

NOTE: These are “proposed” minutes and will not be approved until the February 7, 2017 School Board Meeting

4:00 p.m.
Administration Center

Tuesday
January 17, 2017

OATH OF OFFICE TO ELECTED BOARD MEMBER – Mrs. Joanna King read her Oath of Office to be a member of the Middlebury Community School Board of Trustees.

BOARD OF FINANCE MEETING

CALL TO ORDER – President David Black called the January 17, 2017, Board of Finance Meeting to order at 4:00 p.m. with all members present. Others in attendance included Jane Allen, Superintendent, James Bromley, Asst. Superintendent, Robby Goodman, Asst. Superintendent, Mark Snyder, Director of Business Services, Jeff Palmer, Director of Grounds and Maintenance and Michelle Willey, Director of Transportation.

ELECTION OF OFFICERS –

- Mr. Souder moved and Mrs. King seconded a motion to appoint Dave Black as President of the Board of Finance. The motion was approved with a vote of 4-0, with Mr. Black abstaining.
- Mr. Miller moved and Mr. Gayler seconded a motion to appoint Robert Souder as Secretary of the Board of Finance. The motion was approved with a vote of 4-0, with Mr. Souder abstaining.

REPORT OF SCHOOL INVESTMENTS FOR THE YEAR – Mr. Snyder, Director of Business Services, reported the following:

- Total interest investment earnings was \$117,761.85.
- First State Bank’s rate of interest (for operational funds) was .62%.

BOARD COMMENTS – None.

ADJOURNMENT – Mrs. King moved and Mr. Gayler seconded a motion to adjourn the Board of Finance Meeting at 4:05 p.m. The motion was approved with a vote of 5-0.

BOARD MINUTES

CALL TO ORDER – President David Black called the January 17, 2017, meeting of the Board of School Trustees to order at 4:05 p.m. All Board Members were present. Others in attendance included Jane Allen, Superintendent, James Bromley, Assistant Superintendent, Robby Goodman, Assistant Superintendent, Mark Snyder, Director of Business Services, Michelle Willey, Director of Transportation and Jeff Palmer, Director of Buildings and Grounds.

SUPERINTENDENT’S REPORT -

Marion Hostetler, Principal at Middlebury Elementary, introduced teachers Patty Prendergast (2nd grade) and Rick Loar (Music) who came to talk about technology and its use in their classrooms. A technology survey was distributed among the MES teachers this past fall which had the following questions:

- What technology is typically being used by you during the day? Email, excel, Microsoft word, etc.
- Do you feel the use of technology is positively influencing your student’s achievement? 95% of teachers believed it was.
- How often are the teachers using technology within their instruction? Most teachers are using it daily.
- What technology is being integrated into your instruction? Teachers are using computer labs, Smart Words, Netbooks, Smartphones, or iPads. The library utilizes Play-a-ways (digital recordings of books) that students can listen to and kindergarten students practice typing every day.
- Horace Mann in Goshen funded 2 iPads for Mrs. Prendergast’s classroom. Her students use them for reading and different skill practices. The iPads are easier for students to use than a regular computer keyboard. Mrs. Prendergast’s favorite app for her students is Seesaw. This software empowers students to document their learning and provides an audience for their work (other students, parents, and teachers). It also gives families an immediate and personalized window into their child’s school day, helping to answer: “What did you do at school today?” Students love to take pictures that they can save to their portfolio. Mrs. Prendergast showed various pictures and videos of students using Seesaw. Parents can only see what their child has in their folder. If there are two

