

**EAST ALLEN COUNTY SCHOOLS
SCHOOL BOARD
MINUTES OF WORK SESSION
JULY 7, 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 July 7, 2009, with the following members present:

Janice A. Witte, President
Leland L. Etzler, Vice President
Stephen L. Terry, Sr., Secretary
Terry Jo Lightfoot, Assistant Secretary
William D. Hartman
Richard A. Allgeier

The following EACS Administrators were in attendance: Dr. Karyle Green, Superintendent; Dr. Janet MacLean, Deputy Superintendent; Mr. Kirby Stahly, Chief Financial Officer; Mrs. Connie DeLong, Executive Director of Special Services; Dr. Jeanne Zehr, Title I Area Administrator; Mrs. Peggy J. Rohrbacher, Director of Human Resources; Mrs. Natalie Drummond, Director of Curriculum & Instruction; and Mrs. Tamyra L. Kelly, Public Relations Liaison. Also present were Mr. Pat Lortie, President of EACS Custodial Association; and approximately ten people representing employees, students, patrons and the media.

President Stephen Terry called the meeting to order.

The election of the office of School Board President was conducted by President Terry. President Terry nominated Mrs. Witte for the office of President. Hearing no other nominations, Mr. Etzler moved that the nominations be closed. Mrs. Witte was elected President by unanimous consent (6-0).

President Witte conducted the remainder of the election of officers. Election was held for the office of Vice President. Rev. Terry nominated Mr. Etzler for the office of Vice President. Hearing no other nominations, the nominations were closed. Mr. Etzler was elected Vice President by unanimous consent (6-0).

The election for the office of Secretary was then held. Mr. Hartman nominated Rev. Terry for the office of Secretary. Hearing no other nominations, the nominations were closed. Rev. Terry was elected Secretary by unanimous consent (6-0).

Nominations for the position of Assistant Secretary were received. Mr. Etzler nominated Mrs. Lightfoot for the office of Assistant Secretary. Hearing no other nominations, the nominations were closed. Ms. Lightfoot was reelected Assistant Secretary by unanimous consent (6-0).

It was recommended that the appointments of Mrs. Lois Goeglein as Treasurer and Mrs. Geri Freiburger as Deputy Treasurer of the corporation be continued for the coming year. Vice President Etzler moved that the appointments be approved as recommended, and Mr. Hartman seconded the motion. The motion passed unanimously (6-0).

It was recommended that Mr. Doug Roemer, Director of Facilities, and Board Member Leland Etzler be re-appointed as members of the Common Wage Committee for the coming year. Secretary Terry moved that the appointments be approved as recommended, and Mrs. Lightfoot seconded the motion. The motion passed unanimously (6-0).

The minutes of the June 16, 2009 Public Hearing (Wellness) were approved as presented. The minutes of the June 16, 2009 Regular Board Meeting were approved as presented. The minutes of the June 30, 2009 CPF Budget Work Session were approved as presented.

The Agenda was approved with the addition the tabling of 2.2 Administrator Pay Freeze – Revision A, 2.3 Revised Administrative Policy 2170 – Administrator Compensation and Benefits (Sections 2, 3, and 9), and 2.4 Revised Administrative Policy 2170.05 – Administrator Salary Groups; the moving of Discussion Items 2.5 and 2.6 to Consent Items 4.14 Revised Administrative Policy 4211.5 – Technical Support Personnel (Appendix A), and Revised Administrative Policy 4213 - Academic Support Personnel (Sections 1,3,10,19 and Appendix A); the addition of addendums to 4.2 Personnel Report; and the addition of 2.8 Legal Services, 2.9 Meet and Confer, 2.10 Process for Review of Transportation Services, 3.2 Apply For and Receive ARRA Title I Stimulus Funding, 4.16 Apply for and Receive Title II, Part D - CADRE 2 Funding, and 4.18 EACS and Olin B. and Desta Schwab Foundation (Navigation 101).

Section 2.0 Discussion Items

2.1 Review of Annual Reports

Review/open discussion occurred regarding the annual Instructional Audit Report requested by the Board.

2.2 Administrator Pay Freeze – Revision A

Tabled for a future meeting.

2.3 Revised Administrative Policy 2170 – Administrator Compensation and Benefits (Sections 2, 3, and 9)

Tabled for a future meeting.

2.4 Revised Administrative Policy 2170.05 – Administrator Salary Groups

Tabled for a future meeting.

2.5 Revised Administrative Policy 4211.5 – Technical Support Personnel (Appendix A)

Moved to Consent Item 4.14.

2.6 Revised Administrative Policy 4213 - Academic Support Personnel (Sections 1,3,10,19 and Appendix A)

Moved to Consent Item 4.15.

2.7 Other Issues of Interest to the Board

None.

2.8 Legal Services

Dr. Green has been in touch with law firms and will be bringing a recommendation for future legal representation to the Board at the July 21st Board meeting.

2.9 Meet and Confer

Management proposals related to economic issues for the Food Service Employees, Nurses, Paraprofessionals, and Secretaries were given to the Board as information, with recommended formal action to take place at the July 21st Board meeting.

The Board has requested that beginning with the 2009-10 school year, any employee proposals or counter-proposals to management's recommendations be submitted by no later than one Board meeting prior to the meeting where formal action will be taken. This will give the Board and administrators time for proper consideration of the proposals received.

2.10 Process for Review of Transportation Services

Dr. Green will be establishing a committee to hear appeals regarding unresolved issues that patrons may have.

