

# NORTHWESTERN SCHOOL CORPORATION

September 12, 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, Michele Short, and 26 interested parties. President Bryan Alexander called the meeting to order and Jonathan Underwood opened with prayer. The minutes of the August 8, 2013 meeting were reviewed and unanimously approved on a motion made by Steve Jones and seconded by Todd Moser. The agenda was unanimously approved on a motion made by Jonathan Underwood and second by Todd Moser.

## STUDENT OF THE MONTH

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

- Howard Elementary School – **Abigail Houchens**, daughter of Travis and Amy Houchens. Abigail is a sixth-grader in Mr. Burkhalter's class.
- Northwestern Elementary - **Camber Fillenwarth**, daughter of Kent and Nichole Fillenwarth. Camber is a sixth-grade student at NES in Mrs. Koloszar's classroom.
- Northwestern Middle School - **Emily Martin**, daughter of Andrew and Rebecca Martin. Emily is an eighth-grader at the middle school.
- Northwestern High School - **Brandi Harmon**, daughter of Brian and Shellee Harmon. Brandi is a senior at the high school.

### I. SUPERINTENDENT'S REPORT

- a. **Recognition of Staff and Students:** Cindy Britten and lifeguards Kindra Gingerich and Elizabeth O'Donnell were recognized and presented a Certificate of Merit for demonstrated lifesaving skills.
- b. **ISBA Fall Conference:** Mr. Snoddy will be attending the ISBA Fall Conference in Indianapolis September 23-24<sup>th</sup>.

### II. CLAIMS AND FINANCIAL

Claims in the amount of \$721,650.87 and 2 payroll claim listings totaling \$619,834.39 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

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

- A. Accept the resignation of **Lisa Roberts** as high school math teacher, effective August 30, 2013.
- B. Accept the resignation of Christie Taylor from food service department, effective August 23, 2013, and the resignation of **Lisa Balmer** from the food service department, effective December 21, 2013.
- C. Accept the resignation of Deborah Cardwell as an instructional assistant effective September 20, 2013.
- D. Accept the resignation of Mary Clem as gymnastics coach.
- E. Approve the employment of **Katlynn Craig** as high school math teacher, effective September 9, 2013 and per the Master Agreement.
- F. Approve the employment of **Olivia Wilson** and **Kelly Hawk** and as instructional assistants at NES, for 5 hrs. per day, and per the current support staff salary and benefits schedule. Mrs. Hawk's effective date is August 23, 2013
- G. Approve **Jacob Gibson and Christopher Cramer** as NWSC liaison officers at \$18.00 per hour, for up to 25 hours per week.

- H. Approve the employment of **Janet Gray** in the food service department at Northwestern Elementary for 3 hours per day, per the current support staff salary and benefits schedule.
- I. Grant the request of **Alyssa Richey** for maternity leave to begin approximately Sept 14, 2013 through November 15, 2013. Approve the employment of **Lucinda Butler** on temporary assignment during the maternity leave of Mrs. Richey.
- J. Approve extra-curricular assignments as recommended by Mrs. Bilkey, per Appendix B of the Master Agreement to include: **Brenda Alexander**-Varsity Singers, Spring Musical-Vocal Director, Choir Instructor; **Laura Alexander** – Spring Musical-Choreographer; **Roger Berry**-Dept. Facilitator, FFA; **Tanya Busailah**- Spell Bowl; **Angela Cannon** – Fine Arts Academic Team, Dept. Facilitator, Student Council; **Mary Clem** – Senior Class Sponsor; **Jordan Dyer** – Student Section Club, Timmy Co-Sponsor; **Aaron Gilmore** – Dept. Facilitator, Student Council; **Lori Green** – After-School Detention; **Natalie Guest** – Freshman Class Sponsor, Timmy Co-Sponsor; Sophomore Class Sponsor, English Academic Coach; **Cindy Harshbarger** – Junior Class Sponsor; **John Hendryx** – Dept. Facilitator; **Jordan Huckaby** – Disney Appreciation Club; **Dave Inskip** – Environmental Guardians, Guitar Club, Intramural BB; **Dawn Johnston** – Puzzle Club, DECA; **Kurt Koetter** – Shop Maintenance, Chess Club; **Jeff Layden** – Ecology Club, Science Club; **Amanda Leazenby-Bruce** – Auditorium Sound/Light Manager; **Jeremy Leazenby-Bruce** – Fall Drama Production, Spring Musical Director, MS Drama Director, Elem Drama Director; **Jennifer Liggett** – Junior Class Sponsor; **Kathryn Lowden** – Multi-Cultural Co-Sponsor; **Heidi Marek** – German Club, Yearbook; **Amy Miller** – Dept. Facilitator, Honor Society; **Shaughn O’Neal** – Dept. Facilitator; **Delroy Ortmann** – FCA, Math Academic Team, Soc. Stud. Team, Dept. Facilitator; **Jon Rodgers** – Asst. HS Band Director, MS Band Director ½ Stipend; **Peter Schroer** – Dept. Facilitator, **Nilene Schurig** – Senior Class Sponsor; **Joe Smith** – Student Section Club, **Jeremy Snyder** – HS Band Director, MS Band Director ½ Stipend, Stage Band, Auditorium Manager, Spring Musical-Instrumental Director, Tech Crew, Academic Coach; **Krystal Thibault** – Spring Musical-Assistant; **Carolyn Thompson** – Secondary NEO Coordinator; **Craig Williams** – Academic Competition Coordinator, Robotics Club, Engineering Club, **Steve Wilson** – Dept. Facilitator, Multi-Cult Co-Sponsor; **Vickey Zehringer** – Dept. Facilitator; **Allison Longgood** – Color Guard Instructor; **Matthew Snyder** – Percussion Instructor.
- K. Approve coaching recommendations from Mr. Armstrong to include the termination of Bill Mercer and resignation of Ryan Mercer as MS Football coaches, effective August 26, 2013 Mark McDonald will fill the MS Football opening @.02 and Darrell Cockrell will complete the MS Assist Football position at .03., effective September 3, 2013. Also approve the following recommendations: adjustment to Susie Gabriel and Lisa Wallace to share Cheerleader sponsorship at .0525 each; **DelRoy Ortmann** – Fall Conditioning Coordinator @.06; **Heather Racine** – ‘B’ MS School Asst. Cross Country @.02; adjust stipend of Haley Hewitt and Dave Wise to .055 each for Assist G Basketball; Ashley Miller – Var. Gymnastics @.12, Christina Miller – Assist Gymnastics @.04; and Lorri Schuler – MS Volleyball @.04.
- L. Approve substitute bus driver list as recommended by Mr. Seamon.
- M. Approve the following individuals as substitute teachers for the 2013-14 school year: Steven Harshman, Elizabeth Kirk, Jordan Ousley, Linda VanNatter, Jillian LaDow, Cheryl Fry, Morgan Clinton, Linda Wager, Hannah Hendryx, and Morgan Rupert.

