

# **Tri-Township School Board Meeting**

## **Minutes**

**June 9, 2011**

**Members Present:** Tim Guse, Dick Bucher, Joyce Spoljaric, Paul Malecki, and Bob Younggreen. Also, present were superintendent, Norm Kleist and principals, Tim Somers and Vicky DePrey as well as 9 citizens.

**Oath of Office:** Dara Guse swore in Tim Guse, Dick Bucher, Joyce Spoljaric, Paul Malecki, and Bob Younggreen.

**Election of officers:** Dick Bucher motioned to elect Tim Guse to be president of the board and Joyce Spoljaric seconded. Nominations were closed. All in favor. Tim Guse motioned for Dick Bucher to be Vice President and Joyce Spoljaric seconded. Nominations closed. All in favor. Paul Malecki motioned for Joyce Spoljaric to be secretary and Dick Bucher seconded. Nominations closed. All in favor.

**Schedule of Board Meetings:** The meetings were motioned to be held on the second Monday of each month alternating between Wanatah and Lacrosse Schools. The next meeting is set for 7/11/11 at Lacrosse School cafeteria 6 p.m. All in favor.

**Appointment of Superintendent:** Dick Bucher motioned to accept Norm Kleist as Superintendent and Paul Malecki seconded. All in favor.

**Appointment of Administrative Specialist:** A discussion was held concerning the starting salary of this position. It was decided she would give significant help to the Superintendent, both school principals as well as bringing over 21 years experience in school administration affairs. It was also decided a separate secretary would not be needed. Paul Malecki motioned to hire Rose Haite for this position and Dick Bucher seconded. All in favor.

**Appointment of Treasurer and Assistant Treasurer:** Paul Malecki motioned to appoint Judy Keehn as treasurer at \$35,000 and Dara Guse as assistant treasurer at \$18,000 annually. Dick Bucker seconded both. All in favor.

**Depository approval:** Horizon Bank would be the main bank for depositories and First Source bank in Lacrosse would be a secondary bank to support both communities. Dick Bucher motioned to accept this plan and Paul Malecki seconded. All in favor.

**Principal contracts:** Dick Bucher motioned to give Principals, Tim Somers and Vicky DePrey a two year contract receiving the same pay and benefits they currently receive with a second year option of discussion to be given a raise. Bob Younggreen seconded. All in favor.

**Approval of master teacher contract for the year 2011-2012:** Paul Malecki motioned to accept the master contract as presented. Bob Younggreen seconded. All in favor.

**Letter to Parents:** Mr. Kleist would compose a letter to the parents of each school district explaining the approval of consolidation, the name of the new school corporation and the proposed changes that would take place as well as the role of school board members. Joyce Spoljaric motioned to go forth with the letter and Paul Malecki seconded. All in favor.

**Class Assignments for 2011-2012:** Discussion was held about the consideration of grades 3,4,5 from Lacrosse moving to Wanatah. It was decided a parent meeting was needed to give parents the facts and to hear their concerns and comments of what would be best for the children. Joyce Spoljaric motioned to give approval for

contact to be made to the parents of both schools to attend a meeting to discuss possible grade placements from Lacrosse to Wanatah. Dick Bucher seconded. All in favor.

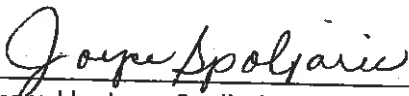
Superintendent Location: It was suggested the portable classroom building at Wanatah be an office location for Mr. Kleist and Rose Haite. Dick Bucher motioned the approval and Bob Younggreen seconded. All in favor.

Transportation and Flyer for Tri-Township: Mr. Kleist presented a draft flyer for board approval to be mailed to neighboring townships announcing open enrollment for Tri-Township School Corporation. Tim Guse and his staff will critique the flyer and Cody Jonas will put the information on the school website using the Mambo web design for the corporation web page. Board members were encouraged to e-mail Norm with any additional ideas. Dick Bucher motioned to accept the approval for the flyer and transportation to neighboring communities door to door and Paul Malecki seconded. All in favor.

Conflict of Interest Forms: Board members received conflict of interest forms and forms were completed by each member. They were returned to Norm Kleist for file.

Bus Issue: Tim Guse presented John Sullivan to discuss a bus in need of repair. Mr. Sullivan stated the bus was 17 years old, rusty, broken bus driver seat as well as leaking inside the bus. He suggested the bus be replaced. He stated he would be happy to do some research into a new bus and the cost for future discussion.

Adjournment: Dick Bucher motioned to adjourn the meeting at 8:52 p.m. and Bob Younggreen seconded. All in favor.



Minutes prepared by Joyce Spoljaric, Secretary

Board Approval: July 11, 2011

**Board Meeting Minutes**  
**Tri-Township Consolidated School Corporation**  
**7/11/2011 6:00 pm LaCrosse School**

Members in Attendance: Tim Guse, Dick Bucher, Paul Malecki, Bob Younggreen, and Joyce Spoljaric  
Leaders in Attendance: Norm Kleist, superintendent; Tim Somers, LaCrosse principal; and Vicky DePrey, Wanatah principal  
Citizens in Attendance: Approximately 27

Board President Tim Guse welcomed everyone to the first TTCSC Board Meeting, and then proceeded to request a moment of silence in memory of a parent of two local students, and his passenger, who were killed in an automobile accident on 7/10/11.

**1. Minutes from June 9, 2011 - Approval**

A motion to approve the Minutes of the June 9 meeting was made by Paul Malecki, and seconded by Dick Bucher. Motion carried.

**2. Personnel**

- **Retirement Diane Russell - Approval**

A motion to accept the retirement request for Diane Russell (4<sup>th</sup> grade teacher at Wanatah) was made by Bob Younggreen and seconded Paul Malecki. Motion carried.

- **Resignation Amy Emery - Approval**

A motion to accept the resignation request for Amy Emery (cook assistant at Wanatah) was made by Paul Malecki, and seconded by Dick Bucher. Motion carried.

- **Resignation Michelle Haney - Approval**

A motion to accept the resignation request for Michelle Haney (cook at Wanatah) was made by Paul Malecki, and seconded by Bob Younggreen. Motion carried.

- **Art Teacher Jessica Westerhoff - Approval**

A motion to accept the resignation request for Karie Gorski (art teacher) was made by Bob Younggreen, and seconded by Paul Malecki. Motion carried.

Leaders and board members discussed Jessica Westerhoff's qualifications, relocation, credentials and experience. Hiring will be based upon reference checks and July course completion.

A motion to hire Jessica Westerhoff (replace Gorski) was made by Paul Malecki, and seconded by Bob Younggreen. Motion carried.

**3. Claim Docket - Approval**

A motion to accept the claim docket expenditures was made by Dick Bucher, seconded by Paul Malecki. Motion carried.

**4. Recognition**

- **Solid Waste District and LaPorte County Highway Department**

Norm Kleist recognized Solid Waste District and LaPorte County Highway Department for their donation of two truckloads of wood chips for LaCrosse and Wanatah Schools.

**5. Pre-Approval to Pay Claims - Approval**

Norm Kleist requested a motion be made to approve the payment of expenditures as soon as bills are received, instead of waiting for Board Meeting approval.

A motion to accept was made by Paul Malecki, and seconded by Bob Younggreen. Motion carried.

**6. Format for Future Board Meetings - Approval**

- **Pledge of Allegiance, Approval of Minutes, Personnel, Public Comments on Agenda Items, Agenda Items.**

After discussion, a motion to accept the format for conducting future board meeting was made by Bob Younggreen, and seconded by Joyce Spoljaric. Motion carried. Minutes would be posted after approval on the schools' websites.

**7. All Tri-Township K-8 Students Attend Wanatah - Approval**

- **Results from parent meeting on June 28th. Recommendation: to have all K-8 students attend**

**Wanatah School for the 2010-2012 School year.**

Norm Kleist indicated that the parents who attended the June 28 meeting unanimously voted for Option 4 of the presented attendance options. Board members and public comments covered classroom space/availability, computer lab, class size/headcount splits, a possible open house/orientation, school breakfasts, and transportation concerns. Splits mentioned were

1 <sup>st</sup> Grade = 31 Total	Split at 16
2 <sup>nd</sup> Grade = 39	Split at 20
3 <sup>rd</sup> Grade = 25	No Split
4 <sup>th</sup> Grade = 37	Split at 18
5 <sup>th</sup> Grade = 32	Split at 16
Kindergarten = 31	Possibly Not Split, but with teaching assistance

Children's safety is the first priority of the Board.

A motion to accept the move of Kindergarten through Grade 5 to Wanatah was made by Paul Malecki, and seconded by Bob Younggreen. Motion carried.

