NORTHWEST COMMUNITY SCHOOLS

Minutes of the Regular Board Meeting, February 11, 2019
NEC – Administration Office Board Room

The meeting was called to order by Vice President Brad Wait at 5:00 p.m. The meeting began with the Pledge of Allegiance.

Present: Brad Wait, Dan Griswold, Bob Sayles, Nick Rush, Craig Staudinger (5:05pm)
Absent: Shawn White, Phil LaMaire
Admin: Geoff Bontrager, Laurie Lewis, Mark Short, Paula Louagie, Aaron Bush, Eric Kelly
Visitors: Cindy Devereaux (Recording Secretary)

1.A. Recognition of Audience
Vice President Brad Wait welcomed everyone in attendance.

In the absence of Board Secretary Phil LaMaire, it was the consent of the Board to appoint Dan Griswold as Acting Secretary.

2.A. Board Communications
NONE

3. Community Comment
NONE

4. Consent Agenda
Moved by Griswold, seconded by Sayles, that the Board of Education approve the consent agenda as follows:
~ Minutes of the Regular Board of Education Meeting of January 14, 2019, as presented.
~ Resignation of Jacob Greer as JV Football Coach, effective February 4, 2019, with appreciation for his service as a Coach for Northwest Community Schools.
~ Resignation of Paul Christner as a Cook’s Helper at Northwest Kidder Middle School, effective January 14, 2019, with appreciation for his service to the District.
~ Resignation of Jennifer Burlison as a Health Assistant for Northwest Community Schools (Secondary Complex), effective January 30, 2019, with appreciation for her service to the District.
~ Employment of Carly Petersen as a Behavior Interventionist at Northwest Early Elementary School, effective March 4, 2019, pending a successful unprofessional conduct and criminal records check.

Motion Carried 5-0

5. Field Trip Requests
NONE
Minutes of the Regular Board Meeting, February 11, 2019

6. **Business Report and Approval of Bills**
Laurie Lewis, Director of Business and Finance, noted that everything was within normal limits for this time of year.

Moved by Griswold, seconded by Rush, that the Board of Education approve January checks in the amount of $1,739,116.92. **Motion Carried 5-0**

7.A. **Student Liaison to the Board of Education**
Shaelyn Paulis, Student Liaison to the Board of Education, presented the student liaison report on events and activities taking place at Northwest High School.

7.B. **Elementary Building Administrator Updates**
- Mark Short, Northwest Early Elementary School Principal, and Paula Louagie, Dean of Students at Northwest Early Elementary School, presented a building update on events taking place at Northwest Early Elementary School, including: Energizing Education update; Family Fun Game Night; Leukemia and Lymphoma Pennies for Patients; Coffee Cart Fridays; and a partnership with the Jackson YMCA to provide a water safety program (learning to swim and ensuring a safe water experience).
- Aaron Bush, Dean of Students at Northwest Elementary School, presented a building update on events taking place at Northwest Elementary School, including: staff appreciation activities; Facebook Live; Fabulous Fridays in February (FFF); Pancakes with the Principals; staff awards; staff basketball game; and a review of activities to build relationships.

8. **Curriculum**
Cari Bushinski, Director of Instruction, and Nicole Tokar, Whole Child District Teacher Leader, presented an update on PBIS and the use of SWIS data to put plans in place to help students with behavior issues. It was noted that using the data has shown positive results. Superintendent Bontrager noted that there is a lot of effort and teamwork put into PBIS to ensure its success. Discussion took place on ensuring that reliable and quality data is being put into SWIS. It was noted that there is a process to ensure that there is fidelity in the data.

10.A. **MASB 2019 Board of Directors Election**
It was the consent of the Board to direct Cindy Devereaux, Administrative Assistant, to cast their ballot for Jack Temsey no later than Wednesday, March 6, 2019, at 1:00 p.m.

10.B. **Board Update**
NONE
Minutes of the Regular Board Meeting, February 11, 2019

10.C. Superintendent Update
A superintendent update was presented. Below are highlights of that update:
- Coffee with the Superintendent will take place on Wednesday, February 13, 2019, at Biggby Coffee on Springport Road from 7:30am-9:00am
- Supplemental Student Count Day is scheduled for Wednesday, February 13, 2019.
- Discussion on the partnership with Technique and Northwest’s recognition by the Jackson Chamber with the Reach HIRE award.
- Northwest Food Service won first place in the K105.3 Chili Cook Off.
- Kim Carney will be promoted to Business Manager.
- Discussion on the beginning stages of the online giving portal.

11. Community Comment
NONE

Recess: 6:00 p.m.
Return: 6:05 p.m.

Laurie Lewis, Director of Business and Finance, presented revisions to the 2018-2019 budget that was adopted on June 25, 2018.

12. Work Session – Facilities Projects/Updates
A facilities update/work session was held to provide information on current/future projects that are being addressed to improve the needs of district facilities. Updates were provided in the following areas: installation of the High School/Middle School chiller; stadium renovation; additional maintenance barn; additional classrooms at the High School; additional storage addition at the High School; renovations to the High School locker room; hot water heat at the Middle School; additions of drinking fountains/bottle filling stations; district-wide restroom renovations; Transportation/Maintenance/Bus Garage hot water boiler concerns; renovated classrooms at Northwest Elementary School; proposed additional classrooms at Northwest Elementary School; renovations to auxiliary spaces at Northwest Early Elementary to be used for Special Education classrooms; proposed additional classrooms at Northwest Early Elementary School. The work session also included a Maintenance Department update.

9.A. Budget Revisions (cont’d)
Moved by Rush, seconded by Griswold, that the Board of Education adopt revisions to the 2018-2019 budget, as presented. Motion Carried 5-0
9.B. **Installment Purchase Agreement – Resolution**
Discussion took place on concerns with the number of loans that the district may face in the future in order to move forward with the facilities plan and how they may affect future budgets. Discussion also took place on the donation portal.

Moved by Staudinger, seconded by Sayles, that the Board of Education direct the Administration to move forward in purchasing chillers and associated controls from Trane Inc. in an amount not to exceed $530,722.00, and to enter into an installment purchase agreement to finance the purchase of property.

**Roll Call Vote:** **Ayes:** Craig Staudinger, Bob Sayles, Brad Wait, Dan Griswold, Nick Rush **Nays:** NONE

Moved by Griswold, seconded by Rush, that the meeting be adjourned. **Motion Carried 5-0.** The meeting adjourned at 6:50 p.m.

Respectfully submitted,

Cindy Devereaux,
Recording Secretary

[Signature]
Secretary, Board of Education

Date Approved 3/18/2019