

BOARD MINUTES  
PUBLIC MEETING  
ADMINISTRATION OFFICE

August 12, 2019  
7:00 P.M.

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

- **MINUTES**

- The Chair entertained a motion to approve the minutes of the July 15, 2019, School Board Meeting.

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

- The Chair entertained a motion to approve the Work Session on June 10, 2019.

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

- **SPECIAL PRESENTATIONS/RECOGNITIONS**

- Koren Gray was recognized for her 29 years of service to Western Boone County Community School Corporation as the ECA Treasurer at the high school.
- Don Gray, Industrial Technology teacher at Western Boone Jr-Sr High School, presented on his summer hours spent at IGH Steel Fabrication in Lebanon, IN.

- **REPORTS**

- Joe Keith, Director of Maintenance, provided a construction update on the second floor renovation, swimming pool, and football field turf and track at Western Boone Jr-Sr High School.

**ACTION ITEMS**

By individual motions, the Board approved/adopted the following items or action.

- **PERSONNEL** All employment recommendations are pending completed satisfactory criminal background history report.
- **Thorntown**
  - Katie Maurath – Resignation – Instructional Assistant effective May 22, 2019
  - Katie Maurath – FMLA – effective August 6, 2019 to January 6, 2020
  - Shazia Baker – FMLA – effective August 26, 2019 to January 6, 2020
  - Nicole Biggs – FMLA – effective July 26, 2019
  - Tricia Riggen – Employment – Preschool Instructional Assistant effective August 7, 2019
  - Staci Witte – Employment – Preschool Instructional Assistant effective August 7, 2019
  - Katelyn Mathis – Employment – Special Education Instructional Assistant effective August 7, 2019
  - Natasha Ford – Substitute Nurse – effective August 15, 2019 to Friday November 7, 2019

**ECA Recommendations**

- Amanda Schornhorst – 5<sup>th</sup> Grade Volleyball Coach
- Emily Balint – 5<sup>th</sup> Grade Volleyball Coach
- **Granville Wells**
  - Jennifer Rader – Resignation – Developmental Preschool effective 2018-2019 school year
  - David Mathis – Employment – Life Skills Instructional Assistant effective August 7, 2019
  - Jan Miller – Employment – Pre-K Instructional Assistant effective August 7, 2019
  - Emily Wyant – Employment – Pre-K Instructional Assistant effective August 20, 2019
  - Aletha Lumpkin – Kindergarten Instructional Assistant effective August 12, 2019
- **ECA Recommendations**
  - Jennifer Brunty – United Way Read-Up Coordinator Granville Wells and Thorntown
  - Stefanie Ross – Robotics Team Instructor
  - Kelly Adams – Dyslexia Specialist
  - Amber Cowley – RTI Representative
- **Western Boone**
  - Adrienne Pursley – Resignation – Choir Director and Elementary General Music Teacher effective 2018-2019 school year
  - Morgan Smith – Resignation – Special Education Teacher effective 2018-2019 school year
  - Karen Taylor – Resignation – Life Skills Instructional Assistant effective 2018-2019 school year
  - Bill Barr – Employment – Special Education Teacher effective 2019-2020 school year
  - Meghan Farris – Employment – Choir Teacher effective 2019-2020 school year
  - Austin Farrell – Employment – Life Skills Instructional Assistant effective August 7, 2019
  - Brad Maddox – Resignation – Custodian effective August 8, 2019
  - Brad Maddox – Sub – Custodian 3<sup>rd</sup> shift effective August 9, 2019
  - Stacy Johnes – Employment – Custodian 3<sup>rd</sup> shift effective August 7, 2019
  - Peggy Hutson – Employment – Cook effective August 7, 2019
- **ECA Recommendations**
  - Christopher Kearby – Director – Fall Play
  - Tyler Garza – Summer Band Assistant
- **Western Boone Athletics**
  - Riley Lerch – Assistant Sports Director/Game Supervisor
  - Sara Nicodemus – Assistant Sports Director/Game Supervisor
  - Luke Pearson – Youth Sports
  - Jayme Comer – Summer Weight Coordinator
  - Amy Morrison – Junior High Assistant Cross Country
  - Mark Ransom – 7<sup>th</sup> Grade Volleyball Head Coach
  - Jessica Craig – Varsity Assistant Girls Soccer Coach
  - Megan Alexander – Varsity Head Girls Basketball
  - Wes Mikesell – Varsity Wrestling Head Coach
  - Natalie Galvan – Varsity Girls & Boys Head Swimming & Diving Coach
  - Philip Webb – Varsity Head Baseball Coach

- Willie Smith – Varsity Head Boys Golf Coach
- Jayme Comer – Varsity Boys & Girls Head Track Coach
- Colin Haney – Varsity Girls Head Tennis Coach

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

- **BUSINESS**

- **Authorization to Sign Agreements for Alternative Services**

- Superintendent Ramey recommended the Board approve the Authorization to Sign Agreements for Alternative Services and Private Residential School Placements

*Motion: Phil Foster, Second: Mike Martin (Discussion) Vote 7-0*

- **Funding Agreement**

- Superintendent Ramey recommended the Board approve the Funding Agreement between United Way of Central Indiana Inc.