students working together then the parents of each of those students will be able to view their work. This is a wonderful tool to use to communicate with parents. Mrs. Engle, a kindergarten teacher, just got an iPad for her class and the 2nd grade students are helping the kindergarteners learn Seesaw. Mrs. King said one of the things that is cool about this (over the holidays she had done a lot of reading at home) is learning what are the best practices going forward in education. One element is connections with parents. If you want to have success in the classroom you must include parents or invite them to come and part of the process. This is a great way to do it. Not everyone can be in the classroom but this is a way to be involved in what is going on. Mr. Gayler asked how many iPads are at Middlebury Elementary and is there a need for more? Mr. Hostetler indicated MES has three. Mr. Gayler said school corporations have challenges with technology and we are behind with iPads. That's a challenge to the board to figure out a way to have more technology. It's a wonderful way to learn. Mr. Miller questioned how do we keep up with promethium boards, projectors, iPads, computers...do we have the budget to keep up with these? Mrs. Allen said the "refresh" is for actual computers in the classrooms – it's what is determined necessary to be replace. The high school will be the first ones to get new projectors because they were the first to receive them. Eventually they will be replaced. Those are the things MCS struggles with because when we fund a "refresh" for any group it is on a 7 year cycle. When you get a new computer you can't get another one for 7 years. We need to find a way to "refresh" sooner or differently in the future. That cycle was created 15 years ago so we are ready to change. Capital Projects is not able to cover all the new technology we need. Because of the cap losses and cuts in funds we cannot fund it all with Capital Projects. Going forward, we are going to have to find another way to do that. We have used technology leases in the past to help us support technology. It is a puzzle and luckily we have very smart people to figure out what kids will have in their hands. What they should have going forward will keep technology up to date. Mrs. Allen and other administrators have been meeting to go over changing the way they do things and will bring it to the board. Mr. Black asked "what was the biggest deterrent that happened that has caused this problem with our Capital Projects and budget?" "Is it the caps loss?" Mr. Snyder said it was the rate cap and Mrs. Allen said we can't advertise what we need. Mr. Black asked Mrs. Prendergast how she found out about Seesaw. She saw it on Facebook. The Board thanked the teachers for their presentation.

EXPRESSIONS FROM PATRONS – None.

CONSENT AGENDA –

- Minutes from the January 3, 2017 school board meeting
- Claims Lists
- Personnel List
- Financial Statement for December 2016

EMPLOYMENT:

Northridge Middle School

Classified: Andrea Henderson, Golf Coach, 3138-3, Start Date: January 18, 2017
 Trista Peterson, 5 Hour Cafeteria Worker, Start Date: January 18, 2017

Northridge High School

Certified: Andy Williams, Assistant Boys Track Coach, 43280-2, Start Date: January 18, 2017
 Classified: Alicia Hooley, Assistant Girls Track Coach, 43285-1, Start Date: January 18, 2017
 Shawn Puckett, Assistant Boys Track Coach, 43280-1, ½ Stipend, Start Date: January 18, 2017
 Dyrk Miller, Assistant Baseball Coach, 43290-3, Start Date: January 18, 2017
 Chris Malott, Assistant Girls Soccer Coach, 43235-1, Replacing: Thavisith Mounsithiraj
 Start Date: February 1, 2017
 James Greensides, Assistant Baseball Coach, 43290-3, Start Date: January 18, 2017

Transportation Department

Classified: Mark Loving, Sub Bus Driver, Start Date: January 17, 2017

Administration Center

Classified: Mark Diamond, Substitute Police Officer, Start Date: January 18, 2017
 PENDING SUCCESSFUL BACKGROUND CHECK

RESIGNATION:

Northridge High School

Classified: Brian Peters, 6.5 Hour Special Needs One-to-One Para, Effective Date: January 20, 2017
 Tammy Stark, 3.5 Hour Cafeteria Worker, Effective Date: January 11, 2017

Jefferson Elementary School

Classified: Nicollette Meade, 7.5 Hour Building Assistant, Effective Date: February 3, 2017

Middlebury Elementary School

Classified: Mackenzie Bontrager, 5.75 Hour Special Needs One-to-One Para, Effective Date: April 13, 2017

Northridge Middle School

Certified: Sara Tackett, 8th Grade A Volleyball Coach, Effective Date: January 10, 2017

Classified: Matt Judd, 8th Grade Head Football Coach, Effective Date: January 6, 2017

LEAVE 4430:

Northridge High School

Classified: Jessica Brewer, 7.5 Hour Special Education Assistant, From January 3, 2017 to May 5, 2017

