

## **School Board Meeting – June 20, 2023**

### **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 June 20, 2023, at the John Glenn Administration Building. Board members present were Jared Egger, Ryan Knowlton, Christian Mattix, Todd McGaughey and Carissa Smith. Bob Borlik and Christine Carson were absent. Superintendent Christopher Winchell and 16 observers were present through consent agenda. Four observers were present for new business.

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

There were no Building Recognitions, Donations or Fundraisers presented at this meeting.

PUBLIC COMMENT

No members of the public made comment at this time.

CONSENT AGENDA ITEMS #1 – 4

1. Approve Minutes – June 6, 2023 – Regular Session
2. Approve Vouchers 5/31/23 through 6/2/23 for \$491,741.39
3. Approve Employee Recommendations

#### ***Resignations***

- a. Abigail Beckman-Mejia      Teacher, John Glenn High School
- b. Kurtis Foster                      Teacher, John Glenn High School

#### ***Appointments***

- a. Joanna Celmer                      Teacher, Urey Middle School
- b. Kyle Reed                              Teacher, North Liberty Elementary School
- c. Stephanie Brown                      Teacher, Walkerton Elementary School
- d. Susan Dietzel                          Teacher, John Glenn High School
- e. Cheri Shinkle                          Summer School Bus Driver, John Glenn School Corporation
- f. Meredith Courteau                      Teacher, John Glenn High School
- g. Aimee Egger                              Nurse, North Liberty Elementary School

#### ***Transfers***

- a. Dave Lichtenbarger                      Transfer from Teacher at Urey Middle School to Teacher at John Glenn High School
- b. Dawn Ickes                              Transfer from Teacher at Walkerton Elementary School to Teacher at Urey Middle School
- c. Laine Vincent                              Transfer from Assistant Food Service Director to Business Office Assistant, John Glenn School Corporation

4. Approve Administrative Leave for Employee #4117

Mr. Jared Egger asked if he needed to abstain from the vote on consent agenda items due to his sister-in-law being listed for appointment as the Nurse at North Liberty Elementary School. Mr. Winchell advised that while it is up to him, Mr. Kaminski has advised in the past that it is not necessary. As a point of order, if a Board Member wishes to abstain from voting on an item listed in Consent Agenda, it is appropriate to request that that item be removed and voted upon separately.

Mr. Ryan Knowlton made a motion to approve Consent Agenda Items 1-4 and Mr. Jared Egger seconded the motion. The motion carried with a vote of five to zero.

Mr. Winchell and Mr. Davis took the opportunity to welcome and introduce the new teammates present at the meeting.

## NEW BUSINESS

### 1. Approve Food Service Inactive Accounts over \$10.00 to be transferred to the School Lunch Account

Mr. Winchell explained that our board policy calls for us to clear out accounts that are over \$10.00 by first attempting to make contact with the account holders. It is important to note that this is for amounts greater than \$10.00 as we have a different policy for items under \$10.00. If we do not hear back from those account holders, the policy states that we will transfer these amounts to the School Lunch Account. The Business and Food Service Departments have made the efforts to contact these account holders. There is a total of \$773.73 that we recommend to be transferred to the School Lunch Account. Mr. Todd McGaughey made a motion to approve Food Service Inactive Accounts over \$10.00 to be transferred to the School Lunch Account and Ms. Carissa Smith seconded the motion. Mr. Jared Egger asked if these monies will be put towards the negative lunch balances and Mr. Winchell explained that no, there is a situation where inactive accounts are applied towards the negative lunch balances, but that is not for accounts greater than \$10. Mr. Tom Bendy further explained that most of the accounts we are asking to transfer are over two years old and multiple attempts have been made to contact the account owners. The motion carried with a vote of five to zero.

