

LAKE CENTRAL SCHOOL CORPORATION
Lake Central High School
KAY TRAPP BOARD ROOM – Enter Door E
8260 Wicker Avenue, St. John, Indiana 46373
Monday, August 20, 2018 at 7:30 p.m.

A meeting of the Board of School Trustees of the Lake Central School Corporation was held in the LGI Room at Lake Central High School, 8260 Wicker Avenue, St. John, IN on August 20, 2018. The meeting began at 7:30 p.m.

Board Members Present

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

Board Members Not Present

Administration Present

Sarah Castaneda, Director of Secondary Education
Becky Gromala, Director of Special Education
Rob James, Director of Business Services
Terry Mucha, Director of Human Resources
Bill Ledyard, Director of Facilities
Theresa Schoon, Director of Primary Education
Dr. Lawrence Veracco, Superintendent

Administration Not Present

Rick Moreno, Director of Technology

<u>SCHOOL BOARD MEETING MINUTES</u> Monday, August 20, 2018 <i>All Motions Were Passed With a 5-0 Vote Unless Otherwise Indicated</i>	
I.	Call to Order – <i>Don Bacso</i> <ul style="list-style-type: none"> • The Board Meeting was called to order at 7:30 p.m. and Pledge of Allegiance led by Board President, Don Bacso.
II	Agenda: Approval, Deletions, Additions - <i>Dr. Veracco</i> - Action Required <ul style="list-style-type: none"> • Revisions to the Agenda include: <ul style="list-style-type: none"> • Revision to the Personnel Recommendations under Terry Mucha’s section. • Revisions to the Professional Leave Requests under Theresa Schoon’s section. • Revisions to the Professional Leave Requests under Sarah Castaneda’s section. • Janice Malchow moved to approve the Revised Agenda. Sandy Lessentine seconded the motion. Motion carried.
III	Correspondence – <i>Cindy Sues</i> <ul style="list-style-type: none"> • There was no correspondence.
IV	Liaison Committee Updates – <i>Don Bacso</i> <ol style="list-style-type: none"> 1. West Lake Joint Managing Board: Howard Marshall <ul style="list-style-type: none"> • Next meeting on Sept. 26th at School Town of Munster. 2. Dyer Parks Department: Don Bacso <ul style="list-style-type: none"> • Nothing to report. 3. Personnel Interview Committee: Howard Marshall/Sandy Lessentine

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	<ul style="list-style-type: none"> • Nothing to report. <p>4. Legislative Committee: Janice Malchow</p> <ul style="list-style-type: none"> - Reached out to Legislator Hal Slager to ask about what she feels was a poor decision to have construction on Route 41 in front of high school at beginning of school year. Waiting to hear back. <p>5. Lake Central Education Foundation: Janice Malchow</p> <ul style="list-style-type: none"> - The Dan Runyan grant recipients will be coming soon. <p>6. Wellness Committee: Sandy Lessentine/Janice Malchow</p> <ul style="list-style-type: none"> - Blood Drive was just held at high school during first teacher day. <p>7. Dollars for Scholars: Cindy Sues</p> <ul style="list-style-type: none"> - DFS 101 will have a meeting which will provide students and parents with information on what DFS is all about. Meeting on Thursday, August 30th in LGI Room. <p>8. Dyer Redevelopment Committee: Don Bacso</p> <ul style="list-style-type: none"> - Nothing to report. <p>9. St. John Redevelopment Committee: Cindy Sues</p> <ul style="list-style-type: none"> - Nothing to report. <p>10. Schererville Redevelopment Committee: Sandy Lessentine</p> <ul style="list-style-type: none"> - Nothing to report.
V	<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. Cindy Sues seconded the motion. Motion carried.
	<p>A. Approval of Minutes:</p> <ul style="list-style-type: none"> • August 6, 2018: Regular Meeting
	<p>B. Approval of Claims, Payroll and Extracurricular Expenditures</p>
VI	<p>Public Comments Regarding Action Items</p> <ul style="list-style-type: none"> • There were no public comments.
VII	<p>Official School Board Business Topics: Regular Agenda</p>
	<p>A. Superintendent – <i>Dr. Veracco</i></p> <ol style="list-style-type: none"> 1. Recognition: Lifeguards Michael Perich and Jill Murray <ul style="list-style-type: none"> • On June, 20, 2018, at approximately 12:30 pm, Lifeguard Michael Perich (LC’18) witnessed two jet skis collide leaving one 17 year old unconscious and face down in the water. Michael immediately radioed the life guard station of the accident and without hesitation to his own personal safety, swam out to the injured individual. Lifeguard Jill Murray (LC’19) immediately retransmitted the emergency message and ran to the sight of the accident to also provide medical treatment. The actions of Michael and Jill resulted in the saved life of the injured person. 2. Professional Leave Request – Action Required <ul style="list-style-type: none"> • Janice Malchow moved to approve the professional leave requests of Dr. Veracco, Terry Mucha and Cindy Sues for September 9 – 11, 2018. Howard Marshall seconded the motion. Motion carried.