*Motion: Melissa Smith, Second: Brian Gott (Discussion) Vote 7-0*

- **2020 Budget**

- The Director of Business and Technology requested approval to advertise the 2020 Budget, 2020-2022 Capital Projects Plan, and 2020-2024 Bus Replacement Plan.

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

- **Budget Software**

- The Director of Business & Technology recommended the board approve the purchase of Low Software as the new software solution for budget, finance, payroll, and human resources. The cost of the software including conversion and implementation is \$91,850.00 to be paid from the Rainy Day Fund.

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

- **2019-2020 Strategic Plan**

- Superintendent Ramey recommended the approval of the corporation's Vision Statement, Mission Statement, Core Value Statements, and District Goals for 2019-2020 school year.

*Motion: Dennis Reagan, Second: Brian Gott (Discussion) Vote 7-0*

- **Blackbird Clinical Services**

- Superintendent Ramey recommended the approval of the contract with Blackbird Clinical Services, for drug screen collection and random student selection

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

- **Salvage**

- Principal Abbie Hayden requested the Board declare the items as salvage “Salvage-08122019”

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

- **Transportation**

- Cecil Gosser Transportation Director recommended the following routes be approved in accordance with Senate Enrolled Act 2 (PL144-2019): Bus 3 pm, Bus 4 am/pm, Bus 5 am, Bus 6 am/pm, Bus 18 am, Bus 19 am/pm, Bus 20 am, and Bus 26 am.

*Motion: Brian Gott, Second: Melissa Smith (Discussion) Vote 7-0*

- **Non-Resident Students**

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

- Michael Bardales – Western Boone, 12<sup>th</sup> Grade, 2019-2020 school year
- Caleb Irion – Western Boone, 12<sup>th</sup> Grade, 2019-2020 school year
- Austin Litton – Western Boone, 12<sup>th</sup> Grade, 2019-2020 school year
- Tyler Koch – Western Boone, 10<sup>th</sup> Grade, 2019-2020 school year
- Zachary Litton – Western Boone, 10<sup>th</sup> Grade, 2019-2020 school year
- Andrew Snow – Western Boone, 10<sup>th</sup> Grade, 2019-2020 school year
- Evan Koch – Western Boone, 9<sup>th</sup> Grade, 2019-2020 school year
- Josiah Smith – Western Boone, 9<sup>th</sup> Grade, 2019-2020 school year
- Trenton Snow – Western Boone, 9<sup>th</sup> Grade, 2019-2020 school year
- Ki’erra Koch – Western Boone, 8<sup>th</sup> Grade, 2019-2020 school year
- Aliegh Snow – Western Boone, 8<sup>th</sup> Grade, 2019-2020 school year
- Mickayla Naanos – Western Boone, 7<sup>th</sup> Grade, 2019-2020 school year
- Fynn Turner – Granville Wells, Pre-K, 2019-2020 school year
- Kason Duff – Granville Wells, Kindergarten, 2019-2020 school year
- Alaina Smoot – Granville Wells, 2<sup>nd</sup> Grade, 2019-2020 school year

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

- **CLAIMS**

- The Chair entertained a motion to approve the claims for the period of July 15, 2019, through August 12, 2019, as submitted.

*Motion: Brian Gott, Second: Melissa Smith (Discussion) Vote 7-0*

- **MONTHLY FINANCIAL REPORTS**

- **OTHER**

- **Western Boone**

- Melissa Hosfield – Employment part-time cook effective August 12, 2019  
ECA  
Meghan Farris – Spring Musical Director

- **Granville Wells**
  - Marylou Miller – 3<sup>rd</sup> Grade Instructional Assistant effective August 19, 2019
- **Western Boone Transportation**
  - Michelle King – Resignation – Bus Barn effective May 22, 2019
  - John Hume – Resignation – Bus Barn effective May 22, 2019
  - Cristin Aguilar – Sub Driver to full-time effective August 7, 2019
  - Dennis Puthoff – Sub Driver to full-time effective August 7, 2019
  - Toni Lee – Employment – effective August 8, 2019

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

- **ANNOUNCEMENTS**
  - Superintendent Ramey discussed the good start to the school year and thanked the administration and staff for their hard work and efforts.

