

**SCHOOL CITY OF HOBART  
BOARD OF SCHOOL TRUSTEES  
REGULAR SESSION MEETING  
August 17, 2017**

The Board of School Trustees of the School City of Hobart met in regular session on August 17, 2017, in the Board Room at Hobart High School, 2211 East Tenth Street, Hobart, Indiana.

**ROLL CALL:** President Terry Butler asked Board Members to log in. The following Board Members and Administrators were present or absent as noted:

**Board Members Present:**

Terry D. Butler  
Rikki A. Guthrie  
Michael J. Rogers  
Dave Bigler  
Karen J. Robbins  
Donald H. Rogers  
Stuart B. Schultz  
Danielle Hill, HHS student representative  
Aleena Popp, HHS student representative

**Administrators Present:**

Peggy Buffington  
Ted Zembala  
Christopher N. King  
William J. Longer  
Jonathan Mock

**EXECUTIVE SESSION:** President Butler indicated that the Board met in executive session prior to the regular session. As published, the meeting was held in accordance with I.C. 5-14-1.5-6.1(b)(1) where authorized by federal or state statute; (2) for discussion of strategy with respect to: (A) collective bargaining; (7) for discussion of records classified as confidential by state or federal statute; and (9) to discuss job performance evaluation of individual employees.

**CALL TO ORDER:** Terry Butler, President, called the meeting to order around 7:10 p.m.

**PLEDGE OF ALLEGIANCE:** President Butler led everyone present in reciting the Pledge of Allegiance.

**AUDIENCE:** The following were present in the audience:

Courtany Hill, nursing student at Indiana University Northwest, Hobart High School graduate  
and former Board student representative  
Carole Carlson, reporter for *The Post-Tribune*

**APPROVAL OF MINUTES:** Michael Rogers moved that the Board approve the work session, executive session and regular session minutes of August 3, 2017. Seconded by Stuart Schultz. Vote on motion: Aye – Robbins, D. Rogers, Bigler, Schultz, M. Rogers, and Butler. Abstain – Guthrie. Motion carried 6-0 with one abstention. Mr. Butler noted the abstention was because the Board member was not at the last meeting.

**FINANCIAL REPORTS:** Ted Zembala, Business Manager, presented the following for the Board's consideration and recommended approval:

► Vouchers for August 17, 2017 - Danielle Hill, HHS student representative, read the accounts payable voucher summary as follows:

General Fund \$591,114.90  
Capital Projects Fund \$148,728.21  
Transportation Operating Fund \$29,114.72  
Construction Fund 700 \$385,635.70  
School Lunch \$27,225.76  
Textbook Rental Fund \$133,929.47  
Self-Insurance Fund \$25,563.61  
Work Ethics Certification Grant \$1,800.00  
Lilly Endowment \$442.00  
Hobart Educational Foundation \$442.00  
Building Brickies 2014-2015 \$184.21  
Title I SY 2014-2015 \$4,343.84  
Title II Part A FY 16/17 \$1,322.30  
Clearing Accounts \$276,856.64  
Credit Card Fee Clearing \$37.93

for a total of \$1,627,141.73 with no transfers. The July payroll distribution by the school corporation's treasurer was \$1,130,680.43.

Dave Bigler moved that the Board approve payment of the vouchers for August 17, 2017. Karen Robbins seconded. Vote on motion: Aye – Robbins, D. Rogers, Bigler, Schultz, M. Rogers, Guthrie, and Butler. Motion carried 7-0 in favor.

► Middle School Cafeteria Project – Applications for Payment

President Butler noted the applications for payment for the middle school cafeteria were attached as a group in the electronic meeting packet that each Board member received and the list was displayed on the Board Room screens for the audience to view. He asked if anyone wanted them read aloud, and no one asked that they be read. He asked Mr. Zembala if he was recommending approval of the August 17 applications for payment for the middle school cafeteria. Mr. Zembala indicated that he was.

Karen Robbins moved that the Board approve the Applications for Payment. Donald Rogers seconded. Vote on motion: Aye – Robbins, D. Rogers, Bigler, Schultz, M. Rogers, Guthrie, and Butler. Motion carried 7-0 in favor.

In addition, the Board received the following monthly financial reports dated July 31, 2017: Analysis by Object, Estimated Revenue by Account, Summary of Balance by Account-Object, and Summary of Receipts and Expenditures.

