

REGULAR MEETING

June 4, 2020

7:30 PM

The Board of Education of the West Central School Corporation met in regular session on Thursday, June 4, 2020. The following members were present: Jeff Tanner, Mandy Sharpe, Dennis Gutwein, Todd Miller, President Jeff Lowry, Principals Mike Carlson and Scott Ritchie, Superintendent Dan Zylstra, and Secretary Amy Anliker. Also in attendance was Amber Tomlinson.

MINUTES: Dennis Gutwein made a motion to approve the minutes of the regular meeting and executive meeting on May 7, 2020. Todd Miller seconded the motion and the minutes were approved.

REQUISITIONS: Mandy Sharpe made a motion to approve requisitions 20091 through 20108 for the corporation. Jeff Lowry seconded the motion and the requisitions were approved.

OFFICE RELOCATION: Todd Miller made a motion to relocate the Central Office up to the main campus in the current Middle School Office and adjacent empty classrooms at 1850 S. US 421, Francesville, IN. The same PO Box 578 will be kept. Jeff Tanner seconded the motion and the relocation was approved.

2020-2021 ECA TREASURERS: Mandy Sharpe made a motion to appoint Casie Allen as the Extra Curricular Activities Treasurer for West Central Schools for the 2020-2021 school year, with Shannon Fritz serving as the Assistant Treasurer. Dennis Gutwein seconded the motion and the appointment was approved.

2020-2021 NON-CERTIFIED LETTERS OF INTENT TO EMPLOY: Jeff Tanner made a motion to approve the Letters of Intent to Employ for the 2020-2021 school year as presented. Todd Miller seconded the motion and letters were approved.

BUS DRIVER CONTRACTS: Dennis Gutwein made a motion to approve the 2020-2021 Bus Driver Contracts as presented. Todd Miller seconded the motion and the contracts were approved.

ADMINISTRATOR CONTRACTS: Mandy Sharpe made a motion to approve the Administrator Contracts as presented. Jeff tanner seconded the motion and the contracts were approved.

FOOD SERVICES REQUESTS FOR PROPOSALS APPROVAL: Dennis Gutwein made a motion to approve the Requests for Proposal as presented from the following vendors: Dairy to Prairie Farms; Produce to Piazza Produce; and GPO (Cafeteria Food, Supplies, and Commodities) to Gordon Foods/HPS as presented. Todd Miller seconded the motion and the RFPs were approved.

FRANCESVILLE/SALEM TOWNSHIP PUBLIC LIBRARY APPOINTMENTS: Jeff Tanner made a motion to appoint Andy Durham and Karen Srull to the Library Board of the Francesville-Salem Township Public Library Board as presented. Mandy Sharpe seconded the motion and the appointments were approved.

2020-2021 COURSE DESCRIPTION GUIDELINE UPDATES: Jeff Tanner made a motion to approve the changes to the 2020-2021 Course Description Guidelines which include PE credit for sports and marching band participation as presented. Todd Miller seconded the motion and the changes were approved.

ELEMENTARY STUDENT HANDBOOK CHANGES: Dennis Gutwein made a motion to approve the Elementary Student Handbook changes as presented. Jeff Lowry seconded the motion and the changes were approved.

MIDDLE/HIGH SCHOOL STUDENT HANDBOOK CHANGES: Mandy Sharpe made a motion to approve the Middle/High School Student Handbook changes as presented. Jeff Lowry seconded the motion and the changes were approved.

2020-2021 ELEMENTARY TEXTBOOK RENTAL FEES: Dennis Gutwein made a motion to approve the updated textbook rental fees for the elementary school as presented. Jeff Tanner seconded the motion and the updated fees were approved.

REDUCTION IN FORCE (reason is declining enrollment and projected revenues and expenditures): On May 8, 2020, Mr. Jonas White, Mrs. Lacie Allison, and Mr. Kevin Wenzel were given written notice of the preliminary decision of Mr. Dan Zylstra to cancel their teaching contracts effective at the end of the school year. This notice advised Jonas White, Lacie Allison, and Kevin Wenzel individually of the right to a conference with the Superintendent should one be requested within five days of receiving the written notice of the preliminary decision. They were also notified individually of the right to a conference with the School Board should one be requested within five days of the conference with the Superintendent. None of the individuals listed chose to exercise their right to a conference with the School Board. In accordance with IC 20-28-7.5-2(e), if a teacher does not request a conference, the Superintendent's preliminary decision is considered final. Todd Miller made a motion to cancel the teaching contracts of Jonas White, Lacie Allison, and Kevin Wenzel effective at the end of the 2019-2020 school year. Mandy Sharpe seconded the motion and the motion was approved.

MENTAL HEALTH PROVIDER MEMORANDUM OF UNDERSTANDING: Jeff Tanner made a motion to approve the MOU with Four County Counseling as presented. Dennis Gutwein seconded the motion and the agreement was approved.

ITEMS FOR DISCUSSION:

Mr. Mike Carlson Elementary Principal reported: The school year ended very well. The curbside pick-up and drop off of items and devices was a success. After a few additional contacts, we have just 8 devices to still be returned and to get their supplies. The new doors are looking great. Kindergarten will register on June 11 and June 12. One parent only will come in and fill out registration information. The needed screening of the students will happen when we return to school, or later in the summer, depending on state guidelines. The adjustments are being made for the sixth grade move. Teachers have been moving rooms and that's nearly complete. Custodians have been working hard getting rooms cleaned and ready and moving items for the teachers. With class numbers, Jessica Williams has agreed to return to fourth grade, and Devin Green is moving to second grade. We are awaiting guidance from the state to formalize plans on how the beginning of school will look.

Middle/High School Principal Scott Ritchie reported: As we are concluding our year at the middle/high school, we have several events that are still happening. Look for our academy awards-style awards program for the underclassmen. We have had many guest speakers help us out with this and it should be worth the watch. We are working now on making our rehearsal for graduation a fun day for the seniors with a cookout and some other activities. We are still planning an outdoor graduation and as long as we can guarantee good weather, it will be outdoors at the football field. We will begin to release our Top 12 banquet videos randomly next week as we lead up to graduation. Our locker cleanout and book return went off very well and all but less than 10 students showed up over the two days.

Superintendent Dan Zylstra reported: West Central students took great care of their devices during distance learning. They were returned in stellar condition with very few instances of damage during their 2.5 months outside the building. The 4-way stop has been installed at 421 & 14, a project in the making since last fall that will increase our campus safety. West Central sent out 52,197 meals to the community during the months of March, April, and May. The Cafeteria and Instructional Staff Members worked very hard to serve the community and deserve our thanks. Summer projects continue on campus, including the continued installation of LED lights, repainting of hallways, and the replacement doors as part of the School Safety Grant. Bus inspection will be June 12. The debt on the wind turbine is up for possible refinancing this year. That being the case it is a good time to review the possibility of refinancing to lower rates and also examining our overall capital project needs for the medium-term future. The hope is a representative from the bond company can come to the July meeting to provide more specifics and options.

CLAIMS: Todd Miller made a motion to approve claims 448 through 589 for the corporation. Dennis Gutwein 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.