**8. Policy on Transfer Tuition - Approval**

Tim Guse stated that Wanatah has never had a transfer tuition policy or agreement. He suggested the current LaCrosse agreement be amended to include Wanatah.

A motion to incorporate Wanatah into the current LaCrosse Transfer Tuition agreement was made by Bob Younggreen, and seconded by Paul Malecki. Motion carried.

**9. Mailer - Approval**

Norm Kleist stated we'd like to send a flyer to neighboring school corporations that would market our schools. The flyer would be copied on semi-gloss paper, using color print, folded/taped for mailing and distributed to the appropriate township's post office by Foster Printing Service. To reach residents in Hanna, Hamlet, LaCrosse, Union Mills and Wanatah Townships requires 3,626 flyers (an additional 1,000 will be needed for miscellaneous use). The cost of mailing using the United States Postal Service's new Every Door Direct Mail-Retail service is \$514.89 (14.2¢ each piece). The cost of producing 5,000 flyers from Foster Printing is \$778.25.

A motion was made by Dick Bucher that we contract with Foster Printing Service for 5,000 copies, and seconded by Paul Malecki. Motion carried.

Approval of the tri-fold flyer layout was made by Bob Younggreen and seconded by Paul Malecki. Motion carried.

**10. Bus with Lift – 2001 with 140,000 miles available for \$8,400+ w/trade**

Tim Guse reported that Kerlin's quoted repair work is approximately \$9,000 for Bus #6 (1995 with large amount of miles). Kerlin has a used 2001 handicap lift installed International Harvester bus that has approximately 140,000 miles available for \$8,400 with trade-in. John Sullivan stated that a 2004 IH bus has become available with 17,000 miles for \$13,495.

Paul Malecki motioned that we purchase the newer handicap accessible bus for \$13,495. It was seconded by Bob Younggreen. Motion carried.

**11. Bus lettering - Tim**

Tim Guse reported that Signature Graphics would donate the vinyl needed to re-letter the school corporation's busses, includes removing the old lettering. The installation cost by Signature Graphics is \$50/bus.

A motion to re-letter 11 busses at \$50 per bus was made by Joyce Spoljaric, and seconded by Bob Younggreen. Motion carried.

**12. Re-Approval of Joint Resolution to Consolidate Dated May 3, 2011 - Approval**

Norm Kleist mentioned that the Board did not meet the 48-hour advance notice requirement because of the Election Day holiday. The original resolution and its May 3 amendment need to be reapproved.

A motion to accept and adopt the original Joint Resolution to Consolidate and its May 3, 2011, amendment was made by Bob Younggreen, and seconded by Paul Malecki. Motion carried.

**13. Policy that all pay will be done by Electronic Transfer Starting with the August 26, 2011 Pay - Approval**

A motion to make all salary payments by EFT beginning in August was made by Joyce Spoljaric, and seconded by Paul Malecki. Motion carried.

#### 14. Low Financial Software - Approval

- **Current Software used by Cass. Approval for use by Tri-Township. Add 2 more users at \$143 each**

A motion to adopt the use of Low software for Tri-Township at no additional cost, and add two additional users for a one-time annual cost of \$143 each was made by Joyce Spoljaric, and seconded by Bob Younggreen. Motion carried.

- **Approval to purchase ECA Software for LaCrosse School. Currently being used by Wanatah**

**\$3,498 + \$472 annual maintenance fee**

A motion to purchase ECA extracurricular software so that both schools will be the same was made by Joyce Spoljaric, and seconded by Bob Younggreen. Motion carried.

#### 15. Maintenance

- **Wanatah Blacktop Quotes - Bids Attached**

A motion to accept the blacktopping bid from Boyd for \$17,173.86 was made by Dick, seconded by Joyce Spoljaric. Motion carried.

- **Air Conditioning for LaCrosse Classrooms**

**\$1680.00 per unit 24,000 BTU**

**14 X 1,680=\$23,520**

**Electric \$12,000-14,000**

A motion to purchase air conditioning for LaCrosse classrooms was made by Bob Younggreen and seconded by Dick Bucher. Motion carried.

- **Addition to Storage Building at Wanatah - Bid Attached**

**O'Connor quote = \$19,882 24x24x10**

A motion to accept the O'Connor bid for the Wanatah storage building was made by Dick Bucher and seconded by Bob Younggreen.

- **Repair To Portable Classrooms - Bid Attached**

We need maintenance repairs and repairs from storm damage and air conditioner at LaCrosse.

A motion to accept the bid for repair work to portable classrooms was made by Dick Bucher and seconded by Bob Younggreen.

- **Location of Superintendent's Office at LaCrosse - Approval**

A motion to have the Superintendent's Office at LaCrosse, and approval to purchase carpeting and needed furniture for the office, was made by Dick Bucher and seconded by Bob Younggreen. Motion carried.

- **Gutters - Bid Attached**

Tim Somers showed the type of guttering needed.

A motion to accept the F.R. Sheet Metal bid (.63 bid – no deduct) for guttering was made by Paul Malecki and seconded by Bob Younggreen.

The Board and public discussion included how Maintenance projects will be paid (out of Capital Projects or the Prairie Township Repair Fund), priorities, air conditioning, and electrical service.

**16. 403(b) Investment Options for Tri-Township - Approval**

- **Current: Ameriprise LaCrosse and Met Life Wanatah - Add Oppenheimer Funds**
- **Rep. Julianne Charlesworth. The teacher's contract has no more than three.**

A motion to use Julianne Charlesworth, CPA, for additional 403(b) was made by Dick Bucher and seconded by Paul Malecki. Motion carried.

**17. Request for Health Insurance                      Annette Brown                      Approval**

This issue was tabled to the next meeting.

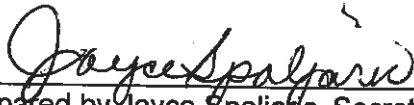
**18. Attorney for the Corporation                      Monica Conrad, Hodges & Davis**

A motion to accept Monica Conrad, Hodges & Davis, as the corporate attorney was made by Dick Bucher and seconded by Bob Younggreen.

**19. Ag Program (Rudy – Jeff Megner - Approval**

A motion to approve the Ag Program was made by Paul Malecki and seconded by Bob Younggreen. Motion carried.

The next Board meeting, scheduled for August 8, was cancelled and rescheduled for August 12 at 5 p.m. at Wanatah School – Open House from 6-8 (following meeting)



Minutes prepared by Joyce Spoljanc, Secretary

Board Approval:                      August 12, 2011

**Board Meeting Minutes**  
**Tri-Township Consolidated School Corporation**  
**8/12/2011 5:00 pm Wanatah School**

Members in Attendance: Tim Guse, Dick Bucher, Bob Younggreen, and Joyce Spoljaric  
Administrators in Attendance: Norm Kleist, superintendent; Tim Somers, LaCrosse principal; and Vicky DePrey,  
Wanatah principal  
Staff and Community Members in Attendance: Approximately 14

**Open Meeting/Pledge of Allegiance**

**Minutes from June 9, 2011 - Approval**

A motion to approve the Minutes of the July 11 meeting was made by Joyce Spoljaric, and seconded by Bob Younggreen. Motion carried.

**Personnel**

Jessica Westerhoff (new Art and Home Economics teacher) and Abby Schwenk (new 4th Grade teacher) were introduced to the group.

**5<sup>th</sup> Grade – Approval to have two sections and fill position**

Since there are currently 31 students in the 5<sup>th</sup> Grade, Norm Kleist suggested the class be split and a second teacher be hired. A motion to split the 5<sup>th</sup> Grade into two classes and hire a new teacher was made by Bob Younggreen, and seconded by Joyce Spoljaric. Motion carried.

**Assistant Girls Volleyball – Ashley Spoljaric - Approval**

A motion to accept the hiring of Ashley Spoljaric as the Assistant Girls Volleyball coach was made by Joyce Spoljaric and seconded Dick. Motion carried.

**Cafeteria – Annette Brown, Food Services Director - Approval**

A motion to accept the hiring of Annette Brown as the Food Services Director was made by Dick Bucher and seconded Bob Younggreen. Motion carried.

**Resignation of Jennifer Kalvaitis - Approval**

A motion to accept the resignation request of Jennifer Kalvaitis (kindergarten teacher at Wanatah) was made by Joyce Spoljaric and seconded Dick Bucher. Motion carried.

**Hiring of Ken Roslansky - Approval**

The Board discussed the re-hiring of Ken Roslansky after his retirement. Tim Guse expressed his concern that the re-hiring of Ken Roslansky would set a precedent. Norm Kleist explained the process that was followed:

- No agreement was entered into between Ken Roslansky or anyone within the Corporation that upon his retirement that he would be re-hired. A teacher can actually lose their retirement benefits if any such agreement is entered into.
- The position was posted and applications were received.
- Interviews were conducted and Ken Roslansky was interviewed along with other candidates.
- After the interviews, it was determined that Ken Roslansky was the best candidate.
- Norm Kleist made the recommendation to the Board that Ken Roslansky be re-hired.
- The final decision to hire any employee rests with the School Board.



