

**EAST ALLEN COUNTY SCHOOLS
SCHOOL BOARD
MINUTES OF REGULAR MEETING
AUGUST 19, 2008**

At a 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 August 19, 2008, 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 (arrived at 6:34 p.m.)
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; Dr. Jeanne Zehr, Title I Area Administrator; Mrs. Peggy J. Rohrbacher, Director of Human Resources; Ms. Jo Ann Roscoe, Manager of Student Achievement & School Improvement; Mrs. Juanita Tolbert, Director of Early Intervention; and Mrs. Tamyra L. Kelly, Public Relations Liaison. Also present were approximately twenty people representing employees, students, patrons and the media.

President Stephen Terry called the meeting to order.

The minutes of the August 5, 2008 Work Session were approved as presented.

The Agenda was approved with the addition of addendums to 4.2 Incidental Information – Financial Report, 6.3 Donations, Gifts, and Extracurricular Expenditures, 6.4 Personnel Report, 6.5 Meetings and Conferences, and 6.24 Cash Tuition Transfers.

Recognitions:

- Mrs. Julie Labie, Executive Assistant to the Superintendent, recently received a letter of commendation from a patron for going above and beyond her work duties to help a patron after hours.
- Our 2008 Opening Day program provided an excellent start to our school year. Thank you to the Board of School Trustees, Title I Area Administrator Dr. Jeanne Zehr, Deputy Superintendent Dr. Jan MacLean, New Haven High School Principal Eva Merkel and their staffs for the wonderful collaborative effort in putting together a wonderful program and breakfast, with Dr. Eric Cooper of the National Urban Alliance, as the keynote speaker. It was truly a team effort.

- Kudos to and the recognition of Lloy Ball, a 1990 Woodlan High School graduate and a member of the U.S. Olympic Volleyball team.

Spotlights on Education:

Superintendent Novotny presented a draft proposal of District Mission and Vision statements for the Board to start to examine, consider and discuss. These ideas are a result of feedback from the Strategic Planning Committee and sub-committees.

Ms. Jo Ann Roscoe, Manager of Student Achievement & School Improvement provided an overview of local assessments used throughout the District, with special emphasis placed on assessments presently collected at the District level. She fielded questions from the Board. The Board would like for teacher(s) to update them later in the year about specific interventions integrated for specific students and what specific results were achieved.

Section 2.0 Discussion Items

Discussion occurred regarding each economic proposal which was provided by Management and the four Meet and Confer groups: Food Service Employees, Nurses, Paraprofessionals, and Secretaries, prior to formal action being taken later in the meeting.

Section 3.0 Public Expressions

Mrs. Susan Witmer, nurse at Cedarville Elementary School and Mrs. Teresa Stair, nurse at Highland Terrace Elementary School spoke on behalf of the value of the Nurse Trainer position.

Section 4.0 Information Items

Incidental Information

Promulgation of Revised Administrative Policy 4211.5 – Technical Support Personnel (Section 1 only) and Appendix A (see Exhibit A, incorporated herein).

No questions were asked regarding Consent Items.

Section 5.0 Action Items

Nurses:

- 5.1 Revised Adm. Policy 4216, Section 4 (“Additional Floating Hours”) (Joint Proposal) (see Exhibit B, incorporated herein).

Mr. Allgeier moved to accept this proposal. Vice President Janice Kelly seconded the motion, and it passed unanimously.

5.2 Revised Adm. Policy 4216, Section 18 (“Compensation”):

5.2.1 Management Proposal - Section 18: Mr. Allgeier moved to accept this proposal. Ms. Lewandowski seconded the motion. Discussion followed. Mr. Allgeier moved to amend the motion to remove the Nurse Trainer from the policy, effective 01/01/09. Mrs. Lightfoot seconded the motion. Further discussion followed. The amended motion failed 4-3 with Rev. Terry, Ms. Kelly, Mr. Etzler, and Mr. Hartman opposed; therefore the original proposal was brought back to the table. It was approved 6-1 with Mrs. Lightfoot opposed (see Exhibit C, incorporated herein).

5.2.2 Nurses Proposal #1 – Section 18: The Board elected to not accept this proposal.

5.2.3 Nurses Proposal #2 – Section 18: The Board elected to not accept this proposal.

Food Service:

5.3 Revised Adm. Policy 4212.5, Section 18 (“Uniform Allowance/Reimbursement Deadline”) (Joint Proposal) (see Exhibit D, incorporated herein).

Vice President Kelly moved to accept this proposal. Mr. Hartman seconded the motion and it was unanimously approved.

Secretaries:

5.4 Revised Adm. Policy 4215, Section 18 (“Compensation”) (Joint Proposal) (see Exhibit E, incorporated herein).

Mr. Etzler moved to accept this proposal. Ms. Kelly seconded the motion and it was unanimously approved.

5.5 NEW – Establish Year Round Work Year for High School Secretaries (Secretaries’ Proposal)

The proposal died for lack of a motion.

