

**PORTER TOWNSHIP SCHOOL CORPORATION
BOARD OF SCHOOL TRUSTEES
MINUTES OF BOARD OF FINANCE**

BOARD APPROVED
Date 2-9-2017

***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** – Ms. Johanna Williams, President – 6:30 p.m.
 2. Confirmation of Board of Finance Members and Election of Officers.
 - A. Nichole Kovacik nominated Johanna Williams for President, seconded by Natalie Wargo. Motion carried 5-0.
 - B. Nichole Kovacik nominated Thomas Keevin for Secretary, and motion was seconded by Natalie Wargo. Motion carried 5-0.
 3. Dr. Schmidt informed the Board that the investment report was included in their packet and asked if anyone had any questions. There were no questions heard.
 4. President Williams asked for a motion to adjourn the meeting. Motion was made by Natalie Wargo and seconded by Lilann Sgouros. Motion carried 5-0.
- Immediately following the adjournment of the Board of Finance, the Regular meeting of the School Board was called to order by President Johanna Williams.

MINUTES OF REGULAR SCHOOL BOARD MEETING

1. **CALL TO ORDER** – Ms. Johanna Williams, President – 6:35 p.m.
 - A. Pledge of Allegiance
 - B. Welcome Visitors

Board members present: Ms. Johanna Williams, Mrs. Nichole Kovacik, Mr. Thomas Keevin, Mrs. Lilann Sgouros, and Dr. Natalie Wargo. Also present were: Superintendent, Dr. Stacey Schmidt; Ass't Superintendent, Mr. Ben Parrish; Business Manager, Aline Busse; Deputy Treasurer, Linda Bult; Facilities Director, Bryan Busse and Attorney, Cheryl Zic. There were approximately 23 present in the audience.
2. **AGENDA ADJUSTMENT:** None
3. **PRESENTATION:** Mr. Lichtenberger introduced Mrs. Garcia for the Middle School presentation. Mrs. Garcia explained that she presented the November Write a Novel Month idea to her 7th grade students and asked if anyone would like to participate in writing an 8,000-word novel. She had 24 students participate with 5 students presenting at the meeting tonight. All students presenting at the meeting surpassed the 8,000-word minimum with one student hitting 21,000 words. Each student was excited and enjoyed the challenge and commented that Mrs. Garcia should keep this class project going each year. The Board presented certificates to each participating student at the meeting.
4. **ORGANIZATIONAL MEETING:**
 - A. **Oath of Office**
Mrs. Busse read the oath of office to members Natalie Wargo and Lilann Sgouros. Each member answered "I do" and the end of the swearing in procedure.
 - B. **Election of Officers**
 1. Nichole Kovacik nominated Johanna Williams for President. Nomination was seconded by Natalie Wargo. Motion carried 5-0
 2. Lilann Sgouros nominated Nichole Kovacik for Vice-President. Nomination was seconded by Natalie Wargo. Motion carried 5-0.
 3. Nichole Kovacik nominated Thomas Keevin for Secretary. Nomination was seconded by Natalie Wargo. Motion carried 5-0.
 - C. **Determination of Member Compensation**
Nichole Kovacik made the motion that the Board compensation for 2017 remain the same as last year. Lilann Sgouros seconded the motion. Motion carried 5-0.
 - D. **Determination of Meeting Dates and Times**
Lilann Sgouros made the motion to keep the board meeting dates to the second (2nd) Thursday of each month with starting time at 6:30 p.m. The motion was seconded by Natalie Wargo. Motion carried 5-0.

E. Appointment of Corporation Treasurer

Lilann Sgouros made the motion to appoint Aline Busse as the Corporation Treasurer for 2017. The motion was seconded by Nichole Kovacik. Motion carried 5-0.

F. Appointment of Corporation Deputy Treasurer

Nichole Kovacik made the motion to appoint Linda Bult as the Corporation Deputy Treasurer for 2017. The motion was seconded by Natalie Wargo. Motion carried 5-0.

G. Appointment of Board Attorney

Nichole Kovacik made the motion to appoint Cheryl Zic as the Board Attorney. Mr. Keevin seconded the motion. Motion carried 5-0.

H. Disclosure Statements

Dr. Schmidt asked the Board to approve the disclosure statement in the packet. Dr. Wargo made the motion to approve the disclosure statement as presented. Mrs. Kovacik seconded. Motion carried 5-0.