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- Howard Marshall moved to approve the professional leave request of Dr. Veracco and Janice Malchow for October 20-21, 2018. Sandy Lessentine seconded the motion. Motion carried.
- 3. Community Health Care Services Agreement – **Action Required**
 - Sandy Lessentine moved to approve the Community Health Care Services Agreement. Cindy Sues seconded the motion. Motion carried.
- 4. SRO Agreement Town of Dyer – **Action Required**
 - Sandy Lessentine moved to approve the SRO Agreement with the Town of Dyer. Howard Marshall seconded the motion.
 - Janice Malchow asked if SRO Brian Kissinger would be moving around the district, how he would be splitting his time, and if the tri town police departments will still have police officers present in the school areas and parking lots, etc.
 - Motion carried.
- 5. Blood Screening Participation

Blood Draw Health Screen Participation

Year	# participants
2013	313
2014	368
2015	448
2016	525
2017	531
2018	508

- Sandy Lessentine asked if we know approximately how many employees from each building are participating.
- 6. Walden Clearing (Olthoff) Elementary and Middle School Assignment
 - Don Bacso asked how many homes are being built.
 - Janice Malchow asked if Walden Clearing will also be receiving bus service.
 - Sandy Lessentine asked if the extra bussing this year is helping to alleviate parent drop-off cluster in the school parking lots.

B. Director of Human Resources / Personnel – Terry Mucha

1. Personnel Recommendations – Action Required

I. Certified Appointments, Resignations and Leaves:

A. Appointments:

1. Danielle Hill, (Schererville), Grade 2 Teacher, Kolling Elementary School, (effective August 13, 2018).
2. Cheryl Hobby, (Crown Point), Title 1 Reading Specialist, Peifer Elementary School, (effective August 13, 2018).
3. Cody Michniewicz, (Griffith), Grade 2 Teacher, Protsman Elementary School, (effective August 13, 2018).

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4. *Kristen Shanley, (Cedar Lake), Title 1 Reading Specialist, Homan Elementary School, (effective August 13, 2018).*
5. *Amber O'Brien, (Crown Point), Grade 1 Teacher, Peifer Elementary School, (effective August 13, 2018).*
6. *Lauren Bourget, (Schererville), Grade 2 Teacher, Peifer Elementary School, (effective August 13, 2018).*
7. *Tabitha Brinsfield-Davis, (Schererville), Spanish Teacher, Lake Central High School, (effective August 20, 2018).*

B. Resignations:

1. *Laura Brazil, Grade 1 Teacher, Peifer Elementary School, (effective August 13, 2018).*
2. *Dana Wierzba, Grade 2 Teacher, Kolling Elementary School, (effective August 10, 2018).*
3. *Jennifer Kalina, Spanish Teacher, Lake Central High School, (effective August 21, 2018)*

II. Classified Retirement, Resignations & Change of Hours:

A. Retirement:

1. *Shirley Nelson, Café Assistant, Protsman Elementary School, (effective August 6, 2018; 23 years of dedicated service).*

