

NOTE: These are "proposed" minutes and will not be approved until the May 21, 2019 School Board Meeting

4:00 p.m.
Administration Center

Tuesday
May 7, 2019

Regular School Board Meeting

CALL TO ORDER – President Joanna King called the May 7, 2019 School Board Meeting to order at 4:00 p.m. All board members were present. Others in attendance included Jane Allen, Superintendent, Mark Snyder, Director of Business Services, Jeff Palmer, Director of Buildings and Grounds and Melissa Deak, Director of Transportation.

SUPERINTENDENT'S REPORT – Mrs. Dyer introduced Mrs. Hochstetler, who is the K-5 Math Coach at MCS, to talk about how our teachers are involved in professional development. Mrs. Dyer feels very fortunate to have the teachers in her building and all of the teachers at MCS. Our teachers are very committed to student growth and their own professional growth. She feels fortunate that MCS has Curriculum Coaches (Literacy Coaches and K-5 Math Coach) where other school corporations do not. These coaches are used in a variety of ways – they are a resource – help teachers write their curriculum for math and common assessments – they observe, model, and debrief with teachers, etc. Mrs. Hochstetler showed a video of the 'before' and 'after' of a teacher's lesson. After the teacher viewed the first video she asked Mrs. Hochstetler to help her work to improve student engagement and it was evident in the 'after' video that student engagement in her lesson had improved. Mrs. Hochstetler has been doing video coaching cycles for the last 2 years. A typical coaching cycle lasts about 5 – 6 weeks depending on the teacher. They record an entire math lesson then Mrs. Hochstetler will observe it with the teacher and set some goals. She has done this with 9 teachers at HIS. Having someone video you while you teach is quite intimidating, especially since children are unpredictable. The fact that teachers are willing to do this tells her their passion for what they are doing and their desire to get better. This has been a very positive experience with the teachers. The board thanked Mrs. Dyer and Mrs. Hochstetler for their presentation.

EXPRESSIONS FROM PATRONS – None.

CONSENT AGENDA –

- Minutes from the April 16, 2019, School Board Meeting
- Claims
- Personnel
- March 2019 Financial Statement

EMPLOYMENT:

York Elementary School

Classified: Joy Miller, Bookkeeper, Replacing: Shirley Booth
Start Date: August 7, 2019

Transportation Department

Classified: Heather Fitzgerald, 5.75 Hour Bus Driver
Start Date: May 8, 2019

Heritage Intermediate School

Certified: Melissa Kauffman, Temporary 5th Grade Teacher, Covering Carrie Urbanski Leave
Start Date: August 9, 2019

Northridge High School

Classified: Samantha Hartzell, Athletic Secretary, Replacing: Brad Frank
Start Date: May 8, 2019
Lou Ann Hostetler, Science Olympiad Administrative Assistant
Start Date: May 15, 2019
Kiersten Gannon, Color Guard Instructor, Start Date: May 31, 2019
Austin Christner, Head Boys Tennis Coach, 23120-1
Replacing: Matt Reverman, Start Date: May 8, 2019
Randy Unrein, Robotics Coach, Start date: May 8, 2019

RESIGNATION:

Administration Center

Certified: Mark Snyder, Director of Business, Effective Date: July 17, 2019

Northridge High School

Debbie (Debra) Johnson, 7.5 Hour Special Education Assistant
Effective Date: June 1, 2019

Marissa Ulrich, JV Girls Basketball Coach
Effective Date: April 18, 2019

Samantha Hartzell, Receptionist
Effective Date: May 9, 2019

Jefferson Elementary School

Classified: Janet Glick, 3.5 Hour Cafeteria Worker, Effective Date: May 30, 2019
Amy Kauffman, 3.5 Hour Cafeteria Worker, Effective Date: May 30, 2019

Transportation Department

Classified: Heather Fitzgerald, Bus Monitor, Effective Date: May 8, 2019

York Elementary School

Certified: Diana Bunger, Title I Teacher, Effective Date: May 31, 2019

Joy Miller, 7 Hour Special Education Assistant
Effective Date: August 6, 2019

Rosemary Kirkdorffer, 3 Hour Cafeteria Worker
Effective Date: May 30, 2019

Carmen Pepler, 3 Hour Cafeteria Worker
Effective Date: May 30, 2019

TRANSFER:

Jefferson Elementary School

Classified: Amy Schrock, 6 Hour Assistant Manager, to: 4 Hour Assistant Manager
Replacing Janet Glick's Hours, Start Date: August 14, 2019

