

MINUTES  
BOARD OF FINANCE ANNUAL MEETING  
ADMINISTRATION OFFICE  
January 14, 2019  
7:00 P.M.

MINUTES  
BOARD MEETING  
ADMINISTRATION OFFICE  
January 14, 2019  
7:15 P.M.

Call to Order: Six of Seven Board Members Present: Shane Steimel, Rick Davis, Mike Martin, Brian Gott, Melissa Smith, Phil Foster. Dennis Reagan was absent.

Pledge of Allegiance  
Prayer

### **BOARD OF FINANCE ANNUAL MEETING**

1. The Director of Business and Technology entertained nominations for President of the Board of Finance

*Motion: Mike Martin nominated Shane Steimel to be president of the Board of Finance. Second: Brian Gott, (Discussion), Vote: 6-0*

2. The Director of Business and Technology entertained nominations for Secretary of the Board of Finance

*Motion: Shane Steimel nominated Mike Martin to be secretary of the Board of Finance. Second: Rick Davis, Discussion, Vote: 6-0*

Mr. Whiteley presented a Board of Finance Annual Review Document and went through it. This document is attached to these minutes. Items included 2018 Budget Review, Investment Policy Review, 2018 Investments Review, Voided Checks/Warrants, and a 2019 Budget Updates.

3. The Director of Business and Technology entertained a motion to adjourn the Annual Meeting

*Motion: Mike Martin, Second: Melissa Smith, (Discussion), Vote: 6-0*

### **Induction of New Board Members:**

1. Shane Steimel, Term of Office: January 1, 2019 to December 31, 2022
2. Phil Foster, Term of Office: January 1, 2019 to December 31, 2022

Notary Public, Vivian Norman took the "Oath of Office" from Mr. Steimel and Mr. Foster and notarized their oaths.

Mr. Ramey presented Vivian Norman with a plaque thanking her for her 22 years of service to Western Boone.

### • **MINUTES**

- The Chair entertained a motion to approve the minutes of the December 10, 2018, School Board Meeting.

*Motion: Brian Gott, Second: Melissa Smith, (Discussion), Vote: 6-0*

- **Board Reorganization**

1. The Chair entertained nominations for Board President.

*Motion: Brian Gott nominated Shane Steimel for Board President. Second: Mike Martin, (Discussion), Vote: 6-0*

2. The Chair entertained nominations for Board Vice-President.

*Motion: Mike Martin nominated Rick Davis for Board Secretary. Second: Melissa Smith, (Discussion), Vote: 6-0*

3. The Chair entertained nominations for Board Secretary.

*Motion Rick Davis nominated Mike Martin for Board Secretary. Second: Brian Gott, (Discussion), Vote: 6-0*

4. The Chair entertained a motion to appoint Kristen Dunn as Corporation Treasurer.

*Motion: Mike Martin, Second: Phil Foster, (Discussion), Vote: 6-0*

5. The Chair entertained a motion to appoint Kent Frandsen of Parr, Richey, Frandsen, Patterson & Kruse as Legal Counsel under a retainer agreement calling for annual payment of \$500.00 per month with an hourly fee of \$250.00.

*Motion: Brian Gott, Second: Rick Davis, (Discussion), Vote: 6-0*

6. The Chair entertained a motion to adopt the schedule of regular board meetings: Meetings will be held at 7:00 p.m. at the Western Boone Administration Office. The 2019 dates would be scheduled as; February 11, March 11, April 8, May 13, June 10, July 15, August 12 September 9, October 14, November 11, December 9, and January 13 as the reorganization Board Meeting for 2020.

*Motion: Rick Davis, Second: Melissa Smith, (Discussion), Vote: 6-0*

7. The Chair entertained a motion to continue the board member annual compensation at the current rate of \$2,000 annually with an additional \$75.00 per Board Meeting and \$62.00 for extra meetings.

*Motion: Rick Davis, Second: Mike Martin, (Discussion), Vote: 6-0*

- **END OF YEAR APPROPRIATION TRANSFERS**

1. The Corporation Treasurer recommended the Board approve the 2018 end of the year Appropriation Transfers as presented.

*Motion: Brian Gott, Second: Melissa Smith, (Discussion), Vote: 6-0*

- **SPECIAL PRESENTATIONS/RECOGNITIONS**

- Members of the 2018 class 2A State Championship Football Team

Coach Pelley thanked the board and entire community for the support. Senior members of the team introduced themselves, shared a favorite memory, and stated their plans after high school. Team members also presented board members with championship medals.

- **REPORTS**

- **Graduation Pathways – Brent Miller**  
Mr. Miller, along with Mrs. Hill, shared the plan for new Graduation Pathways. This will be a requirement for all students graduating in 2023 and beyond and will be an option from now until 2023. Ultimately, these options, according to Mr. Miller, will be good for students.
- **2019-2020 General Electives at Jr. High level – Brent Miller and Chris Tucker**  
Mr. Tucker presented elective options (new and current) for junior high students beginning in 2019-2020.

