

**SWITZERLAND COUNTY SCHOOL CORPORATION  
MINUTES OF THE JANUARY 13, 2014**

<b>EXECUTIVE SESSION</b>	<b>4:00 P.M.</b>
<b>REORGANIZATIONAL SCHOOL BOARD MEETING</b>	<b>5:00 P.M.</b>
<b>BOARD OF FINANCE MEETING</b>	<b>5:30 P.M.</b>

The School Board of Trustees met before the regular public meeting for an Executive Session beginning at 4:00 P.M. at the Switzerland County Administration Office to consider applications for the appointment of a public official who is a member of a governing body, in compliance with Indiana Code, 5-14-1.5-6.1(b)(10)(B).

Board members present were Mrs. Peters, Mr. Roberts, Mr. Truitt, Mr. Daugherty, Mr. Deck, and Mrs. Hayes. Mr. Michael L. Jones, Superintendent and Matthew Hocker were also in attendance.

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

The Executive Session adjourned.

**CALL TO ORDER AND PLEDGE TO THE FLAG:**

Board President, Mrs. Peters, called the meeting to order and led those in attendance in the pledge to the flag and a moment of silence. Superintendent Jones asked those in attendance to remember the family of recently deceased, Madison Special Services Director, Connie Griffith.

**ATTENDANCE:**

The Board members present were Mrs. Peters, Mr. Roberts, Mr. Truitt, Mr. Daugherty, Mr. Deck, and Mrs. Hayes.

Others in attendance were Michael L. Jones, Wilma Swango, Mona Crabtree, Matthew Hocker, Rhonda Pennington, John Sieglitz, Angela Grubbs, Greg Curlin, Erin Deck, Sally Weales, Tony Spoores, Carrie Johns, Allen Detmer, Matt Lieland, Brooke Levell, Gregg Goewert, and Pat Lanman.

**ADOPTION OF THE AGENDA:**

Mr. Deck made a motion to approve the agenda with the addition of several Board Committee Appointments and two ECA fundraisers. Mr. Truitt seconded the motion and the board's vote was unanimous.

**APPOINTMENT OF SCHOOL BOARD OF TRUSTEES MEMBER:**

Six individuals applied for the Posey Township position on the Board, vacated by Vernon Waltz at the end of December due to selling his place of residence in Switzerland County. All six applicants were interviewed on Thursday, January 9, 2014. They included Matthew Lieland, Laura Schroer, Carrie Johns, Larry Monjar, Allen Detmer and Laurice See. It was announced at that meeting that the decision for the position would be made at this meeting.

Mrs. Hayes made a motion, nominating Laura Schroer, to fill the open seat. Mr. Deck seconded the motion. The Board's vote to approve the nomination was unanimous. Mrs. Schroer then took her place at the table with other members of the Board.

**OATH OF OFFICE:**

Hocker Law Representative, Matthew Hocker, officiated over the Oath of Office for newly appointed Board member, Laura Schroer.

**REORGANIZATION OF THE BOARD:**

Superintendent Jones asked for nominations for the President's position on the Board. Mr. Daugherty made a motion to nominate Andy Truitt for the position. Mr. Roberts seconded the motion. Mr. Daugherty then moved to close nominations. Mr. Robert seconded and the vote was unanimous. Mr. Truitt abstained from the vote for the President's position while all other members voted to approve the nomination. Mr. Truitt presided over the remainder of the meeting.

Mr. Deck moved to nominate Mrs. Peters for the Vice Presidency of the Board, with Mrs. Hayes seconding. The Board's vote to approve the nomination was unanimous.

Mrs. Peters moved to nominate Mr. Deck to serve as the Secretary of the Board. Mr. Daugherty seconded the motion. Mrs. Peters moved to close nominations with Mr. Daugherty seconding and the Board's vote being unanimous. The Board's vote to approve Mr. Deck's nomination for the position was unanimous.

Wilma Swango was nominated to serve as the Corporation Treasurer in a motion made by Mr. Roberts and seconded by Mr. Deck. The Board's vote to approve Mrs. Swango's nomination for the position was unanimous.

