

July 8, 2021

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



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

2. **AGENDA ADJUSTMENTS** – Dr. Schmidt

Dr. Schmidt announced the following agenda adjustments:

- 1. Amend Business Item 7I. to read "**Approve the Second Reading and Adoption of 2021-2022 Student Handbook Revisions**" to correct a typing error listing the incorrect school year on the agenda.
- 2. Addition of Business Item 7O. Other– "**Authorization to Advertise for Bids for the Porter Lakes Construction Project**"

3. **PLE PRESCHOOL ADDITION PROJECT – Public Hearing on Amendment to Lease – Dr. Schmidt**

A. Open Hearing

Dr. Wargo opened the hearing on the PLE Preschool Addition Project – Public Hearing on Amendment to Lease.

B. Presentation

Dr. Schmidt reported that the school corporation is funding this project through lease financing as done with past renovations as lease financings are used by school corporations across Indiana. The building is currently subject to a financing lease; therefore, we must amend that lease to expand the lease premises to include the real estate on which the addition will be constructed. We must increase the lease rental due from the school corporation. In exchange for the increased lease rental, the building corporation will use the bond proceeds to make the needed improvements to the building and construct the addition. The increased lease rental as shown as the maximum amount in the amended amendment to the lease will be sufficient to pay the principal and interest due to the bond holders.

C. Public Comment

Dr. Wargo asked for public comments on the Amendment to Lease; no requests were heard.

D. Close Hearing

Dr. Wargo closed the hearing.

4. **PLE PRESCHOOL ADDITION PROJECT – Additional Appropriation Hearing – Dr. Schmidt**

A. Open Hearing

Dr. Wargo opened the hearing on the PLE Preschool Addition Project – Additional Appropriation Hearing.

B. Presentation

Dr. Schmidt reported that since the school corporation will receive money for the sale of the real estate to the building corporation which was not initially listed in the corporation's budget, the school corporation is required to hold a hearing for additional appropriations of those funds.

C. Public Comment

Dr. Wargo asked for public comments on Additional Appropriation; no requests were heard.

D. Close Hearing

Dr. Wargo closed the hearing.

5. **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, June 10, 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:	PETRAK, Alexis	Kindergarten Teacher	PLE	8/9/2021
	PILLMAN, Sarah	New Horizons Learning Center Instructor	BGHS	8/9/2021
APPOINTMENTS - CLASSIFIED:	KUSBEL, Elizabeth	Preschool Aide	PLE	8/11/2021
ECA APPOINTMENTS CLASSIFIED:	DIXON, Christine	Boys' Varsity Volleyball Head Coach	BGHS	2021-2022 School Year

ECA APPOINTMENTS CLASSIFIED:	JONES, Lori	Varsity Cheer Coach	BGHS	2021-2022 School Year
	KIMES, Sharon	Varsity Dance Coach	BGHS	2021-2022 School Year
	ORAL, Caleb	Boys' JV Volleyball Head Coach	BGHS	2021-2022 School Year
	KREIGER, Melissa	Part-Time ECA Bus Driver	PTSC	8/11/2021
RESIGNATIONS - CERTIFIED:	SABAL, Tiffany	8 th Grade Reading Teacher	BGMS	6/22/2021
RETIREMENT - CLASSIFIED:	STONE, Janell	Guidance Secretary	BGHS	12/31/2021

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, June 10, 2021 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 Mrs. Harlow. Motion carried 4-0.

6. FINANCIAL REPORT – Mrs. Smith

A. Financial Summary

B. Fund Report

Mrs. Smith said her financial report is provided in the board packet and includes the appropriations summary and the fund report and asked for questions from the board; no questions were heard.

7. BUSINESS

A. Adopt Resolution #0721-248 Resolution Authorizing Execution of Amendment to Lease (PLE Project) – Dr. Schmidt

Dr. Schmidt said as required by the leasing statute after holding a hearing on an amendment to lease, the school board must approve the amendment to lease and authorize the officers to execute this agreement. The lease is the agreement whereby the school corporation will levy the required property tax to pay the lease payments. The lease payments will be paid to the building corporation and used to pay the bond holders. Without the lease bond holders will have no assurance that the building corporation will pay the bonds. The lease is the mechanism by which the property tax collections can get to the bond holders. Dr. Schmidt recommended adoption of Resolution #0721-248 to authorize Execution of Amendment to Lease for the PLE Project as provided in the board packet. Mrs. Sgouros made a motion to adopt Resolution #0721-248 to authorize Execution of Amendment to Lease for the PLE Project as recommended by Dr. Schmidt and provided in the board packet; seconded by Mrs. Chavez. Motion carried 4-0.