- **ADJOURNMENT**

*Motion: Rick Davis, Second: Melissa Smith (Discussion) Vote 7-0*

_____	_____
_____	_____
_____	_____
_____	_____



**AUTHORIZATION TO SIGN AGREEMENTS FOR ALTERNATIVE SERVICES AND  
PRIVATE RESIDENTIAL SCHOOL PLACEMENTS**

The Board of School Trustees of the Western Boone County Community School Corporation by vote at the August 12, 2019 meeting hereby authorize the following person(s) to sign agreements for Alternative and Private Residential School Placements as the designees for the President and Secretary of the Board.

Designee for President: Rob Ramey, Superintendent

Designee for Secretary: Kyle Whiteley, Director of Business and Technology

_____	_____
Date Signed	President, Board of School Trustees, Western Boone County Community School Corporation
_____	_____
Date Signed	Secretary, Board of School Trustees, Western Boone County Community School Corporation
_____	_____
Date Signed	Designee for President, Rob Ramey
_____	_____
Date Signed	Designee for Secretary, Kyle Whiteley



United Way  
of Central Indiana

## FUNDING AGREEMENT #«Agreement\_»

This Funding Agreement (“Agreement”) is entered into by and between United Way of Central Indiana, Inc. (“UWCI”), an Indiana nonprofit corporation that is tax-exempt under Section 501(c)(3) of the Internal Revenue Code of 1986 (“the Code”), and «DistrictCharter\_Network» (“School District”), as of the last date set forth on the signature page below. UWCI and the School District are each individually referred to as “Party” or together as the “Parties.”

WHEREAS, UWCI is organized to mobilize Central Indiana through strategic partnerships and other collaborative efforts to achieve community goals in the four priority areas of Education, Financial Stability, Health and Basic Needs;

WHEREAS, UWCI provides funding and other resources to certain community-based organizations that support and further UWCI’s goals in one or more of UWCI’s four priority areas;

WHEREAS, the School District offers services that support UWCI’s goals in one of UWCI’s four priority areas; and

WHEREAS, the Parties wish to enter into this Agreement to establish the terms and conditions for the support provided by UWCI to the School District.

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein, and for other good and valuable consideration, the Parties hereby agree as follows:

**Purpose.** The purpose of this Agreement is to establish the manner in which UWCI will provide support to the School District and how the School District will use this support to implement the Project.

### 1. General Terms.

- A. **Term of Agreement.** The term of this Agreement shall be for a period of eleven months in accordance with the dates of the funding period in Exhibit A, unless terminated earlier in accordance with this Agreement.
- B. **Insurance.** Prior to any disbursement of funding by UWCI, the School District agrees to obtain and maintain commercially reasonable general liability and casualty insurance, or adequate levels of self-insurance, to insure against any liability caused by the School District’s obligations under this Agreement. The School District shall provide UWCI with proof of such insurance in a form acceptable to UWCI prior to receiving any payment of funding under this Agreement. The payment of any funding by UWCI prior to the provision of proof of insurance shall not be deemed to be a waiver by UWCI of the obligations set forth in this Section 2(C).
- C. **Licensing.** During the term hereof, UWCI grants to the School District a limited, revocable, non-exclusive, non-transferable license to use UWCI’s trade names, trademarks and logos for the sole purpose of co-marketing with UWCI and promoting UWCI’s funding of the Project. School District shall at all times use such trade names, trademarks and logos in accordance with UWCI’s branding and marketing guidelines, if any, established from time to time, including on documents, news releases, publications, websites, and signage about the Project. Such license shall immediately and automatically revoke upon the termination of this Agreement, and after such time

the School District shall immediately cease using UWCI's trade names, trademarks and logos unless permitted by another written agreement between the Parties.