Orchard View Elementary School

Certified: Hannah Boyd, Mixed Ability Teacher, to: Kindergarten Teacher
Replacing: Abbie Mast, Start Date: August 12, 2019

Classified: Inez Hochstetler, 6 Hour Assistant Manager, to: 8 Hour Assistant Manager
Start Date: August 15, 2018

Administration Center

Classified: Sara Reafsnyder, Food Service Manager, to: Food Service Director
Replacing: Robby Goodman, Start Date: May 8, 2019

EMERGENCY LEAVE:

York Elementary School

Classified: Amy Goodman, Speech Pathologist, 1 Day: May 7, 2019

Administration Center

Classified: James Bontrager, Tech Support

4 Hours: April 24, 2019; 8 Hours: April 25, 2019; 8 Hours: April 26, 2019

Administration Center

Classified: James Bontrager, Building Technician

7.15 Hours: April 16, 2019; 8 Hours: April 17, 2019; 8 Hours: April 18, 2019; 4 Hours: April 19, 2019

Melissa Garcia, Transportation Associate, 5.5 Hours: May 31, 2019

Northridge Middle School

Classified: Miranda McNeely, 7.5 Hour Instructional Assistant

4.5 Hours: April 12, 2019

Jefferson Elementary School

Administration: Curt Schwartz, Principal, 1 Day: April 26, 2019; .5 Day: April 29, 2019

Certified: Jeremy Lehman, 2nd Grade Teacher

.5 Day: April 26, 2019; 1 Day: April 29, 2019

Northridge High School

Classified: Doris Lett, 7 Hour Cafeteria Worker, 7 Hours: April 26, 2019

TERMINATION:

Northridge Middle School

Classified: Bobbi Derr, 12 Month Custodian, Effective Date: April 25, 2019

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

CONSIDER APPROVAL OF GAPP PROGRAM FOR 2019-2020 AT NHS – Ms. Stephanie Zachar, NHS German Teacher and Mr. Wood are requesting approval to continue with NHS being a part of the GAPP Program. This is a short term exchange program with one school in Germany. This program began last year and they would like it to continue this coming year. This request is for our students to go to Germany in 2020 during the summer. Students who participated this year (during spring break) were in attendance - Logan Clemens, Leon Good, Autumn Claude and Schuyler Donahoe. They spoke about the GAPP Program, showed pictures, shared their experiences staying with the host families, answered questions from the board and told how they benefited from it. The cost per student was approximately \$1,000 and they want to keep the cost under \$2,800. Mr. Miller moved and Mr. Eash seconded a motion to approve the GAPP Program at Northridge High School for the 2019-2020 school year as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF NHS PSAT DAY TEAM TO ADVERTISE FOR 2019-2020 FUNDING – Ms. Jen Purviance and her team members are requesting approval to advertise for funding the NHS PSAT Day. This is to raise funds and have students make meals through NUMANA. They did this last year in the fall and it was a success. Mr. Eash moved and Mr. Souder seconded a motion to approve the NHS PSAT Day Team to advertise for 2019-2020 funding as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF 2019-2020 K-12 TEXTBOOK RENTAL FEES– Mrs. Allen reviewed the proposed 2019-2020 Textbook Rental Fees. They are as follows:

- Grades K-5 - \$112.00 per year
- Grades 6-8 – Cost varies depending on courses students enroll in.
- Grades 9-12 – Cost varies depending on courses students enroll in.

Mr. Gayler moved and Mr. Miller seconded a motion to approve the 2019-2020 Textbook Rental as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF 2019-2020 BREAKFAST AND LUNCH PRICES – Mrs. Allen presented information regarding the proposed 2019-2020 regular school lunch/breakfast prices indicating they will increase by 10 cents. The milk and reduced rate meals did not increase. The prices are as follows:

Elementary Student		
Milk - \$0.60	Breakfast - \$1.65	Lunch - \$2.35
Secondary Student		
	Breakfast - \$1.65	Lunch - \$2.65
Adult		
	Breakfast - \$2.00	Lunch - \$3.70
K-12 Reduced Meals		
Milk - \$0.60	Breakfast - \$.30	Lunch - \$.40
K-5 Semester	Lunches - \$204.45 (semester 1)	
	\$218.55 (semester 2)	

Mr. Souder moved and Mr. Gayler seconded a motion to approve the 2019-2020 lunch prices as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF DONATION TO HERITAGE INTERMEDIATE SCHOOL – Mrs. Dyer asked for permission to approve a donation to Heritage Intermediate School in the amount of \$699 from the Heritage PTO. This donation will be an engraved bench in memory of Abbi DiPietro, a student who passed away this year. Mr. Gayler moved and Mr. Eash seconded a motion to approve the donation to HIS as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF DONATIONS TO NORTHRIDGE HIGH SCHOOL - Mr. Wood asked for permission to approve the following donations to Northridge High School.

