

**SWITZERLAND COUNTY SCHOOL CORPORATION**  
**MINUTES OF THE JULY 20, 2015**  
**EXECUTIVE SESSION BOARD MEETING: 5:00 P.M.**  
**REGULAR BOARD MEETING: 6:00 P.M.**

The School Board of Trustees met before the regular public meeting for an Executive Session beginning at 5:00 P.M. at the Switzerland County Administration Office with respect to an individual over whom the governing body has jurisdiction, to discuss before a determination, the individual's status as an employee, in compliance with Indiana Code 5-14-1.5-6.1(b)(6)(B); and to discuss the job performance evaluation of an individual employee, in compliance with Indiana Code 5-14-1.5-6.1(b)(9).

The Board members present were Mr. Daugherty, Mr. Roberts, Mr. Deck, Mrs. Peters, Mr. Bennett, Mrs. Collier and Mrs. Cord. Superintendent, Michael L. Jones, and School Board Attorney, 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 / PLEDGE TO THE FLAG / MOMENT OF SILENCE:**

Board President, Mr. Daugherty, called the meeting to order, asking 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, Tony Spoores, Sean McGarvey, Sally Weales, Gregg Goewert, Marla Edwards, Cindy Welch, Ivan Green, Matt Hocker, Gayla Bullock, Kaulene Green, Audrey Griffin, Rahe Griffin, Chuck Marple, Vera Marple, Fred Poss, Bonnie Bauer, Emma Leap, Andy Leap, Jay Hull, Karen Leap, Gayla Bullock, David Todd, Eric Cole, Jonathan Grice, Terry Lancer, Misha B., Tim Hillman, Katie Mote, Kristopher Sandlin, Mitch Hobson, Mike Archer, Deb Archer and Wesley Harrison.

**ADOPTION OF AGENDA:**

Mrs. Peters made a motion to approve the agenda as submitted. Mr. Roberts seconded the motion. The Board's vote to approve the agenda as amended was unanimous.

**PUBLIC COMMENTS:**

The floor was opened up for public comments by Board President, Mr. Daugherty. He asked that anyone wishing to speak give their name and keep statements to 2 to 3 minutes. If they are unable to finish in the allotted time, they are asked to submit the balance of their comments in writing. The Board will take comments under advisement. If a written response is requested, their contact information should be left with the Administrative Secretary.

Mr. Jones mentioned that a former employee, Kevin Kelley, recently passed away, as well as the mother of Endowment Board Member, Mark Lohide.

Food Service Director, Gayla Bullock, stated she was happy to announce that a waiver has been granted from the state, so there will be no increase in student lunch prices for the 2015-2016 school year. She also mentioned that the Summer Feeding Program was going well.

**PERSONNEL:**

Mrs. Collier moved to approve a retirement request from Instructional Assistant, Emma Leap. Mrs. Peters seconded the motion. The Board's vote to approve the request was unanimous. Board President, Mr. Daugherty, presented Mrs. Leap with a plaque. Mrs. Leap was a 27-year employee of the Corporation.

Mr. Deck moved to approve the resignation of Evan Morgan from his PE/Health position, as well as his ECA positions as Cross Country Coach and Assistant Boys Basketball Coach. Mrs. Collier seconded. The Board's vote to approve was unanimous.

The Board unanimously approved the recommendation of Food Service Director, Gayla Bullock, for Kendra Johnson to fill a recently vacated full-time position for 2015-2016 in a motion made by Mr. Roberts and seconded by Mr. Bennett.

Mr. Deck made a motion to approve the recommendation of High School Principal, Gregg Goewert, for Ashley Wehner to fill an open Agriculture teacher position for 2015-2016. Mrs. Peters seconded the motion and the Board's vote to approve was unanimous.

The Board unanimously approved Mr. Goewert's recommendation for Kris Sandlin to fill the open PE/Health position for the 2015-2016 school year in a motion made by Mr. Bennett and seconded by Mrs. Cord.

Mrs. Collier moved to approve the employment of Mitch Hobson for a High School English position for 2015-2016 with the agreement that he will achieve full certification in the Fall of 2016. Mr. Deck seconded the motion. Mrs. Cord was confused about the stipulations of his employment. Mr. Jones explained that the rules have changed which allows a person who has already passed a certain test to complete a Transition to Teaching program while being paid for that position. If approved for the position, Mr.