**ACTION ITEMS**

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

- **PERSONNEL**- All employment recommendations are pending completed satisfactory criminal background history report.
  - **Thorntown and Granville Wells**
    - Teresa Boucher – Temporary Employment – Title I Coordinator effective January 7, 2019 through May 23, 2019
  - **Thorntown**
    - Pam Taylor – Retirement – Principal effective June 30, 2019
  - **Western Boone**
    - Jillian Liffick – Termination – part time cook effective December 5, 2018
    - Jodi Barrett – Sub – Cook effective January 8, 2019
  - **Western Boone Transportation**
    - Tom McNay II – Resignation – Bus Driver effective December 18, 2018

The Chair entertained a motion to approve the personnel as presented

*Motion: Mike Martin, Second: Phil Foster, (Discussion), Vote: 6-0*

- **BUSINESS**

- **Resolution Approving Form of Fifth Amendment to Contract of Lease**

Mr. Steimel read the attached Resolution marked Attachment A.

- Superintendent Ramey recommended the resolution approving Form of Fifth Amendment to Contract of Lease

*Motion: Brian Gott, Second: Rick Davis, (Discussion), Vote: 6-0*

- **Resolution Reapproving Building Corporation**

Mr. Ramey read the attached Resolution marked Attachment B.

- Superintendent Ramey recommended the resolution Reapproving Building Corporation

*Motion: Phil Foster, Second: Brian Gott, (Discussion), Vote: 6-0*

- **Resolution Education Fund to the Operations**

Mr. Whiteley read the resolution to transfer amounts from the Education Fund to Operations Fund.

- Director of Business and Technology recommends the resolution to transfer amounts as needed from the Education Fund to the Operations not to exceed \$1,000,000 as presented

*Motion: Phil Foster, Second: Melissa Smith, (Discussion), Vote: 6-0*

- **Graduation Pathways**

- Superintendent Ramey recommended that the Graduation Pathways be approved as a graduation option beginning with the class of 2019 and state-mandated requirement for the class of 2023 as presented by Mr. Miller earlier in the meeting.

*Motion: Mike Martin, Second: Rick Davis, (Discussion), Vote: 6-0*

Mr. Steimel thanked the HS staff for all their efforts with the new graduation pathways.

- **Greater Jamestown Area Fund Board**

- Superintendent Ramey recommended to approve the reappointment of Rob Ramey, and the appointment of Kim Purdy and Les Hawkins to the Greater Jamestown Area Fund Board. Rob and Kim's term will expire on February 28, 2021. Les's term will expire on February 28, 2022.

*Motion: Brian Gott, Second: Melissa Smith, (Discussion), Vote: 6-0*

- **Support Staff Benefits**

- Superintendent Ramey recommended the Board approve part-time cafeteria workers be eligible to receive the tax-deferred retirement savings 403 (b) plan contribution defined in Support Staff Benefits – Schedule Three.

*Motion: Phil Foster, Second: Brian Gott, (Discussion), Vote: 6-0*

- **Out of State/Overnight Field Trip**

- Superintendent Ramey recommended the Board approve the following field trip request:

- Travis Terhaar – FFA to Kentucky Expo Center, February 15, 2019, Louisville Kentucky from 6:30 a.m. to 5:00 p.m.

*Motion: Mike Martin, Second: Phil Foster, (Discussion), Vote: 6-0*

- **Non-Resident Student**

- Superintendent Ramey recommended the Board approve the following Non-Resident Student:

- Heather Clark - Western Boone Jr.-Sr. High School, 12<sup>th</sup> Grade, 2018-2019 school year

*Motion: Rick Davis, Second: Mike Martin, (Discussion), Vote: 6-0*

- **Donation**

- Superintendent Ramey recommended the Board approve the following:
  - Granville Wells Elementary received a \$1000.00 donation from the Jamestown Community Partnership. The money will be placed in the student assistance fund

*Motion: Mike Martin, Second: Melissa Smith, (Discussion), Vote: 6-0*

- **CLAIMS**

- The Chair entertained a motion to approve the claims for the period of December 10, 2018 through January 14, 2019, as submitted

*Motion: Brian Gott, Second: Phil Foster, (Discussion), Vote: 6-0*

- **MONTHLY FINANCIAL REPORTS**

Mr. Whiteley stated the monthly financial report was already covered earlier in the meeting and did not need to be restated.

- **OTHER**

- **Thorntown**

- Tanya Smith – Resignation - Cafeteria Supervisor effective December 14, 2018

*Motion: Brian Gott, Second: Mike Martin, (Discussion), Vote: 6-0*

- **Western Boone Transportation**

- Superintendent Ramey recommended the Board approve the following purchases: Three IC, School buses from MidWest transit. The purchase of 3 school buses follows the School Bus Replacement Plan.

