

NOTE: These are “proposed” minutes and will not be approved until the July 25, 2017 School Board Meeting

4:00 p.m.

Tuesday

Administration Center

July 11, 2017

BOARD MINUTES

CALL TO ORDER – President David Black called the July 11, 2017 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, Dr. Robby Goodman, Assistant Superintendent, Mark Snyder, Director of Business Services, Michelle Willey, Director of Transportation and Jeff Palmer, Director of Buildings and Grounds.

SUPERINTENDENT’S REPORT- Hear report from IREAD Summer School. Dr. Goodman gave the following report regarding the IREAD Summer School results.

- Twenty-six students had to take summer school for IREAD.
- Twenty students passed, six did not pass the IREAD assessment. Those six students will be re-taking the test in the Spring of 2018.
- Good news is all of the 4th graders taking the test did pass.
- Total pass rate was around 95%.

Mr. Black asked what was the total number of students taking the test? Dr. Goodman said 351 students took the test. Mrs. King asked if we still do Reading Recovery in our elementary schools. Dr. Goodman replied that we do but we did not offer Reading Recovery summer school this year. It is still in the curriculum. She asked if there were any other changes in the reading program this past year. Dr. Goodman said we have added Waterford Early Learning and GrapeSEED at the elementary level. Literacy coaches are always looking at different needs so he thinks there have been other “tweaks” in the past couple of years but nothing major. Mrs. Allen indicated the school corporation has lost some funding for Title I, which has affected the number of staff going forward especially. Mrs. Morgan has done a good job of budgeting that so we are trying to serve the same amount of kids. Mrs. King clarified that those were Federal dollars lost which Mrs. Allen said it was.

EXPRESSIONS FROM PATRONS – None.

CONSENT AGENDA –

- Minutes from the June 20, 2017 school board meeting
- Claims Lists
- Personnel List

EMPLOYMENT:

EMPLOYMENT:

Northridge High School

Certified: Hannah Deak, Physical Education Teacher, BL1, Replacing: Joe Keller
Start Date: August 8, 2017

Hannah Deak, Assistant Swim Coach, 43270-1, Replacing: Kyle Hembree
Start Date: July 10, 2017

Hannah Deak, High School Pool Director, 43470-1, Replacing: Joe Keller
Start Date: July 10, 2017

Preston Shafer, Choir Director, BL2, Replacing: Kyle Barker
Start Date: July 12, 2017

Ryan Mayden, Science Teacher, Start Date: August 4, 2017

Classified: Jenifer Carlson, Assistant Cheer Coach, 43298-1, Start Date: July 12, 2017
Bradley Frank, Assistant Athletic Director, 33499-1 X2, Start Date: June 26, 2017
Courtney Fuller, Assistant Volleyball Coach, 43205-1, Start Date: July 12, 2017
Matt Reverman, Head Boys Tennis Coach, 23120-1, Start Date: July 12, 2017
Matt Reverman, Head Girls Tennis Coach, 23125-1, Start Date: July 12, 2017
Dennis Bontrager, Assistant Girls Basketball Coach, 23255-1, Start Date: July 12, 2017
Dennis Bontrager, Girls Youth Basketball Coordinator, 53455-1, Start Date: July 12, 2017
Juliana Skow, Assistant Girls Soccer Coach, 43235-2, Start Date: July 12, 2017
Jay Woods, 9th Grade Football Coach, 33300-2, Start Date: July 12, 2017
Gareth Troyer, Assistant Football Coach, 23200-2, Start Date: July 12, 2017
Alisha Christner, Assistant Girls Soccer Coach, 43235-2, Start Date: July 12, 2017
Lawrence Baltazar, Head Boys Soccer Coach, 23130-2, Start date: July 12, 2017
Marissa Coolman, Assistant Girls Basketball Coach, 23255-1, Start Date: July 12, 2017
Vince Baltazar, Assistant Boys Soccer Coach, 43230-2, Start date: July 12, 2017

