

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

PTSC  
BOARD APPROVED  
DATE 12-10-2020

\*\*\*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 – Dr. Natalie Wargo, President 6:30 p.m.**

- A. Pledge of Allegiance  
B. Welcome Visitors

Board members present were: Dr. Natalie Wargo, Mrs. Lilann Sgouros and Mrs. Mary Harlow; Mrs. Laura Chavez and Ms. Johanna Williams were absent. Also present were: Superintendent, Dr. Stacey Schmidt; Assistant Superintendent, Ben Parrish; Board Attorney, Cheryl Zic; Chief Financial Officer, Kathleen Smith and Secretary to the Superintendent, Linda Dusek. There was no audience.

**2. AGENDA ADJUSTMENTS – None**

**3. CONSENT AGENDA – Dr. Schmidt**

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

Dr. Schmidt requested 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, October 8, 2020 at 6:30 p.m. and approval of the following items listed on the Personnel Report waiving the readings.

	<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>EFFECTIVE DATE</u>
<b>APPOINTMENTS:</b>	ELLIS, Aaron	Floating Sub	BGMS	10/15/2020
<b>CLASSIFIED:</b>	KIGER, Lisa	School Nurse	BGMS	10/21/2020
<b>ECA CERTIFIED:</b>	BEERE, Tara	Varsity Boys' Golf Coach	BGHS	2020-21 School Yr.
	BELLEVILLE, Paul	HS Band Performance/ Contests Sponsor	BGHS	2020-21 School Yr.
	BELLEVILLE, Paul	MS Band Performance/ Contests Sponsor	BGMS	2020-21 School Yr.
	BELLEVILLE, Paul	Pep Band Leader	BGHS	2020-21 School Yr.
	BOYER, Jeremy	Art Club	BGE & BGMS	2020-21 School Yr.
	BOYER, Jeremy	MS Art Club Show	BGMS	2020-21 School Yr.
	BROSHAR, Dylan	MS Math Academic Coach	BGMS	2020-21 School Yr.
	CHANT, John	Social Studies Academic Coach	BGHS	2020-21 School Yr.
	CHANT, John	Social Studies Department Head	BGHS	2020-21 School Yr.
	DEXTER, Laura	12 <sup>th</sup> Grade Class Sponsor	BGHS	2020-21 School Yr.
	ELDER, Josh	MS Science Fair Chair	BGMS	2020-21 School Yr.
	ELEFTHERI, Linda	HS PE .5 Chair	BGHS	2020-21 School Yr.
	GARCIA, Nicole	MS National Junior Honor Society Sponsor	BGMS	2020-21 School Yr.
	GARCIA, Nicole	MS Yearbook Sponsor	BGMS	2020-21 School Yr.
	HINCHLEY, Holly	Elementary Choir	BGE/PLE	2020-21 School Yr.
	LUKAS, Robert	Math Bowl - 4 <sup>th</sup> Grade	BGE	2020-21 School Yr.
	MCKAY, Matt	HS PE .5 Chair	BGHS	2020-21 School Yr.
	MCKAY, Matt	Varsity Boys' Basketball Head Coach	BGHS	2020-21 School Yr.
	PRATER, Kristine	Key Club Sponsor	BGHS	2020-21 School Yr.
	RITCHIE, Jolie	MS Academic Head	BGMS	2020-21 School Yr.
	RITCHIE, Jolie	MS Social Studies Academic Coach	BGMS	2020-21 School Yr.
	SHERMAN, Kathy	HS Media Chair	BGHS	2020-21 School Yr.
	SMITHSON, Ashley	PLE Yearbook Sponsor	PLE	2020-21 School Yr.
	WELBOURNE, Athena	HS Choir Performance/ Contests Sponsor	BGHS	2020-21 School Yr.
	WELBOURNE, Athena	MS Choir Performance/ Contests Sponsor	BGMS	2020-21 School Yr.
	WELBOURNE, Athena	HS Swing Choir Leader	BGHS	2020-21 School Yr.
	WELBOURNE, Athena	HS Fine Arts Sponsor	BGHS	2020-21 School Yr.

