

SCHOOL CITY OF WHITING
REGULAR SCHOOL BOARD MEETING MINUTES
July 23, 2018 - 5:30 PM

Board President Ms. Davenport called the regular meeting to order at 5:30 PM with the following board members present: Nicole Davenport, Amanda Perkins, Jerry Moynihan, Christine Stribiak and Kathy Murzyn.

Administration Present: Superintendent, Cynthia Scroggins, Assistant Superintendent, Lorri Covaciu, School Board Attorney, Joseph L. Curosh, Director of Finance, Kim Pusateri, and Board Recording Secretary, Jennifer Halliar were also present.

Pledge of Allegiance & Prayer – Everyone present at the meeting recited the Pledge of Allegiance and Ms. Davenport gave a short prayer immediately thereafter.

Audience Comments – Board President Ms. Davenport opened the meeting to audience comments concerning items on the agenda: There was one visitor present. Ms. Carolyn Marsh (1804 Oliver Street, Whiting) asked if funding for the STEM (Science Technology, Engineering & Math) Grant as used to help fund the Mascot Museum. Superintendent Mrs. Scroggins said the funding was strictly for use by the School, not the City. Hearing no other comments, the Audience Comment segment was closed.

Approval of Minutes - All Board members received copies of the minutes of the **regular school board meeting of June 25, 2018**. Ms. Stribiak made a motion to approve the regular school board minutes of June 25, 2018. Ms. Perkins seconded the motion, which was passed unanimously by the Board.

Superintendent's Report

Student Rollover and Registration - Mrs. Scroggins said that on July 16th the student rollover took place without any issues and the scheduling is complete in all three buildings. Mrs. Scroggins said online registration is open and they are set for phase II of the district-wide registration which will take place on Monday July 31st and Wednesday August 1st in the cafeteria.

Preliminary ADM Count - Mrs. Scroggins said the preliminary ADM was run after the roll-over with 1,185 total students in Kindergarten through 12th grade. Mrs. Scroggins said 325 are non-resident students (an increase of 234 students from last year). Mrs. Scroggins said once registration is complete and after the first few days of school, they will have a more accurate student count as some students may not return and there may be new enrollees.

Superintendent's Report (Continued)

School Safety Plan Audit- Mrs. Scroggins said each school in the state of Indiana will have an onsite visit for a safety audit this year. The crisis plan will be reviewed as always and there will be a walk through as well as questions to staff. Recommendations will be made to schools following the audits. Mrs. Scroggins said two months ago, she informed the Board about the safety audit conducted by the Cal College students in the Master's Program. Mrs. Scroggins said they have completed their tours and review of the schools' safety plan and report; which she will share with the Board at the next meeting.

Handheld Metal Detectors – Mrs. Scroggins said she placed an order for 4 handheld metal detector wands. Mrs. Scroggins said the Board policy #7440 states that the superintendent is authorized to install and use metal detectors, but at this point, there aren't any guidelines.

Mrs. Scroggins said she received information last week from the Indiana Department of Education (IDOE), Indiana School Boards Association (ISBA) and the Indiana Association of School Business Officials (IASBO).

Mrs. Scroggins said she spoke with the Lake County Safe Schools Commission Director who informed her that before the school can use the detectors, the school should have policies and procedures aligned with use that addresses the following:

- (1) Training of staff prior to use and which staff will use them;
- (2) The legalities of search and seizure;
- (3) Protocol if something is found on a student;
- (4) Where and on whom would they be used or for reasonable Suspicion or an administrative search (i.e. canines) and;
- (5) Notification to parents;

Officer Training – Mrs. Scroggins said Chief Miller informed her that Officer Macon had completed a class on Active Shooter Training and he will meet with schools' administrative team and Bill Peterson to discuss current procedures and best practices. Officer Macon will then work with Bill Peterson to set up training for Whiting Police Officers in the school.

Approval of Claims for the Month of July – A vendor's list of claims to be paid in July in the amount of \$1,107,205.27 was presented to each Board member. All items have been received and all claims are subject to final Board review. Mr. Moynihan made a motion to approve the claims for July as presented. Ms. Stribiak seconded the motion, which was passed unanimously by the Board.

