

**North Judson-San Pierre School Board of Trustees**  
**Minutes of a Regular Board Meeting**  
**Central Office Board Meeting Room**  
**Tuesday, December 20, 2016**

The North Judson-San Pierre Board of School Trustees met for a Regular Session on Tuesday, December 20, 2016 at 7:00 P.M. in the Central Office Board Meeting Room. Board President Patricia Goin called the meeting to order at 7:00 P.M. The Board members present were President Patricia Goin, Vice President Michael Shireman, Secretary Jim Menis and members Michael Sharkozy and Derrick Stalbaum. Others present were Superintendent Dr. Annette Zupin, Business Manager/Treasurer Guy Richie and Administrative Assistant Lisa Thompson. There were a few patrons in attendance for the meeting. A list of patrons attending the meeting is on file at the Central Administrative Office.

The meeting opened with the Pledge of Allegiance.

**Consent Items**

Mr. Stalbaum made a motion to approve the minutes from the November 15, 2016 Regular Board Meeting as presented. Mr. Shireman seconded the motion; motion passed 5-0. Mr. Menis made a motion to approve the personnel actions as presented. Mr. Stalbaum seconded the motion; motion passed 5-0. Mr. Shireman made a motion to approve the financial reports & claims as presented. Mr. Menis seconded the motion; motion passed 5-0.

Mr. McBride addressed the Board and made an announcement of his impending retirement effective June 30, 2017. Mr. McBride expressed his appreciation of being a part of the NJ-SP organization serving as principal of the NJ-SP Elementary School for the past 17 years. The Board thanked Mr. McBride and wished him well in his future endeavors.

NAME	POSITION	RECOMMENDATION
Ruby Frasure	Study Hall/Sp. Needs aide	Resignation
Shirley Frasure	Special Needs aide	Retirement
Michael McBride	Elementary School Principal	Retirement (June 30, 2017)
Diana Cussier	Substitute bus aide	Recommended to hire
Pamela Varchetto	Substitute teacher	Recommended to hire

**Approval of Tax Anticipation Warrant Bid**

Mr. Sharkozy made a motion to approve the Tax Anticipation Warrant Bids as presented with the bid going to Tech Credit Union. Mr. Stalbaum seconded the motion; motion passed 5-0. The TAW is for \$335,000 at 1.73% interest.

**Resolution authorizing the Treasurer to pay claims and make transfer**

Mr. Stalbaum made a motion to approve authorization for the treasurer to pay claims until the end of the year and make needed transfers within selected funds if needed. Mr. Shireman seconded the motion; motion passed 5-0.

**Approval of Transfinder Contract, Software License & Hosting Agreement**

Dr. Zupin explained that the Transfinder software will help with bus route mapping and is compatible with the corporation's PowerSchool software. Dr. Zupin stated that the initial cost for the program is \$14,420 with an annual \$5,000 fee. Installation, training and mapping are all included in this price. We will be able to generate an accurate passenger list of each route with the program Dr. Zupin explained. Additionally, the mapping may allow us to eliminate some routes and possibly have fewer buses in the fleet; this will save the corporation money in the long run.

Mr. Menis made a motion to approve the purchase of Transfinder Contract, Software License & Hosting Agreement as presented. Mr. Shireman seconded the motion; motion passed 5-0.

**North Judson-Wayne Township Public Library Board Appointment**

Nathan P. Origer from the NJ-WT Public Library Board was present to request that the school board reappoint Susan Christian to the North Judson-Wayne Township Public Library Board. Mr. Shireman made the motion to reappoint Susan Christian to the North Judson-Wayne Township Public Library Board for a term of 4 years as presented. Mr. Stalbaum seconded the motion; motion passed 5-0.

**Board Policies – first reading**

Dr. Zupin summarized the Board Policies for the first reading of Volume 29, No. 1 & Special Release. The new, revised or replacement policies include: 1520, 1520.08, 1521, 1619, 1619.01, 1619.02, 2623, 3120.08, 3121, 3124, 3419, 3419.01, 3419.02, 3419.03, 3420 (delete), 4120.08, 4121, 4419, 4419.01, 4419.02, 4419.03, 4420 (delete), 5111, 5340.01, 5460, 5530, 5830, 6605, 6700, 8120, 8121, 8330, 8340, 8400, 8405, 8455, 9700. Special Release 0100, 7540, 7540.01, 7540.02.