Mr. Peters moved to approve Mrs. Swango's recommendation that Cindy Haskell be appointed to serve as the Deputy Treasurer for the Corporation. Mr. Roberts seconded and the Board's vote was unanimous.

Superintendent, Michael L. Jones, recommended to the Board that Matthew Hocker serve as Board Attorney for 2014. Mr. Daugherty made a motion to nominate Mr. Hocker for the position. Mrs. Hayes seconded the motion. The Board's vote to approve the nomination was unanimous.

The Board voted unanimously to approve meeting dates and times for 2014 in a motion made by Mr. Daugherty and seconded by Mr. Deck. The Board set their Regular monthly meetings to be held on the third Monday of each month at 5:00p.m. with Executive Sessions to be held as necessary.

The Board voted unanimously to approve keeping the salaries of the regular meetings; committee meetings; annual salaries and other benefits the same as the previous years' in a motion by Mr. Daugherty, seconded by Mr. Roberts. Board members receive \$112 for each regular meeting, \$62 for each committee meeting and an annual salary of \$2000, as well as the option of other benefits including Health, Dental/Vision, and Life Insurances.

Mrs. Peters made a motion to approve the bonding of certain school personnel. Mrs. Hayes seconded. Mr. Daugherty said he remembered some discussion from last year about whether the amounts were sufficient. Mrs. Swango said she did not check on it this year, but last year, the school corporation's bonds were actually on the high side compared to some school corporations. Mr. Truitt asked why the Deputy Treasurer's bond was less. Mrs. Swango said the amounts of the bonds are based on the amount of money the person handles. Mr. Daugherty said there were three people in the Business Office now, and asked why the third person is not bonded. Mrs. Swango answered that she had made an inquiry about that and it was not a requirement that a third person in the office be bonded. She said she will check to see how our bonds compare to other Corporations. The Board unanimously approved the bonds for 2013 as follows:

- Kim Stout, ECA, SCHS: \$ 10,000
- Donita Cole, ECA, MS: \$ 5,000
- Sheila Gault, ECA, JC: \$ 5,000
- LeeJaye, ECA, SCE: \$ 5,000
- Wilma Swango, Corp. Treasurer: \$100,000
- Cindy Haskell, Deputy Treasurer: \$ 75,000

As the new President of the Board, Mr. Truitt appointed the following Board Members to serve on the corresponding committees:

- Negotiations and Evaluation/Compensation Committee: Truitt/Peters
- Endowment Committee: Daugherty
- Internal Review Committee: Hayes/Deck
- Grounds Committee: Daugherty/ Deck/Schroer
- Staff & Facilities Committee: Hayes/Peters/Daugherty  
(Sub committees): Vision/Mission; Job Descriptions; Calendar
- Technology Committee: Peters/Hayes
- Budget Committee: Roberts
- Safety Commission: Truitt

In a motion made by Mr. Deck and seconded by Mr. Daugherty, Conflict of Interest Statements from Mrs. Hayes regarding photography services provided to students and staff for special events throughout the year, and from Mr. Roberts for craft items sold to students and staff during the holidays, were approved by the Board by a unanimous vote. Newly appointed member, Mrs. Schroer, will be given a blank copy of the statement to review.

#### **APPROVAL OF MINUTES:**

The minutes of the school board meeting of December 16, 2013 were approved unanimously by the Board in a motion made by Mr. Peters and seconded by Mr. Deck.

#### **CLAIMS:**

The following claims were presented to the Board for approval:

Payroll Claims: 12/21/2012 and 01/04/2013

Prewritten Claims: #46130-#46207; #46208-#46212; and #46214-#46228

Mr. Deck moved to approve the claims as submitted. Mrs. Hayes seconded. Mrs. Peters had a question regarding claim #46194 for \$34.95. Mrs. Swango said this amount was for software for the Speech and Hearing Specialist, Rita Ross.

