

# Northwestern Consolidated School District of Shelby County

## Board of School Trustees

NWCSD Board Room  
Wednesday, January 8, 2014  
7:00pm - 8:00pm

**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. Todd Welty, Board Member; Mr. Bob Thopy, J.D., Board Attorney

### 1 Regular Session (7:00 pm)

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

#### 1.1 Call to Order Minutes

Mr. Merlau called the meeting to order at 7:00 p.m. All members and board attorney Bob Thopy were present.

#### 1.2 Pledge of Allegiance Minutes

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

#### 1.3 Revision of Agenda Minutes

**Dr. Shane Robbins, Superintendent**

There were no additions to the agenda.

#### 1.4 Comments from Patrons Minutes

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

There were no comments from patrons.

### 2 Introduction of International Guests

**Dr. Shane Robbins, Superintendent**

#### Minutes

Dr. Robbins explained that the guests from Anshun, China, were delayed arriving in the United States due to weather. They will be flying in Thursday evening. They will be given tours of our school buildings on Friday, taken to dinner in Shelbyville, then to the county tourney basketball game in Waldron.

### 3 Election of School Board Officers (2014)

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

#### 3.1 Election of Board President Minutes

A motion was made by Mrs. Pardue and seconded by Mr. Welty to continue with the current slate of officers of John Merlau as President, Terry Morgan as Vice President and Ken Polston as Secretary. Motion passed 7-0.

#### 3.2 Election of Board Vice President

#### 3.3 Election of Board Secretary

#### 3.4 Election of ISBA Delegate Minutes

Discussion was held regarding election of a delegate, and it was decided to designate any board member who attends an ISBA meeting as a delegate.

#### **4 Board President Committee Appointments**

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

Policy Committee

Buildings & Grounds Committee

Personnel Committee

Long-Range Planning Committee

Technology Committee

Safety Committee

##### **Minutes**

Mr. Merlau assigned committee chairs and members as follows:

Policy Committee: Mary Pardue, Chair; John Merlau, Jeremy Miller

Buildings & Grounds Committee: Ken Polston, Chair; Jeremy Miller, Todd Welty

Personnel Committee: Terry Morgan, Chair; Tim Kelly, Todd Welty

Long Range Planning Committee: Terry Morgan, Chair; Mary Pardue, Ken Polston

Technology Committee: Josh Landis, Chair; Jeremy Miller, Tim Kelly, Dr. Robbins, Building Principals

Safety Committee: Dr. Robbins, Chair; Mary Pardue, Cary Hargis, Building Principals, Chuck Miller, Sherri Tandy

Curriculum & Extra-Curricular Committee: Tim Kelly, Chair; Mary Pardue, Ken Polston

Attendance Officer: Dr. Robbins

Area Vocational Services Representative: Todd Welty; Dr. Robbins as Alternate

#### **5 Recommendation of Board Appointments** **Dr. Shane Robbins, Superintendent**

##### **5.1 Recommendation of the Corporation Treasurer**

###### **Minutes**

Dr. Robbins recommended that Laura Mullen be named the Corporation Treasurer.

##### **5.2 Recommendation of the Corporation Deputy Treasurer**

###### **Minutes**

Dr. Robbins did not have a recommendation at this time for Deputy Treasurer.

##### **5.3 Recommendation of Board Administrative Assistant**

###### **Minutes**

Dr. Robbins recommended that Kathy Cord be named the Board Administrative Assistant.

##### **5.4 Recommendation of Board Legal Counsel**

###### **Minutes**

Dr. Robbins recommended that Bob Topy be named the Board Legal Counsel.

##### **5.5 Recommendation of Key Bank as Corporation Bank of Deposit**

###### **Minutes**

Dr. Robbins recommended that Key Bank be named the Corporation Bank of Deposit.

## **5.6 Recommendation of The Shelbyville News as Newspaper of Record Minutes**

Dr. Robbins recommended that The Shelbyville News be named the newspaper of record for the Board. A motion was made by Mr. Polston and seconded by Mr. Miller to accept all of Dr. Robbins' Board appointment recommendations. Motion passed 7-0.

## **6 Consent Agenda**

**Dr. Shane Robbins, Superintendent**

 [Dec 11 2013 Board Minutes.pdf](#)

 [January 2014 Claims.pdf](#)

### **Minutes**

A motion was made by Mr. Morgan and seconded by Mr. Kelly to approve minutes of the December 11, 2013, board meeting and January claims. Motion passed 7-0.

## **7 TCHS Special Presentation**

**Mr. Cary Chandler, TCHS Principal**

### **Minutes**

The presentation by the high school staff was postponed until the February meeting.