Hobson will be switching from Elementary to Secondary education for his coursework and completing his Transition to Teaching Program in Grade 9 with Mr. Holliday and Mrs. Hendricks as his supervising teachers/mentors. Hearing no more questions, Mr. Daugherty called for a vote. The Board's vote to approve Mr. Hobson's employment with the stated stipulations was unanimous.

The Board unanimously approved a Leave of Absence request from Mrs. Beitzel from the beginning of the 2015-2016 school year, (August 10, 2015) until September 1, 2015 in a motion made by Mr. Deck and seconded by Mrs. Cord.

The Summer 2015 Band Camp, to be held July 22 through July 30 from 8:00 A.M. until 12 P.M. at the High School, with the following personnel, was unanimously approved by the Board in a motion made by Mrs. Collier and seconded by Mrs. Peters:

- Johnathan Grice – Head Director
- Jamie Slone – Woodwind Instructor
- Marcus Duckworth – Brass Instructor
- Brandon Griffith – Percussion Instructor
- Lisa Craig – Guard Instructor
- Lisa Ridener – Dance Team Instructor

On July 31, 2015 a trip to Clifty Falls is being planned for parade rehearsal and end-of-week festivities and a trip to the pool, returning around 5:00 P.M.

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

The Board unanimously approved the Board Meeting Minutes of June 15, 2015 and June 18, 2015 in a motion made by Mrs. Collier and seconded by Mr. Roberts.

#### **BID RECOMMENDATIONS:**

The following companies were recommended to provide services for the 2015-2016 school year per the tabulation sheet provided to the Board:

- Fuel Delivery: Southern Petroleum, Inc. - per bid meeting of 7/9/15 at 1pm
- Dairy Products: Reiter Dairy (Dean Foods) – bid through the Wilson Center
- Bread Products: Aunt Millie's Breads – bid through Wilson Center
- Trash Removal: Best Way Disposal – bid through Wilson Center

Mr. Deck made a motion to approve the recommendations as submitted. Mrs. Cord seconded and the Board's vote was unanimous. Snow Removal was not bid this year since it is in the second year of a three-year bid contract with Parham Excavating. The bid tabulation sheet with quoted prices is attached.

#### **FUND REPORT:**

The Board unanimously voted to approve the May, 2015 Fund Report in a motion made by Mr. Deck and seconded by Mrs. Collier.

**CLAIMS:**

Mrs. Peters made a motion to approve the following Payroll and Vendor Claims as presented, seconded by Mrs. Collier:

Payroll Claims: 06/19/2015, 7/3/15, and 07/17/15

Prewritten Claims: #48877 - #48918; #48919; and #48920-#48953

Transfer Claim: #48954

New Claims: #48955 - #49028

The Board's vote to approve as submitted was unanimous.

**BOARD COMMITTEE REPORTS/RECOMMENDATIONS:**Endowment Committee:

Two requests were presented for approval by the Board in a motion made by Mr. Roberts and seconded by Mrs. Collier. They are as follows:

- Endowment Request to pay 2015-2016 Textbooks: \$235,000
- 2015-2016 YMCA Agreement (pending Endowment Committee approval) and Endowment Request: \$32,500

Mrs. Cord requested a breakdown of the books. Mrs. Swango will provide. Mr. Bennett asked how the books for Ivy Tech classes worked. Mrs. Swango explained that the Corporation will purchase the books and rent them to the students. He then asked if those books are included in this request. Mrs. Swango affirmed. The Board's vote to approve the requests was unanimous.

Internal Controls Committee:

The Committee had nothing new to report. It was announced that the 2014-2015 SA-5 (ECA) Reports were available for the Board to review at their convenience.

Negotiations Committee:

An informal meeting was held on July 8, 2015 at 2:00 P.M. It was attended by members of the Switzerland County Certified Teachers Association and Administration. The three topics of discussion were Sick bank, ECA positions/stipends, and Professional Development.