*Motion: Brian Gott, Second: Mike Martin, (Discussion), Vote: 6-0*

- **Non-Resident Student**

- Superintendent Ramey recommended the Board approve the following Non-Resident Student:

- Abby Detty – Granville Wells Elementary, 3<sup>rd</sup> Grade, 2018-2019 school year
- Eli Detty- Western Boone Jr.-Sr. High School, 8<sup>th</sup> Grade, 2018-2019 school year

*Motion: Brian Gott, Second: Mike Martin, (Discussion), Vote: 6-0*

- **ANNOUNCEMENTS**

- Martin Luther King Day – January 21, 2019 – No School
- eLearning Day – January 30, 2019

- **ADJOURNMENT**

*Motion: Mike Martin, Second: Brian Gott, (Discussion), Vote: 6-0*

# WBCCSC Board of Finance Annual Report

January 14, 2019

## 1. 2018 Comparison Report/Year in Review

On January 1, 2018, the General Fund Cash Balance was \$2,253,342. The 2018 General Fund total expenditures were \$10,573,265. The ending General Fund Cash Balance on December 31, 2018 was \$2,746,791. This is an increase of \$493,449 in the 2018 General Fund Cash Balance.

## 2. Investment Policy Review (Board Policy 7025)

In accordance with I.C. 5-13-7-7, the Board of Finance shall review the overall investment policy of the school corporation.

The WBCCSC School Board Policy 7025 addresses investments. The policy is included in this report. The policy is only good for four years according to I.C. 5-13-9-5.7. Our policy needs to be re-approved to meet this requirement. Additionally, the Director of Business and Technology should be listed as the investing officer rather than the Business Manager. Other than those changes, the policy complies with law and matches our current practices. The necessary changes to BP 7025 will be presented at the February board meeting for approval.

## 3. 2018 Investments Review

In accordance with I.C. 5-13-7-7, the Board of Finance shall receive and review a written report of the investing officer that summarizes the school corporation's investments during the previous calendar year.

In 2018, Western Boone County Community School Corporation had investments in the form of various interest-bearing accounts and deposits with financial institutions and earned interest as follows:

<b>Financial Institution</b>	<b>2018 Interest</b>
Home National Bank	\$64,129.03
State Bank of Lizton (Payroll account)	\$0
State Bank of Lizton (CD)	\$0

*(364 day CD started on 3/2/18. Interest will occur at maturity)*

## 4. Outstanding Checks/Warrants

In accordance with I.C. 5-11-10.5, the Treasurer shall prepare a list of checks that have been outstanding for two or more years as of December 31 and file the same with the Board of Finance on or before March 1.

At December 31, 2018, no checks were outstanding for two or more years as of that date.

Per I.C. 5-11-10.5-2, the Treasurer shall declare these checks void and shall receipt the amount of the checks into the fund upon which originally drawn or, if not appropriate, the General Fund. As of December 31, 2018, no checks were outstanding so no checks will need to be voided.

## 5. 2019 Budget Update

In November, we received our Notice of Final Budget Recommendations from the DLGF (1782 Notice). Our proposed budget was essentially approved by the DLGF, and they did not ask for our Operations budget to be reduced (they made a slight adjustment to debt service but this was minimal). However, our 2019 Assessed Value had decreased to \$664,491,306 from \$706,338,158 in 2018. This is a reduction of \$41,846,852 from 2018 to 2019. With this decrease in our AV, our approved budget would have given us a tax rate of 1.0149, an increase of .0962 over our 2018 rate. We didn't feel comfortable with a \$.10 rate increase to our taxpayers even though the assessed value had decreased so sharply. We cut our 2019 budget by \$335,568 to reduce our 2019 tax rate to .9644. The DLGF approved our request to reduce our tax rate and our 2019 budget.

## INVESTMENT OF CORPORATION FUNDS IN TRANSACTION ACCOUNTS

BP - 7025

The board of school trustees for Western Boone County Community School Corporation supports and authorizes a safe and sound investment program. Such a program is viewed as an important ingredient of sound fiscal management, the purpose of which is to secure a maximum yield of interest revenues to supplement other corporation revenues for the support of the educational program of the corporation.

The investing officer for Western Boone County Community School Corporation is the corporation business manager. The investing officer will manage the various funds of the school corporation. This includes the funds to which local and state tax dollars are received, as well as federal and community grant funds.

The objectives, in priority order, of the investment program are:

1. The safety of principal and funds
2. The liquidity of the portfolio sufficient to enable the corporation to meet all cash flow and other operational requirements
3. The attainment of the highest rate of return through fiscal and economic cycles, within the boundaries of statutory constraints, cash flow requirements, and the primary objects of safety and liquidity

Whenever there occurs a cash balance in any active fund which, though allocated to a specific use, is temporarily not needed, the balance will be invested temporarily to the best advantage of the corporation in such securities as are permitted by law.

