

NOTE: These are “proposed” minutes and will not be approved until the September 18, 2018 School Board Meeting

4:00 p.m.
Administration Center

Tuesday
Sept. 4, 2018

Public Hearing

CALL TO ORDER – President David Black called the Sept. 4 2018 Public Hearing of the Board of School Trustees to order at 4:00 p.m. with all members present. Others in attendance included Jane Allen, Superintendent, Robby Goodman, Asst. Superintendent, Mark Snyder, Director of Business Services, Melissa Deak, Director of Transportation and Jeff Palmer, Director of Buildings & Grounds.

CONDUCT PUBLIC HEARING – Mrs. Allen handed out a paper power-point presentation to board members and then she outlined the following information:

Middlebury Community Schools – 2018 Project Hearing

- Technology **\$1.3 million**
 - NHS Refresh \$650,000
 - HIS Refresh \$250,000
 - Wide Area Network (WAN) - \$400,000
 - Fiber Upgrade
 - Between buildings (internet, phones, Powerschool, etc.) March/April 2019
- Middle School Remodel **\$1.0 million**
 - Continued renovation of current IT area for classroom space and HVAC
 - Remodel FACS areas
- HIS Road **\$2.0 million**
 - Site Work/Improvements
 - Road/Possible Parking Lot
 - Sidewalks March/April – Fall 2019
 - Provide another exit from campus
 - Alleviate afternoon traffic
 - Alternative Bus Evacuation
 - This road will provide an alternate way for buses to evacuate the campus when necessary
- MES Roof **\$0.5 million**
 - The roof has “exceeded its life” according to the roof assessment – March/April – June/July 2019
- Soft Costs/Fees **\$0.2 million**

Total = \$5.0 million

Mrs. King questioned the timeline in getting these projects done. Mrs. Allen said the Technology Refresh is for the next school year, which would start this spring. Mr. Miller (Technology Director) said the WAN could start anytime once we have the money and sign the contract. They would like to start the HIS road in March or April and be done by fall, if possible. Mrs. King asked where the sidewalks are going to be that are included in this project. Are there new ones in addition to where the road is going to be or is it just where the new road will be? Mr. Palmer said it would be a combination, sidewalks will be added that will connect from HIS down along the road to get to the high school. His goal is to tying-in ways so there are more sidewalk accesses to cross the intersection back to NHS. The NMS project should be completed over the summer of 2019. Mr. Miller asked who would be the main people that would be driving on this road, behind HIS. He looks at this and he sees a security issue. Is this making it easier for somebody to do something that we wouldn't want them to do by creating this? If it wins out that we have another exit, which would make it prudent to do it anyhow, have we thought about this, or is he just reading into something that isn't there. Mrs. Allen said any additional access to a

building would cause a possibility to think that. Our concern right now is getting people away from the building, that's the biggest issue right now - for the parents, bus evacuations, etc. She said he is right, anytime you add an access to a building that's always a possibility. There won't be access *into* the building; it's just access to the campus. Mr. Gayler asked if there will still be traffic on the road between the HIS to NMS. Mr. Palmer said yes, but there are restrictions in the flow of traffic for quite a bit of time during the day. The hope is with traffic we would be to create a flow pattern, to go in one way and out the other, so buses and cars aren't crossing paths. Mr. Black said if, for some reason, our school corporation would happen to get larger it would be more congested than what we have now. His personal opinion is that it may grow in the next couple of years and if that's the case, we are going to have more congestion problems than we have now. With this road it will allow us to move traffic a little bit better which will be well spent in the future.

PUBLIC COMMENT – None.

ADJOURNMENT – Mrs. King moved and Mr. Gayler seconded a motion to adjourn the Public Hearing at 4:25 p.m. to the regular school board meeting. The motion was approved with a vote of 5-0.

BOARD MINUTES

CALL TO ORDER – President David Black called the August 21, 2018 meeting of the Board of School Trustees to order at 4:00 p.m. All Board Members were present. Others in attendance included Jane Allen, Superintendent, Robby Goodman, Asst. Superintendent, Mark Snyder, Director of Business Services, Melissa Deak, Director of Transportation and Jeff Palmer, Director of Buildings and Grounds.

SUPERINTENDENT'S REPORT- None.

EXPRESSIONS FROM PATRONS – None.