Facilities & Grounds:

Mrs. Peters made a motion to approve an agreement with Mike Archer to provide services to the Corporation in the capacity of a Construction Project Consultant for the Jefferson-Craig Elementary project on an as-needed basis to be determined by the Superintendent. Mr. Bennett seconded the motion and the Board's vote was unanimous.

Mr. Bennett made a motion to approve an Agreement with the Architectural Company, LANCER+BEEBEE, LLC to provide services to the Corporation in the

renovation/construction project at Jefferson-Craig Elementary School. Mr. Deck seconded the motion. The Board's vote to approve the agreement was unanimous.

Mrs. Peters moved to approve a proposal from H.J. Umbaugh & Associates for Financial Advisory Services as presented. Mrs. Collier seconded. Mrs. Peters asked if everyone was happy with the proposal. The Board's legal advisor, Matt Hocker, said he had looked it over and was satisfied. The Board's vote to approve the motion was unanimous.

Mr. Neil Steinberg of Barnes & Thornburg, LLP was on hand to speak about Series 2015 General Obligation Bonds and presented the Board with Standard Terms of Engagement for Legal Services to serve as bond counsel, as and when requested, for the primary purpose of funding a facility addition, renovation, and equipping project, not to exceed \$2,000,000, at the existing Jefferson-Craig Elementary School. Matt Hocker will represent the School Corporation as its general counsel in the Transaction. The Board voted unanimously to approve the terms in a motion made by Mrs. Peters, seconded by Mr. Bennett.

Wesley Harrison, P.E. of Lynch, Harrison & Brumleve, Inc., presented the Board with its findings regarding the field observation and structural narrative regarding Jefferson-Craig Elementary School. The company was requested by Mr. Lancer of LANCER+BEEBEE, LLC to do a structural analysis of the existing building. The report states that the structural condition is good at this time. The construction of the original building was done well with long-lasting materials. It appears the maintenance has generally addressed damage or deterioration concerns and the sloped roof section over the existing building has performed well. The original 1954 roof was constructed flat or at a very low slope and likely developed leaks. As part of a 1987 addition, a sloped roof structure was constructed over the flat roof in an attempt to eliminate future roof leaks. The new addition was structured using structural steel columns and beams to support sloping steel roof joists and metal roof sheathing. The exterior walls have a brick veneer and the soffits and fascia material is metal. Six minor maintenance items were observed that need to be addressed in the near future to minimize any future damage or deterioration. They are listed in the report. Mrs. Cord had questions regarding the fire damage and the foundation. Mr. Harrison reported that the plaster ceiling was done very well and there are no visible signs of fire damage. He added that he is impressed with the endurance of the structure. The foundation is great and he sees no problems with going forward with the addition other than addressing the minor maintenance items mentioned earlier.

Mr. Lancer then presented the Board with the Preliminary Design for the Jefferson-Craig Addition. An overview of the \$1.7 million design was presented using 3-dimensional images. Mr. Bennett made a motion to approve the preliminary construction designs for additions and renovations to the building as presented. Mrs. Peters second. The Board's vote to approve was unanimous.

**OLD BUSINESS:**

Mrs. Peters made a motion to approve an updated Corporation/Ivy Tech Community College Partnership Agreement MOU as presented. Mr. Deck seconded. The motion passed with a unanimous vote.

An Updated Release and Hold Harmless Transportation Agreement was unanimously approved by the Board in a motion made by Mr. Deck and seconded by Mrs. Collier.

Mrs. Collier moved to approve the cancellation of Swiss Villa Emergency Shelter Agreement. Mr. Bennett seconded. The previously approved agreement for use of the Corporation's facilities by Swiss Villa in a disaster situation was deemed no longer needed in a recent change of acquisition.

**NEW BUSINESS:**

Mrs. Cord made a motion to approve the Textbook Adoption list for special needs classes and Ivy Tech dual credit classes. Mr. Deck seconded. The adoption of the list of online textbooks was provided to the Board by Special Education Director, Brooke Level. The Ivy Tech Humanities textbook was for Music Appreciation. The motion passed with a unanimous vote from the Board.

Mrs. Peters made a motion to approve an addendum to Roger Christman's Fleet Contract as presented, with Janet Scott to drive a second route in order to accommodate the Corporation's Career Center students. Mr. Roberts seconded. The Board's vote to approve the addendum was unanimous.

