

**School Board Meeting – January 14, 2020**  
**Regular Session, Board of Finance Session, and Executive Session**

CALL TO ORDER AND ROLL CALL – 7:07 P.M.

ESTABLISH A QUORUM AND PLEDGE OF ALLEGIANCE

The Board of School Trustees of the John Glenn School Corporation met in regular session at 7:00 p.m. on January 14, 2020, at Walkerton Elementary School. Board members present were Jeff Johnson, Bob Borlik, Christian Mattix, Dennis Holland, Curt Pletcher, and Dan Drotar. Bill Groves was absent. Christopher Winchell, Superintendent, and 11 observers were also present.

REORGANIZATION OF THE BOARD OF SCHOOL TRUSTEES

PRESIDENT Christian Mattix

Christian Mattix made a motion to nominate himself for President, and Jeff Johnson seconded the motion. The motion to elect Christian Mattix as President was approved by a six to zero vote.

VICE PRESIDENT Jeff Johnson

Curt Pletcher made a motion to nominate Jeff Johnson for Vice President, and the motion was seconded by Dennis Holland. The motion to elect Jeff Johnson as Vice President was approved by a six to zero vote.

SECRETARY Bill Groves

Curt Pletcher made a motion to nominate Bill Groves for Secretary, and the motion was seconded by Dennis Holland. The motion to elect Bill Groves as Secretary was approved by a six to zero vote.

TREASURER Tom Bendy

Jeff Johnson made a motion to approve Tom Bendy as Treasurer. Dennis Holland seconded the motion, and the motion passed with a six to zero vote.

DEPUTY TREASURER Carol Kuzmicz

Jeff Johnson made a motion to approve Carol Kuzmicz as Deputy Treasurer. Dennis Holland seconded the motion, and the motion passed with a six to zero vote.

LEGISLATIVE LIAISON Jeff Johnson

Dennis Holland made a motion to nominate Jeff Johnson as Legislative Liaison, and the motion was seconded by Curt Pletcher. The motion to elect Jeff Johnson as Legislative Liaison was approved by a six to zero vote.

JGSC TECHNOLOGY COMMITTEE Christian Mattix

Curt Pletcher

Jeff Johnson made a motion to nominate Christian Mattix and Curt Pletcher for the JGSC Technology Committee, and Dennis Holland seconded the motion. The motion to elect Christian Mattix and Curt Pletcher to the JGSC Technology Committee passed with a six to zero vote.

JGHS ATHLETIC COUNCIL

Bill Groves

Dennis Holland made a motion to nominate Bill Groves to the JGHS Athletic Council, and Bob Borlik seconded the motion. The motion to elect Bill Groves to the JGHS Athletic Council was approved by a six to zero vote.

HIGH ABILITIES COMMITTEE

Daniel Drotar

Bob Borlik made a motion to nominate Daniel Drotar for the High Abilities Committee. Curt Pletcher seconded the motion, and the motion passed with a vote of six to zero.

REGULAR MEETING DATE AND TIME

First and Third Tuesday of Every Month, 7:00 p.m.

Jeff Johnson made a motion to keep the meeting date and time on the first and third Tuesday of every month, at 7:00 p.m. Dennis Holland seconded the motion. The motion to keep the meeting date and time on the first and third Tuesday of every month at 7:00 p.m. passed with a six to zero vote.

BOARD SALARY

\$2,000 Annually

Jeff Johnson made a motion, seconded by Dennis Holland, to keep the School Board salary at \$2,000 annually per member. The motion was approved by a six to zero vote.

SCHOOL ATTORNEY

Newby, Lewis, Kaminski and Jones, LLP

Curt Pletcher made a motion, seconded by Bob Borlik, to approve the appointment of the law firm of Newby, Lewis, Kaminski and Jones, LLP, as legal counsel for the John Glenn School Corporation. A six to zero vote approved the motion.

DESIGNATION OF NEWSPAPER/S FOR  
PUBLISHING LEGAL NOTICES FOR  
SCHOOL CORPORATION

Plymouth Pilot

South Bend Tribune

Jeff Johnson made a motion to designate the Plymouth Pilot and the South Bend Tribune for publishing required legal notices for the John Glenn School Corporation. Dan Drotar seconded the motion, and a six to zero vote approved the motion.

RECOGNITIONS (WES, NLES, UMS, JGHS)

Walkerton Elementary Recognitions:

- Walkerton Elementary Before & After Care recently hosted their Sixth Winter Enrichment. Twenty five children attended this years' enrichment program. Mr. Davis reported many fun science experiments, games, and crafts were enjoyed by all attending.
- Mrs. Amy Weiss was recognized for organizing "The Magic of Christmas" day on December 20, 2019. A magician was present and entertained the students. All 525 students each learned five tricks that they could share with family.
- Mr. Davis shared the first semester honor roll with board members.

