EASTERN HOWARD SCHOOL CORPORATION

221 West Main Street, Suite One
Greentown, IN 46936-1118

MINUTES

The Eastern Howard School Board met Tuesday, August 10, 2004 at the Eastern Jr./Sr. High School Library Community Room at 7:00 p.m.

Mr. Mark Lantz, President, opened the meeting with the pledge to the American flag. Mr. Alan Wyant, Grace Transformation Church, offered prayer.

Mr. Ron Matas, Eastern Jr./Sr. High School Principal, reviewed the requirements for earning Academic E and gold bar awards.

Presentation of Student Awards – Academic E - Academic Gold Bar - Spring Athletic Awards

High School – Open Lunch Policy

Mr. Lantz recognized the Eastern High School 2005 senior class officers, (Ms. Katy Heck, Mr. Brad Dean, Ms. Megan Rethlake, and Ms. Tara Roberts), who requested to have "open lunch" for seniors for the 2004 – 2005 school year. Ms. Heck, President of the 2005 senior class, stated that a petition had been taken from the local businesses/restaurants and the businesses were in favor of "open lunch" and would welcome the patronage. Ms. Heck stated that as class officers, they would help *supervise/monitor* students (particularly those that are not seniors) during the lunch period. Discussion was held. Mr. Rex White, made a motion to approve the "open lunch" privilege for the 2005 Eastern High School senior class, with the thought that this is a "privilege" and should complications/inappropriate conduct arise this "privilege" could be revoked. Motion RW/PH. Carried 4 – 1 abstention - BH

At 7:35 p.m. Mr. Lantz stated that the meeting would recess and reconvene for the regular session at the Administration Office.

The regular session reconvened at 7:50 p.m. at the Administration Office.

Minutes

Mr. Hinesley stated that he had reviewed the regular session minutes of the July 8, 2004 meeting, and made a motion to accept the minutes as read. Motion LH/BH. Carried 5-0

Mr. Hinesley stated that he had reviewed the Executive session minutes of the July 8, 2004 meeting, and made a motion to accept the minutes as read. Motion LH/RW. Carried 5-0

Patron Comments

Ms. Susan Bulin, parent, suggested having patron comments at the end of each meeting; this would enable the Board to have a month to reflect on (patron) issues and concerns.

~~***Academic Reports: N/A***~~

Eastern Elementary School

Enrollment Information

Ms. Stephenson stated that currently the elementary enrollment is 697. There are 50 new students enrolled. Ms. Stephenson remarked that there are some classes that are a little high in numbers, but those classrooms have assistants. Exact enrollment figures are not available as yet, but the current enrollment numbers reflect approximately the same as last year. Ms. Stephenson commented that enrollment went well and was very organized thanks to the office staff.

Summer School Update – Elementary Update

Ms. Stephenson explained that science enrichment was offered early summer this year, with the count - 102 students, 1st – 6th grades, and stated these classes participated in canoeing, building birdhouses, and several creative projects. The elementary strings program was also a part of the early summer session. Remediation is held two weeks prior to the beginning of school; this helps students who are struggling reinforce/focus on the upcoming school year. The sixth grade remediation students attended class at the Eastern Middle School, which familiarized them with that change for the upcoming year. Eastern Elementary Summer School "Jump Start" will be finished Friday, August 13, 2004. Discussion was held.

Elementary Personnel

Dr. Healy recommended one personnel item as follows: **1)** Ms. Marjorie Martin, Eastern Elementary cafeteria assistant, is submitting her letter of resignation**,** effective immediately. Motion BH/RW. Carried 5-0

Eastern Jr./Sr. High School

Enrollment Information

Mr. Matas stated that the response to the registration enrollment payment by credit card at the Jr./Sr. High School was favorable. Actual Jr./Sr. High School billing will take place on or around September 1, 2004. This will allow for any class changes. At the middle school level 209 students have enrolled, and at the high school level 419 have enrolled. Approximately

95% of our students have pre-registered at this time. Mr. Matas stated that the projected total is 656 students, which would be a slight increase over last year.

Summer School Update – Jr./Sr. High School Update

Mr. Matas stated that numbers were good for summer school:
English – 15 students
Government – 15 students
Economics – 28 students (1st session)
Economics – 15 students (2nd session)

Remediation classes were successful. Drivers Education numbers were down this year with approximately 60 students attending.