The applications for payment, as presented, were as follows:

1. Continental Electric Co., Inc. App No. 4 – \$90,040.72
2. C&T Design, App No. 1 – \$198,445.55
3. Gatlin Plumbing, App No. 4 – \$47,588.27
4. Kleckner Interior Systems, App No. 4 – \$48,058.79
5. Larson-Danielson Const Co. Inc., App No. 8 – \$362,579.75
6. Mechanical Concepts, App No. 5 – \$75,076.60
7. Valley Fire Protection Systems, LLC – \$17,816.50
8. CDW Government LLC, App No. 1 – \$102,726.74

**STAFF TRAGEDY:** It was noted that there was a medical emergency with a staff member who had to be taken to the hospital today. Everyone was asked to keep the person in his or her thoughts and prayers.

**COMMENTS ON AGENDA ITEMS:** There were no comments from the audience on the listed agenda items.

**PERSONNEL REPORT:** Jonathan Mock, Director of Human Resources and Compliance, indicated the Board had received a copy of the Personnel Report and Personnel Report Addendum in their electronic meeting packets and requested Board action.

Donald Rogers moved and Stuart Schultz seconded that the Board approve the Personnel Reports as presented. Vote on motion: Aye – Robbins, D. Rogers, Bigler, Schultz, M. Rogers, Guthrie, and Butler. Motion carried 7-0 in favor.

The personnel information from the personnel reports was as follows:

Summer School Contract –

Elementary, July 24/August 11, 2017:

Stefanie Osika, Ridge View School, first grade reading, 15 days, \$1,477.15

Service Agreements –

Hobart High School/

Tim Krieg, SAT Prep Class, 19.5 hours, June 5/July 27, 2019, \$679.77

Hobart Middle School, August 16, 2017/May 30, 2018

Tony Curatolo, Extended Day-Zero, 180 hours, \$5,871.60

Margaret Kregg, Extended Day-Zero Hour, 180 hours, \$6,255.00

Christopher Wells, Extended Day-Zero Hour, 180 hours, \$10,119.60

Workplace Specialist:

Darren Sandilla, Hobart High School/criminal justice instructor, August 16, 2017/

May 30, 2018, \$40,725.00

Request for Leave of Absence –

Bethany Bisone, Early Learning Center @ George Earle School/food service department, unpaid leave, August 16 through October 20, 2017

Extra Duty Contracts –

Hobart High School/

Alexandra Bustos, 9<sup>th</sup> grade volleyball, July 31/November 4, 2017, \$2,820.00

Robert Foster, JV football, July 31/November 25, 2017, \$4,383.00

Salary Adjustment –

Rebecca Rosenbaum, Service Center/Support Services Office secretary, effective June 5, 2017, \$16.61 per hour for 90-day probation period; then \$16.90 per hour

Regular Teachers Contracts –

Lauren Hall, Joan Martin School/teacher, August 14, 2017/May 31, 2018, \$36,010.00

Tyler Schwartz, Hobart Middle School/teacher, August 14, 2017/May 31, 2018, \$36,010.00

Resignation –

Sabrina Hill, Hobart High School/food service department, effective August 15, 2017

**PRESENTATION: American Cancer Society:** This item was tabled at the August 3 Board meeting, and after speaking with Mrs. Anderson, she would like to postpone the recognition of Peggy Buffington and Kacey Allen to the September 7 Board meeting.

President Butler called for a motion to table.

Karen Robbins moved to table the agenda item to the September 7 meeting. Seconded by Rikki Guthrie. Since this agenda item was listed an “Information” item and not an “Active” item, there was no voting box shown in ESB, so a voice vote was recorded by the Board’s recording secretary. Vote on the motion: Aye – Robbins, D. Rogers, Bigler, Schultz, M. Rogers, Guthrie, and Butler. Motion carried 7-0 in favor.

**RECOMMENDATION TO ACCEPT: Indiana Department of Education Title I Grant:** Dr. Peggy Buffington, Superintendent, presented the 2017-2018 Title I Grant. Mrs. Sara Gutierrez, Director of Early Learning and Education along with Business Manager Ted Zembala submitted the grant, and it was awarded in the amount of \$489,661.32, which was quite a bit lower than last year’s grant of \$550,555.33. She indicated that every school corporations’ Title I funds have been reduced. Other things have to be done with Title I funds, and charter schools, also, receive Title I grant funding. She noted the grant was used to provide interventions in reading and math for students and said the district always accepts whatever grant funds awarded to the district. Dr. Buffington hoped that the funds would increase next year. However, Mr. Butler noted that funding has declined the last four years.

Dr. Buffington recommended accepting the grant and requested Board action.

