

**SCHOOL CITY OF HOBART
REGULAR SESSION
SEPTEMBER 16, 2004**

The Board of School Trustees of the School City of Hobart met in regular session on September 16, 2004, in the Board Room at Hobart Middle School, 705 East 4th Street, Hobart, Indiana, with the following present or absent as noted:

Board Members

Michael J. Rogers
Jason Back
William David Bigler
Robert W. Marszalek
Stephen R. Turner
Terry D. Butler
Nancy J. Norris
HHS student representative

Staff Members

John A. Leach
Rich Edwards
Peggy Buffington
Ted Zembala
William J. Longer
Peter L. Goerges

CALL TO ORDER: The meeting was called to order around 7:36 p.m. by Michael J. Rogers, President of the Board.

PLEDGE OF ALLEGIANCE: Mr. Rogers led everyone present in reciting the Pledge of Allegiance.

EXECUTIVE SESSIONS: As noted on the agenda, the Board met in executive session at 6:30 p.m. in accordance with I.C. 5-14-1.5-6.1(b)(1) where authorized by federal or state statute; and (9) to discuss job performance evaluation of individual employees. Also, as noted on the agenda, the Board met in executive session following the meeting in accordance with I.C. 5-14-1.5-6.1(b)(1) where authorized by federal or state statute; and (2) for discussion of strategy with respect to: (A) collective bargaining.

APPROVAL OF MINUTES: President Rogers entertained a motion for approval of the executive and regular session minutes of September 2, 2004. Nancy Norris moved to approve as distributed. Seconded by Stephen Turner. All ayes. Motion carried.

FINANCIAL REPORTS: The following were presented for the Board's consideration:

1. Vouchers for September 16, 2004:

The student representative, read the summary sheet of the September 16 accounts payable voucher register as follows:

General Fund - \$567,318.72,
Capital Projects Fund - \$214,599.35,
Transportation Operating Fund - \$20,738.13,
School Lunch Fund - \$39,839.18,
Early Intervention Fund - \$2,724.36,
PCGB Agreement Proceeds - \$5.17,
Hobart Educational Foundation Fund - \$1,792.02,
Gifted & Talented Fund 2004-2005 - \$40.00,
Title I Fund 2003-2004 - \$314.07,
Title I Fund 2004-2005 - \$184.37,
Title V Fund 2003-2004 - \$677.78,
Title II, Part A Fund 2003-2004 - \$559.91,
Physical Education Program - \$47,074.77,
Clearing Accounts - \$300,095.37,
Clearing/Flexible Benefits - \$723.60, and
Clearing/Insurance Account - \$33,081.19

totaling \$1,229,767.99 with no transfers. The August 2004 payroll distribution by the corporation treasurer totaled \$902,358.01.

Nancy Norris moved to approve as presented, and she thanked Elaine for reading the voucher list. Seconded by Jason Back seconded. All ayes. Motion carried.

Board members also received the following monthly financial reports dated, September 10, 2004: Summary of Balances by Account-Object, Estimated Revenue by Account, Analysis by Object. and Summary of Receipts and Expenditures.

2. Safety and Asset Protection and HVAC Installation Projects at George Earle, Liberty, and Ridge View Elementary Schools and Hobart High School:
 - a. Change Order:
 - 1) The Pangere Corporation - \$5,392.00 (BP01-04H)

Stephen Turner moved to approve. Seconded by Jason Back. All ayes. Motion carried.

AUDIENCE: The following individuals were present in the audience:

Jim Thompson, Gibraltar Design

PERSONNEL: Ted Zembala, Business Manager, presented the following personnel items for the Board's consideration:

