

Northwestern Consolidated School District of Shelby County

Board of School Trustees

NWCSD of Shelby County Board Room
Wednesday, December 12, 2012
7:00pm - 9:00pm

Regularly scheduled meeting of the Board of School Trustees

Present: Mr. John Merlau, J.D., Board President; Mr. Jeremy Miller, Board Vice President; Mr. Ken Polston, Board Secretary; Mr. Tim Kelly, Board Member; Mr. Terry Morgan, Board Member; Mrs. Mary Pardue, Board Member; Mr. Chris Hoke, Director of Operations and Finances; Mr. Doug Seagrave, J.D., Director of Athletics and Facilities; Mrs. Kathy Cord, Administrative Assistant; Dr. Shane Robbins, Superintendent; Mrs. Laura Mullen, Corporation Treasurer; Mr. Rick Persinger, Board Member; Mr. Todd Welty, Board Member

1 SPECIAL RECOGNITION

Minutes

Meeting began at 7:00 by honoring outgoing board member Rick Persinger's 16 years of service on the school board. Dr. Robbins named committees that Mr. Persinger served on, offices he held and projects completed during his tenure. Former superintendents Ellen Welk, Larry Moore, Mary Giesting, former curriculum director Bob Pychinka and Blue River Career Center director Steve Shaw attended and extended their appreciation and thanks for his service.

2 Regular Session 7:00-8:00 p.m.

Mr. John Merlau, J.D., Board President

2.1 Call to Order

Mr. John Merlau, J.D., Board President

Minutes

The board meeting was officially called to order at 7:15. All board members were in attendance. Also attending was board attorney, Bob Thopy.

2.2 Pledge of Allegiance

Mr. John Merlau, J.D., Board President

Minutes

Mr. Merlau asked all present to join him in honoring our country by reciting the pledge of allegiance.

2.3 Comments from Patrons

Mr. John Merlau, J.D., Board President

Minutes

There were no comments from patrons.

3 Consent Agenda (B.A.R.)

Mr. John Merlau, J.D., Board President

3.1 Minutes of November 14, 2012

 [Minutes 11-14-12.pdf](#)

Minutes

A motion was made by Mr. Morgan and seconded by Mr. Polston to approve the consent agenda items consisting of the November 14, 2012, board meeting minutes and December claims.

3.2 Claims Docket

 [12.12.12 Claims.pdf](#)

4 Superintendents Report

Dr. Shane Robbins, Superintendent

4.1 Personnel Recommendations (B.A.R.)

 [12.12.12 Personnel Recommendations.pdf](#)

Minutes

Dr. Robbins presented a recommendation to hire Eric Richey to fill the secondary math position opening at the high school. Mr. Richey will begin on 1/7/13. A motion was made by Mr. Polston and seconded by Mrs. Pardue to approve the recommendation. Motion passed 7-0

A motion was made by Mr. Miller and seconded by Mrs. Pardue to accept bus driver Jennifer Brooks' retirement. Motion passed 7-0.

A motion was made by Mrs. Pardue and seconded by Mr. Miller to approve recommendations to hire Matt LeMasters as sub bus driver and Gerry Carpenter as middle school custodian. Motion passed 7-0.

A motion was made by Mrs. Pardue and seconded by Mr. Persinger to approve recommendations to hire Glenn Bass as Head Softball Coach, Aaron Pyle as Assistant Softball Coach, and Paige Ashton as Volunteer Assistant Softball Coach. Motion passed 7-0.

4.2 Transfer Tuition Students (B.A.R.)

 [Transfer Students.pdf](#)

Minutes

A motion was made by Mr. Morgan and seconded by Mr. Kelly to approve Connor Morgan as a non-resident student and to approve Gavin Mazak's change in status to non-resident student due to a family move. Motion passed 7-0.

4.3 December Donation (B.A.R.)

 [December Donations.docx](#)

Minutes

A motion was made by Mrs. Pardue and seconded by Mr. Persinger to accept donations of \$35.11 to the elementary school from Kappa Delta Phi Sorority, \$10,000.00 to the elementary school Fuel Up to Play 60 program from the Colts, \$50.00 to the elementary school from Trinicon Outreach Ministries and \$30.00 to TCHS cheerleading. Motion passed 7-0.

4.4 2013-14 Corporation Calendar (B.A.R.)

