

MINUTES OF MEETING

May 19, 2020

The Board of School Trustees of the Metropolitan School District of Steuben County, Angola, Indiana, met in regular session at the F. K. McCutchan Administrative Center, via electronic ZOOM meeting, starting at 7:30 p.m. Individuals who were present at the meeting location include Mr. Cory Archbold, President; Mrs. LeAnn Boots, Vice President; Dr. Brent Wilson, Superintendent; Mrs. Ann Rice, Assistant Superintendent; and Mrs. Wendy Wilson, Administrative Assistant.

Nine administrators; one teacher; and one patron also attended the meeting.

Mrs. Manahan hosted the electronic ZOOM meeting from the F. K. McCutchan Administrative Center. Board members present via remote were Mr. Case Gilbert, Secretary; Mr. Kevin Beard, Member; Mr. Brad Gardner, Member; Mrs. Marilyn McCormick, Member; and Mr. Scott Poor, Member.

Numerous other people, including administrators also attended the meeting via Zoom.

Minutes - Upon the motion of Mr. Gardner, seconded by Mr. Gilbert, minutes of the April 21, 2020, meeting were unanimously approved by the Board.

Claims - Upon the motion of Mr. Gilbert, seconded by Mr. Poor, the following claims were unanimously approved by the Board to be paid as presented:

Education Fund (0101)	\$445,230.70
Debt Service (0200)	500.00
Operations Fund (0300).....	254,396.43
Food Service (0800)	44,091.55
Textbook Rental (0901-0903)	734.85
After School Child Care (1650).....	268.40
FIST Grants (2060).....	705.12
Secured Schools Safety Grant (3270-3279).....	1,019.99
EOC (3319).....	20,215.09
Non-English Speaking Program (3710-3719).....	239.96
High Ability (GT) (3769)	4,026.88
Title I (4100-4190)	9,257.57
Title IV Part A/SSAE (5810-5819)	146.46
Title II/Pt A/Teacher Quality (6840-6849)	1,234.75
Title III/English Language (6880-6889)	323.83
Payroll Withholdings (9000-9999).....	390,115.38
Grand Total	<u>\$1,172,506.96</u>

Elementary Student Handbook Recommendation - Mrs. Brandt explained the revisions and requested approval of the 2020-2021 Elementary Student Handbook. The proposed revisions add information regarding the “right to amend existing procedures or add procedures to maintain the safety of staff, students and visitors to the building”; and changes to the “Breakfast and Lunch” section. Upon the motion of Mrs. McCormick and seconded by Mr. Beard, the 2020-2021 Elementary Student Handbook was unanimously approved.

Middle School Student Handbook Recommendation – Mr. Bounds explained the revisions and requested approval of the 2020-2021 Middle School Student Handbook. The proposed revisions are in the “Dress Code” section; and adding information regarding the “right to amend existing procedures or add procedures to maintain the safety of staff, students and visitors to the building”; sections. Upon the motion of Mr. Poor and seconded by Mr. Gardner, the 2020-2021 Angola Middle School Student Handbook was unanimously approved.

Angola High School Handbook Recommendation - Mr. Heavin explained the revisions and requested approval of the 2020-2021 High School Student Handbook. The proposed changes add information regarding the “right to amend existing procedures or add procedures to maintain the safety of staff, students and visitors to the building”; along with changes to the “Grading Scale”; “Lunch”; “Faculty”; and “Important Dates and School Breaks” sections. Upon the motion of Mr. Beard and seconded by Mrs. McCormick, the 2020-2021 Angola High School Student Handbook was unanimously approved.

2020-2021 Elementary Textbook and Supply Fees – Mrs. Nusbaum requested approval to adopt the elementary textbook and supply fees for the 2020-2021 school year. Upon the motion of Mr. Poor and seconded by Mr. Gilbert, the textbook and supply fees were unanimously approved.

Angola High School Graduation Commencement Ceremony Date Change – Mr. Heavin requested approval to change the date of the high school graduation commencement

ceremony from June 7th to July 9th. July 9th is after stage 5 of the state's reopening plan. The goal is to have a traditional ceremony that meets current health and safety requirements. Upon the motion of Mr. Beard and seconded by Mrs. Boots the new high school graduation date was unanimously approved.

