

NORTHWESTERN SCHOOL CORPORATION

JULY 10, 2014, 7:00 P.M.
NORTHWESTERN ELEMENTARY SCHOOL LIBRARY
4223 W 350 N, KOKOMO IN 46901

The Board of School Trustees met in regular session at 7:00 p.m. on July 10, 2014. Due to construction at the high school, the meeting was held in the Northwestern Elementary School Library, 4223 W 350 N, Kokomo, IN. All board members were in attendance except Todd Moser, as well as Harold Seamon, Sheila Lamb, and 7 interested parties. Mr. Snoddy arrived late due to plane delays while returning from the National Superintendent's Conference in Washington DC; Harold Seamon started the meeting in his absence. Vice President Steve Jones called the meeting to order and Jonathan Underwood opened with prayer. The minutes of the June 12, 2014 meeting were reviewed and unanimously approved on a motion made by Ted Merrell and seconded by Bryan Alexander. Mr. Seamon requested that one item be removed from the agenda – consideration with regard to food service salary increase. With this modification, the agenda was unanimously approved on a motion made by Jonathan Underwood and second by Ted Merrell.

I. SUPERINTENDENT'S REPORT

- A. ISBA FALL CONFERENCE: Board members are provided information regarding ISBA's upcoming Fall Conference on Sept 16-17. Those wishing to attend should submit registration information to Mrs. Lamb at the meeting. Hotel reservations have been secured for the event. Anyone not attending should notify Sheila so rooms may be re-assigned or canceled.
- B. REPORT ON SCHOOL BUS INSPECTIONS – Mr. Seamon will reported to the board with regard to recent school bus inspections. He was pleased with the increased percentage of buses passed on the first round of inspections this year.
- C. SCHOOL BUS DRIVER TRIP PAY – Mr. Seamon clarified some information from his
- D. **RECEIVE INFORMATION REGARDING FIRST YEAR IMPLEMENTATION OF 1:1 DIGITAL LEARNING**: Mr. Simmons and Todd Miller reported to the board regarding Northwestern's first year experiences with our 1:1 digital learning initiative. Both reported that they feel good about the first year and will be building upon that positive experience. Todd Miller shared that teachers are creating digital curriculum on I-pads, and he plans to continue monthly training opportunities to expand this approach, and plans to schedule parent e-learning opportunities in the upcoming year as well. Mr. Simmons reported that he has been in contact with other area schools and they are working to collaborate ideas and pool resources and combined purchasing. Also speaking was Ted Merrell, Jonathan Underwood, Bryan Alexander and high school assistant principal Tim Shoaff.
- E. **RECEIVE INFORMATION WITH REGARD TO GROWTH IN STUDENT NON-TESTED CONTENT AREAS**: Mr. Simmons reported to the board with regard to new standards and assessment implementation for 2014-15. Northwestern has the opportunity to work with other school to develop course assessments in areas that currently do not exist. Mr. Snoddy and Mr. Simmons will present this information to teachers and discuss. If teachers are interested in pursuing they will move forward toward implementation.
- F. **TREASURER'S REPORT**: Mrs. Shepherd-Bryant will updated the board with several reports from the Treasurer including: 1) Financial Report, 2) Property Tax Distribution – 2013, 3) property Tax Distribution – 2014, and 4) Property Tax Distributions 2010-2014. Steve Jones thanked Jamie for her hard work, information, and foresight in preparing for tax adjustments. Mr. Seamon and Mr. Simmons also thanked Jamie and praised her efforts. Mrs. Shepherd-Bryant and Mr. Simmons also reported to the board that they received information this week on the State Technology Advancement Loan program. The application is due before the next board meeting; however, Northwestern is eligible for approximately \$34,000 at 1% interest to be used for technology hardware. If awarded, funds must be utilized within one year and repaid in 2 years and will be deducted from the basic grant distribution. By consensus the board agreed we should pursue this low-interest loan opportunity.

