

# Northwestern Consolidated School District of Shelby County Board of School Trustees

NWCSD of Shelby County Board room  
Wednesday, January 9, 2013  
7:00pm - 8:00pm

**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. Todd Welty, Board Member

## **1 Regular Session 7:00-8:00 p.m.**

**Dr. Shane Robbins, Superintendent**

### **1.1 Call to Order Minutes**

The meeting was called to order at 7:00 p.m. All board members and board attorney, Bob Thopy, were in attendance. The oath of office was given to re-elected board members Ken Polston and Jeremy Miller, and to newly elected board member Todd Welty.

### **1.2 Pledge of Allegiance Minutes**

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

## **2 Election of School Board Officers 2013**

**Dr. Shane Robbins, Superintendent**

### **2.1 Election of Board President Minutes**

Mr. Merlau opened the floor for nominations of Board officers. Mr. Morgan nominated John Merlau for the office of President and Mr. Polston seconded the motion. No other nominations were made and a motion to close nominations for office of President was made by Mr. Morgan and seconded by Mr. Polston. Motion to name Mr. Merlau as President passed 7-0.

### **2.2 Election of Vice President Minutes**

A motion was made by Mr. Kelly and seconded by Mrs. Pardue to nominate Terry Morgan for the office of Vice President. No other nominations were made and a motion to close nominations for Vice President was made by Mrs. Pardue and seconded by Mr. Welty. Motion to name Mr. Morgan as Vice President passed 6-1 (Mr. Miller voted no).

### **2.3 Election of Secretary Minutes**

A motion was made by Mr. Morgan and seconded by Mrs. Pardue to nominate Ken Polston for the office of Secretary. No other nominations were made and a motion to close nominations for Secretary was made by Mrs. Pardue and seconded by Mr. Welty. Motion to name Ken Polston as Secretary passed 7-0.

### **2.4 Appointment of ISBA Delegate Minutes**

No nominations were made. It was discussed that depending on meeting dates of ISBA, the board member who is available to attend will serve as delegate.

**2.5 Appointment of Corporation Treasurer  
Minutes**

A motion was made by Mr. Miller and seconded by Mr. Polston to appoint Laura Mullen as Corporation Treasurer. No other nominations were made and the motion passed 7-0.

**2.6 Appointment of Board Administrative Asst.  
Minutes**

A motion was made by Mr. Kelly and seconded by Mrs. Pardue to appoint Kathy Cord as Board Administrative Assistant. No other nominations were made and the motion passed 7-0.

**2.7 Appointment of Corporation Legal Counsel  
Minutes**

A motion was made by Mr. Polston and seconded by Mr. Miller to appoint Bob Thopy as legal counsel to the corporation. Motion passed 7-0.

**2.8 Assignment of Key Bank as Corporation Bank of Deposit  
Minutes**

A motion was made by Mr. Miller and seconded by Mr. Kelly to continue with Key Bank as the corporation bank of deposit. Motion passed 7-0.

**2.9 Assignment of the Shelbyville News as the Newspaper of Record  
Minutes**

A motion was made by Mr. Miller and seconded by Mr. Welty to assign The Shelbyville News as the Board newspaper of record. Motion passed 7-0.

**2.10 Committee Appointments**

**Board President**

Policy Committee  
Buildings & Grounds Committee  
Curriculum Committee  
Safety Committee  
Long-Range Planning Committee  
Personnel Committee  
Technology Committee

**Minutes**

Mr. Merlau assigned board members to committees as follows:

Policy Committee - Mary Pardue, Chairman, John Merlau and Jeremy Miller

Buildings & Grounds Committee - Ken Polston, Chairman, Tim Kelly and Todd Welty

Curriculum Committee - Jeremy Miller, Chairman, Mary Pardue and Ken Polston

Safety Committee - Doug Seagrave Co-Chairman with John Hanson, Principals, Shane Robbins and Mary Pardue

Long Range Planning Committee - Terry Morgan, Chairman, Tim Kelly and Mary Pardue

Personnel Committee - Terry Morgan, Chairman, John Merlau and Todd Welty

Technology Committee - Josh Landis, Chairman, Principals, Shane Robbins, Jeremy Miller and Tim Kelly

Attendance Officer - Shane Robbins

Area Vocational Services Representative - Todd Welty, Shane Robbins as Alternate

### 3 **Comments from Patrons**


#### **Minutes**

There were no patron comments.

Dr. Robbins announced additions to the agenda. Under Section 5.1.3, Classified Resignation/Retirement, add b. Linda Tilley is retiring effective 12/21/12 and c. Jane Larkey will retire effective January 31, 2013. Add Section 5.4, Transfer Tuition to approve Meridian Beal.

### 4 **Consent Agenda (B.A.R.)**

#### 4.1 **December 12, 2012 Minutes**


 [Dec 12 2012 Board Minutes.pdf](#)

#### **Minutes**

Under section 4.4 of the December 12 minutes, Mrs. Pardue verified that child care will be offered during fall break and spring break for 2013-14 and noted that it was not in the minutes. It was confirmed that child care will be offered and the minutes will be corrected. A motion was made by Mrs. Pardue and seconded by Mr. Kelly to approve the consent agenda with modification to the December 12 minutes. Motion passed 7-0.