Northridge Middle School

Certified: Shelby Weeks, Temporary Blended Learning Teacher,
Covering: FLMA Leave for Lauren Bailey, Start Date: August 7, 2017
Classified: Jeremy Tallman, Assistant Boys Soccer Coach, 3223-1, 50%, Start Date: July 12, 2017
Gary Smith, Head Girls Soccer Coach, 22135-3, Start Date: July 12, 2017

Jefferson Elementary School

Certified: Valerie Lambert, Temporary Art Teacher, Replacing Julie Shyposki
(Covering Emily Holt's FMLA Leave), Start Date: August 4, 2017
Classified: Crystal Ayres, 5.5 Hour Special Education Assistant, Replacing: Katie Seel
Start Date: August 9, 2017

Heritage Intermediate School

Certified: Samantha Shapiro, 5th Grade Teacher, Replacing: Andrew Graber
Start Date: August 4, 2017
Classified: Cory Farrier, 3.5 Hour Cafeteria Worker, Replacing: Letha Hershberger
Start Date: August 9, 2017

York Elementary School

Classified: Melissa Krizmanich, 5.5 Special Education Assistant, Replacing: Karen Unternahrer
Start Date: August 9, 2017

RESIGNATION:

Northridge Middle School

Classified: Mary Jo Alderman, 3.5 Hour Cafeteria Worker, Effective Date: June 28, 2017
Rick Lengacher, 8th Grade Boys B Basketball Coach, Effective Date: June 26, 2017
Samantha Shapiro, 6.5 Hour Special Needs One-to-One Para,
Effective Date: June 30, 2017

Orchard View Elementary School

Certified: Eric Lemmon, School Counselor, Effective Date: June 30, 2017

Heritage Intermediate School

Certified: Heidi Matthews, 4th Grade Teacher, Effective Date: July 5, 2017

York Elementary School

Classified: Bonnie Kidder, 5.5 Hour Instructional Assistant, Effective Date: July 10, 2017

TRANSFER:

Northridge High School

Classified: Renee Yoder, 6 Hour Cafeteria Worker, to: 7 Hour Cafeteria Worker
Replacing: Kristina Hochstetler, Start Date: August 9, 2017

Amy Rekeweg, 3.5 Hour Cafeteria Worker, to: 6 Hour Cafeteria Worker

Replacing: Renee Yoder, Start Date: August 9, 2017

Christy Bystry, 7 Hour Life Skills Para, to: 6.5 Hour Special Needs One-to-One Para

Start Date: August 7, 2017

Heritage Intermediate School

Certified: Andrew Graber, 5th Grade Teacher, to:

Northridge Middle School 6th Grade Language Arts Teacher

Replacing: Matt Lind (Morgan Stout), Start Date: August 7, 2017

Northridge Middle School

Classified: Davida Horner, 6 Hour Cafeteria Worker, to:

Middlebury Elementary School, 7 Hour Cafeteria Worker

Replacing: Linda Neely, Start date: August 9, 2017

Roxalyn Barron, 3.5 Hour Cafeteria Worker, to: 6 Hour Cafeteria Worker

Replacing: Davida Horner

Start Date: August 9, 2017

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 OF ADDITIONAL TIME FOR NHS AND NMS MUSIC POSITION – Mrs. Allen asked the school board for approval of increasing the current music high school and middle school positions from part-time to full time. We feel that their class numbers along with their programming has provided our district with increased student enrollment. She has met with all of the middle school and high school music personnel, their administrators, and the MTA co-presidents and negotiations chairs. There is total agreement from the administrators and the MTA that these additions to the positions are necessary. Mr. Snyder and Mrs. Allen have also met and are confident that increasing the positions from part-time to full time is affordable and sustainable. One thing we need to note is this is an increase to 3 different positions.

