

## NORTHWESTERN SCHOOL CORPORATION

December 17, 2012

The Board of School Trustees met in regular session at 7:00 p.m. at Northwestern High School. All Board members were in attendance, as well as Ryan Snoddy, Harold Seamon, Mindy Hughes, and 64 interested parties. President Howard Eller called the meeting to order and Todd Moser opened with prayer. The minutes of the November 8, 2012 meeting were reviewed and unanimously approved on a motion made by Steve Long and seconded by Bryan Alexander. The agenda was unanimously approved on a motion made by Ted Merrell and second by Todd Moser.

### **STUDENT OF THE MONTH**

The following students were recognized as December Students of the Month:

- Howard Elementary School – **Lucy Calhoun** daughter of Scott and Michelle Calhoun. Lucy is a fifth-grader in Mr. Lutterman's class.
- Northwestern Elementary - **Jude Wilt** son of Cody and Mary Wilt. Jude is a second-grade student at NES in Mrs. Dill's classroom.
- Northwestern Middle School - **Justin Ballinger** son of Rob and Paula Ballinger. Justin is a seventh-grader at the middle school.
- Northwestern High School - **Brandon Curry**, son of Scott and Camille. Brandon is a senior at the high school.

### **I. SUPERINTENDENT'S REPORT**

- A. Recognition of Board Members:** Mr. Eller and Mr. Long will be completing their terms as school board members this month. Both gentlemen have served the Northwestern community as board members since 1996. Their leadership and service is greatly appreciated. Bryan Alexander wished them well in retirement and Ted Merrell commented regarding their excellent mentoring to younger board members.
- B. Recognition of Students:** We are pleased to recognize the Northwestern Elementary Lego League teams for advancing to state level competition. Congratulations to Ainsley Butler, Caleb Castleberry, Ellie-Marie Hendrickson, Alexsandra Jocius, Vivianne Pentland, Kaitlin Perry, Hunter Russell, Connor Smith, Blake Andrew, Kyra Davis, Jada McDaniel, Christopher Smith, Nathan Trobaugh, Briley Fillenwarth, Camber Fillenwarth, Mason Harrell, Mitchell Harrell, Jared Melton, Ashton Powers, Kyle Smith, Garrett Wiley and sponsor Mike Carmain.
- C. Recognition of Staff:** State Superintendent, Dr. Tony Bennett, recognizes outstanding teachers during the holiday season. Maureen Davis from Howard Elementary and Robyn Dill from Northwestern Elementary have been nominated for this state recognition.
- D. Principal Report on Parent-Teacher Conference Participation:** Principals submit information regarding attendance and participation at the fall parent-teacher conferences. Howard Elementary reports 95% parent attendance, NES reports 94% attendance and the Mrs. Bilkey reports 455 classroom visits made by parents at the high school. We appreciate our parents' involvement and believe it directly affects the success of our students.
- E. AASA Governing Body Appointment:** Mr. Snoddy has been elected as one of the two Indiana delegates to the American Association of School Administrators Governing Board (superintendent's national association). The three year term begins in July 2013 and during the term, Mr. Snoddy will attend two governing board meetings annually. The first two-day meeting is held in July in Washington D.C. with all expenses paid by the association (AASA). The second two-day meeting is held the two days prior to the AASA national conference. He will attend the annual conference meeting as outlined in the superintendent's contract addendum. This is an opportunity to help shape AASA and federal legislative education policy. Mr. Eller congratulated Mr. Snoddy on this recognition and leadership opportunity.
- F. Fog Make-Up day:** Following our last fog day cancellation, discussion was conducted with the teachers' association and it has been agreed to use Presidents' Day as our makeup day

for the cancellation. With our two fog cancellations, students will now be in school on both Dr. Martin Luther King Day (January 21, 2013) and Presidents' Day (February 18, 2013).

#### **IV. CLAIMS AND FINANCIAL**

Claims in the amount of \$32,838.85, \$59,288.10, \$1,402,421.33 and \$53,369.40 and payroll claim listings of \$341,883.74, \$339,552.15, and \$321,965.84 were unanimously approved for payment on a motion from Bryan Alexander and a second from Steve Long.

#### **V. PERSONNEL**

Todd Moser made the motion to approve the following personnel recommendations. Bryan Alexander seconded, and the board unanimously approved the following:

- A. Approve the employment of Paige Warnock on temporary assignment for second semester of the current school year, as high school language arts teacher.
- B. Approve the employment of Lisa Wallace as high school secretary, effective January 7, 2013, and per the current support staff salary and fringe benefits schedule.
- C. Approve coaching recommendations submitted by Mr. Armstrong to include: **Steve Fritchman**, Assist. Wrestling @.02; **Katelend Kratzer** and **Shelby Roberts** Asst. MS Swimming at .01 each.
- D. Approve Dawn Samuelson as Title 1 after-school clerk/tutor for 2 days per week.
- E. Approve Michael Carmain as middle school robotics sponsor, per Appendix B for the 2012-13 year.
- F. Grant the request of Julie McCool for two days of unpaid personal leave on December 5 and 10, 2012.
- G. Approve substitute bus drivers for 2013 as recommended by Mr. Seamon.
- H. Approve the following individuals as substitute teachers for the 2012-13 school year: Dan Miller, Teresa Floyd, Katelend Kratzer, and Andrew Cook.

#### **IV. CONSIDER ACTION WITH REGARD TO TUITION TRANSFER APPLICATION**

Steve Long made the motion to approve a tuition transfer application for Morgan Killebrew, grade 1 at Howard Elementary. Morgan recently moved out of the district, but wishes to continue attending HES. The board unanimously approved following a second from Bryan Alexander.

