

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

PTSC
BOARD APPROVED
DATE 7-14-16

***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 – 6:33 p.m.

- A. Pledge of Allegiance
B. Welcome Visitors

Board members present: Ms. Johanna Williams, Mrs. Nichole Kovacic, Mr. Tom Keevin, Mrs. Lilann Sgouros and Dr. Natalie Wargo. Also present were: Superintendent, Dr. Stacey Schmidt; Assistant Superintendent, Ben Parrish; Business Manager/Treasurer, Aline Busse; Deputy Treasurer, Linda Bult; Director of Facilities, Bryan Busse; Attorney Cheryl Zic and Secretary to the Superintendent, Linda Dusek. There were approximately 14 present in the audience.

2. **AGENDA ADJUSTMENT**: None

3. **PRESENTATION**: Teacher Recognition – Dr. John Wisneski, Kelley School MBA Program for Educators
Dr. John Wisneski from Indiana University shared that 15 Indiana teachers and school administrators have been selected as the inaugural class of Indiana University Bloomington's Kelley School MBA Program for Educators. Angela Long, Jessica Wotherspoon and James Rosinia were selected from Porter Township Schools partly based upon a commitment to student learning, impact of achieved results and an expressed desire to lead. Dr. Schmidt said that this is a really exciting program, the interview process is rigorous and she is thrilled that three of our teachers were selected. There was a brief break for refreshments and celebration.

4. **HEARING ON LEASE AND ADDITIONAL APPROPRIATION**:

Ms. Williams opened the hearing on additional appropriation and the hearing on lease and asked for comments from the public. No comments were heard and Ms. Williams 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, May 12, 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:

- Accept the resignation of Thomas Banjoff as Custodian at Porter Lakes Elementary School effective as of May 23, 2016.
- Accept the resignation of Rebecca LaFollette as a Title 1 Aide at Boone Grove Elementary School effective as of May 27, 2016.
- Accept the resignation of Jessica McGinley from the extra-curricular positions of 8th Grade Girls' Volleyball Coach, 8th Grade Girls' Basketball Coach and Girls' Middle School Track Coach effective as of May 18, 2016.
- Accept the resignation of Haley Clark from the extra-curricular positions of Girls' Varsity Cross Country Head Coach and Girls' Varsity Track and Field Coach effective as of May 18, 2016.
- Approve Emily Smith as a 1st Grade Teacher at Porter Lakes Elementary School at the beginning of the 2016-17 school year. She will be paid as per contract at the zero (0) years of experience level with a Bachelor Degree.
- Approve the position change of Tonia Batesole to the Manager of the Boone Grove High School Cafeteria beginning on May 16, 2016. Her rate of pay will be \$14.51 per hour for 7 hours per day or as needed for 180 days per school calendar year.
- Approve Michelle Bothwell as a server at the Boone Grove High School Cafeteria beginning on August 15, 2016. Her rate of pay will be \$8.55 per hour for 3.5 hours per day or as needed for 180 days per school calendar year.
- Approve Ian McKay as a summer maintenance worker beginning on June 9, 2016. His rate of pay will be \$10.32 per hour.
- Approve Jennifer Higgins as a full-time Custodian at Boone Grove High School beginning on June 9, 2016. Her rate of pay will be \$10.32 per hour.
- Approve Mike Edwards as a Girls' Junior Varsity Basketball Coach for the 2016-17 school year. His rate of pay will be based upon the ECA Salary Schedule at the two (2) years of experience level.
- Approve Ginger Mikulich as a Girls' Bowling Volunteer Coach/Sponsor for the 2016-17 school year.
- Approve Brook Billings as the Varsity Cheerleading Coach for the 2016-17 school year. Her rate of pay will be based upon the ECA Salary Schedule at the three (3) years of experience level.
- Approve Lori Montozzi as a Varsity Dance Team Co-Coach for the 2016-17 school year. Her rate of pay will be based upon 50% of the ECA Salary Schedule at the zero (0) years of experience level.