5.6 NEW – Grant Each Secretary Forty (40) Floating Hours (Secretaries’ Proposal)

The proposal died for lack of a motion.

Paraprofessionals:

5.6 Revised Adm. Policy 4215.5, Section 18 (“Compensation”) (Joint Proposal) (see Exhibit F, incorporated herein).

Vice President Kelly moved to accept this proposal. Ms. Lewandowski seconded the motion and it was unanimously approved.

- 5.7 Revised Adm. Policy 4215.5, Section 4 (“Posting Additional Hours”) (Joint Proposal) (see Exhibit G, incorporated herein).

Vice President Kelly moved to accept this proposal. Ms. Lewandowski seconded the motion and it was unanimously approved.

- 5.8 Increase Personal Days from Two (2) to Three (3) (Paraprofessionals’ Proposal)

The proposal died for lack of a motion.

- 5.10 Increase Work Day for Paraprofessionals in Buildings With Longer Instructional Day (Paraprofessionals’ Proposal)

The proposal died for lack of a motion.

- 5.11 Increase Supplemental Retirement Multiplier (Paraprofessionals’ Proposal)

The proposal died for lack of a motion.

Section 6.0 Consent Items

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

- 6.1 Approval of payroll claims for the payroll period ending July 3, 2008 in the amount of \$1,784,393.23; and for the payroll period ending July 18, 2008 in the amount of \$1,684,692.13

- 6.2 Approval of vendor claims: 246184-246204, 246462-246481, 246520-246755; manual checks 5379-5397; and electronic transfers 000778-000795, 070108, 070508, 071008, 071108, totaling \$6,848,425.93.

- 6.3 Approval to Paul Harding High School to accept a donation in the amount of \$250.00, from the Benson, Pantello, Morris, James & Logan Law Offices. Funds are to be used by the Volleyball team for general purposes.

Approval to Paul Harding High School to accept a donation in the amount of \$100.00, from Mr. and Mrs. George Rakes. Funds are to be used by the Volleyball team for uniforms.

Approval to Paul Harding High School to accept a donation in the amount of \$500.00, from Orite Hotels of Indiana Inc.. Funds are to be used by the Football team for general purposes.

Approval to Highland Terrace Elementary School to accept a donation in the amount of \$2,500.00, from the Highland Terrace Elementary School PTO. Funds are to be used to purchase SmartBoards for their classrooms.

Approval to Woodlan Jr./Sr. High to accept donations totaling \$4,450.00, from multiple donors. Funds are to be used to purchase a Simplicity Turf Cruiser, Model 16UVGBT #708562, from Harmony Outdoor Equipment, with a total cost of \$4,450.00 Delivered. Breakdown of donations are as follows: Woodlan Football Booster Club - \$1,500.00; Woodlan Baseball Booster Club - \$1,500.00; Woodlan Softball Booster Club - \$500.00; Woodlan Football Club - \$500.00; and the Woodlan Athletic Department Account - \$450.00.

Approval to East Allen County Schools' Special Services Department to accept a donation in the amount of \$1000.00 from the South Side Optimist Club.

- 6.4 Approval to extend offer of employment to Ms. Kristen Van Buskirk, as a full time mathematics and reading teacher at New Haven Middle School, for the 2008-09 school year.

Approval to extend offer of employment to Ms. Erica Bogan, as a temporary full-time ESL teacher at Southwick Elementary School, for the 2008-09 school year.

Approval to extend offer of employment to Ms. Diane Votaw, as a full time Vocational Home Economics teacher at New Haven High School, for the 2008-09 school year.

Approval to extend offer of employment to Nathaniel Snyder, as a temporary full-time mathematics teacher at New Haven High School, for the 2008-09 school year.

Approval to extend offer of employment to Ms. Krystal Booth, as a part-time elementary art teacher at New Haven Elementary and Meadowbrook Elementary Schools, for the 2008-09 school year.

Approval to extend offer of employment to Ms. Sherry Dawson, as a temporary full-time elementary teacher at Woodburn Elementary School, for the 2008-09 school year.

Approval to extend offer of employment to Ms. Margo Tester, as a temporary full-time Title I Interventionist at Prince Chapman Academy, for the 2008-09 school year.

Approval to extend offer of employment to Ms. Kelli Allen, as a temporary full-time teacher at Prince Chapman Academy, for the 2008-09 school year.

Approval to extend offer of employment to Ms. Amber Johnson, as a temporary full-time elementary teacher at Southwick Elementary School, for the 2008-09 school year.

Approval to extend an offer of employment to Ms. Emilee Holt, as a full-time districtwide ESL teacher, for the 2008-09 school year.

Approval to extend an offer of employment to Mrs. Barbara Craft, as a half-time resource teacher at Woodburn Elementary School, for the 2008-09 school year.

Acceptance of resignation of Ms. Roberta Kay Wells, teacher at Paul Harding High School, effective August 12, 2008.

Acceptance of resignation of Mrs. Sheryl Cobb, paraprofessional at New Haven High School, effective September 19, 2008.

