

June 18, 2015

**SWITZERLAND COUNTY SCHOOL CORPORATION  
MINUTES OF THE JUNE 18, 2015  
SPECIAL PUBLIC SCHOOL BOARD MEETING            5:00 P.M.**

**CALL TO ORDER / PLEDGE TO THE FLAG / MOMENT OF SILENCE:**

Board President, Mr. Daugherty, called the meeting to order, asked that all communication devices be turned off or silenced, and led those in attendance in the pledge to the flag, followed by a moment of silence.

**ATTENDANCE:**

Board members in attendance were Mr. Daugherty, Mr. Roberts, Mr. Deck, Mr. Bennett, Mrs. Collier, Mrs. Cord, and Mrs. Peters.

Others in attendance were Mr. Michael L. Jones, Wilma Swango, Mona Crabtree, John Sieglitz, Sean McGarvey, Lisa McGarvey, Mathew Hocker, Lindsay Vigil, Brian Grigsby, Cindy Grigsby, Sheila Gault, Megan Griffin, Teresa Theetge, Mark Dennis, Kathy Daugherty, Janie Konkle, Kaulene Green, RaheJean Griffin, Tony Spoores, Jennifer Druba, Anna Spoores, Tim Hillman, Jason Tanselle, Erik Long, Kenneth Kidd, and Terry Lancer.

**ADOPTION OF AGENDA:**

Mrs. Collier made a motion to approve an amended agenda, with the addition of a Transportation request, Textbook Adoption, and a change in the order of business, moving up a Personnel item, the first item under New Business, and Public Comments. Mrs. Cord seconded the motion which passed with a unanimous vote.

**PERSONNEL:**

The Board unanimously approved the employment of Russell Wiggins as a Biology/Agriculture teacher for the 2015-2016 school year in a motion made by Mr. Deck and seconded by Mr. Roberts.

**PUBLIC COMMENTS:** *(Anyone wishing to speak is asked to state their name and keep comments to 2 to 3 minutes. If this isn't enough time, participants are encouraged to submit the balance of their comments in writing and those wishing a written response are asked to leave their name and address with the Administrative Secretary).*

Mr. Daugherty opened the floor to comments from the public.

June 18, 2015

Theresa Theetge, Head Custodian at Jefferson-Craig Elementary School, asked if she would get more help if more classrooms are added.

Principal, Tony Spoores, thanked the Board for considering the project. He is definitely in favor. He believes it is needed for the kids. The 2010 Feasibility Study regarding the topic of construction stated that in 2021, the student population would reach a peak. He stated that the school's enrollment is already at that peak and was reached in five years, instead of the projected ten. He said there used to be dips in student growth, but that has not happened in the last few years. Mr. Spoores also mentioned that a lot more extra-curricular activity events are held in the school.

Teacher, Kaulene Green, thanked the Board for support of the project. She said her emotionally disabled students have lots of issues that need special considerations. The kids miss out on a lot because of logistics. Since the class is held at the Middle School, the kids feel like they are in another country. She would very much like to see this happen.

Kathy Daugherty has worked as a teacher for the Corporation for 29 years, 27 of them at Jefferson-Craig. The students and staff have outgrown this building. When a student needs one-on-one time with an instructional assistant, there is no place to go. It is hard to concentrate because of the constant flow of traffic.

Teacher, Brian Grigsby, said there are very small rooms being used by the neediest of the student population.

Teacher, Cindy Grigsby, said the number and size of classrooms at Jefferson-Craig is a huge issue for students with special needs. Having to use a room the size of a closet is not a place to try to teach and it is not conducive to learning. Technology in the Corporation has been brought up to current standards and it is time this building is brought up to current standards as well.

Board President, Wayne Daugherty, stated that Principal Spoores was a neighbor and there had been no mention of the need for more room from him. He supposed that Mr. Spoores and previous Principals had just made do with what they had.

Mrs. Cord said she was concerned about the structural integrity of the building. She has been agonizing over the decision to add more classrooms. She said the design was not pulled together for what she would like to see for elementary curriculum. She also does not feel that there has been enough input about this from constituents. She has concerns about the tax burden being put on county residents. She feels we need to be prudent about what is created. She brought up the fact that the Middle School building project had so many problems and does not want to see that happen with this project.

Mr. Bennett stated that he has spoken with members of the community about it and has yet to hear one negative comment. He has even had people approach him to express their gratitude for considering the project.