### 2. Approve Food Service Inactive Accounts under \$10.00 to be transferred to the School Lunch Donation Account

Mr. Winchell noted that similar to the action item above, these are inactive accounts that have less than \$10 and instead of going to the School Lunch Account, they will be transferred to the School Lunch Donation Account. Mr. Jared Egger made a motion to approve Food Service Inactive Accounts under \$10.00 to be transferred to the School Lunch Donation Account and Ms. Carissa Smith seconded the motion. The motion carried with a vote of five to zero.

### 3. Approve 2023-24 Food Procurement Bids – Dairy, Bakery, GPO and Produce

Mr. Winchell reminded the Board that we belong to the North Indiana Educational Service Center and as part of our dues to that organization, they put out a bid for all member schools and we get pricing for the much larger purchase order. These prices have been approved by the service center and it is appropriate for the Board to approve them as well. Mr. Jared Egger made a motion to approve 2023-24 Food Procurement Bids – Dairy, Bakery, GPO and Produce and Mr. Todd McGaughey seconded the motion. The motion carried with a vote of five to zero.

### 4. Approve 2023-24 Waste Removal & Recycling Services

Mr. Will Groves and Mr. Winchell noted that similar to the way the food procurement bids work, the same is done for trash removal and recycling services. As you may remember, just last year we joined the NIESC bid for these services and saved money for the same services that we were getting through our

individual contract. We will be switching from Republic Services to Waste Management and saving even more money as a result of the buying power of the service center. Mr. Todd McGaughey made a motion to approve 2023-24 Waste Removal & Recycling Services and Mr. Ryan Knowlton seconded the motion. The motion carried with a vote of five to zero.

5. Approve Purchase over \$75,000 – Two 78-Passenger School Buses from Midwest Transit for a total of \$330,536.00

Mr. Winchell explained that per our Bus Replacement Plan we intended to purchase three buses this cycle, but due to the price increases, we determined it was most fiscally responsible to purchase two buses at this time with hopes that the prices would come down in the near future. We are investigating purchasing a used bus if the right one becomes available. Mr. Groves added that even though this means keeping a bus longer than we would typically like, we felt it was necessary after reviewing the quotes and budget in detail. We expect the delivery of these buses around September 2024. This quote is from the state bid. After a brief discussion, Mr. Jared Egger made a motion to approve Purchase over \$75,000 – Two 78-Passenger School Buses from Midwest Transit for a total of \$330,536.00 and Ms. Carissa Smith seconded the motion. The motion carried with a vote of five to zero.

6. Approve Library Contract

Mr. Winchell reminded the Board that Mrs. Duff will be taking over as the Media Center Coordinator as a result of the retirement of Mrs. Rummel. Since Mrs. Duff is not a licensed teacher, which is a requirement for each corporation, we will partner with the NIESC Media Center Specialist. This is similar to how we partner with the NIESC Dietician who offers support to Glenda Smith in the Food Service Department. Mrs. Christine Carson was not present at the meeting but asked that Mr. Winchell share questions/concerns that she has with recent legislation and commentary in the general public with concerns that there is appropriate material in our school libraries. Mr. Winchell explained that literature choices are tied to the K-12 curriculum. In grades K-3, students are just learning to read, in grades 4-12 students read to consume information and learn. Books are reviewed by teachers, principals and grade level teams that review which materials are offered. In our libraries, we use state standards and our local community morals to help drive which books are shared with our students. It is important to reiterate that there is a long tradition here protecting traditional literature that are classics. We are not going to remove all traditional works of literature just because some sort of renewed scrutiny has surfaced. We will continue to use caution, follow guidelines and community perspective going forward when making new purchases. Mrs. Duff will also focus on maintaining the inventory of all materials as dictated by the legislation. Mr. Jared Egger made a motion to approve Library Contract and Mr. Ryan Knowlton seconded the motion. The motion carried with a vote of five to zero.

7. Approve Urey Middle School, Walkerton and North Liberty Elementary School Handbooks

Mr. Winchell noted that this is our annual approval of the handbooks. Some years there is a major update to the handbooks, and others, the changes are very minor. This year, changes are very minor. One change for this year is that we will now recognize Elementary Wrestling for grades 4-6. Mr. Todd McGaughey made a motion to approve Urey Middle School, Walkerton and North Liberty Elementary School Handbooks and Ms. Carissa Smith seconded the motion. The motion carried with a vote of five to zero.