- D. Intellectual Property. In the event that any product or other intellectual property is developed in the course of the Project that is funded in whole or in part by the funding, UWCI and the School District shall negotiate in good faith the respective rights of the Parties with respect to such intellectual property.
  - E. Volunteers. The School District acknowledges that, from time to time, UWCI may coordinate or provide volunteers to assist the School District on the Project or other School District activities. Such volunteers are referred to herein as "Volunteers." The School District covenants and agrees that it shall, prior to permitting any Volunteer to work on the Project or assist or represent the School District in any manner, obtain an enforceable waiver of liability from such Volunteer, which waiver will release the School District and UWCI from any and all liability associated with Volunteer's participation. The School District shall retain a record of each such release and provide a copy to UWCI promptly upon request.
2. Duties. In consideration of UWCI providing the funding to the School District, the School District shall:
- A. At all times conduct the Project in accordance with the scope and terms set forth in this Agreement and the Work Plan, which is attached hereto as Exhibit B and incorporated herein by reference, and not amend the scope of material terms of the Work Plan without the prior written consent of UWCI.
  - B. Use the funding for the sole purpose of supporting the Project, and promptly return any amount of funding that is not needed to support the Project.
  - C. Submit all reports and reporting information requested by UWCI from time to time, including, without limitation, such information described in Exhibit A, in a format that is reasonably acceptable to UWCI. No personally identifiable information shall be included in any of the reports, unless specifically requested by UWCI in writing. Except for personally identifiable information, UWCI shall have the right to use any reports and reporting information submitted by the School District, for any reason.
  - D. Be responsible for any debts incurred as a result of the Project.
  - E. Assure all signage, marketing and other materials related to the Project specify that the Project is supported by UWCI.
  - F. Support the annual UWCI Campaign by encouraging participation by the School District employees and any collaborators of the Project.
  - G. Provide human interest and other stories and other information as requested for UWCI communications and marketing purposes.
  - H. Take no action that would bring harm to or jeopardize the reputation or integrity of UWCI or the success of any UWCI campaign.



- I. Comply with all applicable federal, state, and local laws, rules, and regulations, and conduct its affairs in such a manner so as to remain exempt from federal income tax under the provision of Section 501(c)(3) and as an organization described in Section 509(A)(1), (2), or (3) of the Code.
  - J. Comply with federal, state and local standards for licensing, as applicable.
  - K. Comply with federal, state, and other applicable laws regarding nondiscrimination policies with respect to hiring, assignment, promotion, or other considerations of employment and volunteer involvement, and agree there is to be no unlawful discrimination in regards to the School District employees or people served.
  - L. Notify UWCI regarding any operational or program changes of a significant nature, that may have an effect upon the terms and conditions of this Agreement or the relationship between UWCI and the School District in general, promptly after becoming aware of such changes.
3. Breach By School District. In the event the School District fails to comply with any obligations under this Agreement, including any of those required duties of Section 3, the School District shall be deemed to have breached this Agreement (“Breach”). In the event the School District first discovers its Breach, the School District shall notify UWCI of such Breach in writing within three (3) business days of discovery. The School District shall have a period of fifteen (15) days to cure such Breach from the date the School District provides UWCI with notice of Breach or the date notice of a Breach is delivered by UWCI, whichever is earlier. In the event the School District fails to cure such Breach within this time frame, UWCI reserves the right to, in its sole discretion, discontinue, modify, or withhold any payments of funding or to require a total or partial refund of any funding paid to the School District by UWCI, and/or terminate this Agreement.
4. Liability and Indemnification.
- A. Indemnification. The School District agrees, on behalf of its officers, directors, employees, agents, contractors, subcontractors, representatives, volunteers and personnel (collectively, “Representatives”), it shall indemnify, defend, and hold UWCI harmless from and against any and all claims, actions, suits, investigations, losses, costs, liabilities, damages, penalties, fines and expenses (including, but not limited to, reasonable attorneys’ fees) incurred as a result of, related to, or arising out of: (i) the negligence or misconduct of the School District or its Representatives, (ii) the breach of any representation, warranty, or covenant of the School District under this Agreement, or (iii) a breach of security or other data compromise with respect to the School District.
  - B. Limitation of Liability. The School District acknowledges that it shall be solely responsible for (i) any loss, cost, damage, claim, or other charge that relates to or arises out of the project or is caused by the actions of the School District or representative, and (ii) for any negligence, breach of contract or any other act arising out of or related to this agreement or the activities covered herein that is caused in whole or in part by the acts or omissions of the School District or its representatives.

IN NO EVENT SHALL UWCI BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OR EXPENSES. IN NO EVENT SHALL UWCI BE LIABLE FOR ANY LOSS, COST, DAMAGE, CLAIM OR OTHER CHARGE IN AN AMOUNT GREATER THAN THE AMOUNTS COVERED BY UWCI’S APPLICABLE INSURANCE COVERAGES THEN IN FORCE.