#### **V. REGARDING A REQUEST TO CONDUCT A WINTER SPORT CAMP**

Mrs. Gabriel requested permission to conduct a winter cheer clinic on January 25, 2013. The board unanimously approved following a motion from Todd Moser and second from Ted Merrell.

#### **VI. CONSIDER ACTION WITH REGARD TO AN OVERNIGHT/OUT-OF-STATE FIELD TRIP REQUEST**

Mr. Remaly requests permission for the high school choir to participate in the Music in the Parks festival at King's Island. Bryan Alexander made the motion to approve; Ted Merrell seconded and motion passed unanimously.

#### **VII. CONSIDER ACTION TO ACCEPT A DONATION(s)**

The middle school has received donations for the 8th grade Washington DC trip of \$100 from Kokomo Grain and \$440 from the Northwestern Lions Club. The middle school also received donations designated to activities and programs of \$250 from Wayne & Angelina Mast, and \$100 from Kevin and Mary Bolyard. These donations are greatly appreciated.

Also, the high school has been notified by Channel One News that they are donating supplies and equipment including televisions, carts, digital headends units and the satellite dish to the school. We appreciate Channel One's generosity in providing interactive opportunities to our students. Steve Long expressed gratitude for these generous donations and made the motion to graciously accept. Bryan Alexander seconded; motion passed unanimously.

**VIII. RECEIVE INFORMATION WITH REGARD TO SCHOOL TECHNOLOGY PROJECT**

Mr. Simmons shared information with the board regarding school visits, teacher discussion, and student discussion regarding the upcoming technology one-to-one project. Also speaking were Ron Owings, Jeaniene Garrison, Brett Davis, Al Remaly, Ryan Snoddy. Board members asked questions and engaged in discussion. Mr. Simmons will present more information in January and February as the project develops.

**IX. CONSIDER ACTION TO APPROVE NEOLA POLICY UPDATES, CHANGES AND ADDITIONS ON FIRST READING**

Several NEOLA policy changes were recommended for approval on first reading. Most updates reflect current legislative action. Steve Long made the motion to pass the recommended updates as presented. Ted Merrell seconded and motion unanimously passed.

**X. CONSIDER ACTION REGARDING SKYWARD FINANCIAL MANAGEMENT SYSTEM SOFTWARE**

Mr. Snoddy and Mr. Simmons made the recommendation to transition to the Skyward financial management system. It was further recommended that up to \$50,000 of the cost of the software and services be paid from the Rainy Day Fund. Bryan Alexander made the motion to approve as recommended. Todd Moser seconded and the motion passed unanimously.

**XI. CONSIDER ACTION TO ADOPT A RAINY DAY RESOLUTION**

Mr. Snoddy presented a resolution to authorize the payment of expenditures totaling up to \$170,000 from the Rainy Day Fund. Bryan Alexander made the motion to adopt the resolution as presented. The board unanimously approved following a second from Todd Moser.

**XII. CONSIDER ACTION TO APPROVE A GRANT APPLICATION**

Mr. Snoddy submitted the Excellence in Performance Awards for Teachers Grant Program application for the board's approval. The board unanimously approved the application on a motion from Ted Merrell and second from Steve Long.

**XIII. CONSIDER ACTION TO APPROVE AN AGREEMENT FOR ATHLETIC TRAINING SERVICES**

Mr. Armstrong submitted an agreement with Replay (Community Hospital) for athletic training services in which Replay has agreed to drop fees for services in exchange for advertising. The agreement was unanimously approved on a motion by Bryan Alexander and second by Ted Merrell.

**XIV. CONSIDER ACTION WITH REGARD TO PURCHASE OF SCHOOL BUSES**

Mr. Seamon recommended the purchase of a 15-passenger bus at the trade-in price of \$59,799.30 and a 78-passenger bus for \$83,191.30 plus trade-in. Both buses will be purchased through the CIESC cooperative purchase program at a total price of \$142,990.60, and paid from the 2012 school bus replacement fund. Steve Long made the motion to approve the purchases as recommended. Ted Merrell seconded and the motion passed unanimously.

**XV. CONSIDER ACTION WITH REGARD TO SUMMER ROOFING PROJECT**

Mr. Seamon requested permission to advertise and accept bids for replacement of three sections of roof at the high school at an estimated cost of \$550,000. Ted Merrell made a motion to advertise and accept bids for the needed repairs. Bryan Alexander seconded; motion unanimously passed.

**XVI. CONSIDER ACTION TO ADOPT AMENDMENTS TO THE CORPORATION'S 401(a) and 403(b) PLANS**

We have been advised by legal counsel that an amendment to each of the plans is required to reflect recent legislative action. The amendments address legally required changes under the Workers, Retiree and Employer Recovery Act of 2008 (WRERA). WRERA was the law that permitted the suspension of required minimum distributions in 2009. Ted Merrell made the motion to adopt the amendments as presented.

**XVII. PUBLIC COMMENTS**

Brett Davis and Harold Seamon both thanked Howard Eller and Steve Long for their leadership and service.

#### XVIII. BOARD COMMENTS

Howard Eller and Steve Long both shared that they had enjoyed serving the community over the past sixteen years. Both gentlemen reported that the proudest thing they have done during their tenure was to hire Ryan Snoddy as superintendent.

There being no further business Steve Long made the motion to adjourn to executive session. Todd Moser seconded and the board adjourned to executive session at 9:10 p.m.

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President

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Vice President

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Secretary

**EXECUTIVE SESSION:** The board met in executive session and discussion was limited to the advertised agenda of discussion regarding a job performance evaluation of an individual employee (Superintendent).

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President

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Vice President

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Secretary

Next Meeting – January 10, 2013– Northwestern High School Library – 7:00 P.M.