

**NORTH PUTNAM COMMUNITY SCHOOL CORPORATION
JANUARY 14, 2019 MINUTES**

The members of the Board of School Trustees of the North Putnam Community School Corporation held a regular session meeting on Monday, January 14, 2019, 7:00 P.M. at the North Putnam Community School Corporation, Administration Office, 300 North Washington Street, Bainbridge, Indiana.

Board members present: Mark Hoke
Ron Spencer
Travis Lambermont
Dustin Osborn
Darrell Wiatt
Joanie Knapp
Amber Greene

Board members absent: None

Superintendent present: Nicole Singer

Attorney present: Dan Taylor

I. PUBLIC MEETING

A. Oath of Office:

Travis Lambermont, Joanie Knapp, and Ron Spencer were sworn in before beginning the meeting.

B. Call to Order, Roll Call, and Pledge of Allegiance:

Ron Spencer called the meeting to order at 7:00 P.M. Everyone stood for the Pledge of Allegiance. Board members present were Mark Hoke, Ron Spencer, Travis Lambermont, Dustin Osborn, Darrell Wiatt, Amber Greene and Joanie Knapp.

C. Approval of Agenda:

There were no changes to the agenda.

D. Public Comments:

There were no comments.

II. CELEBRATING SUCCESS

A. Jason Chew, Principal High School (Honoree: Sarah Chizum)

Dr. Singer noted that Sarah Chizum, Teacher at the high school, is the recipient of the Excellence in Teaching Award for January.

Sarah Chizum graduated from Ball State University with a Bachelor of Science Degree in Art Education and Fine Arts in Ceramics. She previously taught one and a half years at Clark Pleasant Middle School in Greenwood teaching 8th grade art. She is currently in her third year at the high school teaching visual arts. Jason Chew commented that she is a dynamic young teacher. She enjoys throwing pottery, gardening, drawing, painting, and remodeling her home. Mrs. Chizum was nominated by Levi Yowell, Assistant Principal at the high school. Congratulations to Mrs. Chizum and we are very proud of her.

III. BOARD ORGANIZATION

A. Election of Officers - President, Vice-President, and Secretary (Newly Elected President will preside at meeting):

The floor was opened for nominations for President of the Board. Amber Greene nominated Ron Spencer. There were no other nominations for President. Dustin Osborn motioned to close the nominations and it carried with a 7 – 0 vote. Ron Spencer was elected President of the Board.

The floor was opened for nominations for Vice-President of the Board. Darrell Wiatt nominated Dustin Osborn. There were no other nominations for Vice-President. Joanie Knapp motioned to close the nominations and it carried with a 7 – 0 vote. Dustin Osborn was elected Vice-President of the Board.

The floor was opened for nominations for Secretary of the Board. Dustin Osborn nominated Darrell Wiatt. There were no other nominations for Secretary. Amber Greene motioned to close the nominations and it carried with a 7 – 0 vote. Darrell Wiatt was elected Secretary of the Board.

B. Establishment of Date, Time, and Place of Meeting:

Dr. Singer noted the date, time, and place of the meeting will remain the same with the exception of January and October. The meetings will be held on the third Thursday of every month at the Administration Office at 7:00 p.m.

Travis Lambermont motioned to approve the date, time, and place of the Board meetings as listed. Darrell Wiatt seconded the motion and it carried with a 7 – 0 vote.

C. Adoption of Board Salary:

Ron Spencer noted that currently the Board receives \$2,000 bi-annually. This is the maximum allowed by state statute.

Amber Greene motioned to approve the above Board salary. Dustin Osborn seconded the motion and it carried with a 7 – 0 vote.

D. Appointment of Corporation Treasurer and Assistant Treasurer:

Travis Lambermont motioned to approve appointment of Tanya Pearson, Corporation Treasurer, and Heather Lawson, Assistant Treasurer. Amber Greene seconded the motion and it carried with a 7 – 0 vote.

E. Appointment of Extra Curricular Treasurers:

Travis Lambermont motioned to approve appointment of ECA treasurers Katrina Watson-BB; Patty Jones-RD; Mandy Keslar-MS; and Karen Noel-HS. Mark Hoke seconded the motion and it carried with a 7 – 0 vote.

F. Approval of Bonds:

Travis Lambermont motioned to approve the bonds for all treasurers as listed. Joanie Knapp seconded the motion and it carried with a 7 – 0 vote.

G. Appointment of Corporation Attorney:

Amber Greene motioned to approve the appointment of Taylor, Chadd, Minnette, Schneider & Clutter as Corporation Attorney. Darrell Wiatt seconded the motion and it carried with a 7 – 0 vote.

H. Appointment of Board Members as Representatives to the Collective Bargaining Process:

Travis Lambermont commented that he does not want to volunteer this time as he has served a few years on this. Amber Greene nominated Joanie Knapp since she was a teacher. Joanie agreed to serve on this. Mark Hoke and Ron Spencer volunteered.

