

# School Board Meeting – August 6, 2024

## Regular Session

CALL TO ORDER AND ROLL CALL – 7:00 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 August 6, 2024, at the John Glenn Administration Building. Board members present were Bob Borlik, Christine Carson, Jared Egger, Ryan Knowlton, Todd McGaughey and Carissa Smith. Christian Mattix was absent. Superintendent Christopher Winchell and 8 observers were present throughout the meeting.

DONATIONS & FUNDRAISERS (WES, NLES, UMS, JGHS)

North Liberty Elementary School

➤ Donations

- |                                       |       |                  |
|---------------------------------------|-------|------------------|
| • Falcon 500                          | \$250 | Recess equipment |
| • NL Church of the Brethren<br>& NLPD |       | School Supplies  |

John Glenn High School

➤ Donations

- |   |        |                    |
|---|--------|--------------------|
| • G Pools   | \$400  | Cross Country      |
| • Hoosier Racing Tire   | \$500  | Falloween          |
| • John M. Small Insurance   | \$500  | Falloween          |
| • KFC Plymouth  | \$300  | Falloween          |
| • Charles and Gloria Krieg  | \$50   | Falloween          |
| • SAPA Extrusions   | \$2000 | Falloween          |
| • Patrick and Alexis Shetler  | \$100  | Cross Country      |
| • Vermillion Systems  | \$250  | Falloween          |
| • Whittler & Hesters CPA Group  | \$500  | Falloween          |
| • Blackbaud Giving Fund on behalf of Casey's General Stores                               | \$500  | Student Activities |
| • Gene and Marsha Reese Family Fund of the Community Foundation Fund of St. Joseph County | \$2239 | Girls Basketball   |

➤ Fundraisers

- |                |              |                               |
|----------------|--------------|-------------------------------|
| • Cheerleading | 6/30 and 7/4 | 4H Fair – Car Parking         |
| • Cheerleading | 8/12 – 8/26  | Meat/Cheese/Cookie Dough Sale |

Mr. Ryan Knowlton made a motion to approve the Donations and Fundraisers listed above and Mr. Bob Borlik seconded the motion. The motion carried with a vote of six to zero.

PUBLIC COMMENT

No members of the public made comment at this time.

CONSENT AGENDA ITEMS #1 – 3

1. Approve Minutes – July 30, 2024 – Regular Session

## 2. Approve Personnel Recommendations

### *Retirements/Resignations*

- a. Brandon Brown                      Webmaster, Urey Middle School

### *Appointments*

- a. Band Camp Staff
- b. Loretta Schmidt                      School Nurse, John Glenn High School
- c. Lexia Pearish                          Junior Class Sponsor, John Glenn High School
- d. Nichole Slater                         Varsity Club Sponsor, John Glenn High School
- e. Katherine Simmons                    Teacher, Urey Middle School
- f. Stephanie Brown                        Cross Country Coach, Urey Middle School
- g. Adam Merkes                            Shuttle Route Bus Driver, John Glenn School Corporation
- h. Ashley Bell                             Regular Route Bus Driver, John Glenn School Corporation
- i. Amber Barker                          Regular Route Bus Driver, John Glenn School Corporation
- j. Bethany Smith                          Team Leader, Urey Middle School  
Tech Club Supervisor, Urey Middle School
- k. Megan Wiesenber                      Art Club Sponsor, Urey Middle School  
Webmaster, Urey Middle School
- l. Sean Haas                                National Junior Honor Society, Urey Middle School

## 3. Approve Transfer Students

To date, we have 58 transfer students for the 2024-25 school year.

