



Western Boone County Community School Corporation  
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Thorntown, IN 46071  
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www.wcboschools.org

BOARD MINUTES  
PUBLIC MEETING  
ADMINISTRATION OFFICE  
April 17, 2017  
7:00 P.M.

Call to Order: Rick Davis, Phil Foster, Brian Gott, Mike Martin, Dennis Reagan, Melissa Smith, Shane Steimel  
Pledge of Allegiance  
Prayer

• **MINUTES**

- The Board President recommended the Board approve that nothing was discussed other than that which was advertised from the Executive Session on March 13, 2017.

Motion: Mike Martin, Second: Dennis Reagan (discussion) Vote: 7-0

- The Board President recommended the Board approve the minutes of the March 13, 2017 School Board Meeting.

Motion: Brian Gott, Second: Phil Foster (discussion) Vote: 7-0

• **SPECIAL PRESENTATIONS/RECOGNITIONS**

- Jeremy McClaine and canine demonstration

• **REPORTS**

- Western Boone Food Service; Mrs. Jane Taylor - - School Lunch Prices will not increase for the 2017-2018 school year.

• **ACTION ITEMS**

By individual motions, the Board approves/adopts the following items or actions.

1. **PERSONNEL**- All employment recommendations are pending completed satisfactory criminal background history reports

• **Granville Wells Elementary**

- Susan Ottinger- Retirement- Principal effective June 30, 2017
- Jan Miller- Employment- 1<sup>st</sup> grade Instructional Assistant effective March 27, 2017
- Skylar Parmer- Employment- Speech/Language Pathologist effective 2017-2018 school year
- Amy Turk- Resignation- 1<sup>st</sup> grade Instructional Assistant effective March 24, 2017
- Misty Golden- Resignation- Speech/Language Pathologist effective May 27, 2017
- Stefanie Ross-Volunteer- 5<sup>th</sup> gr. Girls Assistant Basketball Coach

• **Thorntown Elementary**

- LeRoy Reeves-Retirement-Custodian effective June 20, 2017

• **Western Boone**

- Susan Farris- Retirement- Language Teacher effective at the end of the 2016-17 school year
- Caroline Gregerson-Employment-Chemistry Teacher effective 2017-2018 school year

- Rachael Cotteleer- Resignation- Special Education Teacher Life Skills Class effective at the end of the 2016-2017 school year
- Jamie Klinge- Resignation-Guidance Counselor effective at the end of the 2016-17 school year
- Shannon Ravellette- Resignation- Custodian effective March 22, 2017
- Dylan Langkabel- Resignation-Business Teacher effective May 23, 2017
- **Western Boone Athletics**
  - Marco Ramirez-Employment-Boys Varsity Soccer Coach
  - Jason Mulligan- Resignation- Athletic Director effective June 13, 2017
  - Bob Stumph- Resignation-Varsity Swim Coach effective April 4, 2017
- **Western Boone Administration**
  - Karen Hiller- Retirement- Administrative Assistant of Transportation effective May 26, 2017

Motion: Dennis Reagan, Second: Melissa Smith (discussion) Vote: 7-0

## 2. **BUSINESS**

- **Handbook Revisions for 2017-18**
  - Superintendent Ramey recommended the Board to approve revisions to the student handbook which are provided by the High School Administration.

Motion: Brian Gott, Second: Rick Davis (discussion) Vote: 7-0

- **Science Curriculum Adoption**
  - The Director of Curriculum, Instruction and Assessment recommended the Board to approve the Science Curriculum for the period of July 1, 2017 through June 30, 2023.

Motion: Dennis Reagan, Second: Phil Foster (discussion) Vote: 7-0

- **Out of State/ Overnight Field Trips**
  - Superintendent Ramey recommended the Board to reapprove the field trip request due to a date change by:
    - Travis Terhaar- Ag Teacher-ICC Livestock Judging Contest in Henry, Illinois date changed to April 22, 2017.

Motion: Mike Martin, Second: Melissa Smith (discussion) Vote: 7-0

- **Vehicle Purchase**
  - Superintendent Ramey recommended the Board approve the purchase of a 2017 Ford Explorer XLT from Gene Lewis Ford using Bond Refunding money.

Motion: Rick Davis, Second: Brian Gott (discussion) Vote: 7-0

- **Retirement Incentive**

- Superintendent Ramey recommended the Board to approve the Memorandum of Understanding WBCSC Retirement Incentive financed through the Rainy Day Fund as presented.