RISE Annual Teacher Performance Evaluation Plan – Mrs. Nusbaum requested approval of the 2019-2020 school year teacher performance evaluation plan and the 2020-2021 performance evaluation plan. Upon the motion of Mrs. McCormick and seconded by Mr. Gardner, the 2019-2020 and 2020-2021 teacher performance evaluation plans were unanimously approved.

Future Meetings –

- A. June 16, 2020, 7:30 p.m., Regular Meeting, F.K. McCutchan Administrative Center, 2nd Floor Board Room
- B. July 21, 2020, 7:30 p.m., Regular Meeting, F.K. McCutchan Administrative Center, 2nd Floor Board Room
- C. August 18, 2020, 7:30 p.m., Regular Meeting and Budget Workshop, F.K. McCutchan Administrative Center, 2nd Floor Board Room

Personnel Considerations - The following, retirements, resignations, and recommendations were received for approval:

RETIREMENTS:

Steve Crain, Elementary Art Teacher
 Cynthia Anstett, Angola High School, Food Service, Effective December 18, 2020
 Donna Yarnelle, Angola High School, Food Service, Effective June 2020
 Dale Cope, Angola High School, Custodian, Effective April 01, 2021

RESIGNATIONS:

Joel Bledsoe, Angola Middle School, 7th Grade Science Teacher
 Jennifer Holden, Ryan Park Elementary, Guidance Counselor
 Brandon Appleton, Angola High School, Head Girls' Basketball Coach
 Brad Peterson, Angola High School, ½ Head Girls' Cross Country Coach
 Stacey Parr, Angola High School, Special Education Department Chair
 Courtney Tuttle, Angola High School, National Honor Society Sponsor
 Valerie Berger, Angola High School, Newspaper Sponsor
 Michelle Talkington, ½ 6th Grade Team Leader
 Steve Crain, Elementary, PE, Music and Art Chairperson
 Christina Minick, Elementary, 1st Grade Chairperson

RECOMMENDATIONS:

Amy Buchs, Carlin Park Elementary, Summer School Teacher
 Amanda Ference, Carlin Park Elementary, Summer School Teacher
 Becky Knight, Carlin Park Elementary, Summer School Teacher
 Paige Hodge, Ryan Park Elementary, Summer School Teacher
 Honey Kaylor, Ryan Park Elementary, Summer School Teacher
 Morgan Lehman, Ryan Park Elementary, Summer School Teacher

Amanda Simmons, Ryan Park Elementary, Summer School Teacher
Schauna Relue, District, Director of Curriculum and Instruction
Jennifer Adkins, District, School Nurse
Nicholas Burlingame, Angola High School, Social Studies Teacher
Maria Mercedes Clemens, Angola High School, Spanish Teacher
Hollie Kubiszak, Angola High School, PE Teacher
Ryan Mantel, Angola High School, Science Teacher
Rosten Hamman, Angola, Middle School, 6th Grade Teacher
Jason Clune, Carlin Park Elementary, 5th Grade Teacher
Andrea Smith, Hendry Park Elementary, 4th Grade Teacher
Beth McDonald, Ryan Park Elementary, 3rd Grade Teacher
Nick Burlingame, Angola High School, Head Varsity Girls' Basketball Coach
Brian Miller, Angola High School, Head Varsity Girls' Golf Coach
Nathan Wilz, Angola High School, Head Varsity Boys' Soccer Coach
Russ Tingley, Angola High School, Head Varsity Wrestling Coach
Jon Bay, Angola High School, Summer Assistant Band Director
Jacob Forte, Angola High School, Brass Instructor
Samantha Surfus, Angola, High School, Marching Guard Instructor
Bill Etling, Angola High School, Percussion Instructor
Madilyn Mory, Angola High School, Woodwind Instructor
Nick Maksimchuk, Angola High School, National Honor Society Sponsor

Mr. Gilbert asked to discuss the past decisions to a 5% reduction in administrative base salary and following Master Contract terms for benefits. Mr. Gilbert agrees with administration that the applicants are qualified but does not agree with the salary amount for the Director of Curriculum or the School Nurse being the same as the leaving administrator. Mr. Gilbert referred to Board Policy #8110 and quoted "The board shall strive most diligently to manage the schools in a sound and economical manner." Mr. Gilbert asked where the job postings are posted (state wide or local website) and are we comparing the pay with other schools our size? Dr. Wilson responded that postings are on ISBA, IAPSS and local website; curriculum group; and word of mouth.