June 18, 2015

Mrs. Collier feels like the Board should look to the future, not the past. She, also, has received no negative feedback from the community or staff. Instead, she has been thanked for investing in the students' education. She said she is the first one to say that she would be shouting if she did not think it was in the best interest of the students.

Mr. Deck said he would not want his kids to be taught in a closet.

Mr. Daugherty said people should not forget where they came from. If an educator wants to come back here to teach and raise their kids here, the Corporation needs to be progressive.

### **NEW BUSINESS:**

Mr. Daugherty wanted to review how consideration of the Jefferson-Craig Elementary classroom addition project came about. Mrs. Peters spoke on behalf of the Facilities and Grounds Committee. She and Mr. Bennett, the other Board committee member, had come to this decision, after meeting with Administrators and after hearing comments at public meetings. They had asked for input on what the Corporation's priorities should be. She said a list of the priorities was publicized in April's local newspaper. She said their decision was based on careful consideration of sentiments from Administrators and other staff members, budget considerations, and public opinion.

Mr. Daugherty asked Jefferson-Craig Principal, Mr. Spoores, for a review of the school's current needs. Mr. Spoores feels it is important to move the two Special Needs classes from the Middle School back into the Jefferson-Craig building. He said there was a desire to have additional classrooms for increasing enrollment, a remodeling of the office area, and more space for art and music.

Kenny Kidd is an Independent Educational Consultant regarding school budgeting/school finance issues. He is also a previous school teacher and administrator. Mr. Kidd presented the Board with a review of the Corporation's educational needs as it pertains to the Jefferson-Craig Elementary School project. It is as follows:

*Based Upon:*

- 1) Meetings with a Committee of the School Board, the School Superintendent, the Business Manager, the Jefferson-Craig Principal, and the Educational Consultant; and*
- 2) A review of feasibility studies conducted by Educational Services Company in 2010 and Dr. Robert Boyd in 2004, the following observations are made:*

*Current Needs:*

- 1) Two elementary-aged special education classrooms are housed at the Middle School. It is important that these students be housed at the Elementary School with their "age-appropriate" peers.*
- 2) There is a need for conference/tutoring space for Learning Disabilities and Title One.*

June 18, 2015

- 3) *The Elementary School does not have sufficient space for an adequate art or music room.*
- 4) *The administration area is “cramped” in that it houses all of the administrative functions, hosts visitors, and houses the school nurse.*
- 5) *Student enrollment currently demands an additional third grade classroom in order to maintain optimum pupil/teacher ratios for next school year.*

*Future Needs:*

- 1) *The School currently is configured as a 3-section school in grades K-2 and a 2-section school in grades 3-6. It is anticipated that in order to maintain optimum class sizes, Jefferson-Craig should be a 3-section school. (the school will also be a Pre-K through 6 school next year).*
- 2) *The Feasibility Study conducted in 2010 predicted student enrollment for the Corporation to “increase slightly” through 2020-2021. It was predicted that the enrollment would increase to 1,540 students by that school year. In fact, the enrollment is currently at that level, some 5 years sooner than predicted, growing by approximately 100 students in the past 5 years. Using a simple linear regression model, it can be predicted that the student enrollment will reach 1,677 students in 2019-2020, creating the need for additional classroom space.*

*Based upon these observations, an addition of classroom space at Jefferson-Craig is advisable. The most reasonable solution, given time and financial constraints, appears to be a ten classroom addition to Jefferson-Craig Elementary School. Utilization of this space can be anticipated as follows:*

- *2 rooms for special needs students housed at SCMS*
- *1 room as conference/tutoring areas for LD and Title 1*
- *1 room to house art/music*
- *1 room to replace classroom used to expand nurse/office area*
- *1 room to replace classroom lost due to construction*
- *4 classrooms to allow for 3<sup>rd</sup> section in grades 3-6*

*Additionally, it should be noted that if student enrollment continues to increase, it is likely that future projects may be necessary at this and/or other Corporation schools.*

Mr. Daugherty then opened the floor to Terry Lancer, of LANCER & BEEBEE, LLC. Mr. Lancer went over the preliminary plans he had been asked to provide for the Board. Included in the plans are ten classrooms, although one existing classroom is being taken away with the addition of a corridor and electrical room. There will be two restrooms close by for young children. Since the new design encroaches on the existing playground, it will need to be relocated. The design is very conceptual and is not set in stone. The classrooms are designed to be 900 square feet, the current standard recommended size for Indiana.