- NMS Choir Currently 0.5 will be increased to 1.0 FTE
- NHS Band (Percussion Position) Currently 0.5 will be increased to 1.0 FTE
- NHS Choir Currently 0.6 will be increased to 1.0 FTE

With this increase we should be able to provide our students and teachers with the amount of time they need to provide the instruction necessary to continue the success of our programs. She did caution that another increase probably wouldn't happen in the near future. Mrs. King moved and Mr. Souder seconded a motion to approve the additional time for the Northridge High School and Northridge Middle School Music Programs as presented. Mr. Black clarified that this motion was increasing 2 choral and 1 band positions and Mrs. Allen said yes it was. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF MIDDLEBURY COMMUNITY SCHOOL TREASURER POSITION – Mrs. Allen requested permission for the school board to approve the addition of a Treasurer position for the district. This is a position the State Board of Accounts stated we must have because right now we have only one person controlling the funds. This person will be learning the role of treasurer as well as payroll clerk, accounts payable clerk, and some of Mr. Snyder's job. Mr. Snyder will still be totally in charge of the budget, negotiations, payroll execution, funds management, insurance, contracts, plus any GOB or Building Project bond issues we decide to do going forward. If approved, this person will be located at the ad center in Mr. Snyder's office. Mr. Souder moved and Mr. Miller seconded a motion to approve adding a Middlebury Community Schools Treasurer position as presented. Mrs. King questioned if this would change anything at the elementary schools, etc. Mrs. Allen said this person would know what the elementaries do, check their accounts that come in which will then go to Mr. Snyder. Mr. Gayler questioned if that person would report to Mr. Snyder and if they would manage anybody beneath them. Mrs. Allen said yes, they would report to Mr. Snyder and would not manage any other personnel. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF MIDDLEBURY COMMUNITY SCHOOLS SPECIAL EDUCATION COORDINATOR – Mrs. Allen asked for approval of Jennice Young, the new Special Education Coordinator for Middlebury Community Schools. The special education coordinator position is a new position we are filling and will be funded by our special education money. In the past, we have always paid Goshen as the LEA for this position with our federal funds we receive. Now we will just use those federal funds to provide the coordinator’s salary with us instead of giving the money to Goshen. Mr. Black asked if the Federal money will cover the complete cost. Mrs. Allen said it will cover the use of the coordinator as we have had in the past. Mrs. King moved and Mr. Gayler seconded a motion to approve Jennice Young as the Middlebury Community Schools Special Education Coordinator as presented. Mr. Black questioned if we were going to interview any other person for this position and Mrs. Allen said no. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF 2018 BUDGET CALENDAR –

2018 Budget Calendar

- June 28, 2017 IDOE School Budget Workshop – Indianapolis
- August 15, 2017 2018 Budget Materials to School Board
 - You will be provided with the Budget Notebook at this time.
- August 22, 2017 First Budget Workshop **2:30 p.m.**
- School board work session – brief review of the proposed General Fund, Debt Service Fund, Capital Projects Fund, Transportation Operating Fund, and School Bus Replacement Fund

***It will be reported at the August 8 meeting that we will advertise the Notices of Public Hearing for the 2018 Budget on August 30.**

- August 30, 2017 Publish Budget (1 Time)
- September 5, 2017 Second Budget Workshop (If necessary) **3:00 p.m.**
- September 19, 2017 Public Hearing on Budget
- The Budget will be available in booklet form for the Board members and the public. The Budget Public Hearing must take place 10 days prior to the adoption date. These dates meet those obligations.
- October 10, 2017 Adopt Budget for 2018

Mr. Miller moved and Mrs. King seconded a motion to approve the 2018 Budget Calendar as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF THE TREASURER’S BONDS – Mrs. Allen recommended treasurer bonds for each of the seven building bookkeepers, and for Mark Snyder. This is an annual task to keep us in compliance with the State Board of Accounts. Mr. Black verified that we would have one in each one of the buildings and there would be 3 in the central office (which would include the new Treasurer’s position, Ruby Fuentes and Mr. Snyder and was told that was true. Mr. Souder moved and Mr. Miller seconded a motion to approve the Treasurer’s Bonds as presented. The motion was approved with a vote of 5-0.