<b>ECA CLASSIFIED:</b>				
	WELBOURNE, Athena	HS Music Chair	BGHS	2020-21 School Yr.
	CATHERMAN, Jared	7 <sup>th</sup> Grade Boys' Basketball Volunteer Assistant Coach	BGMS	2020-21 School Yr.
	CATHERMAN, Stephen	7 <sup>th</sup> Grade Boys' Basketball Coach	BGMS	2020-21 School Yr.
	COSLET, Michael	JV Girls' Basketball Volunteer Assistant Coach	BGHS	2020-21 School Yr.
	DAVIS, Stacy	Dance Volunteer Assistant Coach	BGHS	2020-21 School Yr.
	DAVIS, Stacy	Fall & Spring Drama Sponsor	BGHS	2020-21 School Yr.
	DOYLE, Meghan	MS Dance Coach	BGMS	2020-21 School Yr.
	ELLIS, Aaron	9 <sup>th</sup> Grade Boys' Basketball Coach	BGHS	2020-21 School Yr.
	HILL, Bryan	JV Boys' Basketball Coach	BGHS	2020-21 School Yr.
	HILL, Bryan	Varsity Baseball Head Coach	BGHS	2020-21 School Yr.
	HILLIER, Shane	Baseball Volunteer Assistant Coach	BGHS	2020-21 School Yr.
	HOOVER, Doug	Baseball Volunteer Assistant Coach	BGHS	2020-21 School Yr.
	HOOVER, Doug	Boys' Basketball Volunteer Assistant Coach	BGHS	2020-21 School Yr.
	MINDER, Robert	MS Wrestling Coach	BGMS	2020-21 School Yr.
	MINDER, Robert	Varsity Wrestling Coach	BGHS	2020-21 School Yr.
	MOCHEL, David	Boys' Basketball Volunteer Assistant Coach	BGHS	2020-21 School Yr.
	PEREZ, Marco	8 <sup>th</sup> Grade Boys' Basketball Coach	BGMS	2020-21 School Yr.
	SCHIESSER, Larry	6 <sup>th</sup> Grade Boys' Basketball Coach	BGMS	2020-21 School Yr.
	SCHIESSER, Larry	6 <sup>th</sup> Grade Girls' Basketball Coach	BGMS	2020-21 School Yr.
	STEINHILBER, Gary	Boys' Basketball Volunteer Assistant Coach	BGHS	2020-21 School Yr.
<b>CLASSIFIED ADJUSTMENT:</b>	VALE, Angela	Increase hours to 40 hours per week	Admin. Building	10/26/2020
<b>RESIGNATIONS ECA CERTIFIED:</b>	BEERE, Tara	Science Fair Sponsor	BGHS	10/13/2020
	HOLLAND, Wendy	Student Council Sponsor	BGE	10/08/2020
	LUKAS, Bob	Boys' Golf Coach	BGHS	10/08/2020
	MCGINLEY, Justine	Science Fair Sponsor	BGHS	10/13/2020
<b>RESIGNATIONS CLASSIFIED:</b>	MIKULICH, Ginger	Science Fair Sponsor	BGHS	10/13/2020
	HAMARA, Bianca	Cafeteria Worker	BGHS	11/18/2020

(The personnel recommendations and/or appointments are made contingent upon the applicant's satisfactory completion of all application requirements, background checks (i.e., "no results found") and, when necessary, holding valid state certification/ licensing for the position.)

Mrs. Harlow 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, October 8, 2020 at 6:30 p.m. and approval of the items listed on the Personnel Report pending clear background searches and waiving the readings as recommended by Dr. Schmidt; seconded by Mrs. Sgouros. Motion carried 3-0.

#### 4. FINANCIAL REPORT – Mrs. Smith

##### A. Appropriation summary

##### B. Fund Report

Mrs. Smith referred to the appropriation summary and the fund report provided in the board packet and asked for questions from the board; no questions were heard.

**5. BUSINESS****A. Approve Collective Bargaining Agreement – Dr. Schmidt**

Dr. Schmidt said that the tentative Collective Bargaining Agreement was discussed at the last board meeting reflecting an unchanged beginning base salary of \$40,000 with no compensation increases for the 2020-2021 school year. There is also additional language regarding the addition of COVID-19 built-in days available for the 2020-2021 school year only. Dr. Schmidt opened the meeting for public comment and heard no requests for public comment. Mrs. Sgouros made a motion to approve the Collective Bargaining Agreement as presented in the board packet and recommended by Dr. Schmidt; seconded by Mrs. Harlow. Motion carried 3-0.

