

January 12, 2009

**SWITZERLAND COUNTY SCHOOL CORPORATION
MINUTES OF THE JANUARY 12, 2009
EXECUTIVE SESSION BOARD MEETING
6:00 P.M.
REGULAR SCHOOL BOARD MEETING
7:00 P.M.**

The School Board of Trustees met before the regular public meeting for an Executive Session beginning at 5:30 pm at the Switzerland County Administration Building to discuss I.C.5-14-1.5-6.1(b)(9).

The board members present were Mr. Truitt, Mr. Phipps, Mr. Roberts, Mr. Daugherty, Mr. McKay, Mrs. Moore, and Mr. Waltz. Mr. Ron Hocker and Dr. Elizabeth T. Jones were also in attendance.

The board discussed no subject matter in the Executive Session other than the subject matter specified in the public notice.

An Open Working Session was held prior to the Regular Meeting. Graduation requirements were discussed.

CALL TO ORDER AND PLEDGE TO THE FLAG:

Mr. Truitt called the meeting to order and led the group in the pledge to the flag.

ATTENDANCE:

Board members in attendance were Mr. Truitt, Mr. Phipps, Mr. Roberts, Mr. Daugherty, Mr. McKay, Mrs. Moore, and Mr. Waltz.

Others in attendance were Superintendent, Elizabeth T. Jones, Wilma Swango, Mona Crabtree, Ronald Hocker, Pat Lanman, Candis Haskell, Michael Jones, Lowell Reynolds, Melissa Reynolds, Darin Gullion, Dave Ziegler, John Sieglitz, Nancy Stearns, Colleen Lay, and Amy McAllister.

ADOPTION OF AGENDA:

Mr. Phipps made a motion to approve the agenda with the addition of Goals and Expenditures Categories for 2008-2009, under New Business. Mr. Daugherty seconded the motion. The vote was unanimous.

RE-ORGANIZATION OF THE BOARD:

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School Board Attorney, Ronald Hocker, administered the Oath of Office to Wayne Daugherty, Bill Roberts, Tonya Moore, and James Phipps, board members who were elected in the November, 2008 general election.

Mr. Waltz moved to nominate Mr. Phipps to serve as the new President of the board, seconded by Mr. Truitt. Mr. Daugherty moved to close the nominations. Mr. Roberts seconded. Mr. Phipps abstained from the vote while all other board members voted unanimously to approve the nomination.

Mr. McKay made a motion to nominate Mr. Daugherty for the Vice Presidency of the board, with Mrs. Moore seconding. Mr. Daugherty abstained from the vote while all other board members voted unanimously to approve the nomination.

Mr. Waltz moved to nominate Mr. Roberts to serve as Secretary of the board, seconded by Mr. Daugherty. Mr. Roberts abstained from the vote while all other board members voted unanimously to approve the nomination.

Mrs. Moore nominated Wilma Swango for the Corporation Treasurer's position. Mr. McKay seconded the nomination. The vote was unanimous.

Mr. Daugherty moved to approve Mrs. Swango's appointment of Melissa May as Deputy Treasurer. Mr. Truitt seconded the motion. The vote to approve the appointment was unanimous.

Ronald Hocker was nominated for the position of School Board Attorney by Mr. Truitt. Mr. Roberts seconded the nomination and the vote was unanimous.

The board unanimously voted to approve meeting dates and times in a motion by Mr. Daugherty, seconded by Mr. Waltz. The dates and times are as follows:

- Executive Sessions to begin at 5:30 p.m., when needed
- Regular Sessions to begin at 7:00 p.m. on the third Monday of each month
- Open Working Sessions to begin at 6:00 p.m. on the first Monday of each month

Mr. Truitt made a motion to approve the bonding of certain school personnel. Mr. Roberts seconded. The unanimously approved bonding is as follows:

- Kim Stout, ECA, SCHS: \$ 10,000
- Donita Cole, ECA, MS: \$ 5,000
- Melody Smith, ECA, JC: \$ 5,000
- Marilyn Devers, ECA, SCE: \$ 5,000
- Wilma Swango, ECA, Treasurer: \$100,000
- Melissa May, Deputy Treasurer: \$ 75,000

The board voted unanimously to approve the salaries of the regular meetings; committee meetings; annual salaries and other benefits to remain the same as last year's in a motion by Mr. Truitt, seconded by Mr. Waltz. Each board member in attendance will receive \$112 for each executive session that is not held before a regular meeting. Each board

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member attending a committee meeting will receive \$62 for that meeting. There is an annual salary of \$2000, of which \$1000 is paid in June and \$1000 in December.

Mr. Roberts made a motion to nominate Mr. McKay to serve on the Endowment committee for the 2008-2009 school year. Mr. Waltz seconded the motion. Mr. McKay abstained from the vote, while all other board members voted unanimously to approve the nomination.

Mr. Truitt motioned to nominate Mr. McKay and Mr. Waltz to serve on the Insurance Committee. Mr. Roberts seconded. Mr. McKay and Mr. Waltz abstained from the vote while all other board members voted unanimously to approve the nomination.