Motion: Phil Foster, Second: Rick Davis (discussion) Vote: 7-0

- **CLAIMS**

- **Approval of claims and payroll for the period of March 14, 2017 through April 17, 2017 as submitted**

Motion: Mike Martin, Second: Melissa Smith (discussion) Vote: 7-0

- **FINANCIAL REPORT**

- Comparison Report

- **ANNOUNCEMENTS**

- Summer Camp Schedules provided by Jason Mulligan
- PreSchool/ Kindergarten Roundup: Friday, April 28, 2017
- Awards Night: Wednesday, May 10, 2017 at 7:00 p.m.
- Granville Wells Musical: Monday, May 15, 2017 at 6:30 p.m.
- Last Student Day/ End of 4<sup>th</sup> 9 weeks: May 22, 2017
- High School Graduation: Saturday, May 27, 2017 at 11:00 a.m.
- 6<sup>th</sup> Grade Graduations: May 17, 2017
- Kindergarten -5<sup>th</sup> Grade Awards Programs: May 18, 2017

- **ADJOURNMENT**

The School Board President entertains a motion to adjourn.

Motion: Phil Foster, Second: Brian Gott (discussion) Vote: 7-0

## **Handbook Revisions 2017-18**

### **1. Western Boone Attendance Policy**

Students are expected to be in attendance at school every day unless there is a very good reason to be absent. Students are allowed no more than 8 absences per class, each semester. There are certain absences that will not count toward the eight-day limit, these are listed in section A below. Each absence is either excused or unexcused. Students who receive an unexcused absence may not be permitted to make up schoolwork for credit or grades. Any student who is absent the entire day is not allowed to attend any extracurricular activities without prior permission from the administration.

Upon the 9<sup>th</sup> absence (documented and/ or undocumented) from school or a class period the student **will** be required to make up those hours, hour for hour, (7 hours per school day for a complete day) in order to maintain their credits or they **will** forfeit any or all credits for that semester. Parents and/or legal guardians of the student who is in violation of the attendance policy may request a meeting with the Principal (or designee) to review the loss of credits. Failure to request a review of loss of credit will result in the removal of the student from the class and/or the removal of the student from the school setting according to the Due Process procedures.

#### **Section A (Excused by law)**

1. Service as a page for the Indiana General Assembly IC 20-33-2-14
2. Service in a precinct election IC 20-33-2-15
3. Active duty with the National Guard/Air patrol IC 20-33-2-17-17.2
4. Subpoenaed by a court IC 20-33-2-16
5. Attendance at State Fair for educational purposes IC 20-33-2-17.7
6. Educationally related non-classroom activities ie, field trips IC 20-33-17.5
7. Attendance for religious instruction IC 20-33-2-19

#### **Section B: (Excused with documentation)**

Upon the 9<sup>th</sup> undocumented absence each semester, the student's attendance records will be forwarded to the School Resource Officer and the Boone County Juvenile Probation Department.

Excused absences with documentation will not count toward the undocumented 8 day limit. Documentation is defined as an approved document provided to the school containing information outlining the reason for the absence.

Types of approved documentation:

1. Doctor's note
2. Court Documentation
3. College Visit Brochures (All College visits must be pre-arranged)
4. Funeral Program
5. Other: Documentation not listed may be approved at the school's discretion

**ANY** absence where documentation is not provided will be considered **undocumented**.

**Parent notification for a student who is ill is considered an excused absence but is undocumented, unless documentation from a physician is provided within 24 hours.**

Administrative consideration may be given when an extenuating circumstance would indicate that it would be in the best interest of the student and/or school.

The Administration has final approval in this policy and the administrative procedures followed. Other absences not listed above including but not limited to, truancy, may be considered unexcused absences.

### **Student's Responsibilities:**

1. The student is expected to make up all work in accordance with the homework policy.
2. All students coming to school late are to be signed in by 10:45 a.m. in order to participate/attend any extracurricular activity.
3. It is the student's responsibility to clear all absences and tardies.
4. Students may not leave the building without the approval of the administration until their class day is complete. If a student leaves without permission for any reason, his/her absence will be considered a truancy.
5. When it is necessary for a student to leave school before the end of the school day, he/she must receive a "permission to leave the building slip" from the main office. (See Permission to leave building section for further information)

### **Attendance Procedures:**

1. If a student must be absent, the parent or legal guardian shall call Western Boone at 482-6143 and inform the school of their child's absence. During non-school hours the parent or legal guardian may call the Attendance Hotline at 482-6143 then press 2, and leave a message of their child's absence.
2. Absent students whose parents have not called the school the day of their absence will be called or receive a home visit by the School Resource Officer.

3. When calling the office, please wait for voice instructions to be completed. All phone calls not accompanied by documentation will be considered undocumented.
4. All documentation must be provided within 24 hours of the absence or it will be considered undocumented.