CONSENT AGENDA –

- Minutes from the August 21, 2018 Budget Work Session and the School Board Meeting
- Claims Lists
- Personnel List

EMPLOYMENT:

Northridge High School

Certified: Darla Hostetler, English Teacher, Replacing: Crystal Brewster
Start Date: August 23, 2018

Eric Highley, Department Chair Industrial Tech, Replacing: Kyle Hembree
Start Date: September 5, 2018

Classified: Sarah Balmer, 5.5 Hour Building Assistant, Early College, Replacing: Shayne Cripe
Start Date: September 5, 2018

Middlebury Elementary School

Classified: Traci Love, 5.5 Hour Temporary Instructional Assistant
Start Date: September 5, 2018

Heritage Intermediate School

Classified: Heather Shotts, 4 Hour Special Education Assistant
Replacing: Christy Koch, Start Date: September 17, 2018

Administration Building

Classified: Stacy Newton Baker, Substitute Custodian

Start Date: September 5, 2018

RESIGNATION:

Northridge High School

Classified: Darla Hostetler, 7.5 Hour Media Assistant, Effective Date: August 23, 2018

Angela Loomis, 6.5 Hour Autism Para, Effective Date: August 31, 2018

Northridge Middle School

Classified: Julia Ahumada, 12 Month Custodian, Effective Date: August 29, 2018

Heritage Intermediate School

Classified: Janet Keck, 3 Hour Noontime Assistant, Effective Date: October 25, 2018

TRANSFER:

Orchard View Elementary School

Classified: Treva Swarm, 3.5 Hour Cafeteria Worker, to: 4 Hour Cafeteria Worker

Start Date: September 5, 2018

Cami Miller, 3.5 Hour Cafeteria Worker, to: 4 Hour Cafeteria Worker

Start Date: September 5, 2018

RETIREMENT:

Middlebury Elementary School

Classified: Susan Pohl, 7.5 Hour Building Assistant, Effective Date: September 28, 2018

Mr. Gayler moved and Mr. Souder seconded a motion to approve the Consent Agenda as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL FOR NHS TRANSPORTATION CLASS TO ADVERTISE FOR FUNDING – Mrs. Griffin, teacher at NHS brought Sharon Wang and Austin Owens to talk about this request.

- Last year Mr. Hembree had all his transportation students go to businesses to see if they would provide funding for their car.
- Their team did an amazing job and raised over \$12,000.
- They completed most of the car a week before the deadline date. They worked 6 hours a day during spring break to get the car done.
- During competition, they got a lot of compliments on the way the car looked and different parts of the car but had problems with the engine.
- The older students made a car and took it to competition in California, which was an awesome experience.

Mrs. Allen indicated the trip to CA was paid through donations.

- This year they have totally reorganized their tools and parts which will save on time.
- They are making a Gantt chart to layout all of their stuff so they know exactly when each specific part needs to be done by and who is going to do it.
- They are going to use year two's frame and make modifications to it to get it to the new specifications.
- Doing body modifications to make it look good and clean.
- Completely rebuild the brakes and wiring.
- Focus on getting everything done the first time so they can get the car done by Christmas break, then spring to competition time they can test the car (making modifications to make it more efficient).

Mrs. Allen wanted people to know that as a school district they are not allowed to provide any funding for this project. Mr. Black said the interesting thing is that the students learn a whole lot more by kind of failing than you necessarily would have if it worked out. Mr. Black thanked the students for their presentation. Mrs. King moved and Mr. Miller seconded a motion to approve a request for the NHS Transportation Class to advertise for funding as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL TO ALLOW NHS IB AND ADVANCED BIOLOGY STUDENTS TO ATTEND THE MARINE BIOLOGY CLASS IN FLORIDA WITH GOSHEN HIGH SCHOOL – We have joined with Goshen High School to do this trip for several years and it's a very successful trip. Mrs. King questioned the requirements for going on the trip. Mrs. Allen said she thinks it's for students in Advanced Biology but not necessarily IB Biology. Mr. Miller moved and Mr. Souder seconded a motion to allow NHS IB and Advanced Biology students to attend the Marine Biology Class in Florida with Goshen High School as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL FOR NHS TO ADVERTISE FOR NEW YORK CITY TRIP – Mrs. Augustine and Mrs. Deckert, teachers at NHS, were present at tonight's meeting to answer any questions board members might have. A package of information was given to board members prior to tonight's meeting. It would be for students in grades 9-12 for the 2019-2020 school year. Parents are welcome to travel also. The cost is \$1,979 per student and \$2,204 for adults (23 years or older). This trip includes several Broadway plays and visiting the World Trade Center site. Mrs. King moved and Mr. Gayler approved our NHS drama teachers to advertise for the New York City Trip as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF DONATION TO ORCHARD VIEW ELEMENTARY – Mrs. Allen requested the following donation to Orchard View Elementary School.