#### North Liberty Elementary School Recognitions:

- \$200 from Falcon 500 for the Robotics Team
- Fourth Grade students have begun a four-week drug-education program called “Keep a Clear Mind”. This program is co-taught by Mrs. Melanie Heiser, School Counselor, and the Fourth Grade Teachers and includes activities for parents and children to complete together.
- NLES recently held a contest to raise funds for the Blessings in a Backpack program. Students collected coke caps, which were redeemed for cash. Students collected \$306, with Kindergarten and Fourth grade students being top collectors.
- North Liberty was able to support 43 families with assistance during this Holiday season. Melita Beeney was recognized for organizing the Adopt-a-Family event, along with helpers Julie Brinkhoff, Angie Harness, Janice Allsop, Cindy Elliot, Gail West, and Kris Tolleson. Area businesses and individuals who adopted families include:
  - North Liberty Church of Christ,
  - John Glenn High School Shop with a Player
  - North Liberty Church of the Brethren
  - John Glenn Administration Office
  - Pine Creek Church of the Brethren
  - North Liberty Tri-Kappa
  - Jack and Jan Hofferth
  - Cindy Elliott
  - SAPA
  - North Liberty Elementary Student Council
  - Troy Kerchove Family
  - Healthies
  - Adam and Lacey Dunlap and Family
  - Kingdom Of God Church
  - Vicki Lee
  - Carol Atkins
  - Ruth Sousley
  - Natalie Shetler
  - Becky Heckaman
  - Brenna Egendoerfer
  - American Legion donated food baskets for each family
  - O'Connor Transportation delivered all the items for the baskets.

#### Urey Middle School Recognitions:

The following donation was received:

- \$40 from Falcon 500 for the Media Center for Printer Pens
- ❖ Fundraiser: Urey Student Council will be selling Candy Grams beginning February 10 through 14, 2020 for 50 cents each. Profits will be used for Student Council activities.
- Congratulations to 7<sup>th</sup> graders Sienna Scott and Dylan Albright, and 8<sup>th</sup> graders Sophia Romer and Ben Katowich for being named December Students of the Month.
- The following students were “Caught Doing Good” and will be rewarded with a special lunch: Madison Holley, Adriona Pride, and Addison Reese.
- Congratulations to 8<sup>th</sup> grader, Nick Zablocki, who recently earned a spot in the high school jazz band. Nick practices with the band twice a week and joined the jazz band for a performance at the TCU luncheon in December.
- Congratulations to Jayden Leitch, Carter Dupont, Dylan Albright, and Olivia Nifong for displaying the Employability Skill of the Month.
- Urey Middle School sponsored a second-nine weeks “No Tardy Party” on January 14, 2020. Students were recognized for no morning tardies, and no classroom tardies for the 2nd nine weeks. Overall, 167 responsible students were celebrated with prize drawings, candy, and certificates.

- Recognition was given to the Urey Band and Choirs, and directors, Nathanael Sudduth and Jill Hostetler, for performing an excellent, well-attended program on Tuesday, December 10, 2019.
- The Student Council Toy Drive was a success again this year, thanks to the generosity of students, their families, and UMS staff. The drive netted 329 toys and \$170 in cash donations, which were donated to the Santa Shop run by local Walkerton Church groups. The toys were distributed to local families in need of some help during the holidays. Donia Hudgen, Student Council Sponsor, organized the drive, and Sue Shields, from the Santa Shop, picked up the toys.
- Andy Tropp, a local union carpenter, and Meyer Vet Clinic staff members recently spoke to Urey students as part of Urey's Career Café program. Pictures from the presentations were presented to board members.

John Glenn High School recognitions:

The following donations were received:

- \$500 from Bellman Oil for the Purdue Singers
- \$250 from Gerry and Deborah Brown for the Purdue Singers
- \$50 from V.A. and M.E. Clauss for the Purdue Singers
- \$125 from Joanna Dreessen for Drama
- \$1,000 from John Glenn Education Foundation for the Purdue Singers
- \$150 from Falcon 500 for Boys' Soccer
- \$200 from Five Star Sheets, LLC for Girls' Softball
- \$750 from Larry and Janet Hiler for the Purdue Singers
- \$25 from Judith Jerosky for Drama
- \$50 from John and Kimberly Murray for Drama
- \$5,000 from Polygon for Falloween
- \$250 from Purdue Club of Marshall County for the Purdue Singers
- \$50 from Rannells Funeral Home for Drama
- \$200 from Richard Reese for Wrestling
- \$250 from Ross Engineering & Machine for the Purdue Singers
- \$350 from TCU for Band
- \$350 from TCU for Choir
- \$150 from Tri Kappa North Liberty for Drama
- ❖ Boys' and Girls' Track Fundraiser – Bake Sale January 9, 2020 through February 14, 2020
- The National Honor Society held a food drive for the Christian Community Food Pantry in Walkerton. A total of 1,195 items were collected. The top three collecting classrooms were Abigail Beckman – 16 items per student, Rose Dodson – 11 items per student, and Jennifer Carr – six items per student.
- Sydney Worthington and Elisabeth Klinedinst were recognized for becoming members of the National Speech and Debate Association and Honor Society. The two students achieved this honor through competing and earning more than 25 competition points over a two-month period. Both students are now active members for life.

