

North Judson-San Pierre School Board of Trustees
Minutes of a Public Hearing, Budget Adoption, & Regular Board Meeting
Central Office Board Meeting Room
Tuesday, October 18, 2016

The North Judson-San Pierre Board of School Trustees met for a Public Hearing, Budget Adoption and Regular Session on Tuesday, October 18, 2016 at 7:00 P.M. in the Central office Board Meeting Room. Board Vice President Michael Shireman called the meeting to order at 7:00 P.M. The Board members present were Vice President Michael Shireman, Secretary Jim Menis and member Derrick Stalbaum. Pat Goin and Michael Sharkozy were absent. Others present were Superintendent Dr. Annette Zupin, Business Manager/Treasurer Guy Richie. There were a few patrons in attendance for the meeting. A list of patrons that attended the meeting is on file at the Central Administrative Office.

The meeting opened with the Pledge of Allegiance.

Public Hearing

Mr. Shireman opened the Public Hearing at 7:00 P.M. for the 2017 Capital Projects Fund and Bus Replacement Fund. Mr. Richie discussed the Capital Projects and Bus Replacement Funds. There was no public input. Mr. Stalbaum made a motion to adjourn the Public Hearing at 7:08 P.M. Mr. Menis seconded the motion; motion passed 3-0.

Budget Adoption

Mr. Shireman opened the Budget Adoption at 7:08 P.M. and reported that the Starke County Council adopted the NJSP School 2017 Budget at their regular meeting on October 17, 2016. This meeting is for the NJSP Board of School Trustees to now adopt the budget.

Mr. Menis made a motion to adopt the 2017 Capital Projects Plan as presented. Mr. Stalbaum seconded the motion; motion passed 3-0.

Mr. Stalbaum made a motion to adopt the 2017 Bus Replacement Plan as presented. Mr. Menis seconded the motion; motion passed 3-0.

Mr. Stalbaum made a motion to adopt the advertised Budget Reduction Resolution. Mr. Menis seconded the motion; motion passed 3-0.

Mr. Richie explained the Pension Bond is unable to be a cost to taxpayers, in order to fund it we must reduce other funds by the amount equal to the levy for the Retirement/Severance Bond Debt. The maximum levy for the Capital Projects Fund will be \$15,000, Transportation \$20,000, and the remaining balance will come from the Bus Replacement Fund. Mr. Menis made a motion to adopt the Tax Neutrality Resolution as presented. Mr. Stalbaum seconded the motion; motion passed 3-0.

Mr. Richie explained that in order to reach the amount needed in the 2017 General Fund, we must reduce the 2016 General Fund appropriation. Mr. Stalbaum made a motion to adopt the Appropriation Reduction Resolution for the 2016 General Fund as presented. Mr. Menis seconded the motion; motion passed 3-0.

Mr. Stalbaum made a motion to adjourn the Budget Adoption at 7:12 P.M., seconded by Mr. Menis motion passed 3-0.

Regular Session

The Regular Session was opened by Mr. Shireman at 7:12 P.M.

Consent Items

Mr. Menis made a motion to approve the minutes from the September 20, 2016 Regular Board Meeting as presented. Mr. Stalbaum seconded the motion; motion passed 3-0. Mr. Stalbaum made a motion to approve the personnel actions as presented. Mr. Menis seconded the motion; motion passed 3-0. Mr. Menis made a motion to approve the financial reports & claims as presented. Mr. Stalbaum seconded the motion; motion passed 3-0.