Additional Course Offerings

Mr. Matas reported that Purdue University-Kokomo will be offering dual credit courses that Eastern students may take advantage of beginning in 2004 - 2005. These courses will have some pre-requisites for entrance including mathematics level, technology background, SAT scores 1100, and GPA expectations.

- CPT 141/CGT 141 Internet Foundations, Technologies, and Development (Fall)
- CPT 105 Introduction to "C" Programming (Spring)
- ECET 196 Introduction to EET and Projects (Fall)
- ECET 109 Digital Fundamentals (Fall)

Dr. Healy stated that these courses would be added to the Eastern High School curriculum and syllabus. Discussion was held and Board comments were positive in terms of these and future dual credit offerings.

Jr./Sr. High School Fundraiser Requests

Dr. Healy presented one fundraiser request as follows: **1)** Ms. Karol Evenson, EHS Choral Director, requested to sell candy, beginning Thursday, September 2 – Friday, September 17, 2004. Proceeds will be used toward student choral uniforms and spring musical expenses. Motion BH/LH. Discussion was held. Mr. Hubbard stated that he was not in favor of fundraisers; believing that they are added burdens to parents and grandparents. Mr. Hubbard remarked that he hoped that there would be another way to raise money.
Carried 4 – 1 opposed – PH

Jr./Sr. High School Facility Request

Dr. Healy reviewed one facility request as follows: **1)** Mr. Brad Flook, American Legion Post 317, is requesting use of the Performing Arts Center, (in case of inclement weather), on

Saturday, September 11, 2004 – 5:30 p.m. – 8:30 p.m., for the Patriot Day Commemoration Ceremony to be held downtown Greentown. Motion PH/RW. Carried 5-0

Jr./Sr. High School Personnel Requests

Dr. Healy reviewed personnel requests as follows: **1)** Mr. Matas is recommending Ms. Jeanne DeAngulo to be hired for a regular teacher's contract for Jr./Sr. High School Special Education teacher, effective August 16, 2004 *(due to the resignation of Angela Dydo);* **2)** Mr. Matas is recommending Mr. Verne McCue to be hired to fill the temporary vacancies created by the leave requests of Ms. Kim Patterson (August 15, 2004 – October 18, 2004) and Ms. Shelby Rooze (September 24 , 2004 – December 22, 2004). Motion LH/PH. Carried 5-0

3) Ms. Michelle Riley, Jr./Sr. High School Special Education Instructional Assistant is submitting her letter of resignation, effective immediately; **4)** Ms. Doris Dickover, Eastern Jr./Sr. High School custodian, is submitting her letter of resignation, effective Wednesday, September 1, 2004; **5)** Ms. Carol Ratliff, Eastern Jr./Sr. High School study hall monitor, is submitting her letter of resignation, effective immediately; **6)** Mr. Matas is recommending Ms. Teresa Graber as a Jr./Sr. High School Special Education Instructional Assistant *(replacing Michelle Riley)*; **7)** Mr. Greg Dryer is recommending Mr. Richard Burnworth to be hired as a custodian at Eastern Jr./Sr. High School, *(replacing Mr. Dick Moor who resigned)*; **8)** Ms. Karen Buck, Eastern Jr./Sr. High School Cafeteria Manager, is recommending Ms. Pam Anderson for a full time (4 hours per day) position, *(replacing Ms. Debbie Everling who resigned)*, effective August 11, 2004. Motion PH/LH. Carried 5-0

9) Mr. Brad Wilson, Eastern Athletic Director, is recommending (see attached) for fall coaching positions. Motion ML/RW. Carried 4 – 1 abstention - BH

Eastern Howard School Corporation

Projects Update

Dr. Healy reviewed projects as follows: **1)** Weather permitting, the track is ready for the last surface coating; **2)** **"**Buckle Up" signs have been put up at all school exits; **3)** Tennis courts are finished with the exception of the gate and the "bounce board"; **4)** Band tower is scheduled to be finished by Friday; **5)** Parking lots should be finished tomorrow; **6)** Carpeting at the M.S. Office and H.S. Office will not be done until Christmas break; **7)** Tile in the training room is complete; **8)** Striping of the track will take place in a couple of weeks, and then the track will be opened for public use.

Permission to Advertise 2005 Budget

Mr. Lantz stated that Ms. Vester and Dr. Healy would review the Proposed 2005 Budget and time would be allotted to the public for any questions/comments concerning the Proposed 2005 Budget. Mr. Lantz commented that there would be a public hearing for the 2005 Budget on Tuesday, September 7, 2004.

