

## **REGULAR MEETING**

**DECEMBER 1, 2016**

The Board of Education of the West Central School Corporation met in regular session on Thursday, December 1, 2016. The following members were present Todd Miller, Jim Bergens, Mandy Sharpe, Gary Gudeman, Dennis Gutwein and President Jeff Lowry. Also in attendance were Jennifer Johns, Amber Tomlinson, Principals Pat Culp and Dan Zylstra, Shannon Fritz and Superintendent Don Street.

Once the meeting was called to order, Jeff Lowry presented Gary Gudeman with a plaque honoring him for his 20 years of service as a member of the West Central Board of Education.

**MINUTES:** Jim Bergens made a motion to approve the minutes of the regular meeting of November 3, 2016 as presented. Dennis Gutwein seconded the motion and the minutes were approved.

**REQUISITIONS:** Todd Miller made a motion to approve requisitions 16247 through 16263 for the corporation. Gary Gudeman seconded the motion and the requisitions were approved.

**RESIGNATIONS:** Dennis Gutwein made a motion to accept the following resignations as presented:

1. Tammy Huddleston – Middle School Instructional Assistant
2. Camie Kipta – Cooperative School Services

Mandy Sharpe seconded the motion and the resignations were accepted.

**EMPLOYMENT:** Jim Bergens made a motion to approve the following employment as presented.

1. Jeremy Glasford – JV Assistant Boys Basketball
2. Katie Bell – Cooperative School Services
3. Nicole Luttell – Cooperative School Services

Todd Miller seconded the motion and the employment was approved.

**LEAVE REQUEST:** Gary Gudeman made a motion to approve the following leave requests as presented.

1. Rebecca Reed – Personal Leave
2. Jessica Williams – Personal Leave

Jeff Lowry seconded the motion and the leave requests were approved.

**BOARD POLICY MANUAL REVISION:** The second reading of the policy manual addition for the Federal Grants and Awards Administration was held. There was a motion made by Jim Bergens and seconded by Dennis Gutwein to approve the board policy manual revisions.

**RESOLUTION TO BALANCE ACCOUNTS:** Todd Miller made a motion to approve the following resolution as presented:

Be it resolved that the members of the Board of School Trustees hereby approve of the necessary transfers so that all accounts have a zero or positive balance for the year of 2016. Be it further resolved

that funds are hereby encumbered from the 2016 accounts for use in 2017.

Jim Bergens seconded the motion and resolution was approved.

**BUS BIDS:** Jeff Lowry made a motion to accept the bid from MidWest Transit Equipment for a new IC/Collins, 78 passenger school bus for \$85,828 and Midwest Transit Equipment Company for a Starcraft mini-bus for \$50,206. MidWest will allow \$6,100 for a trade in allowance for bus 1 and Midwest Transit Equipment Company will allow \$5,900 for bus 11. Gary Gudeman seconded the motion and the motion carried.

**NON-STANDARD TEACHING WAIVER:** Mandy Sharpe made a motion to approve Shaw Haselby to apply for a non-standard teaching waiver to teach Introduction to Agriculture and Supervised Agricultural Experience. Todd Miller seconded the motion and the waiver was approved.

**FIRE ALARM SERVICE AGREEMENT:** Dennis Gutwein made a motion to continue the service alarm contract with ESCO Communication. Jim Bergens seconded the motion and the motion carried.

**HIGH ABILITY GRANT:** Jim Bergens made a motion to approve the 2016-17 high ability grant application as presented. Todd Miller seconded the motion and the grant application was approved.

**STATE PERFORMANCE GRANT:** Jim Bergens made a motion to approve the state performance grant distribution if received as presented. Dennis Gutwein seconded the motion and the state grant distribution was approved.

**CONTRACTS:** Todd Miller made a motion to revise the administrative contracts as presented for the 2016-17 school year. Jim Bergens seconded the motion and the revised contracts were approved.

**2016-17 SCHOOL IMPROVEMENT PLANS:** Mr. Zylstra presented the elementary school improvement plan. Mr. Culp presented improvement plans for the middle school and high school. Dennis Gutwein made a motion to approve the school improvement plans as presented. Todd Miller seconded the motion and the 2016-17 school improvement plans were approved as presented.

**ITEMS FOR DISCUSSION:** Mr. Street presented the results of the 2016 ISTEP scores. Dr. Pelsy serves as the data coach and has prepared a breakdown of the ISTEP data. Mr. Zylstra and Mr. Culp will be reviewing the ISTEP data with staff in the future. Mrs. Jennifer Johns gave a presentation on the Certified Nursing Assistant (CNA) program. Very few school corporations offer a CNA program. Mrs. Johns is the instructor for the Health Career and CNA program. The board extended their appreciation to Mrs. Johns for the great work she does on behalf of our students. Mr. Zylstra informed the board that Donuts with Dad is Friday, December 2. The theme is "Hunt for a Good Book" and a representative from the Department of Natural Resources will be presenting on hunting safety. The PTC is sponsoring a food drive at the elementary school which will end on Dec. 9. The PTC is also holding a Holiday Shop for students to purchase small gifts for their parents. The Elementary Christmas program is Tuesday, December 20 at 6:00 in the HS Gym. It will involve all elementary students K-5. December 21 is the last day for students, who will return on January 4. Teachers have and will spend their professional development time on accreditation activities, including

further work on the district's self-assessment and reviewing stakeholder feedback surveys. Mr. Culp let the board know that on Friday, December 9, the Indiana Department of Education will be visiting West Central Middle School. The purpose of the visit is to help support the middle school in pursuit of continual students' academic growth. West Central High School teachers and students are making preparations for the End-of-Course Assessments (ECA) tests. The ECA tests are being gradually phased out, but some students are still required to complete and pass the ECA test. All current sophomores will be taking the mathematics and English ISTEP+ test in the spring. On December 7, Ms. Chelsea Reed and several West Central students and families are visiting Erskine Green Training Institute in Muncie, IN. Erskine Green is a one-of-a-kind postsecondary program. EGTI provides vocational training for a variety of jobs in the hotel, food service and healthcare environments. It, along with its attached 150-room Courtyard Muncie at Horizon Convention Center hotel, is an immersive learning environment. Erskine Green may provide additional educational and job-training opportunities for some West Central students upon completion of high school. December 21 will conclude the first semester.

CLAIMS: Gary Gudeman made a motion to approve claims 1251 through 1381 for the corporation. Todd Miller seconded the motion and the claims were approved.

ADJOURNMENT: President Jeff Lowry asked the board if there was any further business. Being none, the president adjourned the meeting.

APPROVED:

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Jeff Lowry, President

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Jim Bergens, Secretary

**EXECUTIVE SESSION**

**DECEMBER 1, 2016**

The Board of Education of the West Central School Corporation met in executive session on Thursday, December 1, 2016 preceding the regular board meeting. The following members were present: Dennis Gutwein, Mandy Sharpe, Jim Bergens, Gary Gudeman, Todd Miller and President Jeff Lowry. Also in attendance were Principals Pat Culp and Dan Zylstra, and Superintendent Don Street.

The Executive Session was held in accordance with IC 5-14-1.5-6.1 (b) (9), “To discuss a job performance evaluation of individual employee(s), apart from the budget process.”

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