#### IV. BOARD APPOINTMENT OF AN INDIVIDUAL TO THE LIBRARY BOARD

Bryan Alexander appointed Dee Emons as representative to the Howard County Public Library board.

#### V. CONSIDER ACTION TO ACCEPT A DONATION(S)

Several donations were received including:

- An anonymous donation of \$100 to the Guidance Orientation fund.
- \$100 to Northwestern Elementary for classroom supplies from Jeff Tembrook and Annette Kurtz
- \$1200 from ANDYMARK to the high school Cybertooth Robotics Team
- \$125 from Howard County School Employees Federal Credit Union for the “Stuff the Bus” program

Todd Moser made the motion to graciously accept these generous gifts. Steve Jones seconded and motion passed unanimously.

**VI. CONSIDER ACTION TO ADOPT SECOND AMENDED AND RESTATED WV/WCI SCHOOL TRUST AGREEMENT**

Mr. Snoddy submitted an agreement with the WV/WCI School Trust for the board's approval. This document formally appoints Steve Wilson and Mr. Snoddy as Trustees on the Trust. The board unanimously approved the agreement following a motion made by Steve Jones and second from Todd Moser.

**VII. DISCUSSION WITH REGARD TO THE PROPOSED 2014 BUDGET**

Mr. Snoddy presented the proposed 2014 budget to the Board in preparation for the budget hearing on September 26<sup>th</sup>.

**VIII. CONSIDER ACTION TO APPROVE THE PURCHASE OF TWO SCHOOL BUSES**

Mr. Seamon recommended the purchase of two new school buses from Kerlin Bus Sales. After trade-in, the is \$167,262.00. Steve Jones made the motion to approve the purchase; Todd Moser seconded and motion passed unanimously.

**IX. CONSIDER ACTION WITH REGARD TO A GRANT APPLICATION**

Mr. Seamon requested permission to apply for a Secured School Safety Grant. The competitive grant program is a matching fund grant for up to \$50,000 to be used for school resource officers, safety training and equipment. The board unanimously approve the request – motion made by Steve Jones and seconded by Jonathan Underwood.

**X. CONSIDER ACTION TO APPROVE NEOLA POLICY UPDATES AND REVISIONS ON FIRST READING**

Proposed NEOLA updates to policies, guidelines and forms were presented for the board's review and approval on first reading. Mr. Snoddy gave an overview of these changes and addressed questions. These updates and changes are in response to recent legislative action. Jonathan Underwood made the motion to approve recommended policies on first reading. Steve Jones seconded and motion unanimously passed. These updates will be presented for adoption on second reading at the October meeting.

**XI. CONSIDER ACTION TO ADOPT A RESOLUTION IN SUPPORT OF THE ENTREPRENEURIAL OPPORTUNITIES PROGRAM**

A resolution was submitted for the board's adoption to support collaboration with the Greater Kokomo Economic Development Alliance and its partners toward development and implementation of an Entrepreneurial Opportunities Program. Following discussion, Jonathan Underwood made a motion to approve as presented. Todd Moser seconded and motion passed unanimously.

**XII. PUBLIC COMMENTS**

**XIII. BOARD COMMENTS**

There being no further business Steve Jones made the motion to adjourn. Jonathan Underwood seconded and the board adjourned at 8:30 p.m.

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President

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Vice President

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Secretary

Next Meeting – BUDGET HEARING: Sept 26, 2013-Northwestern High School Library – 7:00 PM

Oct. 10, 2013– Northwestern High School Library – 7:00 P.M.