#### **OLD BUSINESS:**

The Board unanimously approved the Designated Endowment Fund of Community Foundation Policy presented for first reading at the December 16, 2013 Board meeting in a motion made by Mrs. Hayes and seconded by Mr. Roberts. It reads as follows:

1. Use fund established December 5, 2008 by \$125,000.00 investment of SCSC School Endowment.
2. Accept additional donations with 50% of each used as pass through funds and 50% permanent endowment unless otherwise specified by donor.
3. Receive annual payment from CFSCI for pass through funds and grant from permanent fund. (Important note: If no donations were received in a particular year and the market had a very bad year, it is possible that there would be no grant.)
4. Fee to Community Foundation of Switzerland County Inc. 1.5% for administration to be withheld.
5. We will receive \$9000.00 for 2014.
6. Market fund with flyer encouraging contributions. Promote memorials, bequests, etc.
7. Mr. Goewert is getting students to create flyer similar to Batesville Education Foundation.
8. Use funds for academics, arts and athletics of SCSC students.

9. Additional marketing/fund raising activities as allowed by CFSCI policy.
10. Begin Alumni Association
11. Set up online info and donations.
12. Establish grant advisory committee and process to determine how funds are spent annually. Committee shall consist of Superintendent, school board member, administrator, teacher and SCSC alumnus. Grants will also require school board approval.

### **NEW BUSINESS:**

*5:30pm: Mr. Truitt interrupted the regular meeting in order to hold the Board of Finance Meeting.*

Mr. Daugherty made a motion nominating Mr. Truitt as President and Mr. Deck as Secretary of the Board of Finance. Mrs. Peters seconded the motion and the board's vote was unanimous.

Mrs. Swango mentioned that our school corporation follows the same Investment Procedures as the Indiana Treasurer of State. Highlights of the policy include: goals for investing public funds; different authorized accounts; the depositors being PDIF (state insured) as well as FDIC insured with a coverage of \$250,000 per depositor; investment allowances for CD's, mutual funds, and Treasury notes; repurchase agreements; Boards of Finance members and their responsibilities; banking services such as Automated Clearing House, lockboxes, direct deposits, electronic images of checks, online banking, positive pay and sweep accounts. Mrs. Swango said the Corporation does have a credit card with one of the local banks. The Investment Policy, approved by the Board in January, 2013, will remain in force for 2014.

Mrs. Swango gave a brief overview of the Investment Report provided to Board members for their review. She said when investing with local banks, whichever rate of interest is higher is what is chosen. She said the CD rates and checking account rates are checked out at both local banks and the higher rate of interest determines how the investment is made. Mrs. Swango said the Corporation is currently using a checking account as its highest rate of interest at 1.26%. Mr. Jones asked Mrs. Swango to check into investing in securities. Mrs. Peters then asked if the Corporation would be guaranteed for no loss. Mrs. Swango said she was not positive and she would check into it that as well.

Mr. Roberts made a motion to approve Friendship State Bank and Main Source Bank as the two depositories for the school corporation. Mr. Daugherty seconded. Mrs. Swango pointed out that of all of the institutions listed on the Treasury of the State website, these were the only two that were located in the Switzerland County School Corporation district. The Board's vote to approve the depositories was unanimous.

Mrs. Swango said that according to Indiana Code, at the end of two years, any checks that are outstanding as of the end of December are to be re-deposited into the same fund

they came from. At this time, there are no outstanding checks, so no action is needed by the Board.

*At this time, Mr. Truitt closed the Board of Finance Meeting and resumed the regular meeting.*

Mrs. Hayes moved to approve the acceptance of a charitable donation in the amount of \$19,000 from a donor who wishes to remain anonymous. Mr. Daugherty seconded. The donor asked that \$15,000 go to the football program, \$2,000 to benefit the cheerleading program, and \$2,000 to the music department for the purchase of new band instruments. Mrs. Peters and Mr. Daugherty agreed that this donation was a great thing. The Board's vote to approve the donation as presented was unanimous.