A preliminary budget for the project was discussed. When queried, Mrs. Swango responded that she feels comfortable going forward with the process of borrowing the money. She added that the Corporation always needs to be aware of debt. The least

June 18, 2015

amount the Corporation can borrow is \$1.5 million. The estimated budget for the project is as follows:

- Cost of construction: \$ 1,700,000
- Architect/Engineering Fee: \$ 119,000
- Reimbursables, Survey, Geo-tech, Printing: \$ 20,000
- Finance Costs: \$ 85,000
- Loose Equipment/Contingency: \$ 76,000
- Total Project Cost: \$ 2,000,000

Mrs. Peters asked if this amount would cover alternatives, such as the addition of a music room, art room, and a renovation of the nurse's clinic. Mr. Lancer visualized this amount covering those alternatives.

Mr. Bennett asked if Capital Projects funds can be saved for this project. Mrs. Swango said CPF's can be saved, but that hasn't been happening because of other projects already in the plan and a lot of operating costs, such as paying Technology Department salaries, that until the last few years have not been a part of the plan. She mentioned that the Board and Administrators must decide and agree on what the priorities are.

Rainy Day funds were mentioned as another option for funding the project. Mrs. Swango said the intent was to take care of whatever is decided should be done with the Old Administration Building. Mr. Daugherty said he was not in favor of spending money from the Rainy Day Fund for Jefferson-Craig construction.

The following list of possible funding options for building projects presented to the Board:

<u>Phase One</u>		
<i>Concession Stand Restrooms</i>	<i>Capital Projects</i>	
<i>Climate controlled Storage Building</i>	<i>Capital Projects</i>	
<i>Jefferson-Craig Construction/Renovation</i>	<i>General Obligation Bonds (increases debt)</i>	
<i>Alternates: Clinic/Office</i>	<i>Endowment Request</i>	
<i>Chimney Removal:</i>	<i>Endowment Request</i>	
<i>Multipurpose Room</i>	<i>Endowment Request</i>	
<i>Old Administration Building</i>	<i>Rainy Day Fund</i>	
<u>Phase Two</u>		
<i>Connector for MS/HS</i>	<u>Phase Three</u>	
<i>Cafeteria</i>	<i>HS Needs</i>	
<i>Middle School Gym</i>	<i>Auxiliary Gym for HS</i>	
	<i>Wrestling Room</i>	
	<i>Locker Rooms Fitness Center</i>	

NOTE:

- \$2 million is the threshold for projected construction using tax dollars without additional requirements
- JC Project will need professional staff of architect, construction financial consultant and bond counsel. It may need a construction project consultant
- Present debt falls off in 2023 and 2024
- Future project funding options could also use Capital Projects Fund, Rainy Day Fund and Common school Loans

June 18, 2015

The timeline for the project was then discussed. Mr. Bennett liked the aggressive timeline. Mr. Lancer stressed the need to get started right away if the desire was to be in the completed building by the beginning of the 2016-2017 school year. The suggested schedule is as follows:

- June 18, 2015: School Board approves Architect contract
- July 20, 2015: School Board approves design development drawings (funding decisions need to be made)
- Aug. 17, 2015: School Board approves construction documents to release for bidding
- Sept. 21, 2015: School Board approves construct contract award
- October, 2015 through June, 2016: Construction
- July, 2016: Jefferson-Craig can be moved into

Mrs. Cord wondered who is assessing the original integrity of the structure since there were structural concerns with the building when the last renovation was done. Mr. Lancer answered that he would be glad to look at the 1950's documents to check for damage information as part of his services. He indicated that the Corporation can use contingency dollars for any structural concerns unless something horrible is discovered, which he does not foresee.

Mrs. Cord said she was still concerned that the Corporation hasn't sought out other architects. Mr. Jones said Schmidt Associates was asked to send the Corporation some preliminary drawings and they declined unless they were assured a commitment from the Corporation. Mr. Lancer said he has had a relationship with the Corporation for the last ten years. He said he valued that relationship and would very much appreciate continuing with this project. The complete plans for the project are 100% done, including the future plans for restroom, concessions, and locker rooms building. He said those drawings can be taken off at a very minimal cost.

Jason Tanselle of Umbaugh explained the differences between General Obligation Bonds and Lease Rental Bonds. He said the General Obligation Bond is a simpler process. He said the Corporation will get a better bond rate if it has bond insurance.

