

MINUTES

WEST LAFAYETTE COMMUNITY SCHOOL CORPORATION
1130 N. Salisbury Street
West Lafayette, Indiana

REGULAR MEETING OF THE BOARD OF SCHOOL TRUSTEES
Wednesday, January 8, 2014
Immediately Following the 6:30 P.M. Organizational Meeting

PRESENT: Mr. Alan R. Karpick; Mrs. Karen S. Springer; Mr. Brad W. Marley; Mr. Brian J. Bittner; Mr. Thomas H. Schott; Mrs. Rachel Witt; Dr. Rocky D. Killion, Superintendent; and Mr. Ross L. Sloat, Assistant Superintendent.

EXCUSED: Mrs. Dianne Sautter

President Karpick called the meeting to order at 6:37 P.M.

I. ROUTINE BUSINESS

A. A motion was made to approve the revised agenda for the Wednesday, January 8, 2014, Regular Meeting of the Board of School Trustees.

Motion by: Mr. Marley Seconded by: Mr. Bittner Vote: 6 of 6

B. Approval of Minutes

A motion was made to approve minutes of the Regular Board of School Trustees Meeting of December 11, 2013, with one minor change to Item A, Academic Updates, to delete the word 'mid' in and reflect "... an increase from the 90's to 99.43% for 2012"

Motion by: Mrs. Springer Seconded by: Mrs. Witt Vote: 6 of 6

II. COMMUNICATION FROM THE AUDIENCE – CURRENT AGENDA ITEMS - None

III. UNFINISHED BUSINESS – None

IV. NEW BUSINESS

A. Academic Achievement Updates

Dr. Killion recommended tabling an update on the Four Star status, which has not yet been announced. He noted, however, that the graduation rate has been approved at 99.47% and also that all West Lafayette schools received an "A" grade from the Indiana Department of Education.

B. Risk Insurance Presentation

Recommendation: Mr. Sloat recommended that the Board consider additional liability coverages with The Henriott Group.

Mr. Sloat referenced the Board's approval at the December 2013 meeting to obtain the Henriott Agency to become the agent for the school corporation's casualty insurance coverage. He recognized Gary Henriott and Kelly Kitchel from the Henriott Group who explained cyber liability coverage as part of the insurance package and discussed possibly expanding limits for flood and earthquake coverage. Cyber coverage is becoming more and more prevalent by companies each year, and he cited the recent breach experienced by Target customers. Educational institutions are third on the list of top ten industries affected by cyber issues. Information that could be compromised include health records, personnel files, student grades, donor information, etc. Mr. Henriott proceeded to explain the two types of losses sustained if there is a breach. The application process for cyber coverage is quite extensive with the cost between \$8,500 and \$11,000.

A motion was made that the Board of School Trustees approve the administration pursuing the application process for cyber liability coverage.

Motion by: Mr. Marley

Seconded by: Mr. Bittner

Vote: 6 of 6

The school district's current flood limits are \$5 million. The cost to increase the flood limits to \$10 million would be \$2,500 or \$5,000 to increase the limits to \$15 million. The current earthquake coverage is also \$5 million, and to increase to \$10 million would cost an additional \$7,500+ taxes and fees or to increase coverage limit of \$15 million would cost an additional \$10,000 + taxes and fees.

A motion was made that the Board of School Trustees maintain the flood insurance limit at the current \$5 million level and increase the earthquake coverage by \$5 million for a total earthquake coverage of \$10 million.

Motion by: Mrs. Springer

Seconded by: Mrs. Witt

Vote: 5 of 6
(One abstention – Marley)

C. Jr./Sr. High School Credit Revision

Recommendation: Dr. Killion recommended that the Board approve a change to the Jr./Sr. High School Course Description Guide.

The High School administration has recommended that credit be offered for Health at the 8th grade level for the 2014-2015 school year.

Associate Principal Dan Walbaum reported that in any given year, 40-50 students take the course online and that number is approaching the equivalent of two class sections. Also, there has been some concern about the quality of the online course. School officials feel it would be in the best interest of the students to offer the option of taking Health in the eighth grade for credit and are confident the students can handle the reading and content. Students would be taking both Health and P.E. in eighth grade and would benefit by taking Health for credit.