**Superintendent's Report**

Dr. Zupin discussed the letter grades that were released by the Indiana Department of Education stating that low test scores were received as previously anticipated and discussed. Dr. Zupin explained how schools are assigned letter grades, explaining the three areas used are performance domain, growth domain and multiple measures. Dr. Zupin reported that the final grades for the high school were 69.7% (D), for the junior high 62.9% (D) and for the elementary school 84.4% (B). The overall corporation grade was a "D". Dr. Zupin stated that while we are disappointed with these scores we are not defeated and we know that these scores do not reflect what our students can do. Our school improvement plan included optimizing time which has already been implemented. Dr. Zupin went on to say that we will also continue with professional development on the Math standards and assessments.

Dr. Zupin reported on the student enrollment stating that since September of this year (ADM count) we have an additional 21 students. Looking specifically at transfers since October, in the junior-senior high we have had one student transfer out

and one return. At the elementary we have had two students transfer out and both return. Dr. Zupin stated she monitors this information daily and will report to the Board quarterly.

Dr. Zupin introduced Susie Matzat, junior-senior high school guidance counselor, who was present to talk about a program with opportunities for NJ-SP students and possibly neighboring students. Mrs. Matzat discussed the concept of adding a Vocational Agriculture Program to NJ-SP Schools. Mrs. Matzat discussed the classes that the junior-senior high offers and explained that scheduling those classes together in a block of three periods would allow outside students to travel here and take the classes successively. Mrs. Matzat said this concept evolved during group discussion that included agriculture teachers Miss DuVall and Mr. Shively, along with guidance counselor Miss McCarthy and superintendent, Dr. Zupin. Reasons to attend these vocational agriculture classes include students can 1) earn dual credits, 2) gain greater skills, 3) possibly earn a Technical Honors Diploma, and 4) be involved in our growing FFA program. Mrs. Matzat stated that only juniors and seniors can be involved in the vocational programs and this takes the place of all three of their electives. Currently most of our vocational program students' travel to Knox or Plymouth; Culver offers the Building Trades Program where students travel around. Mr. Shively and Miss DuVall would like to have open houses and invite students from other schools to discuss the classes; additionally, a brochure is being developed. Dr. Zupin stated that NJ-SP School hopes to compliment the opportunities for all of Starke County students and surrounding schools.

**Other**

Dr. Zupin stated that the Teacher Performance Grant money will be distributed to our teachers this month.

Dr. Zupin reported that the lighting projects are underway at the bus garage. Over Christmas break there will be work done in the gym at the high school and at the former middle school.

**Recognition of Visitors**

A patron inquired about when the band may get their band room back as repairs to the upstairs mezzanine have taken place. Dr. Zupin replied that the upstairs mezzanine (where the weight room was previously housed) has been repaired, but can no longer be used as the weight room. After some discussion Dr. Zupin stated that at this time we currently do not have another good option for the band other than using the stage. As the band numbers are increasing we are trying to come up with another option, but at this time there is not one. The school does not want to move the band, then move them again in a few months. Dr. Zupin said she is working with Mrs. Flores and Mrs. Ness on options for this issue.

A patron inquired about the school board position that is open, Mr. Sharkozy's position, asking what the procedure is. Mrs. Goin stated that the school board and the town board will be working together collectively on this. Ads were placed in the local newspaper. The applications received will be reviewed and interviews conducted.

A patron also inquired about the bus routing and questioned spending money for a new routing system. Mrs. Goin stated that several of the bus routes were overlapping and that it is very necessary to have an accurate bus list of students in case of an emergency. In the long run NJ-SP School should have a more efficient system that will end up saving us money.

**Adjournment**

Mr. Sharkozy made a motion to adjourn the meeting at 7:54 P.M. Mr. Shireman seconded the motion; motion passed 5-0.

Patricia Goin, President

---

Michael Shireman, Vice President

---

Jim Menis, Secretary

---

Michael Sharkozy, Member

---

Derrick Stalbaum, Member

---