

SWITZERLAND COUNTY SCHOOL CORPORATION
MINUTES of the JULY 30, 2012
EXECUTIVE SESSION BOARD MEETING 5:00 P.M.
REGULAR SCHOOL 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 at the Switzerland County Administration Building to discuss I.C.5-14-1.5-6.1(b)(5).

The board members present were Mr. Phipps, Mr. Roberts, Mr. Daugherty, Mrs. Peters, Mrs. Moore, Mr. Truitt and Mr. Waltz. Mr. Michael L. Jones, Superintendent, and Attorney, Ron 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.

CALL TO ORDER AND PLEDGE TO THE FLAG:

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

ATTENDANCE:

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

Others in attendance were Mr. Michael L. Jones, Wilma Swango, Mona Crabtree, Ronald Hocker, Matt Hocker, John Sieglitz, John Druba, Sally Weales, Rhonda Pennington, David Todd, Gregg Goewert, Tony Spoores, Eric Cole, Rosemary Bovard, Madonna Jordan, Sean McGarvey and Greg Curlin.

ADOPTION OF AGENDA:

Mrs. Moore made a motion to approve an amended agenda with the omission of the Financial Report and an employee recommendation under Personnel and the addition of a YMCA Agreement, the approval of ECA Fundraisers, an Endowment Request, and a report from school Administrators on their short and long term goals. Mr. Waltz seconded the motion. The Board's vote was unanimous.

APPROVAL OF MINUTES:

The Board voted unanimously to approve the minutes of the school board meeting of July 09, 2012, with the correction of some typographical errors in a motion made by Mr. Daugherty and seconded by Mr. Roberts.

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CLAIMS:

Vendor Claims #43334 and 43345 (Prewritten) and 43346 through 43365 (New Claims) a Transfer to Payroll, (#43333) and Payroll Claims for July 20, 2012 were presented for approval in a motion by Mr. Truitt and seconded by Mr. Waltz. The Board's vote to approve the claims as presented was unanimous.

OLD BUSINESS:

Mr. Truitt made a motion to approve an updated Non-Certified Employee Handbook which was presented to the Board for first reading at the previous meeting of July 16, 2012. Mr. Roberts seconded the motion. Questions were posed by the Board regarding several issues addressed in the handbook. Mr. Truitt withdrew his motion to approve the handbook as presented and moved to table the handbook until the issues can be researched and any resulting changes are recommended. Mr. Roberts seconded. The Board's vote to table the handbook was unanimous.

At the previous meeting of July 16, 2012, the 2012-2013 snow and fuel delivery bids were not voted on, as it was requested that more descriptive information be obtained. Mr. Jones read the bids aloud. Discussion followed regarding bid specifications. Mr. Hocker suggested that next year, when the bid specifications for snow are advertised, a detailed description of the equipment to be used should be included. The bid comparisons are as follows:

	<u>Parham Excavating</u>	<u>Works Excavating</u>
Snow Removal per hr for ea. pc. of eqptmt.	\$58	\$ 45
<u>Equipment:</u>	truck with plow attachment backhoe; skid steer (more than 1 plow if conditions warrant)	truck with plow attachment; backhoe; skid steer
Salt – upon request	\$.11 per pound	\$.08 per pound
<u>Fuel/Oil Delivery:</u>	<u>Laughery Valley Coop.</u>	<u>Southern Petroleum</u>
1.a. Ultra Low Sulfur Diesel Undyed Fuel (B5)		
Cetane rating of fuel bid	50 Cetane	42 Cetane
Dock price today	\$2.901 per gal.	\$2.905 per gal.
TOTAL delivered price	\$3.085 per gal.	\$3.105 per gal.
	(+ .16 State Road Tax)= \$3.245	
1.b. B20 Premium Soy-Biodiesel Fuel		
Cetane rating of fuel bid	50 Cetane	(no bid)
Dock price today	\$2.895 per gal	
TOTAL delivered price	\$3.094 per gal	
	(+.16 State Road Tax) = \$3.254	
2. Unleaded Gasoline, 87 or 89 Octane		
Octane rating of fuel bid	89 Octane	87 Octane
Dock price today	\$2.721 per gal	\$2.705 per gal
TOTAL delivered price	\$2.902 per gal	\$2.905 per gal
	(+.18 State Road Tax)= \$3.08	

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3. Oil		
55 Gal Drum of 10-40	\$	\$787.50 Drum
55 Gal Drum of 15-40	\$646.00 Drum	\$695.50 Drum

Mrs. Moore moved to approve Works excavating for snow removal. Mr. Waltz seconded the motion and the vote was unanimous.

Mr. Daugherty moved to approve Laughery Valley to provide fuel delivery for the Corporation. Mrs. Moore seconded the motion and the vote was unanimous.

