

Northwestern Consolidated School District of Shelby County Board of School Trustees

NWCSD of Shelby County Board room
Tuesday, September 23, 2014
6:00pm - 7:00pm

Special Meeting

Present: Mr. John Merlau, J.D., Board President; Mr. Terry Morgan, Board Vice President; Mr. Ken Polston, Board Secretary; Mr. Tim Kelly, Board Member; Mr. Jeremy Miller, Board Member; Mrs. Mary Pardue, Board Member; Mrs. Kathy Cord, Administrative Assistant; Dr. Shane Robbins, Superintendent; Mrs. Laura Mullen, Corporation Treasurer; Mr. Bob Thopy, J.D., Board Attorney

1 Regular Session

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

1.1 Call to Order Minutes

Mr. Merlau, Board President, called the special meeting to order at 6:00 p.m. All current Board members were present.

1.2 Pledge of Allegiance Minutes

Mr. Merlau invited all present to join him in honoring America by reciting the pledge of allegiance.

1.3 Revision of the Agenda Minutes

There were no revisions to the published agenda.

1.4 Comments from Patrons Minutes

There were no comments from patrons at this point in the meeting.

2 Recommendation of the CBA between the NWCSD and TCTA (B.A.R.)

Dr. Shane Robbins, Superintendent

 [Contract 2014-15.docx](#)

 [2015 14-15 Comp Model Projections- 1 p. V 4.xlsx](#)

Minutes

Dr. Robbins presented the recommendation for the 2014-15 Collective Bargaining Agreement between the corporation and the teacher's association. The recommendation is for a \$50,000 contribution to the compensation model, equating to a \$59,612.02 expense to the district when insurance and other employee costs are included. Teacher pay increases will range from 1.24% if they are at the top of the scale to 2.41% for new hires. To qualify for salary increases, teachers must by law earn a highly effective or effective rating on their professional evaluation. The recommendation does not include the unknown performance grant amount that we have this year that will be distributed equally among qualified staff. Mrs. Pardue asked if salary is the only change for this year, and Dr. Robbins replied that it is. A motion was made by Mrs. Pardue and seconded by Mr. Miller to approve the recommended contract. Motion passed 6 yes-0 no.

3 Superintendent's Report

Dr. Shane Robbins, Superintendent

3.1 2015 Budget Proposal- Recommend adoption of the 2014 payable 2015 General Fund, Capital Projects Fund, Transportation Operating Fund, Bus Replacement Fund, and Debt Service Fund (B.A.R.) Minutes

Dr. Robbins requested the Board adopt the 2014 payable 2015 budget which includes the General Fund, Capital Projects Fund, Transportation Fund, Bus Replacement Fund and Debt Service Fund. A motion was made by Mr. Miller and seconded by Mr. Kelly to adopt the budget. Motion passed 6 yes-0 no.

3.2 Recommend adoption of Resolution (2015-3) Tax Neutrality Resolution per HEA 1192 (B.A.R.)

 [2015-3 Tax Neutrality Resolution.doc](#)

Minutes

A motion was made by Mr. Morgan and seconded by Mr. Polston to adopt the recommended Resolution 2015-3 Tax Neutrality Resolution. Motion passed 6 yes-0 no.

3.3 Food Service Management Proposal (B.A.R.)

Minutes

Betsy Horneffer, Resident District Manager with Chartwells was present to answer questions on the food service proposal. Following are points of discussion from Board Members and patrons.

- Mr. Merlau - Will lunch prices start the same as where we are now?
 - > Ms. Horneffer - Prices will be the same and the School Board will control lunch prices with recommendations from Chartwells.
- Dr. Robbins - What is the ramification if we aren't compliant with lunch prices?
 - > Ms. Horneffer - Reimbursements can be discontinued.
- Mr. Morgan - What does the termination clause look like?
 - > Ms. Horneffer - By law, the bid process is required every 5 years. There is a one-year renewal clause in contract.
- Mr. Merlau - Will all of our employees be employed by Chartwells and does the school have any control over whether that changes in a year with regard to new-hires and re-hires?
 - > Ms. Horneffer - Yes. The School Board is ultimately in charge of who is or is not employed or released and the compensation package.
- Mr. Morgan - Is there pre-employment drug testing? He did not see that information in the proposal.
 - > Ms. Horneffer - All employees must pass a background check and a drug test.
- Mr. Morgan - Who on staff is trained to recognize employee drug or alcohol problems?
 - > Ms. Horneffer - The Food Service Director is trained and must attend mandatory continuing training sessions.
- Mr. Polston - How long will it take to get up and running?
 - > Ms. Horneffer - After the contract signed, it takes about a month to set up.
- Mr. Miller - Is training on the job or at other times and will staff be paid for training time?
 - > Ms. Horneffer - There will be on-the-job training and during school breaks at our location.
- Mr. Morgan - What types of paid time off are employees eligible for?
 - > Ms. Horneffer - There are six paid holidays and five paid sick days that must be used within the year or they are lost.
- Mr. Miller - How does the catering program work? Will the workers be our workers or from another location?
 - > Ms. Horneffer - Catering is available and the cafeteria staff is eligible to get extra hours if they choose. Chartwells can cater for summer events by opening the cafeteria or providing concession stand food and can also provide food for government feeding programs if we qualify through the free and reduced lunch program. Chartwells will take over our free and reduced applications and will attend district functions to encourage families to enroll.
- Tammy Heller - why Pike is hiring all staff positions?