Jeff Johnson made a motion to approve donations and fundraisers as presented and Dan Drotar seconded the motion. The motion passed with a vote of six to zero.

#### CONSENT AGENDA ITEMS #1 – 5

1. Approve Minutes – December 3, 2019 – Regular Session
2. Approve Claims – 1606 - 1772
3. Approve Personnel Recommendations

#### ***Retirements/Resignations***

- a. Douglas Matthys Girls' 7<sup>th</sup> Grade A-Team Basketball Coach, Urey Middle School
- b. Erin Patterson Girls' Varsity Assistant Soccer Coach, John Glenn High School
- c. Melissa Williams Instructional Aide, Urey Middle School

- d. Chelsea Grzegorek Instructional Aide, John Glenn High School
- e. Tresa Hammond Principal, Urey Middle School (11 years with JGSC, 30 years in education)

***Appointments/Transfers***

- a. Demi Ennis Before and After Care Aide, North Liberty Elementary School
- b. Ashley Sherman Before and After Care Aide, North Liberty Elementary School
- c. Matthew Clady Before and After Care Aide, North Liberty Elementary School
- d. Jennifer Geyer Head Cook, Walkerton Elementary School
- e. Laura Wertz Part-time Cook, Walkerton Elementary School
- f. LeAnne Andert Part-time Cook, Walkerton Elementary School
- g. Carrie Wilton Part-time Cook, North Liberty Elementary School
- h. Dennis Cochran Boys' Golf Head Coach, John Glenn High School
- i. Brianne Richardson 5<sup>th</sup> Grade Cheer Coach, Walkerton Elementary School
- j. Glenda Smith Transfer from Interim Food Service Director to Food Service Director, John Glenn School Corporation
- k. Abbey McNeill Academic Competition Assistant Coordinator, John Glenn High School

4. Transfer Requests

There are 489 out-of-district student transfer requests for the 2019-2020 school year, including the following: Tatum Raker, JGHS/9

5. FMLA Leave Requests – Employees #3210 and 4298

Bob Borlik made a motion to approve Consent Agenda Items one through five and Jeff Johnson seconded the motion. The motion passed with a six to zero vote.

NEW BUSINESS

1. Review and Approve 2020-2021 School Calendar

The proposed 2020-2021 Calendar was presented to the Board for approval. Mr. Winchell noted that teacher's union representatives and building administrators reviewed and approved the proposed calendar. Mr. Winchell stated that the 2020-2021 calendar is reciprocal to the current 2019-2020 calendar, with just one change. Fall break has been moved from Thursday-Friday to a Friday-Monday Fall Break. Dennis Holland made a motion to approve the 2020-2021 School Calendar. Jeff Johnson seconded the motion, and the motion passed with a six to zero vote.

2. Approve Resolution to Transfer Amounts from the Operations Fund to the Rainy Day Fund

Mr. Tom Bendy, Treasurer, recommended moving \$150,000 of the Operations Fund balance to the Rainy Day Fund. There was sufficient appropriations available in the Operations Fund to permit this transfer. Mr. Bendy noted this transfer would leave an ending balance for the Operations Fund at \$1,109,420, and the Rainy Day Fund would increase to \$754,371. Jeff Johnson made a motion to approve the resolution to transfer amounts from the Operations Fund to the Rainy Day Fund. Curt Pletcher seconded the motion, and the motion passed with a six to zero vote.

3. Approve Resolution of Transfers

Mr. Bendy reported that Indiana statute does not permit the school corporation to overspend any appropriation in the approved budget, so at the end of each calendar year, the corporation is permitted to transfer appropriations within a fund to cover any negative accounts. These transfers are done within the

Education Fund and the Operations Fund. Curt Pletcher made a motion to approve the resolution of transfers and Dennis Holland seconded the motion. The motion passed with a six to zero vote.

