

OREGON-DAVIS SCHOOL CORPORATION

**Monday, December 19, 2016
Regular School Board Meeting, 6:30 PM**

**Susan G. Rowles Board Room, Administration Building, Oregon-Davis School
Corporation, 5998 North 750 East, Hamlet, IN 46532**

The Board of School Trustees of the Oregon-Davis School Corporation met in Regular Session on Monday evening, December 19, 2016 at 6:30 PM in the Susan G. Rowles Board Room of the Administration Building, pursuant to the rules of the Board.

1.0 Call to Order

1.01 Welcome by Chris Lawrence. In attendance: Chris Lawrence, Kurt Hayes, Shirley Budka, Andrea McIntosh, Lee Nagai, Annette Ferch, Brenda Miller, Tiffany Nagai, Jaime Goetz, Dr. Harman, Bill Bennett, Julie McLiver, Nikki Salazar.

1.02 Pledge of Allegiance led by Annette Ferch

1.03 Recognition of Visitors

2.0 Consent Agenda

2.01 Agenda - December 19, 2016

2.02 Minutes - November 14, 2016, December 8, 2016

2.03 Financial Reports - Appropriation Report, Fund Report, Deduction Checks Posting Report

2.04 Vendor Claims - \$330,621.02

2.05 Payroll Claims - \$269,348.25

2.06 Programs - none

2.07 Resignations and Non-Renewals - Jamie Hardesty - food service

2.08 Retirement - none

2.09 Employment and Transfers - 5/6th Grade Cheer Coach, Yesenia Godoy; Jr. High Cheer Coach, Ashley Moore; Assistant Athletic Director, Todd Briles

2.10 Leave Requests and Field Trip Requests -

Leave Requests

11/21 Hannah Shipley, CPI Training, John Glenn Admin. Bldg.
12/16 Jeff Messer, NIESC Procurement Meeting, Mishawaka
2.11 Use of Facilities - Plymouth Aquatics Club, Use of Pool on Dec. 1, 12, Jan. 19 and 31, 5-7
PM CT
Jr. Parents, Cafeteria, December 11, 4 hours
Jr. Parents, Gym & Cafeteria, May 6 & 7, 11 pm-3 am

Motion to approve consent agenda was made by Mrs. McIntosh and seconded by Mrs. Budka.
Motion passed 5-0.

3.0 Discussion/Action Items

3.01 Recommendation to accept \$500 donation from the Starke County Farm Bureau to help defray the cost of the 3rd Grade Class trip to Fair Oaks Farm.

Motion was made by Mr. Nagai, seconded by Mr. Hayes. At this time Tiffany Nagai, representing Farm Bureau, presented a \$500 check to the corporation. Motion passed 5-0.

3.02 Consideration to approve Resolution 04-16, to make inter-function transfers for the 2017 Calendar Year Budget.

Motion was made by Mr. Nagai and seconded by Mrs. Budka. This is year end clean up for the funds in the budget. Motion passed 5-0.

3.03 Consideration to approve Resolution 05-16, to make intra-function transfers for the 2017 Calendar Year Budget.

Motion to approve was made by Mr. Nagai and seconded by Mr. Hayes. Motion passed 5-0.

3.04 Recommendation to approve NEOLA policies 1520, 1520.08, 1521, 1619, 1619.01, 1619.03, 2326, 3120.08, 3121, 3124, 3419, 3419.01, 3419.03, 4120.08, 4121, 4419, 4419.01, 4419.03, 5111, 5340.01, 5460, 5530, 5830, 6605, 6700, 8120, 8121, 8330, 8340, 8400, 8405, 8455, 9700, 5462, 100, 7540, 7540.01, 7540.02, delete/rescind 3420.

Motion to approve was made by Mr. Hayes and seconded by Mr. Nagai. With this round of board policy updates the corporation is current. Now it will be a twice a year process unless there are special updates that need to be addressed. Motion passed 5-0.

3.05 Recommendation to approve contract for snow plow services.

Motion to approve was made by Mrs. McIntosh and seconded by Mrs. Budka. Motion passed 5-0.

3.06 Recommendation to approve adopting resolutions for 401(a) Plan and 401(a) Plan 002.

Motion to approve was made by Mrs. McIntosh and seconded by Mr. Nagai. Security Benefits manages the 401(a) plan for the certified school staff. They recently updated the plan document to be in compliance with IRS regulations and these resolutions are to formally accept these updates. Motion passed 5-0.

3.07 Recommendation to approve Technology Agreement.

Motion to approve was made by Mr. Hayes and seconded by Mr. Nagai. This agreement will be implemented at the start of the second semester and will be reviewed at the beginning of each school year. Motion passed 5-0.

3.08 Recommendation to approve School Improvement Plans from all buildings.

Motion to approve was made by Mrs. McIntosh and seconded by Mrs. Budka. This is a working document and will be improved and adjusted as necessary. Motion passed 5-0.

