

**MINUTES OF A REGULAR MEETING OF THE SCHOOL TRUSTEES  
OF THE SCHOOL TOWN OF MUNSTER, LAKE COUNTY, INDIANA  
HELD ON THE 12TH DAY OF JANUARY, 2015**

The regular meeting of the Board of School Trustees was held January 12, 2015, in the Administration Center, 8616 Columbia Avenue, Munster, Indiana. The meeting was called to order by Dr. Jeffrey Hendrix, Superintendent, at 7:00 p.m. The following Board members were present: Judith Florczak, John E. Friend, Melissa Higgason, Paula Nellans, and Ron Ostojic. Also present were Dr. Jeffrey Hendrix, Superintendent, Steven Tripenfeldas, Assistant Superintendent, and Phyllis Gilworth, Director of Instructional Programs and Assessment.

**OATH OF OFFICE**

Kathleen Maicher, School Attorney and Notary Public, performed the swearing in ceremony for Mrs. Melissa Higgason and Mr. Ron Ostojic.

**REORGANIZATION OF THE BOARD**

**ELECTION OF OFFICERS**

Mrs. Higgason nominated Paula Nellans as President, seconded by Mr. Friend. Mrs. Nellans was unanimously elected President for the period January 1, 2015, through December 31, 2015. Mrs. Nellans presided over the meeting from this point.

Mrs. Florczak nominated Mrs. Higgason as Vice President, seconded by Mr. Friend. Mrs. Higgason was unanimously elected Vice President for the period January 1, 2015 through December 31, 2015.

Mrs. Higgason nominated Mr. Friend as Secretary, seconded by Mrs. Florczak. Mr. Friend was unanimously elected Secretary for the period January 1, 2015 through December 31, 2015.

**APPOINT CORPORATE TREASURER**

Dr. Hendrix made the recommendation to appoint Janice Swanson, Corporate Treasure. Motion by Mrs. Florczak, seconded by Mr. Friend to appoint Janice Swanson as Corporate Treasurer for the period January 1, 2015 through December 31, 2015. All voting aye, motion carried.

**ELECT MANAGING BOARD MEMBER - WEST LAKE SPECIAL EDUCATION COOPERATIVE FOR JANUARY 2015 THROUGH DECEMBER 2015**

Mrs. Nellans nominated Mrs. Higgason to serve on the Managing Board of the West Lake Special Education Cooperative. Mrs. Florczak made a motion, seconded by Mr. Friend that Mrs. Higgason serve on the West Lake Special Education Cooperative for January 1, 2015 through December 31, 2015. All voting aye, motion carried.

**APPOINT SCHOOL BOARD MEMBER AS LEGISLATIVE LIAISON TO I.S.B.A. FOR JANUARY 2015 THROUGH DECEMBER 2015**

Mrs. Florczak made a motion, seconded by Mr. Friend, to appoint Mr. Ostojic, to serve as the Legislative Liaison to the I.S.B.A. Mr. Ostojic was appointed as the Legislative Liaison to the Indiana School Boards Association for the period January 1, 2015 through December 31, 2015. All voting aye, motion carried.

**APPOINT SCHOOL BOARD MEMBER AS POLICY LIAISON TO I.S.B.A. FOR JANUARY 2015 THROUGH DECEMBER 2015**

Mrs. Higgason made a motion, seconded by Mrs. Florczak, to appoint Mr. Ostojic to serve as the Policy Liaison to the I.S.B.A. Mr. Ostojic was appointed as the Policy Liaison to the Indiana School Boards Association for the period January 1, 2015 through December 31, 2015. All voting aye, motion carried.

**APPOINT REPRESENTATIVE TO MUNSTER EDUCATION FOUNDATION FOR JANUARY 2015 THROUGH DECEMBER 2015**

Mrs. Florczak made a motion, seconded by Mrs. Higgason, to appoint Mrs. Nellans to serve as the Representative to the Munster Education Foundation. Mrs. Nellans was appointed as the Representative to the Munster Education Foundation for the period January 1, 2015 through December 31, 2015. All voting aye, motion carried.

**APPOINT REPRESENTATIVE TO PARK BOARD FOR JANUARY 2015 THROUGH DECEMBER 2015**

Mrs. Higgason made a motion, seconded by Mrs. Florczak, to appoint Mr. Friend to serve as the Representative to the Park Board. Mr. Friend was appointed as the Representative to the Park Board for the period January 1, 2015 through December 31, 2015. All voting aye, motion carried.

**APPOINT SCHOOL BOARD MEMBER AS REPRESENTATIVE TO THE ADVANCED ACCREDITATION COMMITTEE FOR JANUARY 2015 THROUGH DECEMBER 2015**

Mrs. Florczak made a motion, seconded by Mr. Ostojic, to appoint Mrs. Higgason to serve as the Representative to the AdvancEd Accreditation Committee for January 1, 2015 through December 31, 2015. Mrs. Higgason was appointed as the Representative to the AdvancEd Accreditation Committee for the period January 1, 2015 through December 31, 2015. All voting aye, motion carried.

