

SOUTHWESTERN CONSOLIDATED SCHOOL DISTRICT  
BOARD OF SCHOOL TRUSTEES  
April 8, 2015

Members Present: Mike Burbrink, Jerry Drake, Jim Emerick, Jerry Erwin, Linda Isgrigg, David Rush, and Susan Smith.

President, Linda Isgrigg, called the meeting to order at 7 p.m. in the board room of the administrative office. She led the pledge to the United States Flag.

Mrs. Parmer presented Kassi Zeigler and Riley Zeigler, members of student council to the board. Kassi was voted as Central East Representative and Riley won the presidential election and is the new Indiana Association of Student Councils Student President. Kassi and Riley presented eloquent and impressive speeches to an audience of more than 800 students from all the counties of Indiana at the Representative Assembly on March 10<sup>th</sup>. They will be actively involved in organizing the 2015 Student Council State Convention and the 2016 Representative Assembly as well as governing their district by holding monthly meetings and communicating with councils in Central East. Mrs. Parmer has been invited to be a member of the State Executive Council because of the outstanding leaders coming from Southwestern.

The National Honor Society and High School Student Council joined forces over spring break to paint the stools in the art room, the doors under the stage, the decorative fence used at assemblies, and the pedestals used for various events. The students are required to complete a community project that gives back to the community, and the students felt the community project they were most passionate about was giving back to their school community.

**Public Comments**

None

**Approval of Minutes of Previous Meeting**

Mr. Burbrink moved and Mr. Emerick seconded the motion to approve the minutes of the previous meetings. Carried 7-0

**Approval of Accounts Payable Vouchers**

Mr. Burbrink moved and Mrs. Smith seconded the motion to approve the accounts payable vouchers as presented. Carried 7-0

**Business & Financial Report**

Mrs. Isgrigg informed the board that the financial report was in their packet.

**New Business**

Dr. Maurer asked that her name be removed from item D because this will have to be advertised and a hearing held. Also, she requested that items I. and J. be tabled.

**A. Approval of fundraiser lists from Southwestern Elementary and Southwestern Jr./Sr. High School.** Mr. Rush moved and Mrs. Smith seconded. Carried 7-0

- B. Approval to add time to school days (if possible) if we miss an additional day(s) of school rather than adding an additional student day(s) after Memorial Day.** Mr. Burbrink questioned if this could happen on Early-Release Thursdays. Hopefully no more time will be needed. Mr. Burbrink moved and Mrs. Smith seconded. Carried 7-0
- C. Recommend approval of 26 pay dates in 2015-16 by skipping a week in July, 2016.** Mr. Emerick moved and Mrs. Smith seconded. Carried 7-0
- D. Recommend adding an extra year to the following administrative contracts: Curtis Chase, Brady Days, Joshua Edwards and Paula Maurer.** Mr. Drake moved and Mrs. Smith seconded. Carried 7-0
- E. Recommend approval for the following new job descriptions: Director of Curriculum, Literacy Instruction, and Interventions; Educational Technology Coach.** Mr. Burbrink moved and Mrs. Smith seconded. Carried 7-0
- F. Recommend approval to add the position of Director of Curriculum, Literacy Instruction, and Interventions for one year at a minimum of \$35,000.00-\$55,000.00 to be paid from grant funds.** Mr. Burbrink moved and Mr. Emerick seconded. Carried 7-0
- G. Recommend approval of the district's commitment requirements to support a teacher in the Woodrow Wilson MBA in Education Leadership Program at the University of Indianapolis.** Mrs. Smith moved and Mr. Burbrink seconded. Carried 7-0
- H. Recommend approval of a resolution to transfer \$13,459.46 from the Preschool Fund to the General Fund.** Mrs. Smith moved and Mr. Rush seconded. Carried 7-0
- Mr. Drake motioned to table item I and item J. Mr. Emerick seconded. Carried 7-0
- I. Recommend approval to accept the bid for a five year lease of copiers from Ricoh for \$924.19 per month.** –tabled
- J. Recommend adoption of the administrative guidelines for Use of Electronic Devices by Bus Drivers.** –tabled
- K. First Reading of Policies 0100, 0140(0142.3), 0140(0144.3), 2221, 3120, 3120.04, 3120.08, 3122.01, 3140, 3170, 3170.01, 3419, 4120, 4120.08, 4122.01, 4140, 4170, 4170.01, 4419, 5111, 5200, 5330, 5340.01, 5530, 5830, 6150, 7540.02, 7540.03, 7540.04, 8330, 8451, 8455, 9211**  
No motion was required.