The Board agreed that the appropriate steps were followed and that this will be the process that will be followed in the future. Dick Bucher added that the future re-hiring of any staff that elects to retire would be considered on a case-by-case basis and at the discretion of the Board.

A motion to accept the re-hiring process that was followed, and to approve the re-hiring of Ken Roslansky (high school Math teacher) was made by Dick Bucher, and seconded by Joyce Spoljaric. Motion carried.

#### **Hiring of Abigail Schwenk - Approval**

A motion to accept the hiring of Abigail Schwenk (4<sup>th</sup> Grade teacher at Wanatah) was made by Joyce Spoljaric, and seconded by Bob Younggreen. Motion carried.

#### **Claim Docket - Approval**

Norm Kleist announced that there was a change to the Dewey Claim Docket, as well as a request to increase the standard mileage reimbursement by \$1 per mile to be paid to Travis Younggreen for services rendered in waste removal.

A motion to Pay Travis Younggreen \$101 for services rendered was made by Dick Bucher, and seconded by Joyce Spoljaric. Motion carried.

A motion to accept the August claim docket expenditures was made by Dick Bucher, seconded by Bob Younggreen. Motion carried.

#### **Recognition**

##### **Signature Graphics**

Norm Kleist recognized Tim Guse and Signature Graphics for the creation of the TTCSC flyer.

#### **Public Comments on Agenda Items**

Question: Can the dates of School Board meetings be published to the Wanatah School website?

Answer: Board meeting dates will be published to the Tri-Township Consolidated School Corporation, LaCrosse School, and Wanatah School websites.

#### **Resolution for Teacher Retirement**

Prior to consolidation, the corporations (Cass and Dewey Prairie) made the 3% payment per teacher to Teacher Retirement Fund. Norm Kleist requested that this payment now be approved by the new corporation.

A motion was made to pay the 3% per teacher payment to the TRF packet by Joyce Spoljaric and seconded by Bob Younggreen. Motion carried.

#### **Textbook Rental Fees – LaCrosse School 2011-2012**

A motion to approve the textbook rental fees was made by Dick Bucher and seconded by Joyce Spoljaric. Motion carried.

#### **Handbook**

The Board members discussed changing references in the LaCrosse handbook concerning excessive absenteeism, the tardiness policy, and college visits by Juniors and Seniors.

A motion to approve changes to the LaCrosse handbook relative to the three subjects discussed was made by Dick Bucher and seconded by Joyce Spoljaric. Motion carried.

#### **Bids for Radio Repeater**

Three bids were received. The requirement deadline to have the repeater is 12/31/12.

A motion to accept the HiTech bid of \$5,790 and purchase the radio repeater was made by Joyce

Spoljaric and seconded by Bob Younggreen. Motion carried.

### **Low Financial Software Resolution**

A motion to approve the resolution to the State Board of Accounts to use forms generated by the Low Financial Software system based on prior approval given to Sunman-Dearborn Community School Corporation was made by Dick Bucher and seconded by Joyce Spoljaric. Motion carried.

### **Busses**

All busses passed inspection. John Sullivan will make a presentation at the September meeting concerning cameras inside the busses. He also made a presentation on two 2010 and eight 2008 Thomas busses that have recently been made available in case we want to replace any of our old busses. We could save \$25,000 off the cost of a new bus. He suggested a one-bus-per-year replacement program in order to prevent us from having an old bus that will not pass inspection. Kerlin will re-letter. 2008 models are approximately \$56,000; 2010 is \$68,000.

### **Principal Reports**

**Vicky DePrey:** A successful registration was held on 8/11. Most upgrades to rooms have been completed. Wireless is being installed throughout the building for laptops. Need to use one portable classroom. Looking for a new staff member. Current enrollment is 278 students. Final student count in September. The parking lot has been re-paved with extra parking slots. Extracurricular sports practices have started. Teacher meeting next Thursday at Wanatah. Expect a great and exciting new year. Acknowledged the extra efforts of Scott Spoljaric, Amber Spoljaric, Amy Wozniak, and everyone that helped teachers.

**Tim Somers:** There are a total of 104 students (48 male/56 female). Custodians replaced ceiling tiles in all the classrooms. New steps have been installed. We are ready for CAD and Animal Science's new classes. Gym floors have been resurfaced. Air conditioning is installed. All teachers are ready, and sports have started. We're looking forward to a great year.

### **Maintenance and Repairs – Update from July Meeting**

#### **Wanatah**

Parking Lot – Blacktopping is complete.

Portable Classrooms – Roof repair is complete. Floor and carpeting replacement started today and is expected to be completed soon.

Additional Storage Building – work starts next week.

#### **LaCrosse**

Air Conditioners – Expected to be complete before school starts.

### **Annual SA-5 Report and June SA-5 Report**

LaCrosse – Judy provided monthly copies to the Dewey Prairie board members of this report. Wanatah School will start providing this report at the September Board meeting.

A motion to adjourn was made by Dick Bucher and seconded by Joyce Spoljaric. Motion carried. Meeting adjourned at 5:55 p.m.

The next Board meeting is scheduled for September 12, at 6 p.m., at LaCrosse School north cafeteria.

  
Minutes prepared by Joyce Spoljaric, Secretary

Board Approval: September 12, 2011

**Board Meeting Minutes**  
**Tri-Township Consolidated School Corporation**  
**9/12/2011 6:00 pm LaCrosse School**

Members in Attendance: Tim Guse, Dick Bucher, Bob Younggreen, Paul Malecki and Joyce Spoljaric

Administrators in Attendance: Norm Kleist, superintendent; Tim Somers, LaCrosse principal; and Vicky DePrey, Wanatah principal

Staff and Community Members in Attendance: Approximately 12

1. **Open Meeting** **Pledge of Allegiance**  
Board president, Tim Guse, brought the meeting to order at 6 p.m. with the saying of the Pledge of Allegiance.
2. **Minutes from August 12<sup>th</sup> Meeting**  
No changes in the Minutes from the previous meeting. A motion to approve the minutes of the August 12 meeting was made, seconded, and carried.
3. **Public Hearing** **2012 Budget**  
Public Comments: Is the budget the result of combining the budgets of Cass, Dewey and Prairie Township Schools? Yes.  
Public Comments: What is the Recreation Fund? It is a fund that covers care of recreational parks, maintenance, library, etc. No further questions. (This was in reference to the Dewey Township budget.)
4. **Public Hearing** **2012 CPF Plan**  
Public Comments: Can money be obtained for an emergency generator from the County Emergency Management Team? Mr. Kleist said we asked for it two years ago without resolution. He will contact them again.
5. **Public Hearing** **2012 Bus Replacement Plan**  
Board Comments: What is the plan of action? Replace one bus per year. No further questions.
6. **2012 CPF Plan – Approval**  
A motion by Paul Malecki was seconded by Joyce Spoljaric to approve the 2012 CPF Plan. Motion carried.
7. **2012 Bus Replacement Plan – Approval**  
A motion by Paul Malecki was seconded by Bob Younggreen to approve the 2012 Bus Replacement Plan. Motion carried.  
Discussion followed the motion concerning the timing of replacements and replacing two buses next year. Buses can be re-lettered in the next week or so.
8. **Personnel**

**Resignation:**

**Abigail Schwenk**

**Approval**

A motion was made by Paul Malecki and seconded by Joyce Spoljaric to accept the resignation of Abigail Schwenk. Motion carried.

**Hire:**

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|-------------------------|------------------------|-----------------|
| • 4 <sup>th</sup> Grade | <b>Anna McVay</b>      | <b>Approval</b> |
| • 4 <sup>th</sup> Grade | <b>Danielle Lawson</b> | <b>Approval</b> |
| • 5 <sup>th</sup> Grade | <b>Kara Orosz</b>      | <b>Approval</b> |

A motion was made by Paul Malecki and seconded by Bob Younggreen to accept the hiring of Anna McVay, Danielle Lawson and Kara Orosz. Motion carried.

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|-------------|------------------------|-----------------|
| • Cafeteria | <b>Jill Pataky</b>     | <b>Approval</b> |
| • Cafeteria | <b>Janet Brown</b>     | <b>Approval</b> |
| • Cafeteria | <b>Jeannette Avery</b> | <b>Approval</b> |

A motion was made by Paul Malecki and seconded by Bob Younggreen to accept the hiring of Jill Pataky, Janet Brown, and Jeannette Avery. Motion carried.

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| • Basketball Coaches |  | <b>Introductions</b> |
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The coaching staff for this year was introduced. A copy of the Basketball Handbook (to be distributed to team members and coaches) was given to the Board.