**APPOINT SCHOOL BOARD MEMBER AS REPRESENTATIVE TO THE PARENT ORGANIZATION PRESIDENTS' MEETINGS FOR JANUARY 2015 THROUGH DECEMBER 2015**

Mrs. Higgason made a motion, seconded by Mr. Ostojic, to appoint Mrs. Florczak to serve as the Representative to the Parent Organization Presidents' meetings. Mrs. Florczak was appointed as the Representative to the Parent Organization Presidents' meetings for the period January 1, 2015 through December 31, 2015. All voting aye, motion carried.

**SET SALARIES FOR SCHOOL BOARD MEMBERS FOR JANUARY 2015 THROUGH DECEMBER 2015**

Motion by Mr. Friend, seconded by Mrs. Florczak that the School Board Members continue to receive an annual salary of \$2,000.00 and fringe benefits for the period January 1, 2015 through December 31, 2015 with no per diem for attendance at Board meetings. All voting aye, motion carried.

Mr. Tripenfeldas read the items on the consent agenda.

- 6.1 Approval of Minutes for the Regular Board Meeting of December 15, 2014
- 6.2 Approval of Accounts Payable Voucher Register
- 6.3 Approval of Personnel Report

**Retirements**

<u>Name</u>	<u>Building and Assignment</u>	<u>Effective Date</u>
Karen Wilson	Custodian – Elliott	1/30/15
Arete Forszt	Teacher – Frank Hammond	5/29/15

**Resignations**

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Effective Date</u>
Heather Herrin	Prime Time Aide - Eads	12/12/14
James Black	Temp. Math Teacher – WWMS	12/19/14
Robert Maldonado	Asst. Wrestling Coach	12/12/14
Tim Maldonado	Asst. Wrestling Coach (1/2)	12/19/14

**Request for Medical or Maternity Leave**

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Effective Date</u>
Brook Lemon	Teacher – MHS	3/30/15 – 8/10/15
Angela Lopez	Food Service Cashier/Server – WWMS	2/2/15 – 5/1/15
Jacqueline Wieser	Teacher – MHS	2/2/15 – 5/29/15 (extension)

**Recommendation for Employment**

<u>Name</u>	<u>Building and Assignment</u>	<u>Effective Date</u>
Kelly Wade	Prime Time Aide – Eads	1/6/15
Caryn Costa-Kennedy	Bookkeeper – WWMS	1/12/15
Lyndsey Gorham	Temp. Math Teacher – MHS	2/2/15 – 5/26/15 (extension)
Jose Delgado	Temp. Math Teacher – WWMS	1/5/15 – 2/6/15
Jose Delgado	Temp. Math Teacher – MHS	2/9/15 – 5/26/15
Nicholas Gron	Boys' Asst. Track Coach – MHS	with the 2014-15 School Year
Dan Johnson	Asst. Wrestling Coach – MHS	with the 2014-15 School Year

**Approval of Overnight Field Trips**

<u>Name</u>	<u>Building and Assignment</u>	<u>Effective Date</u>
Project Biology	Big Pine Key, Florida	3/18/15 – 3/27/15

Mrs. Nellans asked if the Board would like any items broken out individually.

Mr. Ostojic asked that item 6.1, *Approval of Minutes for the Regular Board Meeting of December 15, 2014*, be broken out individually. Dr. Hendrix asked for a vote on item 6.1. Four members voting aye, and one abstention (Mr. Ostojic), motion carried on Approval of the Minutes for the Regular Board Meeting of December 15, 2014.

Dr. Hendrix recommended that the Board approve with one motion and one vote, consent agenda items 6.2 and 6.3

Mrs. Higgason, made a motion, seconded by Mrs. Florczak, to approve consent agenda items 6.2 and 6.3. All voting aye, motion carried.

#### ACTION ITEMS

##### APPROVAL OF DONATIONS

Motion by Mrs. Higgason, seconded by Mrs. Florczak, to approve the donations to Munster High School (copy herewith attached) for the month of December 2014, as presented. All voting aye, motion carried.

##### RESOLUTION NO. 716 – RESOLUTION AUTHORIZING REFERENDUM TAX LEVY FUND ANTICIPATION NOTES, SERIES 2015

Motion by Mr. Friend, seconded by Mrs. Florczak, to adopt Resolution No. 716, Resolution Authorizing Referendum Tax Levy Fund Anticipation Notes, Series 2015 (copy herewith attached), as presented. All voting aye, motion carried.

##### RESOLUTION NO. 717 – RESOLUTION TO APPROVE AND RATIFY THE ACTIONS OF THE PRESIDENT AND THE SECRETARY IN PROCURING LOANS

Motion by Mrs. Higgason, seconded by Mrs. Florczak, to adopt Resolution No. 717, Resolution to Approve and Ratify the Actions of the President and the Secretary in Procuring Loans (copy herewith attached), as presented. Four voting aye, one abstention (Mr. Ostojic), motion carried.

