

Board of School Trustees Meeting

NWCSD of Shelby County Board Room

Wednesday, October 9, 2019

6:30pm - 7:00pm

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

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

1 Executive Session *(0 minutes)*

Mr. Vince Sanders, Board President

Pursuant to IC 5-14-1.5-6.1, the Board of School Trustees will meet in executive session as permitted under this statute for discussion of strategy with respect to:

- the purchase or lease of real property by the governing body up to the time a contract or option to purchase or lease executed by the parties and
- collective bargaining.

Minutes:

The executive session was opened at 6:30 p.m. Four board members were present, with Messrs. Ploog, Bass and Steele being absent. Discussion was held on the purchase or lease of property as permitted under Indiana statute. No other topics were discussed, and the executive session was ended at 6:55 p.m.

2 Invocation and Pledge of Allegiance

Minutes:

High school student, Emily LeMasters offered the invocation prior to calling the regular board meeting session to order. After the invocation, all present recited the Pledge of Allegiance.

3 Regular Session

Mr. Vince Sanders, Board President

3.1 Call to Order

Minutes:

The regular board meeting session was called to order at 7:00 p.m. Four board members were present, with Messrs. Ploog, Bass and Steele being absent.

3.2 Additions or Revisions to the Agenda

Minutes:

Mr. Hoke reported that an out-of-state band field trip will be added under Agenda Item 4.3.

3.3 Consent Agenda (B.A.R.)

Minutes:

A motion was made by Mr. Polston and seconded by Mrs. Gearlds to approve minutes of the September 11, 2019, meeting, minutes of the September 26, 2019, special called meeting and all claims as presented. Motion passed 4 yes, 0 no.

Attachments:

[Board Minutes - 9-26-19 - Special Mtg.pdf](#)

[Board Minutes - 9-11-19-Hrg PublMtg ReqSess.pdf](#)

[October 2019 Claims Credit Card Reports.pdf](#)

4 Superintendent's Report

Mr. Chris Hoke, Superintendent

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

Minutes:

A motion was made by Mr. Brandman and seconded by Mr. Polston to approve the following personnel recommendations. Motion passed 4 yes, 0 no.

- Lauren Ruble - request for temporary leave
- Pam Engle - hire as TCES Before-School Interventionist
- Linda Jones - hire as TCES Before-School Interventionist
- Jenna Kelley - hire as TCES Before-School Interventionist
- Brandi Robinson - hire as TCES Before-School Interventionist
- Patty Sullivan - hire as Homebound Instructor
- Donna Etheridge - resignation as Bus Driver
- Courtney Farrell - resignation as TCES Instructional Assistant
- Tonya Ashcraft - hire as TCHS Principal Secretary
- Jessica Monroe - hire as Special Education Instructional Assistant
- Christine Wright - hire as High School Custodian - Evening Shift
- Morgan Hoover - hire as 5th Grade Volunteer Boys Basketball Coach
- Brady Ralston - hire as 5th Grade Volunteer Boys Basketball Coach
- Derek Brown - hire as 6th Grade Volunteer Boys Basketball Coach
- Cole VanDyke - hire as 8th Grade Boys Basketball Coach
- Keith Smith - hire as TCHS Assistant/JV Wrestling Coach
- Rehire the following Winter Coaches:
 - Nathan Wilson - Girls Assistant/JV Basketball
 - Mike Duke - Girls Assistant/JV Basketball

- Trey Miller - Varsity Wrestling and Middle School Head and Assistant Wrestling
- Michael Maurice - 7th Grade Boys Basketball
- Greg Sego - 5th Grade Boys Basketball Volunteer
- Megan Armstrong - 8th Grade Girls Basketball
- Dan Ryle - 6th Grade Girls Basketball
- Marilyn Felling - 5th Grade Girls Basketball
- Hire/Re-hire the following ECA Coaches/Sponsors:
 - Jeff Wilson - Play Director, Fellowship of Christian Athletes
 - Greg Hill - Peer Mentor Advisor
 - Tom Wade - National Honor Society, Freshman Class Sponsor
 - Joshua Schonfeld - FFA, Freshman Class Sponsor
 - Keith Starost - Robotics Club
 - LeAnne Secrest - Robotics Club Assistant
 - Marbey Huey - Yearbook Sponsor, Senior Class Sponsor
 - Lindsay Duch - Academic Superbowl, High School French Club, High School Spell Bowl
 - Amy Sanders - High School Debate Club, Sophomore Class Sponsor
 - Austin Hall - High School History Club, Student Council, Junior Class Sponsor
 - Laura Duncan - High School History Club, Student Council, High School Book Club, Junior Class Sponsor
 - Michael Buck - High School Spanish Club
 - Erica Schutt - High School Art Club
 - Tina Carpenter - High School Archery Club
 - Chrissy Walton - Sunshine
 - Tammie Buchanan - Sunshine
 - Rich Ballard - High School Guitar Club
 - Brad Martin - High School Guitar Club
 - Caleb Rund - High School Green Machine Club
 - Judy Fedorchak - Senior Class Sponsor
 - Diana Stone - TCMS Art Club
 - Sara Yeoman - TCMS Newspaper/Yearbook, TCMS Student Council
 - Alisha Raider - TCMS Student Council
 - Isaac Hilgert - TCMS Academic Super Bowl, TCMS Robotics
 - Bruce Stone - TCMS Drama