UNFINISHED BUSINESS – None.

FIELD TRIPS – There were none

ANNOUNCEMENTS AND CORRESPONDENCE – A reminder that August 2nd is registration day at all the Middlebury Community School buildings. **One of the most important thing is when they go to the schools the students will get their bus information! If they don't go to registration they will NOT get bus information!**

The schedules are as follows:

Orchard View Elementary

- August 2: Kindergarten Walk-In 9:30 a.m. to 12:00 p.m. AND 2:00 p.m. to 4:30 p.m.
- August 2nd: Fall Registration 9:00 a.m. to 12:00 p.m. AND 3:00 p.m. to 7:00 p.m.
- August 7th: Back to School Night 5:00 p.m. to 6:00 p.m.

Middlebury Elementary

- August 2: All School Registration 9:00 a.m. to 12:00 p.m. AND 3:00 p.m. to 7:00 p.m.
- August 7th: Back to School Night 5:15 p.m. to 6:30 p.m.

York Elementary

- August 2: All School Registration 9:00 a.m. to 12:00 p.m. AND 3:00 p.m. to 7:00 p.m.
- August 7th: Meet the Teacher Night 4:30 p.m. to 5:30 p.m.

Jefferson Elementary

- August 2: All School Registration 9:00 a.m. to 12:00 p.m. AND 3:00 p.m. to 7:00 p.m.
- August 7th: Back to School Night 5:00 p.m. – 6:30 p.m.

Heritage Intermediate

- August 2: Fall Registration 9:00 a.m. to 12:00 p.m. AND 3:00 p.m. to 7:00 p.m.
- August 7th: Back to School Night
4th Grade: 6:00 p.m. to 6:45 p.m.
5th Grade: 6:45 p.m. to 7:30 p.m.

Northridge Middle School

- August 2nd: Registration 12:00 p.m. to 4:00 p.m. and 5:30 p.m. to 7:30 p.m.
- August 3rd: Registration 8:00 a.m. to 12:00 p.m. AND 1:00 p.m. to 4:00 p.m.
- August 8th: Back to School Night 5:30 p.m. to 7:00 p.m.

Northridge High School

- August 2nd: Registration 8:00 a.m. to 8:00 p.m.
- August 4th: Freshman 12:30 p.m. to 2:30 p.m.
(NO PARENTS)

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

EXPRESSIONS FROM BOARD MEMBERS –

- Mr. Souder said he is quite positive of the addition of the new personnel added to the school community. He has also heard that these positions are affordable and sustainable for our budget (that's a positive) and he believes this will be a positive direction for our school system.
- Mrs. King is thankful for the people who worked together to come up with the good agreement for the different positions they agreed upon tonight to fully fund. She looks forward to see great things come out of the music departments. She also had asked Mrs. Allen if we still had positions available at MCS and was told we do. She remembers the day when we didn't see any postings and wanted to encourage those that know of good people to come and apply and be a part of the educational process here at MCS. Great things are happening here and it's because of all the time and effort people put into the classroom. She is very thankful for that.

- Mrs. Allen said our new Choir Director was in the audience tonight and encouraged those in attendance to stay and meet him.

OTHER BUSINESS – None.

ADJOURNMENT – Mr. Souder moved and Mrs. King seconded a motion to adjourn the July 11, 2017 meeting of the School Board of Trustees at 4:22 p.m. The motion was unanimously approved with a vote of 5-0. The next scheduled school board meeting will be on July 25, 2017 at 4:00 p.m. at the Administration Center.

David Black, President

Joanna King, Vice President

Robert Souder, Secretary

Scott Miller, Member

Paul Gayler, Member