Mr. Daugherty moved to appoint Mr. McKay and Mrs. Moore to serve on the Internal Controls Review committee. Mr. Truitt seconded the motion. Mr. McKay and Mrs. Moore abstained from the vote while all other board members voted unanimously to approve the nomination.

Conflict of Interest Statements from Mr. Daugherty, Mr. Roberts and Mr. Waltz were approved by the board in a motion by Mr. McKay, seconded by Mr. Truitt. Mr. Lanman said that he believed, according to state law, that the statements could not be accepted as a one time occurrence. Mr. Hocker said that this has been accepted in the past, but he would check to see if the laws had changed. He suggested that the board go ahead and approve the statements now and, if necessary, to approve others at the time the conflict occurs. Mr. Daugherty, Mr. Roberts, and Mr. Waltz abstained from the vote while all other board members voted unanimously to approve the statements.

APPROVAL OF MINUTES:

The board voted unanimously to approve the minutes of the regular school board meeting of December 1, 2008 with a correction to Mr. McKay's nay vote on SCES's smart board Endowment Request, as well as the minutes of December 4, December 15, and December 18, 2008. Mr. Daugherty made the motion to approve the minutes. Mr. McKay seconded.

FUND REPORT:

Mr. Phipps asked if there was any news on the Rainy Day Fund. Mr. Hocker gave the board an update on the corporation's attempt to recover funds embezzled by former Treasurer, Ann Geyman. Mr. Hocker said the corporation has received \$500,000 from bonds that were in her name. He said approximately \$5,300 had been recovered from the Geyman's checking account. A little over \$50,000 has been received from the sale of personal property through an auction held to try to recover funds for the corporation. Mr. Hocker went on to say that the corporation could expect approximately \$50,000 from the sale of the house after divorce proceedings between Ann and Raymond Geyman are

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finalized. He said that overall, the corporation could expect to recover around \$600,000, which is around half of what was embezzled.

Mrs. Moore moved to approve the fund report as submitted. Mr. Truitt seconded. Mrs. Swango explained that the corporation hadn't received some property tax revenue in 2008, so the total income was a little bit less than anticipated but a draft was expected the next day which would help that considerably. Mr. Phipps asked Mrs. Swango to fill the board in on problems that were discovered concerning the Textbook Rental Fund. Mrs. Swango explained that each year, the Endowment has been reimbursing the school corporation for students' book rental fees so that parents are relieved of this burden. Board member, Virgil McKay, who represents the board on the Endowment committee, said they were happy to do that. Mrs. Swango went on to say that in theory, the balance should increase, but this has not been the case. One of the reasons cited was the fluctuation of numbers of students in certain grades. Mrs. Swango said if they ordered and paid for 115 Science books, one for each fourth grader one year, and there were only 100 students in the class every year after that, the corporation was out the rental fees for 15 of those Science books each of those years. Dr. Jones said they were taking steps to try to remedy that. She said that the corporation might try a new approach to the reimbursement of the books by asking for the Endowment to pay the actual invoice amounts of the books. There being no further questions, the board voted unanimously to approve the fund report.

CLAIMS:

Vendor Claims #36913 through 37045, and Payroll Claims for 12/19/08, 12/23/08, and 01/09/09 were presented for approval in a motion by Mr. Truitt and seconded by Mr. Waltz. Claim #37013, in the amount of \$1,125.07 was questioned by Mr. Truitt. He asked what overages meant in the description. Corporation Treasurer, Wilma Swango, said that the corporation had a contract with Modern Office Methods for the lease of copiers and maintenance agreements for each school. She said each school was allotted a certain number of copies it could make before overage fees were assessed. Mr. Truitt also mentioned that it seemed the corporation was paying Johnson Controls quite often and it was always for a good sum of money. Mr. Truitt was referring to claim #37005 in the amount of \$988 for the repair of boilers at the Middle School. Middle School Principal, Nancy Stearns, said that they were paying for the company's expertise. There being no further discussion, the board voted unanimously to approve the claims as submitted.

OLD BUSINESS:

None

BOARD OF FINANCE:

Mr. Daugherty moved to nominate President James Phipps and Secretary, William Roberts as officers for the Board of Finance. Mr. Waltz seconded the nomination. Mr.

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Phipps and Mr. Roberts abstained from the vote while all other board members voted unanimously to approve the nomination.

Mr. Truitt moved to approve the Investment Policy as presented by Corporation Treasurer, Wilma Swango. Mr. McKay seconded the motion. Mrs. Swango said that this policy was actually based on the policy which came from the Treasurer of State. School Board Attorney, Ron Hocker, said this policy helps keep the corporation in line with the state. The vote to approve the policy was unanimous.

Mrs. Swango gave a review of the Investment Report for 2008-2009. This report involved Certificates of Deposit for the year.

Mr. Waltz moved to approve an outstanding check report given by Mrs. Swango. Mr. Roberts seconded the motion. Mrs. Swango said that the law states that if there are outstanding checks more than two years old, the corporation can redeposit them into the same funds they were originally written against. Mr. Truitt asked what would need to be done if someone came back after that and wanted the money. Mrs. Swango said that the person or company to which the check was written has seven years to claim the money, and if that occurred, an invoice would need to be produced and a new check would need to be written. There being no further discussion, the vote to approve the report was unanimous.