### Investment Guidelines

The investing officer shall approve investing available school funds in the following accounts and within the following parameters. These investments must comply with the requirements of I.C. 5-13.

#### A. Deposit Accounts

The treasurer may deposit funds only with the financial institutions designated by the State Board of Finance as depositories and by the local board of finance.

#### B. Certificate of Deposits

Investments of this type will be made based on quotes obtained from depositories designated for the corporation's geographical area.

#### C. Repurchase Agreements

The treasurer is permitted to enter into repurchase agreements with designated depositories. In general, the collateral securities are restricted to interest bearing obligations issued or fully insured or guaranteed by the United States.



D. Maturity

If investments must have a stated maturity of at least two (2) years and not more than five (5) years, the below Portfolio Limitations will apply

E. Portfolio Limitations

The school corporation's portfolio investment in the above accounts may not exceed twenty-five percent (25%) of the total portfolio investments. Transaction accounts are to be included in the twenty-five percent (25%) restriction.

The treasurer shall prepare a report on December 31st summarizing the financial activities that occurred during the previous month.

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This policy is effective until four (4) years from the date it is adopted by the school board.

Legal Reference: I.C. 5-13-9-5.7

Date Adopted: 10/08/12

## 2018 End of the Year Appropriation Transfers

### GENERAL FUND

Account	In	Account	Out
1001110011002	10,864.46	1001130011003.00	179,630.31
1001110025001	2,900.00		
1001110025002	500.00		
1001110061101	204.78		
1001110061104	1,268.50		
1001130011004	18,798.69		
1001130013004	430.00		
1001130022103	2,832.52		
1001130025003	7,900.00		
1001130031303	776.00		
1001135561103	1,000.00		
1001142011003	303.30		
1001145011003	7,418.12		
1001147011003	2,333.13		
1001211011001	5,659.41		
1001211011002	5,659.32		
1001211061104	905.55		
1001222011001	219.40		
1001222012003	3,248.34		
1001261011001	941.14		
1001261011002	11,306.73		
1001610012001	3,338.59		
1001610012002	6,451.84		
1001610012003	3,928.63		
1001710056104	12,584.39		
1002122011003	6,668.31		
1002134012001	4.01		
1002134061101	3.80		
1002134061102	282.14		
1002162011004	4,901.57		
1002222012002	74.44		
1002222064003	1,159.33		
1002311081004	3,207.35		
1002315031804	1,053.19		
1002316029005	509.29		
1002321011004	592.54		
1002321012005	3,291.82		
1002321021505	2,828.91		
1002321022205	3,394.04		
1002321022305	32.96		
1002321061105	3,771.15		
1002410011001	338.81		
1002410011003	2,334.56		
1002557061103	13,361.21		
1002620012004	2,523.78		
1002620053101	356.50		
1002630041204	2,900.00		
1002630061104	3,245.56		
1003310013004	3,215.79		
1003310021104	246.06		

1003340013001	500.00
1003340013002	500.00
1005920087105	6,560.35

<b>Total</b>	<b>179,630.31</b>	<b>Total</b>	<b>179,630.31</b>
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<b>CAPITAL PROJECTS FUND</b>
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Account	In	Account	Out
3502585012004	6,600.03	3502585012005	16,134.34
3502585021605	6,985.48	3502585021105	1,915.28
3502585022205	8,724.08	3502585022105	596.46
3502585043004	16,047.72	3502585022305	257.06
3502620062502	23,066.70	3502585024305	9,136.81
3502640045002	14,687.11	3502585074704	10,437.50
3502640045003	9,778.71	3502620062201	3,885.27
3504300059304	15,583.68	3502620062202	19,181.43
3504510045002	46,193.88	3502640045001	884.42
3504510045003	16,002.10	3502640045005	1,626.61
3504510045005	23,923.50	3504510045001	86,201.58
3504700073003	1,460.22	3504700073001	7,823.93
3504700074104	1,805.53	3504700073002	4,330.79
		3504700073005	5,258.69
		3504900045001	10,000.00
		3504900045002	4,000.00
		3504900045003	9,188.57

<b>Total</b>	<b>190,858.74</b>	<b>Total</b>	<b>190,858.74</b>
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<b>TRANSPORTATION FUND</b>
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Account	In	Account	Out
4102730061204	6,066.32	4102730043004	6,066.32

<b>Total</b>	<b>6,066.32</b>	<b>Total</b>	<b>6,066.32</b>
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<b>RAINY DAY FUND</b>
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Account	In	Account	Out
6101110013004	49,929.81	6104510045003	93,749.44
6101110021104	3,819.63		
6101110024504	40,000.00		

<b>Total</b>	<b>93,749.44</b>	<b>Total</b>	<b>93,749.44</b>
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**EXHIBIT A**

