CALL TO ORDER — President Joanna King called the December 10, 2019 School Board 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, Assistant Superintendent, Jeff Palmer, Director of Buildings and Grounds and Melissa Deak, Director of Transportation.

SUPERINTENDENT’S REPORT— Mr. Wood, Principal, Mrs. Griffin, Teacher and Mrs. Runyan, School Counselor at Northridge High School presented information showing what work based learning programs are doing for student pathways.

- Work Based Learning provides an opportunity for NHS students to participate in a career and leadership development in their field of interest. It falls under the umbrella of CTE (Career and Technical Education) and is regulated by the Indiana Department of Education. Highlights of the program as it is being implemented at NHS are:
  - Available to Juniors and Seniors – split the day between NHS and work.
  - Students work a minimum of 14 hours per week.
  - Students earn 3 high school credits per semester.
  - There is an academic component that requires class time and a portfolio.
  - Site visits are completed 3 times per semester by WBL coordinators.
  - Documentation is required throughout the year:
    - Training agreement and contract signed by employer, student, parents and NHS.
    - Weekly work logs completed by the students and signed by employers
    - Training Plans and Learning Objectives
  - Students are paid and/or involved in meaningful learning experiences.
  - Fulfills the Employability Skills component of Graduation Pathways (Bucket 2)
  - Two main types of WBL at NHS
    - Traditional WBL – students obtain their own job, paid or unpaid.
    - CareerWise Elkhart County – County wide youth apprenticeship program (new this year)
      - 3 year commitment (Junior/Senior/1 year post grad)
      - Paid employment, job portal, specific career pathways, many are DOL registered apprenticeships.
  - Total students at Northridge – 73 participating  (7) CareerWise  (66) Traditional

- Student Presenters at tonight’s meeting were:
  - Rachel Kulish – Employer: Wellington & Weddle Eye Care – Position: Optometric Assistant
  - Cole Miller – Employer: Osolo Elementary – Position: Teaching Assistant
  - Ethan Groves – Employer: Eby Ford – Position: Training to be a Technician
  - Taylor Eby – Employer: Fairhaven OB/GYN, Goshen Hospital
    - Position: OB/GYN Intern Mentorship Student
  - Makenna Myers – Employer: Goshen Hospital and Heritage Intermediate School
    - Position: Mentorship Student and Classroom Assistant
  - Graham Neer – Employer: Kem Krest – Position: Project Coordinator Apprentice
The students talked about what they do on their job and what may have changed their life goals after being in this program. Mrs. King said regarding the part of a student figuring out what they want to do. She had a student (around 10 years ago) work in one of her businesses. She wanted to be in fashion design and learn how Mrs. King buys apparel for one of her stores. She was a great employee and did a great job. The student is a registered nurse today. There were things she learned in retail that she didn’t enjoy doing so it really helped her. Her parents always said that was the best thing she could have done because she started out her career in college knowing what she wanted to do. These students are ahead of their peers because they have stepped into the work force, looking at what their God given talents are and using them. This is a great opportunity for students. Mr. Eash thinks it’s a great program. He’s got a few kids of his own in college and it has cost them an extra year because they get through it, get an internship of what they think they want to do then change their mind. One was working in bills of materials at Keystone and he’s a bit of a perfectionist. So, when he did a bill of material he thought it had to be perfectly accurate, which in the RV industry, it doesn’t have to be - which drove him nuts. He was making really good money but decided he wanted to do something else. He is now finishing his last year of school and is going to be an accountant. Don’t get frustrated if you go and try something and it’s not what you want. Mrs. King has asked students what are their next 5-year plans and goals. Almost all of them say, “well, I’m getting out of here”. The perception has been, for quite some time that they aren’t going to work in the RV business. After hearing what the students tonight said regarding working at Keystone and Kem Krest, which is a subsidiary of the manufacturing business - there are a lot of great jobs in this area. We have a great opportunity in this community and she would love students to stay here to make it better for the next generation. It’s good to see students stepping in and figuring out some of those great jobs that are here and being a part of this growing community.

MIDDLEBURY COMMUNITY SCHOOLS FUND FOR EDUCATIONAL ENHANCEMENT – Mrs. Allen announced that Jim Bromley has created a foundation fund for Middlebury Community Schools at the Community Foundation of Elkhart County. The fund is the Educational Enhancement Fund. There will be a steering committee created to determine who will be awarded funds when applications are submitted. Some of the ideas are to supplement special field trips, to help fund the robotics program, Science Olympiad program, or a special project that teachers may want to do. It can also help with the fine arts, academic, athletic and special needs programs. The steering committee will determine what projects will be funded and the amount. This is the first time Middlebury Community Schools has ever had a Foundation. Mrs. Allen thanked Mr. Bromley for his wisdom and generous donation to get this going. If anyone is wanting to be on the steering committee, please let Mr. Bromley know. Mrs. King said when she thinks of people in this community who have been huge leaders, Mr. Bromley is one of them. Thank you for doing this very important thing and she wanted to encourage this community to look at this as an opportunity to donate to this 501 C3 – which is a public charity to build this fund.