Contract Adjustments -

Ty Artherhults, Hobart High School, adjusted girls cross country salary to 44%, \$944.68
Carole Babick, Hobart Middle School, resigned as student council co-sponsor
David Barancyk, Hobart High School, adjustment for salary lane change to M.S.+15, \$54,148.00
Tisha Bradley, Hobart Middle School, added 7th grade team leader, \$635.00
Kimberly Bucheit, Hobart High School, added music/art coach (full time), \$1,116.00
Kelly Bunda, Liberty School, added medical insurance rebate, \$500.00
Mary Cezus, Hobart Middle School, added 8th grade team leader, \$635.00
Susan Coleman, Joan Martin School, added kindergarten coordinator, \$635.00
Jennifer Conrad, Joan Martin School, adjustment for salary lane change to B.S.+15, \$31,456.00
Michaelene Goodrich-Hanley, Hobart High School, added pep club sponsor, \$746.00
Brian Grenier, Hobart High School, resigned as co-fine arts academic team sponsor
Gail Hammer, Hobart High School, added freshman class sponsor, \$554.00
Michael James, Hobart High School, added 9th grade team leader, \$635.00 and adjustment for salary lane change to B.S.+15, \$41,434.00
Shannon Jancich, Joan Martin School, added 4th grade coordinator, \$635.00
Ann Janda, Hobart High School, adjustment for salary lane change to B.S.+15, \$38,984.00
Thomas Martin, Hobart High School, adjustment for prep period compensation, \$10,189.80
Elizabeth Martinez, Hobart Middle School, added student council sponsor (full time), \$1,426.00
Leslie Maxwell, Joan Martin School, added 1st grade coordinator, \$635.00
Amanda Maynard, Ridge View School, adjustment for salary lane change to B.S.+15, \$33,501.00
John McDaniel, Hobart High School, resigned as boys assistant varsity baseball coach
Tammy Milby-Hall, Hobart High School, added honor society sponsor, \$951.00
Catherine Nelson, Hobart High School, adjustment for salary lane change to B.S.+15, \$35,646.00
JoAnne Nowlin, Hobart Middle School, resigned as honor society sponsor and adjustment for salary lane change to M.S.+15, \$43,728.00
Beth Peterman, Liberty School, added intramurals (24 hours), \$435.60
Heather Phillips, Hobart Middle School, resigned as 8th grade volleyball coach effective September 3, 2004
Kari Roach, Hobart High School, adjustment for prep period compensation, \$12,360.60
Jacklyn Rogers, Hobart High School, resigned as National Honor Society sponsor
Jacqueline Sawyer, Hobart Middle School, resigned as 8th grade team leader
Kristine Stelzner, Hobart Middle School, adjustment for prep period compensation, \$8,746.20
Christopher Wells, Hobart Middle School, adjustment for salary lane change to M.S.+15, \$40,948.00

2004-2005 Teacher Contracts --

179 - Returning Teacher Contracts

Homebound Teaching Contracts -

August 30, 2004/January 17, 2005: Jim Bartos, app. voc. ed., \$44.40 per hour; and Kathy Lute, 11 appl. essentials, \$40.37 per hour

Summer Service Agreement --

Hobart High School/Curriculum Development, July 6/August 17, 2004:

Ann Janda, 10 hours, \$258.60

Service Agreements --

Hobart High School/ISTEP Remediation, September 7/20, 2004:

Darrin Cline, 5 hours, \$208.40; Cynthia Lambeth, 5 hours, \$246.60; and John McDaniel, 5 hours, \$242.95

Extracurricular Club Duty Contract -

Jennifer Jarmula, Joan Martin School/intramurals (35 hours), August 24/October 31, 2004, \$423.50

Extra Duty Contracts -

Crissy Borton, Hobart High School/auxiliary corps, August 26, 2004/March 1, 2005, \$1,111.00

Mary Casko, Ridge View School/student council, 2004-2005 school year, \$743.00

Rachel Rodriguez, Hobart Middle School/8th volleyball, September 7/October 15, 2004, \$1,305.00

2004-2005 School Bus Driver and Matron Contracts -

August 25, 2004/June 7, 2005 - 180 days

23 - Returning School Bus Drivers

1 - New Bus Driver Contract: Bridget Skoubus, \$51.12 per day

4 - Returning Matrons

Aide Assignments for the 2004-2005 School Year -

Pam Hoover, Joan Martin and Liberty Schools/ELL aide (new/part time), effective September 13, 2004, \$9.47 per hour for 90 day probation period; then \$9.75 per hour