8. Approve Athletic Handbook

Mr. Winchell explained that this similar to the student handbooks, this is another minor update. After fielding some questions regarding varsity awards and lettering process, the High School Team felt it was necessary to review this section of the handbook and make a few minor updates. Mr. Egger serves on the Athletic subcommittee and is in support of these updates. Mr. Jared Egger made a motion to approve

Athletic Handbook and Mr. Todd McGaughey seconded the motion. The motion carried with a vote of five to zero.

#### 9. Approve Special Education Attorney Service Agreement

Mr. Winchell reminded the Board that the JESSE Consortium is disbanding. About a year ago, we began seeking legal advice from an attorney outside of the JESSE umbrella. Bill Kaminski, our Corporation Legal Counsel, is not a Special Education Attorney. He recommended Andrew Manna and his team at Church Church Hittle and Antrium. I have worked with Andrew and his team at Union County and was impressed by their work. They have provided some consultation work for us already that outlined our finances and what current special education services we offer through JESSE and then made suggestions of how we can move forward outside of the consortium. It is our plan to make a recommendation to hire our new Special Education Director in November so that they can hit the ground running in January of 2024 in preparation for the dissolution of JESSE in July. It is our intention to work closely with Union-North. It is my recommendation that the Board take official action tonight to approve CCHA as our Special Education Attorneys. They will bill us for services rendered. Ms. Carissa Smith made a motion to approve Special Education Attorney Service Agreement and Mr. Ryan Knowlton seconded the motion. The motion carried with a vote of five to zero.

#### 10. Second Reading to Amend Policy and Administrative Guideline 8500

Mr. Winchell reminded the Board that as we discussed in our last meeting, we are updating our significant negative lunch balance to \$25 from \$7 and we are also decreasing our collection efforts on negative accounts. Students with a significant negative lunch account balance will be provided a reimbursable meal. Mr. Todd McGaughey made a motion to Amend Policy and Administration Guideline 8500 and Ms. Carissa Smith seconded the motion. The motion carried with a vote of five to zero.

### REPORTS

#### 1. Director of Learning – Mr. Tim Davis

Mr. Davis reported the following:

- The Summer School session seems to have been successful and is wrapping up this week.

#### 2. Superintendent's Report

Mr. Winchell reported the following:

- Our bond sale went great and we got our bonds at 3.8%. We are very proud of our financial situation as other similar bonds were at 5.4%. This will save the tax payers a lot of money over the life of the bond. We will bring updated chart that shows the financial breakdown with these actual numbers.
- We are working very closely with Barton Coe Vilamaa to finalize our list. Mr. Groves has been diligent in making sure our project list is exactly what we need it to be.
- Project drawings will be released on July 11<sup>th</sup> and we will be opening bids on August 8<sup>th</sup> at 1pm. The bid opening is open to the public if you would like to attend. We will then bring the opening bid for final approval.
- We are already thinking ahead to the next project and bonding to continue appropriate facilities improvement.
- When we updated our purchasing policies, we said that we would highlight purchases that were over our original purchasing threshold. Recently we have purchased furniture for the first grade classrooms. Each first grader will have a brand new desk and chair, new carpet in all the first grade classrooms and fresh pain.

- Our next meeting will be on July 18<sup>th</sup> at 6pm with an executive session to follow at 7pm. More details will be available as we finalize them

3. Conference Requests

- a. Amanda Mortensen
- b. Andrew Soliem
- c. Heather Haas
- d. Phil Groves

BOARD COMMENTS/QUESTIONS

UPCOMING EVENTS

NEXT MEETING DATE: July 18, 2023 7:00 P.M. Admin Building Regular Session

ADJOURNMENT

Mr. Christian Mattix called the meeting adjourned at 8:09 PM.

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

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

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