##### RESOLUTION NO. 718 – APPROVAL OF REVOLVING TAX ANTICIPATION WARRANT BID

Motion by Mrs. Higgason, seconded by Mrs. Florczak, to adopt Resolution No. 718, Approval of Revolving Tax Anticipation Warrant Bid (copy herewith attached), as presented. All voting aye, motion carried.

##### CODE OF ETHICS

Motion by Mrs. Higgason, seconded by Mrs. Florczak, to adopt the Code of Ethics, as presented. All voting aye, motion carried.

##### DIRECTOR OF FINANCIAL OPERATIONS REPORT

Mrs. Swanson presented the financial report.

##### DIRECTOR OF INSTRUCTIONAL PROGRAMS AND ASSESSMENT

Dr. Gilworth stated that she wanted to assure parents that it is our intent to continue to provide our students with a quality education.

##### ASSISTANT SUPERINTENDENT’S COMMENTS

Mr. Tripenfeldas stated that he was in agreement with Dr. Gilworth.

##### PRINCIPAL’S COMMENTS

##### LINDA BEVIL – PRINCIPAL OF EADS ELEMENTARY SCHOOL

Mrs. Bevil reported that Family Night at Eads Elementary School will be held on January 29, 2015 and everyone is welcome.

##### NICOLE GUERNSEY – PRINCIPAL OF ELLIOTT ELEMENTARY SCHOOL

Mrs. Guernsey stated that 50 students at Elliott Elementary School had been recognized for their acts of kindness. She also reported that Grandparents’ Day will be held on January 26-27, 2015. Elliott will also have a variety/talent show this week.

##### NANCY ELLIS – PRINCIPAL OF FRANK H. HAMMOND ELEMENTARY SCHOOL

Mrs. Gelarden reported on behalf of Mrs. Ellis. She stated that they were very proud of their student recognition ceremonies held at Frank Hammond. There are many different categories of recognition and the students recognized will receive certificates or small gifts.

##### TIM SOPKO – PRINCIPAL OF WILBUR WRIGHT MIDDLE SCHOOL

Mr. Sopko reported on their upcoming Career Day. They will have guest speakers to speak to the students about their future career choices.

##### MICHAEL WELLS – PRINCIPAL OF MUNSTER HIGH SCHOOL

Mr. Wells gave a presentation on the “Skoollive, LLC which provides media placement and management services to school districts. If approved by the School Board, Skoollive Kiosks will be installed in the high school.

PUBLIC COMMENTS

Carolyn Kritzer, 8617 Greenwood – Mrs. Kritzer had questions about why we’re borrowing money. She also had questions about some of the figures on the financial report. She asked what the timeline was on staff reductions.

Kevin Cappel, 633 River – Mr. Cappel asked for a definition of certified versus non-certified staff members. He also asked what interest rate we would be getting on the money mentioned in Resolution 718. Lastly, he questioned what fringe benefits the School Board members receive and what these cost the district. He said he felt that the compensation was too excessive and the Board should not receive these benefits, especially if it costs the district teachers.

SCHOOL BOARD REPORTS AND COMMENTS

MRS. FLORCZAK

Mrs. Florczak stated that she had to miss the Redevelopment Commission meeting tonight because of the School Board meeting.

MR. FRIEND

Mr. Friend stated that Greg Vitale had been named as Park Director.

MRS. HIGGASON

Mrs. Higgason stated with all the financial problems facing the schools, it had been a very tough two weeks.

MRS. NELLANS

Mrs. Nellans said she had nothing to report at this time because no meetings had been held over the holidays. She thanked Dr. Hendrix for all his hard work in helping the School Town of Munster get back on its feet. She thanked the community as well.

MR. OSTOJIC

Mr. Ostojic thanked everyone for welcoming him.

SUPERINTENDENT’S COMMENTS

Dr. Hendrix said that he’s been here six months now, and he’s really trying to get a handle on finances. He’s had several meetings with other superintendents to try to get more money from the state. He said this is the fourth time he’s been down this road, and we have many rough weeks and months ahead. He stressed that we need to work together and all ideas are welcome. We all have to figure out we can fix this problem. It won’t be easy, but he feels we can get it done. He encouraged everyone to call, email or stop by as he’s here to talk.

ADJOURNMENT

Motion by Mr. Friend, seconded by Mrs. Florczak, that the meeting be adjourned. All voting aye, motion carried. The meeting was adjourned at 8:40 p.m.

ATTEST:

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Paula Nellans, President

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SECRETARY, Board of School  
Trustees, School Town of Munster,  
Lake County, Indiana,  
A Community School Corporation

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Melissa Higgason, Vice President

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John E. Friend, Secretary

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Judith Florczak, Member

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Ron Ostojic, Member

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BOARD OF SCHOOL TRUSTEES,  
SCHOOL TOWN OF MUNSTER,  
LAKE COUNTY, INDIANA,  
A COMMUNITY SCHOOL CORPORATION