I. Forms for Conflict of Interest Statements (Distributed to Board for Return at February Board Meeting)

Dr. Singer noted the Conflict of Interest Statements need to be returned by the end of the month. Dan Taylor noted they need to list any pecuniary interests for example, a family member who works for a company being used. He recommends they abstain from the vote when this occurs. A violation of the conflict of interest is a felony. They can scan and email the statements to him or the Administration Office. If no conflict, they still need to return and note this.

IV. RECESS – Board Finance Meeting

A. Elect President and Secretary:

Travis Lambermont motioned to keep the same officers as the Board officers. Ron Spencer would be President and Darrell Wiatt would be Secretary. Mark Hoke seconded the motion and it carried with a 7 – 0 vote.

B. Review Corporation Investments:

Dr. Singer noted that currently we do not have any corporation investments. She met with the Building Corporation on January 3, 2019 and they are very supportive and receptive of the upcoming project.

Dustin Osborn motioned to close the Board Finance Meeting. Darrell Wiatt seconded the motion and it carried with a 7 – 0 vote.

V. CONSENT AGENDA *(All Board Approvals for Personnel are Pending an Expanded Criminal History Check and completion of appropriate new hire paperwork)*

A. Approval of Minutes-December 20, 2018, Regular Session Board Minutes

B. Approval of Claims for Payment and Payrolls:

Claims we receive after this meeting will be added to next month's list.

C. Personnel Report

D. Donations Report

E. Fundraisers Report

Travis Lambermont motioned to approve the above consent agenda items. Joanie Knapp seconded the motion and it carried with a 6 – 1 – 1 vote (Dustin Osborn nay and Darrell Wiatt abstained).

VI. ACTION ITEMS

A. Approval of Mission Statement:

This item was tabled at the last meeting. The Board was given the same handout as the last time. The mission statements are worded the same, except for academic needs is listed first in Option 2. The statement "at all levels" was added to each option. Travis Lambermont asked if there is a way to poll the community. Dr. Singer believes this is the Mission Statement of the Board for the school corporation. He feels there should be full Board support for the statement chosen. Amber Greene noted they need to decide if they put academic first or not. Ron Spencer is open to either option and can support both. If there is strong support in putting academic needs at the beginning, then he is fine with that. Amber Greene noted that Travis Lambermont makes a good point that we should come out with seven Board members in support. Dustin Osborn likes the wording of Option 1 and thinks it sets us apart. He agrees the Board should be as one. He would be alright with either option if that is the way the Board decides. Ron Spencer feels this creates unity. Darrell Wiatt agrees with Travis Lambermont and feels Option 2 is better. Dustin Osborn commented it doesn't matter which one they pick, it's what they do next with it that matters.

Ron Spencer motioned to approve the above Mission Statement with Option 2. Darrell Wiatt seconded the motion and it carried with a 3 – 4 vote (Dustin Osborn, Amber Greene, Mark Hoke, and Joanie Knapp nay).

Dustin Osborn motioned to approve the above Mission Statement with Option 1. Amber Greene seconded the motion and it carried with a 5 – 2 vote (Travis Lambermont and Darrell Wiatt nay).

B. Disposition of Outstanding Checks:

Tanya Pearson explained that vendors have two years to cash checks from the corporation. After the two years, the money is receipted back into the corporation.

Mark Hoke motioned to approve the disposition of outstanding checks. Dustin Osborn seconded the motion and it carried with a 7 – 0 vote.

C. Permission to Advertise for Fuel Bids:

Dustin Osborn motioned to grant permission to advertise for fuel bids. Joanie Knapp seconded the motion and it carried with a 7 – 0 vote.

D. High School Handbook Update:

Levi Yowell explained that this update will clarify some of the current language.

Joanie Knapp motioned to approve the above handbook update. Darrell Wiatt seconded the motion and it carried with a 7 – 0 vote.

E. Approval of Extra-Curricular Funds:

Dr. Singer noted that Indiana Code allows school corporations to establish separate ECA funds. The buildings would be allowed to receipt money into these funds. Jason Chew commented that several years back they eliminated the middle school athletic director. Now we have a high school athletic director and a middle school athletic director. The finance office for these areas is still going to be with the high school athletic director. Bucky Kramer commented that anything that is middle school fund related for athletics needs to be taken off and these funds would be moved under the high school. This would be 7th and 8th grade cheerleading and middle school football funds. Jason Chew commented that he would work with Scott Miller and, if there are any funds in these accounts, they will be moved over.

Travis Lambermont motioned to approve the above ECA funds with the changes noted. Amber Greene seconded the motion and it carried with a 7 – 0 vote.

F. Resolution Approving the Design-Build Procurement Method:

Dustin Osborn motioned to approve the above resolution (Exhibit A). Mark Hoke seconded the motion and it carried with a 7 – 0 vote.

G. Resolution Determining Need for Project:

Ron Spencer motioned to approve the above resolution (Exhibit B). Dustin Osborn seconded the motion and it carried with a 7 – 0 vote.

H. Resolution Approving Preliminary Plans, Form of Lease and Authorizing Publication of Notice of Lease Hearing:

Dustin Osborn motioned to approve the above resolution (Exhibit C). Amber Greene seconded the motion and it carried with a 7 – 0 vote.