- Approve Alexa MacDonald as a Varsity Dance Team Co-Coach for the 2016-17 school year. Her rate of pay will be based upon 50% of the ECA Salary Schedule at the two (2) years of experience level.
- Approve Bryan Hill, Glenn Adler, Jerry Paul, Carl Kilburg and Dan Kukulski as Varsity Football Assistant Coaches for the 2016-17 school year. Their rate of pay will be paid as following: Bryan Hill \$2,000.00; Glenn Adler: \$2,000.00; and the following coaches will split one position as Co-Coaches: Jerry Paul \$667.00; Carl Kilburg \$666.00 and Dan Kukulski \$667.00.
- Approve Sam Karras, Phil Katona and Tony Stenulson as Varsity Football Volunteer Assistant Coaches for the 2016-17 school year.
- Approve Dan Kukulski as the Volunteer Middle School Football Coach for the 2016-17 school year.
- Approve Corey Beatty and Tony Stenulson as Volunteer Middle School Football Assistant Coaches for the 2016-17 school year.
- Approve Jessica McGinley as the Girls' Varsity Track and Field Coach for the 2016-17 school year. Her rate of pay will be based upon the ECA Salary Schedule at the four (4) years of experience level.
- Approve Genna Noel as the Girls' Middle School Track and Field Coach for the 2016-17 school year. Her rate of pay will be based upon the ECA Salary Schedule at the zero (0) years of experience level.
- Approve Philip McKelvey as the Boys' Varsity Volleyball Coach for the 2016-17 school year. His rate of pay will be based upon the ECA Salary Schedule at the one (1) year of experience level.
- Approve Patty Sparks as the Girls' Varsity Volleyball Coach for the 2016-17 school year. Her rate of pay will be based upon the ECA Salary Schedule at the one (1) year of experience level.
- Approve Marco Perez as the Boys' Junior Varsity Soccer Coach for the 2016-17 school year. His rate of pay will be based upon the ECA Salary Schedule at the five (5) years of experience level.
- Approve Adam Metzger as the Middle School Wrestling Coach for the 2016-17 school year. His rate of pay will be based upon the ECA Salary Schedule at the one (1) year of experience level.

Mrs. Sgouros 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, May 12, 2016 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 Dr. Wargo. Motion carried 5-0.

6. **FINANCIAL REPORT – Dr. Schmidt**

- A. Appropriation Summary
- B. Fund Report
- C. Investments

Dr. Schmidt referred to the financial report provided in the board packet which provides the appropriation summary, fund report and investment report and asked for questions from the board; none were heard.

7. **BUSINESS**

A. Adoption of Resolution #0616-155–Policy on Materiality and Process for Reporting Material Items - Dr. Schmidt

Dr. Schmidt said resolutions are needed to align with state requirements and recommended adoption of Resolution #0616-155 - policy on materiality and process for reporting material items. Mr. Keevin made a motion to adopt Resolution #0616-155 as requested by Dr. Schmidt and to waive the reading; Mrs. Kovacik seconded the motion. Motion carried 5-0.

B. Adoption of Resolution #0616-156 – Porter Township School Corporation Resolution to Adopt Internal Controls - Dr. Schmidt

Dr. Schmidt recommended adoption of Resolution #0616-156 Porter Township School Corporation Resolution to adopt internal controls. Dr. Wargo made a motion to adopt Resolution #0616-156 to adopt internal controls and to waive the reading; seconded by Mr. Keevin. Motion carried 5-0.

C. Adoption of Resolution #0616-157 Resolution Re-Approving the Building Corporation, Authorizing Execution of Lease, Authorizing the Sale of Certain Real Estate, and Approving the Issuance of Bonds and Related Matters - Dr. Schmidt

Dr. Schmidt recommended adoption of Resolution #0616-157 resolution re-approving the Building Corporation, authorizing execution of lease, authorizing the sale of certain real estate, and approving the issuance of bonds and related matters which relates to the project at PLE and allows the project to continue to move forward. Mrs. Kovacik made a motion to adopt Resolution #0616-157 resolution re-approving the Building Corporation, authorizing execution of lease, authorizing the sale of certain real estate, and approving the issuance of bonds and related matters and to waive the reading; seconded by Mrs. Sgouros. Motion carried 5-0.

D. Adoption of Additional Appropriations Resolution #0616-158 - Dr. Schmidt

Dr. Schmidt recommended adoption of additional appropriations Resolution #0616-158 to allow for additional appropriations. Dr. Wargo made a motion to adopt Resolution #0616-158 adoption of additional appropriations and to waive the reading; seconded by Mrs. Sgouros. Motion carried 5-0.

