

NOTE: These are "proposed" minutes and will not be approved until the March 21, 2017 School Board Meeting

4:00 p.m.
Administration Center

Tuesday
March 7, 2017

BOARD MINUTES

CALL to ORDER – President David Black called the March 7, 2017, meeting of the Board of School Trustees to order at 4:00 p.m. all members, with the exception of Paul Gayler, were present. Others in attendance included Jane Allen, Superintendent, Robby Goodman, Asst. Superintendent, Mark Snyder, Director of Business Services, Jeff Palmer, Director of Buildings and Grounds, and Michelle Willey, Director of Transportation.

SUPERINTENDENT'S REPORT – Mrs. Allen wanted to recognize those athletes who medaled at the state level competition for wrestling and swimming. Conner Graber received 7th at IHSAA Wrestling State Competition in the 182 class; Coach Highley mentioned that it was our first at state for wrestling at Northridge since 2009. Mrs. Allen then introduced the swim team and Coach Keller shared their accomplishments. Sara Troyer for IHSAA State Girls Diving medalist; and the following athletes for state medalists in IHSAA State Girls Swimming: Katie Hughes, Sydnee Emerson, Lauren Miller, Jenna Nethercutt, Kenzie Weber; and for IHSAA State Boys Swimming: Joey Garberick, Bryce Brouillette, Spencer Lehman, Connor Glenn, Matthew VanCoppennolle, Stephen Kiser and Camden Koch. Coach Keller shared the various accomplishments of this year's athletes and stated that girls' team brought home 10 state medals, and the boy's team brought home 11 state medals. Coach Keller also wanted to thank the board and the school corporation for affording them the facilities and the means to be able to develop such a successful program and for the support that has been shown. Mr. Black responded that there are lots of things that we can give as a school corporation, as facilities, good coaching; but what we can't give is the desire. The desire comes from you as an athlete; you did the work and you deserve the recognition and reward. We thank you for representing our school in such a great way.

EXPRESSIONS from PATRONS – None

ACTION ITEMS

CONSENT AGENDA –

- Minutes of the February 21, 2017 School Board Meeting and Executive Session
- Claim Lists
- Personnel List
- Donations

Mr. Black entertained a motion to accept the Consent Agenda as presented. Mrs. King motioned and Mr. Miller seconded. The motion carried with a vote of 4-0.

EMPLOYMENT:

Northridge Middle School

Classified: Cynthia Ingling, 2.5 Hour Cafeteria Worker **Start Date:** March 8, 2017

York Elementary School

Certified: Morgan Shepherd, Temporary 3rd Grade Teacher
Covering Jeslyn Lewton's Leave **Start Date:** March 20, 2017

Classified: Alissa McClane, 5.5 Hour Instructional Assistant
Replacing: Leah Robinson **Start Date:** March 13, 2017

Northridge High School

Certified: Joel Sienicki, Special Education Teacher
Replacing: Holly Brinker **Start Date:** April 10, 2017 Pending successful Background Check

Classified: Samantha Hartzell, Receptionist
Replacing: Maribeth Rhodes **Start Date:** March 23, 2017

Classified: Jennifer McFarland, 3.5 Hour Cafeteria Worker
Replacing: Tammy Stark **Start Date:** March 8, 2017

Jefferson and Middlebury Elementary School

Certified: Julie Shyposki, Temporary Art Teacher
Replacing: Covering Emily Holt's Leave 3430 **Start Date:** April 26, 2017

RESIGNATION:

Northridge Middle School

Classified: Lisa Nixon, 6.5 Hour Autism Para Effective Date: March 17, 2017

Heritage Intermediate School

Classified: Samantha Hartzell, 7.5 Hour Building Assistant Effective Date: March 23, 2017

Orchard View Elementary School

Classified: Alissa McClane, 6 Hour Autism Para Effective Date: March 10, 2017

EMERGENCY LEAVE:

Northridge Middle School

Classified: Joylyn Peak, 7.5 Hour Special Education Assistant
7.5 Hours, March 9, 2017

York Elementary School

Certified: Megan Coryell, Instructional Guide
7.5 Days: May 17,18,19,22,23,24,25,26 (.5 day), 2017

Administration Building

Classified: Marilyn Cook, Payroll and Benefits Coordinator
6.5 Days: April 27 (.5 day), April 28, May 1, 2,3,4,5, 2017

Northridge High School

Classified: Laura Snow, 7.5 Hour Special Education Assistant
.07 Hours, February 15, 2017

Middlebury Elementary School

Certified: Lori Hochstetler, Math Coach
1 Day, March 3, 2017

FMLA LEAVE:

Jefferson Elementary School

Certified: Jeremy Lehman, 2nd Grade Teacher
From March 9 to March 20, 2017

RETIREMENT:

Transportation Department

Classified: Wilbur (Willie) Miller, Bus Driver
Effective Date: November 30, 2016

APPROVAL for SUMMER SCHOOL –

Dr. Goodman shared that we have applied for the estimated reimbursement for the summer school program that is similar to what we've had in the past. Northridge Middle School will have Language Arts and Math Remediation to be extended a few extra weeks. Northridge High School will have a Language Arts Lab which will be Language credit Recovery for grades 9-12; Algebra I, Physical Education, US Government, Health & Wellness. At the Elementary Level, we have IREAD for those that did not pass and don't have the waiver. Pretty typical to what we've done in the past, depending on the numbers, we have put in for three PE teachers at the high school level. The hiring will depend on the number of students enrolled in the summer school program.