**RESOLUTION APPROVING FORM OF FIFTH AMENDMENT  
TO CONTRACT OF LEASE**

**WHEREAS, Western Boone Multi-School Building Corporation (the "Building Corporation") has previously been organized pursuant to the Indiana Nonprofit Corporation Act of 1991 for the purpose of constructing, renovating and improving facilities for the use of the Western Boone County Community School Corporation (the "School Corporation"); and**

**WHEREAS, representatives of the Building Corporation have drafted and submitted a proposed Fifth Amendment to Contract of Lease Agreement (the "Fifth Amendment") for a portion of the Western Boone Junior/Senior High School building (the "Leased Premises"); and**

**WHEREAS, preliminary plans (the "Documents") for the completion of the Leased Premises have been prepared; and**

**WHEREAS, the Documents have been submitted to and now meet with the approval of this Board of School Trustees (the "Board"); and**

**WHEREAS, such Documents have been marked to indicate the work covered by the proposed Lease; and**

**WHEREAS, it now appears to this Board that said preliminary Documents provide the necessary facilities for the students of the School Corporation, and that the proposed Fifth Amendment with the Building Corporation provides for a fair and reasonable rental; now, therefore,**

**BE IT RESOLVED, that the terms and conditions of the proposed form of Fifth Amendment and the Documents are approved and agreed to as the basis for a hearing, as required by law, and that such hearing should be held by this board upon the necessity for the execution of such Fifth Amendment and whether the Lease rental provided therein is a fair and**

reasonable rental for the proposed building, prior to final determination of such questions, so that this Board may determine whether to execute such Fifth Amendment as now written, or as modified.

BE IT FURTHER RESOLVED, that Board ratifies and confirms the Secretary's publication of a notice of such hearing as required by law.

*Passed and Adopted this 14<sup>th</sup> day of January, 2019.*

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President, Board of School Trustees

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Secretary, Board of School Trustees

**EXHIBIT B**

**RESOLUTION REAPPROVING BUILDING CORPORATION**

WHEREAS, Western Boone Multi-School Building Corporation (the "Building Corporation") has previously been formed as a not-for-profit corporation to assist in financing, renovating, constructing and improving facilities within the Western Boone County Community School Corporation (the "School Corporation"); now, therefore,

BE IT RESOLVED by the Board of School Trustees (the "Board") of the School Corporation, as follows:

SECTION 1. That it is hereby determined to be proper and in the public interest of the citizens of this School Corporation to reapprove the incorporation of the Building Corporation known and designated as the "Western Boone Multi-School Building Corporation" for the purpose of financing, renovating, constructing and equipping certain school facilities and leasing same to this School Corporation.

SECTION 2. That the Articles of Incorporation and Bylaws of the Building Corporation, previously presented to the Board, are hereby reapproved.

SECTION 3. That providing for the financing, renovating, constructing and equipping of such school facilities by the Building Corporation and the leasing of same to this School Corporation is in the public interest of the citizens of this School Corporation, and it is a proper public purpose for which this Board agrees to cooperate with the Building Corporation and to assist it in fulfilling the requirements of all agencies of the federal, state and local governments.

SECTION 4. That the issuance, sale and delivery by the Building Corporation of one or more series of bonds designated "Western Boone Multi-School Building Corporation Ad Valorem Property Tax First Mortgage Bonds, Series 2019" (or such other name or series

designation as determined at the time of sale) (the "Bonds") in the aggregate principal amount of approximately \$5,000,000 is hereby approved.

SECTION 5. That, upon the redemption or retirement of the Bonds, the School Corporation will accept from the Building Corporation title to such school facilities, free and clear of any and all liens and encumbrances thereon.

SECTION 6. That this Board hereby reapproves the current Directors of the Building Corporation.

SECTION 7. That the Building Corporation may issue, sell and deliver the Bonds, pursuant to the applicable laws of the State of Indiana, may encumber any real property or equipment acquired by it for the purpose of financing the construction and equipping of such school facilities and may enter into contracts for the sale of the Bonds and the construction and acquisition of such school facilities.

SECTION 8. The School Corporation reasonably expects that tax-exempt obligations issued by or on behalf of the School Corporation, including the Bonds, as well as other bonds and temporary loan warrants of the School Corporation, will not exceed \$10,000,000 in calendar year 2018. The Bonds in the amount not to exceed \$5,000,000 are hereby designated as qualified tax-exempt obligations for purposes of Section 265(b) of the Internal Revenue Code of 1986, as amended (the "Code").