The board voted unanimously to approve Friendship Bank and Main Source Bank as 2009 Depositories for the corporation in a motion by Mr. Daugherty, seconded by Mr. Truitt. This concluded the Board of Finance portion of the meeting.

NEW BUSINESS:

Mrs. Moore moved to approve the Energy Mandate Commitment presented to the board. Mr. Waltz seconded the motion. Mrs. Swango explained that the mandate was being introduced to try to encourage staff and students to conserve energy which could ultimately result in savings for the corporation. The goal of the energy mandate is to reduce energy usage by 10% and the carbon footprint by 10%. John Sieglitz explained that some of the things they were trying to implement was computerized remotes for the HVAC instead of having individual room thermostat controls; having staff turn off lights when they leave the office or rooms; turning off computers and calculators when not in use; using both sides of sheets when printing documents, etc. Mr. Phipps asked if REMC had any kind of energy savings incentives. Mrs. Swango said that she had not gotten information from REMC as yet, but she knew that Duke Energy did have a rebate program. The vote to approve the mandate was unanimous.

Mr. Roberts moved to approve two Target Science Field Trip Grants, one submitted by Denise Crawford for Switzerland County Elementary's Kindergarten Louisville Zoo Trip in April; and another trip to Perfect North Slopes in February for the school's fifth grade, submitted by Sharon Barbour. Mr. Truitt seconded the motion. Target will be awarding

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the school approximately \$800 toward each field trip. The board voted unanimously to approve the grants.

The Switzerland County Elementary School PTO presented an Endowment Request to the board for \$11,838 for playground equipment for the school. Amy McAlister and Colleen Lay presented their request to the board, with photos of the desired equipment and explained long range goals for the playground. The board voted unanimously to approve the request in a motion by Mr. Truitt, seconded by Mr. Roberts.

A Resolution regarding Goals for Expenditure Categories for 2008-2009 was unanimously approved by the board in a motion by Mr. Truitt, seconded by Mr. Daugherty.

PUBLIC COMMENTS:

Lowell Reynolds welcomed Tonya Moore to the school board. Mr. Reynolds expressed his concerns about purchasing the playground equipment for Switzerland County Elementary School, and wondered if the equipment could be moved if a new building is built to combine the two elementary schools as Governor Daniels has suggested for small school corporations. Mr. Reynolds also asked if the board was thinking about maintaining projects when the riverboat money goes to the state. Mr. Phipps thanked Mr. Reynolds for his comments.

PERSONNEL:

The board unanimously approved a resignation request from Melissa May who currently holds the Deputy Treasurer position. The motion to approve the request was made by Mr. Waltz and seconded by Mrs. Moore. Melissa's last working day will be Friday, January 30, 2009.

Mr. Truitt made a motion to approve Eric Cole for the ECA position of Middle School Swim Team coach as recommended by Athletic Director, John Druba. Mr. Waltz seconded the motion. Mrs. Moore said she had concerns as to whether Mr. Cole had enough time to devote to the position and whether he really had all of the qualifications for it. Fellow board member, Andy Truitt, said that he could not address the time issue, but he knew that Mr. Cole was licensed to teach CPR and was currently teaching a Life Guard class and had the credentials for that as well. Mr. Daugherty said that he thought the Swim Team program was on a trial basis for one school year and felt the board should stipulate that Mr. Cole's position as the coach should be on a trial basis as well. The vote to approve was unanimous.

PROFESSIONAL LEAVE / FIELD TRIPS:

Mr. Truitt motioned to approve requests from Shannon Barger and Chris Mattox to attend the IHSBCA Baseball Coach's Clinic on January 22 and January 23, 2009 in Indianapolis. Mr. Daugherty seconded the motion. There was some discussion about the

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necessity of the clinic. The vote was as follows: AYES: Daugherty, McKay, Phipps, Truitt. NAYS: Moore, Roberts, Waltz.

USE OF FACILITIES:

None.

ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)

Superintendent Jones announced that the next Regular Board Meeting would be held on Monday, January 26, 2009. Dr. Jones also announced that the next Endowment meeting would be held on Tuesday, January 27, 2009.

BOARD REPORT AND COMMENTS:

Mr. Daugherty said that he thought it might be a good idea to extend an invitation to the members of the Endowment committee to attend the school board meetings to get a better perspective concerning the process of approving projects being sent to them. He said that he did not want to make that suggestion in the form of a motion, he just thought that would be a good idea.

Mr. Daugherty inquired whether cell phone usage was a discipline issue at the Middle School and elementary schools. Middle School Principal, Nancy Stearns, said that it was an issue. Further discussion was held regarding current laws involving student cell phone use.

ADJOURNMENT:

Mr. Roberts moved to adjourn the meeting. Mr. Truitt seconded and the vote was unanimous. The meeting was so adjourned.

James Phipps, President

Wayne Daugherty, Vice President

William Roberts, Secretary

Virgil McKay, Member

Tonya Moore, Member

Andy Truitt, Member

Vernon Waltz, Member