

**NORTHWESTERN SCHOOL CORPORATION
BOARD OF SCHOOL TRUSTEES**

BOARD OF FINANCE MEETING

JANUARY 10, 2019

7:00 P.M.

NORTHWESTERN HIGH SCHOOL LIBRARY

BOARD OF FINANCE MEETING – 7:00

The Board of Finance met at 7:00 pm on January 10, 2019 at the Northwestern High School Library. All board members were present. President Janet Lovelace called the meeting to order and announced that the Board need to elect officers for 2019, receive and approve the Investment report and appoint a depository.

- I. **Election of Officers:** Mrs. Lovelace opened the meeting for nomination of officers. Jonathan Underwood nominated Steve Jones as President. Ted Merrell seconded and motion passed unanimously. Mr. Jones then asked for nominations for secretary. Jonathan Underwood nominated Jonathan Eller as Secretary; Ted Merrell seconded and motion passed unanimously.
- II. **Investment Report:** Mrs. Bolser presented the Investment Report from 2018. She also recommended retaining BMO Harris as the corporation's depository. Jonathan Underwood made the motion to approve the Investment Report and the depository recommendation. Jonathan Eller seconded; motion passed unanimously.

Janet Lovelace made the motion to adjourn the Board of Finance Meeting. Jonathan Underwood seconded; motion passed unanimously at 7:05 p.m.

January 10, 2019, 7:05 P.M.
NORTHWESTERN HIGH SCHOOL LIBRARY
3431 N 400 W, KOKOMO IN 46901

The Board of School Trustees met in regular session at 7:05 P.M. on January 10, 2019 at the Northwestern High School Library. All Board members were present including Kristen Bilkey, Ryan Snoddy, Jeff Layden, Jamie Bolser, and Sheila Lamb, and approximately 43 interested parties. President Steve Jones called the meeting to order and Jonathan Underwood opened with prayer. The minutes of the December 20, 2018 meeting were presented and unanimously approved following a motion made by Ted Merrell and seconded by Jonathan Eller. Mrs. Bilkey requested the agenda item with regard to contracted carrier bus bids be moved to the beginning of the meeting. Janet Lovelace made the motion to approve the agenda as adjusted; Jonathan Eller seconded and motion passed unanimously.

SCHOOL BOARD REORGANIZATION – JANUARY, 2019

- a. Election of Officers - The gavel was turned over to the Superintendent for the purpose of electing the board president. Janet Lovelace nominated Jonathan Underwood; Ted Merrell seconded; Mrs. Lovelace elected unanimously. Mr. Underwood then presided, accepting nomination for other offices. Steve Jones nominated Janet Lovelace as Vice President; Ted Merrell seconded and motion passed unanimously. Ted Merrell then nominated Jonathan Eller as secretary. Steve Jones seconded and motion passed unanimously.
- b. Establishment of Board Meeting Dates and Times – by consensus, the Board agreed to meet the second Thursday of the month unless otherwise noted. **It was noted that the February meeting will be held on Tuesday, February 12, as Mrs. Bilkey will be at a Superintendent's Conference on the regular meeting date.**
- c. Establishment of Compensation for Board Members – The Board agreed to compensation of \$2,000.00 per year, with no stipend per meeting.
- d. Appointment of Corporation Treasurer and Assistant Treasurer - Jamie Bolser was appointed treasurer, and Mindy Hughes assistant treasurer.
- e. Appointment of School Physician –Dr. Stuart Devaul has agreed to continue serving as school physician and was appointed to the position.

- f. Appointment of School Attorney - Mr. James McIntyre was appointed the school attorney on an as-needed basis.
- g. Appointment of Legislative Liaison Member – Jonathan Eller was appointed to this position.
- h. Appointment of Curriculum Council Board/Technology Committee Representative -. Mr. Underwood appointed Mr. Eller and Mrs. Lovelace to serve these positions.
- i. Appointment of Corporation Insurance Committee Board Representative - Mr. Merrell was appointed to serve in this capacity.
- j. Appointment of Strategic Planning Committee Representative - Mrs. Lovelace will continue to serve in this position.
- k. Designation of Newspaper for Advertising - The Kokomo Tribune was designated as the newspaper for advertising.
- l. Appointment of Insurance Trust Trustees – Mr. Underwood appointed Steve Wilson and the superintendent to serve in this capacity.
- m. Appointment of Corporation Compliance Officer – Mr. Armstrong was appointed as compliance officer.
- n. Appointment of Calendar Committee Representative – Jonathan Eller was appointed to serve on this committee.

STUDENT OF THE MONTH

The following students were recognized as January Students of the Month:

Howard Elem School – **Conner Gaier**, son of Marc and Conya Gaier. Conner is in Mrs. Warner's fourth-grade class.

Northwestern Elementary – **Aiden Robinson**, son of Scott and Janelle Robinson. Aiden is a fourth-grader in Mrs. Nelson's class.

Northwestern Middle School- **Sylvia Samborska** – daughter of Wojciech and Magdalena Samborska and an eighth grader at the middle school.

