

**SWITZERLAND COUNTY SCHOOL CORPORATION**  
**MINUTES OF THE JUNE 18, 2012**  
**EXECUTIVE SESSION BOARD MEETING     4:00 P.M.**  
**REGULAR SCHOOL BOARD MEETING     5:00 P.M.**

The School Board of Trustees met before the regular public meeting for an Executive Session beginning at 4:00 at the Switzerland County School Corporation's Administration Office to discuss I.C.5-14-1.5-6.1(5).

The board members present were Mr. Phipps, Mr. Roberts, Mrs. Moore, Mr. Daugherty, Mrs. Peters, Mr. Truitt and Mr. Waltz. School Board Attorney, Ron Hocker was 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 and the meeting was opened to the public.

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

Mr. Phipps called the regular meeting to order and led those in attendance in the pledge to the flag.

**ATTENDANCE:**

The board members present were Mr. Phipps, Mr. Roberts, Mrs. Moore, Mr. Daugherty, Mrs. Peters, Mr. Truitt and Mr. Waltz.

Others in attendance were Dr. Elizabeth T. Jones, Wilma Swango, Mona Crabtree, Ronald Hocker, Michael Jones, Mark DePoy, Ginger Furnish, Ruth Lohide, Cheryl Furnish, Rhonda Pennington, Bob Demaree, Jill Cord, John Sieglitz, Valerie Smith, Darrell Hansel, Rob Banta, Shellie Fowler, Travis Griffith, Lesa McGarvey, Matt Levell, Gayla Bullock, and Angela Grubbs.

**ADOPTION OF THE AGENDA:**

Mr. Truitt made a motion to approve the agenda as amended to include item I.5, an AdTech Services Agreement. Mr. Waltz seconded. The Board voted unanimously to approve the agenda.

**APPROVAL OF MINUTES:**

The Board unanimously approved the minutes of the meetings of 5/7, 5/14, and 5/21, 2012 in a motion by Mrs. Moore, seconded by Mr. Waltz. Mr. Phipps asked that the minutes be provided to the Board members as soon as they are completed so they can be reviewed when the proceedings are still fresh on their minds.

**FUND REPORT:**

Business Manager, Wilma Swango, stated that Fund #1110 is a Self-Insurance fund used for claims which will go away once the Corporation begins using the Consortium. Mrs. Swango said there was a voided check on the Federal Withholdings and Social Security so that negative number is getting corrected. She said Teacher Retirement and PERF are paid quarterly so the money builds up. The money that is in that fund is voluntary contributions the employees have made, but beginning October 1, the Corporation will be paying those each pay. Mrs. Swango said Mr. Truitt asked at a previous meeting when the Corporation would be able to submit payroll through Friendship State Bank. She said the Bank's responsible person has been contacted regarding the start date and at present is on vacation but states that the Corporation can look for that to happen on July 1. Mr. Daugherty moved that the Fund Report be approved as submitted. Mr. Roberts seconded and the Board's vote was unanimous.

**CLAIMS:**

Dr. Jones recommended that the **Payroll** Claims for 5/32/12 and 6/8/12 and the following **Vendor** Claims be approved as submitted: Prewritten: 42810, 42915, 42957, 42933-42955, 42956, 43107-43112, 43114-43125, 43127, and 43204-43207, 43113(transfer of funds), and 43126 (voided); and New Claims: 43128-43203. Mr. Truitt moved to approve the claims. Mr. Waltz seconded. Mrs. Peters said the description of claim #43117 to Duke Energy for \$18,679.12 said Maintenance/Building and wondered what that was for. Mrs. Swango said this was actually for payment for utilities. Mrs. Peters also asked about claim #43200 to Stephen Ward for \$463.53 during a three month period. Mrs. Swango said this was payment for mileage for commuting between buildings. The Board's vote to approve the claims as submitted was unanimous.

**OLD BUSINESS:**

Dr. Jones said she had asked Mr. Hocker to look over the contract for RQAW and give a report. Mr. Hocker said he had looked over the addendum to the contract and had some requests for revision. He indicated that he had contacted Mr. Lancer who had reviewed the addendum and was ready to sign the contract if the Board approved. Mr. Hocker said in the addendum, the size of the project was reduced. He said the \$2.915 million was deleted and \$2.71 million was inserted. He said there was an insurance clause which stated if Mr. Lancer did not have enough coverage, the Corporation would pay for it, but he does have enough so that was deleted as well. Mr. Hocker said there was a language change after additional costs which now states that additional services will only be performed as requested by the owner after additional compensation is agreed on by both parties. He said this was in lieu of putting a cap on services as he previously suggested because it would be difficult to agree to a realistic cap at this time. Mr. Hocker said since the size of the project was reduced, Mr. Lancer's basic fee went from \$189,000 to \$176,000. He said Mr. Lancer's compensation for additional services, since he has to hire people for specific services, consult a surveyor, and those types of things, is 10