NAME	POSITION	RECOMMENDATION
Sharon Richie	Sp. Ed. teacher – leave of absence	Recommended to approve
Sheila Akers	Substitute teacher	Recommended to hire
Amy Bales	Substitute teacher	Recommend to hire
Jasalynn Hart	Substitute teacher	Recommended to hire
Ruby Frasure	Special Ed. aide part-time	Recommended to hire
Roger Sutton	Substitute bus driver	Recommended to hire
Kaden Shepherd	6 th gr. Boys' Basketball	Recommended to hire
Mike Reimbold	7 th gr. Boys' Basketball	Recommended to hire
John Hampton	8 th gr. Boys' Basketball (changed from 7 th)	Recommended to approve
Ruby Frasure	7 th gr. Girls' Basketball	Recommended to hire
Rabe Frasure	8 th gr. Girls' Basketball	Recommended to hire
Dalton Bailey	6 th gr. Boys' Basketball Volunteer	Recommended to approve

Board Policies – Final Reading

Mr. Menis made a motion to approve the Board Policies from Vol. 28, No. 2 and the Edgar Collection as presented. Mr. Stalbaum seconded the motion; motion passed 3-0.

Policies approved 0120 (0122, 0123), 2271, 2421, 2510, 5200, 5460, 5461, 5540, 5840, 6111, 6152, 8510, 8531, 8540, 8606. Guidelines approved 2260F, 3421, 4421, 5540A, 9270. Deleted policies 5840A & 5840B.

Policies approved 0140(0144.3), 1130, 3113, 4113, 6110, 6111, 6112, 6114, 6116, 6320, 6325, 6460, 6550, 7300, 7310, 7450, 8500.

Approval Advertise for Tax Anticipation Warrant

Mr. Richie asked for approval to advertise for Tax Anticipation Warrants (TAW) in the amount of \$335,000 for the Capital Projects Fund. This is done as a way to continue to pay bills while waiting for the tax draws to arrive. It is paid off at the end of the calendar year. TAW bids are due December 6th and will be brought to the December meeting for the Board to approve. Mr. Stalbaum made a motion to approve to advertise for the Tax Anticipation Warrant as presented. Mr. Menis seconded the motion; motion carried 3-0.

Approval of lease agreement between Starke County Community Foundation & NJSP School Corporation

Dr. Zupin discussed the lease agreement between NJSP School Corporation and Starke County Community Foundation explaining that since space is available at the middle school, partnerships can provide a number of benefits for the community. She continued that sharing this space can create a strong relationship between school and community and can help preserve the school, as activity is better than inactivity in a building. Dr. Zupin reported that she spoke with other school corporations that lease out space who mentioned the above benefits and charge rent from \$250 - \$500 a month. The Starke County Community Foundation will pay a fee of \$350 a month to rent the former middle school office, signing a seven-month lease agreement. The fee was calculated by multiplying the 2016 utility costs by the percent of square footage space to be rented. Any lease agreements will be reviewed by the Board each May. Mr. Menis made a motion to approve the lease agreement between NJSP Schools and the Starke County Community Foundation as presented at a rate of \$350 per month for 7 months. Mr. Stalbaum seconded the motion; motion passed 3-0.

Approval of Lighting Project

Dr. Zupin discussed the lighting project. This was broken into three separate projects; bid and recommendation information has been provided for review. Two different companies bid on the three separate projects. Project 1 is interior lighting replacement of the middle school gym and mezzanine, Project 2 is interior lighting replacement of the junior-senior high school gym, mezzanine, and pool, and Project 3 is all exterior lighting for both the former middle school and junior-senior high school buildings and parking lots. The companies will work in conjunction with school personnel to get this work done in a timely manner while working around the normal facility uses, such as practices and ball games, with as little disruption as possible. After review of the bids it was determined that Herrman & Goetz, Inc. was the recommended bidder for Projects 1 & 2, and Busse Electric, Inc. was the recommended bidder for Project 3. Dr. Zupin pointed out that the projects will be funded through the Construction Fund. Dr. Zupin mentioned that Maintenance Director Mr. Collins indicated that we could see a return on our money (from the savings on electric) within as soon as a year and a half, but that the average range is from one and a half to three years.

Mr. Menis made a motion to approve Herrman & Goetz, Inc for Project 1- Interior lighting replacement of the NJSP Middle School gym and mezzanine as presented (\$24,000). Mr. Stalbaum seconded the motion; motion passed 3-0.

Mr. Menis made a motion to approve Herrman & Goetz, Inc. for Project 2 – Interior lighting replacement of the NJSP Jr-Sr High School gym, mezzanine, and pool as presented (\$62,291). Mr. Stalbaum seconded the motion; motion passed 3-0.