- Meijer, Inc. \$500

This donation will be used to purchase items for a number different activities and special programs for students. Mr. Gayler moved and Mr. Souder seconded a motion to approve the request as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF DONATION TO HERITAGE INTERMEDIATE SCHOOL – Mrs. Hamilton, Literacy Coach at MCS wrote a grant to The Community Foundation of Elkhart County, which we have received in the amount of \$5,000.00. This grant will allow the following:

- Help with the next HIS Family Reading night on March 14, 2019 centering around Chris Grabenstein's book, Escape from Mr. Lemoncello's Library. Also this book was released as a movie in October 2017.
- This money will be used to purchase books for every student to have their own copy (780) and staff members (46).
- Secured an in-person visit with the author the day of the HIS event. Because HIS is purchasing more than 150 copies of the book, Mr. Grabenstein will waive the \$2,500 appearance fee. We will be responsible for his travel from New York to Middlebury and his accommodations while he's here.
- December 13, 2018 another author will visit. The author of the Harry Moon book series will visit HIS for free, if the school purchases books for our students at the cost of \$4.34 per book.

Mr. Souder moved and Mrs. King seconded a motion to approve the donation to Heritage Intermediate School as presented. The motion was approved with a vote of 5-0. Mrs. King thanked The Community Foundation for this donation.

CONSIDER APPROVAL OF RESOLUTION TO ESTABLISH EDUCATION FUND AND OPERATIONS FUND – Mr. Miller moved and Mr. Souder seconded a motion to approve a Resolution to Establish Education Fund and Operation Fund as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF PROJECT RESOLUTION – Mr. Souder moved and Mr. Miller seconded a motion to approve the Project Resolution as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF PRELIMINARY BOND RESOLUTION – Mr. Gayler moved and Mrs. King seconded a motion to approve the Preliminary Bond Resolution as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF DECLARATION OF OFFICIAL INTENT TO REIMBURSE EXPENDITURES – Mr. Miller moved and Mr. Souder seconded a motion to approve the Declaration of Official Intent to Reimburse Expenditures as presented. The motion was approved with a vote of 5-0.

UNFINISHED BUSINESS – None.

FIELD TRIPS – Board members reviewed the list of field trips.

ANNOUNCEMENTS AND CORRESPONDENCE –

- ISBA Annual Fall Conference is occurring September 10-11, 2018 in Indianapolis.
- September 25, 2018 the board will be traveling to all the school buildings for their annual visit.
- There are 414 student transfers for the 2018-2019 school year and 105 students are new to our corporation. We are accepting transfers students until September 13, 2018.

ANNOUNCEMENTS FOR TRAVEL – Board members reviewed the list of travel requests.

EXPRESSIONS FROM BOARD MEMBERS –

- Mr. Souder appreciated the people who came in and shared tonight, it was interesting to hear. He's looking forward to the new things in the future.
- Mrs. King said this last month there have been some significant changes in the budgeting process. Some of you may have heard there are possibly some new things happening here on campus. A lot of work has gone on between the board getting ready to tackle this new project. She said Mr. Palmer has done a remarkable job making sure the facilities are where they need to be. She really does appreciate all the work he has done and making sure things are being done well and being done right. Prior to her coming on the school board she spoke to the person in charge of grounds and transportation regarding her concerns. She used to be an EMT and has been concerned with the number of people on that side of our campus for an evening game and God forbid if we would ever have anything where we would have to evacuate really quickly. We didn't have the means to do that efficiently until today and that road project is going to help with not just the after school picking up students, but it will really help to create a much safer campus. She is all about safety and we've waited a long time to get some of these projects up and coming. She does appreciate Mr. Palmer's work and making sure we are doing the right and being as prudent as you can with our tax dollars.
- Mr. Black said one of the things, piggy-backing on Mrs. King's comments, he's talked to Mr. Palmer a couple of times about certain things that go on and his determination to see that these guys get their work done. He knows when you are working with contractors and sub-contractors, etc. they don't always see eye to eye on the same things and he's done an excellent job of getting his point across in a very professional way. Thank you again.

OTHER BUSINESS – None.

ADJOURNMENT – Mrs. King moved Mr. Miller and seconded a motion to adjourn the September 4, 2018 school board meeting at 4:48 p.m. The motion was approved with a vote of 5-0.

David Black, President

Joanna King, Vice President

Robert Souder, Secretary

Scott Miller, Member

Paul Gayler, Member