B. Adopt Resolution #0721-249 Additional Appropriation (PLE Project) – Dr. Schmidt

Dr. Schmidt said that a resolution for additional appropriation follows the additional appropriations hearing. This resolution specifies that the funds will be placed in a school corporation construction account separate from all other school corporation funds until the project is completed. Dr. Schmidt recommended adoption of Resolution #0721-249 to allow additional appropriation for the PLE Project as provided in the board packet. Mrs. Harlow made a motion to adopt Resolution #0721-249 to allow additional appropriation for the PLE Project as recommended by Dr. Schmidt and provided in the board packet; seconded by Mrs. Chavez. Motion carried 4-0.

C. Adopt Resolution #0721-250 Resolution Assigning Bids and Contracts to Building Corporation (PLE Project) – Dr. Schmidt

The building corporation is also the issuer of the bonds, the bonds will be held by the trustee bank and those will be used to pay the contractors for the work they do on the building. As a result, the construction bids and the contracts will need to be actually with the building corporation because the building corporation will hold the money to pay those contractors. The school corporation receives the bids and/or contracts and awards those bids and contracts under the state law and then assigns them to the building corporation. Dr. Schmidt recommended adoption of Resolution #0721-250 to allow assigning bids and contracts for the PLE Project as provided in the board packet. Mrs. Chavez made a motion to adopt of Resolution #0721-250 to allow assigning bids and contracts for the PLE Project as recommended by Dr. Schmidt and provided in the board packet; seconded by Mrs. Harlow. Motion carried 4-0.

D. Adopt Resolution #0721-251 Resolution Approving Master Continuing Disclosure Undertaking (PLE Project) – Dr. Schmidt

Dr. Schmidt said the Securities and Exchange commission requires this agreement any time bonds are issued. The agreement requires that the school corporation must report in a timely manner to the securities commission through their EMMA data base and provide any notice of material events. Dr. Schmidt recommended adoption of Resolution #0721-251 to approve Master Continuing Disclosure Undertaking for the PLE Project as provided in the board packet. Mrs. Sgouros made a motion to adopt Resolution #0721-251 to approve Master Continuing Disclosure Undertaking for the PLE Project as provided in the board packet and recommended by Dr. Schmidt; seconded by Mrs. Chavez. Motion carried 4-0.

E. Adopt Resolution #0721-252 Amended and Restated Post-Issuance Procedures (PLE Project)– Dr. Schmidt

Dr. Schmidt recommended adoption of Resolution #0721-252 to amend and restate post-issuance procedures for the PLE Project as provided in the board packet. Mrs. Harlow made a motion to adopt Resolution #0721-252 to amend and restate post-issuance procedures for the PLE Project as provided in the board packet and recommended by Dr. Schmidt; seconded by Mrs. Sgouros. Motion carried 4-0.

F. Approve Construction Agreement A101-2017 with Gough, Inc. (PLE Site Improvements Project) – Dr. Schmidt

Dr. Schmidt recommended the final agreement with Gough, Inc. in regard to the PLE Site Improvement Project for the driveway going around the building. Dr. Schmidt recommended approval of the Construction Agreement A101-2017 with Gough, Inc. for the PLE Site Improvements Project. Mrs. Harlow made a motion to approve the Construction Agreement A101-2017 with Gough, Inc. for the PLE Site Improvements Project as recommended by Dr. Schmidt and provided in the board packet; seconded by Mrs. Chavez. Motion carried 4-0.

G. Approve Continue to Learn Program – Dr. Schmidt

Dr. Schmidt said no changes have been made to the Continue to Learn Program that was presented at last month's board meeting. The program has been posted on the district's webpage for review and feedback has been reviewed and considered. Dr. Schmidt recommended approval of the Continue to Learn Program as presented in the board packet and posted on the district's webpage. Mrs. Chavez made a motion to approve the Continue to Learn Program as recommended by Dr. Schmidt; seconded by Mrs. Harlow. Motion carried 4-0.