- Rory Moody - TCMS Drama
- Sarah Papin-Thomas - TCMS Drama
- Sara Roberts - TCMS Robotics
- Jamie Tindall - TCMS Robotics
- Joe Cales - TCMS Robotics
- Tiffanie Tupper - TCES Student Council
- Jill Coen - TCES Tricksters
- Jan Jones - TCES Assistant Tricksters
- Linda Jones - TCES Assistant Tricksters
- Michelle Spilker - TCES Assistant Tricksters
- Pam Engle - TCES Assistant Tricksters
- Leanne Rapp - TCES Assistant Tricksters
- Jennifer Vaught - TCES Assistant Tricksters
- Allison Spegal - TCES Assistant Tricksters
- Kelli Fisher - TCES Robotics
- Kitzie Hooper - TCES Robotics
- Brian Smith - Archery Director, TCES Archery Club, Archery Assistant
- Christine Graham - Archery Director, TCES Archery Club, Archery Assistant
- Leanna Ballard - TCES Archery Assistant

Attachments:

[October Personnel Recommendations.pdf](#)

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

Minutes:

A motion was made by Mrs. Gearlds and seconded by Mr. Brandman to accept all donations as follows. Motion passed 4 yes, 0 no.

- \$200.00 to TCHS from Class of 1970 to be used for 2019-20 Prom
- \$1,000.00 to TCHS Athletics from Indianapolis Colts Foundation, Inc.
- \$480.00 to NWCSO Special Education from The Arc of Shelby County
- \$1,000.00 to TCHS Lady Tiger Basketball from Stephen Ashman
- \$35.00 to TCES Archery from Mike Shaw and James Webb

Attachments:

[October Donations.docx](#)

4.3 Recommendation to Approve Out of State Field Trips (B.A.R.)

Minutes:

A motion was made by Mr. Brandman and seconded by Mr. Polston to approve the following field trip requests. Motion passed 4 yes, 0 no.

- Overnight and out-of-state request from TCES Robotics to attend the Kalahari Classic VEX IQ competition in Sandusky, Ohio, January 14-16, 2020.

- Out-of-state request from TC Band & Guard to compete at the Mid-States Band Championship at Simon Kenton High School in Independence, Kentucky, on November 9, 2019.

- Overnight and out-of-state request from TCHS Robotics to attend the Kalahari Classic VEX competition in Sandusky, Ohio, January 16-18, 2020.

Attachments:

[Field Trip - HS Robotics.pdf](#)

[Field Trip - ES Robotics.pdf](#)

[Field Trip - Band.pdf](#)

4.4 Recommendation to Approve Purchase Order for MacBooks (B.A.R.)

Minutes:

Mr. Hoke presented a recommendation to approve the purchase of 80 MacBook Air Laptops from Apple, Inc., at a total cost of \$99,747.20. The devices will have a 3-year warranty and will replace the current teacher devices. Also, the new devices will be purchased, not leased. The current inventory of laptops will be re-purposed. A motion was made by Mr. Polston and seconded by Mrs. Gearlds to approve the recommendation to purchase the laptops. Motion passed 4 yes, 0 no.

Attachments:

[Apple MacBook Purchase Order.pdf](#)

4.5 Recommendation to Declare Obsolete Equipment (B.A.R.)

Minutes:

Mr. Hoke presented a recommendation to declare the district-owned iPhone that Laura Mullen has used as obsolete. Mrs. Mullen will purchase the phone at a depreciated price of \$348. A motion was made by Mrs. Gearlds and seconded by Mr. Brandman to declare the equipment obsolete. Motion passed 4 yes, 0 no.

Attachments:

[Obsolete Equipment.pdf](#)

4.6 Recommendation to Approve Resolution 2019-13 Resolution for Appropriations and Tax Rates (B.A.R.)

Minutes:

A motion was made by Mr. Polston and seconded by Mrs. Gearlds to adopt Resolution 2019-13 - Resolution for Appropriations and Tax Rates. Motion passed 4 yes, 0 no.

