

Board of School Trustees Meeting

NWCSD of Shelby County Board Room

Wednesday, August 14, 2019

7:00pm - 9:00pm

Present: Mr. Ken Polston, Board Member; Mrs. Kathy Cord, Administrative Assistant; Mrs. Laura Mullen, Corporation Treasurer; Mr. Vince Sanders, Board President; Mrs. Wendy Gearlds, Board Secretary; Mr. Todd Brandman, Board Member; Mr. Chris Hoke, Superintendent; Mr. Glenn Bass, Board Member

Absent: Mr. Steve Steele, Board Vice-President; David Ploog, Board Member

1 Invocation and Pledge of Allegiance

Minutes:

High school student, Ryder Goul, offered the invocation. Following the invocation, all present recited the Pledge of Allegiance.

2 Hearing on Fifth Amendment to Lease

Mr. Vince Sanders, Board President

2.1 Call to Order

Minutes:

The Hearing on Fifth Amendment to Lease was called to order at 7:00 p.m. Five board members were present with Mr. Ploog being absent and Mr. Steele observing the hearing via electronic media. Also present was Attorney, Amy Matthews. Mr. Sanders turned the hearing over to Mr. Hoke to continue.

Attachments:

[Timetable - 2019 Lease - Revised 8-5-19.pdf](#)

2.2 Approval of Proof of Publication (B.A.R.)

Minutes:

Mr. Hoke explained that notice of this hearing was published in The Shelbyville News on July 9, and the affidavit of publication was presented as proof. A motion was made by Mr. Brandman and seconded by Mr. Bass to approve the affidavit as proof of publication. Motion passed 5 yes, 0 no.

Attachments:

[Affidavit of Publication - Notice of Hearing-Proposed Amendment to Lease.pdf](#)

2.3 Review of Fifth Amendment to Lease

Mrs. Wendy Gearlds, Board Secretary

Minutes:

Mrs. Gearlds presented information on the amendment to the lease between Northwestern Consolidated School Building Corporation and Northwestern Consolidated School District to fund the previously-approved renovation project.

Attachments:

[Fifth Amendment to Lease.pdf](#)

2.4 Public Testimony/Questions

Minutes:

After reviewing information on the amended lease, the hearing was opened for any public questions or comments. There were no comments or questions, and the public testimony portion of the hearing was closed at this time.

2.5 Recommendation to Adopt Resolution 2019-06 Authorizing Execution of Fifth Amendment to Lease (B.A.R.)

Minutes:

A motion was made by Mr. Bass and seconded by Mrs. Gearlds to adopt Resolution 2019-06 Authorizing Execution of Fifth Amendment to Lease. Motion passed 5 yes, 0 no.

Attachments:

[Resolution 2019-06 - Authorizing Execution of Lease.pdf](#)

2.6 Recommendation to Adopt Resolution 2019-07 Assigning Construction Bids and Contracts to Building Corporation (B.A.R.)

Minutes:

A motion was made by Mrs. Gearlds and seconded by Mr. Brandman to adopt Resolution 2019-07 Assigning Construction Bids and Contracts to Building Corporation. Motion passed 5 yes, 0 no.

Attachments:

[Resolution 2019-07 - Assigning Construction Bids.pdf](#)

2.7 Recommendation to Adopt Resolution 2019-08 Approving First Amendment and Second Supplement to Master Continuing Disclosure Undertaking and Issuing Bonds (B.A.R.)

Minutes:

A motion was made by Mr. Bass and seconded by Mrs. Gearlds to adopt Resolution 2019-08 Approving First Amendment and Second Supplement to Master Continuing Disclosure Undertaking and Issuing Bonds. Motion passed 5 yes, 0 no.

Attachments:

[Resolution 2019-08 - Approving First Amendment.pdf](#)

2.8 Recommendation to Adopt Resolution 2019-09 Approving Amended and Restated Post-Issuance Compliance Procedures (B.A.R.)

Minutes:

A motion was made by Mr. Polston and seconded by Mr. Brandman to adopt Resolution 2019-09 Approving Amended and Restated Post-Issuance Compliance Procedures. Motion passed 5 yes, 0 no.

Attachments:

2.9 Close Public Hearing

Minutes:

There being no further business to be conducted, the Hearing was closed at 7:08 p.m.

3 Regular Session (to begin immediately following closing of the Public Hearing)

Mr. Vince Sanders, Board President

3.1 Call to Order

Minutes:

The regular school board session was called to order at 7:08 p.m. Five board members were present, with Mr. Ploog being absent and Mr. Steele observing the meeting via electronic media. Also present was Attorney, Amy Matthews.

3.2 Additions or Revisions to the Agenda

Minutes:

Mr. Hoke added revisions to the agenda moving approval of policies C100 and F125 from the consent agenda to Agenda Items 4.7 and 4.8. He also added Item 4.1.2. - recommendation to hire Diana Stone.