A policy/procedure for exit interviews for previous employees was brought up for discussion. There was nothing in writing to vote on. It was decided that the subject should be considered again at the next meeting after more information could be gleaned on the subject and research done regarding possible legal issues.

The current Valedictorian/Salutatorian Policy was presented to the Board for review. The topic will be discussed at a future meeting.

The following grants were unanimously approved by the Board in a motion made by Mrs. Peters and seconded by Mr. Deck:

- \$3,732.95 Archery Grant from Vevay-Switzerland County Foundation, Inc.
- \$1,000.00 Action for Healthy Kids Grant

Mr. Deck moved to approve advertising for a bus driver position in the event an additional route was needed. Mrs. Cord seconded the motion. The Board's vote was unanimous. Mrs. Collier made a motion to go forward with making phone calls to student households to see if more information could be gathered regarding alternative transportation plans before a final decision is made to approve the new route. Mr. Bennett seconded the motion. The Board's vote was unanimous.

Roy Leap provided the Board with information regarding Staff CPR/AED Certification. Mr. Leap said he will be certified to be a teacher through the local YMCA, but he will be doing in-house American Health and Safety Institute training. Certification is only good for 2 years and teaching licenses are renewable every 5 years. He will keep the records.

Mr. Deck moved to approve the Boys/Girls Basketball ECA Fundraiser of a Golf Scramble is to be held on September 5, 2015 at the Vineyard Golf Course. Mrs. Collier seconded the motion. The fundraiser was unanimously approved.

### **PROFESSIONAL LEAVES/FIELD TRIPS:**

The following field trips were unanimously approved by the Board in a motion by Mr. Bennett and seconded by Mr. Roberts:

- Kyle Woolston – NASP Archery Team to Nashville, TN on 7/22-7/24/15 for World NASP Tournament
- Harold Scranton/Ron Harris – NASP Archery Team to Nashville, TN on 7/22-7/24/15 for World NASP Tournament

### **APPLICATION FOR USE OF FACILITIES:**

The Board voted unanimously to approve the following applications for use of school facilities in a motion made by Mr. Deck and seconded by Mrs. Cord:

- SCHS Cafeteria: Jeff Mullins for Girls Soccer Cookout on 8/10/15, 8:00 A.M. – 4:00 P.M. (Certif. of Liability Insurance provided) (No waiver of rental fee)
- SCHS Cafeteria: Kirk Works for Edelweiss Princess Pageant, Sunday, 8/9/15, 1:00 P.M.-9:00 P.M. (Certif. of Liability Insurance provided) (Rental Fee waived due to Student scholarships involved)

### **ANNOUNCEMENTS (Superintendent):**

Mr. Jones made the following announcements:

- Next Endowment meeting will be held Tues., July 28, 2015 at 5:00 P.M.
- A Special Board Meeting will be held on August 3, 2015 at 6:00 P.M.
- Next Public Session of the ***Regular*** Board Meeting will be held Mon., Aug. 17, 2015 at 6:00 P.M. which will include a Budget Workshop, a project hearing and Additional Appropriations for 2015 Capital Projects Funds.
- At the September 21, 2015 Regular Board Meeting, there will be a public hearing for the Budget and the adoption will take place at the regular October meeting.

### **BOARD COMMENTS:**

Mr. Deck said he noticed there were still people parking along the access road from the High School to the Administration Building and in the fire lane in front of the High School.

Mr. Daugherty mentioned several things that had been brought up to him that needed attention:

- grass growing under bleachers, perhaps the dirt could be eliminated pavers put in
- huge gate not being used could be taken to softball field to restrict traffic
- painting of stripes on field
- can trash cans be put around field to collect debris
- need to decide what to do with 2 scoreboards behind the barn
- Board Room chair arms are being destroyed; possible solution is to reupholster
- back door on small buses – need to address uses and care at Orientation

**ADJOURNMENT:** (9: 25P.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.

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Wayne Daugherty, President

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William Roberts, Vice President

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Josh Deck, Secretary

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Joseph Bennett, Member

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Katie Collier, Member

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S. Jill Cord, Member

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Nancy Peters, Member