II. CLAIMS AND FINANCIAL

Claims in the amount of \$675,682.77 and 3 payroll claim listings totaling \$684,510.32 were presented for approval of payment. Bryan Alexander made the motion to approve; Ted Merrell seconded and the motion passed unanimously.

III. PERSONNEL

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

- A. Accept the resignation of **Betsy Durham** as instructional assistant at Howard Elementary.
- B. Approve the employment of Kathryn Lowden on regular contract as high school Spanish teacher, beginning the 2014-15 school year. Ms. Lowden was on temporary contract last year.
- C. Approve the employment of the following teachers, per the Master Agreement, beginning the 2014-15 year, and pending receipt of a satisfactory background check: Jennifer Craig – High School English, Jordan Nelson – Howard Elementary.
- D. Approve Katlynn Craig for after-school tutoring duties for a total of 6 hours, per the Master Agreement.
- E. Approve extra-curricular assignments for the 2014-15 year as recommended by Mr. Davis and per Appendix B to include: **Marissa Shrock** –MS Academic Coach Coordinator, MS Academic Coach, MS Spell Bowl; **Michelle Sinnamon** – MS Academic Coach, 7th Gr. Team Leader; **Rachele Temme** – MS Academic Coach, 8th Gr. Team Leader; **Pam Miller** – MS Academic Coach; **Deb Conrad** – MS Yearbook; **Robin Whaley** – MS Student Council; **Jeremy Leazenby-Bruce** – MS Drama Director; **Kimberly Kane** – After-School Detention Supervisor; **Heather Racine** – MS National Junior Honor Society; **Jeremy Snyder** – MS Band (1/2 Stipend); **Jon Rodgers** – MS Band (1/2 Stipend), **Michael Carmain** – MS Robotics.

V. CONSIDER ACTION TO APPROVE SUPERINTENDENT'S CONTRACT

A public hearing was held at the June meeting with regard to the Superintendent's Contract. It is now recommended that Mr. Snoddy's contract be extended to June 30, 2017 with the annuity contribution of \$9,500 also extended to 2017. The recommended compensation for the contract is unchanged with a salary of \$104,202 with fringe benefits of insurance paid all but \$1,000 and an annual conference allowance of \$2,200. The board unanimously approved the contract terms and extension following a motion from Bryan Alexander and second from Ted Merrell.

VI. CONSIDER ACTION TO APPROVE PARTICIPATION IN THE NATIONAL SCHOOL LUNCH PROGRAM FOR THE 2014-15 SCHOOL YEAR

Mrs. Hullinger submitted the contract for continued participation in the National School Lunch program for the 2014-15 school year. Ted Merrell made the motion to approve; Jonathan Underwood seconded and motion passed unanimously.

VII. CONSIDER ACTION TO APPROVE UPDATES TO 1:1 DIGITAL LEARNING HANDBOOK FOR THE 2014-15 SCHOOL YEAR

Mr. Simmons submitted the updated Digital Learning Handbook for the board's adoption for the 2014-15 school year. Mr. Snoddy thanked Mr. Simmons and his staff for their work in updating this document. Jonathan Underwood made the motion to approve the handbook as presented. The board unanimously approved after a second from Ted Merrell. Steve Jones thanked the entire technology staff for their dedication and hard work on the 1:1 project.

VIII. RECEIVE INFORMATION WITH REGARD TO CURRENT CONSTRUCTION PROJECT

Mr. Seamon will reported to the board with regard to the progress on our current construction project, stating that work at the high school/middle school is behind schedule. Contractors were to bring extra manpower over the weekend and hope to be back on schedule. He also reported that asphalt had been laid on the tennis courts and is now curing, and the buzz-in system is to be installed at the end of the month. Mr. Snoddy commended Mr. Seamon for staying on top of the project and seeing it through.

