

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

PTSC
BOARD APPROVED
DATE 3-11-2021

***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, Mrs. Laura Chavez and Mary Harlow; Ms. Johanna Williams was absent. Also present were: Superintendent, Dr. Stacey Schmidt; Assistant Superintendent, Ben Parrish; Chief Financial Officer, Kathleen Smith; Deputy Treasurer, Linda Bult; and Secretary to the Superintendent, Linda Dusek. There was one (1) person present in the audience.

2. **AGENDA ADJUSTMENTS** – None

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 Board of Finance Meeting held on Thursday, January 14, 2021 at 6:25 p.m., approval of the minutes of the Regular School Board Meeting held on Thursday, January 14, 2021 at 6:30 p.m., and approval of the following items listed on the Personnel Report waiving the readings and pending clear background searches:

	Name	Position	Location	Effective Date
APPOINTMENTS:				
CERTIFIED:	SIMATOVICH, Michael	6 th Grade Math Teacher	BGMS	1/18/2021
	KOWAL, Beata	Temporary 4 th Grade Teacher	BGE	(Approximately) 3/1/2021 - 4/23/2021
CLASSIFIED:	ALVAREZ, Brittany	Cafeteria Worker	BGMS	1/25/2021
	GAJDA, Kelly	Floating Substitute Teacher	BGMS	1/18/2021
	WEIR, Ann	Cafeteria Manager	BGHS	1/18/2021
ECA CERTIFIED:	CHANT, John	Girls' Varsity Track & Field Coach	BGHS	2020-21 School Yr.
	HURLEY, Amanda	Math Bowl Sponsor	BGMS	2020-21 School Yr.
ECA CLASSIFIED:	CASANOVA, Angela	7 th Grade Girls' Basketball Coach	BGMS	2020-21 School Yr.
	FLESVIG, Lori	Girls' Varsity Track & Field Assistant Coach	BGHS	2020-21 School Yr.
	HILL, Bryan	Varsity Baseball Volunteer Assistant Coach	BGHS	2020-21 School Yr.
	COSLET, Michael	Girls' Varsity Tennis Coach	BGHS	2020-21 School Yr.
	KRAUS, Kelly	8 th Grade Girls' Basketball Coach	BGMS	2020-21 School Yr.
ECA CERTIFIED RESIGNATION:	PETERSON, Shana	Math Bowl Sponsor	BGMS	2020-21 School Yr.
ECA CLASSIFIED RESIGNATION:	HILL, Bryan	Head Varsity Baseball Coach	BGHS	2020-21 School Yr.
RESIGNATION CLASSIFIED:	BOSSARD, Jean	Custodian	BGE/M S Comple x	1/4/2021
LEAVE OF ABSENCE REQUEST - CERTIFIED:	MCKEE, Amanda	4 th Grade Teacher	BGE	2/28/2021-4/23/2021
LEAVE OF ABSENCE REQUEST - CLASSIFIED:	EVANS, Sybil	Custodian	PLE	Beginning 1/18/2021
INTERMITTENT UNPAID LEAVE OF ABSENCE REQUEST - CLASSIFIED:	KRAUS, Kelly	In-School Detention/Remediation Aide	BGMS	(Intermittent Leave) 2/15/2021 - 3/15/2021

Mrs. Harlow made a motion to approve the consent agenda consisting of payroll claims and accounts payable vouchers, approval of the minutes of the Board of Finance Meeting held on Thursday, January 14, 2021 at 6:25 p.m., approval of the minutes of the Regular School Board Meeting held on Thursday, January 14, 2021 at 6:30 p.m., and approval of the following items listed on the Personnel Report waiving the readings and pending clear background searches; seconded by Mrs. Sgouros. Motion carried 4-0.

4. FINANCIAL REPORT – Mrs. Smith

A. Financial Summary

B. Fund Report

Mrs. Smith said her financial report includes the financial summary and fund report with the addition of a few items reflecting the ending cash balance for the Education Fund which should be maintained above 8% cash balance and the ending cash balance for the Operations Fund which should be maintained above 15% to cover Capital Projects if needed. The percentage of educational revenue transferred to the Operations Fund each year needs to be under 15% and it is at 12.8% this year. Mrs. Smith asked if the board would be interested in seeing a presentation on the TRECS Program which is a tax refund exchange and compliance system. Mrs. Smith explained that this program would be a cheaper alternative for collecting outstanding balances for textbook fees, iPad repair fees, etc. from parents as it would pull these outstanding balances from the parent's state tax return refund. Mrs. Smith asked for questions from the board.