Note: It was discovered after this discussion and motion that the child care information was included in section 4.4 of the December 12 minutes.

#### 4.2 **December 2012 Claims**

 [1.9.13 Claims.pdf](#)

#### **Minutes**

Claims were approved under section 4.1 of the Consent Agenda.

### 5 **Superintendents Report**

**Dr. Shane Robbins, Superintendent**

#### 5.1 **Personnel Recommendations (B.A.R.)**

 [January Personnel Recommendations.pdf](#)

#### **Minutes**

Dr. Robbins presented the following list of personnel recommendations for the Board's consideration:

Pat Kern will retire from teaching at the elementary school effective the end of the 2012-13 school year.

Jerry Berry will retire from high school custodian effective the end of the 2012-2013 school year

Linda Tilley retired from elementary school Child Care effective 12/21/12

Jane Larkey will retire from high school media assistant effective 1/31/13

Recommendation to hire Jenna Kelley as Title I Assistant at the elementary school


Gabe Johnson is resigning as head football coach

Recommendation to name Chrissy Walton as Sunshine Society sponsor

Recommendation to hire Regina Cantrell as Winter Guard Writer, Winter Guard instructor, and Winter Choreographer

A motion was made by Mr. Morgan and seconded by Mrs. Pardue to approve all personnel recommendations. Motion passed 7-0.

## 5.2 Future Project Presentation (B.A.R.)

 [Northwestern Schools Shelby County Lease Timetable Non Controlled project.DOC](#)

### Minutes

Dr. Robbins presented information on a potential lease financing project and asked for board consensus to take next step in the process for a controlled or non-controlled project. Debt will roll off in 2015 and in order to affect a zero change in debt service schedule, plans for a future project need to be made now. Financing for this project will cause no tax increase to tax payers for a \$2 MM to \$2.3 MM project. A motion was made by Mr. Polston and seconded by Mrs. Pardue to move forward to bring in financial consultants and bond counsel to further investigate a project. Motion passed 7-0.

## 5.3 State of the Corporation Brief Update (I.O.)

### Minutes

Dr. Robbins will present a brief update of the state of the corporation to the community on January 29 at 5:00 p.m. in the high school auditorium.

## 5.4 Transfer Tuition

**Dr. Shane Robbins, Superintendent**

### Minutes

Dr. Robbins presented a recommendation to approve Meridian Beal as a transfer student to enroll in 5th grade effective 1/8/13. A motion was made by Mr. Polston and seconded by Mrs. Pardue to approve the recommendation. Motion passed 7-0.

## 6 Financial Report

**Mr. Chris Hoke, Director of Operations and Finances**

### 6.1 Fund Report (B.A.R.)

 [12.2012 Fund Report.pdf](#)

### Minutes

Mr. Hoke discussed the current fund report and stated that the totals are pre-year-end closeout. More accurate totals will be presented on January 29. Mr. Kelly questioned where the accounting is for the \$1MM we received from Shelbyville. Mr. Hoke reported that the money is in a separate fund and the remaining balance is approximately \$400,000. This fund is not shown on fund report. Research will be done to verify how money has been spent from the fund and if there are guidelines on how to spend the funds.

## 7 Input from School Board Members and Administration

### Minutes

Mrs. Pardue asked if we are we using the Gambrel house yet. Dr. Robbins stated we are not yet because we are waiting on moving the transportation department to that location contingent on next project. She also mentioned that Lola LeMasters was very moved by flowers sent in memory of her mother.

Mr. Polston questioned if board salaries were going to be voted on? A motion was made by Mr. Polston and seconded by Mrs. Pardue to move Board salaries back to \$1,000. Motion passed 6-1 (Mr. Miller voted no). Mr. Polston also thanked Jerry Berry for his 41 years of service.

Mr. Welty commented he is looking forward to working with Board.

Mr. Merlau reminded the three Board members to sign their oath of office.

## 8 Closing

**School Board President**

### Minutes

There being no further business to come before the Board, a motion was made by Mrs. Pardue and seconded by Mr. Kelly to adjourn at 7:45 p.m. Motion passed 7-0.

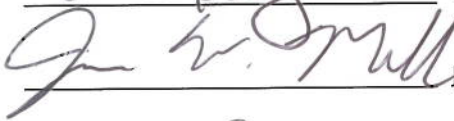
Approved:


  
\_\_\_\_\_ John Merlau, President

\_\_\_\_\_ Terry Morgan, Vice President

  
\_\_\_\_\_ Ken Polston, Secretary

  
\_\_\_\_\_ Tim Kelly, Member

  
\_\_\_\_\_ Jeremy Miller, Member

  
\_\_\_\_\_ Mary Pardue, Member

  
\_\_\_\_\_ Todd Welty, Member