

December 10, 2012

**SWITZERLAND COUNTY SCHOOL CORPORATION
MINUTES OF THE DECEMBER 10, 2012
SPECIAL SCHOOL BOARD MEETING 5:00 P.M.**

The School Board of Trustees met for a Special public meeting in the Board Room of the Administration Office located at 1040 West Main Street in Vevay, Indiana which began at 5:05pm.

CALL TO ORDER AND PLEDGE TO THE FLAG:

In the absence of Board President, James Phipps, the meeting was called to order by Vice President, Wm. Roberts. Mr. Roberts also led those in attendance in the pledge to the flag.

ATTENDANCE:

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

Others in attendance were Michael L. Jones, Wilma Swango, Mona Crabtree, Matthew Hocker, William Carpenter, Tammy Hayes, Josh Deck, Sean McGarvey, John Sieglitz, and Angie Grubbs.

ADOPTION OF AGENDA:

Mr. Truitt made a motion to approve an amended agenda with the addition of a Hearing for an Amended Bus Replacement Plan, a hearing for Additional Appropriations for Bus Replacement Plan and General Fund, and an Agreement for Extended Services for AdTec, 2010 & 2011. Mr. Waltz seconded the motion and the vote was unanimous.

CLAIMS:

The Board unanimously approved the claims, as submitted, in a motion by Mr. Truitt and seconded by Mr. Waltz. They are as follows:

- Transfer from Payroll Acct. to Lead Acct: #32090
- Transfer to Payroll Acct: #43990 and #44004
- Prewritten Vouchers: #43903 (corrected); #43904;
#43983 through #43989; and #43991 through #44003
- Payroll Claims: 11/21/12 and 12/7/12
- New Vouchers: #44005 through #44011 and #44041 through #44106

OLD BUSINESS:

Mr. Waltz made a motion to approve an ECA Fund Raiser to raise money for the Music Department with water, popcorn and hot dog sales during a Music program scheduled for

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December 13, 2012. Mr. Truitt seconded the motion. Mrs. Peters asked if there was an organized generic Switzerland County Booster Club for Music. Mr. Jones said there was no Booster Club for Music although there was one for Band. The Board's vote to approve the fundraiser was unanimous.

NEW BUSINESS:

Mr. Roberts interrupted the regular meeting in order to hold a Hearing for Amended Bus Replacement Plan. He turned the floor over to Business Manager, Wilma Swango.

Mrs. Swango explained that the Bus Replacement Plan needed to be amended due to the fact that student needs have changed. She said instead of one large bus, it has become necessary to purchase one white activity bus and one small yellow bus for the special needs students. Mr. Truitt asked if the Corporation was scheduled to purchase a bus in 2012. Mrs. Swango said that was correct, but after the bus bids, the Corporation ended up with one less route so the need for that large bus went away.

Mr. Daugherty wanted to make sure he understood correctly that \$34,000 more is needed to buy two smaller buses as opposed to one large bus. Mrs. Swango confirmed. Mr. Waltz asked if there had been some investigation into various costs for these buses. Mrs. Swango said the buses are bid through Indiana Education Centers and Wilson Education Center is our contact, but Central Indiana is the one that does buses so we are using their services. She said they have already received multiple bus quotes and it looks as if the Corporation's best quote is through Sam Day and Midwest Transit.

Mrs. Peters asked if the only way the Corporation would buy a bus in 2013 is if it is warranted. Mrs. Swango said as of now, there is no plan to buy a bus. She said if the , need arises, such as increased enrollment or a bus accident that warranted a replacement, then we could buy a bus. She said there is just no plan to buy a bus.

There being no further questions, the hearing was closed.

The regular meeting resumed.

Mr. Truitt made a motion to approve the adoption of the Amended Bus Replacement Plan as presented. Mrs. Peters seconded the motion and the Board's vote was unanimous.

Mr. Roberts interrupted the regular meeting in order to hold a Hearing for Additional Appropriations for Bus Replacement and General Funds. He turned the floor over to Mrs. Swango.

