

**NORTH PUTNAM COMMUNITY SCHOOL CORPORATION  
DECEMBER 17, 2009 MINUTES**

The members of the Board of School Trustees of the North Putnam Community School Corporation held their Regular Session meeting on Thursday, December 17, 2009, 7:00 P.M. at North Putnam Community School Corporation, Administration Office, 300 North Washington Street, Bainbridge, Indiana.

Board members present:

Debra Sillery
Carl Blau
Mark Fordice
Andy Beck
Charlie Boller
Dale McGaughey
Jon Buser

Board members absent:    None

Superintendent present:    Mary Sugg Lovejoy, Ph.D.

Assistant to the Superintendent present:    Kevin Emsweller

Attorney present:    Gene Hostetter

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

President Sillery called the meeting to order at 7:06 P.M. Everyone stood for the Pledge of Allegiance.

**II. APPROVAL OF MINUTES**

President Sillery asked if there were any additions or corrections to the minutes.

Andy Beck motioned to approve the following minutes:

- November 19, 2009, Regular Session Meeting
- November 19, 2009, Executive Session Meeting

Carl Blau seconded the motion, and it carried with a 6 – 0 vote (Jon Buser abstained).

**III. COMMENTS FROM THE COMMUNITY**

President Sillery and Dr. Lovejoy thanked Mark Fordice for his 16 years of service to the community as a Board Member. President Sillery presented a plaque to Mark Fordice in honor of his dedication to the Board, North Putnam Community School Corporation, and the community. Mark Hoke will replace Mark Fordice on the Board beginning January 1, 2010.

Dean Cook is retiring after 20 years as the Principal of Bainbridge Elementary. Dr. Lovejoy presented Dean Cook with an engraved clock to honor his years of service. His dedication to the North Putnam Community School Corporation was commended. Jo Ellen Cook will serve as the acting Principal of Bainbridge Elementary through the end of the 2009-2010 school year. Mrs. Cook has served as the Assistant Principal for the last ten years. The Board wished Mrs. Cook much success and best wishes.

Linda Freund addressed the Board about budget cuts and the hard decisions they will need to make in the upcoming months. Ms. Freund stated she would like to see two programs preserved. The first program is band, which she feels provides a social structure for students. Mr. Pinson has done a great job instructing

and leading the band. The second program is soccer and some of the smaller sports programs. Ms. Freund feels that these sports programs give kids a chance to be active. As a parent, she thinks these programs have had tremendous success. Dr. Lovejoy noted the importance of extra-curricular programs that meet the expectations of the children. Dr. Lovejoy thanked Ms. Freund for her comments and support.

The FFA Food Science Team from NPHS recently won the Food Science competition at Purdue University and became the State Champions. The team is coached by Mrs. Skirvin and will participate in the National Competition at the 2010 FFA National Convention. Mr. Zerkel commended the team for their win.

Mr. Zerkel commented on the excellent performance at the band/choral concert held on December 2<sup>nd</sup>. Mr. Tippin noted it was a great program and there were approximately 1,500 people in attendance.

Mr. Cook reported that the recycling program at Bainbridge Elementary has been a great success. Currently, the school has collected 280 ink cartridges, 11,726 drink pouches, 15 cellular phones, and many scotch tape cores. The recycling program has expanded its efforts by working with the school cafeteria to purchase recyclable products and create a compost/garden site at the school for the students to learn gardening skills.

Mr. Cook commented on the holiday assistance program. The generosity of North Putnam Community School Corporation staff and community has been overwhelming. The school was able to service 42 families (approximately 125 kids) for the holidays. Kirstie McClamroch noted the school adopted ten families who received assistance during Thanksgiving and Christmas.

#### **IV. INFORMATION REPORTS TO THE BOARD OF SCHOOL TRUSTEES**

##### **A. KEYS Inventory:**

Dr. Lovejoy provided a presentation on the NEA KEYS 2.0 Survey that will be available to staff, parents, and community members in February to help assess school performance. The survey is available online and can be completed at the convenience of teachers, staff, parents, and community members. KEYS is built on solid research, starting with a time-proven survey that provides the perspective of those who know the school best: its own staff, parents of its students, and community members. Responses to the survey are compiled and analyzed to identify the strengths and weaknesses of the school as a whole, determine how it compares to other schools, identify where it needs to improve, and create an informed blueprint for change. The KEYS 2.0 Survey includes 42 indicators of school quality, which are grouped into six categories. The categories include shared understanding and commitment to high goals, open communication and collaborative problem solving, continuous assessment for teaching and learning, personal and professional learning, resources to support teaching and learning, and curriculum and instruction. The schools receive scores based on the 42 indicators. The continuous improvement process is initiated when schools come together as communities to determine their school-wide goals in collaboration with the associated values and standards. NCA AdvancEd is providing this service free of charge.