Stuart Schultz moved that the Board accept the Indiana Department of Education 2017-2018 Title I Grant. Seconded by Rikki Guthrie. Vote on motion: Aye – Robbins, D. Rogers, Bigler, Schultz, M. Rogers, Guthrie, and Butler. Motion carried 7-0 in favor.

**RECOMMENDATION: Support Staff Personnel Policies and Regulations:** Superintendent Peggy Buffington recommended a two percent salary increase for the following employees and approval of their respective personnel regulations/handbooks:

- All Support Staff covered by the support staff regulations and benefits (9 month and 12 month classified staff)
- All Food Service employees
- All Transportation Department employees (School Bus Drivers and Matrons, Stephen Wells, and Ron Menard)
- All Technology Department employees
- All School Nurses

Dr. Buffington requested Board action.

Dave Bigler moved that the Board approve Support Staff salary increases and personnel regulations/handbooks, as presented. Rikki Guthrie seconded.

In the discussion, Mr. Bigler noted that due to changes in personnel from year to year it was important to make staff members aware of the district's standards and policies, and he thanked Dr. Buffington for doing this.

Vote on motion: Aye – Robbins, D. Rogers, Bigler, Schultz, M. Rogers, Guthrie, and Butler. Motion carried 7-0 in favor.

**RECOMMENDATION: Administrative Contracts and Personnel Policies/Regulations of the Administrative Staff and Administrative Services Classified Staff:** Dr. Peggy Buffington recommended a one-year contract extension through June 30, 2019, for the following administrators:

- Ted Zembala, Debbie Matthys, Jon Mock, Sara Gutierrez, Angela Patrick, Jacob Rodriguez, Colleen Newell, Tracy Brumley, Kacey Allen, Amy Turley, Nicole Neeley, Misty Scheuneman, Brett Munden, Matt Whiteman, Greg Bialata, Larry Juzwicki, Chris King, Russell Mellon, and Felix Perry

Dr. Buffington, also, recommended the following:

- Contract Adjustments: Jacob Rodriguez add 15 days; Tim Krieg a salary adjustment; Jon Mock a salary adjustment; Chris King a salary adjustment; and Russell Mellon a salary adjustment. (Dr. Buffington verbally added Mr. Mellon's salary adjustment and noted that even though his name was not part of the summary verbiage in the electronic meeting packet, his name and salary adjustment was included in her written summary recommendation to the Board.)
- Contract Additions for Hearing Officers at \$2,500: Brett Munden, Amy Turley, and Jacob Rodriguez

In addition, Dr. Buffington presented and recommended approval of the Administrative Services Classified Staff schedule for the following: Patricia Schoon, Beth Black, Christine Duggan, Sarah Ramos, Dawn Powers, Christine Martinez, Judy Henry, Yvette Sutherland, Regina Guarnero, and Nancy Smith. She noted that Judy Henry would now be the deputy treasurer instead of Christine Martinez. Because on internal controls, she said the accounts payable person was a better fit for the position.

Dr. Buffington requested Board action.

Karen Robbins moved that the Board approve the administrative services classified staff schedule, administrative contracts, and Personnel Policies and Regulations of the Administrative Staff, as presented. Michael Rogers seconded.

In the discussion, Dr. Buffington noted the contract extensions were based upon positive evaluations, and she indicated the administrators were doing good jobs.

Vote on motion: Aye – Robbins, D. Rogers, Bigler, Schultz, M. Rogers, Guthrie, and Butler. Motion carried 7-0 in favor.

**UPDATES/ANNOUNCEMENTS/REPORTS:** The Board received the following information:

- ▶ School Information – weekly agendas from the Early Learning Center and Liberty School.
- ▶ Upcoming Activities/Events – noted that Rachel's Challenge would be held on August 31 for seventh graders and September 1 for sophomores.
- ▶ Focus on Education –the August issue of *Focus on Education*, the district's monthly newsletter.