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| • JV Asst. Basketball | <b>Zachery Walters</b>          | <b>Approval</b> |
| • Asst. Basketball    | <b>Jack Wallace</b>             | <b>Approval</b> |
| • V Asst. Basketball  | <b>Butch Guse</b>               | <b>Approval</b> |
| • Basketball          | <b>Jeff Mitzner - Volunteer</b> |                 |

A motion was made by Paul Malecki and seconded by Dick Bucher to accept the hiring of Zachery Walters, Jack Wallace, and Butch Guse. Motion carried.

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| • JV Girls Basketball Coach | <b>Amber Rust</b> | <b>Approval</b> |
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A motion was made by Joyce Spoljaric and seconded by Bob Younggreen to accept the hiring of Amber Rust. Motion carried.

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| • Instructional Assistants: Kindergarten/Music/PE/Art/Library and ESL additional time. | <b>Approvals</b> |
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Mr. Kleist informed the Board that we now have 34 Kindergarten students and 40 students in Special classes. (1) The principals are looking into hiring a licensed teacher, but we will pay them as a full-time Instructional Assistant to work in these areas. We also have seven ESL (English as a Second Language) students that need additional help. (2) We are asking that we add 2 hours per day to Carrie Mann and Hilary Banks (move them from 4 to 6 hours per day). They would work with the ESL students and also help with the Special Ed classes. He requested approval from the Board for these positions.

(1) A motion was made by Dick Bucher and seconded by Paul Malecki to accept the hiring of an Instructional Assistant. Motion carried.

(2) A motion was made by Joyce Spoljaric and seconded by Dick Bucher to accept the daily two-hour increase for Carrie Mann and Hilary Banks. Motion carried.

The names of candidates for any position(s) that need to be filled will be requested from the principals and coaches one-week prior to the Board meeting so that the information can be flowed to members before the meeting is held.

9. **Claim Docket** **Approval**  
Claim Docket will not have the SA-5 Reports this month. They will be included on next month's agenda. Mr. Kleist recommended that anything that we can pay for relative to technology should come out of CPF.  
A motion was made by Dick Bucher and seconded by Bob Younggreen to accept the September Claim Docket. Motion carried.

10. **Recognitions**

- Cass Twp. Schools ISTEP One of Top Ten School Corporations in the State (9<sup>th</sup>)
- LaCrosse and Wanatah Schools Achieving the category of grade "A" Exemplary School
- Packaging Logic Donation - 150 boxes for the moves we made prior to the start of school

# 11. **Public Comments on Agenda Items**

- Q** Have we considered splitting the Kindergarten class to resolve the high population?
- A** Hiring the aide will help resolve the overpopulation problem.
- Q** There are rumors about moving the 7<sup>th</sup> and 8<sup>th</sup> Grades to LaCrosse, which are making some parents uneasy and threatening to move their child(ren) to South Central. Are the rumors true?
- A** No. The Board has not addressed the idea of moving 7<sup>th</sup> and 8<sup>th</sup> Grades to LaCrosse (keeping it Grades K through 8). An article will be placed in the School News, on the website, and email homes stating the Board will maintain Wanatah as Grades K through 8 through 2013.
- Jeff Mitzner suggested a school day start time of 7:45-7:50 and an end time of 2:45 at Wanatah (making a shorter school day) to allow more efficient use of time for students. Busing pickup/drop off times will be affected. Mr. Kleist said he'd look into transportation options.

# 12. **Purchase of Computers** **Wanatah** **Approval**

Mr. Kleist suggested we replace older Wanatah School computers with new ones. A motion was made by Dick Bucher and seconded by Paul Malecki to replace 15 outdated computers at Wanatah using the DELL quote of \$11,199.60. Motion carried.

# 13. **Locker Rooms** **LaCrosse** **Information**

- a. Heat and Air Conditioning – Advanced Mechanical Systems unit, fenced in on the ground (quote \$11,860).

A motion was made by Dick Bucher and seconded by Bob Younggreen to accept the quote from Advanced Mechanical Systems (does not include pad or electric) for the locker rooms heating and air conditioning. Motion carried.

- c. Proposal to Add Additional Locker Room –

Scot Spoljaric put together a plan to use the current music room to make two additional locker rooms, and also add bathrooms to the current locker rooms. If approved, the music room could move to the Learning Center.

Dick Bucher motioned that Jeff Wolf be the architect. Paul Malecki seconded the motion. Motion carried.

After discussion, a motion was made by Dick Bucher and seconded by Bob Younggreen to spend up to \$12,000 for lockers and installed tile in the girls' locker room. Motion carried.

# d. **Telephone Systems** **Both Schools** **Information**

Upgrade of the telephone system to include voicemail for 60 phones at to both schools. This item is tabled to a future meeting in order to get more information.

# e. **Bus Cameras** **John Sullivan** **Information**

John Sullivan is in the process of gathering information on bus cameras, to be installed in the back of all the buses. Issue is tabled until next month.

**f. Emergency Drill Locations Fire Department Information**

The Vicky DePrey met with fire department representatives who determined that the current areas designated as safe where students and staff can seek shelter is no longer suitable for the increased population.

A motion was made by Joyce Spoljaric and seconded by Paul Malecki to get a price to brick up the window in the women's restrooms. Motion carried. Ms. DePrey will get a quote and get back with the board.

**g. Policy Substitute Teacher Pay Approval**

A motion to pay substitute teachers at Wanatah the same as LaCrosse at \$65/full-day and \$35/half-day was made by Paul Malecki and seconded by Joyce Spoljaric. Motion carried.

**h. Policy Mileage Pay Approval**

A motion to set mileage reimbursement at \$.40 per mile was made by Dick Bucher and seconded by Bob Younggreen. Motion carried.

**i. Idling Policy Fresh Air Approval**

In order to comply with law, a motion to accept the new Idling Policy was made by Dick Bucher and seconded by Paul Malecki. Motion carried.

**j. Special Education Joint Agreement Approval**

A motion was made by Paul Malecki and seconded by Dick Bucher to approve the minor changes to the annual Special Education Joint Agreement. Motion carried.

**k. Shortened School Day Information**

Norm Kleist presented an idea for discussion concerning shortening the school day to provide more time for in-service training and curriculum work for teachers. The LaCrosse Student Council also requested a shortened school day. Other school systems successfully use this system. The principals spoke about how integration would change the way teachers teach, and how it could meet our needs. One day per week 8:40 start time; excludes lunch; 3:05 end. Parents who drive their children to school may experience difficulty. Tim Somers requested board members talk to teachers and parents to gain insight to their thoughts. The Board will revisit this item at a future meeting.

**l. Staff Pay Information**

Mr. Kleist will provide payroll information that covers Cass, Dewey, TTCSC non-certified employees for review by the next Board meeting.

**m. Principal Reports**

**• Ms. DePrey - Wanatah**

- Wanatah Population: Kindergarten total 31; 1<sup>st</sup> Grade total 34=17+17; 2<sup>nd</sup> Grade total 37=18+19; 3<sup>rd</sup> Grade total 28; 4<sup>th</sup> Grade total 37=20+17; 5<sup>th</sup> Grade total 30=16+14.

- Title I: 16 to 18 Kindergarteners are below grade level; 11 of 13 1<sup>st</sup> graders qualify; 14 of 37 2<sup>nd</sup> graders qualify; 11 of 26 in 3<sup>rd</sup> Graders qualify for needing extra help. Bill Dook is working with his students will be walking in the Scarecrow Parade. Students will wear t-shirts advertising their school.  
A motion to pay for 40 shirts/screening was made by Dick Bucher and seconded by Paul Malecki. Motion carried.
- Ms. DePrey submitted information on Discovery Education for the Board's review.
- Introduced Danielle Lawson as the new 4<sup>th</sup> Grade teacher.
- **Mr. Somers - LaCrosse**
  - 4+1 Plan – students can earn college credits starting in their sophomore year. We're still working on plans for AES (Advanced Environmental Science); Spanish IV; and Chemistry II.  
Currently, there are no students needing Virtual Academy.

**n. Maintenance and Repairs**

- **Replace 2 Water Coolers      Wanatah      See Attached Quote      Approval**  
A motion was made by Dick Bucher and seconded by Bob Younggreen to replace two water coolers at Wanatah. Motion carried.
- **Repair of Portable Classrooms**  
Floor and carpet completed
- **Addition to Storage Building at Wanatah**  
Storage building floor is poured and frame is up.
- **Superintendent's and Finance Office**  
The Superintendent's office will move the last week of September. Finance has moved.
- **Learning Center LaCrosse**  
The Learning Center computers will be moved into LaCrosse School.

**o. Annual SA-5 Report Wanatah Information**

A motion to accept the annual report was made, seconded, and carried.

