

Board of Finance

**Thursday, January 7, 2021
West Central High School Library
7:00 PM**

The Board of Finance Committee of the West Central School Corporation met on Thursday, January 7, 2021. The following members were present: Dennis Gutwein, Mandy Sharpe, Jake Tanner, Jeff Lowry, Jonathan Gutwein, Kyle McTeigue, and Todd Miller.

Also present were: Dan Zylstra, Superintendent, Shannon Fritz, Treasurer, Sherri Cameron, Corporation Secretary, and Amber Tomlinson of the Pulaski County Journal.

OATH OF OFFICE: Shannon Fritz gave the Oath of Office to Jonathan Gutwein, Amanda Sharpe, Dennis Gutwein, and Jake Tanner.

ELECTION OF OFFICERS: Board of Finance President Mandy Sharpe opened the floor for the nomination of officers. Todd Miller made a motion to nominate Mandy Sharpe as President. Dennis Gutwein made a motion to close nominations. Jeff Lowry seconded the motion and the motion carried. Mandy Sharpe was elected President of the Board of Finance.

Dennis Gutwein made a motion to nominate Jake Tanner as Secretary. Kyle McTeigue made a motion to close nominations. Jeff Lowry seconded the motion and the motion carried. Jake Tanner was elected Secretary of the Board of Finance.

Jeff Lowry made a motion to designate Shannon Fritz, Treasurer, as the investing officer. Jonathan Gutwein seconded the motion and the motion carried.

DEPOSITORIES: Kyle McTeigue made a motion to designate Lake City Bank, Medaryville Branch, and Alliance Bank, Francesville Branch, as depositories for the year. Todd Miller seconded the motion and the motion carried.

CURRENT INVESTMENTS: Superintendent Dan Zylstra reviewed the current accounts, including checking, savings, and certificates of deposit.

FINANCIAL REPORT: Superintendent Dan Zylstra reviewed the report of the district's financial condition as well as the fiscal and qualitative indicators dashboard as per IC 5-13-7-8.

President Mandy Sharpe asked the board if there was any further business. Being none, the president adjourned the meeting.

Mandy Sharpe, President

APPROVED:

Jake Tanner, Secretary

Regular Meeting

**January 7, 2021
West Central High School Library
7:30 PM**

The Board of Education of the West Central School Corporation met in a regular session on Thursday, January 7, 2020. The following members were present: Dennis Gutwein, Mandy Sharpe, Jake Tanner, Jeff Lowry, Jonathan Gutwein, Kyle McTeigue, and Todd Miller.

Also present were: Dan Zylstra, Superintendent, Sherri Cameron, Corporation Secretary, Scott Ritchie, High School Principal, Mike Carlson, Elementary School Principal, Leanna Nielsen, and Amber Tomlinson of the Pulaski County Journal.

CONFLICT OF INTEREST FORMS: The board members filled out annual conflict of interest forms as required by law.

ELECTION OF OFFICERS: President Jeff Lowry opened the floor for the nomination of officers. Mandy Sharpe nominated Kyle McTeigue for President. Kyle McTeigue nominated Jeff Lowry for President. Todd Miller made the motion to close nominations. Dennis Gutwein seconded the motion. Kyle McTeigue made the motion to have a closed ballot. Todd Miller seconded the motion. The ballots were counted and Jeff Lowry was elected President.

Mandy Sharpe nominated Jonathan Gutwein for Vice President. Kyle McTeigue made the motion to close nominations. Todd Miller seconded the nomination and Jonathan Gutwein was elected Vice President.

Todd Miller nominated Kyle McTeigue for Secretary. Dennis Gutwein made a motion to close nominations. Mandy Sharpe seconded the motion and Kyle McTeigue was elected Secretary.

MINUTES: Dennis Gutwein made a motion to approve the minutes of the Regular Meeting and Executive Sessions on December 3, 2020. Todd Miller seconded the motion and the minutes were approved.

