

**North Judson-San Pierre Board of School Trustees**  
**Minutes of a Regular Board Meeting**  
**Central Office Board Meeting Room**  
**Tuesday, May 16, 2017**

The North Judson-San Pierre Board of School Trustees met for a Regular Session Tuesday, May 16, 2017, at 7:00 P.M. in the Central Office Board Meeting Room. Board President Pat Goin called the meeting to order at 7:00 P.M. The Board members present were President Pat Goin, Vice President Michael Shireman, Secretary Jim Menis, and members Derrick Stalbaum and Sheila Akers. Others present were Superintendent Dr. Annette Zupin, Business Manager/Treasurer Guy Richie, and Administrative Assistant Lisa Thompson. A list of patrons attending the meeting is on file at Central Office.

The meeting opened with the Pledge of Allegiance.

Mr. Ron Gifford from the Starke County Community Foundation and Director of Starke County Initiative for Life Long Learning was present to share information about the opportunities that the SCILL Center provides to our students. Programs such as Automotive Technology, Welding Technology, Automation, Robotics, and Equipment Maintenance are offered to students. Tuition is paid for by a student's home school and students can earn dual credit from Ivy Tech Community College over a two-year period at no cost to the student. Mr. Gifford mentioned that in the automotive program this year NJ-SP School Corporation had four students that have earned 33 certificates. Four students from the SCILL Center will be honored at Ivy Tech for their achievements, one of the four is Billy Lawson from NJ-SP School. Also, from NJ-SP Schools, Patrick Roy was selected out of more than one thousand applicants to attend the Pipe Fitters Training Center in Illinois. Mr. Gifford further discussed the Automation, Robotic, and Equipment Maintenance programs. He announced that the SCILL Center will hold its graduation on May 31<sup>st</sup> at 6:30 pm; they are located in the Knox Industrial Park. Mr. Gifford also thanked Dr. Zupin for being a member of the Starke County Community Foundation Board. The Board thanked Mr. Gifford for his work and for coming to share this information.

**Consent Items**

Mr. Menis made a motion to approve the minutes from the April 18, 2017, Regular Board Meeting and the April 25, 2017, Special Meeting as presented. The motion was seconded by Mr. Stalbaum; motion passed 5-0.

Mrs. Akers made a motion to approve the personnel actions as presented. Mr. Shireman seconded the motion; motion passed 5-0.

**Recommendations:**

NAME	POSITION	RECOMMENDATION
Todd Dermody	Jr-Sr High Math Teacher	Resignation
Linda Harrison	Full-time custodian	Resignation
Phil Shabi	Jr-Sr High PE/Health Teacher	Reduction in Force (end of 2016-17 school year)

Mr. Derrick Stalbaum made a motion to approve the financial reports & claims as presented. Mrs. Akers seconded the motion; motion passed 5-0.

**Elementary School Handbook Changes 2017-18**

Dr. Zupin presented the changes for the Elementary School Handbook for 2017-18 stating that the changes are mainly cosmetic at this time. If any other changes are deemed necessary the incoming principal, Julie Berndt, will be able to make addendums as necessary next year. Mr. Stalbaum made a motion to approve the Elementary School Handbook as presented. Mr. Menis seconded the motion; motion passed 5-0.

**Textbook Fees 2017-18**

Dr. Zupin discussed the Textbook Fees for 2017-18 noting that there are no significant changes and in fact, some fees have decreased for next year. Mr. Shireman made a motion to approve the Textbook Fees for 2017-2018 as presented. Mr. Menis seconded the motion; motion passed 5-0.

**School Meal Prices 2017-18**

Dr. Zupin stated that the School Meal Prices for 2017-18 will remain the same as they are this year. Mrs. Akers made a motion to approve the School Meal Prices for 2017-2018 as presented. Mr. Stalbaum seconded the motion; motion passed 5-0.

**Lunch Program Charge Policy**

Dr. Zupin explained that the National School Lunch Program states that we must establish guidelines for a school meal Charge Policy. This policy states that students are permitted to charge up to two meals or a total of \$4.00 maximum. After receiving two regular meals if the account still remains at a negative balance, we will provide up to two alternate meals. These provided meals will be charged to the student's meal account. Elementary students will be given a "cafeteria notice" notifying parents/guardians of a deficit on their account. Parents are encouraged to use MySchoolBucks.com to view purchases, check balances and set up low balance alerts. Mr. Stalbaum made a motion to approve the Lunch Program Charge Policy as presented. Mr. Shireman seconded the motion; motion passed 5-0.

**Mower Purchase**

Dr. Zupin presented a request for the purchase of a new mower for the corporation noting that three quotes were obtained. Of these quotes, it was recommended to purchase the Scag Cheetah from Culver Power Equipment in the amount of \$10,165. Mrs. Akers made a motion to approve this purchase of a mower from Culver Power Equipment in the amount of \$10,165 as presented. Mr. Menis seconded the motion; motion passed 5-0. Dr. Zupin noted that the funds for this purchase have been appropriated within the 2017 Capital Projects Plan.

