

NOTE: These are “proposed” minutes and will not be approved until the February 5, 2019 School Board Meeting

4:00 p.m.
Administration Center

Tuesday
January 22, 2019

BOARD OF FINANCE MEETING

CALL TO ORDER – President Joanna King called the January 22, 2019, Board of Finance Meeting 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, Jeff Palmer, Director of Grounds and Maintenance and Melissa Deak, Director of Transportation.

ELECTION OF OFFICERS –

- Mr. Souder moved and Mr. Gayler seconded a motion to appoint Joanna King as President of the Board of Finance. The motion was approved with a vote of 4-0, with Mrs. King abstaining.
- Mr. Gayler moved and Mr. Miller seconded a motion to appoint Robert Souder as Secretary of the Board of Finance. The motion was approved with a vote of 4-0, with Mr. Souder abstaining.

REPORT OF SCHOOL INVESTMENTS FOR THE YEAR – Mr. Snyder, Director of Business Services, reported the following:

- First State Bank’s rate of interest (for operational funds) ranged .62% to 1.10%; totaling \$179,346.36.

BOARD COMMENTS – None.

ADJOURNMENT – Mr. Souder moved and Mr. Eash seconded a motion to adjourn the Board of Finance Meeting at 4:05 p.m. The motion was approved with a vote of 5-0.

BOARD MINUTES

CALL TO ORDER – President Joanna King called the January 22, 2019, meeting of the Board of School Trustees to order at 4:05 p.m. All Board Members were present. Others in attendance included Jane Allen, Superintendent, Robby Goodman, Assistant Superintendent, Mark Snyder, Director of Business Services, Melissa Deak, Director of Transportation and Jeff Palmer, Director of Buildings and Grounds.

SUPERINTENDENT’S REPORT - Mrs. Allen introduced Marion Hostetler, Principal of Middlebury Elementary School and Tara Marks, Counselor of Middlebury Elementary School and Orchard View Elementary School. Mrs. Marks presented videos that showed the different stages of Minds in Motion being utilized at Middlebury Elementary. Minds in Motion was developed by NASA and helps build and strengthen the vestibular system (inner ear). When the vestibular system is strengthened, it helps to create better visual processing, auditory processing and motor functioning. Mrs. Marks showed various skills in videos with children demonstrating. She stated that students begin their day with about 2-3 minutes of going through the Minds in Motion steps before their classes begin. Teachers determine which students need to go and how often. Many kindergarten students go frequently. Mrs. Marks said that usually 15-20 students use it every day.

Mrs. Allen commented that as simple as those actions seem, they can be very difficult for some students. Mrs. King noted that Minds in Motion is very valuable for all students in helping them become better learners. She remembered seeing it at Jefferson when it was introduced to our district. Mr. Eash also commented that helping students build skills would also build their confidence in learning.

Mr. Hostetler showed pictures and a video of students working in the new Makerspace in the Middlebury Elementary Media Center that was created by Mrs. Jennifer Ball. All of the activities allow students to explore, discover new ideas, build things, work together and try new things. Some of the activities are Keva Planks (like Jenga), Lego Table, Electronic Snap Circuits, Maky Maky, Botly (Robot) Coding, and many more. Makerspace is set up in the library and Mrs. Ball introduces activities in the classroom library time. Teachers may sign out times for classroom use. It can be used for rewards and as indoor recess activities, too. Mrs. King thanked Mr. Hostetler and Mrs. Marks for their presentations.

EXPRESSIONS FROM PATRONS – None.

CONSENT AGENDA –

- Minutes from the January 8, 2019 school board meeting
- Claims Lists
- Personnel List
- Financial Statement for December 2018

EMPLOYMENT:

Northridge Middle School

- Certified: Amy Hively, 7th Grade Girls Track Coach, 22785-2
Replacing: Emily Mercer-Nelson Start Date: January 14, 2019
Jeff Payne, 7th Grade Boys Track Coach, 22780-3
Replacing: Joy Holmes, Start Date: January 15, 2019
- Classified: Rowena Miller, 7.5 Hour ELL Assistant
Replacing: Emily Mercer-Nelson, Start Date: January 8, 2019

Northridge High School

- Certified: Lisa Milanese, Special Education Teacher
Replacing: Kelly Sienicki, Start Date: February 21, 2019
Sherry Sheppard, Art Teacher, Replacing: Len Cockman
Start Date: August 9, 2019
- Classified: Betsy Tavernier, Head Girls Tennis Coach, 23125-1
Replacing: Matt Reverman, Start Date: January 22, 2019
Taeja Davis, Assistant Volleyball Coach
Replacing: Gary Martin, Start Date: January 22, 2019
Samantha Baker, 6 Hour ELL Assistant, Start Date: January 22, 2019

Heritage Intermediate School

- Classified: April Eash, 3.5 Hour Cafeteria Worker, Replacing: Rae Rolston
Start Date: January 28, 2019

Jefferson Elementary School

- Classified: Angela Irwin, Temporary 5.5 Hour Special Education Assistant
Replacing: Paula Dill, Start Date: January 22, 2019

Transportation Department

- Classified: Cynthia Rodriguez, 5.75 Hour Bus Driver
Start Date: January 23, 2019

RESIGNATION:

Middlebury Elementary School

Classified: Derek Brunt, Building Manager, Effective Date: February 17, 2019

Northridge Middle School

Classified: Emily Mercer-Nelson, 7th Grade B Volleyball Coach

Effective Date: January 10, 2019

Emily Mercer-Nelson, 7th Grade Girls Track Coach

Effective Date: January 10, 2019

Northridge High School

Classified: Cassandra Nordman, Head Cheer Coach

Previously approved Termination changed to:

Resignation. Effective Date: November 21, 2018

Jefferson Elementary School

Classified: Samantha Baker, 6 Hour Special Education Assistant

Effective Date: January 22, 2019

TRANSFER:

Northridge Middle School

Classified: Heather Blough, 3.5 Hour Cafeteria Worker, to:

Cafeteria Sub, Start Date: January 17, 2017

Jefferson Elementary School

Classified: Paula Dill, 6 Hour Temporary Special Education Assistant, to:

6 Hour Special Education Assistant

Replacing: Samantha Baker, Start Date: January 23, 2019

FMLA LEAVE:

Northridge High School

Certified: Kristin Wells, Assistant Principal, From March 27, 2019 to May 29, 2019

Jefferson Elementary School

Certified: Jessica Graber, 3rd Grade Teacher, From April 19, 2019 to May 31, 2019

Mr. Miller moved and Mr. Eash seconded a motion to approve the Consent Agenda as presented.

The motion was approved with a vote of 5-0.

APPROVAL OF 2018 CARRY FORWARD APPROPRIATION & CONTINUING PROJECTS – Mr. Gayler moved and Mr. Souder seconded a motion to approve the 2018 Carry Forward Appropriation & Continuing Projects as presented. The motion was approved with a vote of 5-0.

APPROVAL OF RESOLUTION APPROVING TRANSFER OF FUNDS FROM EDUCATION FUND TO OPERATIONS FUND – Mr. Souder moved and Mr. Eash seconded approval of a Resolution Transfer of Funds from the Education Fund to the Operations Fund as presented. The motion was approved with a vote of 5-0.

CONFLICT OF INTEREST DISCLOSURE STATEMENT – Mr. Gayler's wife, Paula Gayler is employed by Middlebury Community Schools. Because of this the school board must accept a Conflict of Interest Disclosure Form from Mr. Gayler. Mr. Souder moved and Mr. Eash seconded a motion to accept the Conflict of Interest Disclosure Form as presented. The motion was signed with a vote of 4-0, with Mr. Gayler abstaining.

APPROVAL OF 1% STIPEND FOR ALL CLASSIFIED AND ADMINISTRATIVE STAFF – Mr. Gayler moved and Mr. Souder seconded a motion to approve a 1% Stipend for all Classified and Administrative staff as presented. This is to match what the teachers were promised and will receive from the 2017-19 Master Contract, which was for 2 years. The motion was approved with a vote of 5-0.

APPROVAL OF 2019-2020 SCHOOL BOARD MEETING DATES –

<u>2019</u>	<u>2020</u>
July 9, 2019	January 7, 2020
July 23, 2019	January 21, 2020
August 6, 2019	February 4, 2020
August 20, 2019	February 18, 2020
September 3, 2019	March 3, 2020
September 17, 2019	March 17, 2020
October 8, 2019	April 14, 2020
October 22, 2019	May 5, 2020
November 5, 2019	May 19, 2020
November 19, 2019	June 2, 2020
December 10, 2019	June 16, 2020

Mr. Souder moved and Mr. Miller seconded a motion to approve the 2019-2020 School Board Meeting Dates as presented. The motion was approved with a vote of 5-0.

APPROVAL OF DONATIONS TO NORTHRIDGE MIDDLE SCHOOL - Mr. Gayler moved and Mr. Eash seconded a motion to approve the following donations to Northridge Middle School as presented. The motion was approved with a vote of 5-0.

- Donation from Coulter, Inc, in the amount of \$500 for Life Skills/Ability Day
- Donation from Jayco, Inc. in the amount of \$500 for Life Skills/Ability Day
- Donation from M.I.B.CO., Inc. in the amount of \$500 for Life Skills Class

FIELD TRIPS – The school board reviewed the list of field trips.

ANNOUNCEMENTS AND CORRESPONDENCE – Mrs. Allen noted that Mrs. King, Mr. Miller, and Mr. Eash would all be traveling with her to Fort Wayne for the ISBA New Board Member Academy on Thursday, January 24 in the evening. Mrs. Allen also thanked John Stearns for his coordination of the Hoops for Hope fundraiser for local families struggling with cancer. Our extremely generous community donated \$11,709 in honor of Crystal Brewster, a Northridge High School teacher who lost her life to cancer this past August.

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

EXPRESSIONS FROM BOARD MEMBERS – Mr. Souder thanked Mr. Hostetler for his presentation and also the community for their generosity.

OTHER BUSINESS – None.

ADJOURNMENT – Mr. Gayler moved and Mr. Souder seconded a motion to adjourn the January 22, 2019 meeting of the School Board of Trustees at 4:50 p.m. into Executive Session. The motion was unanimously approved with a vote of 5-0. The next scheduled school board meeting will be on February 5, 2019 at 4:00 p.m. at the Administration Center.

Joanna King, President

Paul Gayler, Vice President

Robert Souder, Secretary

Mitch Miller, Member

Gregg Eash, Member