Receipts and Disbursements Ending July 31, 2018		
	Receipts	Disbursements
General (010)	\$646,135.26	\$607,851.59
Debt Service (020)	\$0.00	\$0.00
Capital Projects (035)	\$3,044.50	\$116,479.18
Transportation (041)	228.48	\$17,059.48
Bus Replacement (042)	\$0.00	\$0.00
Rainy Day (061)	\$0.00	\$0.00
Retirement/Severance (063)	\$0.00	\$13,619.31
School Bkfst. / Lunch (080)	\$17,014.89	\$14,821.60
Textbook Rental (090)	\$2,845.07	\$14,059.40
Self-Insurance (110)	\$163,361.94	\$140,504.94
Levy Excess (120)	\$0.00	\$0.00
Lily Grant (195)	\$0.00	\$0.00
Drama (251-5)	\$0.00	\$0.00
STEM (252-7)	\$0.00	\$1,406.38
STEM (252-8)	\$0.00	\$0.00
Tech Grant (254)	\$0.00	\$0.00
Welfare Activities(Clothing Closet) 260	\$0.00	\$0.00
Weight Room Donations	\$0.00	\$0.00
Buckley Wall of Fame (292)	\$0.00	\$0.00
Top Ten (295)	\$0.00	\$0.00
Early Intervention (300)	\$0.00	\$0.00
Formative Assessment (302-8)	\$0.00	\$0.00
GT(310-8)	\$0.00	\$0.00
GT 310-9	\$0.00	\$570.00
Economic Education - Work Ethics (318)	\$0.00	\$0.00
Common School (319-4)	\$0.00	\$49,579.80
Common School (319-2)	\$0.00	\$0.00
Medicaid Reimburse (325)	\$84.22	\$0.00
Secured School Safety (327-8)	\$0.00	\$0.00
Gaming (330)	\$0.00	\$0.00
Non English Speaking (371-8)	\$0.00	\$2,311.40
School Technology (372)	\$0.00	\$0.00
Career & Tech (374-9)	\$0.00	\$0.00
21st Century 379	\$0.00	\$3,312.57
PLTW (390)	\$0.00	\$0.00
PLTW (390-1)	\$0.00	\$1,017.73
PLTW(390-2)	\$2,400.00	\$2,400.00
Innovation Planning (395-4)	\$0.00	\$0.00
Title I (410-8)	\$27,651.35	\$0.00
Title I (410-9)	\$0.00	\$10,971.16
IDEA Part B (525-8)	\$25,608.97	\$0.00
IDEA Part B (525-9)	\$0.00	\$7,409.24
Title IV Part A (585-9)	\$0.00	\$0.00
Medicaid Reimburse Fed. (646)	\$147.30	\$2,462.99
Title II Part A FFY16 (684-7)	\$11,498.99	\$0.00
Title II Part A FFY17(684-8)	\$0.00	\$4,338.92
Title III SY1617 (688-7)	\$0.00	\$0.00
Title III SY1718(688-8)	\$2,267.16	\$1,133.58
Clearing Accounts (810)	\$141,276.64	\$141,649.86
Pre-Paid Food (840-0)	\$0.00	\$0.00
TOTALS	\$1,043,564.77	\$1,152,959.13

NEW BUSINESS

Approval to Apply for the BP Science Technology Engineering Math Grant – Mrs. Scroggins requested approval to apply for the BP STEM Grant in the amount of \$15,000.00. Ms. Murzyn made a motion to approve the request. Ms. Stribiak seconded the motion, which was passed unanimously by the Board.

Approval to Accept the Formative Assessment Grant – Mrs. Scroggins requested approval to accept the Fiscal Year 2019 Formative Assessment Grant in the amount of \$11,477.58. Ms. Perkins made a motion to accept the grant. Mr. Moynihan seconded the motion, which was passed unanimously by the Board.

Approval to Renew Blackboard Contract – Mrs. Scroggins requested approval to renew the contract with Blackboard in the amount of \$7,154.81 for the 2018/2019 school year. Ms. Stribiak made a motion to approve the renewal. Ms. Perkins seconded the motion, which was passed unanimously by the Board.

Approval to Accept Donations – Mrs. Scroggins requested approval to accept a donation of \$350.00 from the City of Whiting for the HS/MS Band for their performance on July 4th. Ms. Murzyn made a motion to accept the donation. Mr. Moynihan seconded the motion, which was passed unanimously by the Board.