Section 3.0 Information Items

The Board asked no questions regarding Consent Items.

3.2 Incidental Information

-The Second Quarter 2009 Allocation/Grant Awards for EACS report was given to the Board as information.

-Approved at the June 16, 2009 meeting, the Resolution Re: Accrued Vacation Days & Addendum to Dr. Novotny's Contract were signed at tonight's meeting (see Exhibit A, incorporated herein).

-Board members' and administrators' Conflict of Interest forms were presented to the Board for information purposes and execution (see Exhibit B, incorporated herein by reference). These forms are filed annually with the Clerk of Allen County Court and the State Board of Accounts, according to Indiana statute.

-The Delegation of Authority in the absence of the Superintendent was reviewed and approved by the Board. Board Policy 3005 provides: "...the Superintendent shall designate at least two administrators to be familiar with Board and Superintendent issues, management styles, and Board policies." In the absence of the Superintendent, Dr. Janet MacLean - Deputy Superintendent or Mr. Kirby Stahly - Chief Financial Officer will be designated authority and responsibility for the district. The Superintendent will inform the Board prior to any absence which administrator will be the Superintendent's designee during the period of absence.

The following information was given to the Board as information, with formal action recommended for the July 21st Board meeting.

- EACS – Administrators VEBA Amendment #2
- Resolution to Transfer Funds – Textbook Rental Fund
- Apply For and Receive Professional Development Grant
- Apply For and Receive ARRA Title I Stimulus Funding
- MOU Between EACS and Anthony Wayne Services

Section 4.0 Consent Items

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

4.1 Approval of vendor claims: 253101-253466 totaling \$845,318.11.

4.2 Approval to extend offer of employment to Ms. Kelli Linson, as a full time special education teacher at New Haven Middle School, for the 2009-2010 school year.

Approval to extend offer of employment to Mr. Ty Wannemacher, as a full time teacher at Highland Terrace Elementary School, for the 2009-2010 school year.

Approval to extend offer of employment to Ms. Alicia Weddler, as a full time special education teacher at New Haven High School, for the 2009-2010 school year.

It is recommended that the Board extend an offer of employment to Mr. Adam Zwiebel, as the full time elementary art teacher between Hoagland Elementary and Monroeville Elementary Schools, for the 2009-2010 school year.

Acceptance of retirement and termination of employment of Mrs. Joyce Gepfert, Facilities Coordinator, effective June 11, 2010.

Acceptance of retirement and termination of employment of Mr. John Brier, teacher at Heritage Jr./Sr. High School, effective at the end of the 2008-09 school year.

Denial of leave of absence to Ms. Danielle Kipsey, teacher at New Haven Elementary School, for the 2009-2010 school year to accompany her husband on a new job placement.

Approval to terminate Mr. Tristan King, paraprofessional at Paul Harding High School, effective June 19, 2009.

- 4.3 Approval of Meetings and Conferences (see Exhibit C, incorporated herein).
- 4.4 Apply For and Receive Early Literacy Intervention Funding for 2009-10SY (see Exhibit D, incorporated herein).
- 4.5 Apply For and Receive 2009-10 Section 619 of Part B, IDEA Funding (see Exhibit E, incorporated herein).
- 4.6 Apply For and Receive 2009-10 P.L. 108-446, Part B, IDEA Pass-Through Funding (see Exhibit F, incorporated herein).
- 4.7 Apply For and Receive 2009-10 P.L. 108-446, Part B, IDEA Pass-Through Carry Over Funding (see Exhibit G, incorporated herein).
- 4.8 Apply For and Receive Title I Program Funding for 2009-10 (see Exhibit H, incorporated herein).
- 4.9 EACS and Indiana Department of Workforce Development (WOHS) (see Exhibit I, incorporated herein).
- 4.10 EACS and Indiana Department of Workforce Development (NHHS) (see Exhibit J, incorporated herein).
- 4.11 EACS and Indiana Department of Workforce Development (NHHS) (see Exhibit K, incorporated herein).
- 4.12 EACS and Safe Hiring Solutions, LLC (see Exhibit L, incorporated herein).
- 4.13 Approval of Cash Tuition Transfers

The following request cash tuition transfers for the 2009-2010 school year. Proper deposit has been received.

Brynn Lewandowski	Kindergarten	Cedarville Elementary School	New
Grant Meeks	10 th grade	Leo Jr./Sr. High School	Renewal
Alexis Meeks	12 th grade	Leo Jr./Sr. High School	Renewal

- 4.14 Revised Administrative Policy 4211.5 – Technical Support Personnel (Appendix A) (see Exhibit M, incorporated herein).
- 4.15 Revised Administrative Policy 4213 - Academic Support Personnel (Sections 1, 3, 10, 19 and Appendix A) (see Exhibit N, incorporated herein).
- 4.16 Apply for and Receive Title II, Part D - CADRE 2 Funding (see Exhibit O, incorporated herein).
- 4.17 EACS and Olin B. and Desta Schwab Foundation (Navigation 101) (see Exhibit P, incorporated herein).

Section 5.0 Adjournment

There being no further business, the meeting was adjourned at approximately 7:12 p.m.

These minutes were approved and adopted by the East Allen County Schools Board of School Trustees on July 21, 2009.

EAST ALLEN COUNTY SCHOOLS
BOARD OF SCHOOL TRUSTEES

Secretary