**p. July SA-5 Report      LaCrosse & Wanatah Information**

Not submitted, but will be submitted at the next board meeting.

A motion to adjourn was made, seconded and carried.

**Next Board meeting is scheduled for October 10, 2011, 6:00 pm, at Wanatah School**



Minutes prepared by Joyce Spoljaric, Secretary

Board Approval:      October 10, 2011

## **Board Meeting Minutes**

### **Tri-Township Consolidated School Corporation**

**10/10/2011 6:00 pm Wanatah School**

**Members in Attendance:** Tim Guse, Dick Bucher, Bob Younggreen, Paul Malecki and Joyce Spoljaric

**Administrators in Attendance:** Norm Kleist, Superintendent; Tim Somers, LaCrosse Principal; and Vicky DePrey, Wanatah Principal

**Staff and Community Members In Attendance:** Approximately 15-20

1. **Open Meeting** Pledge of Allegiance  
Board President, Tim Guse, brought the meeting to order at 6 p.m. beginning with the Pledge of Allegiance.
2. **Minutes from September 12<sup>th</sup> Meeting**  
Minutes from the previous Board meeting were approved without any changes.
3. **2012 Budget** Approval  
A motion made by Dick Bucher was seconded by Bob Younggreen to approve the 2012 Budget. The motion carried.
4. **Personnel** Approval  
A motion made by Dick Bucher was seconded by Joyce Spoljaric to approve the hiring of Jeff Mitzner, Scot Spoljaric and Wes Bucher. The motion carried.
  - Jeff Mitzner 8<sup>th</sup> Grade Basketball Boys Approval
  - Scot Spoljaric 7<sup>th</sup> Grade Basketball Boys Approval
  - Wes Bucher 6<sup>th</sup> Grade Basketball Boys Approval
5. **Claim Docket** Approval  
A motion made by Dick Bucher was seconded by Bob Younggreen to approve the claim docket. The motion carried.
6. **Recognition**  
Mr. Kleist recognized the Wanatah PTO for purchasing pencils for the Scarecrow Festival and recognized LaCrosse and Wanatah students and staff for their participation in the Wanatah parade.
7. **Public Comments on Agenda Items**  
A question was entertained pertaining to how bus drivers would be reimbursed for field trips. Norm Kleist and Dick Bucher indicated that Tri-Township employees would have to have taxes taken out for those field trips.



8. Locker Rooms LaCrosse Information  
Jeff Wolf presented an estimate for the design of the locker rooms. Dick Bucher made a motion to table the discussion until the next Board Meeting. Tim Guse seconded and the motion was approved.
9. Bus Cameras Vicky DePrey Information  
Vicky DePrey provided information from Pro-Vision regarding installing cameras on the busses. Joyce Spoljaric suggested buying a camera each time you replace a bus. Tim Somers suggested they put cameras on the busses that are currently being used. Vicky DePrey recommended putting cameras on five busses. The Board suggested Pro-Vision come to the next Board Meeting.
10. Emergency Drill Locations Fire Department Approval  
Emergency personnel were at Wanatah School today and observed a fire drill. A motion made by Dick Bucher was seconded by Joyce Spoljaric to approve the bid from Nichols Masonry in the amount of \$650.00 to brick up the windows in the bathrooms and to approve the bid from Overhead Door Company of Northwest Indiana, Inc. in the amount of \$3,150.00 to install a cover for the window in the elementary computer room. The motion carried.
11. Dismissal Time and Transportation Information  
A motion made by Dick Bucher was seconded by Paul Malecki to make changes to the bus route, which would enable Wanatah School to dismiss all students at the same time, instructing Norm Kleist to work out a plan for this to happen using existing staff. If additional staff is needed, Mr. Kleist needs to approach the School Board for approval. Currently LaCrosse students that attend Wanatah School are dismissed earlier. This would also provide Vicky DePrey time at the end of the day to meet with her teachers to work on curriculum. The motion carried.
12. Shortened School Day Information  
A motion made by Dick Bucher was seconded by Paul Malecki to approve the concept of shortening the school day one day a week by starting 40 minutes later. The administration will need to work out details to include discussing the matter with parents. This would provide the staff time for professional and curriculum development, while still meeting the instructional time requirements set forth by the State. The motion carried.
13. Drug Testing Policy - Bus Drivers Information  
The Board was provided with proposed revisions to the Drug and Alcohol Testing of Commercial Driver's License Holders for review. Norm Kleist indicated he was not asking for approval at this meeting, but will bring it for approval to the next Board Meeting.
14. Buck Institute Training Action  
A motion made by Dick Bucher was seconded by Bob Younggreen to approve the bid from Buck Institute Training for staff development on Project Based Instruction, which supports moving toward the goal of one computer for every student. Substitute teachers would need to be hired. Norm Kleist indicated we have a grant for about \$13,000 that can be used for that training. Four thousand would need to come out of the General Fund. The motion was approved.

15. Principal Reports

- Ms. DePrey:
  - Mrs. Lawson spoke about having Wanatah students participate in a Pajama Drive. Scholastic will give the school a book for every pair of donated pajamas. Mrs. Lawson feels this would teach the lesson of giving back.
  - School Improvement Committee met on Monday and discussed how to give Acuity Testing feedback to parents.
  - Next week will be Grandparent's days at school. They will also have Parent-Teacher Conferences.
  - LaCrosse School has invited the 8<sup>th</sup> graders to go on the College Field trip with the High School students.
  - Vicky DePrey provided Board Members with the School Improvement Plan.
- Mr. Somers:
  - Thanked the Board Members on behalf of the students and staff for the renovations that have taken place at LaCrosse School.
  - Indicated the start of the school year has gone very smooth.

16. Maintenance and Repairs

A motion made by Dick Bucher was seconded by Paul Malecki to hire Mike Miller for snow removal at LaCrosse School and Jeff Mitzner for snow removal at Wanatah School. The motion was approved.

Approval was previously granted earlier in the meeting to brick the windows and install a cover for the window in the Elementary Computer room.

A motion made by Bob Younggreen was seconded by Dick Bucher to run cable for the Computer Lab. The motion was approved.

Joyce Spoljaric suggested tabling the replacement of doors on the Elementary floor to match the doors on the High School. This will be brought up again at the next meeting.

A motion made by Dick Bucher was seconded by Joyce Spoljaric to replace ceiling tile in both the gym and cafeteria at a cost of \$3,727.70. The motion was approved.

- LaCrosse Replace ceiling tile in gym and cafeteria

Option 1 - gym and cafeterias	\$3,727.70
Option 2 - gym only	\$2,900.95

Norm Kleist reported that the addition to the storage building at Wanatah School has been completed.

Norm Kleist indicated the Superintendent's Office has moved into LaCrosse School and are functioning.

17. A motion to accept the SA-5 report was made by Norm Kleist indicated he preferred the format used by LaCrosse that is easy to read and balances with the bank. The format that Low provides is not easy to read. Norm Kleist indicated he will try to work with the company to come up with a better form. The Board accepted the SA-5 Report.

18. Adjournment

Dick Bucher made a motion to adjournment, seconded by Paul Malecki. The motion carried.

An Executive Meeting followed this meeting.

The next Board meeting is scheduled for November 14, 2011, 6:00 pm, at LaCrosse School

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Minutes prepared by Joyce Spoljaric, Secretary

Board Approval: November 14, 2011

## **Board Meeting Minutes**

### **Tri-Township Consolidated School Corporation**

**11/14/2011 6:00 pm LaCrosse School**

An Executive Meeting was held at 5:30 p.m. prior to the Regular Board meeting.

Members in Attendance: Tim Guse, Dick Bucher, Bob Younggreen, Paul Malecki and Joyce Spoljaric

Administrators in Attendance: Tim Somers, LaCrosse Principal; and Vicky DePrey, Wanatah Principal

Staff and Community Members In Attendance: Approximately 30

1. Open Meeting Pledge of Allegiance  
Board President, Tim Guse, brought the meeting to order at 6 p.m. beginning with the Pledge of Allegiance.
2. Minutes from October 10th Meeting  
Minutes from the previous Board meeting were approved without any changes.
3. Personnel

#### **Resignation:**

- Lucas, Kayla Kindergarten Assistant  
Dick Bucher moved the Board accept the resignation of Kayla Lucas, which was seconded by Paul Malecki. Motion was approved.

#### **Hire:**

- Jamie Johnson Kindergarten Assistant
- Heather Brown Cheerleader Coach
- Lori Sievers Volunteer Girls Basketball Coach
- Theresa McArdle First Grade Assistant
- Andrea Mitzner 7<sup>th</sup> & 8<sup>th</sup> Gr. Girls Basketball Coach
- Julianne Charlesworth 6<sup>th</sup> & 5<sup>th</sup> Gr. Girls Basketball Coach

A motion made by Paul Malecki and seconded by Joyce Spoljaric was made to approve hiring the above staff. Motion carried.