SECTION 9. The School Corporation reasonably expects that tax-exempt obligations issued by or on behalf of the School Corporation, including the Bonds as well as other bonds and temporary loan warrants of the School Corporation, will not exceed \$15,000,000 in the calendar year 2018. Pursuant to Section 148(f)(4)(D) of the Code, the School Corporation irrevocably

**allocates to the Building Corporation \$5,000,000 of its \$15,000,000 limit for purposes of qualifying for the small governmental exception to the rebate requirement.**

*Passed and Adopted this 14<sup>th</sup> day of January, 2019.*

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**President, Board of School Trustees**

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**Secretary, Board of School Trustees**





**Western Boone Jr.-Sr. High School**  
**Graduation Pathways**  
**Local Plan Outline**

*Revised 1-8-19*

**Box #1 = Earn Diploma**

**Box #2 = Learn and Demonstrate Employability Skills (Complete one of the following)**

- Project-Based Experience
  - 20% Project in junior English classes (Follow PBL's Design Principals)
    - AP Language/Composition
    - Composition
- Service-Based Learning Experience
  - Participation in a meaningful volunteer or civic engagement experience
  - Engagement in a school-based activity = co-curricular/extracurricular activity or sport for at least one academic year
  - Post experience/activity, write a reflection based on the IDOE employability skills
- Work-Based Learning Experience
  - Completion of a Career Exploration Internship (Meeting design principles for WBL)
  - Completion of the ICE Program (Meeting design principles for WBL)
  - Ivy Tech Workforce Excellence Program combined with authentic work experience
    - Work Experience
      - Star Day – Job shadow and create a detailed reflection
      - Construction Career Symposium – Attend symposium and create a detailed reflection
- Documented Employment
- Documented Classes Teaching Job Skills

**Box #3 = Postsecondary-Ready Competencies (Complete one of the following)**

- Option 1: Earn Academic Honors or Technical Honors Diploma
- Option 2: ACT = Reading 22, Eng. 18 – Math 22, Sci. 23
  - 2 of 4 (Reading or English – Math or Science)
- Option 3: SAT = R/W 480, Math 530
- Option 4: ASVAB = 31 cut score meets this box
- Option 5: Single classes with a certification exam (must attempt and pass the exam)
  - IED = Inventor Exam
  - Advanced Manufacturing = MSSC Exam
  - Pharmacy Tech = PTC Exam, NHCA Exam
- Option 6: CTE Concentrator (6 credits) in existing pathway with C average across the 6 credits (not per class)
- Option 7: Completion of 3 AP/Dual credit classes (6 credits) with C average across the 6 credits and must include one class in core subject (English, math, science, social studies)
- Option 8: Other additional options approved by the SBOE
- Option 9: Waiver Process = Students must attempt 3 items in Box #3
  - ie. SAT, ASVAB, CTE Concentrator
    - GPA must be = 1.67
    - Attendance = 95%
    - Demonstrate Post-Secondary Planning
  - Note: Students at risk of not graduating must be identified before scheduling 10<sup>th</sup> grade classes



# INDIANA STATE BOARD OF EDUCATION

## GRADUATION PATHWAYS PANEL

(Updated 11/16/2018)

The purpose for this Panel is to establish graduation pathway recommendations for the State Board of Education that create an educated and talented workforce able not just to meet the needs of business and higher education, but able to succeed in all postsecondary endeavors. To account for the rapidly changing, global economy, every K-12 student needs to be given the tools to succeed in some form of quality postsecondary education and training, including an industry recognized certificate program, an associate's degree program, or a bachelor's degree program.

These recommendations seek to ensure that every Hoosier student graduates from high school with 1) a broad awareness of and engagement with individual career interests and associated career options, 2) a strong foundation of academic and technical skills, and 3) **demonstrable employability skills** that lead directly to meaningful opportunities for postsecondary education, training, and gainful employment.

Students in the graduating class of 2023 must satisfy all three of the following Graduation Pathway Requirements by completing one of the associated Pathway Options:

Graduation Requirements	Graduation Pathway Options
1) <b>High School Diploma</b>	Meet the statutorily defined diploma credit and curricular requirements.
2) <b>Learn and Demonstrate Employability Skills<sup>1</sup></b> (Students must complete <u>at least one</u> of the following.)	Learn employability skills standards through locally developed programs. Employability skills are demonstrated by <u>one</u> the following: <ul style="list-style-type: none"> <li>• <b>Project-Based Learning Experience</b>; OR</li> <li>• <b>Service-Based Learning Experience</b>; OR</li> <li>• <b>Work-Based Learning Experience</b>.<sup>2</sup></li> </ul>
3) <b>Postsecondary-Ready Competencies<sup>3</sup></b> (Students must complete <u>at least one</u> of the following.)	<ul style="list-style-type: none"> <li>• <b>Honors Diploma</b>: Fulfill all requirements of either the Academic or Technical Honors diploma; OR</li> <li>• <b>ACT</b>: College-ready benchmarks; OR</li> <li>• <b>SAT</b>: College-ready benchmarks; OR</li> <li>• <b>ASVAB</b>: Earn at least a minimum AFQT score to qualify for placement into one of the branches of the US military; OR</li> <li>• <b>State- and Industry-recognized Credential or Certification</b>; OR</li> <li>• <b>Federally-recognized Apprenticeship</b>; OR</li> <li>• <b>Career-Technical Education Concentrator<sup>4</sup></b>: Must earn a <u>C average</u> in at least two non-duplicative advanced courses (courses beyond an introductory course) within a particular program or program of study; OR</li> <li>• <b>AP/IB/Dual Credit/Cambridge International courses<sup>5</sup> or CLEP Exams</b>: Must earn a <u>C average</u> or higher in at least three courses; OR</li> <li>• <b>Locally created pathway</b> that meets the framework from and earns the approval of the State Board of Education.</li> </ul>



