



**MINUTES OF REGULAR SCHOOL BOARD MEETING
PORTER TOWNSHIP SCHOOL CORPORATION BOARD OF SCHOOL TRUSTEES
HELD AT PORTER TOWNSHIP SCHOOL CORPORATION ADMINISTRATION BUILDING**

***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
2. **AGENDA ADJUSTMENTS – Dr. Schmidt - None**
3. **PUBLIC PARTICIPATION – AGENDA ITEMS ONLY - None**
4. **CONSENT AGENDA – Dr. Schmidt**
 - A. Personnel Report
 - B. Board Minutes
 - C. Claim Docket

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; Board Attorney, Cheryl Zic; CFO/Treasurer, Kathleen Smith and Secretary to the Superintendent, Linda Dusek. There was approximately seven (7) present in the audience plus one officer.

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 11, 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	BUILDING	EFFECTIVE DATE
CLASSIFIED APPOINTMENTS:	BRANDY, Diane	Custodian	PLE	11/16/2021
CLASSIFIED ECA APPOINTMENTS:	CLINTON, Don	High School Bowling Volunteer Assistant Coach	BGHS	11/18/2021-04/25/2022
	DRASICH, Joell	Dance Coach	BGMS	11/15/2021-03/04/2022
	HILL, Bryan	JV Boys' Basketball Coach	BGHS	11/08/2021-03/26/2022
	MURRAY, Chandler	Freshman Boys' Basketball Coach	BGHS	11/30/2021-01/17/2022
	STEINHILBER, Gary	Varsity Boys' Basketball Volunteer Assistant Coach	BGHS	11/08/2021-03/26/2022
	TABORSKI, Mike	Varsity Wrestling Volunteer Assistant Coach	BGHS	11/18/2021-02/26/2022
	TALBERT, Jeremy	6 th Grade Boys' Basketball Volunteer Assistant Coach	BGMS	12/06/2021-12/21/2021
CERTIFIED LEAVE REQUEST:	DOMBROWSKI, Cora	Request for Leave of Absence	BGMS	Approximately 03/04/2022-05/25/2022
CLASSIFIED ADDITIONAL DAYS ADJUSTMENT:	PORTER, Dennis	Request for 4.5 Unpaid Days	BGMS	11/8/2021-11/12/2021
ADDITIONAL RETRO PAY:	BUSSE, Bryan	Director of Facilities additional retro pay	ANNEX	07/01/2021-10/15/2021
CLASSIFIED RESIGNATION:	DURR, Eulayla	School Nurse	PLE	12/10/2021

Mrs. Harlow made a motion to approve the consent agenda consisting of payroll claims and accounts payable vouchers, approval of the minutes of the Regular School Board Meeting held on Thursday, November 11, 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. Sgouros. Motion carried 4-0.

5. **FINANCIAL REPORT**
 - A. Financial Summary
 - B. Fund Report

Mrs. Smith referred to her financial summary and fund report provided in the board packet. Mrs. Smith reported that the second monthly Education Fund to Operations Fund transfer would not be made in December as promised during teacher discussion. The financial audit came back clean and we are waiting to hear on the compliance portion of the audit. We just received the 1782 budget notice from the DLGF and we have applied for a change request to address a few issues with it. Mrs. Smith said she has also completed appropriation reductions needed for the final approval of the 2022 budget by the DLGF in December. Lastly, we have been notified that about 80% of the dollars requested from FIMA have been approved.

6. **BUSINESS**

A. BGHS Campus Master Planning with Gibraltar master planning and vision

Dr. Schmidt welcomed Mr. Jim Thompson and Joe Briggs from Gibraltar and Adam McAlpine from McAlpine Consulting, LLC. Dr. Schmidt said we have been hard at work with a long process and plan to address a site

master plan, improvements to facilities, wetlands and a planning schedule. Our goal is to meet the needs of every students every day and we are constantly evaluation our programs, our facilities and our offerings to look at ways we can improve while meeting our fiscal responsibility with tax neutrality. In April of 2021, the need for extra space at PLE and a preschool drive for pick-up and drop-off was addressed. What can be done to impact the most students and provide a facility that meets the needs of soccer, cross-country, baseball, softball, football and wrestling not just sports but also physical education classes and become a central hub for the community? We do not have a football field or a track, our basketball games are packed and Madrigal is sold out every year. How can our operations cost be maximized, impact students, be tax neutral and be a central hub for the community? Dr. Schmidt invited Mr. Thompson from Gibraltar to present his ideas to the board on the site master plan. Mr. Thompson said remaining tax neutral is important while continuing to evaluate facility needs. Mr. Thompson presented ideas regarding how these goals can be accomplished including the new Wastewater Plant, Multi-Sport Athletic Building options, location, wetlands, tax neutrality, funding, budget, timelines, etc. Mr. Thompson answered questions from the board. Mr. Thompson said if this is the direction the board moves, a schedule will need to be determined, which could possibly begin in August of 2022 with possible completion in a year. The location of the wastewater plant must be chosen first and would work around that location for other identified issues. Dr. Schmidt also said for master planning purposes estimated costs for this project would be in the neighborhood of \$10,000,000 with a limited wish list. The Board thanked Mr. Thompson for his presentation.

