

NORTHWESTERN SCHOOL CORPORATION

August 9, 2013

The Board of School Trustees met in regular session at 7:00 p.m. at Northwestern High School. All Board members except Ted Merrell were in attendance. Also in attendance were Ryan Snoddy, Harold Seamon, Sheila Lamb, and 11 interested parties. President Bryan Alexander called the meeting to order and Todd Moser opened with prayer. The minutes of the July 2, 2013 meeting were reviewed and unanimously approved on a motion made by Jonathan Underwood and seconded by Todd Moser. Mr. Snoddy requested the addition of two agenda items – permission to advertise the budget, and participation in the National School Lunch program. With these additions, the agenda was unanimously approved on a motion made by Steve Jones and seconded by Jonathan Underwood.

I. SUPERINTENDENT'S REPORT

- A. **Update on Northwestern-Eastern Howard Wellness Clinic:** Mr. Snoddy will update the board on the newly opened wellness clinic for Eastern and Northwestern insured employees. He reported that WeCareTLC reports that we had the smoothest opening nationally and credited our staff for tremendous cooperation and hard work toward opening.
- B. **Staff Organization Day:** All corporation staff will meet on Monday, August 12 at the high school cafeteria. The morning will begin with breakfast beginning at 7:00 a.m. followed by organizational activities and building meetings.
- C. **ISBA Summer Academy:** Jonathan Underwood recently attended ISBA's Summer Academy at French Lick, and gave the board a brief report of the week's activities.
- D. Mr. Snoddy reported that a shooting drill had been held at the high school, conducted by local law enforcement, in cooperation with administration. He reported it to be a positive exercise.

II. CLAIMS AND FINANCIAL

Claims in the amount of \$12,663.40, \$220,611.49, \$1,361,999.96 and \$66,640.54 and payroll claim listing of \$324,740.35, \$324,487.94, and \$337,956.58 were approved for payment on a motion from Jonathan Underwood and a second from Steve Jones. Mr. Snoddy commented that the board was seeing the first reports from the new Skyward Financial software and praised corporation office staff for their work in learning and implementing this new software program.

III. PERSONNEL

Jonathan Underwood made the motion to approve the following personnel recommendations. Todd Moser seconded, and the board approved :

- A. Accept resignations from **Paula Davis**, high school special education teacher, and **Kaci Slee**, high school math teacher, and **Miriam Storie**, Howard Elem library clerk.
- B. Grant the request of **Kathy Hossom** for a continuance of medical leave of absence through the end of the 2013-14 school year.
- C. Approve the re-assignment of **Kristina Lovelace** from instructional assistant to Library Clerk at Northwestern Elementary.
- D. Approve the employment of **Samantha Elkins** as girls soccer coach, per Appendix B of the Master Agreement. Also approve **Lisa Wallace** as assistant cheerleading sponsor at an index of .035. Lisa's daughter was mistakenly recommended and approved at the last meeting.
- E. Approve the employment food service workers to include **Christie Taylor** at NES for 3 hrs per day and contingent upon receipt of a satisfactory background check, and **Julie Berridge Wilson** at the high school for 3.5 hours per day.
- F. Approve the employment of **Victoria Short** as "B" custodian, effective August 26, 2013, and per the current support staff salary and benefits schedule.
- G. Approve **Monica Thomas** on temporary contract for 1st semester of the 2013-14 school year at Northwestern Elementary and per the Master Agreement.
- H. Approve the re-assignment of **Vickey Zehringer** from HS Science to MS Science and **Jeremy Leazenby-Bruce** from MS Science to Northwestern Elementary classroom teacher, effective the

2013-14 school year. Also, approve the re-assignment of **Dawn Samuelson** from Boost instructional assistant to Library Media Clerk at Howard Elementary.

- I. Approve the employment of Cindy Harshbarger, beginning the 2013-14 year as high school special education instructor, per the Master Agreement on salary schedule D with 2 years experience.
- J. To be in compliance with PPACA (Patient Protection and Affordability Care Act), Mr. Snoddy recommends that all instructional assistant positions remain reduced to five hours per day except 7 positions including NES and HES special ed – 6 hours per day Wanda Bilodeau and Trina Yager), MS and HS special ed (Jeanne Alexander and Nilene Schurig) and MS/HS study hall assistant (Jordan Dyer) – 6.5 hrs per day, and NES and HES media assistants (Kristina Lovelace and open position at HES) – 7 hrs. per day. An insurance stipend of \$3000 effective January 2014 and \$4500 effective January 2015 is recommended for positions working in excess of 5 hours per day. Additionally, to offset the loss of income due to reduction of hours, a salary increase of \$.30 per hour is recommended for Class I instructional assistants and library clerks.
- K. Approve the recommendation of Mrs. Hullinger for a 2% salary increase for food service employees.
- L. Approve 2013-14 coaching recommendations from Mr. Armstrong, per Appendix B to include: Joe Smith-Asst 9th Football @.04; Jordan Huckaby – 7th Football @.04; adjust index of Jeremy Shaw – MS Football from .05 to .04; Bill Mercer – 8th Football @.05; Jim Hinsberger-MS Soccer @.02; Haley Hewitt and Dave Wise – Co-Asst. Girls Basketball @.055 each; Samantha Elkins-Head Girls Soccer coach @.12; Cindy Britten-JV Girls Soccer @.07; Kent Booker-Volleyball Assistant Coach @.07; Paula Garner-Volleyball Spec Assistant @.05; and Amy Gurre-7th Volleyball @.04.
- M. Approve the extension of the Superintendent's contract through June 30, 2016 with no other compensation or addendum benefit changes.
- N. Grant authority of Administrative Appointment to Mr. Snoddy to fill any last-minute openings to start the 2013-14 school year.

