

BOARD BRIEF

January 9, 2018

Board members met in regular session and conducted the following business:

- Participated in a presentation of “Morning Meetings” with kindergarten students from Maple Glen Elementary. Mary Beth Riley, Principal and Nicole Newman, Counselor presented information about how they have initiated morning meetings into each classroom and how teachers are able to better connect and get to know students through this addition.
- Heard from Ashley Knott, new employee, hired to create and facilitate the ROCKS Family Experience. Ashley’s goal will be to assess all information and tools available to parents in the district as well as determine needs that are not being addressed and create a Parent University to assist families in getting the information they need to feel successful and welcome in the district.
- Received an update from Skillman Corporation on the timing of bids and construction on WIS, WMS and WHS. Bids will go out for WMS in February, WIS in March and WHS in July.
- Approved the following policies:
 - 12000-01 (Emergency Preparedness)
 - 12000-04 (Endorsements and Advertisements)
 - 12000-10 (Use of Service Animals)
 - 12000-11 (Vehicle Idling)
 - 12000-13 (Sex Offender Access to Corporation Property and Activities)
- Rescinded the following policies:
 - 7000-26 (Federal Drug & Alcohol Testing)
 - 8000-12 (Extension of Leave of Absence)
 - 8000-13 (Teacher Certification Flexibility Pattern)
 - 8000-15 (Private School Credit)
 - 8000-16 (Selecting Student Teachers/Administration Interns)
 - 8000-17 (Selection of Professional Personnel)
 - 8000-18 (Suspension of Certificated Employees)
 - 12000-01 (Fire Drills)
 - 12000-02 (Tornado Drills)
 - 12000-05 (Contests, Drives & Ticket Sales)
 - 12000-06 (Recommended Procedure for Extreme Weather Conditions)
 - 12000-09 (Disposal of Textbooks)

Mr. Baldwin reminded the board that many policies being rescinded have been incorporated into other policies or are covered in procedures or other administrative guidelines and do not require a board policy.

- Reorganized for calendar year 2018 as follows:
 - President:** Daniel D. Degnan
 - Vice President:** Duane E. Lutz
 - Secretary:** Amber N. Willis
- Reminded Board members and public of board member pay specified in Policy 2000-14
- Approved Board Appointments as follows:
 - Executive Secretary – Jill Doyle

- Treasurer – Marsha Bohannon
- Deputy Treasurer – Karen Cross
- School Board Attorney – Church, Church, Hittle & Antrim per agreement
- Authorized bond holders as follows:
 - CFO– Brian Tomamichel - Bond \$50,000
 - Treasurer – Marsha L. Bohannon – Bond \$100,000
 - Deputy Treasurer – Karen Cross – Bond \$100,000
 - Payroll Coordinator – Sandra M. Parks – Bond \$100,000
 - Payroll Coordinator/Accounts Receivable – Amy Loudon - Bond \$100,000
 - Accounts Payable – Cindy Nicole – Bond \$100,000
 - SSP Administrative Support – Kathy L. Petty – Bond \$100,000
 - SSP Enrollment Support – Donna Benedict – Bond \$100,000
 - Desktop Technician – Aaron Moran – Bond \$50,000
 - District Registrar – Bobette Mooney – Bond \$50,000
 - Operations Assistant – Jo Ann Neff – Bond \$50,000
- Approved Financial Management Procedures including:
CFO, Treasurer or Deputy Treasurer authorized to:
 - Invest available funds in accordance with applicable state statutes.
 - Execute inter-fund loans as required to maintain positive balances during the period of January 1, 2018 – December 31, 2018, with written report at the next regular board meeting.
 - Honor obligated personnel, tax, insurance, and retirement payments recording such in the claim docket for a regular meeting.
 - Pay legal claims containing discounts requiring payment prior to the next scheduled regular meeting, pay bulk mailing postage, purchase stamps, pay utilities, pay for purchased items previously approved by the Board, make required deposits with claims, and other invoices approved by the CFO within pre-established Board limits submitted for Board approval at the next scheduled regular meeting.
 - Superintendent and designees authorized and delegated to open bids.
 - Designate Chase Stinson, Director of Student Services at Westfield Washington Schools, as the designee for signing Special Education Excess Costs contracts for 2018.
- Board members made the following appointments:
 - Legislative Liaison: Duane Lutz
 - Policy Liaison: Amy Pictor
 - Foundation Board Member: Duane Lutz
 - Insurance Committee Representative: Dan Degnan
 - Board Wage Hearing Representative: Amber Willis
 - Administrative Wage Hearing Representative: Nick Verhoff
 - Broad Based Planning Committee Representative: Mary SeRine
 - Wellness Committee Representative: Amy Pictor
 - Alumni Hall of Fame Selection Committee Representative: Mary SeRine
- Board Meetings dates for 2018-19 were established
- Dr. Grate reviewed the Code of Ethics for School Board members as presented by WWS and the Indiana School Boards Association and asked each member to complete a Conflict of Interest Statement
- The board was presented the following policies to review in 1st Reading
 - 10000-12 (Student Dress & Grooming)
 - 10000-14 (Students - Student Homework)

- 10000-15 (Students - Student Attendance)
- 10000-16 (Students - Student Grades, Promotion or Retention)
- 10000-18 (Students - Communicable Diseases)
- 10000-23 (Students - Enrollment of Students and Acceptance of Credits...)

Rescinded Policies - 1st Reading

- 10000-01 (Students - Health and Safety)
- 10000-06 (Student Attendance Age)
- 10000-07 (Students - Married Students)
- 10000-08 (Student Handbook)
- 10000-09 (Student Insurance)
- 10000-10 (Students - Student Athletic Injuries)
- 10000-19 (Students - Student Selection/Substitution for ISTEP+ Remediation Classes)
- 10000-21 (Students - Disclosure of Student Lists)
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These policies will be voted on at the next regular board meeting.

- The board approved transitioning from trimesters to quarters for grades 5-8.
- Adopted Resolution 2018-01 (Permission to Advertise Construction Bids). This resolution allows the Skillman Corporation to advertise and manage the construction bids for projects at Westfield Intermediate School, Westfield Middle School and Westfield High School.
- The Legislative Scorecard was presented and explained to the Board by Brian Tomamichel. He shared that he and Dr. Grate would be providing feedback to legislators about the information captured on the scorecard and the direction WWS was moving toward in the future.
- During the Audience comment portion of the meeting, a parent addressed the Board regarding the topic of bullying.
- The regular Board meeting adjourned and after a 5 minute break a Board of Finance meeting occurred.
- The Board of Finance meeting elected all current school board members to serve on the Board of Finance and in the same roles as they serve on the board.
- The Board was also presented an Investing Officers Report and discussed the need for a Corporation Investment Policy.

The preceding is not official minutes of the Board of School Trustees of Westfield Washington Schools and is provided for information purposes only.