

## **Minutes of Public Meeting September 10, 2018**

The New Castle Community School Board of Trustees met in the Boardroom at the Community Education Center located at 322 Elliott Avenue, New Castle, IN 47362 on September 10, 2018.

**Board Members Present:** Travis Callaway, Vice President; Jamey Marcum, President; Nannette Polk, Member; Elizabeth Whitmer, Member; Kim Williamson, Secretary

**Central Office Administrators Present:** Dr. Matthew Shoemaker, Superintendent; Lisa Smith, Assistant Superintendent; Dr. Greg Crider, Attorney; Megan Bell, Director of Finance; Sherri Bergum, Curriculum Director; Jena Schmidt, Human Resource Specialist

**Absent:** None

**Also Present:** Approximately 10 staff and community members.

- I. Call to Order by President Marcum - the meeting was called to order at 6:58 p.m.
  - a. Roll Call – President Marcum stated all members were present.
  - b. Approval of August 13, 2018 minutes – Elizabeth Whitmer moved to approve the minutes as previously submitted with a second by Nannette Polk. With no discussion, the motion carried 5-0.
  - c. Approval of Agenda – Kim Williamson moved to approve the agenda as presented with a second by Travis Calloway. With no discussion, the motion carried 5-0.
  
- II. Communications/Routine Consent Items; Regularly Recurring Reports/Other
  - a. Public Questions and Comments on Agenda Items – no comments were made.
  - b. Routine Consent Items: Approval of Reports: Travel; Monthly Personnel; Bill Lists Numbers 61184 through 61415; Payroll Claims and Donations; and Field Trip Requests – Elizabeth Whitmer moved to approve these items with a second by Kim Williamson. With no discussion, motion carried 5-0.
    - i. Field Trip – Boys Soccer Team (Tyron Rainer) – August 21-September 1, 2018 – Bloomington, Indiana.
  - c. Submission of Monthly Corporation Extra-Curricular Receipts and Disbursements; and Fund Reports – these were presented for informational purposes only, no questions or comments were given.
  
- III. New Business
  - a. Recommend Approval of the Purchase of two (2) school busses – Lisa Smith gave a report on the quotes received and recommended approval for the purchase of one IC/Collins 66 passenger bus (\$115,176) and an IC/Collins 84 passenger bus (\$118,777) from Midwest Transit. The total purchase price of these two busses will be \$233,953.00. Megan Bell stated this is a regular rotation on the bus replacement plan. Elizabeth Whitmer moved to approve the recommendation as presented with a second by Kim Williamson. With no further discussion, motion carried 5-0.
  - b. Recommend Approval to Adopt Preliminary Bond Resolution – Megan Bell stated the maximum amount sought would be 2.5 million. She also stated this Bond will not be adding debt to the corporation it allows us to maximize our resources and will not have an impact on taxes. Nannette Polk moved to approve as presented with a second by Elizabeth Whitmer. After some discussion, motion carried 4-0-1 with Travis Callaway abstaining from the vote due to his vocation as a financial advisor.

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- c. Recommend Approval to Adopt Reimbursement Resolution – Megan Bell stated this resolution would allow the corporation to reimburse its funds if necessary prior to receiving funds from the Preliminary Bond. Elizabeth Whitmer moved to approve the resolution as presented with a second from Kim Williamson. With some discussion, motion carried 4-0-1 with Travis Callaway abstaining from the vote due to his vocation as a financial advisor.
- d. Recommend Approval of Letter of Engagement from Ice Miller – Dr. Greg Crider and Megan Bell informed the board that this letter is from our Bond Counsel. Questions were asked about how this firm was chosen and it was stated there is a good working relationship with this firm and they are well-known in this field. Elizabeth Whitmer moved to approve the recommendation as presented with a second by Nannette Polk. With some discussion, motion carried 4-0-1 with Travis Callaway abstaining from the vote due to his vocation as a financial advisor.
- e. Recommend Approval of Letter of Engagement from Stifel – Megan Bell stated Stifel is the financial advisor for the corporation and this company has been used in the past. Dr. Crider stated Stifel have presented two (2) letters. One for the 2018 Bond and one for the 2019 Bond. He also stated the motion should include authorization for Megan Bell to sign one of the letters. Elizabeth Whitmer moved to approve the two letters of engagement and to authorize Megan Bell to sign on behalf of the Board. Nannette Polk gave the second and after some discussion, motion carried 4-0-1 with Travis Callaway abstaining from the vote due to his vocation as a financial advisor.
- f. First Reading of Board Policies - Neola-Volume 30 #2 – These policies are presented for informational purposes only and do not require action. Some discussion was held regarding why use Neola and if other organizations can provide a similar service. Dr. Shoemaker will research this possibility.