Approval to Accept Donations for the Vic Sahagun Weight Room – Mrs. Scroggins requested approval to accept the following donations, which the Board took in aggregate: \$100.00 from **Kathryn Fortener and Timothy OKeefe**; \$250.00 from the **Whiting Fraternal Order of Police**; \$50.00 from **Dave and Yolanda Smolar**; \$50.00 from **Christine Drobac**; \$100.00 from **Karen & Richard Massoels**; \$50.00 from **John & Arlene Toleikis** and \$100.00 from **Jerome & Anne Chicvara**.

Ms. Stribiak made a motion to accept the donations as presented. Ms. Murzyn seconded the motion, which was passed unanimously by the Board.

Approval of a Memorandum of Understanding – Mrs. Scroggins requested approval of a Memorandum of Understanding between the City of Whiting and the School City of Whiting as it pertains to the Debt Service. Ms. Perkins made a motion to approve the MOU as presented. Ms. Stribiak seconded the motion, which was passed unanimously by the Board.

Approval of 2018/2019 Meal Prices – Mrs. Scroggins requested approval of the breakfast, lunch and milk prices for the 2018/2019 school year as follows:

	<u>Breakfast</u>	<u>Lunch</u>	<u>Milk</u>
Elementary	\$1.55	\$2.60	\$.60
Middle School	\$1.60	\$2.90	\$.60
High School	\$1.65	\$3.00	\$.60
Adult (Staff)	\$1.95	\$3.65	\$.60

Ms. Murzyn made a motion to approve the meal prices for the 2018/2019 school year as presented. Ms. Perkins seconded the motion, which was passed unanimously by the Board.

Approval to Purchase 14 Passenger Activity Bus – Mrs. Scroggins requested approval to purchase a Type A2 white 14 passenger activity bus from Kerlin Bus Sales in the amount of \$53,972.22 for the 2018/2019 school year. Ms. Stribiak made a motion to approve the recommendation. Mr. Moynihan seconded the motion, which was passed unanimously by the Board.

Approval to Purchase Yellow Activity Bus – Mrs. Scroggins requested approval to purchase a Type A2 yellow activity bus (for 10 + 2 passengers) with a wheelchair lift from Kerlin Bus Sales in the amount of \$69,368.34. Ms. Murzyn made a motion to approve the recommendation. Ms. Perkins seconded the motion, which was passed unanimously by the Board.

Approval to Purchase a 66 Passenger Bus – Mrs. Scroggins requested approval to purchase a C-66 passenger bus from MacAllister Power Systems in the amount of \$92,450.22. Ms. Stribiak made a motion to approve the recommendation. Ms. Murzyn seconded the motion, which was passed unanimously by the Board.

PERSONNEL

Acceptance of Resignations – Mrs. Scroggins requested approval to accept the following resignations which the Board took in aggregate: **Ms. Jennifer Mansfield** as Cafeteria Server and Summer Cleaning Substitute effective July 10, 2018; **Ms. Maria Alvarez** as High School Yearbook Sponsor effective the end of the 2017/2018 school year; and **Ms. Olivia Stern** as Nathan Hale Teacher effective July 15, 2018. Ms. Perkins made a motion to accept the resignations. Ms. Stribiak seconded the motion, which was passed unanimously by the Board.

Acceptance of Retirement Request – Mrs. Scroggins requested approval to accept the retirement request for Kim Vaught, Assistant to the Food Service Director effective June 1, 2019. Ms. Perkins made a motion to accept the retirement request. Ms. Stribiak seconded the motion, which was passed unanimously by the Board.

PERSONNEL (Continued)

Approval of Summer Staffing – Mrs. Scroggins requested approval of the summer staffing recommendations, which the Board took in aggregate: **Ms. Mayra Camarrilo** as Operations Department Substitute (retroactive) from May 30, 2018 to August 3, 2018 up to 40 hours per week at \$10.00 per hour; **Ms. Monica Medina** for High School Registration July 30, 2018 and August 1, 2018 for 6 hours per day; **Ms. Ernestine Sanchez**, as Translator for Whiting High School Registration July 30, 2018 and August 1, 2018 for 6 hours per day; **Ms. Diane Tobias** for High School Registration July 30, 2018 and August 1, 2018 for 6 hours; **Ms. Diane Tobias** as High School Office Support up to 6 hours per day for 5 days per week: August 2nd, 3rd, 6th, 7th and 8th at the regular hourly rate; and **Ms. Monica Medina** as High School Guidance Office Support for up to 6 hours per day, 5 days per week: August 2nd, 3rd, 6th, 7th and 8th at the regular hourly rate. Ms. Murzyn made a motion to approve the summer staffing appointments. Ms. Stribiak seconded the motion, which was passed unanimously by the Board.