Conchita Sargent, Ridge View and George Earle Schools/ELL aide (returning/part time), effective September 7, 2004, \$10.58 per hour

New Employees -

Steven Newman, Hobart High School/custodian, effective September 7, 2004, \$8.82 per hour for 90 probation period; then \$12.60 per hour

John M. Pavletic, Joan Martin School/custodian, September 7, 2004, \$8.68 per hour for 90 day probation period; then \$11.46 per hour

Resignation --

Deborah Frank, George Earle School/Title I aide, effective August 31, 2004

Mr. Zembala recommended approval and requested Board action.

Stephen Turner moved to approve. David Bigler seconded.

In the discussion Mr. Turner asked if it was necessary for Mr. Zembala to read all the names individually. Dr. Leach noted that originally the Board used to vote separately on each category listed on the Personnel Report. In an effort to save time, the Board changed the practice to having the Personnel Report read and then voted on it with one motion. He pointed out that this was a particularly long report, but if the Board wanted, the Personnel Report could be accepted without reading it aloud. Mrs. Norris pointed out that previously some Board members felt that if the information wasn't read at the meeting, people might think there was a "cover up" as to who was being hired or who was leaving. She suggested that it might be easier for Mr. Zembala to read if the contract

adjustments were grouped by the different categories of adjustments. Mr. Butler thought it would be best to continue reading the information as it has been done.

For the record Mr. Turner indicated that he would be abstaining from voting because a family member was receiving a contract.

Vote on the Motion: All ayes except Mr. Turner who abstained. Motion carried.

AUDIENCE COMMENTS ON AGENDA ITEMS: There were no comments from the audience on the listed agenda items.

ADOPTION: YEAR 2005 BUDGET, CAPITAL PROJECTS FUND PLAN, AND SCHOOL BUS REPLACEMENT PLAN: Business Manager Ted Zembala told the Board that this was the third meeting in which the 2005 Budget, Capital Projects Fund Plan, and School Bus Replacement Fund was presented. At the first meeting the Board approved advertising the budget information and notifying taxpayers of the public hearing. The second meeting was for the public hearing. At this meeting the Board needs to adopt the listed items and then have Mr. Zembala submit them to the Lake County Auditor and Department of Local Government Finance. He indicated that he advertised "a protected budget," and after the 2005 Budget and other items are reviewed by the Department of Local Finance, he will be asking the Board to ratify his actions in cutting the budget.

Mr. Zembala indicated that the 2004 tax rate had been set at \$2.0410, and he expected the 2005 rates to go down. He indicated that there are four resolutions that will be considered as well as authorizing Mr. Zembala to publish the Notice of Adoption of the Capital Projects Fund Plan.

David Bigler, Secretary, read the following resolutions aloud:

RESOLUTION NO. 2004-16

RESOLUTION OF APPROPRIATIONS

(A copy of Resolution No. 2004-16 is available at the Administration Office.)

Robert Marszalek move to approve Resolution No. 2004-16 as presented. Seconded by Stephen Turner. Secretary Bigler called roll on the vote: Ayes - Norris, Butler, Turner, Marszalek, Bigler, Back, and Rogers. Nays - No one. Motion carried.

RESOLUTION NO. 2004-17

RESOLUTION OF TAX RATES

RESOLUTION LEVYING TAXES AND FIXING THE RATE OF TAXATION

(A copy of Resolution No. 2004-17 is available at the Administration Office.)

Stephen Turner moved to adopt Resolution No. 2004-17 and approve the Budget Submission Letter and Certificate and to authorize the Board President and Secretary to sign it. Seconded by Robert Marszalek. Secretary Bigler called roll on the vote: Ayes - Norris, Butler, Turner, Marszalek, Bigler, Back, and Rogers. Nays - No one. Motion carried.

RESOLUTION NO. 2004-18

RESOLUTION TO ADOPT THE 2005 CAPITAL PROJECTS FUND PLAN

(A copy of Resolution No. 2004-18 is available at the Administration Office.)