# INDIANA STATE BOARD OF EDUCATION

## Recommended Implementation Timeline:

- For current high school students, those graduating in 2019, 2020, 2021, or 2022, ISTEP 10/End-of-Course Assessments will continue to be used as the graduation qualifying examination.
  - Schools should work towards allowing students in these cohorts to opt-in to a Graduation Pathway in lieu of the graduation qualifying examinations.
- Once adopted by the State Board of Education, the Graduation Pathways will become effective for the graduating class of 2023 (eighth graders in 2018-19).
- This recommendation becomes effective for all students beginning of 2019-20.

## Additional Items for the State Board of Education's Consideration:

- **Future Panel convenings:** The Graduation Pathways Panel recommends that it continues to convene in order to:
  - Develop the framework for the Locally Created Pathways;
    - Potential examples include: Co-Ops, ePortfolios, competency-based education systems, or other options validated by either employers and/or institutions of higher education.
  - Create recommendations regarding the manner in which the State Board monitors pathway outcome data and adjusts Pathways options contingent upon that data;
  - Study potential waiver options for diplomas;
  - Consider ways for the 'CTE Concentrator' pathway to become a 'CTE Completer' pathway; and
  - Consider ways for schools to begin to implement these graduation pathways with the graduating class of 2019.
- **Career Exploration:** The Graduation Pathways Panel recognizes the need for more robust career awareness and exploration for students throughout their entire academic lives. Students need greater exposure and understanding of the variety of employment opportunities to foster their postsecondary aspirations. The Panel recommends the inclusion of career awareness and exploration at the middle elementary (grades 3 thru 5) and middle school (grades 6 thru 8) levels. The Graduation Pathways—flexible through graduation—should be preceded by a series of purposeful activities during middle school and high school, including but not limited to: 1) career exploration courses (e.g., *Exploring College & Careers*, *Preparing for College & Careers*) 2) career interest assessments (e.g., *Indiana Career Explorer*, *Naviance*, *ASVAB Career Program*), and 3) consultations with school counselors.
- **Nationally-recognized College Entrance Exam:** The Graduation Pathways Panel recommends that the State adopt a nationally-recognized college entrance exam to be used for school accountability no later than 2021-22.
- **Statewide Diploma:** The Graduation Pathways Panel and State Board of Education will further deliberate on credit and course requirements for the diploma at a future date.
- **Phasing in AP/IB/CI exam scores:** The Graduation Pathways Panel will consider ways to incorporate AP, IB, or CI exam scores as a final pathway.



# INDIANA STATE BOARD OF EDUCATION

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## <sup>1</sup> Learn and Demonstrate Employability Skills:

Employability skills standards may include Indiana's Employability Skills Benchmarks and other comparable character development benchmarks.

Demonstrations of employability skills are experiences that enable students to apply essential academic, technical, and professional skills and find engagement and relevancy in their academic careers through such means as project-based learning, work-based learning, or service learning experiences.

Demonstrations of employability skills can occur over the course of a student's high school career.

Any demonstration needs to be validated locally by:

- Student work product AND
- School validation.

## <sup>2</sup> Learn and Demonstrate Employability Skills – Graduation Pathway Options:

**Project-based learning** allows students to gain knowledge and skills by working for an extended period of time to investigate and respond to an authentic, engaging and complex question, problem, or challenge. The project is framed by a meaningful problem to solve or a question to answer, at the appropriate level of challenge. Students engage in a rigorous, extended process of asking questions, finding resources, and applying information. Students often make their project work public by explaining, displaying and/or presenting it to people beyond the classroom.

Demonstrations include:

- Completion of a course capstone,
- Completion of a research project,
- Completion of Cambridge International Global Perspectives and Research,
- Completion of the AP Capstone Assessment, OR
- Other (with approval by the State Board of Education).

**Service-based learning** integrates meaningful service to enrich and apply academic knowledge, teach civic and personal responsibility (and other employability skills), and strengthen communities.

Demonstrations include:

- Participation in a meaningful volunteer or civic engagement experience,
- Engagement in a school-based activity, such as a co-curricular or extracurricular activity or sport for at least one academic year, OR
- Other (with approval by the State Board of Education).