Ms. Vester stated that the Eastern Elementary and Eastern Jr./Sr. High School Extra-Curricular Bi-Annual Reports, (ending June 30, 2004), are available for review at the Administration Office.

Ms. Vester reviewed the budget process (see attachments) and reviewed each fund and the *estimated* amount of funds to be raised. Ms. Vester reminded the Board/patrons that the amounts (to be reviewed) are estimates on projected expenses. Ms. Vester reviewed 2005 Budget Calendar as follows:

August 10, 2004 Budget Work Session – Permission to Advertise

August 19, 2004 – Work Session with DLGF

August 19, 2004 – 1st Advertisement

August 26, 2004 – 2nd Advertisement

September 7, 2004 – Public Hearing

September 14, 2004 – Adoption Meeting

Ms. Vester reviewed Form 3 figures.

Dr. Healy stated that the projected numbers are 20% higher and the AV is 20% lower. The budget must be advertised this way in order to receive necessary funding from the state. Dr. Healy "walked" through the entire process and presented tax history information, insurance cost history, and projected retiree costs/expenditures. (See attachments.) Dr. Healy requested Board approval to advertise the 2005 Proposed Budget as presented. Discussion was held. Motion BH/PH. Carried 5-0

Ms. Lisa Manfred asked about overpayment shown on the 2003 spreadsheet? Dr. Healy stated that the overpayment could have been several situations, i.e. retirement overpayment and/or one time situations.

Mr. Michael Sproch asked what happens to the old bus when a new bus is purchased? Dr. Healy explained that the old bus is traded in at the time of the new bus purchase. Mr. Sproch also asked about the benefits (if any) of leasing buses. Dr. Healy stated that this was something reviewed periodically.

<u>Neutrality Resolution</u>

Ms. Vester asked to "table" the Neutrality Resolution request and present it at the September 7th meeting, in order to allow her to review the "neutrality" figures.

Conflict of Interest Statements

CONFLICT OF INTEREST STATEMENTS

August 10, 2004

Thomas Everett – Teacher - Weight Room Coordinator	Monica Everett – Wife - Weight Room Employee
Bill Heck – Board Member	Peter Heck – Son – Eastern Jr./Sr. High School Teacher
Larry Hinesley – Board Member	Norris Insurance
Larry Hinesley – Board Member	Winner's Choice Awards
Paul A. Hubbard – Board Member	Phyllis Warnock – Sister – Eastern Elementary Teacher
Paul A. Hubbard – Board Member	Amy Warnock – Niece – Eastern Elementary Teacher
Mark Lantz – Board Member	Apria Health Care
Randy Maurer – Eastern Elementary Assistant Principal	Tami Maurer – Wife – Eastern Elementary Teacher
Peter Sampson – Eastern Jr./Sr. High School Band Director	Julie Sampson – Wife – Eastern Drill Team Instructor
Connie Sproch – Eastern Jr./Sr. High School Teacher – Student Council Sponsor – Home Ec. Club Sponsor	Michael Charles Studio – (Michael Sproch) – husband – Photographer

Dr. Healy stated that if Board approved, the conflict of interest statements will be filed at the Howard County Clerk's office. Motion RW/PH. Discussion was held. Carried 5-0

Board Policy Updates – 1st Reading

Dr. Healy stated that he had met with NEOLA on policy updates and most of these changes are changes in the *wording* of the law. The policy on the "latch-key" program is an additional policy that is required by law. Dr. Healy requested that the Board consider this a *1st Reading* for policies: **2262** Latch-Key Programs; **3430.01** Family & Medical Leaves of Absence ("FMLA"); **4162** Drug and Alcohol Testing of CDL License Holders; **4430.01** Family & Medical Leaves of Absence ("FMLA"); and **5111.01** Homeless Students. (See attached.) Mr. Heck commented in reference to Policy **4162** Drug and Alcohol Testing of CDL License Holders to read - page 2 - third paragraph: *"Drug and alcohol tests"* ; and on page 3 – second paragraph instead of: The Superintendent shall arrange to: *"The Superintendent shall determine and arrange"* . . .