Nancy Norris moved to approve Resolution No. 2004-18. Seconded by Jason Back. Secretary Bigler called roll on the vote: Ayes - Norris, Butler, Turner, Marszalek, Bigler, Back, and Rogers. Nays - No one. Motion carried.

RESOLUTION NO. 2004-19

RESOLUTION TO ADOPT THE YEAR 2005 BUS REPLACEMENT FUND

(A copy of Resolution No. 2004-19 is available at the Administration Office.)

Robert Marszalek moved to approve Resolution No. 2004-19. Stephen Turner seconded. Secretary Bigler called roll on the vote: Ayes: Norris, Butler, Turner, Marszalek, Bigler, Back, and Rogers. Nays - No one. Motion carried.

In the discussion Mr. Butler suggested that Mr. Skimehorn might want to think about adding another bus or two to the bus replacement plan in the future.

Attorney Longer indicated that the Board needed to authorize the publication of the Notice of Adoption for the Capital Projects Fund as read by the Board's Secretary.

Nancy Norris so moved. Seconded by Jason Back. All ayes. Motion carried.

PROGRESS REPORT: H.M.S. EDUCATIONAL NEEDS COMMITTEE; H.H.S. EDUCATIONAL NEEDS COMMITTEE, AND SITE ASSETS EDUCATIONAL NEEDS COMMITTEE: Jim Thompson from Gibraltar Design was present and highlighted his report to the board on the review of educational facility needs that is being done to examine the implications of school improvement projects for the School City. Board members received a copy of his report. He indicated three major committees were created to conduct needs assessment and study educational needs-middle school, high school and site assets. His firm has met twice with each committee, and he noted that the committees are working hard and had done a great job distributing surveys to staff members, getting them back, and forwarding the information to his firm. He also complimented staff members because he knew they were busy with the start of school and ISTEP testing, and he appreciated all of their efforts on this project. The members are enthusiastic and energetic about trying to improve the educational environment for middle school and high school students. The next meetings are scheduled for September 29th and in the meantime the committees will be reviewing the surveys, assessing priority needs and assisting Gibraltar with organizing information. Mr. Thompson highlighted a preliminary list of needs that were noted in the surveys and indicated that it was not a complete list but only representative of the common survey replies. Some of those needs are as follows: classroom size and environment, alternative learning lab environments, safe and secure school, additional school-owned physical education and athletic fields, continued growth with educational technologies to enhance instruction, and lots of storage. He indicated that Gibraltar will then prepare a written report for the Board for the October 7th meeting.

In the discussion Mr. Thompson noted that a draft of the three committees' findings would be prepared after the September 29th meetings and then shared with the staffs of each school on October 5th. They will be able to review the report and make notes on it. The Board will receive the report at their October 7th meeting. Mr. Turner asked Mr. Thompson to encourage the committee members to attend, and Mr. Thompson indicated that he knew the committee chairs would be present. Mrs. Norris asked for notes of the committee meetings that she was unable to attend and noted that she would not be able to attend the September 29th meeting because of another commitment. Dr. Buffington indicated that she would send her the information. Mr. Rogers thanked Mr. Thompson and Dr. Buffington for their work with the committees and attending the meetings. Dr. Buffington noted that the meeting with members of the feasibility committee was very informative for them, and they are interested in the Board's plans and asked to be kept informed. They visited at the high school, and Dr. Buffington said they were very impressed with all of the work that had been done there, and then they visited Liberty School which represented elementary school improvements. Again, they were pleased with what had been done. Dr. Leach indicated that he attended the meeting and noted that President Rogers represented the Board very well and sought the committee's input. He thanked the Board for all of their efforts.

The Board thanked Mr. Thompson for his presentation.