I. Resolution Re-approving Formation of Building Corporation:

Tanya Pearson noted that members of the Building Corporation include Debbie Sillery, Ken Carrington, Brent McColgin, Jackie Simpson, and Bob Clampitt. Amber Greene asked how this Board is chosen. Dan Taylor noted they were put together with the middle school project and they just remain the same. They formally elect their own people and the Board can recommend people too. This is a re-approval of the Building Corporation.

Mark Hoke motioned to approve the above resolution (Exhibit D). Joanie Knapp seconded the motion and it carried with a 7 – 0 vote.

J. Resolution Approving Amended and Restated Post-Issuance Compliance Procedures:

Dr. Singer noted this means we will comply with all procedures and we will file all paperwork to maintain compliance. Umbaugh and Ice Miller assist in this process.

Ron Spencer motioned to approve the above resolution (Exhibit E). Dustin Osborn seconded the motion and it carried with a 7 – 0 vote.

VII. REPORTS

A. Superintendent:

Dr. Singer noted that by the end of the week she will have met with three parties interested in our design-build. There is definitely a lot of interest. We received confirmation from the auditor in voter registration that no petition applications were filed and we are good to proceed. She would like for them to mark on their calendars January 29, 2019 at 7:15 p.m. at the Administration Office for a Board Work Session to discuss the project and timeline. She appreciated the opportunity to attend a conference last week and collaborate with other superintendents. She gained perspective, strategies, and tools.

B. Treasurer:

Tanya Pearson noted the changes have been made and the new funds added (Education Fund and Operations Fund). The Form 9 and W-2's are going out.

C. Director of Operations:

Terry Tippin noted they are almost finished at Bainbridge with going through and looking at HVAC. They will move to the middle school next and then Roachdale Elementary. He is very pleased with the third party assisting with this. The AED's have been inspected and replaced. All are up to date. They continue to evaluate bus stops. He commented that possible upcoming legislation will be to have right hand stops only on our state highways. He feels there will be stiffer fines for motorists who pass school busses and disregard stop arms.

D. Administrators:

Beth Waterman feels they have started second semester off strong. They are wrapping up some curriculum writing. They have had very valuable professional development. The Body Safety Meeting with Suzy's Place will be held tomorrow for staff.

Scott Miller commented the 7th and 8th grade students will be going to the Indiana Repertory Theatre to see the Diary of Anne Frank. Funds for this are coming out of the grant that Sheri Roach received. Thanks to her for all the work in obtaining this grant. There is no cost to the school or parents. Bucky Kramer has been working on their Four Star Student Awards Day.

Jason Chew noted they are developing a College Career Advisory College Council. They are working on a Work Ethic Certificate seniors could receive when they graduate. This would give them a salary increase in their first job immediately. My Community/My Vision just met with Joe Buser about things going on in Roachdale. Chris Geeser, CTE Teacher, will be going to a National Conference in Florida at the end of the month. Dollars for Scholars is in the process of merging with the Alumni Association. They are going to move the Scholarship Program to the evening instead of during the day. They will have the Senior Honors Banquet on May 13, 2019. He welcomed Mrs. Knapp and looks forward to working with her. He thanked her for what she has done with North Putnam in the past.

Bucky Kramer congratulated the 7th and 8th grade boys' basketball teams for winning county. He is very thankful for the coaches and the teachers are doing a great job.

VIII. BOARD COMMENTS:

Travis Lambermont asked about the status of food service. He was approached by middle school students who said that styrofoam plates and plastic utensils were being used. Scott Miller commented that they have not been using styrofoam. Dr. Singer noted they have not been fully staffed. When they have four working, they run full trays. On days they have less than this, they float over a cafeteria aide from another building. You need four people to do this and do it efficiently. They did start the grab-n-go breakfast last week in the elementary and it has been very successful. They are working through the staffing issues.

Amber Greene welcomed Joanie Knapp. She asked when we decided to go to school on Martin Luther King Day. Dr. Singer noted this was on the calendar as our first snow make up day.

Darrell Wiatt feels we are doing great things in the buildings and he welcomed Joanie Knapp. Joanie Knapp is excited the high school received a grant from the United Way. She is excited to see how they move forward with this. She is fortunate to be on this School Board at a place she graduated and her children attended. Dustin Osborn congratulated Joanie Knapp. He knows we put a lot of money and effort into the swimming pool and he wondered if it could be used for more activities. He thanked the teachers for a good first semester and he looks forward to a great second semester. Ron Spencer congratulated Joanie Knapp. He is thankful for the teachers and what they do for our students.

IX. ADJOURNMENT

There being no further business to come before the Board, Travis Lambermont moved for adjournment of the meeting. Mark Hoke seconded the motion and it carried by a 7 – 0 vote.

Ron Spencer, President

Travis Lambermont, Member

Dustin Osborn, Vice-President

Mark Hoke, Member

Darrell Wiatt, Secretary

Joanie Knapp, Member

Amber Greene, Member