NEW BUSINESS:

Mr. Roberts made a motion to approve a YMCA Agreement for services for the 2012-2013 school year, with the stipulation that it is contingent upon the approval of a request to the Endowment Corporation. Mr. Daugherty seconded the motion. Mr. Todd and Mr. Spoores spoke about the beneficial services of the YMCA. The Board's vote to approve the Agreement as stipulated was unanimous.

An Endowment Request for \$32,500 for 2012-2013 YMCA services was unanimously approved by the Board in a motion by Mrs. Moore, seconded by Mrs. Peters. The Endowment request will now be presented to the Endowment Corporation at its next meeting scheduled for Tuesday, August 28, 2012.

The Principals for each school presented their short and long term goals to the Board.

Mrs. Pennington said teachers are the key to a student's improvement and success, which is the motivation behind the implementation of five, 40-minute common planning times each week which the teachers will use to look at student assessments, analyze the data and align their instruction and curriculum toward improving student learning. She said at Jefferson-Craig, the students will Read to Succeed and make every day count. She said the program was in place at the school last year, but this year it will continue and expand to include Math. She said this year, the fourth grade students will receive 30 extra minutes of Math instruction, four days each week in response to poor scores last year. Mrs. Pennington said Title 1 is now school wide which allows for more flexibility which will be greatly utilized. Mrs. Pennington said she was pushing toward offering her teachers as many professional development opportunities as fiscally possible in order to take advantage of the guidance of experts. She said she wanted to improve student attendance in her school which could only happen through monitoring and good communication between the school and parents, as well as student incentives.

Mrs. Weales wants to decrease discipline referrals to reduce distractions for the teachers and the students in the classroom. She is implementing SOS (Save Our Schools) behavior plans. She said the Character program is geared toward rewarding good behavior with tokens instead of pulling cards for bad behavior. She said she expects teachers to take responsibility of their own data to drive their instruction. She said she supports the Project Based Learning programs. Mrs. Weales said right now, all of the

teachers have common planning times, but only within their own grade levels but they don't get to go up or down. She said this year, they will be having after school planning times in order to accomplish this. She said she wants to keep the current culture of the school. She said positive behavior intervention support will be practiced in her school. She said she has an open door policy and welcomes teachers and parents to come see her anytime. She plans to have four staff meetings for the year to plan school events.

Mr. Goewert said the High School security issues will be addressed. He said from now on, everyone will need to be buzzed in. He said he is working toward a smooth opening of school as well as a smooth transition to new leadership and new staff. He said he wants to work with an architect to plan the construction of a hallway between the Middle School and the High School. Some other points Mr. Goewert would like to work on is having each teacher develop a personal professional plan; creating an information flier to share school data in comparison with other local schools; increasing graduation and attendance rates; improving school spirit; implementing Gold Star Guidance and RAMP Award programs; reviewing and updating CPF plans for facility construction to include a wrestling room, 1 additional classroom, an ISS room, and storage. Mr. Goewert said he would also like to see a football and tennis program at the school.

Mr. Druba said he will be working on Math and Reading comprehension across the board. Mr. Druba said first and foremost he plans on getting off to a good start with the RISE model and he knows there is a lot of trepidation about what it entails. He said he plans on having two staff meetings the first week to go over this with them and let them know that every teacher starts off as effective and they will only need to worry if they demonstrate to him that they are ineffective. Mr. Druba said the first thing they need to do at the Middle School is figure out what they can do to bring up their scores. He said during the first 20 minutes of class each day. He said Mr. Ross has been instrumental in breaking down the scores to see which students need remediation in which areas. Mr. Druba said attendance was the worst it has been in a decade and he and Mr. Spoores, Mrs. Hickman and Mrs. Weaver will be forming an Attendance Committee to work toward bringing that rate back up to at least 97%. He said every single day a student is absent, the parent will receive a phone call at home. He said once they are over their limit, he is going to strongly encourage the parent to come in and sign a contract stating the consequences of continued truancy such not being able to participate in extra-curricular activities or expulsion. He said he will try to implement incentives for attendance such as letting the homeroom with the best attendance go to lunch three minutes early. He said it seems parent involvement is better at the elementary level and seems to taper off at the Middle School level and he wants to try to improve that. He said he plans on sending out a monthly or bi-weekly newsletter to inform the parents about programs or events that are going on in the school. Mr. Druba said Mrs. Yates will be continuing her education on anti-bullying. He said he also wants to bring the drug dogs back to the schools to send out the message to students that drugs will not be tolerated in the school. He said to be a four star school, it has to be rated in the top 25% of the state with ISTEP scores and attendance and there is no reason in the world why this can't be accomplished at the Middle School.

