

LAKE CENTRAL SCHOOL CORPORATION
Lake Central High School – LGI Room – Enter Door G
8400 Wicker Avenue, St. John, Indiana 46373
Monday, June 20, 2016

A meeting of the Board of School Trustees of the Lake Central School Corporation was held in the Lake Central High School LGI Room, 8410 Wicker Avenue, St. John, IN on June 20, 2016. The meeting began at 7:30 p.m.

Board Members Present

Don Bacso, Member
 Sandy Lessentine, Secretary
 Janice Malchow, Vice-President
 Howard Marshall, Member

Board Members Not Present

John DeVries, President

Administration Present

Sarah Castaneda, Director of Secondary Education
 Al Gandolfi, Assistant Superintendent
 Rob James, Director of Business Services
 Bill Ledyard, Director of Facilities
 Theresa Schoon, Director of Primary Education
 Dr. Lawrence Veracco, Superintendent

Administration Not Present

<u>BOARD MEETING ,MINUTES</u> Monday, June 20, 2016	
<i>All Motions Were Passed With a 4-0 Vote Unless Otherwise Indicated</i>	
I.	Call to Order – <i>Janice Malchow</i> <ul style="list-style-type: none"> • The meeting was called to order by Janice Malchow.
II.	Verification of Receipt and Review of Board Packet – <i>Janice Malchow</i> <ul style="list-style-type: none"> • Has each member successfully received the electronic version of tonight’s board agenda, along with the individual supporting documents, reviewed them, and directed any questions or corrections to Dr. Veracco, prior to this meeting? Bacso – Yes DeVries - Not Present Lessentine – Yes Malchow – Yes Marshall - Yes
III.	Agenda: Approval, Deletions, Additions - <i>Dr. Veracco- Action Required</i> <ul style="list-style-type: none"> • Revisions to the Agenda include an additional Field Trip Request under Sarah Castaneda’s section. • Don Bacso moved to approve. Sandy Lessentine seconded the motion. Motion carried.
IV.	Correspondence – <i>Sandy Lessentine</i> <ul style="list-style-type: none"> • There was no correspondence.
V.	Liaison Committee Updates – <i>Janice Malchow</i> <ol style="list-style-type: none"> 1. West Lake Joint Managing Board: Howard Marshall 2. Building and Renovation Committee: Janice Malchow 3. Personnel Interview Committee: Howard Marshall 4. Legislative Committee: Janice Malchow

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	<p>5. Lake Central Education Foundation: Janice Malchow 6. Wellness Committee: Janice Malchow 7. Dollars for Scholars: Dr. Veracco 8. Dyer Redevelopment Committee: Don Bacso 9. St. John Redevelopment Committee: John DeVries 10. Schererville Redevelopment Committee: Sandy Lessentine</p>
VI.	<p>Official School Board Business Topics: Consent Agenda – <i>Dr. Veracco</i> – Action Required</p> <ul style="list-style-type: none"> • Howard Marshall moved to approve the Consent Agenda. Sandy Lessentine seconded the motion. • Janice Malchow declined to vote on the June 6th Minutes as she did not attend the previous meeting. • Motion carried.
A.	<p>Approval of Minutes:</p> <ul style="list-style-type: none"> • June 6, 2016 – Regular Meeting
B.	<p>Approval of Claims, Payroll and Extracurricular Expenditures</p>
VII.	<p>Official School Board Business Topics: Regular Agenda</p>
A.	<p>Superintendent – <i>Dr. Veracco</i></p> <ol style="list-style-type: none"> 1. Recognition: LCHS, Lauren Tatina – Harvard Book Award <ul style="list-style-type: none"> • The Harvard Book Award is presented to a gifted member of the junior class in recognition for the student’s scholastic and personal achievements. Harvard Prize Books are presented annually in more than 2,000 high schools around the world to outstanding students in the next-to-graduating class who demonstrate excellence in scholarship and achievement in other nonacademic areas. Lauren Tatina is Lake Central’s very first award winner. School Sponsor: Kendal Smith. Sponsors: Gwen and Michael Stewart, Harvard Alums. 2. LC Athletic Booster Club Donation – <i>Sherrie Bereda</i> <ul style="list-style-type: none"> • Sherrie Bereda, outgoing LC Athletic Booster Club President, along with other Booster Board members, presented Sean Begley with a check in the amount of \$32,300 to be donated to Lake Central Athletics. Action will be taken during Rob James’ section. 3. Issues Facing School Funding – Review
B.	<p>Assistant Superintendent / Personnel – <i>Al Gandolfi</i></p> <ol style="list-style-type: none"> 1. Personnel Recommendations – Action Required <ol style="list-style-type: none"> I. <i>Certified Resignations, Transfers, Appointments and Leaves:</i> <ol style="list-style-type: none"> A. <i>Resignations:</i> <ol style="list-style-type: none"> 1. <i>Adam Tenbarge, English Teacher, Grimmer Middle School (effective at the end of the 2015-2016 school year).</i> B. <i>Transfers:</i> <ol style="list-style-type: none"> 1. <i>David Nelson, from Assistant Band Director to Head Band Director, Lake Central High School (effective August 12, 2016).</i> C. <i>Appointments:</i> <ol style="list-style-type: none"> 1. <i>Adam Kwolek (Dyer), Math Teacher, Clark Middle School (effective August 12, 2016).</i> 2. <i>Courtney Palasz (Schererville), Choral Teacher, Kahler Middle School</i>