percent for administrative costs. Mr. Hocker said originally, Mr. Lancer was asking to be paid 6% interest if payment was received later than ten days from the billing date, which was changed to 60 days after the billing date. Mr. Hocker said the language was changed from the Corporation agreeing to pay Mr. Lancer's compensation even if there was a disagreement to say that the Corporation would not arbitrarily or unreasonably withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the work. Mr. Hocker said he was satisfied with this addendum. Dr. Jones recommended that the Board approve the RQAW contract with the addendum pending approval from the local DLGF. A motion to approve the contract as recommended was made by Mr. Daugherty and seconded by Mrs. Moore. The motion passed with Mr. Truitt voting against the contract and all other Board members voting to approve.

### **NEW BUSINESS:**

Dr. Jones introduced Travis Griffith who was there to talk about reviving the Outdoor Classroom at SCES. Mr. Griffith said quite a few years ago, there was an Outdoor Classroom behind Switzerland County Elementary School. He said as time went on, teachers moved and interest waned. He said perhaps not enough people were involved to keep it going and it was eventually vandalized and destroyed. Mr. Griffith said the idea began a few weeks ago, which turned into discussions and is now a huge project. He said he has some connections with the State and is supported by them as a PBL, a Project Based Learning experience. He said what they are looking for is collaboration between all of the schools in the Corporation, including the High School. He said the big thing with Project Based Learning is getting members of the community involved by bringing in their specific expertise. Mr. Griffith talked about what this Outdoor Classroom means to the students who benefit from this hands-on learning experience and how it can impact their lives. Mr. Griffith showed the Board letters of community support he had received from different organizations, such as ECO15, Soil & Water Conservation District, the Department of Natural Resources, Indiana Farm Bureau, U.S. Fish and Wildlife Services, He said ISTEM, (Indiana Science, Technology and Math), would loan them a hand held data device which could be hooked up to Google Earth and could be taken outside to detect and record things like wind speed, humidity, temperatures and elevations. The stored information could then be used to create plots and graphs. Mr. Griffith said he was there tonight to ask that the Board give support with areas like transportation and to be able to seek opportunities from Universities and other organizations that have a common interest. He said there were 30 to 35 teachers on board with this project. Mr. Griffith talked about what this Outdoor Classroom means to the students who benefit from this kind of hands-on learning experience and how it can impact their lives by stimulating their imagination and sense of wonder, teaching them independence and autonomy, and to help reduce bullying by keeping them occupied. Mr. Roberts made a motion to approve giving the Outdoor Classroom project the support Mr. Griffith was asking from the Board. Mr. Waltz seconded and the motion passed with the following vote: AYES: Daugherty, Moore, Peters, Phipps, Roberts, Waltz. NAYS: Truitt.

Dr. Jones asked Mr. Darrel Hansel to give a report of the Title 1 program. Mr. Hansel explained to the Board that this target assisted program is funded by a Federal grant administered through the Indiana Department of Education which last year, funded the salary and benefits for five instructional assistants and six teachers, two at Jefferson-Craig and four at Switzerland County Elementary School. He said each Elementary school has a Title 1 Coordinator appointed by the building Principal to serve as his contact. He said currently at Jefferson-Craig, that person is Mrs. Pavy and at Switzerland County Elementary School, Mrs. Weales. He said he would like to continue with the program one more year while gradually turning over responsibilities to Mr. Ross. Mr. Hansel said the program mostly benefited poverty students. Mrs. Peters asked if this covered just reading or all subjects. Mr. Hansel explained that the program covered all subjects that the students had problems with. He said through some fine efforts by Mr. Ross, the program will now be adjusted to serve the whole school, not just the targeted students. When asked about his work schedule, Mr. Hansel said he worked ten hours per week, and he tried to be in the office on Mondays, but sometimes, when there wasn't much going on, he only came in when necessary. He said he frequently checks his email and his cell phone messages.

Mr. Hansel said he would like to announce that Mr. Grigsby and Mr. Druba were selected for the American Legion's Educators of the Year award and have both also been selected for the Ninth District Educators of the Year. He said they will now be competing on the state level for that award.

Mrs. Peters made a motion to approve an IDOE 2012-2013 State Connectivity Grant Assurance in the amount of \$4350. Mr. Truitt seconded the motion. The Board's vote to approve the grant was unanimous. The allocation is intended to defray the local portion of the cost of internet access not covered by E-rate.