5. Confidentiality. The School District acknowledges that all materials, reports, and documents provided to UWCI during the course of the Project may be shared with UWCI staff or volunteers with planning or governance responsibilities and with community funding and planning. UWCI will at no time divulge participant-specific information without the prior consent of the School District. UWCI will credit the School District whenever the School District-provided data or information is shared in a public forum. The School District further acknowledges that the School District may receive certain information related to UWCI, UWCI's operations, and other UWCI grantees and their operations, and agrees to not disclose any information and agrees to return any information, documents, materials, or reports the School District received during the term of this Agreement without UWCI's prior written consent.
6. Termination.
- A. Termination by Mutual Agreement. This Agreement may be terminated by mutual written consent of the Parties at any time.
- B. Termination for cause by UWCI. UWCI, in its sole discretion, may immediately terminate this Agreement upon the occurrence of (i) the School District's Breach of the Agreement and failure to cure such Breach in accordance with Section 4 or (ii) the School District's violation of any federal, state or local law or regulation.
- C. Effect of Termination. Within thirty (30) days of termination of this Agreement for any reason, the School District shall provide UWCI with all applicable and requested final reports and reporting information in accordance with Exhibit A. Upon termination of this Agreement for any reason, UWCI's obligation to pay any remaining funding under this Agreement shall immediately cease.
- D. Return of Funding. In the event that funding is not being used in the intended manner described in this Agreement, UWCI reserves the right to require the School District to return of all or any portion of the funding provided by UWCI. In the event UWCI determines that the full amount of funding was not used for the Project, UWCI may require the School District to return such unused portion of the funding to UWCI within thirty (30) days of notice of such determination to the School District. Further, in the event UWCI terminates this Agreement in accordance with Section 7(B), the School District shall return the full amount of funding provided by UWCI within fifteen (15) days of such termination by UWCI.
7. Notice. All notices required or permitted by this Agreement shall be in writing and delivered by certified mail, return receipt requested, or by hand delivery, to the following addresses and marked to the attention of the person designated below:

If to UWCI:  
Attn: Chuck Brandenburg  
2955 North Meridian Street, Suite 300  
Indianapolis, IN 46208-4714

If to School District: \_\_\_\_\_  
at Address provided on the signature page hereto

8. Miscellaneous Provisions.

- A. Amendment. This Agreement may not be amended, modified, or supplemented, except by a written agreement executed by each Party; provided, however, that upon UWCI's determination that any provision of this Agreement, including, without limitation, the conditions to or scope or structure of the funding, is invalid, illegal, jeopardizes UWCI's tax exempt status under the Code, or fails to meet any requirements of UWCI's funding sources or policies, the Parties will negotiate in good faith to modify this Agreement to correct such issue and effect the original intent of the Parties as closely as possible in an acceptable manner. In the event that the Parties are unable to reach agreement on any such amendment within thirty (30) days, UWCI may terminate this Agreement.
- B. Assignment. The School District shall not assign any of its rights or delegate any of its obligations under this Agreement without the prior written consent of UWCI.
- C. Entire Agreement. The terms and conditions of this Agreement constitute the entire agreement between the Parties and supersede any communications or previous agreements with respect to the subject matter of this Agreement. Each of the Exhibits hereto is incorporated herein by reference. Nothing in the Agreement shall be construed as a commitment to execute future agreements with, or funding to, the School District or to extend this Agreement in any way.
- D. Counterparts. This Agreement may be executed in one or more counterparts, each of which when executed shall be deemed to be an original, but all of which taken together shall constitute one and the same agreement.
- E. Severability. If any provision of this Agreement is held invalid or unenforceable by any court of competent jurisdiction, the other provisions of this Agreement will remain in full force and effect. Any provision of this Agreement held invalid or unenforceable only in part or degree will remain in full force and effect to the extent not held invalid or unenforceable.
- F. Relationship of the Parties. Nothing contained in this Agreement shall be deemed or construed to constitute the Parties as partners, joint venturers, co-principals, or associates, and each Party shall perform their duties and obligations hereunder as independent contractors and not as an agent of the other Party. The School District has no authority to enter into contracts or agreements or to speak on behalf of UWCI; and UWCI has no authority to enter into contracts or agreements or speak on behalf of the School District.
- G. Waiver. No waiver of any breach of any provision of this Agreement shall constitute a waiver of any prior, concurrent, or subsequent breach of the same or any other provisions, and no waiver shall be effective unless made in writing and signed by an authorized representative of the waiving party.
- H. Governing Law. This Agreement shall be governed by and construed under the laws of the State of Indiana, without regard to conflicts of law principals.
- I. Jurisdiction. The Parties hereby agree that all demands, controversies, claims, actions, causes of action, suits, proceedings, and litigation relating to or arising out of this Agreement shall be brought and tried in the Superior or Circuit Court, as appropriate, of Marion County, Indiana, or the United States District Court which includes Marion County, Indiana. In this regard, the parties hereby (a) agree that venue shall be such courts, (b) irrevocably consent to service of process and to the jurisdiction and venue of such courts, and (c) irrevocably waive any claim on inconvenient forum if any such demand, controversy, claim, action, cause of action, suit, proceeding, or litigation has

been filed, brought, or made in any of such courts. EACH PARTY HERETO WAIVES ANY RIGHT TO A JURY TRIAL.

