

**NORTHWESTERN SCHOOL CORPORATION
BOARD OF SCHOOL TRUSTEES**

DECEMBER 12, 2019, 7:00 P.M.
NORTHWESTERN HS LEARNING COMMONGS
3431 N 400 W, KOKOMO IN 46901

The Board of School Trustees met in regular session at 7:00 P.M. All Board members except Steve Jones were present, as well as corporation administrative staff including Kristen Bilkey, Jeff Layden, Jamie Bolser, and Michele Short, and 22 interested parties. President Jonathan Underwood called the meeting to order and Jonathan Eller opened with prayer. The minutes of the Nov. 14, 2019 meeting were presented and reviewed. Jonathan Eller made the motion to approve minutes as presented. Janet Lovelace seconded; motion passed. The agenda was then presented. Mr. Merrell made the motion to approve the agenda; Janet Lovelace seconded and motion passed unanimously.

STUDENT OF THE MONTH

The following students were recognized as Students of the Month:

Howard Elem School – **Bryan Burkhalter**, son of Brad and Melissa Burkhalter. Bryan is in Mrs. Dulmes' fifth-grade class.

Northwestern Elementary - **Caden Bennett**, son of Joey and Darcy Bennett. Caden is a second grader in Ms. Griner's class.

Northwestern Middle School- **Alexandra Hale** – daughter of Kris and Amiee Hale and an 8th grader at the middle school.

Northwestern High School – **Camber Fillenwarth**, daughter of Kent and Nichole Fillenwarth. Camber is a senior at the high school.

I. SUPERINTENDENT'S REPORT

- A. Treasurer's Report:** Mrs. Bolser submits the Appropriations Summary Report and Fund Report for the Board's review. She also submits Property Tax Distribution Data and Property Tax Distribution Chart for the board's information and review.

II. CLAIMS AND FINANCIAL

Claim vouchers in the amount of \$664,363.43 and 3 payroll claim listings totaling \$887,260.44 were unanimously approved for payment on a motion made by Jonathan Eller and seconded by Janet Lovelace.

III. PERSONNEL

Ted Merrell made the motion to approve personnel recommendations. Jonathan Eller seconded and the following were approved unanimously.

- A.** Approve the transfer of assignment of **Melainie Hardin** from NES elementary teacher to MS Language Arts teacher, effective January 6, 2020.
- B.** Approve the employment of **Amanda Hueston** as half-time elementary art teacher at Howard Elementary, beginning January 6, 2020. Ms. Hueston is further recommended as substitute on extended temporary assignment as half-time MS/HS Theatre Arts instructor for the remainder of the 2019-20 school year.
- C.** Approve **Jeremy Leazenby-Bruce** for the following ECA assignments following the resignation of Jacob Everetts, per Appendix B to include: Spring Production Assistant, MS Drama Director, and Thespian Sponsor.
- D.** Approve the following substitutes for extended temporary assignments to include the following: Wendy Tilden for 4-6 weeks beginning January 6, 2020; Cyndie Hughes – 2nd

semester of the current school year; and Julie McCool – beginning mid-February through the end of the current school year.

- E. Approve homebound duties, per the Master Agreement for the following teachers: Tica Rogers – 2 hrs/week; Zachary Rumschlag – 5 hrs between 11/21-12/20/19, and Emma Albert – 5 hrs.
- F. Approve Roger Berry as a Specialized Consultant Teacher for the 2019-20 school year with a stipend of \$1,000. This position will not receive retirement benefits or other benefits associated with full time employment.
- G. Approve the request of Savannah Thomas for FMLA leave from March 30-May 22, 2020.
- H. Approve requests for unpaid leave from: **Katie Griner** -1 day personal leave on Nov. 26, 2019; Brittany Daily - 3 days unpaid non-FMLA leave on Dec. 17, 19, & 20.
- I. Mrs. Bilkey requests authority of administrative appointment to fill the 4th grade teacher position, as well as a custodial position prior to the January meeting.
- J. Approve the following individual(s) as substitute teachers for the 2019-20 school year: Cari Closson, Nicole Watson

IV. CONSIDER ACTION TO ADOPT RESOLUTION(S) TO TRANSFER APPROPRIATION AND/OR TRANSFER(S) OF FUNDS

Mrs. Bolser submits Resolutions for adoption:

- A. Resolution 1912-1 – Resolution to Transfer Appropriation
- B. Resolution 1912-2 – Resolution to Transfer Appropriation at Year End
- C. Resolution 1912-3 – Resolution to Temporarily-Emergency Transfer of Depleted Funds
- D. Resolution 1912-4 – Resolution to Transfer Amounts from the Education Fund to the Operations Fund

Jonathan Eller made the motion to adopt all Resolutions as recommended. Janet Lovelace seconded and motion passed unanimously.

V. CONSIDER ACTION WITH REGARD TO A NON-TEACHING STIPEND

Teaching staff received a one-time stipend from the Teacher Appreciation Grant in November. Mrs. Bilkey now recommends a one-time stipend be distributed to employees who worked both the 2018-19 and 2019-20 school years and not covered in the state performance/appreciation award. She recommends the stipend of \$520 to be prorated at full-time equivalent basis not to exceed 1.0 and disbursed on December 20, 2019. Following discussion, Ted Merrell made the motion to award the stipend as recommended. The board unanimously approved following a second from Jonathan Eller.

VI. CONSIDER ACTION TO ACCEPT A DONATION(S)

The high school received two donations of \$50 each designated to the Spanish program from Mr. Charles Short and Mr. Dan Carter. Janet Lovelace made the motion to graciously accept the two donations. Ted Merrell seconded and motion passed unanimously.

VII. PUBLIC COMMENTS - none

VIII. BOARD COMMENTS - none

There being no further business, Ted Merrell made the motion to adjourn. Janet Lovelace seconded and the Board adjourned at 7:53 p.m.

President

Vice President

Secretary

Next Meeting – Jan. 9, 2020 –Northwestern High School Library – 7:00 P.M.

EXECUTIVE SESSION

The Board of School Trustees met in executive session at 8:00 P.M. All Board members except Steve Jones were present and discussion was limited to the advertised agenda to discuss a job performance evaluation of an individual employee.

President

Vice President

Secretary