Mrs. Swango explained that since there is a need for approximately \$34,000 for the Bus Replacement Fund, the Board will need to approve additional appropriations for that. She said she was also asking the Board to approve additional appropriations in the amount of \$100,000 in General Fund in order to pay for certain January expenses that are paid every year in order to be consistent with regular payments. She said when

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appropriations were reduced, there may not have been enough room allowed to do that. She said there was enough dollars for that to happen and the Corporation would still have a cash balance of over \$2 million, but she was just asking permission to spend another \$100,000 in General Fund to pay some of those things to be consistent with what was paid in 2010 and 2011. She said one example is that Special Services bills the Corporation monthly but one is specific and one is shared. She said the shared items are divided by 12 months and we pay that portion of it which is approximately \$30,000. She said the Career Center bills the Corporation quarterly and she was asking permission to pay for that first quarter this time. Also, renewal fees for the maintenance agreement for the accounting software, Komputrol, has previously been paid for in December. She said she just wanted to make sure the Appropriations are there and that we have the right to spend them if needed.

Mr. Daugherty asked if the money was coming from General Fund. Mrs. Swango said it was. Mr. Daugherty asked what fund it was going into. Mrs. Swango said it was going into General Fund. She said when spending money from any fund, two things needed to happen. She said first there needs to be cash in that fund and secondly there needs to be appropriations. She said the cash is in the General Fund. She said when looking at the budget, appropriations had previously been reduced by \$500,000 because it was unknown what the enrollment was going to be and there was concern there would be trouble budgeting 2013 funds, so she was asking for \$100,00 of that back.

There being no further questions or comments, Mr. Roberts closed the hearing.

The regular meeting resumed.

The Board unanimously approved a Resolution for Additional Appropriations for Bus Replacement Plan and General Funds in a motion made by Mr. Daugherty and seconded by Mrs. Peters.

Mr. Daugherty moved to approve the NAS donation of \$250 for the Middle School Wrestling program and a donation of \$1,500 for MS Health/FCA for the Fuel Up to Play 60 project from GEN YOUth Foundation. Mr. Truitt seconded the motion. Mr. Daugherty commented that this money was going for a specific ECA program, which in this case was wrestling and wondered why this was different than football. Mr. Jones said the wrestling fund is part of an already existing Extra-Curricular Account and once the program is up and going, donations for football will be handled in the same manner. Mrs. Swango said she felt the difference was that the football program is not yet up and operating. She said once the program actually exists at the Middle School, any funds received should absolutely go into an ECA account for football. Mrs. Swango pointed out that certain purchases, such as equipment that the Corporation owns, cannot be paid for with extra-curricular funds. She said donations designated for the purpose of purchasing equipment would be a reason to put those donations into a Corporation account as opposed to an ECA. She said it just depends on those startup dollars and her belief is that would be a Board decision. She said Mr. Phipps indicated that he wanted it to be Corporation and that is how it was being pursued. Mr. Jones said along those lines,

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Mr. Spoores and Mr. Todd were meeting with potential boosters on Friday. He said once money starts coming in, there will need to be some direction as to how to handle that. Mr. Truitt said he really liked the way the grant was set up and appreciated the detailed information on how the money will be spent. The vote to approve the donations was unanimous.