### **Permission to Leave the Building During the School Day:**

- 1.) A "permission to leave the building slip" must be obtained from the main office prior to leaving Western Boone School during the school day.
- 2.) Students are to report to the main office before the 7:45 a.m. (warning bell) with a note from the parent or legal guardian to obtain a "permission to leave the building slip".
- 3.) The student must sign out when leaving the building and sign in at the main office when returning to school during the same school day. Students must provide documentation up returning to school.
- 4.) Parents must come into the main office when picking up students who leave during the school day.

### **Prearranged or Extended Absences:**

It is the responsibility of the parent/legal guardian and the student to acquire a prearranged or extended absence form with the Administration of Western Boone. If a student is going to be absent for a family-related function, he/she must have the absence approved by completing the prearranged absence form (from the main office) at least one week in advance of the function. Prearranged or extended absences will be counted as undocumented.

### **Unexcused Absences:**

For all unexcused absences the student will receive a "0" for the day. The student is allowed to request the assignment(s) that he/she missed, but will not receive credit for those assignment(s).

## 2. **ADD**- Chronic Absenteeism:

Recently IC 20-20-8-8 was amended to define habitual truancy to include students absent ten (10) days or more from school within a school year without being excused or without being absent under a parental request filed with the school. Chronic absenteeism includes students absent from school for ten percent (10%) or more of a school year for any reason.

Students who are habitually truant or chronically absent may be reported to the intake officer and the Department of Child Services.

3. **Remove** all references to students carrying/using their handbooks.
4. **Remove** all references to computer labs.
5. **Remove** “activation of security system in Media Center”.  
This system is no longer in use.

## 6. **Media Center:**

The Media Center primarily exists to assist all students and staff in meeting academic goals. To ensure fair use and availability of materials, patrons must observe loan period limits. Students who fail to return materials on time will be charged for each item for each school day the material is overdue. The fine accrual stops when a material is returned so it is to the patron's advantage to return overdue materials even if the fine is not paid immediately. Patrons who leave the Media Center without properly checking out materials will face disciplinary action.

Students coming to the Media Center during the school day must follow this procedure:

1. Come with a hall pass from the teacher whose room he/she departed.
2. Upon entering, sign-in at front desk and note time arrived and teacher who issued pass.
3. Before leaving, sign-out at front desk by noting time departed.

The library catalog and research links can be accessed at [weboschools.follettdestiny.com](http://weboschools.follettdestiny.com).

7. **Cell phones: Change to read**- Students are not to use their cell phones during school hours (8:00am-2:55pm), however, students are permitted access to their cell phones during their lunch period. In addition, using a cell phone or other electronic device in a situation not related to a school purpose or educational function could result in disciplinary action.
8. **Clinic Procedures: ADD to #5**- Failure to follow this procedure will result in the student being counted as unexcused for the remainder of the day.
9. **Remove**- Possession of a beeper, pager, or hand held phone in the school building during school hours. **REPLACE with**- Cell phone disruption during class.
10. **Computer Use- REMOVE**- 2a (any student using any computer in the building must be supervised by a teacher). Students now have a personal computer.
11. **National Honor Society Selection Process: -REPLACE** 3.5 with 3.67.
12. **Progress Reports- REMOVE** “will be e mailed”  
**REPLACE with**-will be available on Harmony.
13. **Extracurricular Activities: REMOVE**- High School Intramural(basketball) and Junior High Intramural(basketball).
14. **ADD**- Student Cooperation: Students are expected to completely and truthfully respond to all questions from staff members regarding school related matters including potential violations of the student conduct rules or state or federal law. Failure to do so may result in suspension and/or expulsion from school.
15. **ADD**- Use or possession of a substance or device that is designed to falsify and/ or alter drug test results.





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Date: April 17, 2017

To: Mr. Ramey  
Members of the Western Boone School Board

From: Tricia Reed, Director of Curriculum

Re: Science Curriculum Adoption

Following a review of science curriculum that included new program material options as well as program materials currently in use, the Elementary Science Adoption Committee and Secondary Science Department have submitted the following recommendations for science curriculum adoption for the period of July 1, 2017 through June 30, 2023.

