

**NOTE: These are “proposed” minutes and will not be approved until the June 11, 2019 School Board Meeting**

## REGULAR SCHOOL BOARD MEETING

4:00 p.m.  
Administration Center

Tuesday  
May 21, 2019

CALL TO ORDER – President Joanna King called the May 21, 2019 School Board Meeting to order at 4:00 p.m. All board members were present. Others in attendance included Jane Allen, Superintendent, Robby Goodman, Assistant Superintendent, Mark Snyder, Director of Business Services, Jeff Palmer, Director of Buildings and Grounds and Melissa Deak, Director of Transportation.

SUPERINTENDENT’S REPORT – Curt Schwartz, Principal at Jefferson Elementary gave a presentation regarding the PLC (Professional Learning Community) at his school.

- After disappointing 2008 ISTEP results, Mrs. Allen came to JES and talked to the staff reminding them they are not a failing school.
- They looked at what was not working and what they could do to change.
- They attended Professional Learning Communities (PLC) Professional Development Conferences and changed the mindset that all children don’t learn at the same level.
- Questioning – what do they want their K students to learn in the first 9 weeks of school; what do 2<sup>nd</sup> graders learn in the 2<sup>nd</sup> 9 weeks, etc.?
- Four things teachers are doing –
  - What do we want students to learn?
  - How do we know that they have learned it – developing assessments?
  - What will we do if they have not learned?
  - What will we do if they already know the content?
- Starting looking at data – how can we take some things off our plate, when students are not learning, then add things that help the students learn.
- Assess the students – knowing what they are learning and what they are not learning.
- In 2017 of the 36 elementary schools (3<sup>rd</sup> graders) taking the ISTEP test our students had the 5<sup>th</sup> highest scores in the district. The staff was very encouraged.
- Then they looked at the number of kids passing both LA and Math, that percentage was the 2<sup>nd</sup> highest in the county – which was more encouraging for the staff.
- They were contacted in the fall by the Assessment Division from IDOE. They wanted to come to JES to see what teachers are doing. The IDOE visited in November 2018 and invited JES teachers to come down in April 2019 to present at a conference. In March, the School Improvement Division from IDOE contacted Jefferson Elementary indicating they wanted to use their PLC concept to help other schools that are failing. JES is a PLC Model School where other schools in the State can come and observe JES teachers teaching in their classrooms.

Mrs. Allen said they went through a lot at Jefferson – learning, growing and figuring out how it was going to work. It wasn’t easy – but it was a success. Mr. Gayler asked what are some of the challenges to better the program are. Mr. Schwartz said continuity helps because it allows them to continue that process. Another thing is to continue to look at the data collected. Mr. Eash asked if the students knew what was going on – was it a different learning experience. Mr. Schwartz said probably with the initial transition the kids noticed but now they have so many people coming in to help in the classroom for support (breaking students up in small groups, etc.). Mrs. King thanked Mr. Schwartz and his staff for the presentation.

EXPRESSIONS FROM PATRONS – None.

CONSENT AGENDA –

- Minutes and Executive Minutes from the June 21, 2019, School Board Meeting
- Claims
- Personnel
- April 2019 Financial Statement

EMPLOYMENT:

Northridge High School

- Certified: Aubrey Brace, English Teacher, Replacing: Lynn Thomas  
Start Date: August 9, 2019  
Hunter Gaerte, Assistant Volleyball Coach, 43205-1  
Replacing: Courtney Fuller, Start Date: May 22, 2019  
Jon Bowen, Student Council Sponsor, ½ position  
Start Date: May 20, 2019
- Certified: Theresa Grossman, Assistant Senior Class Sponsor  
Replacing: Sabrina Hyden, Start date: May 20, 2019  
Sabrina Hyden, Senior Class Sponsor  
Replacing: Theresa Grossman, Start date: May 20, 2019
- Classified: Barbara Whitlock, Robotics Coach, Start Date: May 22, 2019  
Dean Whitlock, Robotics Coach, Start Date: May 22, 2019  
Douglas Whitehead, Robotics Coach, Start Date: May 22, 2019