- J. Survival. The School District's obligations herein shall survive the termination of this Agreement unless otherwise explicitly set forth herein.

IN WITNESS WHEREOF, UWCI and the School District have, by their respective duly authorized representatives, entered into this Funding Agreement.

**UNITED WAY OF CENTRAL INDIANA, INC.**

By: \_\_\_\_\_  
Sara VanSlambrook, Chief Impact Officer

Date: \_\_\_\_\_

«DistrictCharter\_Network\_2»

By: \_\_\_\_\_  
«Signatory\_Receipient»

Date: \_\_\_\_\_

Address: «Tutoring\_LocationSchool»

«Street\_Address»

«City\_State\_Zip»

Attn: \_\_\_\_\_

**EXHIBIT A**  
**Project Details**

1. **School District Name:** «DistrictCharter\_Network»
  
2. **Project Description & Use of Funding (to the extent not described in the Work Plan):**  
The School District will coordinate ReadUP tutoring at «Tutoring\_LocationSchool» which will be provided to 3rd grade students who are 1-2 grade levels behind in reading. Tutors will be trained to guide two 30-minute reading practice sessions up to three times per week to help students successfully apply specific literacy skills learned in the classroom. The desired outcome is that participants read with a tutor up to three days per week and their reading skills improve as assessed by UWCI and school leadership.
  
3. **Applicable Community Impact Framework Priority:**  
 Education     Financial Stability     Health     Basic Needs     NA
  
4. **Maximum Funding:** «Funding»
  
5. **Agreement Period:** August 1, 2019 to June 30, 2020
  
6. **Funding Disbursement Schedule:**
  - Payment of 80% of the grant upon execution of the Agreement and the remaining 20% by Click or tap to enter a date. contingent upon compliance with all terms of this Agreement including timely submission of required reports.
  
  - Upon execution of the Agreement, start-up costs in the amount of                      . Thereafter, UWCI will reimburse School District for allowable costs within                      days of receiving invoices accompanied by documentation detailing reimbursable expenditures.
  
  - Monthly Payments in the amount of                      per month, to be paid on the [first] of each month during the funding Period.
  
  - Quarterly Payments in the amount of                      per quarter, to be paid on the [first] day of the [first] month of each calendar quarter during the funding Period.
  
  - Monthly as invoiced
  
  - Other schedule: Two payment of \$each made on December 31, 2019 and May 31, 2020.
  
7. **Required Reports/Reporting Information (Check all that apply):**
  - Financial Statements
    - Monthly     Quarterly     Annual     Other
  
  - Progress Reports
    - Monthly     Quarterly     Annual     Other

- Project Budget
  - Beginning of Project
  - Annual
  - Other
- Invoices related to Project expenditures
- Final narrative of Project (due upon termination of the Agreement)
- Other: See Exhibit B for attendance and reading data report requirements.

DRAFT

## **EXHIBIT B** **Work Plan**

The following strategy was developed by UWCI and approved by the UWCI Board of Directors for implementation in collaboration with «Tutoring\_LocationSchool».

ReadUP will be provided to 3rd graders, as mutually determined by the school and program manager, who are 1-2 grade levels behind in reading. Volunteer tutors will be trained to guide 60-minute reading practice sessions up to three times per week to help students successfully apply specific literacy skills learned in the classroom. The desired outcome is that participants measurably improve reading skills and attain grade-level reading competencies by the end of school year.

### **II. Desired Outcomes**

The partners to this agreement will pursue the following outcomes through this collaboration:

- A. Improved academic performance for children attending «Tutoring\_LocationSchool» as measured by the number of 3<sup>rd</sup> grade students passing the English Language Arts portion of ILEARN.
- B. Increased reading skills and outcomes for 3<sup>rd</sup> grade students who receive tutoring through the ReadUP program as measured by district growth assessments.
- C. Increased reading skills and outcomes for 3<sup>rd</sup> grade students who receive tutoring through the ReadUP program as measured by IREAD3.