4. Claim Docket Approval  
A motion made by Dick Bucher and seconded by Paul Malecki was made to approve the claim docket. Motion carried.
5. Recognition

Wanatah: Ms. DePrey thanked all those that participated in the Veteran's Day program. The American Legion Post 403-Wanatah did a presentation. Andrea Pataky who came in 1<sup>st</sup> and Evan Battleday who came in 3<sup>rd</sup> in the American Legion State Contest read their essays on what it means to them when they look at the American Flag. Every Grade (KG-5<sup>th</sup>) also did a presentation for the Veterans. Bryce Wells played the "Battle Hymn of the Republic" on the organ. Tom Rankin, a former Wanatah student and some Marines came in to assist with the program.

LaCrosse: Mr. Somers recognized the volunteers (Amber Rust, Katie Bailey, Dave Burger, Zach Walters, Austin Bucher, Dave Amor, Scot Spoljaric, Tyler Bailey and Jared Dyjak) that helped with gym ceiling tiles on their free time over fall break. Mr. Somers recognized the teachers (Nancy Allen, Dave Amor, Rachel Zeltner, Marzena Dzuira, Jessica Westerhoff, Heather Kasselmann, Bill Stark, Judy Krueger, Erin Erwin, Todd Dermody, Chris Jones, Jimmie Hunt, Rudy Troxel, Alissa Clemons, Bill Droom, and Brian McMahan), for voluntarily signing up for training offered through Buck Institute. Mr. Somers indicated on Veteran's Day, he and Dave Amor spoke to the high school students about their experience in the military and showed a PowerPoint presentation about the flags of prior wars and the number of casualties in each of those wars.

#### 6. Public Comments on Agenda Items

A parent spoke in regards to whether the girls' basketball would be divided into 7<sup>th</sup> and 8<sup>th</sup> grade teams or A and B teams. Ms. Clemons indicated the coaches are talking about what the best possible scenario would be to give students more playing time. They plan to have a parent meeting regarding this issue. The parent indicated that the current 8<sup>th</sup> graders have played together for a long time and she feels if a few of the 8<sup>th</sup> graders would have to play on the B team, it would not seem fair. Ms. DePrey indicated moving 6<sup>th</sup> graders up to fill in on the 7<sup>th</sup> grade team, would not be easy and have a trickle-down effect. Ms. DePrey indicated Mr. McMahan thought having A and B teams may give some of the 8<sup>th</sup> graders more opportunity to play, which would help prepare them to be better players in high school.

Jennifer Ringle spoke regarding the shortened school day proposal. She questioned on what day of the week this would occur. She felt a Friday or Monday would be good from a parental standpoint. She also spoke about 32 students in Kindergarten being very large for one class. She felt it was working pretty smoothly, but suggested for next year they pick a number and split the class if it is over that number. She also hopes in the future they will consider house-to-house bus pick up in LaCrosse.

Brian Wozniak wanted permission to run a co-ed intermural basketball program at LaCrosse and Wanatah Schools for students. The Board encouraged him to utilize both schools. Paul Malecki made a motion, seconded by Bob Younggreen to give permission for Brian to run the intermural program. Motion carried.

A parent/employee suggested they wait and start the shortened school day next school year after a concrete plan was put into place. Mr. Somers indicated his plan was to open the gym and let the students get some physical activity. Students could also eat breakfast at that time. A person also questioned what would happen on a two hour delay. Mr. Somers indicated that school would start at the normal two hour delay time. Mr. Somers and Ms. DePrey indicated the shortened school day would allow them to prepare their teachers to teach the students differently for the PAARC assessment. Ms. DePrey indicated she has only heard from a handful of parents, prior to tonight's

meeting. A parent questioned whether the two schools could adjust start times, so students are not sitting around waiting for school to start.

7. List of possible projects

Mr. Guse indicated he thought it was a good idea to get a list of items provided from both schools to show what they anticipate regarding upcoming projects. Mr. Somers indicated they should add more computers (preferably laptops) to the list for Wanatah School. The purpose of the list is to give the Board members the big picture on what projects they are considering and where money can be best spent. Mr. Somers indicated the 1-1 computer estimate was for MAC books. Mr. Somers indicated he researched using solar panels; the payback was 5-9 years. This would alleviate the expense of utilities coming out of the general fund and free up money for salaries and benefits.

8. Locker Rooms

Jeff Wolf discussed the design and cost for locker renovations. Mr. Bucher indicated Ms. DePrey's concern was a higher priority for the education of students. Mr. Bucher recommended tabling the decision to a later date.

9. Bus Cameras-Pro Vision

The Pro-Vision salesman recommended a two camera system for each bus. There is also a marker button that helps find the location in the video when there is an incident. It is approximately \$5,682 for six busses with two cameras for the equipment. If Pro Vision does the installation, the cost would be \$8,100. (He also recommended calling the basketball teams the red team and white teams).

10. E-Rate Agreement

Mr. Somers indicated that this company is the same company we have used in the past. Paul Malecki made a motion to approve the agreement, which was seconded by Dick Bucher. Motion carried.

11. Public Access Internet Agreement

Mr. Somers indicated the goal was to provide internet access in the gymnasium to allow the public access to wireless internet. Mr. Bucher felt students shouldn't need to access internet during games and wanted to control the hours of use. Mr. Guse expressed concern about homes nearby being able to utilize the internet and the effect it would have on the school's use. Mr. Guse suggested assigning a password to those individuals who need it. Mr. Somers explained it was just a courtesy to the public. Mr. Guse felt it would reduce the bandwidth for the school during the day if nearby homes would be utilizing it. Mr. Bucher expressed concern that students are exposed to internet from the time they get up until the time they go to bed. Mr. Bucher suggested tabling this to a future meeting. Joyce Spoljaric seconded. Motion carried.

12. Dismissal Time and Transportation

Joyce Spoljaric suggested tabling this until another meeting and possibly implementing this next school year. A teacher suggested the students that are remaining at Wanatah have to remain in the classroom, but she cannot do any instruction because the LaCrosse students are gone. Mr. Bucher said we can't address transportation until we decide what we are going to do. Mr. Bucher suggested a trial run this year to work out the kinks, instead of waiting until next school year. Joyce Spoljaric suggested calling East Porter County to see what issues they had to address. One person indicated that the Corporation needs to be treated as one Corporation and the division of LaCrosse

students leaving at a different time or Wanatah students getting extra study hall time is not right. Mr. Somers indicated the transportation plan they had come up with has fallen through. Nancy Rosenkranz expressed the need to have additional drivers in case somebody gets sick. She also expressed the cost factor, as two bus drivers may be going to the same house. A person suggested giving Wanatah students who walk or whose parents can pick them up, the option of leaving at 2:45, when LaCrosse students leave. Joyce Spoljaric motioned to table the item. Bob Younggreen seconded. The item was tabled.

13. Shortened School Day was addressed during public comment time. No further discussion was held on the matter.

14. Evaluations-Administrative Time

Mr. Somers indicated the State wanted administrators to look at how much extra time the new evaluations are taking. He feels the evaluations will take at least twice as long. He feels it will take between 140-180 hours minimally, compared to 20-30 hours last year. This does not include three minute walk-throughs that neither Vicky nor he has been trained on yet. The evaluation tool goes into much more depth and the principal has to spend more time observing in order to get that information. Mr. Bucher questioned if the evaluations had to be done by a principal or superintendent. Mr. Somers indicated a Master Teacher could be trained. Mr. Bucher asked if this was something Rose could do. Mr. Somers felt there were other administrative tasks she could do instead to free up the principal's time to do evaluations.

15. Volunteer Form & Background Checks

When a parent volunteers, in the past year we have had to do thorough background checks. Mr. Somers indicated these forms are used by LaPorte and would allow us to run background checks at a reduced cost. Paul Malecki made a motion to approve, seconded by Joyce Spoljaric. Motion carried.

16. Retention Schedule

Mr. Somers advised the Board the retention schedule was the same as what each of the Township Boards had previously approved. Bob Younggreen made a motion to approve, seconded by Paul Malecki. Motion was approved.

17. Drug Testing Policy – Bus Driver

Bob Younggreen made a motion to approve the bus driver drug testing policy. It was seconded by Paul Malecki. Motion was approved.