Mr. Truitt made a motion to approve the following High School ECA fundraisers. Mrs. Moore seconded. Mr. Phipps asked that someone check with Mrs. Findley about the bake sale for new books, as he thought she should have available funds appropriated for this purpose. The Board voted unanimously to approve the fundraisers listed below with the events, reason for the fund raiser, approximate date, and projected income:

- Library: Book Fair – money for new books – Nov or Dec, 2012
- Library: Bake Sale – money for new books – Feb, 2013
- Student Council: Candy or Flower Grams - to offset club costs – Oct/Dec/Feb (\$600)
- Student Council: Bake Sale – to offset club costs – Dec., 2012 (\$100)
- Student Council: Homecoming Dance – to offset club costs – Jan, 2013 (\$900)
- Student Council: Sale of suckers – to offset club costs – Feb., 2013 (\$200)
- Student Council: Penny War, Dance Marathon – to raise Charity Funds for Riley Hospital – Mar, 2013 (\$400)
- Freshman Class: Sale of cookie dough – Freshman fund – Feb, 2013 (\$2000)
- Outdoor Club: Bake Sale – offset club costs – Jan, 2013 (\$100)
- Outdoor Club: Sale of suckers – offset club costs – Mar, 2013 (\$500)

- Sophomore Class of 2015: Catalog orders for gift wrap, food, cookie dough, jewelry – for Class fund – Sept to Oct, 2012 (\$2000)
- Sophomore Class of 2015: Candy Sales – class fund- Feb, 2013 (\$200 to \$300)
- Cross Country: Cooke dough sales – cross country trip – Aug, 2013 (\$500 to \$800)
- Cross Country: Subway Day – cross country trip - Aug, 2013 (\$100)

Mr. Truitt moved to approve the Adoption of 2012 Agriculture and Business Textbooks. Mr. Phipps seconded the motion and the Board's vote was unanimous. The adopted texts are as follows:

<u>Title of Adopted Text</u>	<u>ISBN#</u>	<u>Price (ea.)</u>
Animal Physiology	9780534554040	\$ 168.00
Introductory Botany: Plants	9780495384786	\$ 176.75
Environmental Science Fundamentals	9781418053543	\$ 102.50
Exploring AgriScience 4E	9781435439665	\$ 84.25
Agricultural Mechanics: Fundamentals	9781435400979	\$ 84.75
Ag. Food Science	9780078690845	\$ 53.28
E Book Acct. On-line Textbook Units		\$ 2,099.00
Adobe CS6 Design	9781133562580	\$ 60.00
Entrepreneurship: Ideas in Action	9780538496896	\$ 60.00
Century 21 Accounting: General	9781111988623	\$ 76.00
Microsoft Office 2010: Introductory	9781439078419	\$ 81.50
Microsoft Office 2010: Advanced	9781439078990	\$ 84.50
Microsoft Office 2010: Post Advanced	9781439078990	\$ 130.75
Microsoft Publisher 2010: Complete	9780538746434	\$ 79.00
SAM 2010 Proj. 3-yr. Site Lic. Software	9781111478636	\$ 2,315.81

An AdTec Agreement for Services was approved unanimously by the Board in a motion by Mr. Truitt, seconded by Mr. Waltz. AdTec (Administrative & Technical Consulting, Inc.) is being approved to represent the Corporation in the filing and certifying of FCC E-rate forms for all eligible Telecommunications Services, Internet Access, Internal Connections and/or Basic Maintenance of Internal Connections for Funding Year 2013. Technology Director, John Sieglitz, explained that this is the second year with this company and we have received 73% back from our internet and phone bills.

**PUBLIC COMMENTS:** None.

**PERSONNEL:**

Mr. Daugherty said he would like to make a statement regarding the hiring of personnel. He said he was not going to approve any of the recommendations being made tonight because he felt the hiring process was wrong. He said he was not voting against any one person, just the procedure. He said he was looking at one recommendation that was not licensed. He said he had a problem with conducting an interview with any person applying for a certified position that did not have a valid license. Dr. Jones said when the Corporation hires someone, that person is not hired for a specific job. She said

recommendations are made with a placement in mind for the following year, but things may not necessarily work out the way. She said their contract will be with the Corporation and not for that specific position. Dr. Jones said she believed all of the applicants had a K-6 license, except for one who had a General Elementary license. Dr. Jones assured Mr. Daugherty that all of those persons being recommended tonight will be highly qualified teachers.