REPORT: 2004 SUMMER SCHOOL PROGRAM: Dr. Rich Edwards, Assistant Superintendent, reported to the Board on the 2004 summer school programs. He noted that the high school had 329

students which was an increase of 91 students from the 2003 program. He noted that the high school program was held at the middle school for the second year because of renovation work being done at the high school. The first session was from June 14/July 5 with 13 classes offered. The second session was held July 12/August 4 with 9 nine sections of classes. Classes offered were physical education, math lab, English, government, algebra, and economics. The class offerings allowed students to make up classes or take required classes so they could schedule other classes during the school year. He also noted that there was a summer band program. The average ratio was 18 students per teacher. The middle school had a three-week remediation program in the areas of math and English/language arts. There was an 89 percent attendance rate. Mr. Turner inquired about the class sizes for the middle school, and Mr. Marszalek asked how many students attended math classes. There was also a band program at the middle school. The elementary program was held at Joan Martin School for grades 2, 3, 4, and 5 with remediation classes in math and English/language arts. It was noted that the cost of remediating third grade students came from ISTEP funds. Students in other grades were recommended by their principal and/or teacher or because their NWEA test scores were below the cut scores. Dr. Buffington assisted the teachers by giving them individualized information for each student showing the skills that needed to be learned by each student. Also, if students only needed remediation in math, they only attended ½ day. Hopefully, all of these efforts will assist the students with their ISTEP test next week.

There was discussion about the cost of the summer school program. Dr. Leach noted that math classes are being reimbursed 100 percent, but no one knows what the reimbursement will be for the other classes. The state has a specified amount of monies for summer school which is divided among the number of school districts who had programs. Rumors are circulating that reimbursement may be as low as 50 percent. However, Dr. Leach thought it was a bargain. A summer program allows high school students to get all of the classes they want by either taking classes ahead of time or retaking classes they have failed. He noted that the last time reimbursement went to 50 percent, many schools decided to cut back or eliminate summer programs. Because participation was reduced the reimbursement rate to those schools who continued their programs was increased. It was noted that Dr. Edwards would send a report to the Board on class sizes for each of the programs with percentage of attendance. Dr. Buffington noted that the teachers did a tremendous job with the information they received in trying to help the students learn the things they didn't master during the school year. Mrs. Norris commented that she felt the elementary program is much better than it was around nine years ago.

Mr. Butler inquired about the size of the high school band, and he was told that there are 23 students. He wondered how many 8th graders were eligible to participate this year. Mrs. Norris said that the middle school has a symphonic band and only about six or eight went into the high school program. Mr. Butler was looking for reasons why students don't continue in band at the high school level, and Mr. Marszalek asked about the enrollment. Mrs. Norris indicated that the enrollment did increase from 19 to 23 after the new director came.

RECOMMENDATION: HOBART HIGH SCHOOL NON-STANDARD COURSE WAIVER:

Dr. Peggy Buffington, Assistant Superintendent, explained that drafting and computer aided design (CAD) classes were part of the industrial arts/technology education, but now these classes have been moved to career and technical education. Because of this change, teachers who teach these classes need to have a vocational license. Mr. Jarvis does not have a vocational license, but he is teaching Project Lead The Way classes IED and CEA. She said that she spoke with the Department of Education about this, and they indicated that a waiver request be filed. The information for the non-standard course waiver is as follows:

Title of Planned Course or Curriculum Program - Drafting and Computer Aided Design (CAD)

Grades to be served - grades 10, 11, and 12

Beginning date - Fall 2004

Length of course - 4 semesters = 8 quarters with 435 minutes of instruction each week

Number of credits offered - 1 per quarter - student can earn up to a total of 8 credits in Drafting and Computer Aided Design (CAD)

No special contract is needed to implement the course.

Waiver was requested for the 2004-05 school year through the 2006-07 school year.

Rule waiver - code section #511IAC6.1-6-1 for teacher certification and the variance requested:
An industrial arts teacher will be teaching Drafting and Computer Aided Design. He is also the PLTW instructor for IED and CEA

Dr. Buffington asked the Board to approve the request for a non-standard course waiver as presented.

Nancy Norris so moved. Stephen Turner seconded.