- Dawn Engle – Life Skills Fundraiser (bike donation) - \$1,150
- Anonymous Donor – Rifton Adapted Tricycle to Life Skills Class - \$3,100 (value of bike)
- Coulter Inc., Industrial Tech (Raider Motor Sports) \$640.00

Mr. Miller moved and Mr. Eash seconded a motion to approve the donations to Northridge High School as presented. The motion approved with a vote of 5-0.

CONSIDER APPROVAL OF BOARD POLICIES ON FIRST READING –

School Board Policies – New and Revised

These policies were created and/or revised to reflect the current state of the law.

1430; 3430; 4430 – Leaves of Absence Revised

- The changes in all of these policies add section headings for clarity and address outdated language. They also create language that means no more leaves of absence for discipline of employees. The IC citations are also revised.

1520.08; 3120.08; 4120.08 – Employment of Personnel for Extracurricular Activities New

- These policies are revised to address the training requirements for coaches – there must be content for prevention of or response to heat related medical issues from a student athlete’s training.

1521; 3121; 4121 – Personal Background Checks and Mandatory Reporting of Convictions and Substantiated Child Abuse and Arrests Revised

- The revisions in these policies make “expanded child protection” background checks of applicants in states other than Indiana optional. We already do this for applicants. It also defines “direct ongoing contact” that is used for determining background checks for our current employees without them.

2221 – Mandatory Curriculum **Revised**

- This policy is revised to add Computer Science as part of the mandatory general instruction program by June 30, 2021.

2414 – Reproductive Health and Family Planning and Human Sexuality Instruction **Revised**

- This policy revision reflects the change in the legislature requiring parent notification before providing instruction on human sexuality allow parents to have access to instructional materials and elect that their child opt out of the instruction.

2462 – Dyslexia Screening and Intervention **New**

- This policy addresses SEA 217 which requires school corporations to begin screening certain students for dyslexia and providing intervention for the students whose screening indicates they have characteristics of dyslexia. The law requires that data be reported by July 15, 2019 even though the law does not go into effect until the 2019-20 school year.

2700 – Annual Performance Report **Revised**

- This revision incorporates statutory amendments made by HEA 1314, HEA 1356, and HEA 1426. Foster care students now are a specific class, bullying incidents are no longer required to be included, and different high school diploma types are included.

3120.07 – Employment of Casual Resource Personnel **Revised**

- The revision in this policy changes the “general” fund to “education and operations” funds to reflect the current way school funding is organized.

3139 – Staff Discipline **Revised**

- This policy clarifies that “administrative leave with pay” is not a disciplinary action and it has been omitted in the policy.

3141 – Suspension of Teachers without Pay **Revised**

- This policy revision distinguishes between “administrative leave with pay” and suspension without pay. This policy along with 3139 will allow the corporation to maintain privacy of staff where no discipline results.

3431 – Administrative Leave of Absence with Pay or Temporary Administrative Reassignment of Teachers **New**

- This new policy has been created to address the use of administrative leave of absence with pay or temporary reassignment of teachers, pending investigations.

5112 – Entrance Requirements **Revised**

- The revision in this policy makes the entrance date for kindergartners as they must be 5 by August 1. This is because HEA 1001 omitted the students who were not 5 by August 1 to be counted with the ADM count. It also changes the reference to the Administrative Guideline from 5112C to 5112B

5330 – Use of Medications **Revised**

- This policy allows students to apply sunscreen at school and has new wording for purposes of consistency and organization of the policy.

5340.01 – Student Concussions and Sudden Cardiac Arrest **Revised**

- This policy is revised to address training requirements for coaches that includes content for prevention of or response to heat related medical issues with students.

5350 – Student Suicide and Awareness and Prevention **Revised**

- This policy has been revised to address the requirements from SEA 1230 which is youth suicide and prevention training. The training content has changed and the organization recommending the program must be the Indiana Suicide Prevention Network Advisory Council.

5460 – Graduation Requirements **Revised**

- The revision in this policy incorporates statutory amendments made by HEA 1426. It basically changes the names of the diploma designations allowed.

5517.01 – Bullying **Revised**

- The changes in this policy are to reflect the changes in the law from HEA 1230. This requires school districts to have a link to the IDOE on their website for prevention of and reporting of bullying and cyberbullying. This also states that corporations must include bullying by use of cellular telephones and other wireless devices in their discipline rules which prohibit cyberbullying.