Mrs. King inquired as to why we would offer PE and Health & Wellness during the summer program. Dr. Goodman responded with that it helps to "free-up" the student's schedule, allowing them to participate in the IB program or such things as, Choir and Band. Mr. Black asked for a motion to accept the Approval for the Summer School Program as presented. Mr. Souder motioned and Mr. Miller seconded. The motion carried with a vote of 4-0.

APPROVAL of RESOLUTION to AUTHORIZE Ruby Fuentes to REPRESENT the SCHOOL CORPORATION

Mrs. Allen explained that this step is taken every year to authorize our Accounts Payable to contact and resolve those accounts that are outstanding and need to go to court for collection of past due book rental. This resolution allows Ruby Fuentes to represent our school corporation in regards to when those situations are deemed necessary.

Mrs. King entertained a motion to accept the approval of Resolution to Authorize Ruby Fuentes to represent the school corporation in small claims court for the purpose of book rental collection. Mr. Souder seconded. Motion carried with a vote 4-0.

CONSIDER REQUEST to APPLY for TITLE I FUNDS

Mrs. Allen again stated that this is a formality that needs to be approved every year; needing board approval to submit our application for Title I funds. Mr. Souder asked for a motion to approve the Request to Apply for Title I Funds. Seconded by Mr. Miller. Motion carried with a vote of 4-0.

CONSIDER APPROVAL of BOARD POLICIES on FIRST READING

Mrs. Allen explained that most of the policies are either new or revised or have a technical correction so that they can be in place for us to be compliant with all the new regulations and statutes. The following is a summary description of those policies:

School Board Policies – New and Revised

These policies were created and/or revised to reflect the current state of the law.

1521; 3121;4121;8120;8121;8340 – Personal Background Checks and Mandatory Reporting of Convictions and Substantiated Child Abuse and Arrests Revised

- The changes in all of these policies change reflect the new requirements that expand the required background check to include a child protection index check. The change also indicates that school corporations disclose to another school seeking a reference any known incident in which the employee committed an act resulting in a substantiated report of child abuse or neglect. That would also make any confidentiality agreement entered into or amended after June 30, 2016 unenforceable.

1619 – Group Health Plans (Administrative) NEW

- This new policy basically is now in the administrative section of the policies and reflects that we are in compliance with the Affordable Care Act. It will read the same as policy 3419.
- **1619.01 – Privacy Protections of Self-Funded Group Health Plans** NEW
 - This policy puts the wording in place from the 3419.01 policy with revisions to match the new language of the Affordable Care Act for Self-Funded Group Health Plans. It clarifies the duties and responsibilities of the Privacy Official (Director of Personnel) and Security Official (Director of Business) for MCS.
- **1619.03 – Patient Protection and Affordable Care Act** NEW
 - This is a new policy that notifies employees of health insurance options.

3419 – Group Health Plans (Certified Staff) Revised

- The revision in this policy changes the wording of the old policy to reflect the Affordable Care Act and minimum value coverage.
- **3419.01 - Privacy Protections of Self-Funded Group Health Plans** Revised
 - This policy clarifies the duties and responsibilities of the Privacy Official (Director of Personnel) and Security Official (Director of Business) for MCS.
- **3419.03 – Patient Protection and Affordable Care Act** NEW
 - This is a new policy that notifies employees of health insurance options.
- **3420 – Health Insurance Benefit** DELETE
 - This policy no longer applies.

4419 – Group Health Plans (Classified Staff) Revised

- The revision in this policy changes the wording of the old policy to reflect the Affordable Care Act and minimum value coverage.
- **4419.01 - Privacy Protections of Self-Funded Group Health Plans** Revised
 - This policy clarifies the duties and responsibilities of the Privacy Official and Security Official (Director of Personnel for MCS).
- **4419.03 – Patient Protection and Affordable Care Act** NEW
 - This is a new policy that notifies employees of health insurance options.
- **4420 – Health Insurance Benefit** DELETE
 - This policy no longer applies.

2623 – Student Assessment Revised

- This policy changes what we currently call ISTEP to the “State Board approved state-wide achievement test”. It also changes the way Algebra 1 is written.

3124 – Employment Contracts with Professional Employees **Revised**

- This policy change adds a section that describes the 30 day stipulation for hiring an employee that is currently under contract in another public school.

5340.01 – Student Concussions and Sudden Cardiac Arrest **Revised**

- This policy ensures that we follow all of the statutory requirements for hiring and training our coaches.

