

**MINUTES OF REGULAR SCHOOL BOARD MEETING  
BOARD OF SCHOOL TRUSTEES  
PORTER TOWNSHIP SCHOOL CORPORATION**

PTSC  
BOARD APPROVED  
DATE 1-9-2020

\*\*\*The following is a partial transcript of the meeting. A recording of the actual meeting is available at the Administration Office and is kept on file for approximately 5 months after the date of the meeting. Approval of this transcript as official minutes will be at the next regular meeting of the Board of School Trustees.

**1. CALL TO ORDER** – Mrs. Lilann Sgouros, Vice-President – 6:31 p.m.

- A. Pledge of Allegiance
- B. Welcome Visitors

Board members present were: Mrs. Lilann Sgouros, Dr. Natalie Wargo, Mrs. Laura Chavez and Mrs. Mary Harlow; Ms. Johanna Williams was absent. Also present were: Superintendent, Dr. Stacey Schmidt; Assistant Superintendent, Ben Parrish; Board Attorney, Cheryl Zic; Business Manager/Treasurer, Aline Busse; Deputy Treasurer, Linda Bult; Assistant to the Business Office, Kathleen Smith and Secretary to the Superintendent, Linda Dusek. There were approximately 16 patrons present in the audience.

**2. AGENDA ADJUSTMENTS** – Mr. Parrish added a Presentation by State Representative Lisa Beck to the agenda.

State Representative Lisa Beck presented Dr. Schmidt with a House Proclamation honoring her for being named as Superintendent of the Year for District 1. There was a brief break in the meeting for refreshments and celebration.

**3. CONSENT AGENDA – Dr. Schmidt**

- A. Personnel Report
- B. Board Minutes
- C. Claim Docket

Dr. Schmidt recommended approval of the consent agenda consisting of payroll claims and accounts payable vouchers, approval of the minutes of the Regular School Board Meeting held on Thursday, November 14, 2019 at 6:30 p.m., and approval of the following items listed on the Personnel Report waiving the readings and pending clear background searches:

- Approve **Kathleen Smith** as Business Manager effective as of January 1, 2020 and continuing until June 30, 2021 with compensation as per contract for 261 days with an annual salary of \$60,000 and a Director Benefit Package.
- Approve **Joseph Faron** as the Freshman Boys' Basketball Coach for the 2019-2020 school year with compensation as per the 2019-2020 ECA Salary Schedule.
- Approve **Rodney Fisher** as a Girls' Varsity Basketball Volunteer Assistant Coach for the 2019-2020 school year.
- Approve **Brianna Hairison** as a Varsity Dance Volunteer Assistant Coach for the 2019-2020 school year.
- Approve **David Mochel** as a Boys' Varsity Basketball Volunteer Assistant Coach for the 2019-2020 school year.
- Accept the request of **Nancy Baur**, Custodian/ECA Bus Driver, for a Family Medical Leave beginning on Wednesday, December 18, 2019 for approximately four to six weeks.
- Accept the resignation of **Kristin Schumacher**, 7<sup>th</sup> Grade Reading Teacher at Boone Grove Middle School, effective as of December 31, 2019.
- Approve **Aaron Ellis** as a Varsity Baseball Volunteer Assistant Coach for the 2019-2020 school year.

Mrs. Chavez made a motion to approve the consent agenda consisting of payroll claims and accounts payable vouchers, approval of the minutes of the Regular School Board Meeting held on Thursday, November 14, 2019 at 6:30 p.m., and approval of the items listed on the Personnel Report waiving the readings and pending clear background searches; seconded by Dr. Wargo. Motion carried 4-0.

**4. FINANCIAL REPORT – Dr. Schmidt**

- A. Appropriation summary
- B. Fund Report
- C. Investments

Dr. Schmidt referred to the appropriation summary, the fund report and investment summary provided in the board packet and asked for questions from the board; none were heard.

**5. BUSINESS**

**A. Approval of Amendment to Superintendent Contract – Mrs. Sgouros**

Mrs. Sgouros asked for a motion from the Board regarding the amendment to the Superintendent Contract as advertised and provided in the board packet. Dr. Wargo made a motion to approve the amendment to the Superintendent Contract as advertised and as provided in the board packet; seconded by Mrs. Harlow. Motion carried 4-0.

