

**EAST ALLEN COUNTY SCHOOLS
SCHOOL BOARD
MINUTES OF REGULAR MEETING
FEBRUARY 17, 2009**

At a meeting held in the cafeteria at Paul Harding High School, 6501 Wayne Trace, Fort Wayne, Indiana, the Board of School Trustees of East Allen County Schools met at approximately 6:30 p.m. on February 17, 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. Juanita Tolbert, Director of Early Intervention; Mrs. Natalie Drummond, Director of Curriculum & Instruction; and Mrs. Tamyra L. Kelly, Public Relations Liaison. Also present were Dr. Neal Brown III, Principal, Paul Harding High School; Ms. Deborah Watson, Principal, Woodlan Jr./Sr. High School; Mr. Pete Downey, Principal, New Haven Middle School; Mrs. Marilyn Hissong, Principal, Hoagland Elementary School; Mrs. Teresa Knoblauch, Principal, Highland Terrace Elementary; Mr. Gregory M. Geise, President of EAEA; and approximately 11 people representing employees, students, patrons and the media.

President Stephen Terry called the meeting to order.

The minutes of the January 29, 2009 Executive Session were approved as presented.
The minutes of the February 3, 2009 Work Session were approved as presented.
The minutes of the February 6, 2009 Executive Session were approved as presented.
The minutes of the February 9, 2009 Executive Session were approved as presented.

The Agenda was approved with the addition of addendums to 2.2 & 5.3 Administrative Contracts - Options 1, 2, and 3 – (Amended Executive Summaries), 2.2 & 5.4 Amendment to Policy 2150 – Administrator Evaluation OR Resolution (Amended Executive Summary), 6.3 Donations, Gifts, and Extracurricular Expenditures, 6.5 Meetings and Conferences, and the addition of 4.2 Incidental Information – EACS and Mullinax Associates, and 6.14 Apply For and Receive Reading Excellence Act Demonstration Project (I-READ) Reading First – Summer Supplemental 2009 Funding Available.

Recognitions:

- Approximately 200 Monroeville Elementary students made Valentine Cards for troops in Iraq. The students wanted to bring cheer into their day and to let them know they are loved and appreciated for all the hard work they are doing to defend our country and for being away from their families for such a long time.
- Each year, the Hoosier Association of Science Teachers, Inc. (HASTI) Board of Directors identifies individuals who have devoted time and effort to this organization beyond what is expected, and they recognize them for their distinguished service. New Haven High School science teacher, Mr. Mark Mettert, has been recognized as a recipient of the Edward L. Frazier Distinguished Service Award. He was presented this award at the HASTI Conference held in February.

Spotlights on Education:

“Elementary Literacy Program”

Ms. Natalie Drummond, Director of Curriculum & Instruction, highlighted current professional development for elementary teachers in the area of Balanced Literacy as well as 6+1 Writing Traits. She shared that two elementary buildings are currently piloting a process that will be used to articulate a core curriculum using forward mapping of the literacy framework instructional strategies. Performance on EACS ISTEP+/GQE literacy standards were also reviewed.

“Middle School Configuration Options”

EACS is committed to providing exemplary programming for all student groups. Dr. Jan MacLean, Deputy Superintendent, presented information examining the possibility of creating middle level student populations, grades 6-8, in all secondary schools that currently have grades 7-12 (Heritage, Woodlan, and Leo). This configuration would allow for better alignment of district-wide curriculum, instructional practices, and professional development for middle level learners.

Section 2.0 Discussion Items

2.1 Cash Tuition Transfers and Waivers

Since the last Board meeting, language in proposed new Policy 5118 was changed to extend the deadline date for cash tuition transfers to May 15th. The Choice transfer deadline date will remain March 15th.

2.2 Administrative Contracts (One Year vs. Two Year)

Three revised Policy options and Executive Summaries were given to the Board. Two of the options propose permanent change in the policy governing the length of

administrators' contracts. The third option suspends the current policy for the 2009-10 school year only. Option Four leaves the current policy as is. Adoption of either of these first two options will also require permanent modification of Policy 2150 to eliminate the current link between an administrator's evaluation and the length of the administrator's contract. Board discussion occurred.

Section 3.0 Public Expressions

None

Section 4.0 Information Items

4.2 Incidental Information

Several Board members had questions regarding procurement cards. Mr. Stahly provided the answers.

The following revised Administrative Policies were promulgated to the Board:

- 3326.1 – Credit Cards and Procurement Cards (see Exhibit A, incorporated herein).
- 4140.26a – Reimbursement of Pre-approved Expenses Related to Educational Work-Related Conferences (Section 4 only) (see Exhibit B, incorporated herein).
- 4146 – Tax Sheltered Retirement Plan – 403(b) (see Exhibit C, incorporated herein).
- 6111.1 – Emergency Closing and Delaying of Schools (Section 5 only) (see Exhibit D, incorporated herein).

-Also provided to the Board was EACS Technology Assessment information.

-Information regarding EACS and Mullinax Associates was given to the Board as information, with formal action recommended for the March 3rd Board meeting.

-The monthly Financial Status Report of the General Fund and Transportation Fund, along with the Financial Report, and the Food Service Activity Report were provided to the Board.