B. Approve TAG Grant – Mrs. Smith

Mrs. Smith recommended approval of the Teachers' Appreciation Grant (TAG) and noted that a listing outlining who will receive the TAG is provided in the board packet. Mrs. Chavez made a motion to approve the TAG Grant as recommended by Mrs. Smith and as provided in the board packet; seconded by Mrs. Sgouros. Motion carried 4-0.

C. Approve Trustees for Retirement Plan Document – Mrs. Smith

Mrs. Smith said we are in the process of revising our retirement plan document to include the addition of a 457 item. The 457 addition will require two trustees to be appointed for this retirement plan document. A suggestion of our council is to elect two positions to be representatives of the board as these trustees. Mrs. Harlow made a motion for the committee members to be appointed as Trustees for the retirement plan document as the President and Secretary; seconded by Mrs. Sgouros. Motion carried 4-0.

D. Approve Fundraisers – Dr. Schmidt

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

E. Approve Use of Corporation Vehicles Policy – Mr. Parrish

Mr. Parrish recommended approval of the Corporation Vehicles Policy as provided in the board packet. Mr. Parrish said a formal policy is needed for use of corporation vehicles in order to be compliant. The Facilities Director will have the ability to have his work truck to commute back and forth to allow him to be available to respond to emergencies in a timely manner. As we move into the winter season, our Maintenance Facility is responsible to maintain our parking lot and to be available to clear snow and handle the situations that may arise. The Facility Director may assign a plow vehicle to be taken home in order to be able to return to handle weather issues within the district. Mrs. Chavez made a motion to approve the Use of Corporation Vehicles Policy as presented by Mr. Parrish; seconded by Mrs. Harlow. Motion carried 4-0.

F. Approve the Second Reading and Adoption of the Classified Employee Handbook Revisions – Mr. Parrish

Mr. Parrish recommended approval of the second reading and adoption of the Classified Employee Handbook Revisions as provided in the board packet. Mrs. Harlow made a motion to approve the second reading and adoption of the Classified Employee Handbook Revisions recommended by Mr. Parrish and provided in the board packet; seconded by Mrs. Sgouros. Motion carried 4-0.

7. ASSISTANT SUPERINTENDENT REPORT – Mr. Parrish

Mr. Parrish reported on the following recent events from each school:

BGHS

- Homecoming week is this week with Spirit Week all week, the Homecoming Game is Friday night and the Homecoming Dance is on Saturday night.
- The Band Concert will be held on Monday December 13.
- Madrigal will be held on December 18 and 19.
- Mrs. Westerman was awarded the Teacher of the Month Award!
- Ms. Beere was awarded the Crossroads Chamber of Commerce Porter Township Most Influential Educator Award!

PLE

- A huge Thank You to Mrs. Magurany who did a fantastic job organizing the Angel Tree once again this year!
- A huge Thank You to our supportive and generous parents, students, community, staff and all who took part in helping to make our annual Thanksgiving Food Drive and Pie Throwing Contest a tremendous success in providing a “truckload” of food!

BGE

- BGE Food Drive collected 1,936 items and an Angel Tree fundraiser brought in \$1,387 to donate and purchase items; Mrs. Amanda McKee did a fantastic job organizing both events!
- Science Bowl practice started this week.
- Thank you to Mrs. Hinchley for her hard work in providing the Christmas Concert virtually this year.

8. SUPERINTENDENT REPORT – Dr. Schmidt

Dr. Schmidt reported on the following:

- PLE construction continues and we are currently waiting for steel. Once the steel is up, it will finally be enclosed.
- We received an Exemplary Governance Award from the School Board Association.
- Discussed Graduation Pathways and transitioning to new graduation requirements and answered questions from the board.

9. BOARD COMMUNICATIONS

Mrs. Sgouros said some may already know this, but when we first moved into the high school building, there was a senior technical writing class that wrote grants to develop the wetlands and they did a lot of the physical work for it. Additionally, Mrs. Sgouros said she just spent some time with a former student who said he wished he could have taken vocational classes. He did turn out okay, as he is now an engineer developing things for NASA.

10. ADJOURNMENT – 7:38 p.m.

Mrs. Harlow made a motion to adjourn the meeting; seconded by Mrs. Sgouros. Motion carried 4-0. Meeting adjourned at 7:38 p.m.