**SPRINGPORT PUBLIC SCHOOLS**

**BOARD MINUTES**

**MONDAY, JUNE 26, 2017**

The June 26, 2017 regular meeting of the Board of Education was called to order at 7:00 p.m. by Vice President David Lightner.

Members present: Rob Baum, David Lightner, Jackie Sanford, and Craig Ward

Members absent: Julie Baglien, Jeff Caudill, and Eric Taylor.

Administrative members present: Randall Cook, Rhonda Potts, Janis Sanford, Tanya Newland, Chris Kregel and Chris Talbot.

Visitors: Penny Ward, Cara Ward, Kelly Taber, Eliott Cook.

Motion by Trustee Baum, support by Secretary Ward to approve the agenda as amended to include an overnight football trip to the discussion agenda.

**Motion Carried, all ayes.**

Motion by Trustee Sanford, second by Trustee Baum to approve the consent agenda as presented.

* Regular Meeting Minutes of Monday, May 15, 2017
* General Fund Bills of $ 571,332.18
* Hot Lunch Bills of $ 44,329.24

**Motion Carried, all ayes.**

Vice President Lightner reported on the recent Finance Committee meeting. The Finance Committee is pleased with the 2016-2017 budget, and with the proposed balanced 2017-2018 general fund budget.

Rob Baum presented the Personnel Committee Report. The committee met to review the Superintendent Evaluation rubric to determine if any further evaluation procedures were needed to make it a more complete process. It was determined that it currently provided sufficient areas to evaluate the position.

District Business Manager Rhonda Potts asked for questions regarding the budgets or the L-4029. There were none.

Dean of Students Chris Kregel provided an annual report on bullying among middle and high school students. Current trends show the majority of reports of bullying are on social media. Each and every report has been investigated.

Elementary Principal Janis Sanford reported there were two bullying issues in which students bully and retaliate after reports. There were aggressive behavior problems, mainly with lower elementary students who have not learned correct social behavior.

Tanya Newland, Principal of Curriculum and Instruction, reported on the success of the 5D+ training for teachers and staff which occurred throughout the year. All professional development and training was reported as being very positive. Staff is looking forward to continuing this throughout next year.

Janis Sanford, Elementary Principal, spoke of essential practices for the third grade in reading for students. Interventionists hired through At-Risk are working with students. Multi-tiered support is in place for literacy as they have recently done with the math program. Fifth grade students trained at the Dahlem Center with science projects. This was a very successful experience for the students.

The Board took a brief recess at 7:25 p.m. to celebrate and honor Craig Ward, our retiring Board Member who has served on the Springport Board for 13 years. We want to recognize him and thank him for his years of service and dedication to the Springport District. The Board reconvened at 7:29 p.m.

The position for the Manager of the Lead Child Care position was posted. Superintendent Cook recommended Sherri Rybicki. Mrs. Rybicki is currently working with special education students in the district.

Motion by Member Baum, second by Member Sanford to hire Sherri Rybicki as the lead child care manager for The Spartan Den Early Childhood Program.

**Motion Carried, all ayes.**

The interview committee led by Principal Tanya Newland is recommending Christina Townsend for the high school English position. Mrs. Townsend comes to us from Medora Community Schools.

Motion by Member Sanford, second by Secretary Ward to approve Christina Townsend as High School English Teacher in accordance with all state and local statutes.

**Motion Carried, all ayes.**

Dean of Students, Chris Kregel, recommended Patricia Huff for the position of Middle School Counselor. Applicants were interviewed with and their choice for the middle school was for Patricia Huff, former counselor, and Interim Principal at Jackson Christian Schools.

Motion by Secretary Ward, supported by Member Sanford to approve Patricia Huff as Middle School Counselor in accordance with all state and local statutes.

**Motion Carried, all ayes.**

Superintendent Cook presented the Elementary Handbook changes. Mrs. Janis Sanford was present to explain changes to the student/parent handbook and to answer questions.

Motion by Member Baum, second by Member Sanford to approve the Elementary Student/Parent Handbook changes as presented.

**Motion Carried, all ayes.**

Superintendent Cook presented the changes to the middle school and high school student/parent handbook. Dean of Students Chris Kregel was available to answer any questions. All handbook changes are primarily changes to be in compliance with all new Board policies.

Motion by Member Sanford, support by Secretary Ward to approve the Middle School Student/Parent Handbook changes as presented.

**Motion Carried, all ayes.**

Motion by Member Sanford, second by Secretary Ward to approve the High School Student/Parent Handbook changes as presented.

**Motion Carried, all ayes.**

Superintendent Cook present NEOLA Policies for a second and final reading. These policies were presented for discussion at the May meeting: Bylaw 0168.1, Policies: 2221, 2461, 2623, 3120.04, 3121/4121, 5517, 5610, 5610.01, 7540.02, 8330, 8400, 8500, and 8510.