### Other

**Dr. Maurer asked that the board approve the hiring of an IREAD 3 Teacher for up to 20 hours at \$20.00 per hour.** Mr. Burbrink moved and Mrs. Smith seconded. Carried 7-0

## **Reports and Presentations**

### **Principals Report**

Mr. Edwards thanked the board for extending his contract for another year. The results of IREAD were that 42 third graders took the test and 40 passed. Two of the students will need remediation. Mr. Edwards thanked Mrs. Oliver, Mrs. Kingen and Mrs. Schmitt for all their help. He also spoke about the Scuffy fundraiser. The goal for the elementary was \$2,675 and their final donation to Scuffy was \$4,006.

Mr. Chase spoke about the progress of the 7<sup>th</sup> grade students. By examining the data, students are put into focus groups to increase their skills in certain areas. A Data Committee has been established to create forms that the students can use to improve their skills. They are using the data to decide what standards specific students need reinforced as ISTEP testing draws near. Mr. Oswald and Mrs. Parmer are already working to improve their assessments in language arts to help students improve even more next school year. Mr. Chase said that the kids have done the best job this year of the 3 years that he has been here.

### **Food Service Director Report**

Charity Elliott informed the board that she attended two seminars this semester. She had two cooks accompany her to the seminar on Smart Snacks (a la carte). The seminars were informative and helpful for Mrs. Elliott and her cooks. She also mentioned that there are new regulations on beverages for 6-8 grade students; no lemon flavored water is allowed. Mrs. Elliott has had two dishwashers and a freezer go down. Mr. Hancock has fixed the problems. She is going to reconfigure her shelves in the walk-in freezers this summer. She also mentioned that she is only \$200 over her estimated budget with all of the equipment problems she has had. A professor from Purdue University has agreed to use the high school kitchen as a project in their graduate class. They are planning an equipment and facility design. She is hoping to some day use these prints to make the things on paper happen.

Mrs. Elliott explained the catering program to the board. To figure a price for caterings, she takes the food cost times three. This gives the catering price a third food cost, a third labor, and a third profit. She explained that any profit brought into the school through reimbursable meals must be used to produce more reimbursable meals. The profit from caterings and a la carte sales makes it possible to provide extras to the school by way of equipment, staff appreciation meals, uniforms, etc.

### **Facilities/Maintenance Director Report**

Mr. Hancock thanked the board for the new truck and said that it has been exactly what the district needed. He mentioned that air filters alone will cost \$9,000-10,000 per year. He has worked to bring us into compliance with OSHA and IDEM. Lisa Park is doing a great job on the water testing at our schools. He has projected the dates for wastewater plant improvement to be June 29<sup>th</sup> through July 10<sup>th</sup>. The approximate cost is from \$35,000 to \$50,000. With proper maintenance the wastewater plant may last 15 to 20 years after the improvements are made.

**Superintendent Report**

Dr. Maurer informed the board about the performance report that was in the newspaper. The state had some wrong data so it was marked and explained when it ran in the newspaper. The incorrect items were the “Pupil Enrollment to Full Time Employee Ratio”-the correct number is 22 and it listed 90. Also, an incorrect number was listed for the number of students who have passed the ECA Math Standard. We had 44/45 (97.7%) of our cohort of students. Then Dr. Maurer explained the difference between policy and administrative guidelines. A policy tells what and maybe why while administrative guidelines tell how. She said that a policy may not have a guideline and vice-versa. If they have both then they should match each other.

**Personnel**

**A. Leaves/Resignations/Terminations**

**Recommend the acceptance of the resignation of Bill Taylor as Girls’ Varsity Basketball Coach.** Mr. Emerick moved and Mrs. Smith seconded. Carried 6-0 with Mr. Drake abstaining

**B. Recommendations to Hire**

**Recommend the hiring of Chris Clark as Junior High volunteer track coach. Chris Lakes as 2015-16 Special Education Coordinator and Allison Seale as 2015-16 Special Education Program Support.** Mrs. Smith moved and Mr. Burbrink seconded. Carried 7-0

**Superintendent Comments**

Dr. Maurer thanked Mrs. Elliott and Mr. Hancock for doing such great work. She also congratulated the elementary for being selected to receive the Support Music Merit Award.

**Board Member Comments**

Mrs. Smith thanked the presenters for their presentations. Mrs. Isgrigg thanked Mr. Taylor for serving as the girls’ varsity basketball coach. She also read a thank you note from Mr. and Mrs. Schmitt for the flowers that were given when her Father passed away.

Mrs. Isgrigg adjourned the meeting at 8:20 p.m.

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The board went back into executive session after the regular board meeting.