**B. Appoint Kathleen Smith as Corporation Treasurer from January 1, 2020 to January 9, 2020 – Dr. Schmidt**

Dr. Schmidt recommended appointment of Kathleen Smith to serve as Corporation Treasurer from January 1, 2020 until January 9, 2020. Dr. Schmidt explained that appointing Kathleen Smith for this time period will fill the gap between Mrs. Busse's resignation on December 31, 2019 and the board's annual appointment of the Corporation Treasurer during their Organization Meeting scheduled for January 9, 2020. Mrs. Chavez made a motion to appoint Kathleen Smith as Corporation Treasurer from January 1, 2020 until January 9, 2020 as recommended by Dr. Schmidt; seconded by Dr. Wargo. Motion carried 4-0.

**C. Adopt Resolution #1219-219 – Authorizing Porter Township School Corporation to Issue Tax Anticipation Warrants for the Education Fund in Anticipation of Current Taxes Levied in the Year 2019 and Collectible in the Year 2020 – Dr. Schmidt**

Dr. Schmidt recommended adoption of Resolution #1219-219 explaining that adoption of this resolution will authorize the district to issue tax anticipation warrants for the Education Fund in anticipation of current taxes levied in the year 2019 and collectible in the year 2020. Mrs. Harlow made a motion to adopt Resolution #1219-219 to authorize the issuance of tax anticipation warrants for the Education Fund as recommended by Dr. Schmidt; seconded by Mrs. Chavez. Motion carried 4-0.

**D. Adopt Resolution #1219-220 – Budget Transfers 2019 – Dr. Schmidt**

Dr. Schmidt recommended adoption of Resolution #1219-220 to allow budget transfers to close the 2019 year as provided in the board packet. Dr. Wargo made a motion to adopt Resolution #1219-220 as recommended by Dr. Schmidt to allow budget transfer for the end of 2019; seconded by Mrs. Harlow. Motion carried 4-0.

**E. Approve Contract Amendment for the EMCOR 2018 MS/ES Project – Dr. Schmidt**

Dr. Schmidt recommended a contract amendment for the EMCOR 2018 Middle School/Elementary School Project as provided in the board packet. Dr. Schmidt explained that this amendment is for the work almost completed on the major project at the complex. Since this project had funds that were unexpended, the scope of the project was reviewed and items were added with the unexpended dollars. EMCOR is also doing year end work to clean things up. Mrs. Chavez made a motion to approve the contract amendment for the EMCOR 2018 MS/ES Project as recommended by Dr. Schmidt and provided in the board packet; seconded by Dr. Wargo. Motion carried 4-0.

**F. Approve First Reading of the 2020-2021 District Calendar – Dr. Schmidt**

Dr. Schmidt said each year parents are inquiring when the next year's school calendar will be available as they are trying to plan family vacations, etc. In an attempt to help parents with their schedules, we have been working hard to provide the district calendar for the upcoming two (2) school years for 2020-2021 and 2021-2022. These calendars have been reviewed at the recent teachers' discussion meetings and also by administrators. Dr. Schmidt recommended approval of the first reading of the 2020-2021 district calendar as provided in the board packet. Mrs. Harlow made a motion to approve the first reading of the 2020-2021 district calendar as provided in the board packet and recommended by Dr. Schmidt; seconded by Dr. Wargo. Motion carried 4-0.

**G. Approve First Reading of the 2021-2022 District Calendar – Dr. Schmidt**

Dr. Schmidt recommended approval of the first reading of the 2021-2022 district calendar as provided in the board packet. Dr. Wargo made a motion to approve the first reading of the 2021-2022 district calendar as recommended by Dr. Schmidt; seconded by Mrs. Chavez. Motion carried 4-0.

**H. Approve Drop-Off Recycling Site Lease Agreement – Dr. Schmidt**

Dr. Schmidt welcomed Kari Marrs-Barron from the Porter County Recycling Center. Ms. Marrs-Barron said she is thankful for the community's use of the drop-off recycling site at the Boone Grove Complex and encouraged everyone to utilize the recycling site. Dr. Schmidt thanked Ms. Marr-Barron for her hard work and for attending tonight's meeting. Dr. Wargo made a motion to approve the drop-off recycling site lease for a period of two years for a fee of \$1.00 per year as provided in the board packet; seconded by Mrs. Harlow. Motion carried 4-0.

**I. Approve Fundraiser – Dr. Schmidt**

Dr. Schmidt recommended approval of the fundraisers provided in the board packet. Mrs. Chavez made a motion to approve the fundraisers as recommended by Dr. Schmidt; seconded by Dr. Wargo. Motion carried 4-0.