> Ms. Horneffer - Pike has a staff of 160 people and there is a high turn-over issue.

- Tessie Hagerman - Are employees required to work at dinners for games, and will there be any pressure on employees to work extra if they have health issues?

> Mrs. Horneffer - No. All extra hours are on a volunteer basis and employees from other locations will be used to fill empty spots.

- Tammy Heller - Will she be forced to work outside of the Triton location and to work additional hours that would not be the same as her children's hours?

> Ms. Horneffer - No. Current working hours and locations can remain the same, and if a position comes open, the company promotes from within to give current employees the opportunity to make a change if they wish.

- Mr. Polston - Do employees have to be full time to get insurance benefits?

> Ms. Horneffer - Yes, to get the full benefit package, employees have to work over 30 hours. There are part-time insurance benefits, but it's not the comprehensive package.

- Peggy Renner - Do employees still get paid holidays if they don't want to work more hours than they work now?

> Ms. Horneffer - Yes.

- Peggy Renner - Who does performance evaluations?

> Ms. Horneffer - The Director and kitchen leads

- Peggy Renner - What if employees can't attend training over breaks?

> Ms. Horneffer - Chartwells will work with employees on training times if needed, but they highly recommend employees attend the initial training.

- Mr. Merlau - After speaking with Dr. Robbins, the corporation will absorb cost of the required work shoes for employees.

- Peggy Renner - What is the uniform?

> Ms. Horneffer - Chartwells provides a shirt and hat.

- Tammy Heller - Will employees be allowed to wear other clothes to participate in school spirit days?

- Peggy Renner - Will employees be allowed to wear shorts?

> Ms. Horneffer - Employees will be able to wear other clothing for spirit days. Chartwells does not encourage wearing shorts for safety reasons. Long pants are required in the cafeterias.

- Mrs. Pardue - Is the \$5,000 donation for the scholarship a yearly or a one-time donation?

> Ms. Horneffer - It's a \$1,000 donation per year over next 5 years.

- Tessie Hagerman - Will the head cooks be the same as they are now, and what position will she go into? Will she have the opportunity to apply for the Food Service Director position?

> Ms. Horneffer - Yes, head cooks will stay the same. She is working with Laura Mullen to find the best fit for Tessie, but doesn't have an answer at this time. Tessie can apply for the Director position. In regard to the contract, tonight's vote will be whether or not to enter into a contract with Chartwells, and the contract will be presented for approval by the Board at the next Board Meeting. The contract will be approved by the State of Indiana before being presented to the Board.

- Pam Smith - Are current employees required to have drug tests and background checks? If so, who pays for the tests? And, when will Chartwells take over?

> Ms. Horneffer - Yes, employees will be subject to testing, and Chartwells will pay for the tests. November 1 will be the start date and the month of October will be transition period.

- Mr. Miller - What happens with the current bread and milk contracts?

> Ms. Horneffer - Chartwells will contact the companies to transfer the arrangements to Chartwells. Chartwells also takes care of the yearly bid process.

At 7:10 p.m. Mr. Merlau called for a short recess before Board members voted on the recommendation.

The meeting was reconvened at 7:18 p.m. A motion was made by Mr. Miller and seconded by Mrs. Pardue to proceed to enter into a contract with Chartwells subject to approval by the State of Indiana. Motion passed 6 yes-0 no.

4 Input from School Board Members/Administration

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

Minutes

There were no additional comments from Board members or Administration.


5 Adjournment

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


Minutes

There being no further business to come before the Board, a motion was made by Mr. Miller and seconded by Mrs. Pardue to adjourn at 7:20 p.m. Motion passed 6 yes-0 no.


Approved:



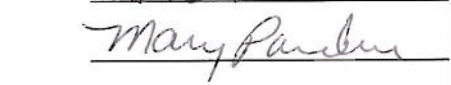
John Merlau, President




Terry Morgan, Vice President




Ken Polston, Secretary



Mary Pardue, Member



Jeremy Miller, Member



Tim Kelly, Member

Member