Evaluator and Teacher Handbook for the 2017-2018 School Year. We began working on revising our previous handbook late winter/early spring of 2017 with discussion and input from the teachers. Three main changes are: adding back Student Learning Objectives (SLOs) as part of the Summative Evaluation Scoring, adding Summative Rating Calculators for each of the various teacher groups, and adding additional scoring Rubrics for the various teacher groups. Within the Summative Rating Calculators, we have modified the Highly Effective criteria so that it is more specific to each group. All of this information was developed with teacher representatives from each group.

In addition to this recommendation, I am recommending that we use the criteria in this new handbook to complete the 2016-2017 evaluations if a teacher's final rating would be higher using this process. Since Student Learning Objectives (SLOs) were not used for the 2016-2017 school year, I would recommend for fairness to all, if this new information is used to complete last year's evaluations, that all teachers receive a rating of a 4, Highly Effective for their SLOs.

Submission of the Western's Excellence in Education Program Handbook for 2017-18 – on file

Mrs. Singer made a motion to approve the recommended Western Excellence in Education Program and Handbook for the 2017-18 SY. Mrs. Shepherd seconded the motion which passed 7-0.

Item #14 – Transportation Billing:

Submitted for approval by Dr. Hendrich -

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



WESTERN SCHOOL CORPORATION
EQUAL OPPORTUNITY EMPLOYER

RANDY McCracken - SUPERINTENDENT
HEATHER HENDRICH - ASSISTANT SUPERINTENDENT
PAM CARTER - DIRECTOR OF FINANCE
CRAIG SHEARER - DIRECTOR OF TECHNOLOGY
LISSA STRANAHAN - DIRECTOR OF EXCEPTIONAL LEARNERS & TESTING

To: Mr. Randy McCracken and Western School Corporation Board Members

From: Dr. Heather Hendrich, Assistant Superintendent *HH*

Re: Transportation/Trip Billing Information

Please see the attached Transportation/Trip Billing information; recommend changes are highlighted. I am recommending that the costs be the same for all groups: \$1.00/mile for a bus and \$.65/mile for a SPV. Currently, this is \$1.15/mile for a bus and \$.70/mile for a SPV for Category 1 only. Additionally, I am recommending the removal of Category 3 (Outside Groups) due to Indiana Code 20-27-9-6, which does not allow Western to lend, rent, or lease out our school buses.

WESTERN SCHOOL CORPORATION

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Prospective employees will receive consideration without discrimination of race, creed, color, sex, age, national origin, handicap or veteran status.

Mr. Gaskins made a motion to approve the Transportation Billing Information as submitted. Mr. Koloszar seconded the motion which passed 7-0.

Item #15 – Personnel:

Mr. McCracken recommends the following personnel items –

Recommendation – Rachael Stewart, Clinical Coordinator of Nursing, WSC

Recommendation – Carol Smith, Bus Driver

Recommendation – Debbra Novinger, Cafeteria, WPS

Recommendation – Courtney Justice, Life Skills Para, KASEC

Recommendation – Jami Boe-Jeffery, Instructional Aide (CAFÉ), WHS

Recommendation – Anna Smelser, English Teacher, WHS

Recommendation – Kayla Hight, Spec Ed Aide, WIS

Recommendation – Andrew Zimmerman, 4th Grade Teacher, WIS

Recommendation – Jim Clouse, ACS Supervisor, WPS/WIS

Recommendation – Lori Akers, 3rd Grade Teacher (Temporary Contract), WIS

Recommendation – Steve Barker, 9 month Custodian, WMS

Recommendation – James Sheehan, Life Skills Para, KASEC

Recommendation – Amanda Worland, Life Skills Para, KASEC

Recommendation – Alexandria Nash, Life Skills Para, KASEC/Eastern

Recommendation – Rachel Hedge, Life Skills Para, KASEC/Eastern

Recommendation – Katie Sundheimer, Title I Intervention Teacher, WPS

Recommendation – Catherin McFarland, KG Teacher, WPS

Recommendation – Holly Polk, PT Spec Ed Aide, WPS

Recommendation – Ann Loveless, 4th Grade Teacher, WIS

Recommendation – Amy Campbell, Cafeteria, WMS

Recommendation – Dan Macaluso, exceed 30 hours per week

Recommendation – Jonathan Underwood, Assistant Network Administrator, WSC

Recommendation – Increase Hours, WMS Kitchen Staff (K Markham, A Pavese), Post Sub Position

Recommendation – Bailey Wisehart, Volunteer

Athletic ECA Recommendations/Resignations

Academic ECA Recommendations

Resignation – Alyson Kiser, Life Skills Para, KASEC

Resignation – Larry Wimmer, Bus Driver

Resignation – Brittany Brooks, Title I Aide, WPS

Resignation – Cindy Bickford, Title I Aide, WPS

Resignation – James Buckalew, 9 month Custodian, WMS

Resignation – Amy Wilson, HS English Teacher, WHS

Resignation – Dawn Woolace, Cafeteria

Resignation – Danielle Jordan, 4th Grade Teacher, WIS

Resignation – Bria Merriweather, Life Skills Para, KASEC/Eastern

Resignation – Cindy Long, Assistant Principal, WHS

Resignation – Stacy Hawkins, 8th Grade Resource Room Aide, WMS

Resignation – Cheryl Fry, Life Skills Para, KASEC/WHS

Dismissal – Amber Marley, Corp Receptionist/Assistant

Maternity Leave – Maizie Wickersham

Maternity Leave – Lacey Alberson

Leave – Joni Walls

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

Item #16 – Professional Improvement Requests:

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

Comments: Discussion of the PLC Conference at Lincolnshire from 3 Corporation Principals was very, very positive. Mr. Arthur stated there were various speakers, provided a great bonding opportunity for staff members. Mr. Davis commented that some of his staff finally got the reasoning behind PLC & gained the power of PLC to organize. Mr. Quillen mentioned that it was energizing & also justified the process with his staff as well – “Now we know why: Thank you!”

Item #17 – Board Member Roundtable:

Mr. Wells – Thank you to everyone. Thank you for Mr. McCracken’s work on the Teacher Grant Handbook

Mr. Kenworthy – First teacher day was a very nice event.

Mr. Koloszar – “We need to start something like a swear jar. Anyone who uses red or the old logo should have to “pay a fine.”” Money at the end can be donated to a charity.”

Mr. Maugans – Mentioned that he has received numerous comments on Opening Day for the teachers. Good start to the school year, the shirts look great & that all have them. Looking for a mild, good year.

Mrs. Singer – Thanked Mr. McCracken on his work with the Branding Guide

Mr. Gaskins - nothing

Mrs. Shepherd - Thanked Ms. Carter for her work on the budget. Has also heard positive comments on Opening Day. Hopes that it the spirit keeps going.

Item #18 – Signing of Documents:

Item #19 – Adjournment:

The meeting was adjourned at 6:43pm with an Executive Session to follow.

Items to be discussed:

- A. Strategy with respect to collective bargaining 5-14-1.5-6.1 (2)(A)