### **Ratify Employee Health Insurance Carrier**

Dr. Zupin stated that it became necessary to look into changing insurance carriers as our current carrier would be raising our rates significantly. In working with a broker to find the best fit for our corporation we have chosen to change to United HealthCare Insurance. Mr. Stalbaum made a motion to ratify the employee Health Insurance carrier as United HealthCare Insurance. Mr. Shireman seconded the motion; motion passed 5-0. Dr. Zupin thanked the staff for promptly returning all the paperwork in order to expedite the process.

### **Wallcoverings above Lockers**

Dr. Zupin explained this was vinyl wallcovering to be placed above the new lockers at the Jr-Sr High School. Several bids were obtained for this project, which is part of the locker project funded by the GO bonds.

Mr. Menis made a motion to approve the installation of vinyl wallcoverings above the lockers from Stans Painting & Decorating in the amount of \$8,470 as presented. Mrs. Akers seconded the motion; motion passed 5-0.

### **Superintendent's Report**

Dr. Zupin mentioned a few end-of-the-year dates: May 24<sup>th</sup> is senior awards night at 6:00 P.M., May 25<sup>th</sup> is the last student day, graduation will be June 4<sup>th</sup> at 2 P.M.

Dr. Zupin reviewed the Capital Projects timeline and events mentioning that tours have been given and several work sessions and meetings have taken place regarding these projects.

On June 27<sup>th</sup> at 7:00 P.M. there will be a 1028 Preliminary Determination Hearing. Dr. Zupin explained a little about a 1028/Preliminary Determination Hearing stating that whenever a school corporation proposes to construct or renovate a school building at a cost in excess of one million dollars it must first hold a public hearing to inform the public as to the proposed building project. Whenever a school corporation proposes to enter into a lease for the construction or renovation of a school building resulting in total costs in excess of \$2,000,000 the school corporation is required to hold a public hearing on its preliminary determination to issue such bonds and enter into a lease. Therefore, this meeting will be to inform the public as to the proposed project and financing of the project. It allows all interested parties, taxpayers and patrons of North Judson-San Pierre to voice their opinions as to the project and the financing of the project.

The meeting on June 27<sup>th</sup> will be to inform the public of the proposed project and the financing of the project. The NJ-SP Board of School Trustees will consider a resolution to construct the project and consider the Preliminary Determination Resolution to issue bonds and enter into a lease in order to finance the project. The Board will also consider a Reimbursement Resolution, required by Federal Tax Law, which would allow the school corporation to pay any preliminary costs related to the project in advance of receiving the bond proceeds.

Dr. Zupin mentioned that she had hoped there would be a personnel recommendation for approval of a Boys' Basketball Coach tonight, but that is not the case. The process of selection for this position began on April 5<sup>th</sup> and was based on two basic concepts; pursuing a head coach without the benefit of having a teaching position open and pursuing a head coach who possessed a unique vision that would allow us to move in a new direction. One of the candidates that applied was offered the job on May 5<sup>th</sup>, however, that candidate was also offered another job and was granted time to consider his options. Dr. Zupin stated that this morning that candidate informed our corporation that he has decided to take the other offer. Therefore, at this time the position will be reposted.

Sharon Field was present to share information about a new program called "Girls on the Run." Mrs. Field stated that NJ-SP Elementary school is the first school in Starke County to offer this "Girls on the Run, a program for girls only that is aimed at inspiring girls to recognize their inner strength and celebrate what makes them special and unique. The coaches go through training for this program that has activities that focus on social and life skills as well as running activities. This is a 10-week program for girls in third through fifth grades and helps them to navigate their growth and establish a lifetime appreciation for health and fitness. The girls prepare for a 5K run which takes place at the end of the program. A community service impact project was also completed by the girls which entailed cleaning up and planting flowers at the North Judson Park. Mrs. Field thanked the Starke County Youth Club for its encouragement and help in practicing for the 5K run. Also present on behalf of "Girls on the Run" were Alyssa Householder and Essie Moreland, student participants, who both expressed the reasons they enjoyed the program. Coaches are Julie Hazelton, Andrea Jackson, Lisa Hughes, Rae French and Sharon Field. The Board thanked the girls and Mrs. Field and wished them luck on their 5K run.

### **Other**

None.

### **Recognition of Visitors**

A patron asked when the boys' basketball players would be able to start summer activities. Dr. Zupin replied that she is aware that this is a concern and that Mr. Cox is working on the issue. Questions were asked concerning how someone would know that this coaching position was available. Dr. Zupin replied that this position has been placed on the DOE and the Coaches Association websites, as well as our website.

### **Adjournment**

Mrs. Akers made a motion to adjourn the meeting at 7:45 P.M. seconded by Mr. Shireman; motion passed 5-0.

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Pat Goin, President

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Michael Shireman, Vice President

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Jim Menis, Secretary

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Derrick Stalbaum, Member

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Sheila Akers, Member