

**EAST ALLEN COUNTY SCHOOLS
SCHOOL BOARD
MINUTES OF WORK SESSION
JULY 1, 2008**

At a work session meeting held in the Board Room at the Administration Building, 1240 State Road 930 East, New Haven, Indiana, the Board of School Trustees of East Allen County Schools met at approximately 6:30 p.m. on July 1, 2008, with the following members present:

Stephen L. Terry, Sr., President
Janice A. Kelly, Vice President
Leland L. Etzler, Secretary
Terry Jo Lightfoot, Assistant Secretary
William D. Hartman
Richard A. Allgeier
Alyssa Lewandowski

The following EACS Administrators were in attendance: Dr. M. Kay Novotny, Superintendent; Mr. Kirby Stahly, Chief Financial Officer; Mrs. Connie DeLong, Executive Director of Special Services; Dr. Jeanne Zehr, Title I Area Administrator; Mrs. Peggy J. Rohrbacher, Director of Human Resources; and Mrs. Tamyra L. Kelly, Public Relations Liaison. Also present were two people representing the media.

President Stephen Terry called the meeting to order.

The oath of office was administered to newly elected and re-elected Board members – Ms. Alyssa Lewandowski, Ms. Janice Kelly, Mrs. Terry Jo Lightfoot, and Mr. Rick Allgeier (Exhibit A, incorporated herein).

The election of the office of School Board President was conducted by President Terry. Ms. Kelly nominated Rev. Terry for the office of President. Hearing no other nominations, the nominations were closed. Rev. Terry was reelected President by unanimous consent (7-0).

President Terry conducted the remainder of the election of officers. Election was held for the office of Vice President. Mrs. Lightfoot nominated Ms. Kelly for the office of Vice President. Hearing no other nominations, the nominations were closed. Ms. Kelly was elected Vice President by unanimous consent (7-0).

The election for the office of Secretary was then held. Mr. Hartman nominated Mr Etzler for the office of Secretary. Ms. Lewandowski seconded the nomination. Hearing no other nominations, the nominations were closed. Mr. Etzler was elected Secretary by unanimous consent (7-0).

Nominations for the position of Assistant Secretary were received. Ms. Kelly nominated Mrs. Lightfoot for the office of Assistant Secretary. Ms. Lewandowski seconded the nomination. Hearing no other nominations, the nominations were closed. Ms. Lightfoot was reelected Assistant Secretary by unanimous consent (7-0).

It was recommended that the appointments of Mrs. Lois Goeglein as Treasurer and Mrs. Geri Freiburger as Deputy Treasurer of the corporation be continued for the coming year. Mr. Allgeier moved that the appointments be approved as recommended, and Mr. Etzler seconded the motion. The motion passed unanimously (7-0).

It was recommended that Mr. Doug Roemer, Director of Facilities, and Board Member Leland Etzler be appointed as members of the Common Wage Committee for the coming year. Ms. Kelly moved that the appointments be approved as recommended, and Mr. Hartman seconded the motion. The motion passed unanimously (7-0).

The minutes of the June 17, 2008 Public Hearing (Wellness) were approved as presented. The minutes of the June 17, 2008 Regular Board Meeting were approved as presented. The minutes of the June 17, 2008 Executive Session were approved as presented. The minutes of the June 20-21, 2008 School Board Retreat were approved as presented. The minutes of the June 24, 2008 CPF Budget Review Work Session were approved as presented.

The Agenda was approved with the addition of addendums to 4.2 Personnel Report, and 4.3 Meetings and Conferences, and the addition of 4.6 Authorization for Superintendent to Appoint a Certain Building Administrative Position.

Section 2.0 Discussion Items

Open discussion occurred regarding the following annual reports:

- Instructional Audits
- Community Resource Programs
- Employee Compensation/Benefits
- School Lunch Prices

Tasks were assigned – Assistant Secretary Lightfoot will create a new Board Orientation pamphlet, and Vice President Kelly will handle the details of the Board's and the Superintendent's yearly evaluation/assessment. She will also develop a Board Compact. Deadlines will follow.

Coach expectations/requirements for student athletes were discussed. The Board may address their philosophy/general expectations in Board Policy.