Section 5.0 Action Item

- 5.1 New Administrative Policy 5118 – Cash Tuition Transfers (see Exhibit E, incorporated herein).

Mr. Allgeier moved to accept this new Administrative Policy as written. Mr. Hartman seconded the motion and it was unanimously approved.

- 5.2 New Administrative Policy 5118.5 – Cash Tuition Waivers (see Exhibit F, incorporated herein).

Vice President Kelly moved to accept this new Administrative Policy as written. Mr. Hartman seconded the motion and it was unanimously approved.

- 5.3 Amendment to Policy 2170, Section 3 – Administrator Contract Length (see Exhibit G, incorporated herein).

Mr. Allgeier moved to accept Option 3. Mr. Hartman seconded the motion. The motion passed 5-2, with Mrs. Lightfoot and Ms. Lewandowski opposed.

- 5.4 Resolution for Amendment to Policy 2150 - Administrator Evaluation (see Exhibit H, incorporated herein).

Vice President Kelly moved to accept the Resolution. Mr. Allgeier seconded the motion and it was unanimously approved.

Section 6.0 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:

- 6.1 Approval of payroll claims for the payroll period ending January 2, 2009 in the amount of \$1,919,009.76; and for the payroll period ending January 16, 2009 in the amount of \$1,880,159.04.
- 6.2 Approval of vendor claims: 249832-249846, 250210-250225, 250267-250507; manual checks 5474-5487, 17588-17599; and electronic transfers 011409, 012109, 012309, 0102709, 000920-000944, totaling \$7,231,694.81.
- 6.3 Approval to New Haven Middle School to accept a donation in the amount of \$50.00 from White Tiger Martial Arts. Funds are to be used by the Special Education classes at NHMS for their Winter Festival project.

Approval to Harlan Elementary School to accept a donation in the amount of \$800.00 from Target through their Field Trip Grants Program. This money will be used by their Music Department for choir field trips.

Approval to Southwick Elementary School to accept a donation in the amount of \$700.00 from Target through their Field Trip Grants Program. This money will be used for 1st grade field trips.

Approval to Harlan Elementary School to accept a donation in the amount of \$400.00 from Grabill Bank. The monies will be designated for teachers to purchase teaching materials.

Approval to Leo Jr./Sr. High School to accept a donation in the amount of \$450.00 from Grabill Bank. This money will be placed in LEHS's fund for a new electronic sign.

Approval to New Haven High School to accept a gift of a CP-X253 LCD Projector, with an approximate retail value of \$1,111.11, from New Haven High School teacher, Ms. Pamela Katsimpalis. Ms. Katsimpalis was awarded this projector through DonorsChoose.org. Authorization has been received from the EACS Technology Department to accept and service this projector.

- 6.5 Approval of Meetings and Conferences (see Exhibit I, incorporated herein).
- 6.6 Approval to Apply For and Receive Community Development Block Grant (see Exhibit J, incorporated herein).
- 6.7 Approval of Procurement Card Participation Agreement (see Exhibit K, incorporated herein).
- 6.8 Approval of Proposed School Board Meeting Schedule for 2009-10SY (see Exhibit L, incorporated herein).
- 6.9 Approval of EACS and Bowen Center Agreement (see Exhibit M, incorporated herein).
- 6.10 Approval of EACS and EACS Custodial Association Collective Bargaining Agreement (see Exhibit N, incorporated herein).
- 6.11 Approval of Driver's Education Fees for 2009 (see Exhibit O, incorporated herein).
- 6.12 Approval of Roof Bid Projects 2009 (see Exhibit P, incorporated herein).
- 6.13 Apply for and Receive Supplemental Services for Recently Arrived Refugees (RAR) Grant. Approval of Memorandum of Understanding Regarding Said Grant (see Exhibit Q, incorporated herein).
- 6.14 Approval to Apply For and Receive Reading Excellence Act Demonstration Project (I-READ) Reading First – Summer Supplemental 2009 Funding Available (see Exhibit R, incorporated herein).

Section 7.0 Reports and Comments

Dr. Novotny relayed that the NAACP is partnering with EACS - working with the Harding attendance area schools.

For the 2009-10 school year, the practice of sending kindergarten students from Southwick Elementary School to attend kindergarten at Village Elementary School will continue. Full day kindergarten will be added at Highland Terrace Elementary and Harlan Elementary Schools. Some Board members are interested in charging a fee. This will be reviewed.

President Terry stated that the Superintendent search continues. Both he and Mr. Hartman reiterated that contrary with what the media has stated, there has been no discussion whatsoever regarding the next Superintendent's contract or salary.

The EACS Community Leadership Academy is underway. Among other things, the Academy is a continuation of the Listening Tour dialogue. President Terry recognized audience member Mr. Kent Castleman who is a participant in the Academy.

Section 8.0 Public Expressions

None

Section 9.0 Adjournment

There being no further business, the meeting was adjourned at approximately 8:03 p.m.

These minutes were approved and adopted by the East Allen County Schools Board of School Trustees on March 3, 2009.

EAST ALLEN COUNTY SCHOOLS
BOARD OF SCHOOL TRUSTEES

Secretary