Mr. Stalbaum made a motion to approve Busse Electric, Inc. for Project 3 – Exterior lighting replacement of both the former NJSP Middle School and Jr-Sr High School buildings and parking lots as presented (\$79,865). Mr. Menis seconded the motion; motion passed 3-0.

School Insurance

The Board held a Work Session earlier this evening to review the information concerning bids from insurance companies for NJSP School Corporation's insurance carrier. With consideration from the information and bids at that meeting Mr. Stalbaum made a motion to accept the bid from Liberty Mutual with First Choice Insurance Company as presented. Mr. Menis seconded the motion; motion carried 3-0.

Superintendent's Report

Dr. Zupin shared information regarding student enrollment reporting that the September 2015 Average Daily Membership (ADM) was 1056. In February of 2015 the count was 1036. This September (2016) we reported 1025 for the ADM. As of October, right before break the corporation now has 1028 as three students who transferred out have returned to our corporation.

Dr. Zupin explained that "transfer" basically means "choice", meaning that they have made the choice to transfer into or out of our corporation because they are not in the NJSP district. Currently at the junior-senior high 11 students are choosing to come into our district, and 22 are choosing to go out. The elementary school has 22 students choosing to come into our

district, and 15 choosing to go out. This makes a total of 33 transfers in and 37 transfers out corporation-wide. Dr. Zupin pointed out NJSP has a large number of students choosing virtual or on-line school. She shared that this information is now tracked and monitored so that we can evaluate not only the number of students but what those numbers mean as far as transfers, moves, virtual school, or home school. The registrars now gather information on an Exit Form when students leave our district; this form asks why they are leaving. The information will be reported to Central Office monthly and a report will be given to the Board quarterly. In using this real-time data we will be able to set realistic goals taking into account the demographics of our area.

Dr. Zupin discussed maintaining the current debt service rate while maintaining an aesthetically pleasing school and keeping up with technology. She went on to say that a plan for the tax rate to remain the same when the auditorium is paid off is being discussed. A list of projects being considered will be brought to the school community for discussion of priorities.

Dr. Zupin stated that the test scores are still embargoed at this time, but the entire state is anticipating low scores. Reasons for this may include the new test, the change in cut scores, and the number of assessments that the tenth graders were required to take last year. Dr. Zupin acknowledged in past years they have noticed a concern in the math area, therefore remediation and extra time on task have been implemented. As of yet, we have not seen enough growth to raise the scores, so in anticipation of continued low scores the schools are being proactive in looking for ways to improve growth in that area.

Dr. Zupin announced that School Improvement Plans are due December 1st and those plans will include larger blocks of time given to these areas in addition to Success Period and the RTI built into the schedule. Mr. Stalbaum took a minute to expound to the patrons regarding the School Improvement Plan. Mr. Stalbaum explained how the school works on a plan and areas that need improvement. The state looks at each plan and may send someone to do a walk through the school. School starts in August, plans are due in December, and tests are in March. Mr. Stalbaum said that given these timelines, it actually takes almost a year and a half to two years to get a plan into place that shows results.

Mrs. Cunningham commented that the state standards were changed for math in 2014, which included eight process standards. The elementary has already implemented professional development in the area of instruction using process standards.

Dr. Zupin discussed the training and programs that will be implemented within the schools all addresses remediation and assessing deficiency in skills while working toward improvement. Dr. Zupin explained that there are several resources being utilized that are free or at a low cost for the professional development.

Other

None.

Recognition of Visitors

A visitor asked for information regarding student transfers. Dr. Zupin explained that they are implementing these exit forms this year, so they do not have viable information yet. She stated that she has given reasons that she is aware of for students leaving in the past from her experience as a principal.

Adjournment

Mr. Stalbaum made a motion to adjourn the meeting at 7:52 P.M. Mr. Menis seconded the motion; motion passed 3-0.

Michael Shireman, Vice President

Jim Menis, Secretary

Derrick Stalbaum, Member