

**EAST ALLEN COUNTY SCHOOLS  
SCHOOL BOARD  
MINUTES OF WORK SESSION  
FEBRUARY 3, 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 February 3, 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; Mr. J. Timothy McCaulay, General Counsel; Mrs. Connie DeLong, Executive Director of Special Services; Dr. Jeanne Zehr, Title I Area Administrator; Mrs. Peggy J. Rohrbacher, Director of Human Resources; Dr. James Hendrix, Title I Program Area Assistant Administrator; Mrs. Juanita Tolbert, Director of Early Intervention; and Mrs. Natalie Drummond, Director of Curriculum & Instruction. Also present were Mrs. Donna Abbott, Principal, Village Elementary School; Mrs. Teresa Knoblauch, Principal, Highland Terrace Elementary; Mrs. Thelma Green, Principal, Prince Chapman Academy; Dr. Neal Brown III, Principal, Paul Harding High School; Mr. Gregory M. Geise, President of EAEA; and approximately 10 people representing employees, students, patrons and the media.

President Stephen Terry called the meeting to order.

The minutes of the January 20, 2009 Regular Board Meeting were approved as presented. The minutes of the January 20, 2009 1028 Hearing (LEEL) were approved as presented.

The Agenda was approved with the addition of addendums to 4.2 Personnel Report, and 4.3 Meetings and Conferences, and the addition of 3.2 Incidental Information - Driver's Education Fees for 2009, and 3.2 Incidental Information – Roof Project Bids 2009.

Spotlight on Education:

EACS has committed to partnering with the National Urban Alliance over the next several years with an initiative in the Harding area schools. Dr. Eric Cooper, with the National Urban Alliance, shared regarding the work of NUA. Their mission is to substantiate in urban public schools that all children can reach the highest levels of learning and thinking. Dr. Cooper was also the guest speaker at EACS' Opening Day this year.

## **Section 2.0 Discussion Items**

### **2.1 Review of Annual Reports**

Review/open discussion occurred for the following annual reports:

- Technology - In addition to the information in this report, Mrs. Lightfoot asked that the report show how technology is helping in the classroom and how we use the data.
- Facilities
- Elementary Literacy – Mrs. Natalie Drummond, Director of Curriculum & Instruction, will be giving a presentation to the Board regarding Elementary Literacy at the February 17<sup>th</sup> Board meeting.

### **Agenda Item 2.2 Tuition Transfers**

Following Board discussion and suggestions, Rev. Terry directed Dr. Novotny to tweak the proposed Option #1 for new Administrative Policy 5118 – Cash Tuition Transfers, and proposed Option #2 for new Administrative Policy 5118.5 – Cash Tuition Waivers. These policies will be brought back for formal approval at the February 17<sup>th</sup> Board meeting.

### **Agenda Item 2.3 Proposed Budget Reductions & Programming for 2009-10SY (Presentation)**

In light of an anticipated shortfall of close to \$2.4 million dollars in the General Fund by the end of the 2009 school year, Dr. Novotny presented some proposed reductions for the 2009-10 school year. Programming, policies, and personnel were included for initial Board discussion. Dr. Novotny will compile a finalized list to bring back to the Board for review at the March 3<sup>rd</sup> Board meeting, with final approval at the March 17<sup>th</sup> Board meeting.

### **Agenda Item 2.4 Open Discussion of Issues of Interest to the Board**

The Superintendent search is underway. A university team, headed by Dr. Betty Poindexter, has assisted in the search. Interviews will be conducted within the next several weeks.

Vice President Janice Kelly is hopeful that the NUA team will give insight on how we can capitalize on what we are currently doing to service our ESL population.

Ms. Lewandowski asked Dr. Novotny if we have any idea how much we would receive in the proposed stimulus package. Early speculation is approximately \$900,000 for Title I; \$1.6M for Special Education; and \$2.4M for construction for 2009. A similar amount would be available in 2010. Central Office Administrators are trying to be proactive in putting a plan together should we receive this money.

