

Minutes of Public Meeting

June 14, 2021

The New Castle Community School Board of Trustees met in the Boardroom at Community Education Center located at 322 Elliott Avenue, New Castle, IN 47362 on June 14, 2021.

Board Members Present: Cory Bennett, Member; Jennifer Blackford, Vice President; Travis Callaway, President; Jaci Hadsell, Member; and Nan Polk, Secretary

Central Office Administrators Present: Matthew Shoemaker, Superintendent; Lisa Smith, Assistant Superintendent; Jena Schmidt, Human Resource Director; Joel Harvey, Attorney – Virtually: Megan Bell, Chief Financial Officer; Sherri Bergum, Curriculum Director

Also Present: Approximately 20 in person and 18 virtual attendees community members both in person and virtual.

- I. Call to Order-by President Travis Callaway at 7:00 pm
 - A. Roll Call - All present
 - B. Approval of Minutes: May 10, 2021 –Nan Polk moved to approve the minutes as presented with a second by Jaci Hadsell. With no discussion, motion carried 5-0.
 - C. Approval of Agenda – Dr. Shoemaker explained two items have been added to the agenda. Jaci Hadsell moved to approve the agenda as amended with a second by Jennifer Blackford. With no discussion, motion carried 5-0.

- II. Communications/Routine Consent Items/Regularly Recurring Reports/Other
 - A. Public Questions and Comments on Agenda Items – Forrest Plank, community member asked for an explanation of Personnel Items. A copy of the Personnel Report was given to him.
 - B. Routine Consent Items: Approval of Reports: Travel; Monthly Personnel; Bill Lists #68217 through #68400; Payroll Claims and Donations; and Field Trip Requests – Nan Polk asked a question about the Personnel Report. Cory Bennett moved to approve all reports as presented with a second by Jaci Hadsell. With no further discussion motion carried 5-0.
 - C. Submission of Monthly Corporation Extra-Curricular Receipts and Disbursements and Fund Reports - no action necessary.

- III. New Business
 - A. Recognize Retirees – 2019/2021 New Castle retirees were recognized.
 - B. Fanning & Howey Report – Lara Blankenburg from Fanning & Howey gave a presentation on current projects being completed or scheduled within the district. She answered questions from the Board.
 - C. Rental Agreement for Head Start – It was noted there were no major changes to the agreement. Nan Polk moved to approve as presented with a second by Cory Bennett. With no further discussion, motion carried 5-0.
 - D. Support Staff Compensation Scale – School Board Policy states a compensation scale will be presented each year for approval. Dr. Shoemaker explained the process for the recommendation and a contract has been initiated with Administrator Assistance to assist with

recommendations to ensure equity and to ensure our scale is competitive with market value. Nan Polk stated she appreciates the time and consideration the committee goes through with their evaluative process. She then moved to approve the recommendation as presented with a second by Jennifer Blackford. With no further discussion, motion carried 5-0.

- E. Support Staff Handbooks – Support Staff and Transportation – Lisa Smith explained the changes identified in the handbooks. Jennifer Blackford moved to approve both handbooks as presented with a second by Jaci Hadsell. After a brief discussion, motion carried 5-0.
- F. Facilities Use Agreement – Dr. Shoemaker explained the updates to the Facilities Use Agreement and forms detailing the fees that are associated with the rental of Bundy Auditorium. After a brief discussion and questions, Jaci Hadsell moved to approve the Facilities Use Agreement as presented on second and final reading with a second from Cory Bennett. Motion carried 5-0.
- G. American Reserve Plan At of 2021: Elementary & Secondary School Emergency Relief Fund (ARP ESSER): ESSER III Update – Dr. Shoemaker indicated this was for informational purposes only and does not require a vote. He reported in May the Re-Entry Plan would be updated and shared on the corporation web-site. He informed the board that was completed on May 25, 2021 and has been posted on the website.
- H. Authorize Superintendent to issue Intent to Hire – Dr. Shoemaker stated this is common practice during this busy time of year and is requesting a vote to request a continuation of this practice. After a brief discussion, Nan Polk moved to authorize the Superintendent to issue a Letter of Intent to hire and then ratified during the next Board Meeting. Cory Bennett gave the second and motion carried 5-0.

IV. Buildings & Grounds – Lisa Smith, Assistant Superintendent gave a report on the following:

- A. Huge Thank You to Lara Blankenburg and her team at Fanning & Howey
- B. Auxiliary Gym is completed and scheduled for use this summer
- C. Chillers to be installed at Eastwood and Parker Elementary Schools
- D. New gym floors at Eastwood, Parker and Wilbur Wright Elementary Schools
- E. Huge Thank You to Richie Broyles for his broad expertise and willingness to do anything that needs to be done
- F. Storage units will be removed from Westwood Elementary

V. Superintendent Report – Updates presented by Superintendent, Dr. Matthew Shoemaker.

- A. Big Thank you to Sherri Bergum for her efforts in helping to ensure New Castle receives a portion of a \$3.5Million grant
- B. Thank you to Brett Smith and Todd York and their work with the Unified Track team who advanced to Regionals
- C. Congratulations to student athletes who advanced to State competitions in Golf, Gymnastics and Track & Field
- D. Commencement – Congratulations to the 2021 New Castle Graduates
- E. Update on accomplishments that were identified from the Long Term Planning Task Force

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VI. Budget – Megan Bell, Chief Financial Officer, gave information relating to budget items.

- A. Transfer from Education Fund to Operations Fund for May Expenditures in the amount of \$224,000 – Jennifer Blackford moved to approve the transfer as recommended with a second by Cory Bennett. With no discussion, motion carried 5-0.
- B. Transfer from Education Fund to Operations Fund for anticipated June Expenditures not to exceed the amount of \$280,000 – Jennifer Blackford moved to approve the anticipated transfer as recommended with a second by Nan Polk. With no discussion, motion carried 5-0.
- C. Resolution to Transfer available cash balance to the Rainy Day Fund – Up to \$275,000 – Jennifer Blackford moved to transfer funds as presented with a second by Jaci Hadsell. With no discussion, motion carried 5-0.
- D. Approval of Chromebook purchase for Kindergarten classroom sets - Megan Bell reported the vendor approved last month can no longer provide the equipment. She is requesting a cancellation of the original quote and approving the current quote from Insight. Jennifer Blackford moved to approve as presented with a second by Jaci Hadsell. After a brief discussion, motion carried 5-0.

VII. Public Questions & Comments – The following individuals provided comments:

- A. Travis Callaway – Board President
- B. Forrest Plank – Community Member on behalf of Jennifer Kelsik – former teacher
- C. Curt Huntley – Coach
- D. Kirk Amman – High School Principal
- E. Recognize Gary Black as new Middle School Dean of Students
- F. Stephanie Chriswell - Parent
- G. Amy Upchurch - Parent
- H. Jennifer McGowan, Teacher & NCEA President
- I. Nan Polk – Board Secretary
- J. Cory Bennett - Board Member

VIII. Adjournment – With no further business, the meeting was adjourned at 9:20 pm.

President: _____

Vice President: _____

Secretary: _____