

**EAST ALLEN COUNTY SCHOOLS
SCHOOL BOARD
MINUTES OF WORK SESSION
JANUARY 6, 2009**

At a work session meeting held in the Board Room at the Administration Building, 1240 State Road 930 East, New Haven, Indiana, the Board of School Trustees of East Allen County Schools met at approximately 6:30 p.m. on January 6, 2009, with the following members present:

Stephen L. Terry, Sr., President
Janice A. Kelly, Vice President
Leland L. Etzler, Secretary
Terry Jo Lightfoot, Assistant Secretary
William D. Hartman
Richard A. Allgeier
Alyssa Lewandowski

The following EACS Administrators were in attendance: Dr. M. Kay Novotny, Superintendent; Dr. Janet MacLean, Deputy Superintendent; Mr. Kirby Stahly, Chief Financial Officer; Mrs. Connie DeLong, Executive Director of Special Services; Dr. Jeanne Zehr, Title I Area Administrator; Mrs. Peggy J. Rohrbacher, Director of Human Resources; and Mrs. Tamyra L. Kelly, Public Relations Liaison. Also present were Mr. Chris Hissong, Principal, Heritage Jr./Sr. High School; Mrs. Eva Merkel, Principal, New Haven High School; Dr. Neal Brown III, Principal, Paul Harding High School; Mr. Gregory M. Geise, President of EAEA; and approximately 4 people representing employees, students, patrons and the media.

President Stephen Terry called the meeting to order.

The minutes of the December 2, 2008 Work Session were approved as presented.

The Agenda was approved with the addition of addendums to 5.5 Meetings and Conferences, and the addition of 3.2 Incidental Information – 1028 Hearing for Leo Elementary School HVAC Project and Resolution, and 5.15 EACS Emergency Appropriations From CPF; and the deletion of 5.14 Request for Released Time Without Loss of Pay (Administrator).

Section 1.5 Spotlights on Education

Gold Star Counseling Certification

The New Haven High School's Director of Guidance, Ms. Maureen O'Donaghue, presented an overview of the criteria required and the process their department went through over the past year to complete their Gold Star Counseling Certification.

Student Services Report

Mr. Jeff Studebaker, Student Services Specialist, presented information regarding the Suicide Advisory Council which was created to educate EACS personnel and students in an effort to prevent suicide. Currently a District protocol is being developed as to how to deal with suicide and other crises. He also shared information regarding EACS' participation in the Indiana

Prevention Resource Center's Drug and Alcohol Student Use Survey in the spring of 2009. This will be administered in conjunction with the Allen County Drug and Alcohol Consortium/NAND.

Section 2.0 Discussion Items

2.1 Review of Annual Reports

Review/open discussion occurred regarding the annual Special Services Report requested by the Board. Mrs. Connie DeLong, Executive Director of Special Services, was on hand to answer the Board's questions.

2.2 Meet and Confer - Revised Administrative Policy 4215.5 – Paraprofessionals (Sections 6 and 8)

Brief discussion occurred. Formal action occurred later in the meeting (Consent Item 5.8).

2.3 Meet and Confer Area of Disagreement - Secretaries Non-Economic Proposal #1 and Management Counterproposal

Brief discussion occurred. Formal action occurred later in the meeting (Action Item 4.1).

2.4 Appointment of Board Member to EACS Education Foundation Board

The EACS Education Foundation has one representative from the Board of School Trustees sit on their Board. It is recommended that Mr. Leland Etzler be named the next Board representative. He would replace Mr. Rick Allgeier who is stepping down.

2.5 Administrative Contracts (One Year vs. Two Year)

Brief discussion occurred. President Terry asked that a proposed revised Policy and a proposed Resolution be drafted for presentation and further discussion at the January 20th Board meeting.

2.6 Open Discussion of Issues of Interest to the Board

Vice President Kelly asked that the recently approved Board compact be signed and implemented at the next Board meeting.

Due to the ice storm before Christmas, several of our buildings suffered residual damages. Dr. Novotny publically acknowledged and thanked Mr. Kirby Stahly and EACS' Director of Facilities - Mr. Doug Roemer, as well as the entire maintenance staff who worked tirelessly, even on Christmas Eve and Christmas Day, to clean up, restore and minimize the damages.

Mr. Allgeier asked that the start time of Board meetings be moved to 7:30 p.m.

Section 3.0 Information Items

3.2 Incidental Information

The following information was given to the Board:

- Fourth Quarter 2008 Allocation/Grant Awards for EACS
- Eliminating Reduced Priced Breakfast (ERP) Program Update
- Promulgation of revised Administrative Policies (*Insurance Section only*):
 - 2170.11 – Insurance (see Exhibit A, incorporated herein).
 - 4211 – Operational Support Personnel (see Exhibit B, incorporated herein).
 - 4211.5 - Technical Support Personnel (see Exhibit C, incorporated herein).
 - 4212 – Food Service Managers (see Exhibit D, incorporated herein).
 - 4213.5 – Educational Interpreters/Language Translators (see Exhibit E, incorporated herein).
 - 4215 – Secretaries (see Exhibit F, incorporated herein).
 - 4215.5 – Paraprofessionals (see Exhibit G, incorporated herein).
 - 4216 – Nurses (see Exhibit H, incorporated herein).

The following was given to the Board as information. Formal action is recommended for the January 20th Board meeting.