3.09 Recommendation to approve Substitute Teacher Handbook.

Motion to approve was made by Mr. Hayes and seconded by Mr. Nagai. As the superintendent interviews new substitute teachers, they will be given this handbook to help them familiarize themselves with the policies and procedures for substitute teachers at Oregon-Davis. Motion passed 5-0.

3.10 Recommendation to approve Form 9 Report.

Motion to approve was made by Mr. Nagai and seconded by Mrs. Budka. This is a biannual financial report that is required by the state. Motion passed 5-0.

3.11 Recommendation to approve Equitable Education Solutions Contract.

Motion to approve was made by Mr. Hayes and seconded by Mrs. McIntosh. As the SDN grant needed to be encumbered by the end of December, one aspect of this grant was to secure the services of a grant writer. This agreement does that for a period of one year. It will be reviewed in six months. Motion passed 5-0.

4.0 Other Business Items

5.0 Curriculum

6.0 Informational Agenda Items

6.01 Superintendent/Principal Reports - Dr. Harman sent the board the ISTEP results. As a corporation math passing was 49.2% and language arts was 67.4%. While not happy with these results the expectation with the curriculum mapping occurring is that these scores will increase. The letter grades for schools were also recently released. The Elementary received a B, the High School a C and the Corporation a C. As far as the performance grant, Oregon-Davis will not be receiving any funds from that this year. While there are several components that go into the performance grant the big reason for OD not receiving a portion was the passing rate was below 72%.

Remediation will start January 10 and go thru March 23 every Tuesday and Thursday after school. Transportation costs will be shared with SCYC since it is occurring at the same time. Students have been identified, the positions have been posted. Approval for these teachers will be brought to the January 9th meeting. The cost will be coming out of Title 1 and Rural School Grants. Reports will be brought back throughout the spring.

High Ability Grant. The possibility of some academic camps to be held at the same time as remediation is being explored.

Curriculum Development is ongoing and progressing. On Thursday, the first day of break, teachers have the opportunity to come back and work on their curriculum maps. Teachers are paid \$100 stipend for the days they do this work. This is paid thru the SDN grant.

Lilly Grant. Dr. Harman has applied for a \$30,000 planning grant. We will receive funds from this grant as it is not a competitive grant. What is being planned is a Success Coach program, similar to Big Brother/Big Sister programs where these success coaches will have students that they connect with outside of the school day. An additional grant that will be considered could bring up to \$100,000.

Another outcome from the SDN grant is that the book The Energy Bus was purchased for every employee. The book revolves around improving the culture and promoting positive energy. Thirty children's copies were also purchased to be used at the elementary school. Every employee has been asked to start reading the book. In January, instead of a book study group a blog will be started for employees to share feedback and ideas from the book reading.

A budget report was passed out to board members. The calendar year is ending alright but still tight.

Transportation. Meetings have been going on with the bus drivers reviewing all the routes. The goal is to eliminate some miles and eliminate students crossing state highways to get on the bus.

Because of school being closed today, the second make up day in the calendar will be used. Make up days will be February 20 and April 17. The plan is to make these planned Elearning days. Teachers will be required to turn in their lesson plans in advance for these days. Teachers will report to school on those days and have Elearning office hours to be available to the students as they work on their assignments that day. If we have any more closings, make up days will be added to the calendar starting on May 30th.

Surveys and letters are being drafted to go out to the community to share feedback on the 2017-2018 school calendar and also on the school day itself.

Dr. Harman announced the next Board Meeting will be on January 9th. That is also the reorganization meeting so he asked board members to consider if they wish to continue meeting on the same days and also to consider officers for next year.

Tuesday will be the staff holiday celebration and board members are invited to come in to have lunch at either school from 10:30 - 1:00.

Dr. Harman then presented out-going board member, Lee Nagai, with a commemorative apple paperweight, and expressed his appreciation for the ideas and input Mr. Nagai gave to the board.

Mr. Bennett said the elementary has had a great first semester. He feels the addition of the student of the month and staff member of the month has added to the positive attitude in the school.

6.02 Board Member Reports - Mr. Nagai congratulated Mr. Bennett and the elementary on a very entertaining Christmas program. Board members then thanked Mr. Nagai for his service on the board and felt that he had a good and positive impact on the corporation. Mr. Nagai commented that it has been an honor and pleasure to serve on the board. He stated he will be available to assist the corporation in whatever capacity he is able.

6.03 Staff Member Reports - none

6.04 Requested Visitor Participation - none

6.04 Adjournment - Mr. Lawrence asked for a motion to adjourn the meeting. Mr. Nagai made the motion with Mrs. Budka seconding. Motion passed 5-0. Meeting adjourned at 7:24 PM.

Shirley Budka, Secretary

Minutes recorded by Julie McLiver