## **8 Superintendent's Report**

**Dr. Shane Robbins, Superintendent**

### **8.1 Recommendation of Personnel**

 [Personnel Recommendations.pdf](#)

#### **Minutes**

Dr. Robbins recommended acceptance of Maddie Russell's retirement, hiring Judy Lane as a temporary Instructional Assistant at the elementary school and hiring Maria Walker as a high school cafeteria staff member.

### **8.2 Recommendation to accept Donations**

 [January Donations.docx](#)

#### **Minutes**

Dr. Robbins recommended accepting a \$50 donation to the high school Chamber Choir from Joseph Boggs Society, and a \$1,934.28 donation to the Mendenhall Gateway project.

A motion was made by Mr. Welty and seconded by Mr. Polston to approve Dr. Robbins' personnel recommendations and acceptance of donations. Motion passed 7-0.

### **8.3 Presentation of the Monthly Fund Report**

 [Fund Report - Dec 2013.pdf](#)

#### **Minutes**

Dr. Robbins presented the monthly fund report for month ending December, 2013. He stated the reported totals are tentative due to the year-end closing process not being complete until the end of January. The General Fund cash balance is okay at this time, but continued decline in enrollment will result in reduction of staff. Dr. Robbins will prepare a state of the corporation report to present to the Board that will give a complete look at the financial position of district.

### **8.4 Presentation of IDOE School Grades Minutes**

Dr. Robbins announced our school building and district grades from IDOE. The elementary school maintained a grade of B. The middle school moved up to a grade of A. The high

school moved up to grade of A. The District scored a grade of B.

**8.5 TCHS Fieldhouse Project Update** **Mr. Bill Klennert, Owners Representative**

 [TCHS Fieldhouse Meeting Minutes.pdf](#)

**Minutes**

Dr. Robbins reported to the Board that the recent poor weather conditions have affected progress on the Fieldhouse project. The weekly meetings will resume after the holidays and weather difficulties, and the architects will attend the meetings. Bill Klennert will attend future Board meetings to update the Board on project progress.

**8.6 Presentation of 2013 Investment Report**

**Mrs. Laura Mullen, Corporation Treasurer**

<u>Month</u>	<u>Amount</u>
January	\$434.46
February	\$372.77
March	\$400.21
April	\$363.58
May	\$354.15
June	\$431.76
July	\$370.15
August	\$351.54
September	\$319.21
October	\$324.56
November	\$305.95
December	<u>\$371.52</u>
<b><u>TOTAL</u></b>	<b><u>\$4,399.86</u></b>

**Minutes**

Mrs. Mullen reported the total amount of interest earned for 2013 was \$4,399.86. She also verified that all corporation investments are fully insured.

**9 Buildings and Grounds Committee Report** **Mr. Ken Polston, Board Secretary**

**Minutes**

Mr. Polston reported the Committee met recently to tour the elementary school to review items to repair or update and to set priorities for the identified items. The building Principal and Dr. Robbins will create a list. Plans are to utilize an empty classroom as a model to display the desired changes.

**10 Input from School Board Members and Administration**

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

**Minutes**

Mrs. Pardue stated she had a patron thank her for hiring Mr. Hough as principal of the elementary school.

Mr. Welty offered thanks to donors.

Mr. Merlau had a recent conversation with a patron who commented that the high school gym is well maintained. He also stated that his committee appointments are specific to board members gaining knowledge in different areas of school business.

**11 Adjournment**

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


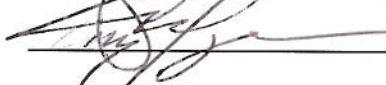
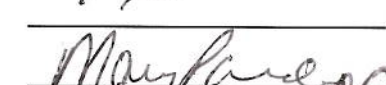
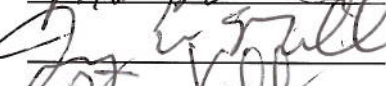
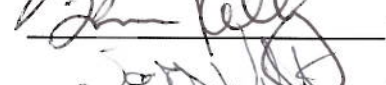

**Minutes**

A motion was made by Mrs. Pardue and seconded by Mr. Welty to adjourn the meeting at 7:50 p.m. Motion passed 7-0.

Dr. Robbins reported the State of Indiana has allowed schools to apply for a waiver for the January 6 and 7, 2014, weather cancellations. He has applied for our district so we will not have

to make up those two days.

Approved:

 \_\_\_\_\_ John Merlau, President  
 \_\_\_\_\_ Terry Morgan, Vice President  
\_\_\_\_\_ Ken Polston, Secretary  
 \_\_\_\_\_ Mary Pardue, Member  
 \_\_\_\_\_ Jeremy Miller, Member  
 \_\_\_\_\_ Tim Kelly, Member  
 \_\_\_\_\_ Todd Welty, Member