IX. CONSIDER ACTION TO ADOPT ELEMENTARY STAFF HANDBOOKS FOR THE 2014-15 SCHOOL YEAR

Mr. Owings and Mrs. Garrison submitted recommended updates to their staff handbooks for the board's approval. Mrs. Bilkey and Mr. Davis report no changes are recommended to the high school and middle school staff handbooks. Staff handbooks were unanimously approved as presented on a motion from Jonathan Underwood and second by Ted Merrell.

X. CONSIDER ACTION TO APPROVE A FOREIGN EXCHANGE STUDENT REQUEST

Mrs. Bilkey submitted a recommendation for the acceptance of a foreign exchange student for the 2014-15 school year. She recommends the approval of Lena Jacobsen from Germany and sponsored through International Student Exchange. Bryan Alexander made the motion for approval, Jonathan Underwood seconded, and motion passed unanimously.

XI. CONSIDER ACTION TO DONATE SURPLUS ITEMS

Mr. Seamon recommended the donation of student desks to equip schools in Haiti and Jamaica. These items were declared as surplus last summer and have been in storage since. The organization Food for the Poor will distribute the desks in schools in Haiti and other Central American countries where functional school furniture is severely lacking. Bryan Alexander made the motion to approve; Ted Merrell seconded and motion passed unanimously. Bryan Alexander and Steve Jones thanked Mr. Seamon and commended him for sending the surplus equipment to where it can be used.

XII. CONSIDER ACTION TO APPROVE LATCHKEY PROGRAM PROVIDER FOR THE 2014-15 SCHOOL YEAR

Mr. Owings recommended we continue our association with the YMCA to provide before and after school child care for Northwestern Elementary students. A motion for approval was made by Bryan Alexander and seconded by Ted Merrell; motion passed unanimously.

XIII. CONSIDER ACTION TO APPROVE NEOLA POLICY UPDATES AND CHANGES ON FIRST READING

Policy and Guidelines updates and revisions are recommended for the following NEOLA policies on first reading: Policies 1617, 3217, 4217, 5772, 7217 and Administrative Guideline 5772. These policies and guidelines all deal with weapons and will be presented for adoption on second reading at the August meeting. Ted Merrell made a motion approve on first reading. Jonathan Underwood seconded and motion passed unanimously.

XIV. CONSIDER ACTION TO APPROVE HIGH SCHOOL STUDENT HANDBOOK UPDATES FOR THE 2014-15 SCHOOL YEAR

Mr. Shoaff submitted updates to the 2014 High School student handbook for the board's approval. I would thank Mr. Shoaff for this work in updating this document. Updates were unanimously approved following a motion from Jonathan Underwood and second from Bryan Alexander.

XV. CONSIDER ACTION WITH REGARD TO KASEC JOINT SERVICES AGREEMENT FOR SPECIAL EDUCATION

A contract for continued participation with KASEC to provide special education services was presented for the board's approval for the 2014-15 school year. Bryan Alexander made the motion and Ted Merrell seconded for approval; motion unanimously passed.

XVI. CONSIDER ACTION WITH REGARD TO AN OVERNIGHT FIELD TRIP REQUEST

Mr. Armstrong submitted a request for the Cross Country teams to travel to northern Indiana for a 3 day training camp. Dave Stevens and Amanda Russell will chaperone this annual event. Jonathan Underwood made a motion approve and Ted Merrell seconded; motion passed unanimously.

XVII. PUBLIC COMMENTS - none

XVIII. BOARD COMMENTS

Bryan Alexander thanked the Northwestern Booster Club for all their work at the Howard County Fair and for all they do to support our students and programs.

Steve Jones also thanked the Boosters and commended them for working together for the school and the kids.

Ted Merrell commended staff for their extra work and cooperation during the Awakening weekend.

There being no further business Ted Merrell made the motion to adjourn. Bryan Alexander seconded and the board adjourned their regular session at 8:25 p.m.

President

Vice President

Secretary

Next Meeting – August 14, 2014 – Northwestern High School Library – 7:00 P.M.