Northwestern High School – **Troy Lingelbaugh**, son of Dawnetta Sparks and Thomas Lingelbaugh. Troy is a senior at the high school.

TOP TIGER

Retiring Superintendent Ryan Snoddy was recognized as Top Tiger for January.

I. SUPERINTENDENT'S REPORT

A. Recognition of Student(s): **Ryan McCurdy**, 8th grade band student was recognized for his recent selection to the 2018-19 Indiana Junior All-State Band. Ryan is the first Northwestern student to ever receive this honor. Congratulations Ryan!

B. Treasurer's Report: Mrs. Bolser shared the following reports with the board: Property Tax Settlement, cash balance trend, and the Nov. Fund report.

II. CLAIMS AND FINANCIAL

Claim vouchers in the amount of \$1,603,208.91 and 3 payroll claim listings totaling \$766,628.92 were unanimously approved for payment on a motion made by Ted Merrell and seconded by Steve Jones.

III. PERSONNEL

Jonathan Eller made the motion to approve personnel recommendations. Janet Lovelace seconded and the following were unanimously approved:

- A.** Grant the request of **Ashley Leidig** for unpaid maternity leave beginning approximately March 24, 2019 through the end of the 2018-19 school year.
- B.** Grant the request of **Linda Janota** for 1/2 day unpaid personal leave on Jan. 18, 2019.
- C.** Approve the following individuals as substitute teachers for the 2018-19 school year: Courtney Carter, Jamie Gasaway, Brooklyn Gingerich.

IV. CONSIDER ACTION TO DECLARE HONORARY TITLE TO A RETIRING EMPLOYEE

In recognition of his retirement and distinguished service to Northwestern School Corporation, Superintendent Kristen Bilkey recommended the Board recognize and honor Mr. Ryan Snoddy with the honorary title of Superintendent Emeritus. Steve Jones made the motion to approve; Janet Lovelace seconded and motion passed unanimously.

V. CONSIDER ACTION TO RECEIVE AND AWARD BIDS FOR CONTRACTED CARRIER BUS ROUTES

Contracted carrier bus bids were opened earlier in the day. Jeff Layden recommended that the board receive the bids for the advertised routes as presented but that the awarding of contracts be tabled until the next board meeting so that contract negotiations can take place. He explained negotiations are taking place because the Transportation Committee rejected all bids after opening them. Ted Merrell made the motion to receive the 4 bids for the 4 contracted carrier routes advertised. Janet Lovelace seconded; motion passed unanimously.

VI. CONSIDER ACTION TO ADOPT RESOLUTION 1901-1 TO APPROVE PAYMENTS PRIOR TO BOARD APPROVAL

Mrs. Bolser submitted Resolution 1901-1 authorizing payment of select bills prior to board approval in order avoid late fees, such as utility bills, during calendar year 2019. The board unanimously approved following a motion from Janet Lovelace and second from Ted Merrell.

VII. CONSIDER ACTION TO APPROVE CONFLICT OF INTEREST DISCLOSURE STATEMENTS

Per Indiana Code 35-44-1-3, Uniform Conflict of Interest Disclosure Statements are presented for approval for the following: Janet Lovelace, Ted Merrell, Steve Jones, Jonathan Underwood, Jonathan Eller and Jeff Layden. Ted Merrell made the motion to approve; Steve Jones seconded and motion passed unanimously.

VIII. CONSIDER ACTION TO ADOPT THE 2019-20 MASTER CALENDAR

The calendar committee submitted the proposed 2019-20 Master Calendar for adoption. The calendar starts the student year on August 6th, includes a week off for fall break, a 2-week Christmas break and a week of spring break, ending on May 21, 2020. Additionally, 2 make-up days are included 2nd semester. Mrs. Bilkey thanked committee chairperson, Linda Wilson, and her committee including, Scott Troyer, Craig Williams, Aaron Gilmore, Jennifer Longgood, Vickey Zehringer, Kurt Koetter, Ron Owings, Nancy Mumaw, Rhonda Lanie, Amiee Hale, Diana Schaaf and Bryan Alexander. Steve Jones made the motion to adopt the calendar as presented. Jonathan Eller seconded and motion passed unanimously.

IX. CONSIDER ACTION WITH REGARD TO AN OVERNIGHT AND/OR OUT-OF-STATE TRIP REQUEST

Mr. Armstrong submitted a request from the softball program to hold an overnight event on March 1, 2019 at the high school. The board unanimously approved the request following a motion by Janet Lovelace and second by Ted Merrell.

X. PUBLIC COMMENTS – Fred D. King, 901 Pavalion thanked Mr. Snoddy for his service to Northwestern.

BOARD COMMENTS – Steve Jones and Janet Lovelace thanked Ryan Snoddy and his family for their service to Northwestern and the community.

There being no further business, Steve Jones made a motion to adjourn. Ted Merrell seconded and the board adjourned at 8:02 p.m.

President

Vice President

Secretary

Next Meeting – Feb 7, 2019 – Northwestern High School Library – 7:00 P.M.

DRAFT