3.3 Consent Agenda (B.A.R.)

Minutes:

Mr. Sanders explained that, in the future, policy revisions will be presented to the Board in three different ways: policies with simple changes will be recommended under the Consent Agenda, policies with minimal updates will be read and approved in one meeting, and policies with more extensive changes will be presented for a first reading, then second reading and approval.

A motion was made by Mr. Brandman and seconded by Mr. Bass to approve minutes of the July 10, 2019, board meeting, all claims as presented and revisions to the following policies. Motion passed 5 yes, 0 no.

- C125 - Admission to the District
- C525 - Medical Needs at School
- D325 - Personal Background Checks and Mandatory Reporting
- D500 - Employee Benefits
- E175 - Student Records
- F175 - Collection and Forgiveness of Debt
- F250 - Travel Expenses
- G150 - Registered Sex or Violent Offenders

Attachments:

[Board Minutes 7-10-19.pdf](#)

4 Superintendent's Report

Mr. Chris Hoke, Superintendent

4.1 Recommendation of Personnel (B.A.R.)

Minutes:

A motion was made by Mr. Bass and seconded by Mrs. Gearlds to approve the following personnel recommendations, resignations and leave request. Motion passed 5 yes, 0 no.

- Jennifer Grimes - resignation as TCMS Art Teacher
- Diana Stone - hire as TCMS Art Teacher
- Aaron Pyle - request for temporary leave
- Tom Hoehner - resignation as Child Care Assistant
- Jennifer Ransburg - resignation as TCES Title I Instructional Assistant
- Sarah Lock - hire as School Bus Driver
- Lauri Streeval - Hourly wage adjustment from Instructional Assistant Level I to Level II
- Sarah Karr - hire as Temporary TCES Instructional Assistant
- Jeremy Engle - resignation as TCHS Football Coach
- Drake Holtz - resignation as TCHS Football Coach
- Eric Fink - resignation as TCMS Head Cross Country Coach
- Chris Crowder - hire as Volunteer Guard and Visual Staff
- Daniel Ratliff - hire as Volunteer Percussion Tech
- Laura Rehmer - hire as Guard Director for Summer, Full Band Guard Director & Choreographer, Additional Band Stipend for Choreography, Writing & Guard
- Jenna Meyer - hire as Middle School Archery Coach
- Kayla Hizer - hire as 7th Grade Girls' Basketball Coach
- Eben Graves - hire as TCMS Volunteer Cross Country Coach
- Joseph Talhelm - hire as TCMS Head Cross Country Coach

Attachments:

[August Personnel Recommendations.pdf](#)

4.2 Recommendation to Accept Donations (B.A.R.)

Minutes:

A motion was made by Mr. Welty and seconded by Mrs. Gearlds to accept a \$100.00 donation to the TCHS Alexander History Club Memorial from Jim Alexander and a \$585.92 donation to TCES from the Kroger Community Rewards Program. Motion passed 5 yes, 0 no.

Attachments:

[August Donations.docx](#)

4.3 Recommendation to Formally Accept Out-of-District Students (B.A.R.)

Minutes:

A motion was made by Mr. Polston and seconded by Mrs. Gearlds to accept all out-of-district transfer students currently enrolled for the 2019-2020 school year. Motion passed 5 yes, 0 no.

Attachments:

[Transfer Students.pdf](#)

4.4 Presentation of 2020 Budget, 3-Year Capital Projects Plan and Bus Replacement Plan (I.O.)

Minutes:

Mr. Hoke presented the details of the budget for 2020. A budget was created for three funds: Education, Operations and Debt Service. The Pension Debt Fund was paid in full and retired in January, 2019. Our Assessed Valuation was certified this year at a 4.5% increase. We will request appropriations in the amount of \$9,400,000 for the Education Fund, \$4,838,316 for the Operations Fund and \$1,847,798 for the Debt Service Fund for 2020. According to State guidelines, the budget will be advertised and a public hearing will be scheduled on September 11, 2019.

4.5 Request Permission to Advertise 2020 Budget, 3-Year Capital Projects Plan and Bus Replacement Plan (B.A.R.)

Minutes:

A motion was made by Mr. Polston and seconded by Mr. Brandman to grant permission to advertise the 2020 Budget, 3-Year Capital Projects Plan and Bus Replacement Plan. Motion passed 5 yes, 0 no.

Attachments:

[CPF Plan Hearing Notice to Taxpayers.pdf](#)
[Bus Repl Plan Hearing Notice to Taxpayers.pdf](#)
[2020 Capital Acquisition Plan.pdf](#)
[2020 Projects Capital in Nature Plan.pdf](#)
[2020 Bus Replacement Plan Sect 1.pdf](#)
[2020 Bus Replacement Plan Section 2.pdf](#)
[Form 3 Notice to Taxpayers 2020.pdf](#)

4.6 Board Policy Reading and Approval - C150 Homeless Students (B.A.R.)

Minutes:

Mr. Hoke explained that the revision to Policy C150 - Homeless Students expands the responsibilities of the liaison. A motion was made by Mr. Bass and seconded by Mrs. Gearlds to adopt revisions to Policy C-150 - Homeless Students. Motion passed 5 yes, 0 no.