The Board unanimously approved three ECA Fundraisers from the schools. The motion to approve the fundraisers was made by Mr. Truitt. The motion was seconded by Mr. Waltz. They are as follows:

- HS – Weekly cookie sales for Work Transition year-end trip – S. Hansel
- HS – Pizza Kit Sales, Aug to Sept. for Volleyball equipment – K. Thayer
- JC – JC Spirit wear sales for JC classroom student incentives – R. Pennington

PUBLIC COMMENTS:

Rosemary Bovard thanked the Board members for hiring Mr. Jones. She said she would like to take a look at the Non-Certified Handbook before the board voted on it because there were some things she felt needed to be defined such as “violation of a drug free workplace”. She wondered if that included blood pressure medication that she brought to work with her. She said she also had concerns regarding the 12 month pay versus 9 months. Mrs. Bovard said she also wanted the Board to know that she knew many people who were not happy with the way weather alerts were handled.

PERSONNEL:

Mrs. Moore made a motion to approve the employment of Carrie Ficklin as a Title 1 Instructional Assistant. Mr. Truitt seconded and the Board’s vote was unanimous.

Madonna Jordan was unanimously approved by the Board for employment as an Instructional Assistant at the Middle School in a motion by Mrs. Moore, seconded by Mr. Truitt.

The Board unanimously approved the employment of Tammy Bevis to serve as an Instructional Assistant at Jefferson-Craig in a motion by Mr. Walt, seconded by Mrs. Moore.

The 2012-2013 Extra-Curricular Assignment list was approved unanimously by the Board in a motion by Mr. Daugherty and seconded by Mr. Truitt. As there were a couple of errors pointed out on the list and Mr. Daugherty wanted to know who was different from last year, Mr. Phipps requested the corrected list be sent to the Board with the new positions highlighted. The approved list is attached to these minutes following the Board’s signature page.

ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)

Superintendent Jones made the following announcements:

- Next Regular Board Meeting – Monday, August 20, 2012
- Next Endowment Meeting – Tuesday, August 28, 2012
- Special Board Meetings – August 27, 2012 - Budget Workshop
Oct. 1, 2012 - Budget Hearings (quorum needed)
Oct. 15, 2012 - Adoption of Budget

Mr. Jones also mentioned that there had been a “brownout” in Vevay on Friday afternoon. Mr. Sieglitz said the circuits were shut down and the resetting of the circuits was unsuccessful. He said G.E. has now been contacted and a technician is coming at 9:00 a.m. to do repairs and the plan is to be backup by Wednesday. He said all the motors would burn out if things weren’t shut off. He said the breakers are huge but they are old so they are being replaced with 1600 amp breakers. Mr. Sieglitz said any damage incurred over the amount of \$5,000 will be paid by insurance.

BOARD REPORT AND COMMENTS:

Mr. Truitt said he wanted to remind the Board of things mentioned at previous meetings that still needed to be addressed. He said decisions need to be made as to what to do with the Old Administration Office; the Superintendent evaluation model needs to be approved and sent to the state by September 16th; bus camera information needs to be presented to the Board; and recognition needs to be given to the softball team for their Regional win and Semi-state participation.

Mrs. Peters said she was waiting one more week for policy information from the state before going ahead with a committee meeting.

Mr. Phipps said he felt the Principals did a good job with their presentations.

Mrs. Moore said she would like to have a report of long-term and short-term goals at the end of the year.

Mr. Daugherty asked if the website has been updated. He mentioned that the Endowment has not yet approved the construction at East Enterprise and that needs to be considered.

Mr. Daugherty wanted to know who decided Non-Certified employee’s hours and salaries. Mrs. Swango said the past practice has been that the Superintendent approves any changes in position and salaries were based on similar experiences or education according to the salary schedule. Mr. Daugherty said job descriptions should be included in each employee’s new-hire packet.

Mr. Daugherty said a grounds committee meeting needed to be held and felt the committee needed input from each of the school’s Principals. He said he had not seen grass catchers on the list of grounds care equipment and wanted someone to check on that.

Mr. Daugherty said he was a traditionalist and was glad to see that Columbia Blue was once again being incorporated into the schools’ logos.

Mrs. Moore said she wanted the staff to know that she is behind them 100% and has a lot of confidence in them.

Mr. Waltz welcomed the new employees and wished Mr. Jones a Happy Birthday.

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ADJOURNMENT:

Mr. Roberts moved to adjourn the meeting. Mr. Truitt seconded and the vote was unanimous. The meeting was so adjourned. (7:10 p.m.)

James Phipps, President

William Roberts, Vice President

Tonya Moore, Secretary

Wayne Daugherty, Member

Nancy Peters, Member

Andy Truitt, Member

Vernon Waltz, Member