**B. Approve Administrative Contract Extensions – Dr. Schmidt**

Dr. Schmidt recommended administrative contract extensions for an additional year with no compensation increases as provided in the board packet. Additionally, Dr. Schmidt recommended a contract extension until June 30, 2022 for Kathleen Smith with a salary of \$74,000 and a title change to the Chief Financial Officer. Dr. Schmidt said Mrs. Smith has done a fantastic job bringing her expertise into her new role and making this office her own. Mrs. Harlow made a motion to approve the administrative contract extensions and a contract extension until June 30, 2022 for Kathleen Smith with a salary of \$74,000 and a title change to Chief Financial Officer as recommended by Dr. Schmidt and as provided in the board packet; seconded by Mrs. Sgouros. Motion carried 3-0.

**C. Approve Digital Tickets Sales Contract – Dr. Schmidt**

Dr. Schmidt said after hearing the Governor's press conference this week and reports of our county fluctuating between orange and red category right now, there is a possibility of a restriction of only allowing parents to attend athletic events. There is also a need to provide a way to sell tickets contactless and digitally to parents. Dr. Schmidt recommended approval of the digital ticket sales contract provided in the board packet which is at no cost to the district; however, there is a \$1 per ticket upcharge to the parents. Dr. Schmidt also noted that currently our ticket prices are a bit lower than other conference ticket prices. Mrs. Sgouros made a motion to approve the digital tickets sales contract as provided in the board packet and recommended by Dr. Schmidt; seconded by Mrs. Harlow. Motion carried 3-0.

**D. Accept Donations – Dr. Schmidt**

Dr. Schmidt recommended acceptance of a generous donation in the amount of \$250 for the high school cheerleaders and \$250 for the middle school cheerleaders from one of our families. Mrs. Sgouros made a motion to accept the generous donation in the amount of \$250 for the high school cheerleaders and \$250 for the middle school cheerleaders. Motion carried 3-0.

**E. Accept Transfer Students – Dr. Schmidt**

Dr. Schmidt recommended acceptance of a transfer student in Kindergarten and a transfer student in Grade 10 for the 2020-2021 school year noting that both students have met all requirements and are in good standing. Mrs. Harlow made a motion to accept the transfer students as recommended by Dr. Schmidt and presented in the board packet; seconded by Mrs. Sgouros. Motion carried 3-0.

**F. Approve Fundraisers – Dr. Schmidt**

Dr. Schmidt recommended approval of three fundraisers as presented in the board packet for National Honor Society, the Class of 2021 and the Boone Grove Baseball Team. Mrs. Sgouros made a motion to approve the fundraisers as recommended by Dr. Schmidt for National Honor Society, the Class of 2021 and the Boone Grove Baseball Team; seconded by Mrs. Harlow. Motion carried 3-0.

**G. Other – Dr. Schmidt**

Dr. Schmidt announced two "Other" items will be presented by Mrs. Smith and Mr. Parrish

**G1. Other - Adopt Resolution #1120-235 – Appropriation Reduction Resolution - Mrs. Smith**

Mrs. Smith recommended adoption of Resolution #1120-235-Appropriation Reduction Resolution to reflect a reduction of encumbrances due to cancelled or reduced purchase orders due to COVID-19 or reduction in Capital Projects as provided in the board packet. Mrs. Harlow made a motion to adopt Resolution #1120-235-Appropriation Reduction Resolution as recommended by Mrs. Smith; seconded by Mrs. Sgouros. Motion carried 3-0.