IV. Buildings/Grounds/Transportation/Support Services – Reports given by Lisa Smith.

- a. School Safety – A joint safety meeting was held last week that included faculty and several community members. The committee will meet quarterly in an effort to keep the lines of communication open. She also stated today was the first session of training for our School Safety Specialists. Once the training is complete, the corporation will have seven (7) trained School Safety Specialists. The corporation is researching ways to make the school entrances safer. This is a costly endeavor and could reach the level of \$1 million dollars. Safety grants are being used to fund School Resource Officers, alarm systems and cameras.
- b. Buildings & Grounds – Our maintenance department have been installing whiteboards in classrooms, making repairs on HVAC, food service equipment as well as keeping up with lawn care. Lots of work has been completed at the Danielson Center to accommodate our vocational students. They are now beginning work on guardrails in the field house.
- c. Transportation – A recent inspection of 12 year old busses occurred and all passed at 100%. Appreciation to Randy Egan, Transportation Director and his team to achieving this accomplishment.
- d. Discussion – Travis Calloway asked if any of these purchases with the Bond will counteract with discussions on the Long Range Task Force Planning. Lisa Smith stated a prioritization schedule has been established and the corporation is being diligent with purchases to be cost effective.

V. Superintendent's Report – Reports given by Dr. Matthew Shoemaker.

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- a. Staffing – The Corporation began this school year with 28 new certified staff. The corporation is currently fully staffed.
- b. Enrollment – We are currently at 3074 which is within 8 students of our projected enrollment.
- c. Activity Bus – An activity bus will begin on September 25 and will take students from an extra-curricular activity, detention or tutoring session to designated drop off locations twice each afternoon – 4:15 pm and again at 5:45 pm. We anticipate a small beginning. It was asked how the program will be promoted. A one-call will be made along with web-site and announcements during the school day. Currently this will be for middle and high school students.
- d. Long-Range Task Force – This is proving to be beneficial. The next scheduled meeting will occur on September 18 at 6:00 pm in the Middle School. The new corporation web-site will be unveiled as well as answers to the 35 questions raised during the August 28 meeting. Dr. Shoemaker also thanked Grayson Joslin, student, for his involvement in the task force.
- e. eLearning – This will be launched this school year after the first two built in weather days on January 21, 2019 and February 18, 2019. This year the Corporation will limit the eLearning days to three (3). A reminder was given that this is for cancellations and not delay days.

### VI. Budget

- a. Public Hearing
  - i. Bus Replacement Plan – Public Hearing began at 7:23 pm – Megan Bell stated the Corporation has a five (5) year plan and can replace up to three (3) busses per year. There was much discussion regarding mileage on busses, occupancy, and software to be more efficient. It was also mentioned this has been a point of discussion at the Long-Range Planning Task Force.
  - ii. Capital Projects Fund Plan – Public Hearing began at 7:27 pm – Megan Bell stated a list of equipment and items were compiled with the assistance of the Technology Director and Director of Buildings and Grounds. The plan is amended twice per year and includes items over \$10,000. No further discussion.
  - iii. Corporation Budget – Public Hearing began at 7:28 pm – Megan Bell stated that school funding was changing and offering an Operations Fund and an Educational Fund. Operations will also include utilities, maintenance and custodial that was once in the General Fund. The monthly revenue we receive from the state will now go in the Educational Fund and not the General Fund. She also stated that she has appropriated funds in the Rainy Day Fund for the purpose of Health Insurance, in the event the Corporation has a heavy claims year. It is recommended to have a cash balance in the health insurance trust to cover approximately four to six months and we currently have three. There was much discussion about the cost of the buy-out that was offered for teachers in the amount of approximately \$165,000 and the estimated annual savings of \$300,000. There was also some discussion about outstanding debt and the need to keep some to ensure we maximize our resources by receiving our portion of the tax revenue. Megan Bell was able to discuss these items very clearly for the public. With no further discussion – the public hearing was closed at 7:36 pm.

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VII. Public Questions and Comments –

- a. Nancy Dickerson – She asked how to access the plans that were mentioned this evening as well as the budget. Megan Bell indicated there was a link on the corporation web-site for the plans and the budget is published in Gateway.
- b. Jaci Hadsell – She asked how the times were established for the Activity Bus schedule. It was stated that most tutoring is completed after an hour and most sporting practices are completed by 5:30 pm. It was indicated that communication to the sponsors and coaches will need to be specific so that students arrive at the Activity Bus on time. Lots of discussion and the affirmation that this is a need to assist our students in feeling as if they are a part of the school community.
- c. Forrest Plank – Asked how the success or failure of this program will be determined and what the overall cost would be for this service. Dr. Shoemaker stated the cost of the supervisors will be approximately \$11,000 plus the cost of the bus driver and wear and tear on the bus itself.
- d. Patricia Broyles – Stated that marketing is a key issue. She asked how the free meals were going to be promoted at Eastwood, Parker and Wilbur Wright Elementary Schools. It was stated that this would be a bragging point on our new web-site. She also wanted to say she worked with the Volleyball team during the Day of Caring and stated this was an amazing group of students and thanked the Corporation for allowing the students to participate.
- e. Grayson Joslin – Thanked Dr. Shoemaker for changing the perception of the school Corporation. He said we have exceptional administrators, teachers, and students. He also wanted to let everyone know he was working to secure an award for some of our dedicated teachers. He concluded by stating “I love this community and I want to honor these teachers.”

VIII. Adjournment – The meeting was adjourned at 7:53 pm

President: \_\_\_\_\_

Vice President: \_\_\_\_\_

Secretary: \_\_\_\_\_