A motion was made that the Board of School Trustees approve the West Lafayette Jr./Sr. High School to allow 8th grade students the opportunity to earn a required Indiana H.S. credit in Health Education.

Motion by: Mrs. Witt

Seconded by: Mr. Bittner

Vote: 6 of 6

D. IDOE Waiver

Recommendation: Dr. Killion recommended that the Board of School Trustees approve submitting a waiver request for instructional days.

Dr. Killion reported that the Superintendent of Public Instruction has indicated the IDOE will grant waivers to schools for at least Monday and Tuesday this week due to severe weather conditions. It is not known at this time regarding Wednesday's lost day. When that information is received from the DOE, the school calendar can be revisited.

A motion was made that the Board of School Trustees approve the administration submitting a waiver request to the Department of Education for January 6-7, 2014.

Motion by: Mrs. Springer

Seconded by: Mr. Schott

Vote: 6 of 6

E. Facilities Projects

Recommendation: Dr. Killion recommended that the Board of School Trustees consider approving multiple facilities projects.

Dr. Killion updated the Board on three priority issues that need to be completed in moving forward if the CPF budget is approved at the levels advertised. The specific the issues include:

1. Window replacement at the Jr./Sr. High School swimming pool. Multiple cracked windows are a safety issue (\$32,000).
2. Leslie Field concession stand improvements plus adding restrooms. Restrooms will help with P.E. classes, after-school events, and special education classes (\$40,100).
3. Tennis court concession stand storage and possibly addition of restrooms (\$48,000).

Mr. Sloat presented a financial payment plan for the described projects that would involve carrying over some unused 2013 CPF funds into 2014 and the outcome of the school district's budget order from the DLGF. Mr. Sloat encouraged proceeding with the first two projects but possibly waiting for the 2014 budget order from the DLGF before proceeding with the tennis storage building and restrooms. Dr. Killion noted, however, that a donor who had previously assisted with the storage shed indicated he might be willing to give a substantial donation toward the tennis court restrooms when a timeline had been identified.

A motion was made that the Board of School Trustees grant authorization for administration to move forward with the projects presented pending outcome of the budget order.

Motion by: Mr. Marley

Seconded by: Mr. Bittner

Vote: 6 of 6

F. Resolutions – Additional Check Runs and Appropriations Transfers

Recommendation: Mr. Sloat recommended that the Board of School Trustees approve the treasurer's request for resolutions involving timely payment of bills and balancing of funds within budget classifications.

A resolution is needed at the end of each year for permission to keep end-of-the year account lines balanced. This does not overspend the funds but is to reflect that the school corporation does not have a negative balance in any account.

Mr. Sloat also stated that an annual request is needed granting authority for the business office to pay utility bills, etc. that are due between Board meetings with such payments being reflected on the next month's docket.

A motion was made that the Board of School Trustees approve a resolution to maintain balance within funds and a resolution for additional check runs as needed between Board meetings.

Motion by: Mr. Bittner

Seconded by: Mr. Schott

Vote: 6 of 6

G. Lindblom Foundation Request

Recommendation: Dr. Killion recommended that the Board of School Trustees consider a food pantry on the corporation's school property.

Dr. Killion reported that the administration is exploring a request from the Josh Lindblom Foundation to use the Burtsfield site for a portable food pantry on Tuesday evenings. Facilities Director Larry Wood is working with the Lindblom Foundation in determining a possible schedule.

A motion was made that the Board of School Trustees approve the administration moving forward in exploring the concept of establishing a portable food pantry on the Burtsfield site.

Motion by: Mrs. Witt

Seconded by: Mr. Schott

Vote: 6 of 6

H. Acceptance of Donations

Recommendation: Dr. Killion recommended that the Board of School Trustees accept donations received by the Jr./Sr. High School.

Two generous gifts were recently received for the Jr./Sr. High School, including

- Band Program - \$1,000 (John S. Castell)
- Art Department - \$1,500 (Art Around the Fountain)

A motion was made that the Board of School Trustees accept the gifts received by the Jr./Sr. High School.