5771 – Search and Seizure **Revised**

- This revision incorporates the use of metal detectors, both walkthrough and hand-held. Especially since the governor budgeted for all schools to get hand-held metal detectors (wands).

6210 – Fiscal Planning **Revised**

- This revision covers the changes in Indiana law and the restructuring and naming of the funds.

6655 – School Technology Fund **Delete**

- This policy will be deleted because the Indiana Code which created the fund has been repealed. The school corporations will transfer the funds to either the education fund or the operations fund. The districts will have complete discretion in moving funds. There will no longer be a school technology fund.

6800 – System of Accounting **Revised**

- This revision covers the changes in Indiana law and the restructuring and naming of the funds.

7440 – Facility Security Program **Revised**

- This revision incorporates the use of metal detectors, both walkthrough and hand-held. Especially since the governor budgeted for all schools to get hand-held metal detectors (wands).

8340 – Letter of Reference or Employment Reference **Revised**

- The revisions in this policy prohibit assisting an employee from getting a new job if the employer believes that the employee engaged in sexual conduct with a minor.

8455 – Coach Training **Revised**

- This revision in this policy addresses the training requirements for coaches imposed by HEA 1024. This states that training includes content for prevention of or response to heat related medical issues that may arise in student training.

8462 – Child Abuse and Neglect **Revised**

- This revision includes the changes in the requirements for staff training on child abuse and neglect to be expanded to include 1 hour every 2 years on the identification and reporting of human trafficking.

8500 – Food Services Program **Revised**

- This revision ensures compliance with the Section 504 regulations in accommodating the needs of students with disabilities.

8600 – Transportation **Revised**

- This revision reflects the changes in the transportation of homeless and foster children to include the use of special purpose buses and “appropriate vehicles”. Appropriate vehicle could include a car.

9160 – Public Attendance at School Events **Revised**

This policy has a revision that adds a due process provision. It is with respect to a prohibition on attendance at school events by disruptive patrons, including a procedure for appeal to the Board.

Mr. Souder moved and Mr. Gayler seconded a motion to approve the following board policies on first reading. The motion was approved with a vote of 5-0.

UNFINISHED BUSINESS – None.

FIELD TRIPS – Mrs. Allen reviewed the list of field trips with board members.

ANNOUNCEMENTS AND CORRESPONDENCE –

- There is an ISBA Spring Regional Meeting on May 20, 2019 in Plymouth.
- Middlebury Community Schools Retirees will be honored at the June 11, 2019 school board meeting.
- There is a Facebook video of Tanner Sallee (NHS) running at a track meet last weekend where he gets nudged by another runner while passing the baton, falls, rolls over 3 times, gets up and ends up winning the race. It is an amazing video demonstrating perseverance.

ANNOUNCEMENTS FOR TRAVEL – Mrs. Allen reviewed and answered questions regarding the list of travel requests with board members.

EXPRESSIONS FROM BOARD MEMBERS –

- Mr. Eash wanted to thank Mr. Palmer and all his crew for getting the grounds ready for the Lacrosse team and all the other athletic events on campus. With all the rain he's sure it's been a tough spring for the maintenance crew. He really appreciates them working with the teams to make sure the fields are ready.
- Mr. Souder said with all the water we've received, and the stress with it - its always a pleasure to hear positive things over negative. The students that came tonight and shared, it was really neat to hear their travels and the learning they are doing. That's awesome.
- Mr. Miller said it did his heart good to see what Lori Hochstetler and Jen Purviance are still doing particularly good things for our school corporation. He had an opportunity to cross paths with the two German teachers who were present tonight and they are doing a good job with that program as well. There is also a High School Awards program coming up on May 13th, that he is planning to attend (Senior Awards Program – at 7:30 p.m. in the NHS Auditorium)
- Mrs. King thanked the people who came to tonight's board meeting. She always loves to see families here being a part of the school board meeting. She especially loves to see our students come and present. For them, as a board, it really helps them understand what happens in our schools. We appreciate the presentations made before the board and she wanted to say she learns something every time. Thank you so much for coming!

OTHER BUSINESS – None.

ADJOURNMENT – Mr. Souder moved and Mr. Eash seconded a motion to adjourn the May 7, 2019 school board meeting at 5:10 p.m. into Executive Session. The motion was approved with a vote of 5-0. The next school board meeting will be on May 21, 2019 at the Administration Center.

Joanna King, President

Paul Gayler, Vice President

Robert Souder, Secretary

Mitch Miller, Member

Gregg Eash, Member