Mr. Bob Borlik asked what the student count is per building. Mr. Winchell noted that we have approximately 475 student at North Liberty, about 575 at Walkerton (which is a little skewed because it includes Pre-K students that are not included in our student count), 300 at Urey and about 650 at the high school which brings our total count to roughly 1983. Mrs. Christine Carson asked how we are doing with capacity at each building. Mr. Winchell explained that it is always hard to predict which buildings will be nearing capacity from year to year because we have seen this fluctuate over time. Just a few years ago, it appeared that we would need to add classroom space at NLES, but now they have a few extra spaces. This year, we are tight on space at WES as we rotate classes around due to the construction project. We are probably 80-90% capacity at WES and JGHS. NLES is a little less than that, and while UMS has some space available, the rooms are small due to the age of the building. Our highest enrollment ever was 2008 students in 2019, we had worked our way down to 1950, and currently we are sitting at 1983 so we are climbing back up. Each year we build our budget on 1950 students. As a team we have often had the conversation asking how big we want our elementary schools to get, and do we want to add on to two elementary schools or does it make sense to do a project at the middle school to provide more classroom and student activity space to move 6th grade to Urey. Many districts now follow at 6, 7, 8 middle school program and this may make sense for us someday soon. As we continue to work on facilities and long term planning with bonding, it appears this will be our next hurdle to determine. Ms. Carissa Smith asked how long it would be before this type of decision would need to be made. Mr. Winchell noted that it would likely make sense to start planning this type of project with our next bonding cycle. Baker Tilley is in a unique position to monitor our bonds and allow us to structure our bonds how it best makes sense for the financial health of our corporation and remain tax neutral for our community.

Mrs. Christine Carson made a motion to approve Consent Agenda Items 1 – 3 and Ms. Carissa Smith seconded the motion. The motion carried with a vote of six to zero.

### NEW BUSINESS

## 1. First Reading of NEOLA Update 35-2

Mr. Winchell noted that we are all familiar with NEOLA. As the Indiana Legislature updates Indiana Code 20, NEOLA reviews our policies and makes recommendations to us how to update our policies so we are in compliance with the law. Before you tonight is update 35-2. It is mostly related to general language clarifications. There is some information for ADM (Average Daily Membership) internal controls in regards to our student count. There have been some examples across the state where corporations have had discrepancies with their student counts. One of the things the State Board of Accounts has required is proof of residency. It is a unique conundrum of the school. We are supposed to take any kids who show up at our door step and enroll them to be educated, but we are also supposed to provide proof of residency in order to obtain funding for these students, but then again, we aren't supposed to turn any student away for the inability to provide proof of residency. Our office staffs are fantastic and work very hard to welcome students and get the proper paperwork. With this update, we can only accept three items as proof of residency when we used to accept ten. There is also language in regards to nursing mothers to ensure they have the time and resources they need. At the next board meeting, we will hold a second reading and I recommend we approve them at that time.

## 2. Approve Teacher Appreciation Grant

Mr. Winchell explained that many years ago, the State started the Teacher Appreciation Grant. They build it into the State Budget. Every year there is a line item for the state to provide a small stipend to teachers. We have to differentiate by a minimum of 25% between a Highly Effective teacher and an Effective Teacher and have to approve this grant policy every year. This is a joint recommendation from the teachers union and administration to keep the Teacher Appreciation Grant the same as it has been in the past. Pending your approval tonight, we will submit this to the DOE. Bob Borlik asked how teachers are determined to be effective or highly effective. Mr. Winchell noted that teachers are determined effective or highly effective through their evaluation process with their building principals. The EE Plan (Educator Effectiveness) plan is agreed upon by the teachers union and administration. It is also submitted to the DOE annually for review. Mr. Ryan Knowlton made a motion to approve Teacher Apperception Grant and Ms. Carissa Smith seconded the motion. The motion carried with a vote of six to zero.

## 3. Approve Overnight Athletic and FFA Field Trips for the 2024-2025 School Year

Mr. Winchell explained that our school board policy requires board approval for all overnight field trips. Sometimes, particularly with IHSAA events, we will win a game one week, and need to travel overnight the following weekend and there is no board meeting in between. Our FFA is also very competitive and active. Similar for them, they may qualify for an additional event prior to another board meeting. We have started the process for the Board to give us a blanket approval for overnight trips that are tied to IHSAA events and FFA competitions. As Mr. Manering did tonight, he will bring a report so that the Board knows where we have been. Mr. Egger asked if this is something we need to do for the band also. Mr. Winchell noted that most band competitions are day trips that do not require and overnight stay. Mrs. Christine Carson made a motion to approve Overnight Athletic and FFA Field Trips for the 2024-2025 School Year and Mr. Ryan Knowlton seconded the motion. The motion carried with a vote of six to zero.