Attachments:

[2019-13 Resolution for Appropriations and Tax Rates.pdf](#)

4.7 Recommendation to Approve Resolution 2019-14 Line 2 Resolution (B.A.R.)

Minutes:

A motion was made by Mrs. Gearlds and seconded by Mr. Brandman to adopt Resolution 2019-14 - Line 2 and Line 11 Resolution, which grants Mr. Hoke and/or Mrs. Achenbach the authority to adjust appropriations to more accurately reflect budget expenditures from July 1, 2019 through December 31, 2019, on School Budget Form 4B - Line 2 and Line 11. Motion passed 4 yes, 0 no.

Attachments:

[2019-14 Line 2 11 Resolution 2020.pdf](#)

4.8 Recommendation to Adopt Resolution 2019-15 Resolution to Transfer Amounts from Education Fund to Operations Fund on a Recurring Basis (B.A.R.)

Minutes:

A motion was made by Mr. Polston and seconded by Mrs. Gearlds to adopt Resolution 2019-15 - Resolution to Transfer Amounts from Education Fund to the Operations Fund on a Recurring Basis. The resolution grants authority to transfer funds from the Education Fund to the Operations Fund in monthly increments for a maximum amount of \$1,245,222 for the period of January 1, 2020 through December 31, 2020. Motion passed 4 yes, 0 no.

Attachments:

[2019-15 Resolution to Trf Amts from Educ to Operations on a Recurring Basis.pdf](#)

4.9 Recommendation to Approve Resolution 2019-16 Local Income Tax Distribution (B.A.R.)

Minutes:

A motion was made by Mrs. Gearlds and seconded by Mr. Brandman to adopt Resolution 2019-16 - Local Income Tax Distribution Resolution. This resolution grants authority to Mr. Hoke and/or Mrs. Achenbach to apply the local income tax distribution for pay 2020 to the Education Fund. Motion passed 4 yes, 0 no.

Attachments:

[2019-16 Local Income Tax Distribution Resolution.pdf](#)

4.10 Recommendation to Approve Resolution 2019-17 Operations Fund Interest Resolution (B.A.R.)

Minutes:

A motion was made by Mr. Brandman and seconded by Mr. Polston to adopt Resolution 2019-17 - Operations Fund Interest Resolution. This resolution declares that interest earned on funds in the Operations Fund will be deposited to the Education Fund for 2020. Motion passed 4 yes, 0 no.

Attachments:

[2019-17 Operations Fund Interest Resolution.pdf](#)

5 Project Update

Minutes:

Mr. Hoke reported there have been meetings held with the project architects and the design is 65% complete. The committee will meet next week to select design options. Required additions to the design will be a second stairwell and an elevator. Plans are to put the project out for bid in December. Mr. Sanders questioned what the time frame will be that the Fieldhouse will be out of commission. Mr. Hoke answered that the preliminary plan is to start the construction after basketball season and have it completed in the fall. There will be contingency plans for any construction delays.

6 Financial Report

Mrs. Laura Mullen, Corporation Treasurer

Minutes:

Mrs. Mullen reported the Education Fund is on target with expenditures, and the cash balance is a little higher than the benchmark. There was no activity in the Debt Service Fund. The Operations Fund is on target with expenditures. There was no activity in the Rainy Day Fund. The School Lunch Fund shows a negative in revenue due to a software issue with Meals Plus. They moved to an online hosted service and there is a glitch with the balances of free and reduced accounts. Shannon White is working to update student records electronically. August school lunch sales were higher than normal due to the glitch. Expenses in the School Lunch Fund are a little high due to catching up with summer invoices.

Mr. Graham reported that TCHS sports passes have almost sold out. They ordered 275 and there are 8 left. Three or four new big sponsors were added at the same time as sales for sports passes and that has added to the fund balance. Upcoming expected expenditures are fall transportation fees, new uniforms and windscreens.

Mr. Graham reported that the FTA football and cheerleading season has just finished. The 1st, 2nd and 5th grade teams won their championships. The basketball season will be starting soon. Plans are being discussed to possibly add two more low goals to the field house.

Attachments:

[September 2019 Fund Reports.pdf](#)

[September 2019-2020 Athletic Financial Report.pdf](#)

[September 2019-2020 FTA Financial Report.pdf](#)

7 Input from Board Members and Administration

Mr. Vince Sanders, Board President

Minutes:

- Mr. Polston thanked Mrs. Mullen for her work for the schools and welcomed Mrs. Achenbach to her new position.
- Mr. Brandman offered thanks to Mrs. Mullen.
- Mrs. Gearlds offered thanks to Mrs. Mullen.
- Mr. Hoke thanked Mrs. Mullen for her work and wished her well in her new position.
- Mr. Sanders offered thanks to Mrs. Mullen.

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. Polston to adjourn the meeting at 7:48 p.m. Motion passed 4 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