### **III. Roles and Responsibilities**

#### **«Tutoring\_LocationSchool»**

- A. Designate a senior staff person who will assure supervision and coordination of the ReadUP Program.
- B. Provide a part-time Program Coordinator to coordinate ReadUP tutors in the school. This person will collect daily attendance and provide weekly data reports of program progress and activities. «Tutoring\_LocationSchool» will also ensure that there is a backup coordinator as need arises.
- C. Provide supervision, computer equipment, internet access and other office support for Program Coordinator.
- D. Identify, select, and notify UWCI of 3<sup>rd</sup> students who are 1-2 grade levels behind in reading to participate in the ReadUP program.
- E. Make an appropriate space available for the tutoring with furniture and materials set up prior to the start of the tutoring sessions.
- F. Assume responsibility for the security of the books and materials used during the tutoring session.
- G. Fully conform to the required program elements as outlined in the ReadUP Coordinator's Manual and Training Manual of the UWCI ReadUP program as designed and implemented by UWCI. This includes but is not limited to students receiving tutoring up to three times per week.
- H. Provide the attendance for both tutors and students monthly as well as a cumulative attendance report by June 30, 2020.

#### United Way of Central Indiana (UWCI)

- A. Provide technical assistance for recruitment of ReadUP volunteer tutors.
- B. Provide a designated staff liaison with «Tutoring\_LocationSchool» for all collaborative activities.
- C. Provide volunteer registration tools using the Form Stack software, survey the volunteer base periodically, send e-mail correspondence, and conduct site visits for evaluative purposes.
- D. Purchase ReadUP books, provide training and materials for volunteers.

#### «Tutoring\_LocationSchool» and United Way of Central Indiana

- A. UWCI with the assistance of School District's Program Coordinator will recruit all volunteer tutors. Criminal background checks on volunteers will be the responsibility of UWCI and must be completed prior to the volunteer's first day of tutoring.
- B. Collect and analyze program information and student academic data to evaluate the impact of ReadUP.
- C. Make decisions about any substantive changes in the direction of this collaborative relationship.
- D. Create an agreement that declares mutual confidentiality for both parties' proprietary information.

#### **IV. Reports**

Student attendance, tutor sign-in sheets and Student/Tutor matchup reports will be due from «Tutoring\_LocationSchool» monthly on the date designated by the ReadUP Program Manager. Student reading data will be due midyear by January 15, 2020 and end of year by June 15, 2020. All reports shall be sent to the attention of Abigail Toppe, ReadUP Manager at UWCI.

#### **V. Payment Terms**

UWCI will remunerate the coordinator's stipend to «DistrictCharter\_Network» in two equal payments. The first 50% will be paid no later than December 31, 2019 and the second 50% no later than May 31, 2020.



**TO:** Superintendent Ramey; Board of Trustees

**FROM:** Kyle Whiteley, Director of Business and Technology

**DATE:** August 7, 2019

**RE:** Financial Software Recommendation

Our current budget and payroll software system is 20+ years old and, therefore, extremely outdated. We must refer to paper binders for any historical data beyond the current calendar year. Our current system also requires us to enter the same or similar information multiple times. Vivian Norman had recommended a new platform be investigated once her transition had taken place.

Beginning in February, Kristen Dunn and I began the process of searching for a new software platform for budget and payroll. We considered four options and viewed demonstrations of three of those options (the fourth ended up not being viable). Amber Cripe was brought into the evaluation process after she was hired in June. After a several-month evaluation process, I am excited to recommend the Low Associates Windows Financial Software Suite. Low Associates is an Indiana based company located in South Bend.

Low offers a product that meets our needs as well as the most complete conversion and implementation process. We received glowing recommendations from three Indiana school customers. We also received an “unofficial” recommendation from an Indiana State Board of Accounts auditor. With your approval, we plan to get started right away and look to October for a “GO LIVE” date. We are anticipating an outstanding relationship with Low Associates and expect to work with them for many years to come.

# WESTERN BOONE SCHOOLS

## VISION STATEMENT

We will be a progressive school community dedicated to excellence in education, holding high expectations for students and staff, and committing our resources and energies toward continuous improvement.

## MISSION STATEMENT

We are a partnership of school and community that serves diverse educational needs by providing a safe learning environment that is innovative, competitive, a builder of self-worth, inspiring and fun!

