

NORTHWESTERN SCHOOL CORPORATION

July 2, 2013

The Board of School Trustees met in regular session at 7:00 p.m. at Northwestern High School. Board members were in attendance were Bryan Alexander, Jonathan Underwood and Steve Jones, with Ted Merrell and Todd Moser absent. Also in attendance were Ryan Snoddy, Harold Seamon, Sheila Lamb, and 9 interested parties. President Bryan Alexander called the meeting to order and opened with prayer. The minutes of the June 13, 2013 meeting were reviewed and unanimously approved on a motion made by Jonathan Underwood and seconded by Steve Jones. Mr. Snoddy requested the addition of one agenda item – permission to declare technology equipment as surplus. With this addition, the agenda was unanimously approved on a motion made by Steve Jones and second by Jonathan Underwood.

I. SUPERINTENDENT'S REPORT

- a. **ISBA Events:** Jonathan Underwood will be attending ISBA's Summer Academy July 8-9 at French Lick, Indiana. He will give a brief summary of the conference at the August meeting.
- b. **Dates for fall registration:** Parents are being encouraged to complete the registration process online
- c. **Howard County Fair – Booster's Tent:** Board members were encouraged to contact Mrs. Lovelace to serve on Monday evening (July 8th) at the Booster tent.
- d. **Budget Calendar** Mr. Snoddy reported with regard to the 2014 budget process and calendar. He plans to request permission to advertise at the August meeting with a hearing in September and budget adoption in October.

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.

III. PERSONNEL

Mr. Snoddy recommended the approval of the employment of Mr. Tim Shoaff as high school Assistant Principal with a 210 day contract and salary of \$66,000. Mr. Shoaff will also receive administrative addendum benefits to include insurance all but \$1,000, a \$1,000 annuity and conference allowance of \$650. Steve Jones made the motion to approve Mr. Shoaff as Assistant Principal; Jonathan Underwood seconded and motion passed 3-0.

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

- A. Approve the re-assignment of Nancy Mumaw to full-time PE at Northwestern Elementary, and Myndie Everling to full-time, ½ PE and ½ Art at Howard Elementary, effective the 2013-14 year.
- B. Approve the recommendation to appoint DelRoy Ortmann as Math Department chairman, and Vickey Zehringer as Science Department chairperson.
- C. Grant the request of Carolyn Thompson for re-assignment from Guidance Director to Guidance Counselor.
- D. Approve the re-assignment of Geana Moore from Guidance Counselor to Guidance Director, on a 206 day contract with a salary of \$57,500 and administrative addendum benefits including insurance paid all but \$1,000, and conference allowance of \$550.
- E. Approve the employment of Amber Collins as Guidance Secretary, beginning the 2013-14 school year.
- F. Approve the re-assignment of Heather Dubbels from instructional assistant to Secretary at Northwestern Elementary, and Melainie Hardin from Secretary to Northwestern Elementary Secretary/ECA Treasurer.

- G.** Approve coaching recommendations submitted by Mr. Armstrong for the 2013-14 year, per Appendix B to include: Ashley Miller- MS Cheerleader Sponsors @.0125, Gymnastics Asst. @.04; Ashton Bray-MS Cheerleader Sponsor @.0125; Susie Gabriel-JV & Var Cheerleading @ .07; Sarah Wallace-Asst. Cheerleading @.035; John Hendryx-Spring Conditioning Coordin @ .06, Summer Condit Coordin @ .06; Head Football Coach @ .23; Jim Gish-Var Boys Basketball @.23; DelRoy Ortmann-Asst. B. Basketball @.11; Jim Wagner-Spec. Assist. B Basketball @ .08; Shawn Russell-9th B Basketball @.08; Dave Stevens-Var B & G Cross Country @.1650, B Varsity Track @.12; Amanda Russell-Asst. B & G Cross Country @.07 MS G Track @.04; Erica Schieffer-MS B&G Cr Country @.04 & MS Boys Track @.04, B MS Track @.04; Blake Betzner, Scott Troyer & Jordan Dyer-Asst. FB coach @.10, Var Softball @.15; Dan Burtcher-9th FB @.07; Bill Mercer-Asst. 9th FB @.04; Jeremy Shaw and Rey Williams – 7th FB @.04; Randy Lindgren- V Boys Golf @.13, Var Girls Golf @.13; Kurt Koetter-Asst B golf @.05, Asst G. Golf @.05; Jim Wagner-Var Boys Soccer @.12; Wade Roberts-Asst B Soccer @.07, Asst B Swimming @.06, Asst G Swimming @.02; Mike Goodrich-B JV Soccer @.07 MS B Track @.04, John Tice – MS B Soccer @ .04; Cindy Britten-Dual Head Swimming @.165; Roger Sprouse-B Asst Swimming @.02, G Swimming Asst @.06; Matt Woods-B Tennis @.11; Kathie Layden-Var G Basketball @.23; Haley Hewitt and Dave Wise-Asst G Basketball @.055; Jeff Layden-Spec Asst G Basketball @.08; Heather Racine – MS Asst G Basketball @.03, MS Golf @.03; Mary Clem-Gymnastics @.12, G Var Track @.12; Alyssa Richey-Asst softball @.08; Kristine Miller-G Var Tennis @.11; Pete Schroer-G Asst Track @.07; Trina Yager-Var Volleyball @.12; Todd Miller-MS Tennis @.04; and Pam Miller-MS Asst Tennis @.02.
- H.** Approve the employment of Joe Smith as high school social studies teacher, contingent upon a satisfactory expanded criminal background check, beginning the 2013-14 year, and per the Master Agreement

IV. CONSIDER ACTION WITH REGARD TO AN OUT-OF-STATE OR OVERNIGHT FIELD TRIP REQUEST

Permission for cross country coaches Dave Stevens and Amanda Russell to take the cross country teams on an overnight training trip to Lake Freeman July 29-31, 2013 as granted. Motion was made by Jonathan Underwood, seconded by Steve Jones and passed by a vote of 3-0.