4. Approve Resolution to Transfer Amounts from the Education Fund to the Operations Fund

Mr. Bendy noted that this resolution is passed each quarter to allow the school corporation to transfer an amount that is received in tuition support to the operations fund to cover expenses. The amount requested to transfer is \$141,666 each month in January, February, and March. The total amount budgeted to transfer in 2020 is \$1,700,000. Dennis Holland made a motion to approve the resolution to transfer amounts from the Education Fund to the Operations Fund. Jeff Johnson seconded the motion, and the motion passed with a six to zero vote.

5. Approve Resolution to Transfer Funds from Exempt Debt Service Fund to Debt Service Fund and Exempt Retirement/Severance Fund to the Retirement/Severance Fund.

Mr. Bendy reported that St. Joseph County will lose its tax exempt status for Debt Service Funds in 2020, therefore, transfers must be made moving the Exempt Fund Balances into the regular Debt Service Fund and the Retirement/Severance Fund. This transfer will close out the Exempt Debt Funds moving forward. Curt Pletcher made a motion to approve the resolution to transfer funds from Exempt Debt Service Fund to Debt Service Fund and Exempt Retirement/Severance Fund to the Retirement/Severance Fund. Jeff Johnson seconded the motion, and the motion passed with a six to zero vote.

6. NEOLA Policies Revision Volume 32, Number 1 - Second Reading

Mr. Winchell noted that School Attorney, Mr. Bill Kaminski, has reviewed these policy revisions per the Board's request and has approved the changes. Dennis Holland made a motion to approve the second reading of NEOLA policy revisions Volume 32, Number 1. Curt Pletcher seconded the motion, and the motion passed with a vote of six to zero.

7. Approve purchase of Chiller at Walkerton Elementary from DA Dodd for \$112,200

Mr. Shelby Gibson, Maintenance Director, requested board approval for the purchase of a new chiller unit for Walkerton Elementary. Mr. Gibson provided three estimates to the Board for review and stated that although Havel provided the lowest bid, it did not include the cost of steel needed to widen the existing pad, nor did it include the additional cost if ordered after the first of the year. Therefore, Mr. Gibson recommended the quote from D.A. Dodd for \$112,200. Dennis Holland made a motion to approve the purchase of a chiller unit from D.A. Dodd for \$112,200 for Walkerton Elementary School. Bob Borlik seconded the motion, and the motion passed with a six to zero vote.

8. Approve Wrestling Team Overnight Trip to State Finals in Indianapolis, IN – February 21, 22, 23

The John Glenn High School Wrestling team requested permission to attend the State Wrestling finals at Banker Life Fieldhouse in Indianapolis, Indiana on February 21, 22, & 23, 2020. Jeff Johnson made a motion to approve the wrestling team's overnight trip to Indianapolis and Curt Pletcher seconded the motion. The motion passed with a vote of six to zero.

## REPORTS

1. Superintendent's Report

Mr. Winchell reported the following:

- the recent State Board of Accounts audit was successful with very few errors reported.

- The 1782 Budget Order Notice from the DLGF has been received and Mr. Tom Bendy, Treasurer, is pleased with the results.
- Walkerton Elementary Science Fair will be held January 31<sup>st</sup>. Judges are needed for the event and board members were asked to consider participating as a judge.
- A facilities audit has been completed at all five corporation buildings and Barton-Coe-Vilamaa should be providing their report soon.
- The Stellar Trail Project in North Liberty is working to connect both trails in town. Mr. Winchell has been communicating with the development committee to determine how this project may impact the North Liberty Elementary School property.

2. Conference Requests
3. Conference Report

### BOARD COMMENTS/QUESTIONS

Jeff Johnson reminded board members of the upcoming ISBA Leadership Seminar on February 13, 2020 at the LaPorte Educational Services Building.

Bob Borlik commended Dennis Holland for his leadership as Board President in 2019.

NEXT MEETING DATE: February 4, 2020 7:00 P.M. JGHS Regular Session

### ADJOURNMENT

Christian Mattix called the meeting adjourned at 8:01 p.m., then called to order the Board of Finance Meeting.

### BOARD OF FINANCE MEETING

1. Organize Board of Finance by Electing a President, Secretary, and Review of 2019 Investments

President Christian Mattix Secretary Bill Groves

Jeff Johnson made a motion to approve the appointment of Christian Mattix as President and Bill Groves as Secretary for the Board of Finance. Dennis Holland seconded the motion, and the motion passed with a six to zero vote.

Mr. Bendy reviewed 2019 financial information with the board before Christian Mattix adjourned the Board of Finance meeting at 8:23 p.m.

### EXECUTIVE SESSION

An executive session began at 8:45 p.m. and was held to discuss:

- Personnel, prior to any determination that individual's status as an employee
- Employee job performance

No other business was discussed, and the executive session ended at 9:31 p.m.

PRES. \_\_\_\_\_

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SEC'Y. \_\_\_\_\_

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