- EACS and National Urban Alliance for Effective Education, Inc. Agreement (VIEL)
- EACS and National Urban Alliance for Effective Education, Inc. Agreement (SOEL)
- EACS and Dr. Maria Arguelles Contracted Services Agreement
- EACS and Heinemann (Rauline Morris) Contracted Services Agreement
- Revised Administrative Policy 4121 – Substitute Personnel
- Recommendation for Textbook Management Software and Hardware
- 1028 Hearing for Leo Elementary School HVAC Project and Resolution

Also included in your Board packet are the Monthly Financial Status Report from Mr. Kirby Stahly, the Financial Report and the Food Service Activity Report.

Section 4.0 Action Items

- 4.1 Meet and Confer Area of Disagreement - Secretaries Non-Economic Proposal #1 and Management Counterproposal (Section 20) (see Exhibit I, incorporated herein).

Mr. Allgeier moved to approve the Management Counterproposal to the Secretaries non-economic Proposal #1. Secretary Etzler seconded the motion and it was approved 6-1, with Ms. Lewandowski opposed.

- 4.2 Appointment of Board Member to EACS Education Foundation Board

Vice President Kelly moved to approve the appointment of Mr. Leland Etzler as the Board representative on the EACS Education Foundation Board. Mr. Allgeier seconded the motion and it was unanimously approved.

Section 5.0 Consent Items

Vice President Kelly moved to approve the consent items with addendums as presented. Mr. Hartman seconded the motion and it passed unanimously. The following consent items were approved:

- 5.1 Approval of payroll claims for the payroll period ending November 6, 2008 in the amount of \$2,120,394.39; and for the payroll period ending November 21, 2008 in the amount of \$2,013,750.61.
- 5.2 Approval of vendor claims: 249199-249515, 248515-248527; manual checks 5436-5458, 17577-17581; and electronic transfers, 003205, 110508, 111208, 111908, 112108, 112208, 113008, 000874-000896, totaling \$3,492,497.21 from December 16, 2008. Approval of vendor claims: 249554-249729, totaling \$976,003.79 for January 6, 2008.
- 5.3 Approval to Paul Harding High School to accept a donation in the amount of \$200.00 from Mr. and Mrs. Albert Gooden, to purchase basketball practice uniforms.

Approval to the Title I Department to accept a gift certificate in the amount of \$100.00 from Wal-Mart Southtown Centre, to be used for the November 18th Parents as Partners Conference.

Approval to Southwick Elementary School to accept a donation in the amount of \$1,000.00, from Payless ShoeSource Foundation through their Business-School Partnership program.

Approval to the Title I Department to accept a gift certificate in the amount of \$30.00 from Kroger, to be used for the November 18th Parents as Partners Conference.

Approval to New Haven Middle School to accept a donation in the amount of \$800.00 from Mr. Shawn Shearer, for their athletic program.

Approval to Highland Terrace Elementary School to accept a donation in the amount of \$150.00, from American Electric Power (AEP) through their AEP Connects Volunteer Grants Program.

Approval to Village Elementary School to accept a gift of assorted Halloween decorations, with an approximate retail value of \$200.00, from Wal-mart Southtown Centre.

Approval to the Title I Department to accept a gift of 600 copies of "The Pact" book from WFWA PBS39.

- 5.4 Acceptance of resignation of Ms. Rosemary Kinney, food service employee at Highland Terrace Elementary School, effective December 12, 2008.

Acceptance of resignation of Mr. Ron Gremaux, Athletic Director at Heritage Jr./Sr. High School, from his administrative position, effective July 31, 2009. Approval of requested reassignment as a teacher beginning with the 2009-2010 school year.

Acceptance of retirement and termination of employment of Mr. Robert Rohrbacher, Executive Director of Student Services, effective at the end of his 2008-09 contract.

- 5.5 Approval of Meetings and Conferences (see Exhibit J, incorporated herein).
- 5.6 Approval of EACS & Educational Services Company (ESC) Agreement (see Exhibit K, incorporated herein).

- 5.7 Approval of Resolution for Goals for Expenditure Categories (see Exhibit L, incorporated herein).
- 5.8 Approval of Meet and Confer - Revised Administrative Policy 4215.5 – Paraprofessionals (Sections 6 and 8) (see Exhibit M, incorporated herein).
- 5.9 Approval of Revised Administrative Policy 4214 – Miscellaneous Support Personnel (Sections 1, 4 and 5) (see Exhibit N, incorporated herein).
- 5.10 Approval of Resolution Re: Proposed Siren Construction by the Town of Leo-Cedarville (see Exhibit O, incorporated herein).
- 5.11 Approval of Recommendation of EACS School Health Advisory Committee (see Exhibit P, incorporated herein).
- 5.12 Approval of Renewal of Property and Liability Insurance (Indiana Insurance) (see Exhibit Q, incorporated herein).
- 5.13 Approval of Resolution To Balance 2008 Accounts (see Exhibit R, incorporated herein).
- 5.15 Approval of EACS Emergency Appropriations From CPF (see Exhibit S, incorporated herein).

Section 6.0 Adjournment

There being no further business, the meeting was adjourned at approximately 7:54 p.m.

These minutes were approved and adopted by the East Allen County Schools Board of School Trustees on January 20, 2009.

EAST ALLEN COUNTY SCHOOLS
BOARD OF SCHOOL TRUSTEES

Secretary