Acceptance of resignation of Ms. Amelia Pflieger, teacher at Hoagland Elementary School, effective August 13, 2008.

Acceptance of resignation of Mrs. Lois Harding, food service employee at Heritage Jr./Sr. High School, effective July 28, 2008.

Acceptance of resignation of Carrie Devlin, an employee of the Transportation Department, effective August 15, 2008.

Acceptance of retirement and termination of employment of Mr. Don Conkle, teacher at New Haven High School, effective August 14, 2008.

- 6.5 Approval of Meetings and Conferences (see Exhibit H, incorporated herein).
- 6.6 Approval to Apply For and Receive Funding to Support Transportation of Students to "The Pact" Forum (see Exhibit I, incorporated herein).
- 6.7 Approval to Apply For and Receive Safe & Drug-Free Schools and Communities Funding (see Exhibit J, incorporated herein).
- 6.8 Approval to Apply For and Receive Title II, Part A ~ Improving Teacher Quality State Grants (see Exhibit K, incorporated herein).
- 6.9 Approval to Apply For and Receive High Ability Gifted/Talented Education Funding (see Exhibit L, incorporated herein).
- 6.10 Approval to Apply For and Receive Non-English Speaking Program Grant SY2008/2009 (see Exhibit M, incorporated herein).
- 6.11 Approval to Apply For and Receive Title III: Language Instruction for Limited English Proficient (LEP) and Significant Influx of Immigrant Students (Immigrant Sub-grant) (see Exhibit N, incorporated herein).
- 6.12 Approval to Apply For and Receive Reading Initiative (see Exhibit O, incorporated herein).
- 6.13 Approval of EACS and Arts United of Greater Fort Wayne Community Partnership Grant Agreement (see Exhibit P, incorporated herein).
- 6.14 Approval of Appropriation Transfer Resolution to Fund an Educational Study of EACS Secondary Schools (see Exhibit Q, incorporated herein).

- 6.15 Approval of EACS and Infinity Business Group Agreement (see Exhibit R, incorporated herein).
- 6.16 Approval of Resolution - Update to ISTA Welfare Benefits Plan – VEBA (see Exhibit S, incorporated herein).
- 6.17 Approval of Copier Contract Between EACS and Advanced Imaging Solutions (see Exhibit T, incorporated herein).
- 6.18 Approval of School Improvement Plans for 2008-09SY (including MEEL, MOEL, NHMS, NHHS, PCA, PHHS, SOEL, and VIEL)
- 6.19 Approval of Memorandum of Understanding Between JAG-Indiana and EACS (see Exhibit U, incorporated herein).
- 6.20 Approval of EACS and Sun Life Assurance Company (Re-Insurance Renewal) (see Exhibit V, incorporated herein).
- 6.21 Approval of Revision to Administrative Policy 4211 – Operational Support Personnel (Section 1 only) and Appendix A (see Exhibit W, incorporated herein).
- 6.22 Approval of East Allen County Schools Administrative Salaries 2008-09 (Amendment)

The Board approved PHHS Athletic Department’s staffing reorganization proposal to move PHHS Administrative Assistant, Mr. C.C. Fullove, up one step on the Administrator salary grid:

Secondary

<u>Name</u>	<u>Salary</u>	<u>Contract</u>	<u>Step</u>	<u>Days</u>	<u>School</u>	<u>Title</u>
Fullove, C.C.	\$80,058	2-year	10	215	Paul Harding	High School/Administrative Assistant/Athletic Director

- 6.23 Approval of Course Fee Schedule (2008-09) Addendum (see Exhibit X, incorporated herein).
- 6.24 Approval of the following cash tuition transfers:

Alexis Meeks	11 th grade	Leo Jr./Sr. High School	New
Grant Meeks	9 th grade	Leo Jr./Sr. High School	New
Zackory Schaefer	12 th grade	Leo Jr./Sr. High School	Renewal
JaMarcus Anderson	9 th grade	Paul Harding High School	New

Section 7.0 Reports and Comments

Dr. Novotny shared that it’s an exciting time of year with school back in session as of Monday. Initial attendance numbers across the District appear to be stable. Opening Day was great. The District’s theme for this school year is “Celebrating High Expectations.”

President Terry expressed his support of high expectations and how we should be like Olympic champions going for the gold.

Section 8.0 Public Expressions

Mrs. Kim Linker addressed the Board and shared information packets with them regarding the proposed CAFO (confined animal feed operation) that may be built two miles from Heritage Jr./Sr. High School, and the potential negative consequences to EACS, should it be approved. Mr. Charles Critchley and Mr. Travis Miller also spoke in agreement with Mrs. Linker.

Section 9.0 Adjournment

There being no further business, the meeting was adjourned at approximately 8:35 p.m.

These minutes were approved and adopted by the East Allen County Schools Board of School Trustees on September 2, 2008.

EAST ALLEN COUNTY SCHOOLS
BOARD OF SCHOOL TRUSTEES

Secretary