##### **B. H1N1 Update:**

Dr. Lovejoy noted that approximately 550 people came through the H1N1 clinic for inoculation on November 30, 2009. Dr. Lovejoy commented on how wonderful it was that the corporation could provide the clinic. It was very well-coordinated.

#### **V. FINANCIAL REPORT**

##### **A. Treasurer's Report [Attached hereto]**

Mark Fordice motioned to approve the claims as presented. Jon Buser seconded the motion, and it carried with a 7 – 0 vote.

B. Approval of Claims:

Claim approvals: 11/15/09 – 11/30/09 Voucher Numbers 196-198, 211-218, 23040-23041; 12/01/09-12/17/09 Voucher Numbers 223187-23193, 1-80.

Mark Fordice motioned to approve the claims as presented. Jon Buser seconded the motion, and it carried with a 7 – 0 vote.

C. School Fund Reports [Attached hereto]

Mark Fordice motioned to approve the claims as presented. Jon Buser seconded the motion, and it carried with a 7 – 0 vote.

**VI. CONTRACTS FOR APPROVAL**

Dr. Lovejoy discussed the Memorandum of Understanding (MOU) between the North Putnam Community School Corporation and Hamilton Center in promoting and supporting positive mental health of students in the North Putnam educational system. Dr. Lovejoy requested that Hamilton Center expand the program to include Roachdale Elementary and North Putnam Middle School in the future.

Dale McGaughey motioned to approve the expansion of the program. Andy Beck seconded the motion, and it carried with a 7 – 0 vote.

Dr. Lovejoy discussed the MOU between the North Putnam Community School Corporation and the Putnam County Emergency Management Agency (EMA). Kim Hyten, Director of EMA, is asking NPCSC to allow the use of its transportation vehicles and licensed personnel for emergencies in the event that all emergency medical response vehicles have been exhausted.

Jon Buser motioned to approve the use of transportation vehicles in emergencies. Carl Blau seconded the motion, and it carried with a 7 – 0 vote.

**VII. OLD BUSINESS**

None

**VIII. NEW BUSINESS**

A. Dr. Lovejoy requested permission to carry over debt into the 2010-2011 school year.

Carl Blau motioned to grant permission to carry over debt as presented. Dale McGaughey seconded the motion, and it carried by a 7 – 0 vote.

B. Dr. Lovejoy requested permission to balance appropriations with all funds to close the 2009 budget.

Andy Beck motioned to grant permission to balance appropriations as presented. Jon Buser seconded the motion, and it carried by a 7 – 0 vote.

C. Dr. Lovejoy requested permission to advertise for 2010 fuel bids.

Mark Fordice motioned to grant permission to advertise for fuel bids as presented. Carl Blau seconded the motion, and it carried by a 7 – 0 vote.

- D. Facility-use request for the North Putnam Alumni Association Banquet to be held on June 19, 2010.

Mark Fordice motioned to grant permission for the facility-use request regarding the North Putnam Alumni Banquet as presented. Carl Blau seconded the motion, and it carried by a 7 – 0 vote.

**IX. PERSONNEL**

- A. Certified Staff:

*1. Retirement - Certified:*

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Effective Date</b>
Linda Patrick	NPMS	Science Teacher	Conclusion of 2009-2010 School Year

Andy Beck motioned to approve the above personnel. Mark Fordice seconded the motion, and it carried by a 7 – 0 vote.

- B. Non-Certified Staff:

*1. Resignations – Classified:*

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Effective Date</b>
Paula Batchelor	NPMS	Cafeteria	12/17/2009
Tina Farmer	NPMS	Cafeteria	12/17/2009

*2. Retirement - Classified:*

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Effective Date</b>
Glenda Jackson	NPMS	Manager – School Cafeteria	Conclusion of 2009-2010 School Year

*3. Termination – Classified:*

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Reason for Termination</b>	<b>Effective Date</b>
Melody Fulwider	NPMS	Cafeteria	Absenteeism	12/02/2009

Mark Fordice motioned to approve the above non-certified staff. Dale McGaughey seconded the motion, and it carried with a 7 – 0 vote.