## **Section 3.0 Information Items**

Regarding the proposed School Board meeting schedule for 2009-10, since there is no election in November, the first meeting in November will be moved to Tuesday, November 3.

The following revised Administrative Policies were promulgated to the Board:

- 4101.5 - Employee Absences - Declared Weather Emergencies (see Exhibit A, incorporated herein).
- 4214 – Miscellaneous Support Personnel (see Exhibit B, incorporated herein).

The following items were given to the Board as information, with formal action recommended for the February 17, 2009 Board meeting:

- Revised Administrative Policies:
  - 3326.1 – Credit Cards and Procurement Cards
  - 4140.26a – Reimbursement of Pre-approved Expenses Related to Educational or Work-Related Conferences (Section 4 only)
  - 4146 – Tax Sheltered Retirement Plan – 403(b)
  - 6111.1 – Emergency Closing and Delaying of Schools (Section 5 only)
- EACS and EACS Custodial Association Collective Bargaining Agreement
- Proposed School Board Meeting Schedule for 2009-10SY
- Proposed Bowen Center Agreement
- Apply For and Receive Community Development Block Grant
- Procurement Card Participation Agreement
- Driver's Education Fees for 2009
- Roof Project Bids 2009

#### **Section 4.0 Consent Items**

Mr. Allgeier moved to approve the consent items with addendums as presented. Secretary Etzler seconded the motion and it passed unanimously. The following consent items were approved:

- 4.1 Approval of vendor claims: 250049-250209, totaling \$150,319.01.
- 4.2 Acceptance of resignation of Ms. Kenya Johnson, an employee of the EACS Transportation Department, effective January 22, 2009.

Acceptance of retirement and termination of employment of Mrs. Margene Bradtmueller, an employee of the EACS Transportation Department, effective January 1, 2010.

Acceptance of retirement and termination of employment of Mr. Richard Lake, custodian at Prince Chapman Academy, effective February 27, 2009.

Approval of FMLA/childrearing leave of absence to Ms. Elizabeth Barnes, teacher at Hoagland Elementary School, effective January 30, 2009 for the remainder of the 2008-09 school year.

Approval of childbearing leave of absence to Mrs. Marissa Calleja, client relations technology employee at Highland Terrace Elementary School, effective January 20, 2009 through March 19, 2009.

Approval of medical leave of absence to Mr. William McAlexander, an employee of the EACS Transportation Department, effective February 3, 2009 through April 3, 2009.

Approval of medical leave of absence to Mr. Michael Meadows, an employee of the EACS Transportation Department, effective February 12, 2009 for the remainder of the 2008-09 school year.

Approval of medical leave of absence to Mrs. Gaye Merz, food service employee at Leo Jr./Sr. High School, effective January 12, 2009 through January 27, 2009.

Approval of medical leave of absence to Mrs. Nayda Miller, cafeteria monitor at Harlan Elementary School, effective January 13, 2009 through February 23, 2009.

Approval of medical leave of absence to Ms. Cynthia Reynolds, an employee of the EACS Transportation Department, effective January 21, 2009 through February 20, 2009.

Approval of medical leave of absence to Mrs. Carol Schoof, an employee of the EACS Transportation Department, effective February 4, 2009 through March 14, 2009.

Approval of extension of medical leave of absence to Ms. Linda Davis, paraprofessional at Village Elementary School, effective January 9, 2009 through March 2, 2009.

4.3 Approval of Meetings and Conferences (see Exhibit C, incorporated herein).

**Section 5.0 Adjournment**

There being no further business, the meeting was adjourned at approximately 8:42 p.m.

These minutes were approved and adopted by the East Allen County Schools Board of School Trustees on February 17, 2009.

EAST ALLEN COUNTY SCHOOLS  
BOARD OF SCHOOL TRUSTEES

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Secretary

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