

MINUTES

WEST LAFAYETTE COMMUNITY SCHOOL CORPORATION
Happy Hollow Building, LGI Room
1200 N. Salisbury Street
West Lafayette, Indiana

REGULAR MEETING OF THE BOARD OF SCHOOL TRUSTEES Monday, June 12, 2023

PRESENT: Mrs. Rachel Witt; Mr. Bradley Marley; Mrs. Amy Austin; Mr. Thomas Schott; Dr. Yue Yin; Mrs. Dacia Mumford; Mr. Laurence Wang; Dr. Shawn Greiner, Superintendent; and Mrs. Michelle Cronk, CFO

ABSENT: Mrs. Anna Roth, Assistant Superintendent

I. SPECIAL RECOGNITIONS

WLCSC honored the following retirees for their years of service with the corporation.

- ❖ Michelle Brooks (1986-2023)
- ❖ Lane Custer (1979-2023)
- ❖ Mary Dixon Gibbs-Westbrook (2007-2023)
- ❖ Kimberly Lancaster (1992-2023)
- ❖ Konnie Laws (12 years of service)
- ❖ Linda Wiegand (1988-2023)

BEST WISHES to all WLCSC Retirees; thank you for your service!

President Witt called the meeting to order at 6:55 p.m.

II. ROUTINE BUSINESS

A. A motion was made to approve the Agenda for the June 12, 2023 Regular Meeting of the Board of School Trustees.

Motion by: Mr. Marley Seconded by: Mr. Wang Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

B. A motion was made to approve the minutes of the Board of School Trustees Executive Session held on May 22, 2023.

Motion by: Mr. Schott Seconded by: Mrs. Austin Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

C. A motion was made to approve the minutes of the Board of School Trustees Work Session held on May 22, 2023.

Motion by: Mr. Marley Seconded by: Mr. Wang Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

D. A motion was made to approve the minutes of the Regular Meeting of the Board of School Trustees held on May 8, 2023.

Motion by: Mr. Wang

Seconded by: Mr. Marley

Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

III. UNFINISHED BUSINESS - None

IV. COMMUNICATION FROM THE AUDIENCE (Current Agenda Items) - None

V. NEW BUSINESS

A. Referendum Campaign and Renewal

Recommendation: Dr. Greiner presented information to the Board regarding the upcoming Referendum. The Board was provided with the following documents:

- Operating Referendum
- Operating Referendum Renewal - Timeline
- Referendum - Legal Services
- Referendum Memo - Next Steps
- Renewal of Referendum Resolution
- Dehler Public Relations
- Dehler Contract Addendum

Dr. Greiner explained that the next steps to move forward with the Operating Referendum for the November 2023 ballot requires the Board to approve the resolution, develop a proposed reference dialogue question and then approve contracted services related to the referendum process. Dr. Greiner introduced Mrs. Jane Herndon, Ice Miller Public Finance Law Partner, to address the approval of the resolution authorizing Administration regarding calculation of renewal of the referendum and the proposed ballot question. Once Mrs. Herndon worked through the items, Mrs. Cronk recommended the Board of Trustees approval of the proposals.

Discussion ensued.

A motion was made that the Board of School Trustees approve the recommendation authorizing Administration regarding calculation of the Renewal of the Referendum Resolution.

Motion by: Mrs. Mumford

Seconded by: Mr. Marley

Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

Discussion ensued.

A motion was made that the Board of School Trustees approve Ice Miller Legal Counsel as legal counsel regarding the referendum.

Motion by: Mr. Wang

Seconded by: Mr. Marley

Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

A motion was made that the Board of School Trustees approve Dehler Public Relations as the public relations consultant.

Discussion ensued.

Motion by: Mr. Schott

Seconded by: Mr. Marley

Vote: 7 of 7

D. Personnel Report

Recommendation: Dr. Greiner recommended that the Board of School Trustees approve all information contained in the personnel report.

A motion was made that the Board of School Trustees approve the names and positions reflected in the Personnel Report.

Motion by: Mrs. Austin

Seconded by: Mr. Schott

Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

E. Classified Staff Recommendation

Recommendation: The classified wage survey was recently compiled and released by Forecast Five Analytics to all school corporations. Approximately half of the school districts in the state submitted wage and salary data for the survey for various classified positions. In addition, data was gathered from the Occupational Outlook Handbook published by the Bureau of Labor Statistics for industry data. New hourly minimum rates for positions were identified using this data as a whole. The total cost of these changes, including wage-related benefit amounts, is approximately \$121,000 across the Education, Operations, Food Service and Referendum Funds with the largest amount applied to the Education Fund. Mrs. Cronk prepared a new Classified Wage and Salary Manual and recommended the Board of School Trustees approve the the updated minimum salaries, in addition to, the eligibility for benefits based on the new hourly requirements.

