

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

PTSC
BOARD APPROVED
DATE 10-13-2016

***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 Kovacik, Mr. Tom Keevin, Mrs. Lilann Sgouros and Dr. Natalie Wargo. Also present were: Superintendent, Dr. Stacey Schmidt; Assistant Superintendent, Ben Parrish; Deputy Treasurer, Linda Bult; Attorney Cheryl Zic and Secretary to the Superintendent, Linda Dusek. There were approximately 21 present in the audience.
2. **AGENDA ADJUSTMENT**: None
3. **PRESENTATIONS**:
 - **Blended Learning – Mr. Corman**
Mr. Corman and students shared their feelings regarding blended learning classes and reported that they have learned from challenges, gained time management skills, independence and flexibility and they feel it is great preparation for college.
 - **Recognition of Staff for Years of Service – Dr. Schmidt**
Dr. Schmidt and the principals recognized employees for their dedicated years of service and awarded service pins and certificates to employees who have completed each five year increment.
4. **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, August 11, 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 extended maternity leave benefit request of January Virjevich, 3rd Grade Teacher at Porter Lakes Elementary School, from and including September 16, 2016 to and including December 20, 2016.
 - Approve James (Mike) Wyatt as a temporary Alternative School Instructor to fill a maternity leave of absence beginning on Thursday, August 18, 2016 for 12 weeks or less. He will be paid at the certified substitute teacher rate of \$80.00 per day for the first 15 days and thereafter, as per teacher contract at the zero (0) years of experience level.
 - Approve Billie Blanc as School Nurse at Porter Lakes Elementary School beginning on August 29, 2016. Her rate of pay is \$16.00 per hour; not to exceed 40 hours per week.
 - Approve Heather McDonald as a full-time custodian at Boone Grove High School effective as of September 10, 2016. Her rate of pay will be \$10.32 per hour; 40 hours per week.
 - Approve Pamela Richwine and Jenny Kipp as Teacher Aides at Porter Lakes Elementary School for the 2016-17 school year for 3.75 hours per day and as Lunchroom Aides for 2 hours per day beginning on August 17, 2016. Their rate of pay will be \$10.02 per hour.
 - Approve Kim Sherwin as a Lunchroom Aide for the 2016-17 school year for two hours per day beginning on August 17, 2016. Her rate of pay will be \$10.02 per hour.
 - Approve Erin Clarich as the High School Drama Coach for the 2016-17 school year. Her rate of pay will be \$638 for the Fall Play and \$638 for the Spring Play.
 - Approve Andrew Willis as the Freshman Class Sponsor for the 2016-17 school year. His rate of pay will be based upon the 2016-17 ECA Salary Schedule at the one (1) year of experience level.
 - Approve Amanda Nunnely as the Sophomore Class Sponsor for the 2016-17 school year. Her rate of pay will be based upon the 2016-17 ECA Salary Schedule at the zero (0) years of experience level.
 - Approve Kristine Prater as the Senior Class Sponsor for the 2016-17 school year. Her rate of pay will be based upon the 2016-17 ECA Salary Schedule at the five (5) years of experience level.
 - Approve Matt McKay as the Girls' Varsity Basketball Assistant Coach for the 2016-17 school year. His wages of \$2,000 for this position will be deducted from the Head Varsity Girls' Basketball Coach's salary based upon the 2016-17 ECA Salary Schedule.
 - Approve George Pate as the Junior Varsity Softball Coach for the 2016-17 school year. His rate of pay will be based upon the 2016-17 ECA Salary Schedule at the zero (0) years of experience level.
 - Approve Brian May as a Volunteer High School Girls' Volleyball Assistant Coach for the 2016-17 school year.

- Approve Brian May as a Volunteer Middle School Girls' Basketball Assistant Coach for the 2016-17 school year.
- Approve Sabrina Roldan as a Volunteer 7th Grade Girls' Volleyball Assistant Coach for the 2016-17 school year.

Mr. Keevin 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, August 11, 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.

5. **FINANCIAL REPORT – Dr. Schmidt**

- A. Appropriation summary
- 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.

6. **BUSINESS**

A. **Public Hearing of 2017 Budget – Dr. Schmidt**

1. **Hearing for 2017 Budget**
 - a) **Hearing of General Fund**
 - b) **Hearing of Debt Service Fund**
 - c) **Hearing of Debt Retirement/Severance Fund**
 - d) **Hearing of Transportation Operating Fund**
 - e) **Hearing of Bus Replacement Fund**
 - f) **Hearing of Capital Projects Fund**
2. **Hearing for Bus Replacement Plan**
3. **Hearing for Capital Projects Plan**

Dr. Schmidt announced that the hearings on the 2017 budget will now be held.