H. Accept Transfer Students for 2021-2022 – Dr. Schmidt

Dr. Schmidt recommended acceptance of one additional transfer student for the 2021-2022 school year. Mrs. Chavez made a motion to accept one additional transfer student for the 2021-2022 school year as recommended by Dr. Schmidt; seconded by Mrs. Harlow. Motion carried 4-0.

I. Approve the Second Reading and Adoption of 2021-2022 Student Handbook Revisions – Dr. Schmidt

Dr. Schmidt recommended approval of the second reading and adoption of the 2021-2022 student handbook revisions as provided in the board packet with the deletion of the section referring to work permits as work permits are no longer required. Mrs. Sgouros made a motion to approve the second reading and adoption of the 2021-2022 student handbook revisions with the deletion of the section referring to work permits as recommended by Dr. Schmidt and provided in the board packet; seconded by Mrs. Harlow. Motion carried 4-0.

J. Approve E-Rate Agreement with Ad Tec – Mrs. Smith

Mrs. Smith said the E-Rate Agreement with Ad Tec reimburses the district for internet and switches and requested approval of the E-Rate Agreement with Ad Tec as provided in the board packet. Mrs. Chavez made a motion to approve the E-Rate Agreement with Ad Tec as recommended by Mrs. Smith and provided in the board packet; seconded by Mrs. Sgouros. Motion carried 4-0.

K. Approve Franciscan Agreement – Mr. Parrish

Mr. Parrish said provided in the board packet is an amendment to the current Franciscan Agreement which provides an Athletic Trainer for the district and noted that he is currently very happy with their services. The amendment reflects a slight rate increase; however, a five-year contract was negotiated with a locked rate. Mr. Parrish recommended approval of the Amendment to the Franciscan Agreement as provided in the board packet. Mrs. Harlow made a motion to as recommended by Mr. Parrish and provided in the board packet; seconded by Mrs. Sgouros. Motion carried 4-0.

L. Approve Donation – Dr. Schmidt

Dr. Schmidt recommended acceptance of a generous donation in the amount of \$200.00 for the Boone Grove High School Principal's Fund. Mrs. Chavez made a motion to graciously accept a donation in the amount of \$200.00 for Boone Grove High School Principal's Fund as recommended by Dr. Schmidt; seconded by Mrs. Sgouros. Motion carried 4-0.

M. Approve the First Reading of the following New Bylaw, New Board Policies, and Board Policy Revisions: New Bylaw #0112–Purpose; Revised Policy #0164.4–Meeting of the Board Defined; Revised Policy #0165–Notice of Board Meetings; Revised Policy #0167.1–Voting; Revised Policy #0167.3–Public Participation at Board Meetings; Revised Policy #1422–Non-Discrimination and Equal Employment Opportunity; New Policy #1422.02–Non-Discrimination Based on Genetic Information of the Employee; Revised Policy #1623–Section 504/ADA Prohibition Against Disability Discrimination in Employment; Revised Policy #1662–Anti-Harassment; Revised Policy #2240–Controversial Issues; Revised Policy #2260–Non-Discrimination and Access to Equal Educational Opportunity; Revised Policy #2260.01–Section 504/ADA Prohibition Against Discrimination Based on Disability; Revised Policy #2266–Non-Discrimination on the Basis of Sex in Education Programs or Activities; New Policy #2410–Audio, Video and Digital Recording of Meetings; Revised Policy #3122–Non-Discrimination and Equal Employment Opportunity; New Policy #3122.02–Non-Discrimination Based on Genetic Information of the Employee; Revised Policy #3123–Section 504/ADA Prohibition Against Disability Discrimination in Employment;