18. Common Core State Standards and PARCC

The Common Core State Standards have been accepted by Indiana. The standards are vaguer, which is forcing teachers to teach differently in order to teach everything they need to get out of the standard. The other part of the Common Core Standards is that it brings about another assessment (PARCC instead of ISTEP). The PARCC assessment is not developed yet. It will require a much higher level of thinking on the part of our students. The first major shift will be toward informational text, which includes the interpretation of data. The second major shift will be literacy standards will be throughout the curriculum. The third major shift is toward test complexity. Their reading ability in middle school is what is currently expected of sophomores. The fourth shift is being able to support your opinions. None of the PARCC test questions are multiple choice or

true/false. Mr. Somers indicated this is the reason professional development time with the teachers is so necessary.

#### 19. Principal Reports

- Ms. DePrey- Ms. DePrey indicated that they had about 200 parent teacher conferences. Vision screening for 1<sup>st</sup> and 3<sup>rd</sup> graders took place at South Central School. Boys' basketball is starting. The middle school Christmas program is coming up. The Elementary Concert is also coming up. Kids Night Out will be sponsored by the 8<sup>th</sup> grade. It is a fundraiser for the 8<sup>th</sup> grade class and gives parents a chance to go out to dinner or go shopping without their children.

Ms. DePrey indicated they have some first and second graders who need extra help, which necessitated the hiring of Mrs. McArdle. She would like to ask for parental volunteers to come in and read or do additional work with the students. Joyce Spoljaric suggested using Junior High Students to help if they can. Mr. Guse felt there were parents and grandparents in the community that may be willing to help. Mr. Bucher suggested perhaps looking at having some high school students help next year, if their high school schedules would permit it. Mr. Bucher gave his blessing to ask parents to volunteer.

Ms. DePrey indicated the second portable classroom has items in it that Scot Spoljaric does not know what to do with. That portable classroom will become the conference center. Mr. Bucher indicated he is fine with having Scot Spoljaric use his discretion on what can be discarded. Ms. DePrey indicated she also needs more bathrooms and classrooms for next year. Mr. Bucher questioned if there are any rooms that can be divided. Ms. DePrey thought the Kindergarten room was a possibility-that room currently has two doors.

- Mr. Somers-said he had talked enough already!

#### 20. Maintenance and Repairs

- Billboards  
Tim Guse indicated he could produce the billboards at cost. He estimated the cost would be \$1,200 to \$1,500. Joyce Spoljaric questioned the expense. Tim Guse suggested waiting until the winter weather is past, to put up the sign. Tim Guse suggested talking to the Chamber of Commerce regarding putting up a sign. Mr. Bucher suggested going forward to see if there are some places we could put up signs. Tim Guse will talk to the Chamber of Commerce.
- LaCrosse--Replace Doors on Elementary floor to match doors on High School floor.  
Mr. Somers indicated the doors are on the list of items to consider and the timing of when it is done is up to the board.

#### Up-dates

- Wanatah Bricking the windows in the bathrooms is not done yet.
- Wanatah Covering the window in Elementary Computer room is done.
- LaCrosse There are three more tiles that need to be put up.

#### 21. September SA-5 Report

LaCrosse & Wanatah

Accept Report



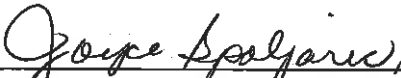
Dick Bucher made a motion to accept the SA-5 report. It was seconded by Paul Malecki.  
Motion carried.

22. Adjournment

Dick Bucher made a motion to adjourn. It was seconded by Paul Malecki and Joyce Spoljaric at the same time. Motion carried.

An Executive Meeting followed this meeting.

The next Board meeting is scheduled for December 12, 2011, 6:00 pm, at Wanatah School



Minutes prepared by Joyce Spoljaric, Secretary

Board Approval: December 12, 2011

## **Board Meeting Minutes**

### **Tri-Township Consolidated School Corporation**

**12/12/2011 6:00 pm Wanatah School**

**Members in Attendance:** Tim Guse, Dick Bucher, Bob Younggreen, Paul Malecki and Joyce Spoljaric

**Administrators in Attendance:** Norm Kleist, Superintendent, Tim Somers, LaCrosse Principal; and Vicky DePrey, Wanatah Principal

**Staff and Community Members In Attendance:** Approximately 15-20

1. Open Meeting  
Board President, Tim Guse opened the meeting with reciting of the Pledge of Allegiance.
2. Minutes from November 14th Meeting  
Minutes of the previous Meeting were approved without changes.
3. Personnel  
Hiring
  - Wes Bucher Boys 5<sup>th</sup> Grade Basketball Coach  
A motion was made by Paul Malecki and seconded by Bob Younggreen to approve the hiring of Wes Bucher. Motion carried.Resignation:
  - Sandi Birky Study Hall Supervision  
A motion was made by Dick Bucher and seconded by Paul Malecki to approve the resignation of Sandi Birky. Motion carried.Maternity Leave:
  - Erin Erwin Lang. Arts/Geography/Elem. PE
  - Greg Hrunek Maternity Leave Substitute  
A motion was made by Dick Bucher and seconded by Bob Younggreen to approve the above personnel recommendations. Motion carried.
4. Claim Docket  
A motion was made by Dick Bucher and seconded by Bob Younggreen to approve the claim docket. Motion carried.
5. Recognition
  - Wanatah Vicky DePrey recognized Heather Kasselmann and Paul Wagner

for putting together a wonderful Christmas Concert. She also recognized the American Legion Post 403, Wanatah for coming to teach 4<sup>th</sup> grade students the proper flag etiquette.

- LaCrosse Tim Somers indicated that LaCrosse School was recognized as a Miracle Corporation from Riley Children's Hospital.

6. Public Comments on Agenda Items

A parent asked whether there would be discussion regarding the early dismissal time for Wanatah. Mr. Guse indicated it would be discussed at this meeting.

A person questioned what the long term vision for the school corporation was. He voiced concern whether, prior to spending a lot of money, if the Board has considered the long term vision for the Corporation. Mr. Bucher indicated what is of immediate importance, is addressing the space needs at Wanatah School. Mr. Guse indicated he had requested a list of possible projects in order to prioritize the direction the Board wants to go. Since the Corporation is so new, they are still exploring how to get the biggest bang for their buck.

A gentleman spoke very highly of Riley Children's Hospital.

7. Policies:

- Vehicle Idling  
Mr. Kleist indicated the Vehicle Idling policy is a revision of the prior approved policy.
- Animals on School Grounds  
Mr. Kleist indicated the Animals on School Grounds and Chemical Management Policy are required as part of the Indoor Air Quality code.
- Chemical Management
- Inventory of Capital Assets Valued in Excess of \$1,000  
Mr. Kleist indicated this is basically the same policy that both Cass & Dewey had previously. It indicates that all Capital Assets valued in excess of \$1,000 be inventoried as well as all technology items valued over \$100. Dick Bucher made a motion to approve the policy. Paul Malecki seconded it. Motion carried.
- Public Access Internet Agreement  
Dick Bucher made a motion to approve the policy. Joyce Spoljaric seconded it. Motion carried. Dick indicated he misunderstood the intent of the policy at the last Board meeting.

8. List of possible projects

- Additions to Wanatah  
Jeff Wolf made a presentation regarding adding classroom space to Wanatah School. He presented three different options. Option 1 cost just under \$800,000. Option 2 has a similar cost, but will be a little more (about \$815,000) because of the sanitary costs. Option 3 will cost slightly over 1 million dollars, but will provide an additional two more classes. Joyce Spoljaric questioned whether any of the options would limit adding on in the future and Jeff Wolf indicated it would not. Vicky DePrey indicated that the current bus pickup area is working well. She thought the addition would still make it feasible for the busses to turn around, but it may necessitate teachers or cafeteria workers parking elsewhere. Tim Guse asked Ms. DePrey about what she needed most, if they were just going to put on a Band-Aid. She indicated

that adding bathrooms is more critical than adding classrooms, but there is not space for any meetings. Ms. DePrey felt bathrooms would best be added wherever they would add new classrooms. Mr. Guse indicated this is one of the projects the Board wanted to consider.

- **Wireless Internet**

Mr. Kleist indicated the wireless internet and one year of support would be \$5,980. The wireless internet and three years of support would cost \$6872.50. The wireless and five years of support would be \$7,787. He does have another quote which came in at \$15,000. He was supposed to receive an additional quote, but did not receive it. This would provide wireless internet for the entire building and the re-locatable classrooms. Vicky DePrey indicated Meriki Company has provided the wireless internet for LaCrosse and they are happy with it. This would also provide the capability for one person to provide tech support for both schools. Mr. Guse felt it was a no-brainer and technology is moving to wireless. Mr. Kleist indicated this has been on the long term technology plan. Vicky would like to start this as soon as possible. Mr. Bucher indicated the cost for five years of support wasn't discounted significantly. Mr. Guse indicated in five years, technology could change a lot. A motion made by Dick Bucher and seconded by Joyce Spoljaric was made to approve installing the wireless internet with the three year support plan. Motion carried. Mr. Kleist questioned if the other bid came in less, would the Board be ok with going with a different company as long as the bid was less and comparable as to the technology and support.