V. CONSIDER ACTION WITH REGARD TO ADMINISTRATIVE CONTRACTS

Mr. Snoddy recommended administrative contracts be extended until June 30, 2015 for all administrators, including Harold Seamon, Scott Simmons, Kristen Bilkey, Brett Davis, Ron Owings, Jeaniene Garrison, Jim Gish, Dan Armstrong, Geana Moore, and Tim Shoaff. No changes to the compensation details of the contract or contract addendum were recommended. Steve Jones made the motion to approve as recommended. Motion passed 3-0 following a second from Jonathan Underwood.

IV. CONDUCT A PUBLIC HEARING WITH REGARD TO PROPOSED CONTRACT

The Board conducted a public hearing to discuss, hear objections to and support for the proposed contract; and set forth the details of the proposed contract, benefits, and any additional forms of compensation for each year of the contract. Mr. Alexander opened the hearing with regard to the superintendent's contract. A contract extension through June 30, 2016 is proposed with no other compensation of addendum benefit changes. Following a period of no comments, the public hearing was closed. The superintendent's contract will be presented at the August meeting for approval.

VII. CONSIDER ACTION REGARDING THE PURCHASE OF SCHOOL BUSES

Mr. Seamon requested action be tabled until the August meeting for the purchase of new buses.

VIII. CONSIDER ACTION TO APPROVE ELEMENTARY TEXTBOOK RENTAL AND FEES FOR THE 2013-14 SCHOOL YEAR

Mr. Owings submitted a recommendation for elementary textbook rental and fees for the upcoming school year. The board approved by 3-0 the recommendation on a motion from Steve Jones and second from Jonathan Underwood. Fees are: Kindergarten-\$135.00, 1st Grade-\$146.81, 2nd Grade-\$132.08, 3rd Grade - \$103.15, 4th Grade - \$92.96, 5th Grade - \$100.89, and 6th Grade - \$92.96.

IX. CONSIDER ACTION TO APPROVE GQE REMEDIATION GRANT AND 2013 REMEDIATION AND PREVENTIVE REMEDIATION GRANT APPLICATIONS

Mrs. Bilkey submitted the GQE Examination Remediation Grant and the 2013 Remediation and Preventive Remediation Grant applications for the board's approval. Mr. Snoddy reported that these are both non-competitive grants and requested we continue with the two programs. Jonathan Underwood made the motion to approve, Steve Jones seconded and motion passed 3-0.

X. CONSIDER ACTION TO ADOPT FACULTY HANDBOOKS FOR THE 2013-14 SCHOOL YEAR

Principals submitted faculty handbooks for the upcoming school year. The high school handbook included updates and changes, while the other three buildings requested re-adoption of their current handbook. Steve Jones made the motion to adopt handbooks as requested. Jonathan Underwood seconded and motion passed 3-0.

XI. ENROLLMENT DISCUSSION AND CONSIDERATION OF FURTHER ACCEPTANCE OF TUITION TRANSFER APPLICATIONS

Mr. Snoddy reported that preliminary enrollment counts indicate that buildings are nearing capacity, with 10 openings at grade 3, 7 openings at grade 4 and 15 openings at grade 5. Bryan Alexander commented with regard to acceptance of secondary level students. Also speaking was Steve Jones. Mr. Snoddy recommended the board take action to set a deadline for receipt of tuition transfer applications of August 1st, with those applications placed in a lottery drawing at the August 8th meeting. Steve Jones made the motion to approve tuition applications as recommended. The board approved 3-0 following a second from Jonathan Underwood.

XII. CONSIDER ACTION TO ACCEPT A DONATION(s)

The band received a donation of \$250 from the Carver Community Center for Rib Fest participation. Jonathan Underwood made the motion to graciously accept the donation; Steve Jones seconded and motion passed 3-0.

XIII. CONSIDER ACTION TO DECLARE TECHNOLOGY EQUIPMENT AS SURPLUS

Mr. Simmons submitted a list of outdated technology equipment and requested that it be declared surplus and disposed of through donation to non-profit organizations and/or other schools. Steve Jones made the motion to approve this request. Jonathan Underwood seconded; motion passed 3-0.

XIV. PUBLIC COMMENTS

V. BOARD COMMENTS

There being no further business Steve Jones made the motion to adjourn. Jonathan Underwood seconded and the board adjourned at 8:00 p.m.

President

Vice President

Secretary

Next Meeting – August 8, 2013– Northwestern High School Library – 7:00 P.M.