Mr. Poor commented that the list of personnel that took Dr. Wilson five minutes to read actually takes hundreds of hours for the administrators to obtain an employee. Mr. Poor explained that it is a grueling process to get good hires and he is happy with the recommendations.

Mr. Gilbert explained he is having trouble with the five or so previous administrators not getting the built in benefits and now these two administrators will receive the benefit added to their salary base. Mr. Gilbert feels that looking the current administrators in the eye knowing they didn't receive the benefit and new ones did is a problem. Mr. Archbold recommends looking

at the current five administrators to see where they are big picture wise and where to go from there. Mr. Archbold agrees that when the “tweak” happened with benefits, there were administrators that were affected the most and look to see what can be done. Mr. Poor agreed with Mr. Archbold to look at the current administrator’s salary.

Mr. Gardner tried to recall the commitment to reset salaries. Mr. Gardner is thrilled for the qualifications of the recommended Director of Curriculum and School Nurse, but wonders when to reset salaries should take place; only if not as qualified as previous employee; or when new to a position with MSD. Mr. Archbold interprets the past decision for a 5% reduction was based on experience in the position not with MSD. Mr. Archbold feels that the previous administrators have shined and salaries should be reevaluated. Mrs. Boots commented that she thought those with previous experience would not have a 5% reduction.

Mr. Gilbert asked the rest of the board their thoughts about the grandfathered salary bump being given to the current employees. Mr. Beard commented that when the decision to reset salaries due to benefits was not thought through when the adjustments were made. Mr. Beard thought that those administrators affected would be compensated on this new contract. Mr. Gilbert asked status of the five administrators salary. Dr. Wilson answered that those administrators have not been compensated since the reset. Mr. Gardner asked what the budget looks like to make an adjustment. Dr. Wilson stated that there is a middle school Principal making \$8,000 less than the top teachers he supervises. Dr. Wilson stated that the administrative salaries are a mess and when an applicant sees what a current administrator is making, they want that amount as well. Dr. Wilson stated that the budget is in good standing and he is not aware of any issues to review and compensate those administrators effected this summer on their new contracts. No other decisions were made.

Upon the motion of Mr. Beard and seconded Mr. Poor, the above listed retirements, resignations, recommendations, and employment contracts for Mrs. Relue and Mrs. Adkins were unanimously approved.

Superintendent's Report – Dr. Wilson reported that special reports are on hold until regular in-person meetings resume. Dr. Wilson thanked all the essential workers for working during this pandemic. Dr. Wilson reported that the food service program is going great and will continue through the summer. August 13th is the scheduled first student day and Dr. Wilson would like to see in-person summer school before school starts however, things may change due to COVID-19 precautions. Dr. Wilson thanked the teachers, technology department, students and parents for the great job they are doing. Dr. Wilson thanked Mr. Heavin for the new graduation plan. Dr. Wilson reminded there will be curb side pick-up and drop off beginning June 1st this includes collecting the Chromebooks, valued at \$650,000, to get ready for next year.

Board Member Communications – Mr. Gilbert asked what the utilities and transportation savings has been during the school closures. Dr. Wilson reported that for utilities there really isn't much savings but that there is a savings in the transportation department due to fuel and repairs. Mr. Beard congratulated all the teachers for Teacher of the Year awards. Archbold congratulated everyone, including parents, on the E-Learning and welcomed Mrs. Relue. Mr. Archbold recognized Mrs. Kohler for her service for organizing a Junior/Senior Prom for our students and was glad to see that we will be having a graduation ceremony. Mrs. Rice thanked Mr. Crain for all his years of service to MSD of Steuben County. Mrs. Nusbaum congratulated Mr. Crain and welcomed Mrs. Relue. Dr. Wilson thanked Mr. Crain for his years of service.

Patron Comments – Mr. Maksimchuk jokingly asked if there was compensation for his Teacher of the Year award.

Adjournment – Upon the motion of Mr. Beard, seconded by Mr. Gardner, the meeting was adjourned at 8:15 p.m.

Mr. Cory Archbold, President

Mr. Case Gilbert, Secretary