Discussion ensued.

A motion was made that the Board of School Trustees approve the recommended Classified Wage and Salary Manual as presented.

Motion by: Mr. Wang

Seconded by: Mr. Marley

Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

F. Waiver of Protected Taxes Resolution

Recommendation: The State of Indiana allows eligible school corporations to apply for a waiver from the implementation of protected taxes under IC 6-1.1-20.6-9.8, which allows circuit breaker credits to be allocated proportionally across all funds that are not exempt from circuit breaker credits without regard for whether the fund is a debt service fund. The Department of Local Government Finance has approved the use of the waiver, therefore, Mrs. Cronk recommended that the Board of School Trustees approve the Waiver of Protected Taxes Resolution as presented.

Discussion ensued.

A motion was made that the Board of School Trustees approve the recommended Waiver of Protected Taxes Resolution.

Motion by: Mr. Wang

Seconded by: Mr. Marley

Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

G. HVAC Air Controller Recommendation (JSHS and WLES)

Recommendation: Bids were recently accepted for the replacement of the HVAC temperature controls at the West Lafayette Jr-Sr High School and West Lafayette Elementary Schools. Current equipment is nearing its end of life and will no longer be able to be repaired. Havel Brothers and Huston Electric submitted bids; Huston Electric withdrew their bid due to the fact that they only provided a bid on the labor for installation and not the equipment. Mrs. Cronk recommended that the Board of School

Trustees accept, approve and award Havel Brothers with the contract, in the amount of \$515,000, to replace the HVAC temperature controls at the Jr-Sr High and Elementary Schools respectively.

Discussion ensued.

A motion was made that the Board of School Trustees approve the bid from Havel Brothers to replace the HVAC temperature controls at the Jr-Sr High and Elementary Schools totaling \$515,000.

Motion by: Mr. Schott

Seconded by: Mr. Wang

Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

H. Happy Hollow Lease Agreements

Recommendation: Mrs. Cronk provided the Board with two Amendment to Lease Agreements; one for G.L.A.S.S. and the other for The PATIN Project. Both agreements are an extension of previous leases for the 2023-2024 school year. The lease amendments are the same that have been approved in previous years.

Discussion ensued.

A motion was made that the Board of School Trustees approve the Happy Hollow Lease Agreements for G.L.A.S.S. and The PATIN Project.

Motion by: Mrs. Austin

Seconded by: Mr. Wang

Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

I. Accounts Payable/Finance Update

Recommendation: Mrs. Cronk recommended that the Board approve the audited claims in the report. The total claims paid:

- Corporation Claims – \$4,313,892.37
- WVEC Claims – \$392,736.77
- Total Claims Paid – \$4,706,629.14

A motion was made that the Board of School Trustees approve the audited vouchers as presented.

Motion by: Mr. Wang

Seconded by: Mrs. Austin

Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

J. July Board Meeting

Recommendation: Per the Board Calendar, the July Board of School Trustees Meeting has been scheduled as a tentative meeting. It has been determined that a July Meeting is necessary due to the anticipated, pending referendum question, therefore, Mrs. Witt recommended that the July Board of School Trustees Meeting begin at 5:30 p.m. instead of 6:30 p.m.

Discussion ensued.

A motion was made that the Board of School Trustees approve the recommended meeting time of 5:30 p.m. for the July Board of School Trustees Meeting.

Motion by: Mrs. Witt

Seconded by: Mrs. Mumford

Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

K. Board of School Trustees Meeting Calendar 2023-2024

Recommendation: Mrs. Witt presented the Board with a proposed Board of School Trustees Meeting Calendar for 2023-2024. Regular Board Meetings will remain on the second Monday of each month with a new proposed start time of 6:00 p.m. (instead of 6:30 p.m.). Work Sessions, if needed, are scheduled for the third Wednesday of the month and Executive Sessions are scheduled on an “as needed” basis, also with 6:00 p.m. start times. It was also proposed that during non-school months (June and July), meetings begin at 5:30 p.m. Discussion will continue regarding the Work Sessions and the calendar will be adjusted/updated if necessary.

Discussion ensued.

A motion was made that the Board of School Trustees approve the Meeting Calendar for 2023-2024 with the updated times.

Motion by: Mr. Schott

Seconded by: Mr. Wang

Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

Discussion ensued.