**J. Accept Donations - Dr. Schmidt**

Dr. Schmidt recommended approval of the donations received from the Crossroads Chamber of Commerce in the amount of \$1,000 for staff appreciation; an anonymous donation received in the amount of \$310 for student lunch accounts for those students in need of assistance; a donation from Kiwanis Club of Valparaiso in the amount of \$235 for the Key Club at BGHS and a donation from Schweitzer Engineering Laboratories in the

amount of \$300 to be used for the students at BGHS. Dr. Schmidt thanked the community for all of these wonderful, generous donations. Mrs. Harlow made a motion to accept these generous donations as recommended by Dr. Schmidt and provided in the board packet; seconded by Dr. Wargo. Motion carried 4-0.

**K. Approve MOU with Valparaiso Police Department – Mr. Parrish**

Mr. Parrish referred to the MOU with the Valparaiso Police Department provided in the board packet. Mr. Parrish said Erik Palleson has served as an SRO for our district from the Chesterton Police Department. He has recently moved to the Valparaiso Police Department and will be allowed to continue serving in our district as an SRO from the Valparaiso Police Department. Mrs. Chavez made a motion to approve the MOU with Valparaiso Police Department as recommended by Dr. Schmidt; seconded by Dr. Wargo. Motion carried 4-0.

**L. Other – Dr. Schmidt – None**

**6. ASSISTANT SUPERINTENDENT REPORT – Mr. Parrish**

Mr. Parrish reported that New Horizons has had four students finish since the last board meeting and a few are very close to finishing. Everyone is looking forward to the New Horizon holiday party on the Friday before winter break. Mr. Parrish announced the Personnel Profile for this month is Aline Busse, Business Manager and Corporation Treasurer for the district. Mrs. Busse has been employed with the district for 19.5 years and will be retiring at the end of the month. Mrs. Busse is a graduate of Knox High School and was previously employed as the Treasurer at Valparaiso Community Schools and the Payroll/Treasurer/Business Manager at North Judson-San Pierre Schools. Mr. Parrish said, "This school district is great because of people like Aline Busse. For all of the hard work and long hours she has put in, it has never been about her, only about what is best for our kids. I am a better administrator for having the opportunity to work so closely with Mrs. Busse and a better person for having the opportunity to call Mrs. Busse my friend -- she is truly a wonderful person! Our community and our school district owe Mrs. Busse a debt of gratitude that can never be repaid and we can only say, "Thank you!" I hope you enjoy your retirement Mrs. Busse, you certainly deserve it!"

**7. SUPERINTENDENT REPORT – Dr. Schmidt**

Dr. Schmidt wished a Happy Birthday to Bryan Busse on December 19 and Laura Chavez on January 4.

**8. BOARD COMMUNICATIONS – None**

**9. SCHOOL ANNOUNCEMENTS**

- Mr. Corman reported that the Drama Club presented a wonder play, "Clue" last weekend; the Madrigal will be held this weekend; next week is homecoming and finals week. Mr. Corman thanked Stacks Restaurant for donating space for a staff brunch and FLUID Coffeabar for serving coffee to the teachers.
- Mr. Lichtenberger said they had a successful Band Concert on Tuesday for the middle school and the high school; the next BGMS Drama production will be held next week and the BGMS Choir Concert will be held on December 19. Mr. Lichtenberger commended the new Athletic Director, Mr. Russell, as he has been doing some really good things for middle school sports.
- Mr. Ivanyo reported that BGE had a Choir Concert this week and Mrs. Hinchley did a great job; Student Council had a fundraiser and raised \$694 for the Angel Tree and there was a 5<sup>th</sup> Grade Challenger trip last week.
- Mr. Donnell reported that Mrs. Hinchley did a great job with the PLE concert. Mr. Donnell said he is proud of our community for helping 52 families this year with the Angel Tree. Mr. Donnell thanked all involved in helping and donating.

**10. PUBLIC PARTICIPATION – None**

**11. ADJOURNMENT – 7:15 p.m.**

Dr. Wargo made a motion to adjourn the meeting; seconded by Mrs. Harlow. Motion carried 4-0. Meeting adjourned at 7:15 p.m.

*This meeting is a meeting of the School Board for the purpose of conducting the School Corporation's business and is not to be considered a public community meeting. There will be a time for public participation, as indicated by the agenda. The meeting site is fully accessible. Any person requiring further accommodation should contact the superintendent.*