In further action, Todd Moser made the motion to approve the re-assignment of Jordan Dyer beginning the 2013-14 year from NES instructional assistant to high school ia/study hall monitor for 6.5 hours per day. Jonathan Underwood seconded and motion passed unanimously.

IV. CONSIDER ACTION TO APPROVE YEAR END EXTRA-CURRICULAR ACCOUNT REPORTS FROM NORTHWESTERN ELEMENTARY, HOWARD ELEMENTARY AND NORTHWESTERN MIDDLE/HIGH SCHOOLS

Extra-curricular account financial reports for Howard Elementary, Northwestern Elementary and Northwestern Middle-Senior High School were submitted for the board's review and approval. Mr. Snoddy thanked Mrs. Ravas, Mrs. Bour, Mrs. Hardin, and Mrs. Lovelace, building ECA treasurers, for their work in preparing these documents. The board unanimously approved the reports on a motion from Steve Jones and second from Jonathan Underwood.

X. CONSIDER ACTION TO APPROVE SUBSTITUTE TEACHERS FOR THE 2013-14 SCHOOL YEAR

Steve Jones made a motion to approve the list of substitute teachers for the 2013-14 school year submitted by Mrs. Lamb. Jonathan Underwood seconded; motion passed unanimously.

XI. CONSIDER ACTION TO DECLARE ITEMS SURPLUS AND RELEASE TO PUBLIC AUCTION AND/OR DISPOSAL

Mr. Seamon submitted a list of equipment to declare as surplus and release to public auction or disposal. Sellable items will be taken to Kokomo Zion UMC and listed on their upcoming consignment auction in September. Jonathan Underwood made a motion to declare the items as surplus as requested; Steve Jones seconded and motion unanimously passed.

VII. CONSIDER ACTION REGARDING THE PURCHASE OF SCHOOL BUSES

Mr. Seamon is researching a new service offered by Indiana Approved Educational Shopping Cooperative (IAESC), and recommends postponing the order of buses until he's had more time to research purchase options through this new service. The board agreed by consensus.

VIII. CONSIDER ACTION TO ACCEPT A DONATION(S)

The high school athletic department received a donation of material and labor valued at \$623 from Tony Dowden for work on the softball ticket booth. Todd Moser made the motion to graciously accept this generous donation. Jonathan Underwood seconded; motion passed unanimously.

IX. CONSIDER ACTION TO APPROVE 1:1 DIGITAL LEARNING HANDBOOK

As we prepare to begin the 2013-14 year and launch our 1 to 1 Digital Learning plan, Mr. Simmons reported that Parent meetings are being held at each building throughout this week. He submitted a the 1 to 1 Digital Learning Initiative Ipad Implementation Handbook and Student/Parent Agreement for issuance of iPads for the board’s approval and adoption. Mr. Snoddy thanked Mr. Simmons and his staff for the development of this project. Steve Jones made the motion to approve as presented. The board unanimously approved following a second from Todd Moser.

X. CONSIDER ACTION TO CONDUCT A LOTTERY DRAWING OF TUITION TRANSFER APPLICATIONS FOR OPENINGS IN GRADES 3, 4 AND 5

Mr. Snoddy reported that fewer applications were received than the openings published. Therefore, all applications received will be offered enrollment, all Howard Elementary. Those applicants include: Shanden Bradley-gr. 4, Enry Hawkins-gr 1, Michaelah Graham-Kind, Brayden Bishop-gr. 3, Fabian Shallenberger-gr. 5, and Abigail Carman-gr. 6.

XI. CONSIDER ACTION TO APPROVE PARTICIPATION IN THE NATIONAL SCHOOL LUNCH PROGRAM FOR THE UPCOMING 2013-14 SCHOOL YEAR

Mrs. Hullinger submitted the contract agreement for the board’s approval with the Department of Education and the National School Lunch Program. Mrs. Hullinger addressed questions with regard to new standards for school lunch programs. Todd Moser made the motion approve continued participation for the upcoming year. Steve Jones seconded; motion passed unanimously.

XII. CONSIDER ACTION TO ADVERTISE THE 2014 BUDGET

Mr. Snoddy shared brief comments with regard to the budget process. Steve Jones made the motion to advertise the budget, with publication on September 12 and 19th, a public hearing on September 26th, and adoption on October 10, 2013. Jonathan Underwood seconded; motion passed unanimously.

XIII. PUBLIC COMMENTS – Melissa Pyke, 901 Hillsdale Dr, Kokomo commented with regard to the new IHSAA rule that allows homeschool students to participate in sports, provided they meet certain requirements. Mr. Snoddy responded that administration will be researching this new ruling.

XIV. BOARD COMMENTS – Steve Jones commented that he had been through buildings during recent parent meetings, and appreciates how great the facilities look. He praised Mr. Seamon and the custodial staff for their hard work in getting the buildings ready to start a new year.

There being no further business Steve Jones made the motion to adjourn. Jonathan Underwood seconded and the board adjourned at 7:48 p.m.

President

Vice President

Secretary

Next Meeting – Sept 13, 2013– Northwestern High School Library – 7:00 P.M.