1. **Hearing for 2017 Budget**
 - a. **Hearing of General Fund**

Dr. Schmidt opened the public hearing for the 2017 Budget. Dr. Schmidt explained that she discussed the budget in detail last month and the board will take action to approve the 2017 Budget at their next board meeting on Thursday, October 13, 2016. Dr. Schmidt reflected that there were significant cuts in 2010 and student funding has gone up slightly since then but our student enrollment is down this year; the student count day is approaching on September 16. The advertised tax rate is lower than advertised last year and we are working hard to keep the tax rate neutral. Dr. Schmidt opened the hearing for public comment on the 2017 Budget. Hearing no public comments, Dr. Schmidt closed the hearing on the 2017 Budget and concluded the hearing.

2. **Hearing for Bus Replacement Plan**

Dr. Schmidt opened the public hearing on the Bus Replacement Plan. Dr. Schmidt reported that busses are on a replacement cycle and noted that one bus will need significant repairs. Dr. Schmidt asked for public comment regarding the Bus Replacement Plan. Hearing no public comments, Dr. Schmidt closed the hearing for the Bus Replacement Plan and concluded the hearing.

3. **Hearing for Capital Projects Plan**

Dr. Schmidt opened the public hearing on the Capital Projects Plan. Dr. Schmidt explained that the Capital Projects Fund is used to make repairs, purchase equipment and for anything needed to maintain our facilities; unfortunately, this fund is severely underfunded due to continual cuts and it is a struggle to prioritize facility needs; on a positive note, the advertised rate is showing an increase. Dr. Schmidt then reported that work is continuing on the gym floor, ceilings and light fixtures at BGE; a massive renovation project has been underway at PLE and has been funded outside of Capital Projects Fund; locker replacement at BGMS; and at BGHS there has been work on refinishing the stage, the locker rooms, partitions, paper towel holders and trash cans and carpet replacement is needed. Dr. Schmidt asked for questions from the board and heard none. Dr. Schmidt then opened the hearing for public comments; no public comments were heard, Dr. Schmidt closed the hearing for the Capital Projects Plan and concluded the hearing.

B. **Adopt Resolution #0916-159 Tax Neutrality Resolution – Dr. Schmidt**

Dr. Schmidt referred to the Tax Neutrality Resolution #0916-159 provided in the board packet and asked for any questions from the board. Dr. Schmidt then recommended approval of Resolution #0916-159–Tax Neutrality Resolution and requested to waive the reading. Mrs. Sgouros made a motion to approve Resolution #0916-159–Tax Neutrality Resolution and to waive the reading as recommended by Dr. Schmidt; seconded by Dr. Wargo. Motion carried 5-0.

C. Approval of Collective Bargaining Agreement – Dr. Schmidt

Dr. Schmidt reported that collective bargaining teams have been working all summer and after much discussion have ratified the agreement. Dr. Schmidt recommended approval of the ratified Collective Bargaining Agreement. Ms. Williams shared appreciation for everyone involved with this process. Mr. Keevin made a motion to approve the Collective Bargaining Agreement as presented by Dr. Schmidt; seconded by Mrs. Kovacik. Motion carried 5-0. Dr. Schmidt thanked negotiation members present in the audience, Mrs. Corman and Mrs. Birky, for their hard work during the process.

D. Approval of Compensation Increase for Classified Staff – Dr. Schmidt

Dr. Schmidt recommended a 2% compensation increase to all base salaries for the Classified Staff and a 1% stipend for all classified staff who have been employed within the district for 120 days or more in our district during this past year effective as of September 12, 2016. Mrs. Sgouros made a motion to approve the recommended 2% compensation increase to all base salaries for the Classified Staff and a 1% stipend for all classified employees who have worked 120 days or more in our district during this past year effective as of September 12, 2016; seconded by Dr. Wargo. Motion carried 5-0.

E. Approval of Administrative Contract Extensions and Compensation Increase – Dr. Schmidt

Dr. Schmidt said she feels we have the finest administrative team around and she is proud to stand shoulder to shoulder with this team. Dr. Schmidt whole heartedly recommended approval of administrative contract extensions, extending administrative contracts one (1) year to June 30, 2018 with a compensation increase of +2% increase to their base salary and a 1% stipend effective as of September 12, 2016 for the following administrators: Mr. Ben Parrish, Assistant Superintendent at 220 days; Mr. Clay Corman, Boone Grove High School Principal at 260 days; Mr. Ed Ivanyo, Boone Grove High School Assistant Principal at 215 days; Mr. Bob Lichtenberger, Boone Grove Complex Principal at 226 days; Mr. Kevin Donnell, Porter Lakes Elementary School Principal, at 210 days; Mr. James Rosinia, Athletic Director at 230 days; Mr. Bryan Busse, Facilities Director at 260 days and Mrs. Aline Busse, Business Manager/Treasurer at 260 days. Mrs. Kovacik made a motion to approve the administrative contract extensions for one year to June 30, 2017 with a 2% increase to their base salary and a 1% stipend for the administrators with the noted days as presented by Dr. Schmidt; seconded by Mr. Keevin. Motion carried 5-0. Ms. Williams agreed with Dr. Schmidt that our administrative team is wonderful.