5. BUSINESS

A. Accept Farm Lease Bid – Dr. Schmidt

Dr. Schmidt said an advertised bid meeting was held to receive bids from farmers interested in farming our farm land. The bid was awarded to the highest bidder, Mr. Tom Hartman, for the rate of \$285 per acre for the 16-acre lease and the rate of \$310 per acre for the 62-acre lease. Dr. Schmidt said this is an increase from last year which was \$220 per acre. Dr. Schmidt said there was more competition this year and active bidding during the bid meeting drove the bids higher. Dr. Schmidt recommended acceptance of the bid from the highest bidder, Mr. Tom Hartman. Mrs. Chavez made a motion to award the farm lease bid to the highest bidder, Mr. Tom Hartman for \$285 per acre for the 16-acre lease and \$310 per acre for the 62-acre lease as recommended by Dr. Schmidt; seconded by Mrs. Harlow. Motion carried 4-0.

B. Approve Indiana Service Agreement Fee for Service & Administrative Outreach – Dr. Schmidt

Dr. Schmidt said we have had this service agreement in the past when it was formerly known as Go Solutions and is now AssetWorks Risk Management, Inc. This agreement addresses how billing for Medicaid is billing through Porter County Education Services (PCES) for speech services, OT/PT and some nursing services. The current revenue generated has been \$15,254.00 received for services we have already been providing. In the future we can look at other services such as some bussing services for students with special needs and some nursing procedures may be eligible for billing. Dr. Schmidt recommended approval of the Indiana Service Agreement Fee for Service and Administrative Outreach provided in the board packet. Mrs. Harlow made a motion to approve the Indiana Service Agreement Fee for Service and Administrative Outreach as recommended by Dr. Schmidt and presented in the board packet; seconded by Mrs. Sgouros. Motion carried 4-0.

C. Notice to Proceed / Design Discussion with Gibraltar – Dr. Schmidt

Dr. Schmidt said at last month's meeting there was discussion about work needed at PLE and introduced Mr. Jim Thompson from Gibraltar Designs to present information. Mr. Thompson discussed the proposed preliminary diagrams provided in the board packet which he feels is a thoughtful solution to the traffic problem at PLE. Mr. Thompson also discussed options for the playground which would be right-sized with rubberized surface cushioning for safety. Mr. Thompson spoke highly of Dr. Schmidt and her respected reputation with her peers. The board asked questions and discussion followed. The board felt everything was well presented and a nice solution to the traffic problem to consider. Dr. Schmidt recommended to proceed with approval to proceed with Gibraltar. Mrs. Harlow made a motion to grant approval to proceed with Gibraltar as provided in the board packet; seconded by Mrs. Sgouros. Motion carried 4-0.

D. Adopt Resolution #0221-238 – Resolution to Ratify Project Expenditures and Fund Reconciliation – Dr. Schmidt

Dr. Schmidt said we have been spending dollars on capital improvements and have found some payments have not been taken out of the correct funds. In order to resolve this issue, the process of a fund reconciliation has been engaged to map where each payment should have been made, reconcile these funds, correct the entries and reimburse and transfer among the applicable funds. Dr. Schmidt noted that the expenditures were all appropriate but did not get put in the proper place. A resolution and mapping of the expenditures is provided in the board packet outlining the specific reconciliations. Dr. Schmidt recommended adoption of Resolution #0221-238 to ratify project expenditures and fund reconciliation as presented in the board packet. Mrs. Sgouros made a motion to adopt Resolution #0221-238 to ratify project expenditures and fund reconciliation as presented in the board packet; seconded by Mrs. Harlow. Motion carried 4-0.

E. Permission to Apply for Common School Loans – Dr. Schmidt

Dr. Schmidt said every year there are opportunities to apply for Common School Fund Loans which make technology options possible when available. Mr. Skoda has plans he is considering for technology and application opportunities can be on a tight timeline. Dr. Schmidt recommended approval to apply for common school fund loans when the opportunities arise as needed. Mrs. Chavez made a motion to grant permission to apply for common school fund loans as needed when the opportunities arise as requested by Dr. Schmidt; seconded by Mrs. Harlow.

F. Approve the First Reading of the 2022-2023 District School Calendar – Dr. Schmidt

Dr. Schmidt said the 2022-2023 district school calendar has been going through the discussions process with teachers and noted the following suggested changes to the calendar: to move one snow make-up day in April to a snow make-up day on Martin Luther King Day to align our calendar with other Porter county school districts and to add eLearning Days at BGE on election days along with BGMS and BGHS but not to include PLE. Schmidt asked for questions from the board and heard none. Mrs. Sgouros made a motion to approve the first reading of the 2022-2023 district school calendar as provided in the board packet; seconded by Mrs. Harlow. Motion carried 4-0.

G. Approve Fundraisers – Dr. Schmidt

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

H. Accept Donations – Dr. Schmidt

Dr. Schmidt recommended acceptance of a generous anonymous donation for grants for teachers in the amount of \$2,000.00. A generous donation in the amount of \$150.00 was also provided highlighting participation of the Casbon generation. Mrs. Chavez made a motion to accept donations as recommended by Dr. Schmidt and presented in the board packet; seconded by Mrs. Harlow. Motion carried 4-0.