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Monday, June 20, 2016

(effective August 12, 2016).

3. *Thomas Golumbeck (Highland), Guidance Counselor, Lake Central High School (effective August 12, 2016).*
4. *Monica Nieves (Hammond), Math Teacher, Lake Central High School (effective August 12, 2016).*
5. *Jennifer Husband, (South Bend), Science Teacher, Kahler Middle School (effective August 12, 2016).*
6. *Nathaniel Jones (Dyer), Choir Teacher, Lake Central High School (effective August 12, 2016).*
7. *Jennifer Kalina (Dyer), Spanish Teacher, Lake Central High School (effective August 12, 2016).*
8. *Mike Swartzentruber (Martinsville), Business Teacher, Lake Central High School (effective August 12, 2016).*

D. Leaves:

1. *Amanda Caddick, Grade 3 Teacher, Bibich Elementary School (effective August 12, 2016 to September 30, 2016; maternity leave).*

II. Classified Appointments and Resignations:

A. Appointments:

1. *Richelle Zarowny, Cafeteria Assistant, Non-School Specific (effective June 1, 2016; 3.25 hours per day).*
2. *Jennifer Bokori, Cafeteria Assistant, Lake Central High School (effective June 1, 2016; 3.25 hours per day).*
3. *Mia Valadez, Cafeteria Assistant, Lake Central High School (effective June 1, 2016; 3.25 hours per day).*
4. *Kathy Michel, Cafeteria Assistant, Non-School Specific (effective June 1, 2016; 3.25 hours per day).*

B. Resignations:

1. *Carolyn Piaskowski, Cafeteria Assistant, Clark Middle School (effective June 2, 2016).*

III. Certified Extracurricular Appointments and Resignations:

A. Appointments:

1. *Adam Kwolek, Head Wrestling Coach/Clark Middle School (effective for the 2016-2017 school year).*
2. *Jason Putman, Assistant Wrestling Coach/Clark Middle School (effective for the 2016-2017 school year).*
3. *Thomas Golumbeck, Assistant Girls Varsity Basketball Coach/Lake Central High School (effective for the 2016-2017 school year).*
4. *Mike Swartzentruber, Head Varsity Baseball Coach/Lake Central High School (effective for the 2016-2017 school year).*

B. Resignations:

1. *Marc Urban, Girls Head Varsity Basketball Coach/Lake Central High School (effective for the 2016-2017 school year).*
2. *Ron Fredrick, Girls Head Track and Field Coach/Lake Central High School (effective for the 2016-2017 school year).*

IV. Classified Extracurricular Appointments and Resignations:

A. Appointments:

1. *Bob Komara, Varsity Assistant Football Coach/Lake Central High School (effective for the 2016-2017 school year).*