**G2. Other - Approval of COVID Days for Classified Staff – Mr. Parrish**

Mr. Parrish recommended approval of the addition of ten (10) COVID-19 Days built in for Classified Staff similar to the COVID-19 days built in for the teaching staff in the Collective Bargaining Agreement. The employee must be in good standing, must have exhausted all of the emergency paid sick leave through the FFCRA, must complete a supporting documentation form and meet qualifying reasons related to COVID 19 to be allowed to use these days. The pay rate will be provided at the employee's normal daily rate. As per the Collective Bargaining Agreement, these ten (10) COVID-19 days will expire on the last teacher day on May 26, 2021. For Classified Staff the ten (10) COVID-19 days will expire on June 30, 2021. Mr. Parrish also noted that unused COVID-19 days will not accumulate or carry over for any employee. Mrs. Harlow made a motion to approve the addition of ten (10) COVID-19 Days built in for the Classified Staff as recommended by Mr. Parrish; seconded by Mrs. Sgouros. Motion carried 3-0.

**6. ASSISTANT SUPERINTENDENT REPORT – Mr. Parrish****Personnel Profile:**

Mr. Parrish announced Carrie Rippe as the Personnel Profile for tonight. Mrs. Rippe is a 4<sup>th</sup> grade teacher at Boone Grove Elementary School with 22 years of service. Mrs. Rippe is a graduate of Valparaiso University. Mr. Ivanyo said, "Mrs. Rippe is a dedicated educator who finds ways to reach every student in any type of situation and adversity. She is able to adapt what she does in the classroom to fit the needs of her kids and provides each student a path to succeed." Mr. Parrish said, "Mrs. Rippe is a rock solid teacher and person. PTSC is very fortunate to have Mrs. Rippe as a member of our staff as she always does a fantastic job."

**School Announcements:**

**BGHS:** Mr. Corman gave a shout out to his amazing support staff. BGHS has been working short-staffed and the secretaries, counselors, nurses and SROs have all stepped up to help selflessly to set a positive tone in the building every single day. The teachers are incredible and have devoted an awesome amount of time, care and effort working during this difficult time. Mr. Parrish said this sentiment can be echoed in every school building. Also, Mrs. Georgian was selected by the students as the Teacher of the Month at BGHS.

**PLE:** PLE had a really good turnout for Parent/Teacher Conferences with a 96.4% attendance rate! The Thanksgiving Holiday Food Drive for the Hebron Food Pantry is next week and they also hope to conduct the annual pie throw virtually this year.

**BGE:** Monday is the virtual Spell Bowl which will be ran by BGE Sponsors, Mrs. Hurley and Mrs. Peterson.

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

Dr. Schmidt explained that past practice has been to award service pins and certificates to all employees who have achieved 5 years of service at every 5-year increment. Additionally, beginning with this year, award clocks were awarded to employees who have achieved 25 years of service or more at 5-year increments. Dr. Schmidt shared an I-Movie honoring employees who received award clocks and the recipients were: for 25 Years of Service: Clay Corman, BGHS Principal; Janell Stone, BGHS Guidance Secretary and Terrell White, Cafeteria Worker at the Boone Grove Complex and for 30 Years of Service: Linda Bult, Deputy Treasurer at PTSC Administration Building.

**Update on COVID** – Dr. Schmidt reported that the positivity rating indicates Porter County is currently in the orange category and with the rising numbers will likely move to the red category this week. We now have 12 active positive cases with 66 quarantined as a result of these 12 active positive cases. Dr. Schmidt said she made a video today to try to share information in a different way with the parents. If we move to the red category, we are advised not to hold indoor special season events and athletic events should be limited to athletes and parents only requiring masks at all times. Dr. Schmidt said staffing our buildings due to a substitute teacher shortage is becoming challenging and discussed ways this issue is being handled. Dr. Schmidt also noted that the staff is exhausted, stressed and overwhelmed. If a school or schools shift to virtual learning, teachers will be zooming from their classrooms each period for grades 6-12 or in subject block chunks Grades PK-5; teachers will be in their classroom and meeting students virtually each period; students will be turning in work online; teachers will be responding to work online; teachers and students will be messaging through Schoology and/or meeting in small groups via Zoom as needed for five days per week of instruction at two week increments. Dr. Schmidt answered questions from the board.

**8. BOARD COMMUNICATIONS – None****9. PUBLIC PARTICIPATION - None****10. ADJOURNMENT – 7:20 p.m.**

Mrs. Sgouros made a motion to adjourn the meeting; seconded by Mrs. Harlow. Motion carried 3-0. Meeting adjourned at 7:20 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.*