E. Approval of Emcor Contract – PLE Project 2 – Dr. Schmidt

Dr. Schmidt recommended approval of the Emcor contract for the PLE Project 2 which includes working on the roof at PLE. Mr. Keevin made a motion to approve the Emcor contract for the PLE Project 2 as presented in the board packet and to waive the reading; seconded by Mrs. Kovacik. Motion carried 5-0.

F. Approval and Adoption of New Board Policy #6111-Finances-Internal Control Standards and Procedures - Dr. Schmidt

Dr. Schmidt recommended approval and adoption of a new Board Policy #6111 – Finances – Internal Control Standards and Procedures to align with state regulations. Dr. Wargo made a motion to adopt new board policy #6111 – Finances – Internal Control Standards and Procedures as presented in the board packet; seconded by Mrs. Kovacik. Motion carried 5-0.

G. Accept Transfer Students - Dr. Schmidt

Dr. Schmidt reported that an open application period has recently been posted on the district's webpage for accepting out of district transfer student applications with the deadline of Thursday, June 2, 2016. Dr. Schmidt recommended acceptance of the list of transfer students provided in the board packet for the 2016-17 school year. Mrs. Sgouros made a motion to accept the list of transfer students as presented by Dr. Schmidt; seconded by Dr. Wargo. Motion carried 5-0.

H. Accept Donations – Dr. Schmidt

Dr. Schmidt recommended acceptance of the following donations to the high school: \$50.00 donated by Ambrosia Knutson Associates, Inc. for the Athletic Department; \$100.00 donated by Kiwanis Club of Valparaiso for the Key Club; \$100.00 donated by Marilyn Tauber for the Girls' Softball Team and a beautiful Kimball Console Piano, Model #455 valued at approximately \$955.00 donated by Mr. and Mrs. Mike Bucko for the Music Department. Mr. Keevin made a motion to graciously accept the donations as presented by Dr. Schmidt; seconded by Dr. Wargo. Motion carried 5-0.

8. FACILITIES DIRECTOR REPORT

Mr. Busse referred to the Facilities Director's report provided in the board packet and asked for questions from the board; none were heard. Mr. Busse also reported that the past month has been very busy especially with the construction project at PLE. Mr. Busse commended the PLE staff for their cooperation during the construction project and noted that they are currently working on replacing partitions in the locker room at the high school.

9. SUPERINTENDENT REPORT

Dr. Schmidt commended all for their help in dealing with the construction process and recently in helping move the classrooms to the gymnasium including the PLE Staff, Mr. Donnell, the custodial crews in each building and teachers from other buildings. Dr. Schmidt also extended a personal thank you to Ben Parrish, the Administrative Staff and the Cabinet Members for their support above and beyond the call of duty as she recently stepped away from the district for adoptive leave. Dr. Schmidt wished a Happy Birthday to Dr. Wargo, Jessica Holmquest, and Kevin Donnell who have upcoming birthdays. Ms. Williams stated that it is great that the entire staff pulls together to take care of their own which says a lot about this wonderful corporation and the value of the family.

10. BOARD COMMUNICATIONS - None**11. SCHOOL ANNOUNCEMENTS**

- Mr. Donnell agreed that his staff has been amazing with great attitudes during the construction process and thanked teachers from the complex who helped with the move along with Bryan Busse and Nick Cain for always helping out.
- Mr. Corman shared that the Girls' Softball team is going to state on Saturday for the second year in a row and a golfer advanced to state today as well. Plans are in the works to possibly offer summer professional development for teachers. Graduation is June 5th and is a very sentimental and pivotal moment which reflects a sign of the great PTSC team with a concentrated effort by everyone.
- Mr. Lichtenberger reported that things are slowing done, eight of his staff members volunteered to help with the move at PLE and the halls at the complex are full of furniture which is nothing compared to PLE.
- Mr. Parrish said the alternative school finished its first year and he is excited to get started for next year to make the program even better. There are a few kids who did not make it and volunteered for a summer session. Although they didn't make it for graduation they can still move forward.

12. PUBLIC PARTICIPATION – None**13. ADJOURNMENT – 7:16 p.m.**

Mr. Keevin made a motion to adjourn the meeting; seconded by Dr. Wargo. Motion carried 5-0. The meeting adjourned at 7:16 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.