Motion by: Mrs. Springer

Seconded by: Mrs. Witt

Vote: 6 of 6

I. Revised Personnel Report

Recommendation: Dr. Killion recommended that all names and administrative requests contained in the report be approved.

A motion was made that the Board of School Trustees approve the names, requests, and a resolution developed by the school attorney regarding the superintendent's contract.

Motion by: Mrs. Springer

Seconded by: Mr. Schott

Vote: 6 of 6

J. Accounts Payable Vouchers

Recommendation: Mr. Sloat recommended the Board of School Trustees approve the audited vouchers.

The total of the accounts payable vouchers was \$4.3 million. The amount was slightly higher this month because of debt payments made in June and December, quarterly GLASS payment, transportation, and bus replacement. Additionally, a much-needed piece of equipment was purchased for the Maintenance Department. Mr. Sloat responded to questions and invited Board members to contact him anytime they have an inquiry regarding the claims.

A motion was made that the Board of School Trustees approve the claims as presented.

Motion by: Mr. Marley

Seconded by: Mr. Bittner

Vote: 6 of 6

V. INFORMATION TO THE BOARD

President Karpick will be contacting board members regarding committee assignments. Board members are invited to indicate interest in a specific assignment. Dr. Killion interjected that Board representation will also be welcome on the Facilities Planning Sub-Committee that will be meeting and reviewing RFP's in the near future regarding the school district's facilities and finances.

VI. BOARD AND SUPERINTENDENT REPORTS

Community Council (Mr. Schott) – The next meeting is scheduled for Monday, January 13 at 12:00 Noon.

Public Relations / Creative Team (Mr. Karpick) – Mr. Karpick summarized the RISE documentary premiere held December 12. He noted that the event was well attended, and the opening remarks by Dr. Will Miller and Dr. Killion's closing remarks accomplished much of the purpose of the documentary which was to start a conversation. Significant interest in the documentary has been shown by others throughout the state and country. Determining how to proceed with these requests will be the next important step. President Karpick thanked everyone who participated in the film development and all who helped make the premiere a well-organized, successful event.

Board-Teacher Discussion (Mr. Karpick) - The next meeting will be Thursday, January 23 at 4:00 P.M.

VII. COMMUNICATION FROM THE AUDIENCE (*NON-AGENDA ITEMS*) - NONE

VIII. FUTURE MEETINGS

- Fri., Jan. 17, ISBA Leadership Seminar, Indianapolis Marriott North
 - Wed., Jan. 22, 6:30 P.M., Work Session (*if needed*), Floyd Admin. Center
 - Wed., Feb. 12, 6:30 P.M., Regular Board Meeting, Floyd Admin. Center
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PERSONNEL REPORT

I. ADMINISTRATIVE RECOMMENDATIONS

Classified Handbooks (Classified Severance)

The administration requests the Board's consideration of a clarification for the classified handbooks to change the language from a 401(a) to a 403(b) post-severance plan. This change is requested because the 401(a) is designed for an active employee when the funds are deposited, and the 403(b) is used for post-employment deposit.

There is no change to the following handbook language:

Full-time (180 or more days per school year) classified staff members who retire or leave WLCSC may be eligible for the following contribution to their 401(a) plan based upon their years of service:

- 1-5 years of continuous service: \$250 per year
- 6-10 years of continuous service: \$500 per year
- 10-15 years of continuous service: \$750 per year
- 16-20 years of continuous service: \$1,000 per year

II. CLASSIFIED STAFF

A. Retirement:

Pardue, Ruby A., Special Education Paraprofessional-Happy Hollow Elementary School;
effective January 6, 2014.

B. Employment:

Adams, Erin, Special Education Paraprofessional-Happy Hollow Elementary School; 6.25 hours per day, \$11.26 per hour; effective January 6, 2014 (replacement for Ruby Pardue).

C. Position Changes:

1. Chafin, Cheryl, from Food Service Worker (5.75 hours per day) to Assistant Cook (7 hours per day) effective January 6, 2014 (replacement for Irene Kriauciuniene).

2. Kriauciuniene, Irene, from Assistant Cook (7 hours per day) to Food Service Worker (5.75 hours per day; effective January 6, 2014