Orchard View Elementary School

- Certified: Kelly Johnson, Music Teacher, Replacing: Pat Nuyken  
Start Date: August 9, 2019

Northridge Middle School

- Certified: Ashley Smith, HA Language Arts and Social Studies Teacher  
Start Date: August 7, 2019
- Classified: Danielle Dernay, Cheerleading Coach, 22198-1  
Replacing: Stephanie Sizemore, Start Date: May 22, 2019  
Stephanie Myers, 7 Hour Special Education Assistant  
Replacing: Ashley Smith, Start Date: August 13, 2019

RESIGNATION:

Northridge High School

- Classified: Julina Skow, Assistant Girls Soccer Coach, Effective Date: May 7, 2019  
Teresa Riegsecker, Bookkeeper, Effective Date: May 31, 2019

Middlebury Elementary School

- Classified: Audrey Schwartz, Temporary 5.5 Hour Instructional Assistant  
Effective Date: May 30, 2019  
Heidi Schwartz, Temporary 6 Hour Special Education Assistant  
Effective Date: May 30, 2019

Northridge Middle School

- Classified: Stephanie Myers, temporary 7 Hour Special Education Assistant  
Effective Date: May 31, 2019

Orchard View Elementary School

- Classified: Juli Waggoner, Nurse, Effective Date: August 1, 2019

TRANSFER:

Northridge Middle School

Classified: Debra Holds, 6.5 Hour Autism Para, to:  
Northridge High School, 6.5 Hour Autism Para  
Start Date: August 13, 2019

EMERGENCY LEAVE:

Northridge High School

Classified: Debra (Debbie) Johnson, 7.5 Hour Special Education Assistant  
3.05 Hours: May 20, 2019

Transportation Department

Classified: Kelly McClane, Bus Driver  
6.5 Hours: April 26, 2019; 6.5 Hours: May 7 2019

Jefferson Elementary School

Administration: Curt Schwartz, Principal, 1 Day: May 13, 2019; 1 Day: May 14, 2019

Orchard View Elementary School

Classified: Tanya Trick, 6.5 Hour Special Education Assistant, Mixed Ability  
6.5 Hours: May 2, 2019; 4.5 Hours: May 3, 2019

Heritage Intermediate School

Classified: Lisa Cortes, 6.5 Hour Special Ed Assistant, Mixed Ability  
6.5 Hours: May 17, 2019; 3.5 Hours: May 20, 2019

Northridge Middle School

Classified: Autumn Elliott, 7 Hour Special Education Assistant  
7 Hours: May 17, 2019

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

CONSIDER APPROVAL FOR NHS THEATER TROUPE TO ADVERTISE FOR A TRIP TO SCOTLAND – Mrs. Augustine, Drama Teacher at NHS, is requesting approval for the Theater Troupe to advertise for a trip to Scotland. NHS students have been invited to perform in Edinburgh, Scotland for the American High School Theater Festival.

- The troupe would leave the end of July, 2020 and return the first of August, 2020.
- This would involve several students who are active in the theater program.
- Students will learn about culture as well as acting/performance on an International stage (there will be 4 performances).
- High School students from the classes of 2020 - 2025 could be going.
- Hopefully 15 to 20 students will go on the trip. We would have to have at least 10 students to go.
- There will be tours of Scotland with cultural events and 2 days in London touring and theater performance.
- The estimated cost is approximately \$6000 per student (which is a big financial commitment for the students).
- There are 49 countries represented at this festival.
- NHS Theater Troupe has only been in existence 2 years.

Mr. Miller questioned how many adults would be going. Mrs. Augustine did not know the answer yet, she is having a meeting tonight with parents. He also asked how many invitations were sent out and she replied her email stated 52 schools. Mrs. King questioned the classes going and verified that this trip is funded by the parents or any fundraisers they may have (**not** funded by the school corporation). Mrs. Augustine has a donor that has said he would donate \$20,000 toward the trip. That donor wants the parents/students going to have some vested interest in this – he does expect some fundraising. Mr. Gayler moved and Mr. Souder seconded a motion to approve the NHS Theater Troupe to advertise for a trip to Scotland as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL TO ADVERTISE FOR BIDS FOR THE ATHLETIC PROJECT – Mr. Gayler moved and Mr. Souder seconded a motion to approval to advertise for bids for the Athletic Project as presented. The motion was approved with a vote of 5-0.