B. Resignations:

1. *Julie Tellas, Title 1 Tutor, Homan Elementary School, (effective August 6, 2018).*
2. *Donny Ledcke, Custodian 2A, Lake Central High School, (effective August 7, 2018).*
3. *Raina Rolak, Bus Aide, Transportation Department, (effective August 3, 2018).*
4. *Debbie Grupka, Bus Aide, Transportation Department, (effective August 7, 2018).*
5. *Hillary Sulls, Bus Aide, Transportation Department, (effective August 21, 2018).*
6. *Kim Krachenfels, Paraprofessional, Peifer Elementary School, (effective August 13, 2018).*
7. *Lynette Govert, Café Assistant, Watson Elementary School, (effective August 7, 2018).*

C. Change of Hours:

1. *Deb Larson, Operational Assistant/Food Service-from 5 hours per day to 7 hours, Grimmer Middle School, (effective August 28, 2018).*
2. *Kim Ligue, Café Assistant/Food Service-from 3.5 hours per day to 4 hours, Kahler Middle School, (effective August 28, 2018).*
3. *Nikolina Lukic, Café Assistant/Food Service-from 3.5 hours per day to 4 hours, Kahler Middle School, (effective August 28, 2018).*
4. *Carmela Arena, Café Assistant/Food Service-from 4 hours per day to 5.75 hours, Kahler Middle School, (effective August 28, 2018).*
5. *Joyce Heroux, Operational Assistant/Food Service-from 5 hours per day to 6 hours per day, Grimmer Middle School, (effective August 28, 2018).*

III. Certified Extracurricular Appointments & Resignation:

A. Appointments:

1. *Brett St. Germain, Athletic Director, Clark Middle School, (effective August 13, 2018).*
2. *Victoria Studer, Purchase of Plan, Clark Middle School, (effective August 14, 2018).*
3. *April Weisman, Broadcasting Class, Lake Central High School, (effective for the 2018-19 school year).*
4. *Dave Carlson, Chess Club Assistant, Clark Middle School, (effective for the 2018-19 school year).*

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5. *Mentors for the 2018-19 school year – please see the attached list.*

B. Resignation:

1. *Dan Peyton, Girls 7th Grade Basketball Coach, Kahler Middle School, (August 9, 2018).*

IV. Classified Extracurricular Appointments and Resignations:

A. Appointments:

1. *Aaron Chadd, Co-Assistant Football Coach, Clark Middle School, (effective August 13, 2018).*
2. *Anthony Carter, Co-Assistant Football Coach, Clark Middle School, (effective August 13, 2018).*
3. *Cindy Ring, PAWS for a cause sponsor-from 50% to 100%, Clark Middle School, (effective August 2018).*

B. Resignations:

1. *Jennifer Grahovac, Poms Coach, Clark Middle School, (effective August 8, 2018).*
2. *Mackenzie Barcelli, Assistant Gymnastics Coach, Lake Central High School, (effective August 6, 2018).*

V. West Lake

Certified Resignation:

A. Resignation:

1. *Sarah LaReau, SLP, (effective August 7, 2018).*

Classified Appointments, & Resignations:

A. Appointments:

1. *Lindsay Kusley, (Portage), Paraprofessional, Clark Middle School, (effective August 14, 2018).*
2. *Julie Saberniak, (Griffith), Paraprofessional, Clark Middle School, (effective August 14, 2018).*
3. *Nancy Berlongieri, (Dyer), Paraprofessional, Clark Middle School, (effective August 14, 2018).*
4. *Courtney Drosos, (Schererville), Paraprofessional, Grimmer Middle School, (effective August 14, 2018).*
5. *Catherine Rogers, (St John), Paraprofessional, Kolling Elementary School, (effective August 14, 2018).*
6. *Carol Webb, (Sauk Village), Paraprofessional, Lake Central High School, (effective August 14, 2018).*
7. *Sarah Matthies, (Munster), Paraprofessional, Lake Central High School, (effective August 14, 2018).*
8. *Kirstin Harding, (Dyer), Paraprofessional, Wilbur Wright Middle School, (effective August 14, 2018).*
9. *Charisma Mabry, (Homewood), Part-Time School Service Provider, Campagna, (effective August 14, 2018).*
10. *Yvonne Sondag, (Hammond), Paraprofessional, Frank Hammond, (effective August 21, 2018).*
11. *Victoria Mink, (Schererville), Paraprofessional, Grimmer Middle School, (effective August 16, 2018).*