Section 3.0 Information Items

Incidental Information

Board members' and administrators' Conflict of Interest forms were presented to the Board for information purposes and execution (see Exhibit B, incorporated herein by reference). These forms are filed annually with the Clerk of Allen County Court and the State Board of Accounts, according to Indiana statute.

The Delegation of Authority in the absence of the Superintendent was reviewed and approved by the Board.

Proposed revisions to the 2008-09 Guide to Students and Parents were discussed.

The Board asked that Dr. Novotny, along with Personnel, establish a formal protocol to be used when appointing building Administrators. General Counsel Tim McCaulay will revise current Administrative Policy to reflect this.

The following information is being given to the Board as information, with formal action recommended for the July 15th Board meeting.

- Resolution to Use AS400 Software for Issuing and Receipting Educational Fees
- Resolution to Transfer Funds – Textbook Rental Fund
- Contract with Educational Funding Group, Inc. and EACS
- Apply For and Receive 2007-08 Section 619 of Part B, IDEA Funding
- Apply For and Receive 2007-08 P.L. 108-446, Part B, IDEA Pass-Through Funding
- Apply For and Receive 2007-08 P.L. 108-446, Part B, IDEA Pass-Through Carry Over Funding
- Apply For and Receive P.L. 108-446, Part B, IDEA Targeted Funds (Discretionary)
- Apply For and Receive Funding for Efforts Supporting Diversity
- Apply For and Receive Title I SES Pilot Program Participation (2008-09 SY)

Section 4.0 Consent Items

Vice President Kelly moved to approve the consent items with addendums as presented. Mr. Etzler seconded the motion and it passed unanimously. The following consent items were approved:

- 4.1 Approval of vendor claims: 245646-245858 totaling \$306,377.33.
- 4.2 Approval to extend offer of employment to Ms. Melissa Reichhart, as a full time mathematics teacher at Heritage Jr./Sr. High School, for the 2008-09 school year.

Approval to extend offer of employment to Mr. Landon Buesching, as the full-time physical education teacher at Meadowbrook and Monroeville Elementary Schools, for the 2008-09 school year.

Approval of Mr. Douglas Pickett, as the Assistant Principal at New Haven Middle School, effective August 1, 2008.

Acceptance of resignation of Ms. Alisa Stovall, EACS' Special Education Supervisor, effective June 25, 2008.

Acceptance of resignation of Ms. Erin Eastgate, teacher at Paul Harding High School, effective June 20, 2008.

Acceptance of resignation of Mr. Jeff Cleveland, teacher at Leo Jr./Sr. High School, effective June 18, 2008.

Acceptance of resignation of Mr. Chad Hissong, assistant principal at Prince Chapman Academy, effective June 30, 2008.

Acceptance of resignation of Ms. Kathryn Delagrange, employee of the Transportation Department, effective June 25, 2008.

Acceptance of resignation of Mr. Brace Clark, employee of the Transportation Department, effective June 23, 2008.

Acceptance of resignation of Mr. Thomas Lortie, custodian at Leo Jr./Sr. High School, effective July 7, 2008.

- 4.3 Approval of Meetings and Conferences (see Exhibit C, incorporated herein).
- 4.4 Resolution - Acceptance of 2008 CDB Grant for Neighborhood Action Center at Autumn Woods Apartments (see Exhibit D, incorporated herein).
- 4.5 Revised Administrative Policy 4213 - Academic Support Personnel Appendix A (see Exhibit E, incorporated herein).
- 4.6 Authorization Granted for Superintendent to Appoint Certain Building Administrative Position

Section 5.0 Action Item

- 5.1 Revised Board Policy 2005 – Board Member Compensation (see Exhibit F, incorporated herein).

Ms. Lewandowski asked for clarification regarding the proposed change in Board member compensation. Mr. Allgeier moved to approve the proposed revision as presented. Mr. Hartman seconded the motion and it passed 6-1, with Ms. Lewandowski opposed.

Section 6.0 Adjournment

There being no further business, the meeting was adjourned at approximately 7:47 p.m.

These minutes were approved and adopted by the East Allen County Schools Board of School Trustees on July 15, 2008.

EAST ALLEN COUNTY SCHOOLS
BOARD OF SCHOOL TRUSTEES

Secretary

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