## 4. Approve Student Handbooks

Mr. Winchell reminded the Board that we have recently updated some policies about cell phones and attendance which was our duty resulting from the recent legislative sessions. We have provided updated elementary, middle and high school handbooks for your review. There were several grammatical and technical updates that were made between when the board packet was provided to the board on Friday,

and the time of the meeting on Tuesday so hard copies were made available to them at the time of the meeting. Pending board approval tonight, these handbooks will be uploaded to our website.

Mr. Winchell also noted that he attended a meeting with the Prosecutor Ken Cotter from St. Joseph County. He invited the school in to discuss the new attendance rules. We are optimistic that the St. Joseph County teams is prepared to be supportive of the new legislation. There are some new duties that will fall to the schools that will need to be communicated to the prosecutor's office. Historically, John Glenn has been very on top of attendance issues. It is still unclear if St. Joe County will be able to help us with all of our student attendance issues, or if they will only be able to help with students who reside in St. Joe County.

Mr. Todd McGaughey made a motion to approve Student Handbooks and Mr. Bob Borlik seconded the motion. The motion carried by a vote of six to zero.

5. Approve Resolution Recognizing the Positions of Physical Therapist, Physical Therapist Assistant, Occupational Therapist and Occupational Therapy Assistant to receive PERF Benefits

Mr. Winchell noted that all of our licensed teachers receive a TRF (Teacher Retirement Fund) contribution. Similarly, there is PERF, the Public Employee Retirement Fund. Most, but not all, of our employees qualify for PERF, the same as teachers qualify for TRF. With PERF, you don't have to be a licensed teacher, but your position has to be included on the plan documents from the school corporation. Since JESSE dissolved and we are now the LEA for the John Glenn/Union North Special Ed consortium, we need to now employ a Physical Therapist and an Occupational Therapist. Depending on future student number growth, there may eventually be a need to employ a Physical Therapist Assistant or an Occupational Therapy Assistant. Since we need to employ these positions now and they qualify for PERF, we need to update our plan document downstate with the PERF office. Tonight, we are requesting approval of the resolution that will recognize these four positions to be eligible to receive benefits so that they can be added to our plan documents in the PERF Office. Mr. Egger asked for clarification on how this expense will be split with Union North. Mr. Winchell explained that the programs that we have traditionally shared with them have been a 60/40 split. For example, special education preschool is hosted at John Glenn but contains students from both school corporations. Those expenses are shared 60/40. John Glenn hosts special education life skills students in grades kindergarten through sixth grade and Union North hosts life skills students in 7<sup>th</sup> through 12<sup>th</sup> grades. Those have been and will continue to be shared at 60/40. The new employees being brought on as a result of the JESSE dissolution, will be shared at 50/50. Mrs. Christine Carson made a motion to approve Resolution Recognizing the Positions of Physical Therapist, Physical Therapist Assistant, Occupational Therapist and Occupational Therapy Assistant to receive PERF Benefits and Mr. Todd McGaughey seconded the motion. The motion carried with a vote of six to zero.

6. Approve Blind/Low Vision MOU with Indiana School for the Blind and Visually Impaired

Mr. Winchell explained that similar to the Physical Therapist and Occupational Therapist positions, we are now responsible for employing staff for students with blindness/low vision. Currently, we do not have the student count that would necessitate employing a full time blind/low vision teacher. Mrs. Hannah, the Director of Special Education for the consortium, has negotiated a MOU with the Indiana School for the Blind and Visually Impaired. They will help us on a contracted basis with any of our students we need to service in that manner. If we ever had a classroom full of students who require Blind/Low Vision Services, we would likely host these students on one campus and then hire a full time teacher. At this time, that is not necessary, but we need to be prepared to best serve our students and meet their needs. Mr. Kaminski, corporation attorney has reviewed this contract. Ms. Carissa Smith made a motion to approve Blind/Low Vision MOU with Indiana School for the Blind and Visually Impaired and Mrs. Christine Carson seconded the motion. The motion carried with a vote of six to zero.

## 7. Approve Deaf/Hard of Hearing Contract for Part-time DHH Services

Mr. Winchell noted that similar to the action above, this is a service that we need to be prepared to provide for our students. DHH will provide this specialized service to our students on a part-time contractual, as needed basis. Mr. Ryan Knowlton made a motion to approve Deaf/Hard of Hearing Contract for Part-time DHH Services and Mr. Todd McGaughey seconded the motion. The motion carried with a vote of six to zero.