B. Resignations:

1. *Angela Richards, Paraprofessional, Clark Middle School,*

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	<p>(effective August 7, 2018).</p> <ol style="list-style-type: none"> 2. Nicole Olson, Paraprofessional, Watson Middle School, (effective August 7, 2018). 3. Kathy Greco, Paraprofessional, Kahler Middle School, (effective August 8, 2018). 4. Maribel Medina, Paraprofessional, Campagna, (effective August 8, 2018). 5. Meghan Morales, Paraprofessional, Elliott Elementary School, (effective August 3, 2018). 6. Shereen Abdel-Aal, Paraprofessional, Eads Elementary School, (effective August 9, 2018). 7. Jessica Bean, Paraprofessional, Wilbur Wright Middle School, (effective August 10, 2018). <p style="text-align: center;"><i>VI. Approval of Lake Central School Corporation Substitute Staff Appointments and Terminations – Refer to attached list of substitutes hired and terminated from August 13, 2018 – August 21, 2018.</i></p> <ul style="list-style-type: none"> • Sandy Lessentine moved to approve the personnel recommendations as revised. 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. The Book Whisperer PD <ul style="list-style-type: none"> • Sandy Lessentine asked what kind of feedback structure is in place to show that what is learned in professional development is being used in the classroom, asked if the Board will get monthly updates from principals about the professional development? • Janice Malchow asked if any principals are on the language arts committee. 2. Professional Leave Request – Action Required <ul style="list-style-type: none"> • Howard Marshall moved to approve the professional leave requests of Sharon Cornwell, Kathy Galosich, Lynn Kasperan, Thomasia McCarter, Heather McGrath, Jennifer Walters, Janice Wilschke, Patricia Finnegan, Susan Jernberg, Dianne Webber, Cole DeVries, Tina DuBrock. Cindy Sues 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"> • Janice Malchow moved to approve the professional leave requests of Genna Noel, Vince Pucci, Nicholas Poderebarac (2), Alex Thompson, Aubrey Nelson, Jeff Magdziarz, Terry Richardson, David Schaffenberger, Amanda Harle, Kari Regan, Robert Gustas. Cindy Sues seconded the motion. Motion carried. 2. Field Trip Request – Action Required <ul style="list-style-type: none"> • Janice Malchow moved to approve the field trip requests of Terry Richardson. Howard Marshall seconded the motion. Motion carried.
E.	<p>Director of Special Education – <i>Becky Gromala</i></p> <ol style="list-style-type: none"> 1. Professional Leave Requests – Action Required <ul style="list-style-type: none"> • Cindy Sues moved to approve the professional leave request of Rebecca Gromala and Aly Juran. Sandy Lessentine seconded the motion. Motion carried. 2. Special Education PD

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SPECIAL EDUCATION LAW AND GENERAL EDUCATION STAFF

Becky Gromala
And Barb Kepchar

WHY IS THIS IMPORTANT?

- All students are Lake Central students first.
- Special education is the most highly litigated area in education.
- Errors made within the case conference process and IEP can lead to litigation.
- The vast majority of students with disabilities spend the majority of their day in general education; therefore, the general education teacher is responsible for implementing some of a student's IEP.
- A student's IEP will often include accommodations and modifications to be implemented in the general education classroom.
- "The IEP is a promise, in writing, to provide certain special education and related services to a particular student in order to provide FAPE." – Mitchell Yell

IMPORTANT STEPS IN THE CASE CONFERENCE PROCESS

- Parent request for evaluation
 - Parents DO NOT have to make a request for a special education evaluation in writing.
 - Principals have a form to document a verbal request.
 - We must respond to evaluation requests within 30 school days.
- Case conference participation
 - The general education teacher is the representative on the case conference committee who has the greatest first-hand knowledge of the general curriculum.
 - The general education teacher is expected to suggest appropriate behavioral interventions, accommodations, services, and supports.
 - What is working well in your classroom? What isn't working?
 - If you are not attending the case conference include concerns in the PLOP or speak with the TOR in advance.