**Work-based learning** is a strategy to reinforce academic, technical, and social skills learned in the classroom through collaborative activities with employer partners. Work-based learning experiences allow students to apply classroom theories to practical problems, to explore career options, and pursue personal and professional goals.

- Completion of a course capstone,
- Completion of an internship,
- Obtaining the Governor's Work Ethic Certificate,
- Employment outside of the school day, OR
- Other (with approval by the State Board of Education).



# INDIANA STATE BOARD OF EDUCATION

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## <sup>3</sup> Postsecondary-Ready Competencies – Graduation Pathways Options:

National college-ready benchmarks are set by the College Board and ACT. The Indiana Commission for Higher Education, in consultation with the state's colleges and universities, may set Indiana-specific college-ready benchmarks that exceed—but may not be lower than—the national college-ready benchmarks.

For 2017, the college-ready benchmarks are:

- SAT: 480 in English and 530 in Math.
- ACT: 18 in English, 22 in Reading, 22 in Math, and 23 in Science.

These scores are fluid and are subject to change.

Apprenticeships are defined as intensive work-based learning opportunities that generally last from one to six years and provide a combination of on-the-job training and formal classroom instruction. They are intended to support progressive skill acquisition and lead to postsecondary credentials and, in some cases, degrees. Apprenticeships often involve 2,000 to 10,000 on-the-job hours. Students 16-years-old or older may qualify for an apprenticeship. Per the Indiana General Assembly, any apprenticeship program must be registered under the federal National Apprenticeship Act (29 U.S.C. 50 et seq.) or another federal apprenticeship program administered by the United States Department of Labor. State- and Industry-Approved Credentials and Certifications will be determined by the State Board of Education, in consultation with the Department of Workforce Development.

College Level Exam Program (CLEP): A score of 50 on at least 3 subject area exams can satisfy this pathway. At least one subject area must be a core content.

Cambridge International (CI) Examinations: A score of G or higher on at least 3 Cambridge IGCSE Level Exams can satisfy this pathway. At least one subject area must be a core content.

Students must take any corresponding AP, CI, or IB exams for their courses.

A score of 3 or higher on an AP exam, a 4 or higher on an IB exam, or E or higher on a CI Exam may satisfy the C requirement for one particular course.

<sup>4</sup> **Career-Technical Education Concentrator:** This new definition will begin with the 2023 graduating cohort (freshmen beginning in 2019-20). Students in 2019, 2020, 2021, and 2022 cohorts are grandfathered under the previous CTE Concentrator definition – earning at least 6 high school credits in a career sequence. School may opt to use this new definition of two courses for their current students. DOE will define the “advanced courses” that will constitute a CTE Concentrator beginning in 2019-20.

<sup>5</sup> **AP/IB/Dual Credit/Cambridge International courses:** At least one AP/IB/Dual Credit/CI course or CLEP exam must be in a core content area and/or be part of a defined CTE curricular sequence. The Core Transfer Library defines “core content” for dual credit/AP/IB requirement. Students pursuing liberal arts tracks must have at least one course corresponding with the CTL.

**Western Boone Jr.-Sr. High School**  
**Junior High Electives**  
**2019-2020**

**7<sup>th</sup> Grade**

- Band
- Choir
- Art 1 / Art 2
- Current Events
- Digital Citizenship
- Exploring College and Careers
- Engineering Technology
- Exploring Agriculture
- Family and Consumer Science 7

**8<sup>th</sup> Grade**

- Band
- Choir
- Art 3 (or Art 1 / Art 2)
- Current Events
- Digital Citizenship
- Exploring College and Careers
- Engineering Technology
- Exploring Agriculture
- Family and Consumer Science 8
- \* Introduction to Agriculture (*High School Credit*)
- \* Applied Music: Guitar 1 / Applied Music: Guitar 2 (*High School Credit*)
- \* Digital Applications (*High School Credit*)

To: Mr. Ramey and Western Boone County Community School Board

From: Jane Taylor 1/9/2018

Re: Change in Benefits

## Western Boone Community School Corporation

### Support Staff Benefits – Schedule Three

#### Tax-Deferred Retirement Savings 403(b) Plan

I would like to add the word “all” in front of employees to receive this benefit.

The statement is as follows:

#### TAX-DEFERRED RETIREMENT SAVINGS 403(b) PLAN

After one year of service, (ALL) employees are eligible for a tax-deferred annuity (established in lieu of a pension plan), whereby 3% of the employee's base-pay is contributed by the school corporation to a 403(b) savings account specifically for that employee. With a minimum personal contribution of \$50.00, the school corporation will contribute an additional amount to each employee's 403(b) savings account as follows: \$200.00 for 1-5 years of service, \$400.00 for 6-10 years of service, and \$600.00 for 11+ years of service. Employees are eligible to make additional contributions up to the maximum legal limit. Special rules regarding the use of these savings accounts are available upon request.

Thank-you for your consideration on this matter.

Jane Taylor