Erik Long of Ice Miller Legal Counsel presented repayment options and taxpayer impact for 5-year, 10-year, and 15-year repayment schedules. It was noted that if the bond payments are paid by Endowment revenue, there will be no impact to taxpayers.

After more discussion, a motion was made by Mrs. Peters to go forward with the construction of additional classrooms at Jefferson-Craig Elementary School. Mr. Bennett seconded. The Board's vote was unanimous.

Mrs. Peters moved to approve posting the position of an as-needed construction project consultant, or Clerk of the Works. Mrs. Collier seconded. The motion passed with a unanimous vote.

June 18, 2015

The Board voted unanimously to employ the architectural company, LANCER & BEEBEE, LLC, for the Jefferson-Craig Elementary School construction project in a motion made by Mrs. Peters and seconded by Mr. Bennett.

**APPROVAL OF MINUTES:**

Mr. Bennett made a motion to approve the amended Minutes of the May 18, 2015 Board Meeting. Mrs. Collier seconded the motion. The changes made to the Minutes included two added names to the BPA student presentation, and a revised statement regarding Board Member insurance. The Board's vote to approve the Minutes with the indicated changes was unanimous.

**OTHER NEW BUSINESS:**

Mr. Deck made a motion to approve a request from bus fleet owner, Roger Christman, to use bus C-11 for an additional year as a spare bus. Mr. Roberts seconded. The bus is older than what is currently allowed by the Corporation, without special permission. The bus passed inspection in March of 2015, which is another stipulation of its allowance. The Board's vote to approve the request was unanimous.

Mr. Roberts moved to approve the adoption of Middle School and High School Language Arts, Foreign Language, and Music textbooks as presented. Mrs. Peters seconded and the motion passed. (The adopted book information can be found in the official Board Minute book as item H.3.)

**PROFESSIONAL LEAVE / FIELD TRIPS:** None.

**USE OF FACILITIES:**

A request from Hannah Cook to use the High School Wrestling Room for tumbling classes on Tuesdays, May 25-Aug., 2015 from 3:30 P.M. to 6:00 P.M. was presented for approval by the Board in a motion made by Mr. Deck and seconded by Mrs. Cord. The Board voiced concerns as to whether or not the individual was covered by insurance and whether this was being done for personal gain, as the kids are being charged for the classes. Ms. Cook explained that she had Illinois Insurance and if that was acceptable, she would like to go ahead with the classes at the facility. The Board's vote to approve the application, pending the proof of liability insurance was unanimous. The rental fee was not waived.

A request from Lisa Combs to use the Library at Switzerland County Elementary School on specific dates from June through August 6, from 9:00 A.M. 'til noon, was presented for approval by the Board in a motion by Mrs. Collier and seconded by Mr. Bennett. The

June 18, 2015

Board had the same concerns as the previous request. The Board voted unanimously to approve the request pending the proof of liability insurance. The rental fee was not waived.

**ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)**

Superintendent, Michael L. Jones, made the following announcements:

- Next Endowment meeting is scheduled for Tuesday, June 23, 2015 at 5:00 P.M. at the Administration Office
- Next Regular Board Meeting, Monday, July 20, 2015 at the Administration Office at 6:00 P.M.

**BOARD COMMENTS:**

Mrs. Peters expressed feelings of contentment with the decisions made at this meeting.

Mrs. Cord commented that a third grade teacher was approved for employment before the Board approved the position. She said this was not done according to proper procedure. She said the Board should have approved the position first.

Mr. Jones said it is the Administrator's duty to make staffing recommendations he or she deems necessary for their building to the Superintendent, and then the Superintendent's duty to make recommendations to the Board as he/she deems appropriate. He said that was the process followed in this case.

Mrs. Cord also mentioned that the Board members should be getting their meeting packets earlier than they have been in order to adequately review the material.

**ADJOURNMENT: (7:56 P.M.)**

The Board voted unanimously to adjourn the Meeting in a motion made by Mr. Roberts and seconded by Mr. Deck. The Meeting was so adjourned.

\_\_\_\_\_  
Wayne Daugherty, President

\_\_\_\_\_  
William Roberts, Vice President

\_\_\_\_\_  
Josh Deck, Secretary

\_\_\_\_\_  
Joseph Bennett, Member

\_\_\_\_\_  
Katie Collier, Member

\_\_\_\_\_  
S. Jill Cord, Member

\_\_\_\_\_  
Nancy Peters, Member