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IMPORTANT SECTIONS OF THE IEP

- Present levels of academic achievement and functional performance
 - Share objective data about your classroom. Avoid subjective statements.
- Measurable annual goals
 - Goals identify the student's areas of weakness.
 - Some goals may require data from your classroom.
- Services and provisions
 - If students are not receiving services, please inform an administrator.
- Accommodations
 - State testing accommodations must be provided on all assessments
 - If you feel accommodations are inappropriate, share that input with the TOR.

IMPORTANT SECTIONS OF THE IEP

- Behavior Intervention Plan
 - BIPs must be implemented in ALL environments.
 - Consistency is key when attempting to change behavior.
 - If you have questions or concerns about the BIP, talk with the TOR.
- Health Care Plan and/or Evacuation Plan
 - These are separate documents attached to the IEP.

CONFIDENTIALITY

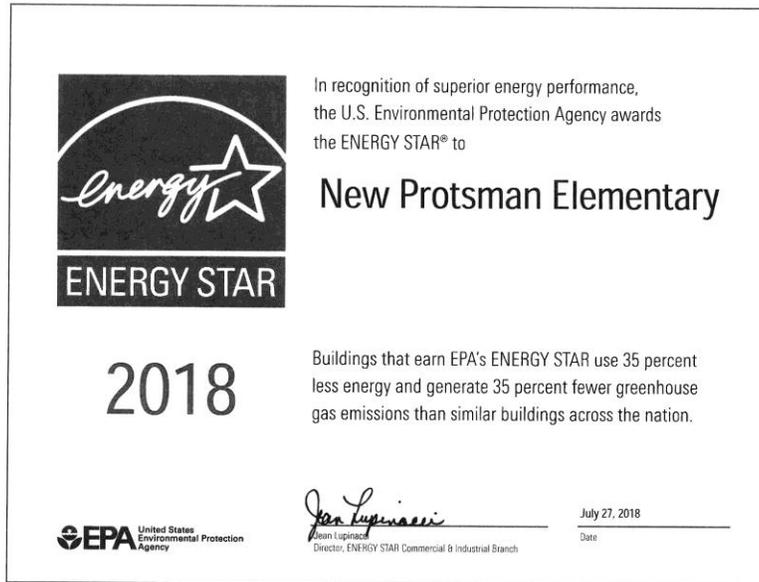
- Confidentiality is the act of protecting *all* personally-identifiable data, information, and records collected, used, or kept by the school district about a student. Confidentiality requirements also apply to discussions about a student and the student's record.
- Personally-identifiable data includes the following:
 - Child or family name and address
 - Student social security number or STN
 - Descriptions that would easily identify the student

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COMMON ISSUES WITH CONFIDENTIALITY

- Open areas in the school – office, teachers lounge, hallways
- Do not discuss a student's accommodations, medications, services, etc. in the classroom when other students are present.
- Do not post about students on personal social media accounts – even if you do not use their names.
- Avoid using a student's full name in email.
- It is best to avoid use of email in sensitive situations. Face-to-face conversations are always better.

- F. Director of Facilities – *Bill Ledyard*
1. The Town of Dyer Water Board Bibich Water Main Improvement – Update
 2. Protsman ES “EPA Energy Star Award” – Update



3. LCHS “EPA Energy Star Award” – Update
 - Janice Malchow asked how Peifer, as an older building, is able to achieve this same status.
4. 2018 Summer CPF Projects Summer - Update
 - Janice Malchow asked when the green transportation building would be gone.
 - Janice Malchow again asked if the built in shelving units near former band area would get glass fronts and be used for awards, and if the small band room sign would be taken down.