- C. Extra Curricular Staff:

*1. New Employment – Extra-Curricular:*

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Effective Date</b>	<b>Reason for Employment</b>
Greg Barrett	NPHS	Varsity Assistant Boys Track Coach	Beginning of Season	Would continue role in working with the Discus and Shot Put athletes.
Linda Gjesvold	NPHS	Musical Sound Technician	Effective for the 2009-2010 school year	Extra-curricular events.
Chase Hiland	NPHS	Varsity Assistant Softball Coach	Beginning of Season	Would coach the JV team and infielders. Strong baseball player. Valuable asset to HS as a teacher.
Bonnie Osborn	NPHS	Volunteer Assistant Girls’ Track Coach	Beginning of Season	Will assist with locker room supervision and assisting Coach Lutes.
Brent McColgin	NPHS	Volunteer Assistant Boys’ Track Coach	Beginning of Season	Would like to continue role in working with the throwers.

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Effective Date</b>	<b>Reason for Employment</b>
Joseph Willis	NPHS	Volunteer Assistant–Wrestling	Beginning of Season	Has worked with the program in the past. Currently helps with Putnam Pain Youth League. Will assist with heavy weight wrestlers for remainder of year.
Adam Windmiller	NPHS	Varsity Assistant Softball Coach	Beginning of Season	Would assist Coach Brothers in practice and games. Has done a nice job working as an assistant with the girls’ basketball program and has developed good rapport with the players.

2. *Resignation – Extra-Curricular:*

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Effective Date</b>
Betsy Fouts	NPMS	Teens Against Drugs Leader	12/02/2009

Mark Fordice motioned to approve the extra-curricular staff personnel. Jon Buser seconded the motion, and it carried with a 7 - 0 vote.

**X. ITEMS FROM SCHOOL BOARD MEMBERS**

Carl Blau attended the Area 30 General Advisory Board meeting on December 8<sup>th</sup>. The group discussed students being trained in areas for business. Carl Blau noted that Robert Green, Greencastle Superintendent, receives 250 to 300 applications for every elementary teaching position and that more and more students are entering the education field. Carl Blau mentioned an Area 30 student who took veterinary technician classes and now is attending Purdue University’s veterinarian program. Carl Blau stressed the importance of giving Area 30 students opportunities and careers that truly do exist. Dr. Lovejoy thanked Carl Blau for attending the meeting.

President Debbie Sillery commented on the excellent Christmas program at Roachdale Elementary.

Charlie Boller discussed the sick leave policies for each of the schools. The policy book needs to be revised so that each school has consistency regarding sick time and how it is reported. Dr. Lovejoy noted that a committee will meet in January to carefully review the policy at each school.

Mark Fordice mentioned the very difficult financial decisions the Board would be making in the future. Mark Fordice commented that cutting finances means cutting into lives. He noted that it’s important for people to support the Board in their decisions.

**XI. ITEMS AFTER 4:00 P.M. – December 17, 2009**

I. Personnel

a. *Retirement – Certified:*

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Effective Date</b>
Mary Lou Wilson	NPHS	Family Consumer Science Teacher	Conclusion of 2009-2010 School Year

b. *Resignations – Classified:*

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Effective Date</b>
Dee Yurkovic	NPHS	Instructional Assistant	12/17/2009

Mark Fordice motioned to approve the above personnel After 4:00 P.M. items. Carl Blau seconded the motion, and it carried with a 7 – 0 vote.

II. North Putnam Middle School Fundraisers

The North Putnam Middle School Athletic Department and Cheerleading Squad requested permission to sell pizza kits to raise money for transportation costs and cheerleading equipment.

Mark Fordice motioned to approve the above fundraiser After 4:00 P.M. item. Carl Blau seconded the motion, and it carried with a 7 – 0 vote.

**XII. ADJOURNMENT**

There being no further business to come before the Board, Jon Buser moved for adjournment of the meeting. Mark Fordice seconded the motion, and it carried with a 7 – 0 vote.

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*Debra Sillery, President*

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*Jon Buser, Member*

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*Carl Blau, Vice-President*

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*Charlie Boller, Member*

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*Mark Fordice, Secretary*

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*Dale A. McGaughey, Member*

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*Andrew Beck, Member*