Grade K-1: National Geographic Science (continued use)  
Grade 2: National Geographic Science (new adoption)  
Grade 3: National Geographic Science (continued use)  
Grade 4-6: Pearson Interactive Science (new adoption)

Grade 7: Pearson Interactive Science (continued use)  
Grade 8: Pearson Interactive Science (continued use)  
Earth Science: Pearson Earth Science (continued use)  
Biology: Holt McDougal Biology (continued use)  
Chemistry: World of Chemistry by Brooks/Cole (continued use)  
AP Biology: Campbell Biology AP Edition (new adoption)  
AP Chemistry: Chemistry (Tenth Edition) by Zumdahl  
Anatomy and Physiology: Essentials of Human Anatomy and Physiology (continued use)  
Integrated Chemistry and Physics: Physical Science by Glencoe (continued use)

**Elementary Science Adoption Committee Members:**

The following teachers served on the Elementary English/Language Arts Adoption Committee:

	<u>Granville Wells Elementary</u>	<u>Thorntown Elementary</u>
Kindergarten	Ms. Jill Davis	Miss Emily Faggetti
First Grade	Mrs. Cindy Hume	Ms. Tiffany Baldwin
Second Grade	Mrs. Robin Miller	Mrs. Carrie Ransom
Third Grade	Ms. Kim Myers	Mrs. Melanie Keyes
Fourth Grade	Mrs. Christi Imes	Mrs. Aimee Collins
Fifth Grade	Ms. Kristi Schlesinger	Ms. Katie Whitaker
Sixth Grade	Mr. Tres Barker	Mrs. Jane Mohler

**Secondary Science Department**

Mr. Ryan Hawkins, Science Department Chair	7 <sup>th</sup> Grade Science, 8 <sup>th</sup> Grade Science
Mr. Gary Brosher	8 <sup>th</sup> Grade Science, Earth and Space Science, Integrated Chemistry and Physics
Mrs. Megan Alexander	8 <sup>th</sup> Grade Science, Biology
Mr. Daniel Pierce	Biology, AP Biology, Anatomy and Physiology
Mr. Mike Schlemmer	Chemistry, AP Chemistry

**MEMORANDUM OF UNDERSTANDING  
WBCCSC RETIREMENT INCENTIVE**

The Western Boone County Community School Corporation ("Corporation") will offer to certified employees who meet the eligibility requirements a one-time retirement incentive of Fifteen Thousand Dollars (\$15,000) to be deposited into the employee's §403(b) annuity account as an employer contribution. This payment will be made by August 4, 2017.

To qualify for the incentive, the employee must be a certified staff member who will have reached the age of 55 by June 1, 2017, and been employed continuously by the Corporation for at least the past 15 years as of the end of the 2016-17 school year.

All individuals taking retirement under this agreement will be considered fully vested in this incentive.

Each certified employee wishing to take advantage of this incentive must submit a non-revocable letter of retirement to the Administration Office by Friday, April 28, 2017, at 4:00 p.m. The retirement must be effective at the end of the 2016-2017 school year.

The incentive will be available up to a maximum of ten (10) certified employees who have submitted a letter of retirement by the deadline. In the event more than ten (10) eligible employees submit such a letter, determination of the recipients will be made solely on the basis of seniority with continuous years of service with the Corporation. Should an employee submit a letter of retirement and not receive the incentive, the employee may withdraw the letter without prejudice. A list of employees eligible for or seeking this incentive will be available at the Administration Office.

This memorandum of understanding will expire on August 4, 2017, and shall not become a part of the status quo agreement.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Western Boone County Community School Corporation

By: \_\_\_\_\_  
Rob Ramey, Superintendent

Western Boone Classroom Teachers Association

By: \_\_\_\_\_  
Michael Schlemmer, WBTA President

## **GENERAL FUND COMPARISON REPORT:**

As of March 31, 2017, the General Fund cash balance was \$1,817,912.

The General Fund expenditures for March, 2017 was \$1,194,124 with the month being a 3 payroll month. As of the end of March 2017, a total of 24% of the 2017 appropriation has been expended.

## ***Western Boone Athletic Department***

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Athletic Director, Jason Mulligan  
JR High AD, Rich Schelsky  
Athletic Secretary, Sheri Riegel  
Jason.mulligan@webo.k12.in.us

1205 North State Road 75  
Thorntown, Indiana 46071  
Phone: (765) 482-6143  
Fax: (765) 482-6146

April 11, 2017

Mr. Ramey,

Below please find the current dates for the 2017 Summer Camps:

Boys Basketball- June 5-8  
Youth Football Camp- July 10-13  
Middle School Football Camp- July 10-13  
Summer Speed School- June 5-8  
Volleyball- June 26-29  
Girls Basketball- June 5-9  
Tennis- June 5-8  
Golf- June 12-15

Star Card Night

July 12th 4-6 Football - 6-8 all others in the Athletic Office

This information along with flyers and registration forms can be found at [www.weboathletics.com](http://www.weboathletics.com) under "Stars HQ".

Respectfully,

*Jason Mulligan*

Jason Mulligan  
Western Boone Athletic Director