- G. Director of Technology – *Rick Moreno*

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<p>H.</p>	<p>Director of Business Services – <i>Rob James</i></p> <ol style="list-style-type: none"> 1. Donations – Action Required <ul style="list-style-type: none"> • The Dyer/Schererville/St. John Tri Kappa, Zeta Pi Chapter recently made the following donations to our schools: <ul style="list-style-type: none"> • LCHS Choir, Band and Theatre Departments, \$200 Each • Middle Schools – Choir, Band and Art Departments, \$125 Each • Kahler Middle School received checks in the amount of \$25.01 and \$67.30 from the Wells Fargo Foundation Education Matching Gifts fund. They also received \$67.30 from the Wells Fargo Community Support Campaign. • Cindy Sues moved to approve all donations. Sandy Lessentine seconded the motion. Motion carried. 2. 2019 Budget Timeline <div style="text-align: center; margin: 20px 0;"> <p>Lake Central School Corporation 2019 Budget Proposed Timeline</p> </div> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;">Public Work Session and Permission to Advertise 2019 Budget; Capital Projects Plan; 5-year Bus Replacement Plan</td> <td style="width: 50%; vertical-align: top;">Tuesday – September 4, 2018 Regular Board Meeting</td> </tr> <tr> <td style="vertical-align: top;">Publication of Notice of Public Hearing</td> <td style="vertical-align: top;">Thursday – September 6, 2018 (At least 10 days prior to Public Hearing)</td> </tr> <tr> <td style="vertical-align: top;">Public Hearing</td> <td style="vertical-align: top;">Monday - September 17, 2018 Regular Board Meeting (At least 10 days before adoption)</td> </tr> <tr> <td style="vertical-align: top;">Adoption 2019 Budget; Capital Projects Plan; 5-year Bus Replacement Plan</td> <td style="vertical-align: top;">Monday - October 1, 2018 Regular Board Meeting</td> </tr> </table>	Public Work Session and Permission to Advertise 2019 Budget; Capital Projects Plan; 5-year Bus Replacement Plan	Tuesday – September 4, 2018 Regular Board Meeting	Publication of Notice of Public Hearing	Thursday – September 6, 2018 (At least 10 days prior to Public Hearing)	Public Hearing	Monday - September 17, 2018 Regular Board Meeting (At least 10 days before adoption)	Adoption 2019 Budget; Capital Projects Plan; 5-year Bus Replacement Plan	Monday - October 1, 2018 Regular Board Meeting
Public Work Session and Permission to Advertise 2019 Budget; Capital Projects Plan; 5-year Bus Replacement Plan	Tuesday – September 4, 2018 Regular Board Meeting								
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Public Hearing	Monday - September 17, 2018 Regular Board Meeting (At least 10 days before adoption)								
Adoption 2019 Budget; Capital Projects Plan; 5-year Bus Replacement Plan	Monday - October 1, 2018 Regular Board Meeting								
<p>VIII</p>	<p>Public Comments– <i>Don Bacso</i></p> <ul style="list-style-type: none"> • There were no public comments. 								
<p>IX</p>	<p>Board Comments and Consideration of Future Agenda Items – <i>Don Bacso</i></p> <ul style="list-style-type: none"> • Howard Marshall asked about the back gates and when they are open and closed. • Janice Malchow: Band parents appreciate the back gate being closed during practices. Also, has a list of questions, as a board member needs to know programs are effective if they involve/affect finances. Will email the questions. • Sandy Lessentine: Great beginning of the new school year, principals and everyone making sure everything is in order, congratulations. • Cindy Sues: Dollars for Scholars asked that we thank Doug Jordan, former LC band director for 30 years and who passed away in July, for providing a scholarship to a student who continues to study music. This scholarship will be awarded for the next 10 years. 								

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X	<p>Board Calendar of Future Activities – <i>Dr. Veracco</i></p> <ul style="list-style-type: none"> • Next meeting is Tuesday, September 4th. • Please keep checking school calendar for information on activities and athletics.
XI	<p>Adjournment – <i>Don Bacso</i> – Action Required</p> <ul style="list-style-type: none"> • Janice Malchow moved to adjourn the meeting at 8:40 pm. Howard Marshall seconded the motion. Meeting adjourned.
<p>Minutes of the August 20, 2018 School Board Meeting were approved and adopted by the Board of School Trustees at the September 4, 2018 School Board Meeting.</p>	
<p>_____</p> <p>Don Bacso, President</p>	
<p>ATTEST:</p>	
<p>_____</p> <p>Cindy Sues, Secretary</p>	
<p>///</p>	