****A motion was made prior to the final vote by Mr. Wang to remove the wording “as needed” on the 2023-2024 Board of School Trustees Meeting Schedule for all Work Sessions. If the Work Sessions are not needed, they would be canceled.***

Motion by: Mr. Wang

Seconded by: Mrs. Mumford

Vote: 2 of 7

Yes: Wang, Mumford; No: Witt, Marley, Austin, Schott; Abstention: Yin; The motion failed.

Discussion ensued.

****A motion was made following Mr. Wang’s motion, by Dr. Yin, to hold Work Sessions immediately prior to Regular Board Meetings each month beginning at 5:00 p.m. if needed.***

Motion by: Dr. Yin

Seconded by: Mr. Wang

Vote: None

Dr. Yin withdrew her motion.

L. Discussion of Policy Vendor

Mrs. Witt held a discussion regarding a comparison of what WLCSC currently pays NEOLA in regards to Board policies vs. Church Church Hittle Antrim’s streamlined approach to policies. This was for informational purposes only and no vote was conducted. This will be an Agenda item in November.

Discussion ensued.

M. Discussion of Board Minutes (Current Format vs. Transcription)

Mrs. Witt discussed the current Board Minutes format vs. a transcription. A transcript of a meeting is a non-edited electronic transcription generated by YouTube from the livestream of the meeting. The transcripts are not reviewed or edited for accuracy and should not be considered the official minutes of the meeting. Typographical errors and omissions should be expected.

Discussion ensued.

A motion was made that the Board of School Trustees approve the addition of adding a transcription of the Board meetings to the WLCSC website.

Motion by: Mrs. Witt

Seconded by: Mr. Marley

Vote: 4 of 7

Yes: Witt, Marley, Schott, Yin; No: Mumford, Wang; Abstention: Austin; The motion passed.

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N. Board Training

Mrs. Witt discussed, with the Board of School Trustees, services available from Michael Adamson in regards to future Board training. His rate would be \$450/meeting plus mileage. She also said that she is open to other vendors, including ISBA, to provide training to all Board members and would appreciate a unified final decision.

Discussion ensued.

O. Public Comment Discussion

Mr. Wang requested adding a discussion regarding public comments to the Agenda. Mr. Wang would like to remove the limitation of the Board Meeting Agenda's communication from the audience regarding current Agenda items only. Mr. Wang stated that this would provide parents and community members the opportunity to engage with the Board prior to final votes.

Discussion ensued.

VI. INFORMATION TO THE BOARD

Mrs. Witt

A public records request was received requesting emails between the Board President, current Superintendent and previous Superintendent. The request is currently with legal counsel and under reviewed. Public records requests do not fall inside the normal retainer fee and processing resulting in additional legal fees.

Additional information was requested and received from Mrs. Shelby Johnson, Director of Special Education, and distributed to the Board to be helpful training information.

Communication from a citizen was received who, after reviewing a Board member's commentary, was concerned that implications were racially motivated or discriminatory by the Board President. Out of an abundance of caution, the information was forwarded to legal counsel who found no cause for concern with the Board President's words or actions. Discrimination will not be tolerated on any person on the basis of race, color, national origin, sex (including gender status), sexual orientation and gender identity, disability, age, religion, military status, ancestry, genetic information or any other legally protected category. Collectively, those are referred to as protected classes and its programs and activities including employment policies and opportunities.

VII. BOARD AND SUPERINTENDENT REPORTS

Dr. Greiner

Potential Preschool Partnership Update:

- Meetings with the Redevelop Commission Board: Dr. Greiner, Mrs. Roth, Mrs. Cronk and Mrs. Mumford.
- Need and advocating for birth through five years old (preschool experiences).
- Contacted potential partners and exploring options.
 - Meeting with Community Efforts Around Early Childcare and Education group (including Mr. David Lasater and Mr. Gary Henriott).
 - Meeting with city officials to discuss potential support from the Redevelopment Commission.

- Thank you to Mr. Marley, Mrs. Mumford, Mr. Larry Oates and Mrs. Erin Easter for their participation.
- The RDC has decided to move forward with a study and will issue a joint RFP for this study at their June 21st meeting.
 - The Tippecanoe School Corporation is also involved in the discussion.
 - Happy Hollow Building is a potentially viable site.
 - The RDC study will help to inform decisions regarding the site as well.
 - As a district, we're in the early stages of considering a Pilot Program for the 2024-2025 school year.
 - Hopefully, the City and RDC will be positioned to partner with us.

Regarding a concern “should the Board approve the Administrative Assistant to the Superintendent each year, during the Reorganization Meeting as the person preparing the Board Minutes?”