CONSIDER APPOINTMENT OF LISA STUTSMAN AS CORPORATE TREASURER – Mr. Miller moved and Mr. Eash seconded a motion to appoint Lisa Stutsman as Corporate Treasurer as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF HIS STUDENT HANDBOOK FOR 2019-2020 SCHOOL YEAR – Mrs. Dyer reviewed the changes to the 2019-2020 Heritage Intermediate Student Handbook. Mr. Eash moved and Mr. Souder seconded a motion to approve the 2019-2020 HIS Student Handbook as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF NMS STUDENT HANDBOOK FOR 2019-2020 SCHOOL YEAR – Mr. Scott Miller reviewed the changes to the 2019-2020 Student Handbook at Northridge Middle School. Mr. Souder moved and Mr. Gayler seconded a motion to approve the 2019-2020 NMS Student Handbook as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF NHS STUDENT HANDBOOK FOR 2019-2020 SCHOOL YEAR – Mrs. Wells reviewed the changes to the 2019-2020 Student Handbook at Northridge High School. Mr. Eash moved and Mr. Gayler seconded a motion to approve the 2019-2020 NHS Student Handbook as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF ADDITIONAL CUSTODIAN AT NHS – Mrs. Allen indicated the addition of one custodial position will work at the high school and all the athletic facilities. Mr. Miller moved and Mr. Souder seconded a motion to approve an additional custodial position at NHS as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF DONATIONS FOR ORCHARD VIEW ELEMENTARY – Orchard View Elementary is requesting approval of a donation of \$500 from the Topping Family and Cosmetic Dentistry for the “Color Me Crazy Light Up the Night” event. Mr. Eash moved and Mr. Gayler seconded a motion to approve the request as presented. The motion was approved with a vote of 5-0.

CONSIDER APPROVAL OF BOARD POLICIES ON SECOND 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. Miller seconded a motion to approve the following board policies on second reading. The motion was approved with a vote of 5-0.

UNFINISHED BUSINESS – None.

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

ANNOUNCEMENTS AND CORRESPONDENCE –

- Last Day for Students – Thursday, May 30, 2019
- Graduation – Sunday June 9, 2019, on the Football field at 4:30 p.m.
- Spring sports sectionals and regionals are happening. Good luck to all our athletes!
- A Northridge Middle School student, Jaxon Miller, received a 1<sup>st</sup> in the State in the 1600 Meter Run....he is ranked 5<sup>th</sup> in the Nation!

ANNOUNCEMENTS FOR TRAVEL – Dr. Goodman reviewed the list of travel requests and answered questions from board members.

EXPRESSIONS FROM BOARD MEMBERS –

- Mr. Miller is looking forward to putting on a robe and participating in Graduation.
- Mr. Souder said it's really exciting be at this point because it seems so cool that all the work you have been doing all year long is coming to an end – and you are going to have a nice summer. Thank you for very much for all your time, effort and energy.
- Mrs. King wanted to thank all the administrators for their work in updating their student handbooks, she knows this is a procedure they do every year. They carefully go thru that and that helps to govern the following year. Thanks to Mrs. Allen for all her hard work on our Board Policies and By-laws.

OTHER BUSINESS – None.

ADJOURNMENT – Mr. Miller moved and Mr. Gayler seconded a motion to adjourn the May 21, 2019 school board meeting at 5:02 p.m. The motion was approved with a vote of 5-0. The next school board meeting will be on June 11, 2019 at the Administration Center.

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Joanna King, President

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Paul Gayler, Vice President

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Robert Souder, Secretary

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Mitch Miller, Member

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Gregg Eash, Member