New Policy #3310-Freedom of Speech in Non-Instructional Settings; Revised Policy #3362-Anti-Harassment; Revised Policy #4122-Non-Discrimination and Equal Employment Opportunity; New Policy #4122.02-Non-Discrimination Based on Genetic Information of the Employee; Revised Policy #4123-Section 504/ADA Prohibition Against Disability Discrimination in Employment; New Policy #4310-Freedom of Speech in Non-Instructional Settings; Revised Policy #4362-Anti-Harassment; New Policy #4425-Nursing Mothers; Revised Policy #4430-Leaves of Absence; Revised Policy #5111-Determination of Legal Settlement and Eligibility for Enrollment of Students without Legal Settlement in the Corporation; Revised Policy #5410-Promotion, Placement and Retention; Revised Policy #5517-Anti-Harassment; Revised Policy #6250-Required ADM Counts for the Purpose of State Funding and Verification of Residency for Membership; Revised Policy #7440.01-Electronic Monitoring and Recording; Revised Policy #7450-Property Inventory; Revised Policy #7455-Accounting System for Fixed Assets; New Policy #7530.02-Staff Use of Personal Communication Devices; Revised Policy #7540-Technology; New Policy #7540.02-Web Content, Apps and Services; Revised Policy #7540.04-Staff Technology Acceptable Use and Safety; New Policy #7544-Use of Social Media; New Policy #8416-Delegation for Continued School Functions During a Declared Emergency; Revised Policy #8500-Food Service Program and Revised Policy #8606-Bus Drivers and Cellular Telephone Use-Mr. Parrish

Mr. Parrish recommended approval of the first reading of new bylaws, new board policies and board policy revisions as listed on the agenda and provided in the board packet. Mrs. Harlow made a motion to approve the first reading of the new bylaws, new board policies and board policy revisions as listed on the agenda and provided in the board packet and waiving the readings; seconded by Mrs. Chavez. Motion carried 4-0.

N. Approve Agreement with K & K Insurance (Voluntary Accident Insurance for Students)-Mr. Parrish

Mr. Parrish said an optional voluntary accidental insurance policy is offered to parents for purchasing additional accident insurance coverage for athletes and students. This new agreement is provided in the board packet and is provided by K & K Insurance at no cost to the district. Mr. Parrish recommended approval of the agreement with K & K Insurance to offer optional voluntary accident insurance for students at no cost to the district. Mrs. Sgouros made a motion to approve an agreement with K & K Insurance to offer optional voluntary accident insurance for students as recommended by Mr. Parrish and provided in the board packet; seconded by Mrs. Harlow. Motion carried 4-0.

O. Other – Authorization to Advertise for Bids for PLE Construction Project-Dr. Schmidt

Dr. Schmidt asked for the board's prior authorization to advertise for bids for the PLE Construction Project at the most advantageous time to advertise. Mrs. Harlow made a motion to authorize advertisement for bids for work at the PLE Construction Project at the most advantageous time to advertise as requested by Dr. Schmidt; seconded by Mrs. Chavez. Motion carried 4-0.

8. ASSISTANT SUPERINTENDENT REPORT – Mr. Parrish

Mr. Parrish reported on the following:

- The new design on Middle School gym floor looks great.
- Summer school wrapped up and was successful with a large group of kids.
- We are busy preparing for the start of school

9. SUPERINTENDENT REPORT – Dr. Schmidt

- Dr. Schmidt gave kudos to Mr. Parrish for his hard work in negotiating a five-year contract with a locked in rate for the amended Athletic Trainer Agreement with Franciscan.
- Dr. Schmidt also gave kudos to Mrs. Smith and her team for their hard work in authorizing stipends through a separate payroll which was tackled with grace and passion to accomplish the task to serve the district.
- PLE Project Update: There is tentative schedule and we are hoping the rain will stop to help the workers keep on schedule. Part of the playground equipment has been removed.
- Dr. Schmidt wished a Happy Birthday to those having upcoming birthdays: Jeremy Savage on July 16, Linda Dusek on July 29, Mary Harlow on August 13 and Ben Parrish on August 18.
- Dr. Schmidt also noted that the board meeting in August will be held on the third Thursday of the Month, August 19.

10. BOARD COMMUNICATIONS - None

11. SCHOOL ANNOUNCEMENTS - None

12. PUBLIC PARTICIPATION - None

13. ADJOURNMENT – 6:51 p.m.

Mrs. Harlow made a motion to adjourn the meeting; seconded by Mrs. Chavez. Motion carried 4-0. Meeting adjourned at 6:51 p.m.