- Most districts do not approve (annually or otherwise) the Administrative Assistant preparing the Board’s Minutes.
- Carmel is about the only district that appoints an “Executive Secretary” at their Board Reorganization Meeting each January.
- The “Executive Secretary” is one of those permissible (not required) appointments a Board may make each year. IC 20-26-4-1 explains the qualifications and describes that the Board determines the duties of the “Executive Secretary”.

Mr. Schott

The Class of 1968 was in town this past weekend for their 55th year class reunion. They enjoyed a tour of JSHS and golfing together.

Wendi Ailor, West Lafayette Schools Education Foundation Director, spoke to the Class of 2023 during its commencement rehearsal and welcomed them into the WLHS Alumni Association. All are encouraged to keep in touch with their alma mater.

As was reported last month, WLSEF hosted scholarship recipients, their guests and scholarship donors for a program and reception prior to commencement on May 26, 2023. Updated numbers: 24 students received 34 scholarships totaling \$37,000. Thank you to the School Board Members and Administrators who attended this event. It was fun to celebrate the accomplishments of these students.

This summer, WLSEF will be hosting additional class reunion tours and preparing for Homecoming activities in September.

Dr. Yin

Met with Mrs. Roth regarding the Welcome Back Plan for the schools. Mrs. Roth will work with each building to compile a resource package for new and returning WLCSC families. This should be extremely helpful since we offer a lot of activities, opportunities and educational enrichment which not all families are familiar with.

On June 18th, the WL Parks and Recreation will be hosting a Community Day at the Wellness Center to celebrate Father’s Day. It is free for community members from noon until 5 p.m.

Mr. Marley

The RDC (Redevelopment Commission) Meeting was held on May 17th. Mr. Nick Schenkel, Director, was honored for his retirement after 41 years with the West Lafayette Library.

An outfit utility vehicle was purchased for \$9,600; a one-time use lithium battery blanket was purchased for the fire department for \$3,000 to be utilized in case of an electric car fire; and \$27,000 was paid for thermal imaging cameras to be utilized in smoke-filled homes.

There will be a new Downtown Master Plan. It will need to be determined where the infrastructure is going to go in the Levy. The study is going to run approximately \$100,000 and then an independent study is being conducted for the public safety building.

There was a change order, in the amount of \$84,000, for the Yeager Road construction project. Fortunately, there is an owner's contingency balance of \$190,000, so the change order is covered with these funds. The Yeager Road project is projected to be complete this fall.

RDC will meet again on Wednesday, June 14th.

Mr. Wang

Attended the West Lafayette Schools Education Foundation Award Ceremony. The Foundation did an excellent job presenting scholarships to students which is appreciated.

Graduation was held on Friday, May 26th and Mr. Wang commended the WLCSC Band on their performance.

ISBA held a School Law and Seminar this month which was a day-long informational meeting.

Mrs. Mumford

The Public Schools Foundation of Tippecanoe County (PSFTC) is working on their upcoming Cupcake Run/Walk.

The PSFTC is also working on grants for the fall.

Mrs. Austin

Board-Teacher Discussion (BTD) was just a couple days before the end of the year on May 18, 2023. We talked about open house plans for the fall, received feedback regarding the teacher evaluation process and about wrapping up last school year. BTD is such a valuable conversation. It evinces the cooperative and collaborative relationship between the teachers, the administrators and the central office. We discussed the importance of that relationship and everyone's intention to continue discussions.

VIII. COMMUNICATION FROM THE AUDIENCE (Non-Agenda Items) - None
Herr Randy Studt, Teacher (withdrew request to speak)

IX. FUTURE MEETINGS
Monday, July 10, 2023 at 5:30 p.m. – Regular Board Meeting, Happy Hollow Building, LGI Room

X. UPCOMING DATES of INTEREST

XI. INFORMATION for the PUBLIC
Board documents will be posted on the WLCSC website as early as Friday afternoon and no later than noon on the Monday prior to the Board meeting.

Video, audio, and written transcript will be posted within 7-10 days following the Board meeting.

XII. ADJOURNMENT – The meeting was adjourned at 9:53 p.m.

Motion by: Mr. Marley

Seconded by: Mr. Wang

Vote: 7 of 7

Yes: Witt, Marley, Austin, Schott, Yin, Mumford, Wang; No: None; The motion passed.

President

Secretary

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Documents are available on the WLCSC website <https://www.wl.k12.in.us/> Recent Documents / View All Documents / School Board Information / Board Meeting Documents / 2023 / 2023_06_12