In the discussion it was noted that the waiver was for three school years, and Mrs. Norris noted that the waiver will allow Mr. Jarvis to continue teaching what he has been teaching. Dr. Buffington indicated that she understood why they made the change, but there are many teachers who are no longer certified to teach these classes.

Vote on the Motion. All ayes. Motion carried.

UPDATES/ANNOUNCEMENTS/REPORTS:

➤ School Corporation Auction - The Board was reminded that the school corporation's auction will be held this Saturday, September 18, at 10:00 am. at the Service Center.

➤ School Information - Board members received copies of the following information:

Weekly activities calendars from George Earle, Joan Martin, and Liberty Elementary Schools

Monthly activities calendar from Joan Martin Elementary School

High School ISTEP/Service Learning Schedule for September 21, 22, and 23, 2004

Dr. Leach told the Board that Principal Spitzer set up the service learning program and noted that there will be about 200 students working throughout the city on those days. He said he was proud of the students and indicated that this was a voluntary program.

COMMENTS: From the administration, Dr. Leach indicated the school corporation's fleet will be reduced because two old vehicles will be sold at the auction. Also, he indicated that the Board will be receiving information about quotes that were received for a new van that will be used by the school courier and the choral and band programs to carry their equipment. The lowest quote was for a Ford van, and he noted that the cost was under the \$25,000 amount that requires advertising for bids. Mr. Butler asked whether a clean burning engine was requested, and he noted that they cost a little more than regular engines. However, he said that companies may now automatically be using this type of engine in their vehicles. Dr. Buffington told the Board about the student leadership conference that was held recently, and she noted that the high school Board representative was a participant. Participation in the conference increased by about 30 students from last year and to participate students had to be nominated by a teacher. She was pleased with the interest and noted that the students really enjoyed the conference which encourages leadership in student government. She also commented about the service learning project that high school students will be doing during the ISTEP testing. There are over 200 volunteers who will be working at Brentwood, the humane society, and the park department so if Board members see students out and about on ISTEP testing days, they will know what they are doing. The student representative indicated that the students really enjoyed the leadership conference. Mr. Butler indicated that the program sounded similar to the Hugh O'Brien leadership program. Dr. Buffington noted that the service learning project will be highlighted in the fall community newsletter. Mr. Zembala told the Board that the 2003 tax settlement had been received, but county supplemental monies have not been paid. He said that is around \$350,000. The tax collection rate was 101 percent. Only 80 percent of excise tax funds were paid, and Mr. Zembala will be checking on why more funds weren't received. In the past, there has been a 98-103 percent collection rate. There was some discussion on some of the problems associated with getting a correct assessed value which then affects the tax rate and amount of monies collected as well as the correlation for state support and local tax dollar support.

From the Board, Mrs. Norris commented about the new downtown signboard. It was noted that problems had been encountered such as the speed, getting the correct messages to be displayed, etc., but they were being addressed. Mrs. Norris indicated that she received an email from NSBA noting

how the hurricanes had affected the schools in Florida, and they were starting a relief fund. She said that she emailed ISBA and suggested that they have a container at the fall conference where people could donate monies if they wanted to assist in this effort. A couple of Board members mentioned family members who lived in the areas that were affected by the hurricane. Mr. Turner commented that he was pleased with the input at the middle school meetings that he attended. Also, he noted that the high school was a busy place today with parent-teacher conferences taking place and a volleyball game. Mr. Back asked if middle school band members were ever surveyed to see why they don't continue in the program at the high school level, and he noted the band uniform was a deterrent when he was in school. Dr. Buffington indicated that the students have been surveyed, and many do not want to participate in the marching band.

There were no comments from the audience.

There being no further business to come before the Board, it was moved by Stephen Turner and seconded by David Bigler to adjourn the meeting. President Rogers then adjourned the meeting around 9:00 p.m. After a short recess, the Board convened into executive session.

**BOARD OF SCHOOL TRUSTEES
SCHOOL CITY OF HOBART**

BY _____
Michael J. Rogers, President

ATTEST:

BY _____
William David Bigler, Secretary

Submitted for Approval: October 7, 2004