## REPORTS

### 1. Director of Learning Report

Dr. Fuller reported the following:

- We owe a lot of THANK YOU's to people around the corporation. Everyone has worked so hard since they came back two weeks ago. The custodial staff has done a great job preparing our buildings to welcome students tomorrow.
- Elementary Back to School Nights were held at NLES and WES yesterday. There is quite the buzz with excited students and parents to get the school year started.
- The transportation team has been hard at work getting busing set up for all students.

### 2. Superintendent's Report

Mr. Winchell reported the following:

- Shout out to the seniors who painted their parking spots. They had a great time painting and it really looks nice.
- Back to School Event – over 300 bags full of school supplies were given out on Saturday 8/3. We had a crowd waiting by 9:30 to pick them up! This project is led by Lisa Patton and Emily Winchell. They gather donations from local churches and businesses and get all the backpacks packed and ready for our community. We are a really proud, hardworking community. Because of this, it is easy to forget that around 60% of our students receive free or reduces lunch services.
- We had a great staff meeting on Monday. It was my goal to do four things at this meeting.
  - Welcome everyone back to school.
  - Remind them of our unique and impactful profession – we are funded by taxpayer dollars. Anytime you are funded by taxpayer dollars, you live with an extra layer of scrutiny. We have all heard someone say “well I am a taxpayer” usually, what they say next, is not so nice. Secondly, we work with people's children, their most prized possessions. Regardless of different parenting styles, the children are still the parent's most prized possession. When you are working under tax payer dollars, and such prized possessions, you are under more scrutiny. It is important to remember educators are very impactful on children, community, state and country and appreciated by the parents and community.
  - Words of wisdom and words to reflect on. This year we started a new tradition of asking our previous school years Teacher of the Year to share some thoughts with their peers. Mrs. Jennie Carey did a great job and we look forward to carrying this into the next year.
  - Officially kick off the school year!
- As Dr. Fuller said, it has been great to go to the back to school nights. The kids and parents are both excited to get the year started. I think it is easy for parents to be excited to send their kids back to John Glenn because they know that they are sending their kids to schools that are excited to welcome them back and have staff that cares for them.
- The transportation team has been working a lot of long hours to ensure that each student has transportation for the first day of school. We are ahead of schedule like we have never been before. We have been working hard to get door to door service to our Greene Township students. It has been a bigger undertaking than anyone can even imagine. We are also keeping our group stops in Greene Township and Crumstown. As we have been putting these door to door routes together, we are realizing just how many miles are now in our corporation. This has resulted in some routes

being longer than we typically like. We can definitely provide the door to door service, but it could likely result in a long bus ride.

- Students are back on campus tomorrow, we are all excited to welcome them back!
- Mr. Kaminski has submitted our Board Reorganization Plan to the IDOE. They have reviewed it and it will go before the Indiana Department of Education School Board on Wednesday, August 14<sup>th</sup>. Once the state school board takes action, our boundaries will be officially changed. Anyone currently serving the school board, will be grandfathered in to finish their term. Anything going forward will follow the new plan. One seat from Lincoln will go to Greene Township. One seat from Liberty will become the North At-Large seat. Someone can run for that seat by living in liberty or Greene Township. One seat from Polk Township will become the Southern At-Large seat. Someone can sit in that seat by living in Johnson, Lincoln or Polk Townships.
- The Preliminary Determination has been posted in the newspaper. We are currently in the 30 day petition remonstrance period of the bond process.
- There are already some HVAC issues at Urey. We discussed our wish list of things we wanted to do with this bond but knew that we will need to adjust based on needs, like HVAC.
- We will be getting \$50,000 from the local redevelopment commission (TIF District). They want to help offset the cost of the Walkerton Elementary Cafeteria floor project. In the past, they have supported the fuel station project.

BOARD COMMENTS/QUESTIONS

UPCOMING EVENTS

First Day of School – August 7<sup>th</sup>!

NEXT MEETING DATE: August 20, 2024 7:00 P.M. John Glenn Administration Building

ADJOURNMENT

Mr. Jared Egger called the meeting adjourned at 8:03 P.M.

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

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

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\_\_\_\_\_