B. Resignations:

1. *Jake Sebahar, Assistant Wrestling Coach/Clark Middle School (effective for the 2016-2017 school year).*

V. West Lake

Certified Appointments:

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	<p>A. <i>Appointments:</i></p> <ol style="list-style-type: none"> 1. <i>Bridget Baird (Crown Point), Special Education Teacher, West Lake/Lake Central High School (effective August 12, 2016).</i> 2. <i>Kevin Gardner (St. John), Special Education Teacher, West Lake/Munster High School (effective August 12, 2016).</i> 3. <i>Colin Elliott (Portage), Special Education Teacher, West Lake/Lake Central High School (effective August 12, 2016).</i> 4. <i>Alyssa Juran (Scherverville), Special Education Teacher, West Lake/Homan Elementary School (effective August 12, 2016).</i> 5. <i>Kelly Lamont (Dyer), Special Education Teacher, West Lake/Campagna Academy-Oasis Program (effective August 12, 2016).</i> <p><i>Classified Appointments and Resignations:</i></p> <p>A. <i>Appointments:</i></p> <ol style="list-style-type: none"> 1. <i>Phoebe Bartolini (Lowell), Paraprofessional, West Lake/Protsman Elementary School (effective August 15, 2016).</i> <p>B. <i>Resignations:</i></p> <ol style="list-style-type: none"> 1. <i>Kristen Cunningham, Paraprofessional, West Lake/Wilbur Wright Middle School (effective at the end of the 2015-2016 school year).</i> <p>VI. <i>Approval of Lake Central School Corporation Substitute Staff Appointments and Terminations – Refer to list of substitutes hired and terminated from May 12, 2016 to June</i></p> <ul style="list-style-type: none"> • Howard Marshall moved to approve the personnel recommendations. Don Bacso seconded the motion. Motion carried.
C.	<p>Director of Primary Education – <i>Theresa Schoon</i></p> <ol style="list-style-type: none"> 1. Professional Leave Request – Action Required <ul style="list-style-type: none"> • Howard Marshall moved to approve the professional leave request of Elizabeth DeVries, Millie Hinton and Cecily Garcia. Don Bacso seconded the motion. Motion carried.
D.	<p>Director of Secondary Education – <i>Sarah Castaneda</i></p> <ol style="list-style-type: none"> 1. Professional Leave Request – Action Required <ul style="list-style-type: none"> • Don Bacso moved to approve the professional leave request of Garrett Gray. Sandy Lessentine seconded the motion. Motion carried. <ol style="list-style-type: none"> 2. Field Trip Request – Action Required <ul style="list-style-type: none"> • Sandy Lessentine moved to approve the field trip requests of Brett St. Germain, Ralph Holden (2) and Don Reed. Howard Marshall seconded the motion. Motion carried.
E.	<p>Director of Facilities – <i>Bill Ledyard</i></p> <ol style="list-style-type: none"> 1. Award and execute the contract for Grimmer MS Library Painting - Action Required <ul style="list-style-type: none"> • Sandy Lessentine moved to award and execute the contract for Grimmer MS Library Painting. Don Bacso seconded the motion. Motion carried. <ol style="list-style-type: none"> 2. Award and execute the contract for Kolling ES Kitchen Carpentry/Drywall - Action Required <ul style="list-style-type: none"> • Howard Marshall moved to award and execute the contract for Grimmer MS Library Painting. Don Bacso seconded the motion. Motion carried. <ol style="list-style-type: none"> 3. Award and execute the contract for Kahler MS Cafeteria Roof - Action Required <ul style="list-style-type: none"> • Sandy Lessentine moved to award and execute the contract for Kahler MS Cafeteria Roof. Howard Marshall seconded the motion. Motion carried. <ol style="list-style-type: none"> 4. Award and execute the contract for Watson ES Cafeteria Roof - Action Required <ul style="list-style-type: none"> • Howard Marshall moved to award and execute the contract for Watson ES Cafeteria