Motion by Secretary Ward, support by Member Sanford to approve Neola Policies: Bylaw #0168.1, and Policies: 2221, 2461, 2623, 3120.04, 3121/4121, 5517, 5610, 5610.01, 7540.02, 8330, 8400, 8500, and 8510, as presented.

**Motion Carried, all ayes.**

Superintendent Cook provided information as prepared by Thrun Law for the State Aid Note that will be executed in August. The District plans to borrow an amount not to exceed $350,000. State Aid borrowing has been reduced from 2.5 million dollars to 350,000 dollars in the last ten years.

Motion by Secretary Ward, second by Trustee Baum to adopt the Resolution for the 2017-2018 State Aid Anticipation Note as prepared by Thrun Law Firm.

Roll Call Vote: Baum, aye; Lightner, aye; Sanford, aye; Ward, aye.

**Motion Carried, 4 ayes, 3 absent**

Superintend Cook provided a copy of the amended Hot Lunch Budget for 2016-2017.

Motion by Trustee Sanford, support by Trustee Baum to approve the amended 2016-2017 Food Service Budget as presented.

**Motion Carried, all ayes.**

Superintendent Cook explained the district staff has been told that when we have resources we will share with them. This year, we are adding additional funds to our healthy fund balance. The Finance Committee has agreed to give all staff a one time off schedule $300 stipend. This will be at a cost of $46,511.

Motion by Member Sanford, support by Secretary Ward to approve a onetime $300 off schedule stipend that will be paid to all Springport Employees.

**Motion Carried, all ayes.**

Superintendent Cook provided a copy of the amended General Fund Budget.

Motion by Member Baum, support by Member Sanford to approve the amended 2016-2017 General Fund Budget as presented.

**Motion Carried, all ayes.**

Superintendent Cook presented the Food Service Budget as discussed at the budget hearing at 6:30 p.m. this evening.

Motion by Member Sanford, second by Secretary Ward to approve the 2017-2018 Food Service Budget as presented.

**Motion Carried, all ayes.**

Superintendent Cook presented the General Fund Budget whish was also discussed at the budget hearing prior to the regular board meeting. Student Count significantly impacts our budgets. That will be a main factor in determining next year’s financial outcome. This is a proposed balanced budget for the 2017-2018 school year.

Motion by Secretary Ward, second by Trustee Baum to approve the 2017-2018 General Fund Budget as presented.

**Motion Carried, all ayes.**

Superintendent Cook provided the L-4029 tax rate request form as prepared by PFM Public Financial Management Associates.

Motion by Secretary Ward, support by Member Sanford to approve the 2017 Tax Rate Request L-4029 as presented.

**Motion Carried, all ayes.**

Superintendent Cook presented the bus mechanic contract as prepared for John Westbrook, who has been our bus mechanic since 2009. This contract would expire on December 31, 2019.

Motion by Secretary Ward, support by Member Baum to approve the contract agreement reached between John Westbrook, our bus mechanic, and the Springport Board of Education for the terms of July 1, 2017 through December 31, 2019 as presented. **Motion Carried, all ayes.**

Superintendent Cook presented two overnight proposals for approval that were presented at the May Board Meeting for information.

Motion by Secretary Ward, second by Trustee Sanford to approve the overnight trip request of the FFA to attend the POA Leadership Camp in Trafalgar, Indiana, departing June 27, 2017 and returning June 29, 2017, as presented.

**Motion Carried, all ayes.**

Motion by Trustee Sanford, second by Secretary Ward to approve the overnight trip request of the football team at Twin Pines Campground, departing July 25, 2017 and returning July 27, 2017.

**Motion Carried, all ayes.**

Superintendent Cook presented a letter of resignation/retirement. He thanked the Board for his opportunity to serve the students, staff, and community of Springport

Secretary Ward commended Superintendent Cook for the work he has done to bring the district back to sound financial standing. Member Baum thanked Superintendent Cook for his hard work in making the school a successful district, and one that is thought highly of in Jackson County.

Motion by Secretary Ward, support by Trustee Sanford to accept the resignation/retirement of Superintendent Randall J Cook, effective January 5,2018. **Motion Carried, all ayes.**

Superintendent Cook reported the resignations of Dawn Mitchell, part time custodian, and Steve VanWinkle, Middle School Counselor have been accepted. Both positions have been posted.

Superintendent Cook provided information on the special release of Policy 5630.01, regarding student seclusion and restraint. This policy needs to be adopted before the beginning of the 2017-2018 school year, as per State Law.

Superintendent Cook provided opportunity for members to inquire about the progress of establishing the new child care, preschool program, The Spartan Den.

Athletic Director Chris Kregel will set up Rick Saldana through Coach EZ to be the JV Girls Basketball Coach for the upcoming school year.

Motion by Secretary Ward, second by Trustee Sanford to adjourn the meeting at 7:53 p.m.

**Motion Carried, all ayes.**