EXPRESSION FROM PATRONS – None.
CONSENT AGENDA -

- Minutes from the November 19, 2019 School Board Meeting
- Claims
- Donations
- Personnel

EMPLOYMENT:

Northridge High School
- Certified: Bridget Griffin, Robotics Director
  Start Date: December 11, 2019
- Classified: Barb Whitlock, Robotics Assistant Coach
  Start Date: December 11, 2019
- Stephanie Miller, 6.5 Hour Autism Para
  Replacing: Sylvia Schlabach, Start Date: December 18, 2019
- Chelsea Varner, 4.5 Hour Building Assistant
  Start Date: December 12, 2019

Northridge Middle School
- Classified: Vicki Rogers, 8th Grade Girls B Basketball Coach, 22855-1
  Replacing: Autumn Elliott, Start Date: December 11, 2019

Heritage Intermediate School
- Classified: Bonita Miller, 3.5 Hour/2 Days/Week Cafeteria Worker
  Replacing: Jeanette Chupp, Start Date: December 12, 2019

Orchard View Elementary School
- Certified: Jennifer Zimmer, Temporary 3rd Grade Teacher
  Covering: Emily Slabaugh Leave, Start Date: April 1, 2020

York Elementary School
- Classified: Pam Smeltzer, 12 Month Custodian
  Replacing: Tracie Hoogenboom, Start Date: December 30, 2019

Jefferson Elementary School
- Classified: Heidi Loucks, 3.5 Hour Cafeteria Worker
  Replacing: Kea Mallane, Start Date: December 16, 2019

TRANSFER:

Northridge Middle School
- Classified: Matt Smith, 12 Month Custodian, to:
  Custodial Sub, Effective Date: December 9, 2019

Transportation Department
- Classified: Mary Borntrager, Bus Driver, to:
  Bus Driver Sub, Effective Date: December 2, 2019

RESIGNATION:

Northridge Middle School
- Certified: Paula Gayler, 6th Grade Language Arts Teacher
  Effective Date: January 7, 2020

York Elementary School
- Classified: Pamela Smeltzer, 3 Hour Cafeteria Worker, Effective Date: December 29, 2019

Transportation Department
- Classified: Lori Long, Bus Driver, Effective Date: December 6, 2019
RETIREMENT:
York Elementary School
Classified: John Milliken, Building Manager, Effective Date: July 21, 2020

EMERGENCY LEAVE:
Northridge Middle School
Certified: Rachel Vallance, Principal
2 Days: November 25, 26, 2019
Jamison Smith, 6th Grade Social Studies Teacher
1.5 Days: December 2, 6, 2019
Teri Vasquez, 7th Grade Language Arts Teacher
1 Day: December 10, 2019
Classified: Miriam Bontrager, 8 Hour Building Assistant
4 Hours: November 12, 2019

York Elementary School
Certified: Kathie Kenworthy, 1st Grade Teacher
1 Day: November 19, 2019

Jefferson Elementary School
Classified: Kathy Kreager, 7.5 Hour Building Assistant
7.5 Hours: December 4, 2019; 7.5 Hours: December 5, 2019;
5.25 Hours: December 6, 2019

Orchard View Elementary School
Classified: Virginia Bennett, Bookkeeper, .65 Hours: November 26, 2019

Transportation Department
Classified: Jennifer Lewis, 4 Hour Bus Monitor
4 Hours: December 2, 2019; 4 Hours: December 3, 2019

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

BOARD REORGANIZATION – Mrs. King thanked the board for allowing her to serve as President of the Board of Trustees for the past year. She looks forward to new leadership, as she needs a little bit of a break. She just needs a little more family time.

- Mr. Souder moved and Mr. Eash seconded a motion to appoint Paul Gayler as School Board President. The motion was approved with a vote of 4-0. Mr. Gayler abstained from voting.
- Mr. Eash moved and Mr. Souder seconded a motion to appoint Joanna King as School Board Vice President. The motion was approved with a vote of 4-0. Mrs. King abstained from voting.
- Mr. Eash moved and Mr. Gayler seconded a motion to appoint Bob Souder as School Board Secretary. The motion was approved with a vote of 4-0. Mr. Souder abstained from voting.
- Mr. Gayler moved and Mr. Souder seconded a motion to appoint Lisa Stutsman as Corporate Treasurer. The motion was approved with a vote of 5-0.
- Mr. Gayler moved and Mr. Souder seconded a motion to appoint Gregg Eash as the ISBA Legislative Liaison. The motion was approved 4-0. Mr. Eash abstained from voting.
- Mr. Eash moved and Mr. Gayler seconded a motion to appoint Mitch Miller as the boards Dollar’s for Scholars representative. The motion was approved with a vote of 4-0, with Mr. Miller abstaining.
- Mr. Miller moved and Mr. Eash seconded a motion to appoint Warrick and Boyn as Corporation Attorneys as presented. The motion was approved with a vote of 5-0.
CONSIDER APPROVAL OF 2019 RESOLUTION FOR TRANSFER OF APPROPRIATIONS – Mr. Gayler moved and Mr. Souder seconded a motion to approve the 2019 Resolution for Transfer of Appropriations as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF REQUEST TO PROCESS AND RELEASE END-OF-YEAR CLAIMS AS NEEDED – Mr. Souder moved and Mr. Gayler seconded a motion to approve the Request to Process and Release End-of-Year claims as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF ADDITIONAL 0.6 TECHNOLOGY COACH POSITION – Mrs. Allen requested approval to add an additional 0.6 technology coach position due to the need for more coach time in all of the buildings. We currently have 1 full-time coach who is providing staff development in all 7 of the buildings. That means that one coach is responsible for coaching all of the teachers and staff with every single one of them having a different need. We feel it is time to increase the technology coaching capacity. Our current full-time tech coach position is funded with a Title II Federal Grant. This position would be funded from the Education Fund. Mr. Eash moved and Mr. Gayler seconded a motion to approve an additional 0.6 Technology Coach position as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF DONATIONS TO SCHOOLS - Mrs. Allen asked for approval of the following list of donations:

- Middlebury Elementary
  o From Middlebury PTO – for library materials, Maker Space, etc. $750.00
- Northridge Middle School
  o From Coulter Painting & Finishing – for Ability Day $500.00
  o From Dicor – for Ability Day $500.00
  o From Jayco – for Ability Day $500.00
- Northridge High School
  o From Indiana Science Olympiad – for SO $700.00
  o From 1st State Bank – FSB Spirit Account $4,342.85
  o From Hampton Industrial Services – for Robotics $2,500.00
Total $9,792.85

Mr. Souder moved and Mr. Gayler seconded a motion to approve the list of donations as presented. The motion was approved with a vote of 5-0. Mrs. King said it would be interesting to see the total amount of donations at the end of the school year. See how many dollars this community has donated to our school corporation. Mrs. Allen said she would get that information.

UNFINISHED BUSINESS – None.

FIELD TRIPS – Dr. Goodman reviewed the list of field trips with the board members.

ANNOUNCEMENTS AND CORRESPONDENCE –
- We are very proud of our Heritage Intermediate students who were named Elkhart Noon Kiwanis’ K.I.D winners! Leea Fodge, Rebekah Miller and Julian Castillejo. The K.I.D program (Knowledge Is Dynamite) recognizes outstanding 4th graders throughout Elkhart County. Students are nominated by their teachers for excellent work habits, perseverance, kindness and any other attributes where a student is who is committed to learning and doing their personal best.
• Board members are welcome to come to the Administration Center this Thursday – December 12 - between 11:30 and 1:00. We are having a Middlebury Chamber of Commerce Lunch and Learn. It will be about our athletic project and some of the updates and sponsorship opportunities. The lunch is free and it will be Concession food – hot dogs, pizza, popcorn, and nachos and pop. We are expecting 30 or more people to attend.

ANNOUNCEMENTS FOR TRAVEL – Dr. Goodman reviewed the list of travel requests.

EXPRESSIONS FROM BOARD MEMBERS –
• Mr. Miller said, “Have a Blessed Holiday!”
• Mr. Gayler thanked Mrs. King for her leadership and wisdom. “We are not letting you off the hook quite yet. You will have to be here and help guide us because you are a wonderful leader. He is thrilled and excited to be a part of this School Corporation and wonderful community. We have challenges ahead of us in education but we have the right people in place here and I am looking forward to that challenge.”
• Mr. Souder thanked Mr. Gayler’s willingness to be the next Board President. He thinks he has the ability to do it and feels real positive about that. He thanked Mrs. King for all the time, energy and skills she has spent. It was very interesting to hearing those individual students – they are beginning to say, “Wow, I’ve got some wisdom and I can do something!” Thank you, Mr. Wood.
• Mr. Eash thanked Mrs. King for her leadership. This is his first year on the board and has learned a lot so far. There is a lot more to learn. He appreciates (along with the students, faculty and administration) all the time she has put in over the years. Looking forward to Mr. Gayler’s leadership, he knows he’ll do a good job as well. That program we saw tonight - it is great to see our kids get a head start in the real world. Anything we can do to increase that, he’s all for it.
• Mrs. King thanked the board for being a great board to work with. It’s been a joy to be a part of making good decisions that impact this community. We don’t always get it right but we certainly try our very best to make the best decisions with the information that we have. She looks forward to the next couple of years – she thinks Paul will do a great job in leading this organization. We are in great hands. A big thank you to Mr. Wood and the team that presented this evening. She was so impressed with these students and she thinks Mitch said it best when he said you almost forget that they are students. They are so poised, articulate and totally understood what they were doing and the direction they are headed. It speaks a lot for this program. She would love to have every student at NHS consider having this experience. Ten years from now these students are going to look back and say this is the beginning of the first steps of their career.

Mr. Miller moved and Mr. Eash seconded a motion to adjourn the December 10, 2020 school board meeting at 5:10 p.m. The motion was approved with a vote of 5-0. The next school board meeting will be on January 7, 2020 at the Administration Center.

______________________________________________  ________________________________
Joanna King, President                  Paul Gayler, Vice President
______________________________________________  ________________________________
Robert Souder, Secretary                 Mitch Miller, Member

Gregg Eash, Member