**COMMENTS:** From the administration, Peggy Buffington noted that all of the schools were “up and running.” She noted there were always some challenges with the transportation at the beginning of the school year. She extended her thanks and appreciation for those who were able to go on the “welcome back tour” and said it was good to see happy students and staff. She noted that one of the items of importance from the Lilly grant data was the importance of hydration, and she indicated that all students would receive water bottles to use during the school day. She noted they understand the importance of hydration. She thanked Chris King for his assistance with the opening day activities for staff. She was the game host for Hobart's version of “Family Feud” and “Match Game 2017.” In addition, staff heard some powerful speakers. On Monday, Dave Weber who spoke about *LEADERSHIP [ré de fined]* that speaks to the 12 X's of Success for TODAY's Leader, but he only made it through the first two points. Dr. Buffington commented that she has attended many of his workshops on this topic, and Mr. Weber has never finished all twelve X's. She was very familiar with the first two X's but not the others. On Tuesday, James Officer, who was a speaker at the high school's Ted<sup>x</sup> program last spring, spoke about perspective and its importance as to how we perceive things. On behalf of her children, Rikki Guthrie thanked everyone for a good first day of school. Ted Zembala told the Board that he had met with Craig Osika and Justine Eubank about the

new wellness program. He said it was a great meeting about how to put their information into a graphic presentation. He extended his thanks to Danielle Hill for her assistance with inputting the wellness data. Mr. Zembala indicated that he would be making the district's annual budget presentation at the next Board meeting. Chris King indicated that the technology department had their chromebook distribution at the high school today and said it went very well. The new cases for the chromebook were also given out. The student representatives indicated they liked the new cases as did Mrs. Guthrie for her son. Mrs. Guthrie noted that she had heard "a lot of chatter about the water bottles." Dr. Buffington said students at Joan Martin had been thanking her for the water bottles as they were leaving school. Bill Longer clarified that the vote on the personnel report and said it included the personnel report and personnel report addendum in the motion. He extended his thanks and appreciation to the school bookkeepers for their assistance with parents/guardians in paying outstanding book rental and their cooperation with his office. He was pleased with how the payment program was working out. Jon Mock noted the staff opening days reaffirmed why they were there for kids. The opening day tour of the schools always was "a highlight of the school year." In addition, he said it was "a great week" and he was "looking forward to the school year." Dr. Buffington told the Board about the delicious cookie-crumble sundaes the staff had for dessert on Tuesday before their professional development presentation.

From the Board, Karen Robbins thanked the administrative side of the table for the work they do. She thought the "welcome back tour" was outstanding. The "buildings were up and running," and she was impressed with the kindergarten student telling them about hydration. The middle school was "happy to see us," and their "new cafeteria is phenomenal." She hoped that every school would be able to have a water fountain to fill student water bottles. Don Rogers agreed with Mrs. Robbins and expressed his appreciation to the administrative side of the table for the excellent job they do. He wished the stricken staff member his best wishes, and he thanked "the people who got into that room so quickly." Dave Bigler asked everyone to reflect on the situation and realize that at some places, people might not have responded as quickly as the Hobart staff and students did. He was grateful for their quick thinking and actions taken until the emergency responders came. Stu Schultz thanked every for their hard work and wished the staff member the best. Aleena Popp was interested in the middle school's new water fountain. She was looking forward to her senior year, even though she was a little nervous, but she does have a great schedule. She needed a schedule change, but it was "fixed right away." Her "teachers seemed excited" and were treating their students "more like adults." She said Dave Weber, the opening day speaker, was energizing, and she liked the new hydration program and being able to eat snacks in class. She was already counting days until graduation. Mike Rogers gave a shout out to Chris LaFollette and Tim Flatt for the completion of the middle school cafeteria, especially that it was done on time. Dr. Buffington noted she changed out the high top tables that were going to be used in the rewards area, but she noted they were placed on their stage. She extended her appreciation to everyone for getting everything together. It was "a lot of work." Rikki Guthrie liked "the canopies" because it tied the addition into the rest of the school. She thanked everyone for all that they do, especially those who work year round, and she hoped they were able to take some time off. She was appreciative of the staff and students who assisted the staff member, and she was thankful for their efforts. Terry Butler noted the opening of school was always an exciting week. There was some discussion about the games shows, and Mr. Rogers didn't understand why no one said "Brickies Rock" that was on everyone's tee shirts for the question that asked for "Brickie blank?." Dr. Buffington said that the winners won "reserved parking spots," and everyone was pleased to have them. Mr. Butler said that he was involved with opening school activities at the school district where he works. He noted that there was "not a school district that doesn't have transportation problems" because there were "too many variables" involved with transporting students.

There were no comments from the audience.

**ADJOURNMENT:** There being no further business to come before the Board, President Butler adjourned the meeting around 7:49 p.m.

**NEXT MEETING:** The next regular session meeting is September 7, 2017.

BOARD OF SCHOOL TRUSTEES  
SCHOOL CITY OF HOBART

By \_\_\_\_\_  
Terry D. Butler, President

ATTEST:

By \_\_\_\_\_  
Michael J. Rogers, Secretary

Submitted for Approval: September 7, 2017