## CORE VALUE STATEMENTS

We Value High Quality Instruction  
We Value Student Achievement and Maximizing Student Potential  
We Value Environments Conducive to Learning  
We Value Opportunities for all Students, Developing Well-Rounded Students

## 2019-20 DISTRICT GOALS

- Teaching and Learning – Student success is the product of continual improvement in educational practices.**
  - We will increase the focus on application-based instruction to align with the expectations of the Indiana Academic Standards and measured by state standardized assessments.
  - We will provide effective programming for high ability learners at all levels.
  - We will expand STEM initiatives with a focus on technology integration at all levels.
- Staff Growth and Development – The health and well-being of staff in conjunction with professional learning opportunities aimed at improving instruction are the foundations for student success.**
  - We will continue to foster an uplifting and positive culture by addressing the mental, emotional, and physical needs of our educators and staff while recognizing the difficult and demanding jobs they perform each day.
  - We will provide differentiated professional development opportunities to address the diverse needs of our teachers.
- Safe & Healthy Environment – Academic success begins with a safe and secure learning environment where students feel valued.**
  - We will develop and implement a reunification plan utilizing small scale drills that involve public safety agencies.
  - We will enrich the health and wellness of our students and their caregivers through community partnerships and communication.
- Community Engagement - A strong and healthy relationship between Western Boone County Community School Corporation and the surrounding community is essential to student success and community growth.**
  - We will continue to expand our parent and community involvement through enhanced multi-media communication and parent outreach.
  - We will explore options to engage our community through the use of our facilities.



2 Executive Drive, Suite D  
Lafayette, IN 47905  
Phone: 765-447-8700 Fax: 765-447-8701

## Service Agreement

This agreement made this \_\_\_\_\_ day of \_\_\_\_\_ in the year 20\_\_\_\_ between Blackbird Clinical Services, LLC, hereinafter called the Vendor, and Western Boone School Corporation, hereinafter called the Client.

WITNESSETH, that the parties hereto, in consideration of the mutual promises and benefits flowing to each of the parties hereto as hereinafter stated, do mutually agree as follows:

I.

Services provided by Vendor:

1. The Vendor will provide urine and alternate specimen drug screen collection services on an on-site basis during our business hours of Monday – Friday 8am-4:30 pm.
2. The Vendor may supply random student selection services per the Client's request.
3. The Vendor will supply only DATIA certified collectors.
4. The Vendor will follow all chain of custody and control procedures.
5. The Vendor will securely ship all collections to the lab selected by the Client.

II.

The Vendor agrees to perform the above services in accordance with DATIA and DOT collection standards except in instances where the Client's policies differ where the Client's policies will be upheld.

III.

This contract can be modified, added to, or extended only written mutual agreement of the parties hereto.

IV.

The Vendor agrees by signing this contract that he will indemnify, protect, save, and hold harmless the Client from any and all claims, demands or liability, for any injury to persons and any loss of property resulting from errors, omissions, and acts of negligence on the part of said Vendor in performing this contract.

V.

The Vendor will perform 20 on-site student collections on a monthly basis for \$200 per visit. Random selections may be performed at a rate of \$25 per monthly random selection. There will be no additional charges above and beyond these quoted prices for the services outlined. Any services provided outside the above outlined services will be quoted and agreed upon by both parties and billed accordingly.

Executed as of the day and year first above written,

Vendor: Blackbird Clinical Services

Client: Western Boone School Corp.

BY: \_\_\_\_\_  
Kimi Hathaway, CEO

BY: \_\_\_\_\_

WITNESS: \_\_\_\_\_

WITNESS: \_\_\_\_\_

## Salvage List – Thorntown Elementary

August 2019

Quantity	Item
6	Computer Tables
8	8-foot tables
1	4-drawer file cabinet
3	Metal library carts
2	Rolling staff chairs
75	Student desks

## Bus with Hwy students that cross

Cecil Gosser

Thu 8/8/2019 10:17 AM

To: Tammy Clanton <Tammy.Clanton@webo.k12.in.us>; Rob Ramey <Rob.Ramey@webo.k12.in.us>  
Tammy

The following is our buses that have students crossing a hwy with parents permission.

Bus 3: PM  
Bus 4: AM - PM  
Bus 5: AM  
Bus 6: AM - PM  
Bus 18: AM  
Bus 19: AM - PM  
Bus 20: AM  
Bus 26: PM

Cecil Gosser  
Transportation Director.  
Western Boone Schools.  
765-894-0331

*Don't start any vast projects with half vast ideas!*

## **EDUCATION & OPERATION FUND COMPARISON REPORT**

As of July 31, 2019, the Education Fund cash balance was \$3,229,188. The Education Fund expenditures for July 2019 were \$577,749. As of the end of July 2019, a total of 52% of the 2019 appropriation was expended.

As of July 31, 2019, the Operation Fund cash balance was \$601,357. The Operation Fund expenditures for July 31, 2019 were \$647,698. As of the end of July 2019, a total of 55% of the 2019 appropriation was expended.

FYI: The July 2019 - Fund, Appropriation, and Revenue Reports are posted to the School Board Document Site