

NORTH PUTNAM COMMUNITY SCHOOL CORPORATION
JUNE 22, 2011 MINUTES

The members of the Board of School Trustees of the North Putnam Community School Corporation held a Special Session School Board meeting on Wednesday, June 22, 2011, 7:00 P.M. at North Putnam Community School Corporation, Administration Office, 300 North Washington Street, Bainbridge, Indiana.

Board members present: Charlie Boller
Mark Hoke
Travis Lambermont
John Hays
Oliver Haste
Debra Sillery

Board members absent: Jackie Simpson

Superintendent present: Mary Sugg Lovejoy, Ph.D.

Assistant Superintendent present: None

Attorney present: None

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Charlie Boller called the meeting to order at 7:00 P.M. Everyone stood for the Pledge of Allegiance.

II. OLD BUSINESS

A. Recommendation to Approve Replacement of Assistant Superintendent's Position with Director of Curriculum and Student Services:

Board members received job descriptions for the Assistant Superintendent, Superintendent, and Director of Curriculum and Student Services. Mark Hoke discussed the job description for the Director of Curriculum and Student Services. The job descriptions need to be consistent on whether or not the position will require that applicants hold an administrator's license or if it will be preferred. Dr. Lovejoy noted the license will show preferred. Mark Hoke asked who would be the Transportation Officer and the Hearing Officer. Dr. Lovejoy works closely with the Transportation Department. Dr. Lovejoy can assign a Hearing Officer and she has no objection to making this position her responsibility. In addition, Dr. Lovejoy is very involved with the technology for the corporation. She has met with Five-Star technology and an audit meeting will be held on July 6, 2011.

Mark Hoke asked about the Wellness Coordinator. Dr. Lovejoy noted that Mr. England took care of this position. He asked why this is not handled by the school nurse. Dr. Lovejoy thought this was a good suggestion.

Dr. Lovejoy will oversee summer maintenance projects. She meets with Arnold Caldwell on a regular basis. Oliver Haste suggested a Director of Operations instead of a Director of Curriculum and Student Services. One person should be responsible for all building operations, maintenance and the area of transportation.. Charlie Boller likes this idea. Dr. Lovejoy feels she already has good people in place to cover these areas. Dr. Lovejoy feels the focus should be on curriculum and education. Oliver Haste feels that Dr. Lovejoy should have someone to oversee the maintenance, building operations, transportation needs and someone who is experienced in grant writing. Travis Lambermont asked if the position would be year round (260 days) instead of the 220 days requested for the Director of Curriculum and Student Services position. The board agreed this position should be 260 days. John Hays suggested that Dr. Lovejoy place all of the job responsibilities of the Assistant Superintendents in her job description and then determine which job responsibilities the Director of Operations could assist her with in the area of Curriculum and Instruction.

The Board will be reviewing applications and interviewing the candidates. Charlie Boller felt the Board should meet to review this position. Oliver Haste suggested having a Special Board meeting to allow more time to go over the job description for this position.

Debbie Sillery suggested Mark Hoke and Oliver Haste work with Dr. Lovejoy on the job description. The Board agreed that Dr. Lovejoy could go ahead and post the position for the Director of Operations.

Oliver Haste motioned to approve replacement of assistant superintendent with Director of Operations. Travis Lambermont seconded the motion, and it carried by a 6 – 0 vote.

B. Recommendation to Approve Pay Scale for Classified Salaried Staff:

Travis Lambermont wanted to thank Tanya Pearson for the pay scale information requested. For the past five years, a small group of employees have been excluded from an experience addendum pay scale. Travis Lambermont suggested giving a one percent increase to employees from this group based on the five year employment period. Travis Lambermont felt this would be a good faith gesture to these employees. This would be a one-time pay increase for this group and then next year they will follow the corporation pay scale for classified staff. Charlie Boller wanted to make sure everyone understood this is not a raise. This will bring the group up to where they should be based on the cost of living/experience. The group will be added to the stepped salary schedule. Dr. Lovejoy asked that two Board members meet with Tanya Pearson to discuss next year's pay schedule.

Oliver Haste motioned to approve the above pay scale increase for classified salaried staff. John Hays seconded the motion, and it carried with a 5 – 1 vote (Travis Lambermont abstain).

III. ITEMS FROM SCHOOL BOARD MEMBERS

Travis Lambermont commented on how the Board has really come together as a group.

Debbie Sillery suggested forming a group similar to a discussion group consisting of parents.

Debbie Sillery asked if Dr. Lovejoy could consider having the superintendent's coffees at the schools. Dr. Lovejoy noted that evenings are better for the coffees. Mark Hoke challenged teachers and administrators to listen, seek assistance, and follow-up when needed. We have learned from recent situations and are trying to move forward.

Charlie Boller noted that the bus inspection is typically held around August 5. This year, it was done on June 2. The maintenance and transportation staff worked really hard and the corporation passed with flying colors. The staff needs to be commended for their hard work. Dr. Lovejoy commented that she is very proud of the staff.

Charlie Boller resigned from the Board as President. He recommends Debbie Sillery for this position. The Board will vote on these positions at the next meeting.

IV. ADJOURNMENT

There being no further business to come before the Board, Oliver Haste moved for adjournment of the meeting. Travis Lambermont seconded the motion, and it carried with a 6 – 0 vote.

Charlie Boller, President

Travis Lambermont, Member

Debra Sillery, Vice-President

John Hays, Member

Jackie Simpson, Secretary

Oliver Haste, Member

Mark Hoke, Member