Approval of \$1,000.00 Sign-on Bonus – Mrs. Scroggins recommended approval to implement a \$1,000.00 sign-on bonus for new CDL Drivers: \$500.00 to be paid after the first 6 months of employment (as a CDL Driver) and a second payment of \$500.00 to be paid at the end of the first year of employment (as a CDL Driver). Ms. Perkins made a motion to approve the recommendation effective the 2018/2019 school year. Ms. Stribiak seconded the motion, which was passed unanimously by the Board.

Approval of Appointments – Mrs. Scroggins requested approval of appointments for the 2018/2019 school year (which the Board took in aggregate): **Ms. Martha Palmateer** as 2nd Grade Teacher; **Ms. Courtney Myers** as 2nd Grade Teacher; **Ms. Naomi Irvine** as Kindergarten Teacher; **Ms. Andrea Garcia** as NH Child Needs Specialist; **Ms. Dawn Magallanes** as Nathan Hale Special Education Paraprofessional; **Mr. Brandon Fentress** as HS Yearbook Sponsor; **Ms. Erin Wolfley** as Middle School Volleyball Coach; **Ms. Julyssa Saez** as Freshman Volleyball Coach; **Mr. Paul Vale** as Volunteer HS Football Coach; **Mr. Joe Hetzel** as Volunteer HS Football Coach; **Mr. Greg Zorich** as Volunteer HS Football Coach; and **Mr. Fernando Sahagun** as Volunteer HS Football Coach. Ms. Murzyn made a motion to approve the appointments as presented. Ms. Perkins seconded the motion, which was passed unanimously by the Board.

Approval for Instructional Time During Prep Period – Mrs. Scroggins requested approval to pay **Mr. Brett Jennings**, **Ms. Marina Klochan** and **Mr. Patrick Pecher** to teach during their prep/zero hour; each 50 minutes per day, for 180 school days effective the 2018/2019 school year. Mr. Moynihan made a motion to approve the recommendation. Ms. Murzyn seconded the motion, which was passed unanimously by the Board.

MISCELLANEOUS

Approval of 1978 Class Reunion Tour – Mrs. Scroggins requested approval for the Class of 1978 to tour Whiting High School and the Memorial Gymnasium on Friday, September 7, 2018 at 5:40 PM. Mr. Moynihan made a motion to approve the tour and to assign a maintenance person at no cost to the group to conduct the tour. Ms. Stribiak seconded the motion, which was passed unanimously by the Board.

AUDIENCE COMMENTS

Ms. Carolyn Marsh 1804 Oliver Street, Whiting addressed the Board with comments and concerns pertaining to the before and after school traffic, and parking surrounding the educational complex. Ms. Marsh voiced concerns for the students about vehicles idling outside of the school before and after dismissal. Ms. Marsh suggested enforcing student parking rules using the football field parking lot and the city lot on Center Street. Board President Ms. Davenport thanked Ms. Marsh for her comments and said they would take them into advisement.

BOARD MEMBER COMMENTS

Ms. Perkins said she had parents asking her whether all students could use the on-line registration system. Ms. Perkins asked why students who are in Pre-K are not able to register on-line as a return student. Mrs. Scroggins said that any student in the Hammond Pre-K or Geminus Head Start are not in the School City of Whiting AS400 system, therefore they must go through the process as a student new to the district. Mrs. Scroggins also said that there are about 150 families who register on-line. Ms. Perkins said some of the students in question were enrolled in the Nathan Hale Pre-K and could not register on line. Mrs. Scroggins she said she would check into that.

Ms. Stribiak asked if during Pierogi Fest it would be possible to obtain a vendor parking permit so her guests could park in a designated area in the school parking lot during Pierogi Fest because the angled parking across from her house is limited. Mrs. Scroggins said the Chamber of Commerce received board approval for sole use of the New York Avenue parking lot for vendor parking.

Mr. Moynihan said that a parking issue has been brought to his attention numerous times regarding a certain individual parking their vehicle on Oliver Street when they have a reserved parking space in the New York Avenue parking lot. Mr. Moynihan said it upsets people.

Adjournment – There being no further business to come before the Board, the meeting was adjourned at 6:20 P.M. on a motion made by Ms. Stribiak and seconded by Ms. Perkins, which was passed unanimously by the Board.

Secretary