Several Certified employees were approved for employment by the Board for the 2012-2013 school year as follows:

Jefferson Craig Elementary:

- Jennifer Druba, Kindergarten– Motion by Moore, Second by Truitt. VOTE: AYES – Roberts, Phipps, Moore, Peters, Waltz, Truitt / ABSTAIN – Daugherty
- Meghan Peters, Gr. 6, mixed boy/girl class – Motion by Moore, Second by Truitt. VOTE: AYES – Roberts, Phipps, Moore, Peters, Waltz, Truitt / ABSTAIN - Daugherty
- Rob Maust, Gr. 6, boys gendered class – Motion by Peters, Second by Truitt. VOTE: AYES – Phipps, Moore, Peters, Truitt, Waltz / NAYS – Roberts / ABSTAIN – Daugherty

Switzerland County Elementary:

- Stephanie Adams, Title 1 – Motion by Waltz, Second by Roberts. VOTE: AYES - Roberts, Phipps, Moore, Peters, Truitt, Waltz / ABSTAIN – Daugherty
- Cayla Chase, Gr. 2 – Motion by Roberts, Second by Roberts. VOTE: AYES – Roberts, Phipps, Peters, Waltz, Truitt / NAYS – Moore / ABSTAIN – Daugherty

Vicki Koons was unanimously approved by the Board to serve as the Middle School Library Instructional Assistant in a motion made by Mr. Daugherty and seconded by Mr. Truitt.

Mr. Roberts made the motion to approve Bev Curlin as Head Cook at the Middle School Cafeteria. Mr. Truitt seconded the motion and the Board's vote to approve her employment was unanimous. As a result of Mrs. Curlin's employment, the following cafeteria personnel will increase to the indicated hours: Glenna Riley – 7; Donna Chambers - 4; Martha Schmitt, (sub) – 2.

**PROFESSIONAL LEAVE / FIELD TRIPS:**

Mr. Truitt moved to approve a field trip request for the Band to attend three days of instruction at EIU in Charlestown, Illinois, July 10-13, 2012. Mr. Roberts seconded the motion and the Board's vote to approve the trip was unanimous.

**ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)**

Dr. Jones made the following announcements regarding upcoming meetings:

- Next Endowment Committee Meeting – Tuesday, 6/26/12 @ 5pm
- Next Special Board Meeting – Wednesday, 6/27/2012 @ 8:30am

- Next Regular Monthly Board Meeting – 7/16/2012

**BOARD REPORT AND COMMENTS:**

Mrs. Peters said on June 14, she attended an Evaluation Training Seminar at Rushville. She said the Corporation needs to adopt an Evaluation tool for Superintendents and there is a deadline to do that. She said it also states that if the Corporation adopts the tool that they have put together, it will have followed Indiana law, but the Corporation can certainly make its own as long as it meets the three areas and 25 points. She said the tool will come through excel.

Mrs. Peters also mentioned that at the last meeting, she asked that the staff be involved in evaluating the building Principals and get some feedback and maybe an evaluation tool can be implemented that way. Dr. Jones said the staff was surveyed when North Central was at High School. Mrs. Peters said she was talking about the Elementary level. Dr. Jones said it was also done at the Elementary level which was part of Mr. Ross's report that was sent in to the state. She said she had given Mrs. Peters copies of all three reports.

Mrs. Peters asked if the Board was going to get a demonstration of the NovaNet. Dr. Jones said she had spoken with Mr. Phipps and they both felt that this should wait until the new High School Principal is here so that he can implement any changes he wants to make in the program.

Mrs. Peters said she observed that the scores in Mrs. Cord's classroom were exemplary and wanted to congratulate her.

Mr. Daugherty said with the current Insurance plan we have, the Health Nurse is a good thing. He said she will call with helpful information about how to take care of yourself if you have specific problems, which also reduces their costs.

Mrs. Moore said she wanted to explain why she did not vote to approve the employment of Cayla Chase as a second grade teacher. She said she had absolutely nothing against Ms. Chase. She her reasoning is that the test scores for 5<sup>th</sup> grade were so fantastic she felt Ms. Chase should stay at that grade level and not be moved to the second grade.

Mr. Phipps said he wanted to mention to the Board that they had confidential information from the hiring committee and he would appreciate discretion regarding any confidential information they may have at their disposal.

**ADJOURNMENT:**

Mr. Roberts moved to adjourn the meeting. Mr. Truitt seconded and the vote was unanimous. The meeting was so adjourned. (6:25 p.m.)

---

James Phipps, President

William Roberts, Vice President

---

Tonya Moore, Secretary

---

Wayne Daugherty, Member

---

Nancy Peters, Member

---

Andy Truitt, Member

---

Vernon Waltz, Member