

## NORTHWESTERN SCHOOL CORPORATION

AUGUST 10, 2017, 7:00 P.M.  
NORTHWESTERN HIGH SCHOOL LIBRARY  
3431 N 400 W, KOKOMO IN 46901

The Board of School Trustees met in regular session at 7:00 P.M. on August 10, 2017 at the Northwestern High School Library. All Board members were present except Ted Merrell who joined the meeting via Facetime, as well as Ryan Snoddy, Blake Betzner, Jamie Shepherd and Michele Short, and 6 interested parties. Jonathan Underwood opened the meeting with prayer. The minutes of the July 20, 2017 meeting were presented and unanimously approved following a motion made by Steve Jones and seconded by Janet Lovelace. The agenda was unanimously approved on a motion made by Jonathan Underwood and seconded by Steve Jones.

### I. SUPERINTENDENT'S REPORT

- A. **Staffing and Enrollment Report:** Mr. Snoddy shared enrollment numbers by grade level and building based on the first couple of days of school. Of concern is the number of 1<sup>st</sup> graders at NES. By consensus the Board granted Mr. Snoddy authority to either create an additional section and hire an additional teacher, or hire an additional instructional assistant to accommodate the needs at NES.
- B. **Treasurer's Report:** Ms. Shepherd shared the 2018 Budget Preparation schedule for the Board's information. A special meeting is scheduled for Sept. 28 for adoption of the 2018 budget. She also submitted for the Board's review the Appropriation Summary Report and the June Fund Report.
- C. Scott Simmons reported that I-pad covers were received for the high school. He thanked HS staff members for their assistance in getting i-Pads ready for distribution.

### II. CLAIMS AND FINANCIAL

Steve Jones made the motion to approve claim vouchers in the amount of \$725,387.69 and 3 payroll claim listings totaling \$624,103.91. Jonathan Underwood seconded; motion passed unanimously.

### III. PERSONNEL

The following personnel recommendations were unanimously approved following a motion from Jonathan Underwood and second from Janet Lovelace:

- A. Accept the resignations of **Autumn Brady**-MS Library Clerk, **Stephanie Perez**-MS Spec Ed IA, **Amber Altman** – Food Service, and **Jennifer Morrow**-NES Instructional Assistant.
- B. Approve the employment of the following support staff, per the current support staff salary and benefits schedule, effective the 2017-18 school year:
  - 1. **Miriam Storie** – MS Library Clerk, 190 days, 5.5 hrs/day with 2 years' experience;
  - 2. **Stephanie King** – NES IA – Spec Ed., 180 days, 5.5 hrs/day;
  - 3. **Sena Creppy** – MS Instructional Assistant,
  - 4. **Darrell Cockrell** – High School Instructional Assistant/Study Hall Supervisor, 180 days, 6.5 hrs/day;
  - 5. **Caitlyn Shotwell** – NES Instruct. Assistant, 180 days, 3 hrs/day;
  - 6. **Patty Addison** – Part-Time Food Service Dept, 3.5 hrs/day
- C. Approve MS extra-curricular assignments as recommended by Mr. Davis, and per Appendix B to include: **Marissa Shrock** – Academic Coach Coordinator, Academic Coach, Spell Bowl; **Vickey Zehringer** – Academic Coach, **Jennifer Bowen** – Academic Coach-2 positions; **Rachele Temme** – Yearbook; **Jeremy Leazenby-Bruce** – Student Council, 8<sup>th</sup> Team Leader; **Jacob Everetts** – Drama Director; **Lorri Schuler** – 7<sup>th</sup> Team Leader; **Ryan Kean** – after school detention supervisor, Junior Honor Society; **Michael Carmain** – MS Robotics; **Jeremy Snyder & Jon Rodgers** – sharing MS Band.
- D. Approve Howard's extra-curricular assignments as recommended by Mrs. Lanie, and per Appendix B to include: Diana Schaaf – Spell Bowl, Jordan Nelson – Math Bowl, Conya Gaier – Student Council, Maureen Davis – Science Fair, Jon Rodgers – NEO Select Choir, and Jake Everetts – NEO Art.

In further action, Jonathan Underwood made the motion to approve the recommendation to grant Ciera Lovelace 3 years' experience on the salary/benefits schedule. Mrs. Lovelace was approved at the last meeting. Steve Jones seconded; motion passed with Janet Lovelace abstaining.

**IV. CONSIDER ACTION WITH REGARD TO THE SUPERINTENDENT'S CONTRACT**

In compliance with Indiana Code 20-26-5-4.3(a), the Board held a public hearing to discuss and hear objections to and support for the superintendent's proposed contract at the July 20<sup>th</sup> meeting. Janet Lovelace made a motion to approve the terms of the superintendent's contract. Jonathan Underwood seconded and motion passed unanimously. The contract is a three-year contract for 12-month employment annually, and includes a base salary of \$112,000, annuity of \$10,000, insurance contribution of \$21,263.60 and 20 paid vacation days per year.

**V. CONSIDER ACTION TO APPROVE SUBSTITUTE TEACHERS FOR THE 2017-18 SCHOOL YEAR**

The Board unanimously approved the substitute roster for the 2017-18 school. The motion was made by Steve Jones and seconded by Jonathan Underwood.

**VI. CONSIDER ACTION TO APPROVE OFF ROADWAY SCHOOL BUS LOADING AND UNLOADING AREAS**

Per IC 9-21-12-13(b), Jonathan Underwood made the motion to approve the following locations as a Off roadway school bus loading and unloading areas: 3860 N 00 EW on the route of Phil Burton; and US31 N at approx. 575 N frontage road on the route of Tom Etherington. The board unanimously approved following a second from Janet Lovelace.

**VII. CONSIDER ACTION TO ADOPT NEOLA POLICY 3220.01 ON SECOND READING**

Policy 3220.01 regarding Teacher Appreciation Grants was presented for adoption on second reading. Steve Jones made the motion to adopt on second reading; Jonathan Underwood seconded and motion passed unanimously.

**VIII. CONSIDER ACTION TO ADVERTISE THE PROPOSED 2018 BUDGET**

Mrs. Shepherd requested permission to advertise the 2018 budget. Janet Lovelace made the motion to approve, Steve Jones seconded and motion passed unanimously.

**IX. CONSIDER ACTION TO APPROVE SUPPORT STAFF HANDBOOK**

The Support Staff Handbook was submitted for the Board's approval. Steve Jones made the motion to adopt as presented. Jonathan Underwood seconded and motion passed unanimously. Mr. Snoddy thanked Blake Betzner, Jamie Shepherd, Michele Short and Sheila Lamb for their work in compiling multiple handbooks into one Handbook.

**X. PUBLIC COMMENTS**

**XI. BOARD COMMENTS**

Ted Merrell made comment with regard to Wind Energy reports.

There being no further business, Steve Jones made a motion to adjourn. Janet Lovelace seconded and the board adjourned 7:40 p.m.

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President

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Vice President

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Secretary

Next Meeting – Sept. 14, 2017 – Northwestern High School Library – 7:00 P.M.