F. Recognition of Clubs/Organizations for the 2016-2017 School Year – Dr. Schmidt

1. Recognition of Porter Township PTO Club
2. Recognition of Boone Grove Middle School PTO Club
3. Recognition of Wolfpack Football Club
4. Recognition of Athletic Booster Club

Dr. Schmidt recommended recognition of Porter Township PTO Club, Boone Grove Middle School PTO Club, Wolfpack Football Club and Athletic Booster Club for the 2016-17 school year. Dr. Schmidt thanked these volunteers who often times work behind the scenes for countless hours and advocate for our kids. Mrs. Kovacik made a motion to recognize clubs and organizations for the 2016-17 school year as recommended by Dr. Schmidt; seconded by Dr. Wargo. Motion carried 5-0.

G. Accept Transfer Student Applications for the 2016-17 School Year – Dr. Schmidt

Dr. Schmidt referred to a list of additional transfer students who have requested to transfer to our district during the recent open windows advertised on the district's webpage. Dr. Schmidt requested acceptance of three transfer students as provided in the board packet. Dr. Wargo made a motion to accept the transfer students as requested by Dr. Schmidt; seconded by Mrs. Kovacik. Motion carried 5-0.

H. Approve Teacher Evaluation Plan – Mr. Corman

Mr. Corman explained that he was in a teaching position a couple of years ago when they first met to discuss models for the teacher evaluation plan and now he reviewing the plan as an administrator. Mr. Corman reviewed that the Pivot program provides immediate results by sending notes to teachers and receiving immediate feedback. Common sense changes have been made adding wording to align with state statute. Mr. Corman recommended approval of the teacher evaluation plan as provided in the board packet. Mr. Keevin made a motion to approve the teacher evaluation plan as presented by Mr. Corman; seconded by Dr. Wargo. Motion carried 5-0.

7. DIRECTOR OF FACILITY SERVICES REPORT

Mr. Busse referred to his report provided in the board packet and asked for questions from the board. Bryan said PLE has been a challenge but they are handling issues as they arise. Mr. Busse asked for questions from the board, heard none.

8. SUPERINTENDENT REPORT

- Dr. Schmidt reported that it was amazing how things turned around at PLE during the last week before school started. Teachers came in over the weekend to setup their classrooms and by the end of the day on Tuesday everything looked amazing and it was great seeing the kids' faces on the first day! Mr. Donnell put a great deal of effort into getting details ironed out, Mr. Busse and his crew helped with soap dispensers and handling issues as well.

- Dr. Schmidt said she is looking forward to attending the Superintendent and School Board Conference with Mr. Parrish and Dr. Wargo at the end of the month.
- Dr. Schmidt shared that Digital Citizenship Week is next week. It is impressive and fun to see teachers excited about these sorts of things. Digital footprint follows you everywhere important to help kids navigate this online world.
- Dr. Schmidt wished a Happy Birthday to Mr. Ivanyo on September 29, Mr. Fuller on October 5 and Mr. Lichtenberger on October 10.

9. **BOARD COMMUNICATIONS**

Ms. Williams reported that Stuff the Bus is coming up on October 15 which is a community fundraiser for the Porter Township Food Pantry.

10. **SCHOOL ANNOUNCEMENTS**

- Mr. Donnell thanked the staff for coming in to work at the last minute to prepare their classrooms. Mr. Donnell also reported that their Open House last week was a huge success; the building looked great and he received all kinds of positive comments. PLE is having a Blood Drive on September 22. Dr. Schmidt said she has plans for a future board meeting on the road to show off our new PLE building.
- Mr. Lichtenberger said the new year is off to a great start and reported on the following:
 - Mr. Pat Fuller, the new Assistant Principal at BGE/BGMS, has fulfilled all of his expectations and more,
 - Fall athletic events have begun!
 - A big thank you to the custodial crew, Nick Cain and Bryan Busse for taking care of everything, they have done a great job and work really hard.
 - The middle school will start a monthly newsletter called "Wolf Call".
- Mr. Corman reported that Boone Grove beat Wheeler in Volleyball for the first time in 10 years and congratulated Mr. Rosinia on the arrival of his daughter, Kennedy, on August 26th!
- Mr. Parrish said the Alternative Program is off to a great start with over 30 kids enrolled and over 24 credits have been issued at this point. There are a couple students who are working on their last course. Mr. Parrish also wished Dr. Schmidt a Happy Birthday on October 1.

11. **PUBLIC PARTICIPATION – None**

12. **ADJOURNMENT – 7:49 p.m.**

Mr. Keevin made a motion to adjourn the meeting; seconded by Mrs. Kovacik. Motion carried 5-0. The meeting adjourned at 7:49 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.