EMERGENCY LEAVE:

York Elementary School

Classified: Patricia Mast, Media Center, 5.25 Hours, January 30, 2017

Jefferson Elementary School

Certified: Curt Schwartz, Principal, .5 Day, January 13, 2017

Administration Center

Classified: Ruby Fuentes, District Treasurer, 8 Hours, January 6, 2017

FMLA LEAVE:

Transportation Department

Classified: Craig Baker, Bus Driver, From January 9, 2017 to April 10, 2017

TRANSFER:

Northridge Middle School

Classified: Chris Vollmer, 4.25 Hour Building Assistant, to: 6.5 Hour Building Assistant
Start Date: January 9, 2017

TERMINATION OF EMPLOYMENT:

Northridge Middle School

Classified: Samantha Rodriguez, 3.5 Hour Cafeteria Worker, Effective Date: January 17, 2017

Mr. Miller questioned the Substitute Police Officer position – do we have another substitute police officer? Mrs. Allen said right now we are contracting out. This person will be the person we will call if he is needed. Mr. Miller liked the idea of having a substitute police officer. Mr. Gayler moved and Mr. Souder seconded a motion to approve the Consent Agenda as presented. The motion was approved with a vote of 5-0.

APPROVAL OF 2016 CARRY FORWARD APPROPRIATION AND CONTINUING PROJECTS – Mr. Miller moved and Mrs. King seconded a motion to approve the 2016 Carry Forward Appropriation and Continuing Projects as presented. The motion was approved with a vote of 5-0.

ACCEPTANCE OF “CONFLICT OF INTEREST DISCLOSURE” STATEMENTS – Mr. Souder moved and Mrs. King seconded a motion to approve the Conflict of Interest Disclosure statement for David Black. The motion was approved 4-0, with Mr. Black abstained. Mrs. King moved and Mr. Miller seconded a motion to approve the Conflict of Interest Disclosure statement for Paul Gayler. The motion was approved with a vote of 4-0, with Mr. Gayler abstaining.

APPROVAL OF 2017-2018 SCHOOL BOARD MEETING DATES – Mr. Miller moved and Mr. Souder seconded a motion to approve the 2017-2018 school board meeting dates as presented. The motion was approved with a vote of 5-0.

APPROVAL OF DONATION TO NORTHRIDGE MIDDLE SCHOOL – Mrs. Allen received a request from NMS of a donation for \$500 to the Life Skills class for Ability Day (March 13th) from the Roofers of Local 23 of South Bend. Mr. Miller moved and Mr. Gayler seconded a motion to approve a donation to Northridge Middle School as presented. The motion was approved with a vote of 5-0.

FIELD TRIPS – The school board reviewed the list of field trips.

ANNOUNCEMENTS AND CORRESPONDENCE –

- NHS Girls Basketball game will be this Friday night (it's senior night) and there is a fundraiser “Hoops for Hope” for cancer benefit.
- Science Olympiad invitational will be this weekend with over 60 schools attending. It's amazing to watch and will be held at the high school and the middle school.
- There is a NLC wrestling meet at Northridge Middle School this weekend.
- Good luck to all students participating in these programs!

REQUESTS FOR TRAVEL – Board members reviewed the list of travel requests.

EXPRESSIONS FROM BOARD MEMBERS –

- Mr. Souder thanked the teachers for their expertise and interest and sharing it with their students. He can tell the students are excited.
- Mr. Black thanked Mrs. Prendergast and Mr. Loar for their presentation. The board always enjoys hearing what is going on in the schools.

OTHER BUSINESS – None.

ADJOURNMENT – Mr. Souder moved and Mr. Miller seconded a motion to adjourn the January 17, 2017 meeting of the School Board of Trustees at 4:45 p.m. to Executive Session. The motion was unanimously approved with a vote of 5-0. The next scheduled school board meeting will be on February 7, 2017 at 4:00 p.m. at the Administration Center.

David Black, President

Joanna King, Vice President

Robert Souder, Secretary

Scott Miller, Member

Paul Gayler, Member