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	<p>Roof. Don Bacso seconded the motion. Motion carried.</p> <p>5. Award and execute the contract for Bibich ES Parking Lot Improvements - Action Required</p> <ul style="list-style-type: none"> • Don Bacso moved to award and execute the contract for Bibich ES Parking Lot Improvements. Howard Marshall seconded the motion. Motion carried. <p>6. Award and execute the contract for Kolling Road Pavement improvements - Action Required</p> <ul style="list-style-type: none"> • Howard Marshall moved to award and execute the contract for Kolling Road Pavement improvements. Sandy Lessentine seconded the motion. Motion carried. <p>7. Award and execute the contract for Kolling Frontage Road Pavement Improvements - Action Required</p> <ul style="list-style-type: none"> • Howard Marshall moved to award and execute the contract for Kolling Frontage Road Pavement Improvements. Don Bacso seconded the motion. Motion carried.
F.	<p>Director of Business Services – <i>Rob James</i></p> <p>1. Resolution to Adopt Internal Controls – Action Required</p> <ul style="list-style-type: none"> • As discussed at the May 16th School Board meeting, Indiana Code 5-11-1-27 requires each political subdivision in the State to maintain a system of internal controls to promote government accountability and transparency. The Indiana State Board of Accounts has recently developed the <i>Uniform Internal Control Standards for Indiana Political Subdivisions</i>. This resolution officially adopts these standards for the Lake Central School Corporation, as required by IC 5-11-1-27. The Administration will then develop procedures applicable to our School Corporation to meet these standards. • Don Bacso moved to approve the Resolution. Howard Marshall seconded the motion. Motion carried. <p>2. Resolution to Adopt Materiality and Acceptable Risk Procedures – Action Required</p> <ul style="list-style-type: none"> • Indiana Code 5-11-1-27 also requires that erroneous or irregular material variances, losses, shortages, or thefts of political subdivision funds or property shall be reported immediately to that State Board of Accounts. Each political subdivision needs to adopt its own materiality level for such reporting. This resolution sets a materiality level of \$500 for irregular cash variances and \$5,000 for non-cash items. Please note that all variances regardless of the amount, shall be investigated by the appropriate administrator. Upon the conclusion of said investigation, we can still report variances below these materiality levels to the State Board of Accounts, but this resolution sets the minimum level at which the school corporation will be required to notify the State Board of Accounts. • Sandy Lessentine moved to approve the resolution. Howard Marshall seconded the motion. • Janice Malchow asked for an example on how this would be applicable and how this procedure differs from our regular protocol. • Motion carried. <p>4. LC Athletic Booster Club Donation – Action Required</p> <ul style="list-style-type: none"> • Sandy Lessentine moved to approve a donation in the amount of \$32,300 to Lake Central Athletics. Don Bacso seconded the motion. Motion carried.
VIII.	<p>Public Comments– <i>Janice Malchow</i></p> <ul style="list-style-type: none"> • There were no public comments.

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IX.	<p>Board Comments and Consideration of Future Agenda Items – <i>Janice Malchow</i></p> <ul style="list-style-type: none"> • Howard Marshall asked if there is any update on the sign for in front of the high school and also asked asked for update soccer field bathrooms. <ul style="list-style-type: none"> • Dr. Veracco replied that issues are still being worked through and approval will be sought for the soccer rest rooms/concession building first on July 6th at town meeting. Howard Marshall also asked for update soccer field bathrooms. • Janice Malchow would like to propose thinking about videotaping school board meetings as well as putting board packet documents into a Power Point presentation. Also, would like to hear more from Sarah Castaneda and/or Sean Begley on AdvancedEd. • Janice Malchow thanked Sherrie Bereda for her leadership and her team for their hard work.
X.	<p>Board Calendar of Future Activities – <i>Dr. Veracco</i></p> <ul style="list-style-type: none"> • Next meeting is July 18th.
XI.	<p>Adjournment – <i>Janice Malchow</i> – Action Required</p> <ul style="list-style-type: none"> • Howard Marshall moved to adjourn the meeting at 8:07 pm. Don Bacso seconded the motion. Motion carried.

Minutes of the June 20, 2016 School Board Meeting were approved and adopted by the Board of School Trustees at the July 18, 2016 School Board Meeting.

ATTEST:

Dr. John DeVries, President

Sandy Lessentine, Secretary

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