Mr. Heck stated that he thought these changes would clarify the interpretation of the intent of the Policy **4162**. Dr. Healy commented that making the suggested changes would not present any problems. Discussion was held

Performing Arts Center – Project

Dr. Healy stated that since the completion of the Performing Arts Center, there have been leaks at the south hallway behind the stage and various other locations. Mr. Mark McCann, Corporation Attorney, has worked with CSO, Thorleif Larsen, and the bonding company, and as a result, Thorleif Larsen has provided us a check in the amount of $52,000 to assist with repairs. Dr. Healy stated that several rows of brick would need to be removed, and the old flashing will be replaced with stainless flashing that will go much higher, and then the removed brick would be replaced. The cost to the corporation could be approximately $2900. Dr. Healy requested Board permission to proceed with this repair. CSO will be contributing $8,000 for "in-kind" services and the Skillman Corporation will be contributing $5,000 for "out of good will" services. (See attached.) Motion LH/ML. Carried 5-0

Donations

Dr. Healy stated that the *50's Reunion Group* collected $500.00 at the time of their reunion and are proposing to repair the Elementary School Brick Monuments (east side of Elementary); and are willing to pay up to $500.00 for the repairs. Dr. Healy remarked that the corporation will need to spend approximately $200.00 in addition make the necessary repairs. Motion RW/PH. Carried 5-0 Mr. Heck suggested writing the standard "donation" letters from the Board to CSO and to the Skillman Corporation. Dr. Healy and the Board concurred with this suggestion.

Corporation Update

Dr. Healy stated Monday, August 16, 2004, we will be ready to start the 2004 – 2005 school year.

Vouchers/Claims

Mr. Hinesley stated that he had reviewed two payroll dockets in the amount of $ 214,588.81 - (7/15/04); and $ 212,431.77 - (8/2/04); and two claim vouchers in the amount of $ 202,562.75 – (7/15/04); and $ 212,015.89 – (8/10/04) and made the motion to approve. Motion LH/RW. Carried 5-0

Board Comments

Mr. Hubbard stated that tonight's meeting was good, with good discussion.

Mr. Heck commented on his support for Dr. Healy and the staff which he believes is fiscally responsible.

Mr. Hinesley thanked Dr. Healy and Ms. Vester for their hard work.

Mr. White thanked Dr. Healy for the explanations that were given considering the 2005 Proposed Budget; and commented that the budget process is confusing, but it was good to think outside the box and bring new ideas. Mr. White thanked patrons for attending.

Mr. Lantz thanked patrons for attending and staying for the entire meeting. Mr. Lantz stated that Eastern is a great public school. Mr. Lantz reminded Board members to let him know the committees they would like to serve on for 2004 – 2005.

Adjournment

Motion to adjourn 10:45 p.m. RW/LH Carried 5-0

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Secretary

_____ _____

_____ _____

The next scheduled Board meeting will be held on Tuesday, September 7, 2004 at the Eastern Howard School Corporation Administration Office at 7:00 p.m.

AGENDA:

EASTERN HOWARD SCHOOL CORPORATION
221 West Main Street, Suite One * Greentown, Indiana 46936-1118 * (765) 628-3391 * FAX (765) 628-5017

School Board Meeting
Tuesday, August 10, 2004, 7:00 p.m.
Eastern Jr./Sr. High School Library Community Room
421 South Harrison Street, Greentown, IN 46936

Presentation of Student Awards

Recess to Administration Office – 221 West Main, Suite One
Regular Session Meeting

1. Minutes July 8, 2004
   Executive Session, July 8, 2004

2. Patron Comments

3. Academic Reports: **N/A**

4. Eastern Elementary School
   - a. Enrollment Information — Stephenson
   - b. Summer School Update — Stephenson
   - **c. Elementary School Personnel — Healy**
   - d. Elementary School Update — Stephenson

5. Eastern Jr./Sr. High School
   - a. High School - Open Lunch Policy — Matas
   - b. Enrollment Information — Matas
   - c. Summer School Update — Matas
   - **d. Jr./Sr. High School Fundraiser — Healy**
   - **e. Jr./Sr. High School Facility Request — Healy**
   - f. Jr./Sr. High School Personnel — Healy
   - g. Jr./Sr. High School Update — Matas

6. EHSC Business

a.	Projects Update	Healy
b.	Permission to Advertise 2005 Budget	Vester
c.	Neutrality Resolution	Vester
d.	Conflict of Interest Statements	Healy
e.	Board Policy Updates – 1st Reading	Healy
f.	**Performing Arts Center – Project**	**Healy**
g.	Additional Course Offerings	Healy
h.	**Donations**	**Healy**
i.	Corporation Update	Healy

7. Vouchers/Claims

8. Board Comments

9. Adjournment