9. **Bus Cameras-Pro Vision**

Mr. Bucher suggested trying the cameras in one bus. Vicky DePrey indicated there have been some issues on the bus. Joyce Spoljaric questioned if we would get a better deal by installing more cameras. Mr. Kleist indicated he has made a request to increase the maximum levy, but does not know if it will be approved. Mr. Guse asked if Vicky DePrey could find out if there is a savings by ordering more cameras. Mr. Guse asked the bus driver if they felt it would be beneficial. The driver answered that it would and would also help in cases where the driver didn't see what happened. Mr. Guse suggested tabling this until next month to see if we would have an answer on increasing the maximum levy and give Vicky a chance to check on the pricing.

10. **Dismissal Time and Transportation**

Mr. Kleist addressed implementing an earlier dismissal time for Wanatah School. Mr. Kleist feels he can now make it work with the current staff or hiring more staff. To hire additional staff would not make a difference in cost. Mr. Kleist recommended moving forward with this at the start of second semester. A bus driver asked to hear the details. Mr. Kleist indicated LaCrosse drivers would come to Wanatah to pick up the LaCrosse students, then go to LaCrosse and pick up their high school students and then go on their route. Another driver would take the Wanatah and South Central students home. This could be split between a new driver and Diane Pick-those routes would be about 45 minutes. The other route times wouldn't change. Nancy Rosenkranz indicated the LaCrosse drivers are not happy with this. She indicated she doesn't feel it is their responsibility to drive up there. Mr. Kleist indicated it is the Board's responsibility to set the policies, procedures, and bus routes-not hers. Joyce Spoljaric asked whether the Board would meet with the bus drivers. She asked Nancy Rosenkranz if she had a better idea and she said no. She feels the Corporation needs to add an extra driver. Joyce Spoljaric questioned if we had any substitute drivers and Norm indicated we do have

Cheri Birky. He also indicated we are trying to get more. Joyce Spoljaric questioned how the bus driver's get substitutes and indicated, she felt they need to go through Mary Anne each time. Mr. Bucher indicated if this is for the greater good for Tri-Township, he is all in favor of it. Mrs. Rosenkranz indicated that Dennis and Diane have not been paid and that is why she is upset. Another driver indicated her concern was that they would be working longer hours and not getting any additional compensation. Mr. Kleist indicated that he repeatedly has explained that we are in the process of bringing the Corporation together and setting salary schedules and has asked for their patience. Mr. Bucher explained that we need to get in place, what works best for Tri-Township. Mr. Bucher indicated they absolutely appreciate hauling their kids and the goal is not to hurt them. Mr. Kleist indicated he also appreciates the drivers. Mr. Guse indicated the Board has so much to address being a new corporation. Mr. Kleist indicated most of the discussion coming from the bus drivers at this meeting was about pay and not necessarily about the earlier dismissal time. A motion made by Dick Bucher and seconded by Paul Malecki was made to have Wanatah School dismiss at 2:45 p.m. A bus driver indicated that the Wanatah School needs to have the students ready, so drivers are not called back. Mr. Guse indicated she needed to address this concern with the principal and superintendent. Motion carried.

**11. School Board Dates for 2012**

A motion made by Joyce Spoljaric and seconded by Dick Bucher was made to keep the same Board meeting schedule (the second Monday of each month and alternating the location between LaCrosse and Wanatah Schools). Motion carried.

**12. Monica Conrad-Corporation Attorney**

A motion made by Joyce Spoljaric and seconded by Bob Younggreen was made to keep the Monica Conrad as the Corporation attorney. Motion carried.

**13. Common Core State Standards and PARCC**

Mr. Somers made a presentation on PARCC and the Common Core State Standards. Implementation of Common Core Standards began this year. It will be fully integrated by the year 2014-2015. Indiana is one of the governing states that will have input in the assessment. PARCC is computer based (done on the computer). By third grade students will have to be efficient at typing and have adequate computer skills. Mr. Somers indicated the PARCC assessment requires a higher order of thinking (no true/false, no multiple choice). Mr. Somers indicated teachers will have to change their teaching style. He indicated teachers will need to do more Project Based Learning, which helps students think more critically. All teachers will need to teach literacy. Mr. Somers indicated we will need more appropriations for technology, professional development and the PARCC assessments. Mr. Somers indicated he would like to see students in high school have a take home computer. He feels we need time to collaborate and train teachers. This is one reason he wants to see the shortened school day for professional development. He feels we need to provide Project Based Instruction for the elementary teachers and we must also differentiate instruction, so we are teaching each student at their level. He feels teachers need to be trained to utilize the Smart Boards-it is not enough to just have the technology. The Common Core Standards have been approved by 48 states. The PARCC assessment has been approved by 26 states. These are not going away soon. We need to start addressing these now. Vicky DePrey indicated she is sending teachers to as many meetings as she

can that address the Common Core Standards. She is also offering training on the Simple Six for new teachers.

#### 14. Principal Reports

- Ms. DePrey indicated they just finished Acuity testing. She feels the teachers are going to need to push harder. Mrs. Clemons held the National Elks Free Throw Shoot Competition. She ran through the list of upcoming events. She said she would really like to put some incentives together for the student's last Acuity test (such as popcorn, movie, ice cream, etc.). Mrs. Spoljaric suggested a non-food item. Vicky DePrey indicated after consulting with many people, regarding the Girls' Basketball program, they felt it was better to move students up rather than down. So they have decided to move three 6<sup>th</sup> grade students up. Those students will play with the 7<sup>th</sup> grade the entire season, but will also be permitted to play in the 6<sup>th</sup> grade tournament. Ms. DePrey will send a letter to the parents as suggested by Mr. Guse.
- Mr. Somers indicated evaluations have been going very well. Seven have been done so far; there are two more to go. These are first and second year teachers that they are currently evaluating.

#### 15. Maintenance and Repairs

- Billboards  
Mr. Guse indicated he talked with a Chamber member and there would be room available for the school to advertise. Mr. Kleist suggested we do this before spring, when students are making decisions as to which school they will attend. Mr. Guse indicated he could do the sign at a minimal cost. Dick Bucher indicated as you come into town there is a grid. He feels it is outdated and would have room for advertising. Norm asked if we wanted to do a mailing this spring. Tim Guse indicated if we get one student it pays for the marketing. Dick Bucher and Joyce Spoljaric thought it was a good idea.
- Snow Blower  
Norm Kleist talked to Scot Spoljaric and he indicated if we used a snow blower we could get closer to the building and keep the route to the re-locatable classroom clean. Mr. Guse felt it would be a great help. A motion made by Bob Younggreen and seconded by Joyce Spoljaric was made to purchase a snow blower. Motion carried.
- Hatfield Pest Control Service Agreement  
A motion made by Bob Younggreen and seconded by Paul Malecki was made to contract with Hatfield Pest Control. Motion carried.
- Repair for use and Carpet East Re-locatable Classroom  
Mr. Kleist indicated he felt they needed to use the additional space in the re-locatable classroom for remediation/testing etc. Mr. Kleist indicated that he thought there might be some damaged flooring that needs repaired. The total repairs for the other portable classroom were right about \$4,000. A motion made by Paul Malecki and seconded by Dick Bucher was made to repair the East re-locatable classroom. Motion carried.
- Scoreboards  
LaCrosse would like to replace the scoreboard with a digital scoreboard. The total price to install and replace the score board is about \$11,000. Brick work would be about \$4,000 to match the wall. Painting is estimated at \$5,000. The cost to the Corporation after BP kicked in \$6,500 and the Athletic Dept. kicked in \$6,500 is \$7,147. A motion was made by Dick Bucher to remove adding the Weight Room

clock and then approve the purchase and installation of the scoreboard. This was seconded by Paul Malecki. Motion carried.

Up-dates

- Wanatah Brick Windows in Bathrooms – not started  
Mr. Kleist indicated bricking the windows has not started. He will need to check why this hasn't started.
- LaCrosse Replacing the ceiling tiles is done. In addition, the computers in the Learning Center were moved. Joyce Spoljaric inquired as to whether that portable classroom could be moved. Mr. Kleist indicated the cost might be prohibitive. Mr. Bucher was going to check if Bobby Younggreen could move it. Mr. Bucher indicating moving it cost as much as buying it.

16. October SA-5 Report

A motion made by Bob Younggreen and seconded by Paul Malecki was made to accept the SA-5 reports. Motion carried.

17. Adjournment

A motion made by Joyce Spoljaric and seconded by Bob Younggreen was made adjourn. Motion carried.

The next Board meeting is scheduled for January 9, 2012, 6:00 pm, at LaCrosse School



Minutes prepared by Joyce Spoljaric, Secretary

Board Approval: January 9, 2012