REQUISITIONS: Jonathan Gutwein made a motion to approve requisitions 20222, 20223, and 21000 through 21024 for the corporation. Jeff Lowry seconded the motion and the requisitions were approved.

RESIGNATIONS: Todd Miller made a motion to approve the following resignations as presented:

1. Shellie Patton - Cafeteria
2. Jessica Murray - Cafeteria Director

Jonathan Gutwein seconded the motion and the resignations were approved.

EMPLOYMENT: Kyle McTeigue made a motion to approve the following employments as presented:

1. Mackenna VanderTuin - Kindergarten Teacher
2. Michaela Cook - Second Grade Maternity Leave

Dennis Gutwein seconded the motion and the employments were approved.

APPOINTMENTS: Mandy Sharpe made a motion to approve the reappointment of the following individuals for 2021:

1. Shannon Fritz - Corporation Treasurer
2. Chassidy Leman - Corporation Assistant Treasurer/Human Resources
3. Casie Allen - Extra-Curricular Treasurer
4. Edward Dumas - School Corporation Attorney

Jonathan Gutwein seconded the motion and the appointments were approved.

TRANSFER FUNDS TO EDUCATION FUND: Kyle McTeigue made a motion to transfer \$50,000 from the Rainy Day Fund to the Education Fund. Jake Tanner seconded the motion and the transfer was approved.

NON-CERTIFIED EMPLOYEE SALARY INCREASE: Todd Miller made a motion to approve the increase in non-certified pay as presented. Jonathan Gutwein seconded the motion and the increase was improved.

ITEMS FOR DISCUSSION:

Elementary School Principal Mike Carlson reported West Central Elementary had a smooth and uneventful ending to the first semester. Benchmark tests in reading and math were given. It was exciting to welcome new staff members this week. Mandatory tutoring will begin for sixth grade students that are failing or falling behind on assignments. This will also be on Thursdays after school with the current Study Tables. They are working to get a date secured for Kindergarten Round Up and materials ordered. The goal is to be able to hold this in-person with a traditional format. The process is beginning on researching a new Social Studies curriculum for next year. There wasn't interest in an elementary choir at the beginning of school, but information has been sent out to hopefully get one put together this semester.

Middle/High School Principal Scott Ritchie reported that the middle school had a carnival that was organized by Sara Strus, and it was a huge community success. There was a rock wall, bounce houses, games, food and many great activities. There was also a fantastic staff dinner for the corporation that seemed to be well received. Garrett Leman was recognized as a Colts Academic All-Star. Normally this would be recognized at a Colts game but will be virtual this year. Mrs. Johns' Health Careers Program was recognized as the premiere CTE program through our Indian Trails Coop. They will go to a state competition later this year. A celebration is being planned for the high school becoming an "A" school.

Superintendent Dan Zylstra said the district is looking for a new food service director. The district is receiving applications but is also exploring different options to meet the cafeteria's needs. The board is in the process of a district-wide HVAC and energy evaluation and will form a subcommittee to explore the most cost-effective and long-term solutions in light of the age and type of equipment and overall energy usage. Health Teacher and Softball Coach Brain Pilarski worked to secure a significant amount of grant funding and in-kind donations to build a new softball press box. The district will cover the remaining costs to make the project a reality. A group of local churches is exploring the possibility of a religious instruction pull-out program for West Central students. More information will be forthcoming as plans develop. The newest COVID-19 relief bill did not include an extension of paid time off for COVID-19 related reasons. The board discussed the pros and cons of adding more paid time off. More information about the bill is forthcoming. Since the days can be provided retroactively if a pay is subsequently approved, the board will seek further guidance before making a decision.

CLAIMS: Dennis Gutwein made a motion to approve claims 25877 through 25905 for the corporation. Todd Miller seconded the motion and the claims were approved.

ADJOURNMENT: President Jeff Lowry asked the board if there was any further business. Being none, the president adjourned the meeting.

APPROVED:

Jeff Lowry, President

Secretary, Kyle McTeigue