Attachments:

[57D1222-C150 Homeless Students.pdf](#)

4.7 Board Policy - Reading and Approval - C100 Entrance Requirements (B.A.R.)

Minutes:

Mr. Hoke explained that the revision to Policy C100 - Entrance Requirements is related to changes in age cut-off dates for Kindergarten students. A motion was made by Mr. Brandman and seconded by Mr. Bass to adopt revisions to Policy C100 - Entrance Requirements. Motion passed 5 yes, 0 no.

Attachments:

[57D1020-C100 Entrance Requirements.pdf](#)

4.8 Board Policy Reading and Approval - F125 Purchasing Procedures and Capital Assets (B.A.R.)

Minutes:

Mr. Hoke reported that revisions to Policy F125 - Purchasing Procedures and Capital Assets were made to clearly indicate that alcohol cannot be purchased with school money, and to set the materiality threshold at \$5,000 for Northwestern Consolidated School District. A motion was made by Mrs. Gearlds and seconded by Mr. Polston to adopt revisions to Policy F125 - Purchasing Procedures and Capital Assets. Motion passed 5 yes, 0 no.

Attachments:

[57D1125-F125 Purchasing Procedures and Capital Assets.pdf](#)

4.9 Board Policy 1st Readings (I.O.)

Minutes:

Mr. Hoke presented policies H150 - Public Records, G100 - Facility and Transportation Safety and D250 - Teacher Appreciation Grants for first reading. Revisions to H150 clarify the fee that can be charged for a records request. Revisions to G100 set rules for loading and unloading students on U.S. or State routes. Revisions to D250 suggest a provision for a supplemental award in addition to the Grant funds awarded to teachers, and Mr. Hoke recommends not adopting the suggested revision. These policy revisions are presented as information only at this meeting. The second reading and vote to adopt will be in September.

Attachments:

[57D1153-H150 Public Records.pdf](#)

[57D1136-G100 Facility and Transportation Safety.pdf](#)

[57D1054-D250 Teacher Appreciation Grants.pdf](#)

5 Financial Report

Mrs. Laura Mullen, Corporation Treasurer

Minutes:

Mrs. Mullen reported that expenses in the Education Fund through the month of July are slightly under the target benchmark, and the cash balance is slightly above. The reason for this is that summer expenditures are typically paid in August and there are less salaries paid out. There was no activity in Debt Service. Expenses in the Operations Fund are also slightly below the benchmark, with income a little higher, plus the transfer from the Education Fund. There was no activity in the Rainy Day Fund. The School Lunch Fund shows light activity in expenditures.

Attachments:

[July 2019 Fund Reports.pdf](#)

6 Quarterly Athletics Report

Mr. Bryan Graham, Athletics Director

Minutes:

Mr. Graham reported the TCHS Athletics Fund shows light activity due to the time of year. He has received an invoice for uniforms for approximately \$18,000. Season pass sales will begin soon. He has purchased new banners for tennis, baseball and softball. Also, new fence slats have been installed along the east end of the football field. Balance in the fund at the end of July is \$33,016.18.

Mr. Graham reported that FTA is very busy with record numbers of players this year for football and cheerleading. More football equipment has been purchased. Balance in the fund at the end of July is \$42,233.06.

Attachments:

- [July 19-20 Athletic Financial Report.pdf](#)
- [July 19-20 FTA Financial Report.pdf](#)

7 Input from Board Members and Administration

Mr. Vince Sanders, Board President

Minutes:

Mrs. Gearlds thanked Mr. Hoke for the budget report.

Mr. Brandman stated he is thankful for good news on campus.

Mr. Bass thanked Mr. Hoke for budget report.

Mr. Polston thanked Mr. Hoke and Mrs. Mullen for the budget report.

Mr. Hoke thanked Mrs. Childress for organizing and implementing the Transportation plan for the school year. He also thanked Mr. Miller for his good works in getting the alternative school operations moved over to the middle school in first week of school.

Mr. Sanders offered thanks for the donations. He also thanked Attorney, Amy Matthews, for her assistance with the policy revisions, and thanked Mrs. Mullen for the budget work.

8 Adjournment (B.A.R.)

Mr. Vince Sanders, Board President

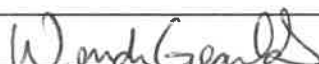
Minutes:

There being no further business to come before the Board, a motion was made by Mr. Brandman and seconded by Mr. Bass to adjourn the meeting at 8:07 p.m. Motion passed 5 yes, 0 no.

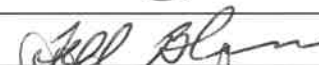
Approved:



Vince Sanders, Board President



Steve Steele, Board Vice President



Wendy Gearlds, Board Secretary



Ken Polston, Board Member



Todd Brandman, Board Member



Glenn Bass, Board Member

David Ploog, Board Member