The Board unanimously approved the following ECA fundraisers in a motion made by Mrs. Hayes and seconded by Mr. Daugherty:

- Bowling: Tupperware sales for tournament expenses, 12/19/13 – 1/6/14
- Girls Basketball: donation for Fight for a Cure, for Lawrenceburg player with brain cancer, 1/17 & 1/18/14

#### **PUBLIC COMMENTS:**

Mr. Truitt announced that it was time to offer the privilege to speaking to the public. He asked that anyone wishing to speak would state your name and keep your statement to 2-3 minutes. He added that if this wasn't enough time, they should feel free to submit the balance of their comments in writing. He advised the audience that Board members will take comments under advisement, but if they wish a written response, they should leave their address with the Administrative Secretary:

Mr. Goewert was appreciative of the persons making the charitable donation. He said Mrs. Seaver is working on the Designated Endowment Fund of the Community Foundation and should have more information available at the next meeting. Mr. Lanman said that it is important to note that this Endowment Fund is not the same as the Endowment Committee formed to handle riverboat casino revenue. It was announced that Mr. Kaspar will be at the February Endowment meeting, which is open to the public, to explain how it works. That meeting is scheduled for February 28, 2014.

Mr. Truitt closed public comments.

#### **PERSONNEL:**

The Board unanimously approved the following volunteer ECA positions in a motion made by Mr. Roberts and seconded by Mrs. Hayes:

- Rob Daugherty – Volunteer Assistant Coach for the Boys and Girls Golf
- Ernie Curlin – Volunteer Assistant Bowling Coach
- Casey Jones – Volunteer Assistant Archery Coach
- Joseph Dunham – Volunteer Assistant Archery Coach

**PROFESSIONAL LEAVES:**

The following Professional Leaves were approved unanimously by the Board in a motion by Mr. Deck, seconded by Mrs. Hayes:

- J. Hendricks: Winter High Ability Coordinator meeting in Indianapolis, IN, 1/15/14
- J. Hendricks; Assisting Ms. Eckerty with a presentation at a Learning Conference in Indianapolis, IN, 1/28/14

**USE OF FACILITIES:** None.

**ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)**

Superintendent, Michael L. Jones made the following announcements:

- Next Regular School Board Meeting will be held January 27, 2014 at 5:00 P.M. with an Executive Session to be held at 4:00 P.M.
- Next Endowment meeting will be held at 5pm on January 28, 2014
- Superintendent's Community meeting at Union Baptist Church in Lamb, 1/23/14 at 6:00 P.M. He said he will have met in each of the townships at that time and will begin in March

**BOARD REPORT AND COMMENTS:**

Mrs. Hayes welcomed Laura Schroer to the Board.

Mr. Daugherty mentioned that there were a lot of good applicants for the seat on the Board and felt good about so many people being interested in the position.

Mr. Daugherty wanted to know if there was anything new to report on the situation with the bleachers at the gym at Jefferson-Craig Elementary School. Mr. Jones said he had turned the issue over to Matt Hocker and they would follow up on the matter.

Mrs. Peters wanted to know the status of the technology devices. Mr. Sieglitz said he has been gathering information and they will be ordered before February 1, 2014.

Mrs. Peters also wanted to know the status of the GPS system for the buses. Mrs. Swango said the Endowment has received information and will be meeting to vote on it on Tuesday, January 28, 2014.

Mrs. Peters mentioned she had read the Paper Post, the High School newspaper, and thought it was very good. Mr. Goewert mentioned that Rosemary Bovard was in charge of the school newspaper this year.

Mr. Daugherty thanked Mrs. Peters for serving as President of the Board in 2013. He felt she had done a great job.

**ADJOURNMENT:**

Mr. Roberts moved to adjourn the meeting. Mrs. Hayes seconded and the vote was unanimous. The meeting was so adjourned. (6:05 P.M.)

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Andy Truitt, President

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Nancy Peters, Vice President

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Josh Deck, Secretary

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Wayne Daugherty, Member

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Tammy Hayes, Member

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William Roberts, Member

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Laura Schroer, Member