8455 – Coach Training **Revised**

- This policy ensures that we follow all of the statutory requirements for hiring and training our coaches.

5460 – Graduation Requirements **Revised**

- The revision of this policy incorporates the statute from House Enrolled Act 1219 that protects the rights of students with disabilities. It does not allow districts to deny a diploma because students did not complete credits that exceed State requirements.

5530 – Drug Prevention **Revised**

- The policy revision refers to the Safe School Committee for addressing and implementing the Safe and Drug Free Schools and Communities Act.

5830 – Student Fundraising **Revised**

- This revisions in this policy address and regulate the growing interest in “Crowdfunding” options available on the internet (Donors Choose, Go Fund Me, etc.) for school purposes. It places the Superintendent in charge of determining approval of such options.

6605 – Crowdfunding **NEW**

- This new policy addresses and regulates the growing interest in “Crowdfunding” options available on the internet (Donors Choose, Go Fund Me, etc.) for school purposes. It places the Superintendent in charge of determining approval of such options.

9700 – Relations with Special Interest Groups **Revised**

- The revisions to this policy address and regulate the growing interest in “Crowdfunding” options available on the internet (Donors Choose, Go Fund Me, etc.) for school purposes. It places the Superintendent in charge of determining approval of such options.

6700 – Fair Labor Standards Act (FLSA) **Revised**

- These policy revisions allows us to be compliant with exemptions for employees from minimum wage and overtime with the changes in the FLSA that changed January 1.

7540 – Technology **Revised**

- The substantive changes in this policy change the title of the policy to a term that is more expansive and inclusive. The changes also clarify information concerning the corporation Technology Plan, social media, students and staff use of resources.

7540.01 – Technology Privacy **Revised**

- Changes update the current policy to reflect the changes in the bylaws and other Technology policies.

7540.02 – Web Content, Services, and Apps **Revised**

- Changes update the current policy to reflect the changes in the bylaws and other Technology policies. It also draws attention to the compliance requirements for the corporation website from the Office of Civil Rights.

8330 – Student Records **Revised**

- This policy revision reflects the addition of the statute from House Enrolled Act 1209 which provides the requirements for students to earn a functional and practical workplace Spanish designation on the student’s high school transcript.

8405 – Environmental Health and Safety Issues – Indoor Air Quality, Animals in the Classroom, and Idling Vehicles on School Property **Technical Correction**

- There is a technical correction to omit references to guidelines that do not exist in Indiana.

Mr. Black motioned for Approval of Board Policies on First Reading. Mrs. King motioned and Mr. Miller seconded. Motion carried 4-0.

UNFINISHED BUSINESS – None.

FIELD TRIPS – The board reviewed a list of field trips. Dr. Goodman stated that it's a short list; to highlight, we have the ISSMA Middle School Choir at Goshen Middle School; Math Counts State Championship at Purdue University; JAG students from NHS attending the Michiana College Fair.

ANNOUNCEMENTS AND CORRESPONDENCE – Mrs. Allen wanted to share that the board has an invitation from the Middle School for "Ability Day" on March 13th. This year they have partnered with 7 different elementary schools and pre-school needs classes; they will be hosting a carnival and connecting one-on-one with 8th graders.

ANNOUNCEMENT for ALL PARENTS ... Beginning the 2017-2018 school year, our transportation department will not allow alternate stops. Everyone will get one pick-up in the morning and one drop-off in the afternoon. Further information will be sent home to parents.

REQUESTS FOR TRAVEL – Dr. Goodman presented the requests for travel to the board.

EXPRESSIONS FROM BOARD MEMBERS –

- Mrs. King expressed how impressed she is with our athletes; the lessons learned serve them well in their life experiences. Their dedication that is shown does pay off, not just here in school but in the "real" world. May they be able to look back on their years at Northridge and realize that all the things have learned here have set them up for success. Congratulations to all of them.
- Mr. Souder always encouraged students/young adults to be involved in team activities because they tend to set extreme high goals; you may not reach all of them, however, you work together and you solve and encourage one another to achieve. Continue to shine!
- Mr. Miller appreciated the students taking time to come in and share their successes with us. I just wish to congratulate them.
- Mr. Black wished to add to what's already been mentioned that our girls' basketball team made it all the way to semi-state. We did not have class basketball years ago; the top 4 teams would go down to state to compete. If you lost the first round, you were considered in third place. I would like to go on the record saying that with Homestead (who we lost to) won the state championship; puts us third in the state. And that would be a "podium" finish, my hat is off to the girls' basketball program for all that they achieved. They may not have been here at the meeting, but need the same recognition. All board members agreed.

OTHER BUSINESS – None.

ADJOURNMENT – Mrs. King moved and Mr. Miller seconded a motion to adjourn the March 7, 2017 meeting of the School Board of Trustees at 4:30 p.m. The motion was unanimously approved with a vote of 4-0. The next scheduled school board meeting will be on March 21, 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