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 account payable vouchers, approval of the minutes of the regular board meeting held on December 8, 2016 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** Dan Kukulski as the Varsity Head Football Coach/Coordinator for the 2017-18 school year with compensation based upon the 2017-18 ECA salary schedule.
- **Accept** Family Medical Leave beginning on December 7, 2016 for Linda Dusek, Secretary to the Superintendent, for up to two months as needed for recovery from surgery.
- **Approve** Amy Hinkel as a High School Wrestling Assistant for the 2016-17 school year.
- **Approve** Kyle Isch, Ginger Mikulich and Amanda Nunnelly as additional Science Fair Sponsors for the 2016-17 school year. Ken Snow is already a sponsor so the \$600 stipend will be divided by the four sponsors.
- **Accept** the resignation of Anastasia Hernandez as School Counselor and Student Council Advisor effective as of December 20, 2016.
- **Approve** Tiffany Campagna as the BGMS Librarian effective January 4, 2017 at a rate of \$9.82 per hour for 26.5 hours per week.
- **Approve** Tosha Hanvey as temporary cook to fill in for someone on leave. The new wage will be \$10.31 per hour for 5.5-6 hours per day as needed.
- **Approve** the request of Jori Swan for three unpaid days on October 10th, 11th and 12th, 2016.

Mrs. Kovacik 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, December 8, 2016 and approval of the items listed on the Personnel Report waiving the readings and pending clear background searches; seconded by Dr. Wargo. Motion carried 5-0.

6. FINANCIAL REPORT – Dr. Schmidt**A. Appropriation Report****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; no questions were heard.

7. BUSINESS**A. Approval of 2017-2018 Calendar - Dr. Schmidt**

Dr. Schmidt highlighted some changes on the calendar for next year: Parent/Teacher Conferences are being split over two weeks: Elementary will be held on October 19, 2017, high school and middle school will be held all day on October 23 and October 24, 2017 with evening sessions; Thanksgiving break will be held Wednesday thru Friday--other schools in the area had three days this year and it was well received; first semester will end before Winter Break, last day of school for students and teachers will be before Memorial Day and graduation

will be Friday, June 2, 2017. After all of the highlights, Dr. Schmidt asked the Board to approve the calendar as presented. Ms. Williams commented that is important that we align our calendar with other corporations in the area. Lilann Sgouros made the motion to accept the calendar as presented, seconded by Dr. Wargo. Motion carried 5-0.

B. Approval of Transfer Students – Dr. Schmidt

Dr. Schmidt asked the Board to approve the list of transfer students in the board packet. These students are coming in for 2nd semester. Dr. Wargo made the motion to accept the transfer students as presented; seconded by Mrs. Kovacik. Motion carried 5-0.

C. Adoption of Resolution #0117-168 Fund Balance Transfers – Dr. Schmidt

Dr. Schmidt asked the Board to adopt Resolution #0117-168 – Fund Balance Transfers, waiving the reading. She explained this is year-end closeout procedures as we have done in the past. Mrs. Sgouros made a motion to adopt Resolution #0117-168 waiving the reading; Dr. Wargo seconded. Motion carried 5-0.

8. DIRECTOR OF FACILITIES REPORT

Mr. Busse referenced his report in the board packet and asked for questions from the board and heard none.

9. SUPERINTENDENT REPORT

Dr. Schmidt thanked Mr. Parrish for his hard work on the Gifted/Talented Grant and adding items for student enrichment and activities in the classrooms.

Our Title II, Part A Grant was approved. This grant is used for Curriculum planning for the elementary buildings. This grant allows the elementary teachers release time for working on the curriculum and classroom planning. E-learning stipends are being considered for the future.

Dr. Schmidt informed the Board that the state highway department has informed her that the highway will be shaving down grades at the intersection of State Road 2 and 500 West. The work being done will require that the central office parking lot be reconfigured. The State will completely re-do and pay for the changes to the office parking lot as they improve the visibility for the intersection.

10. BOARD COMMUNICATIONS – None

11. SCHOOL ANNOUNCEMENTS

- Mr. Donnell wanted to say thank you to everyone for the support coverage on the angel tree at Porter Lakes this year. He also thanked Mrs. Carol Magurany for all of her hard work on this project as she handles everything to do with it.
- Mr. Lichtenberger announced that the 4th and 5th Grade Science Bowls will be held on January 25th. Friday Night Live has been set for April 21, 2017.
- Mr. Corman commented that with the two hour delay this morning, the finals schedule had to be adjusted and he was pleased with the staff and students for making the adjustments without any issues.

The 50th PCC dinner was held on January 8th and everyone enjoyed highlights from the past 50 years. The girls' tournament will be played at Boone Grove with the Lady Wolves playing Morgan Township. The boys' tournament will be played at Kouts.

At the January 27th game the 1981 Basketball team is being honored and Coach McKay will be honored at the February 14th game.

- Mr. Parrish said the Alternative School is going well. He has six (6) new students for second semester. He praised his teachers for the fine job they are doing and for their dedication to the program.

12. PUBLIC PARTICIPATION – None

13. ADJOURNMENT – Mrs. Kovacik made the motion to adjourn the meeting at 7:24 p.m., seconded by Dr. Wargo. Motion carried 5-0.