 [Proposed 2013-14 School Calendar.pdf](#)

Minutes

Dr. Robbins presented a proposed calendar for the 2013-14 school year with changes to the draft previously sent to the Board. The first student day will be August 5 with the teacher work day on August 2, Fall Break will be October 21-25, March 17-22 will be used for make-up if needed, Spring Break will be March 24-28, April 18 will be a make-up day if needed, end of 2nd semester will be May 30 with the teacher work day on June 2. Child care will be offered to parents during Fall Break and Spring Break. Mr. Miller asked if the elementary staff had any concerns and Dr. Robbins replied there were no complaints from staff. A motion was made by Mr. Persinger and seconded by Mrs. Pardue to approve the calendar as presented at the meeting. Mr. Polston commented we should be sure to let parents know that March 17-22 will be used for make-up days if needed. Parent Matt LeMasters echoed Mr. Polston's comments to communicate to parents. Motion passed 6-1 (Mr. Miller voted no)

4.5 Consideration of Resolution 2012-3 Establishment of a Rainy Day Fund (B.A.R.)

 [Resolution 2012-3 Rainy Day Fund.docx](#)

Minutes

Dr. Robbins presented Resolution 2012-3 Establishing a Rainy Day Fund for the Board's consideration. This fund will allow revenue to be set aside for emergency projects or other operating needs. Mr. Polston asked if there is a max amount allowable to transfer to this fund. Dr. Robbins replied there is a maximum of 10% of the total budget allowable to be transferred. Dr. Robbins will make a transfer recommendation at the end of the year based on remaining fund balances. Transportation, bus replacement and debt service funds will be utilized for rainy day, and only excess revenue from these funds.

Mr. Morgan verified that Board will authorize funds to be spent. Mr. Polston questioned if the State will cut our budget based on Rainy Day funds. Dr. Robbins replied that currently that will not happen. A motion was made by Mr. Morgan and seconded by Mr. Polston to adopt the resolution. Mr. Persinger commented that this is the only way to capture excess funds to use for Northwestern's best interest. Motion passed 7-0

4.6 Consideration of Resolution 2012-4 Authorizing Issuance of Non-Renewal Letters (B.A.R.)

 [Resolution 2012-4 Issuance of a Preliminary Notice.docx](#)

Minutes

Dr. Robbins presented Resolution 2012-4 Issuance of a Preliminary Notice for the Board's consideration. This will authorize Dr. Robbins to deliver a preliminary notice of non-renewal or cancellation of contract to an employee. Mr. Miller asked if this is a one-time resolution or will need to be approved each year. This approval puts this in place until the Board votes to change it. A motion was made by Mr. Polston and seconded by Mr. Miller to adopt the resolution. Motion passed 7-0.

5 Financial Report

Mr. Chris Hoke, Director of Operations and Finances

5.1 Fund Report (B.A.R.)

 [11.2012 Fund Report.pdf](#)

Minutes

Mr. Hoke reviewed fund report dated 11/30/12. Mr. Polston asked whether the forecast has been prepared. Mr. Hoke is working on it and it will be presented with Dr. Robbins district report in January.

5.2 Consideration of Corporation Van purchase (B.A.R.)

 [PoolVanAgreement.pdf](#)

Minutes

Mr. Hoke investigated purchasing a district vehicle for employee use in lieu of paying 55-1/2 cents per mile in mileage fees for off-campus conferences and meetings. Mileage costs for January to November, 2012, are approximately \$5,000. Mr. Polston commented that he would like to know what we spend now vs. what we would spend on a vehicle. Vehicle costs will be \$40 for a municipal plate and \$800 for insurance per year.

Currently, mileage is reimbursed from general fund, and this purchase and associated costs will be funded from the transportation fund. There will still be some mileage costs due to logistics with the pool vehicle. Mr. Hoke presented a recommendation to purchase a 2011 Dodge Grand Caravan minivan for \$19,569.95. A motion was made by Mr. Miller and seconded by Mr. Kelly to approve the recommendation. Motion passed 7-0.

6 Input from School Board Members and Administration

Mr. John Merlau, J.D., Board President

Minutes

Mr. Merlau asked if board members had any closing comments. Mrs. Pardue offered thanks to Mr. Persinger for his service on the Board. Mr. Polston and Mr. Miller also offered thanks for Mr. Persinger. Mr. Kelly offered thanks to Mr. Persinger and commented he will miss his knowledge. Mr. Persinger offered thanks to all staff for their dedication and hard work to teach the students which made his job as a Board member easy and commented that a lot of good things have been accomplished.

7 Closing


Mr. John Merlau, J.D., Board President

Minutes

There being no further business to come before the Board, a motion was made by Mr. Persinger and seconded by Mr. Kelly to adjourn at 8:00 p.m.


_____ John Merlau, President


_____ Jeremy Miller, Vice-President


_____ Ken Polston, Secretary


_____ Mary Pardue, Member


_____ Terry Morgan, Member


_____ Tim Kelly, Member


_____ Todd Welty, Member