I. Approve 2021 Summer School – Mr. Parrish

Mr. Parrish recommended approval of summer school course offerings as in the past with an average of 15 students per class and allowing offerings of any approved course listed in the course catalog for this year. Mr. Parrish said upon the board's approval, the principals will request recommendations from the teachers, look at courses and costs to determine which courses to offer for summer school this year. Mr. Parrish also recommended the summer school dates for this year to run from May 27 through July 16 which will extend the window a little bit this year. Online classes will run Monday-Friday and in person summer school classes will run Monday through Thursday. Mrs. Chavez made a motion to approve 2021 summer school as presented and recommended by Mr. Parrish; seconded by Mrs. Harlow. Motion carried 4-0.

J. Approve the First Reading of the Following Board Policy Revisions: Revised Board Policy #1220-Employment of the Superintendent; Revised Board Policy #2623-Student Assessment; Revised Board Policy #2700-Annual Performance Report; Revised Board Policy #5111-Determination of Legal Settlement and Eligibility for Enrollment of Students Without Legal Settlement in the Corporation; Revised Board Policy #5610-Suspension and Expulsion of Students; Revised Board Policy #5895-Student Employment; Revised Board Policy #6114-Cost Principles-Spending Federal Funds; Revised Board Policy #6325-Procurement-Federal Grants/Funds; Revised Board Policy #8390-Animals on School Corporation Property; Revised Board Policy #8400-School Safety; Revised Board Policy #8405-Environmental Health and Safety Issues-Indoor Air Quality, Animals in the Classroom, and Idling Vehicles on School Property; Revised Board Policy #8462-Child Abuse and Neglect; Revised Board Policy #8600-Transportation; Revised Board Policy #8800-Religious/Patriotic Ceremonies and Observances; and Revised Board Policy #9700-Relations with Special Interest Groups - Mr. Parrish

Mr. Parrish asked for approval of board policy revisions for the policies listed on the agenda noting that these revisions are required to align with current legislation and changes to statute. Mrs. Sgouros made a motion to approve the first reading of the board policy revisions listed on the agenda and provided in the board packet and to waive the readings; seconded by Mrs. Harlow. Motion carried 4-0.

K. Other - None**6. ASSISTANT SUPERINTENDENT REPORT – Mr. Parrish**

Mr. Parrish reported the following announcements and events:

BGMS

- Basketball is in full swing
- The first Wrestling meet is on February 10
- Call-outs for Academic Teams started
- Builder's Club with Mrs. Atwood is beginning
- Choir virtual ISSMA week on Tuesday, Wednesday and Thursday.

BGE

- Book Fair on March 5-12
- Read Across America Spirit Week March 1-5
- Artwork Contest for students attempted to get artwork in the yearbook this year.

PLE

- There was a variety of activities on Martin Luther King Day
- Preschool Parent Teacher Conferences had 100% participation.

BGHS

- Jeremy Kranz advanced to the Semi-State in Wrestling
- The Juniors started ISTEP testing.
- Congratulations to Mrs. Justine McGinley, BGHS Biology Teacher, for being named as BGHS Teacher of the Month! Mrs. McGinley also started a new Stem Club and had an amazing turnout of 30 students for the new club.
- The Sheriff's Department donated "Stop the Bleed" training kits for all buildings to train for emergency situations.
- Mr. Parrish gave a shout out to the Maintenance and Custodial Crew for an outstanding job handling the snow in additional to their everyday responsibilities, which makes for short nights and long days.
- Mr. Parrish said Dr. Schmidt also did an outstanding job driving roads each morning to make the difficult decision on road conditions.

7. SUPERINTENDENT REPORT – Dr. Schmidt

- Dr. Schmidt thanked the Porter County Highway Department for checking and assessing the roads when requested to ensure our students and community are safe.
- Dr. Schmidt wished a Happy Birthday to Mr. Corman on February 21 and Angela Vale on March 5
- Dr. Schmidt advised everybody to watch those education savings accounts down state.
- COVID Update: Currently there is only one (1) active case in the district and Porter County is currently in the yellow category. The state is sending rapid COVID tests to be used with symptomatic individuals to test; however, we are not sure if we will use them or send to the Health Department. If they test negative you still need to get the nasal test.
- Dr. Schmidt noted changes in close contacts returning by allowing the option to return wearing a mask full-time and social distancing at least 3 feet apart noting this option cannot be used in high risk areas. Dr. Schmidt also commented that this option does not work well in our situations.
- We are being sent CAN 95 masks for staff members, extra masks for kids and hand sanitizer.
- Surrounding states are vaccinating teachers which is making it difficult for our teachers as the Indiana vacation schedule is mostly driven by age.

8. BOARD COMMUNICATIONS – None

9. PUBLIC PARTICIPATION - None

10. ADJOURNMENT – 7:10 p.m.

Mrs. Chavez made a motion to adjourn the meeting; seconded by Mrs. Sgouros. Motion carried 4-0. Meeting adjourned at 7:10 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.