Mr. Jones recommended that the Board approve a company for the Corporation's Commercial Insurance Policy. Mr. Jones asked Mrs. Swango for an explanation. Mrs. Swango said the Corporation went through Cole-Bakes to get quotes, which has been done in the past. Mrs. Swango explained that Indiana Insurance did not renew the Workman's Compensation and that the insurance rate was also going to increase to \$101,116, from \$83,531 paid in 2012. She said quotes were also received from Downey and Zenith. Downey's Commercial Insurance proposal for 2013 is \$86,148. Downey's Workman's Comp Policy proposal is \$56,998, as compared to Zenith's quote of \$56,774. Mrs. Swango said she and Mr. Jones had conferred and agreed that Downey's proposal should be accepted since this company offers both the Commercial and the Workman's Comp insurance. She said the old Administration Building will still be covered for liability purposes under the new plan. She said Downey is requiring the Corporation have a chemical purchasing plan, which we do have with the Science Department and Environmental Management, as well as a contract with a fire extinguishing company, which we also have through Crossman. She said one thing being requested which we do not have in place at this time is a Roof Management Plan with quarterly inspections by a licensed roofer. Mrs. Swango said the company will also be doing their own Assessed Valuation of the properties. She said she was comfortable that there will not be a large increase in that figure since this has been done in the past couple of years. Mrs. Peters made a motion to approve Downey as the Corporation's Commercial Insurance Policy. Mr. Waltz seconded and the vote was unanimous.

Mr. Sieglitz explained that AdTec, (Administrative & Technical Consulting, Inc.), provided the universal service for the Corporation. He said the company will be filing for an appeal on the Corporation's behalf for a 75% reimbursement for Internet services. The Board unanimously approved 2010 and 2011 Agreements for Extended Services with AdTec in a motion made by Mr. Truitt and seconded by Mr. Daugherty.

PUBLIC COMMENTS: None.

PERSONNEL:

Mr. Truitt moved to approve the ECA appointment recommendation of Donovan Blasdell to serve as a Band Assistant for the 2012-2013 school year. Mr. Waltz seconded the motion. Mr. Daugherty asked what this person will be doing. Mr. Jones said this person would be assisting the Band in marching practices and training. Mr. Jones affirmed Mrs. Peters' assumption that Mr. Blasdell would be assisting Mrs. Beitzel in what they are currently doing with the addition of what they will be doing for football games. The motion passed with the following vote: AYES: Roberts, Peters, Truitt, Waltz. NAYS: Daugherty, Moore.

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The resignation of Ron Paradise as the Technology Department Assistant, effective Monday, December 10, 2012, was presented to the Board for approval Mrs. Moore commented that Mr. Paradise was a great employee and she did not feel the Board had done enough to try to keep him. Mr. Daugherty said he did not think a single person could negotiate the terms of his own contract as there is currently a wage scale in place for Non-Certified Employees which the Corporation needs to follow. Mr. Sieglitz said he was sad to see him go and he had asked Mr. Paradise to reconsider his decision when his resignation notice was turned in. He said Ron was leaving for a higher pay rate and that his mind was made up. Mr. Truitt asked if the position was posted. Mrs. Grubbs said it would be in the Vevay paper on Thursday and it was already on the School Corporation's website. She said the posting would be in the Madison paper on Wednesday. The Board unanimously approved the resignation in a motion by Mr. Truitt, seconded by Mr. Waltz.

ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)

Superintendent, Michael Jones made the following announcements:

- Next Regular Board Meeting: Monday, Dec. 17, 2012, Exec. Sess. @ 4:00pm & Public Session at 5:00pm
- Next Endowment Meeting: Tuesday, December 18, 2012 @ 5:00pm

BOARD REPORT AND COMMENTS:

Mrs. Peters said Mrs. Weales sent an email to the Trustees asking if there was anything they wished her to include in the newsletters she sends out from her school and their feedback would be appreciated. She asked if the committee meeting to discuss strategies for football solicitation procedures being held Friday afternoon at 3:00pm in the Board Room at the Administration Office was an open meeting. Mr. Jones said it would be open.

Mr. Daugherty asked about the situation with the lights on the scoreboards at the High School. Mr. Sieglitz said there were issues with a lost part. He said since the installation was not contracted out, he was going to try to do something over Christmas Break. Mr. Daugherty said he spoke with Mr. Goewert who indicated the part was in the original shipment and that whoever did the installation misplaced the part. Mr. Sieglitz said he was asked to finish the job after it was already started. He said he had no idea who lost the part. He said another part was ordered by someone at the High School, but that one will still not work and a new one needs to be ordered. He said scoreboards were not exactly his specialty, but he told Mr. Goewert he would try. Mrs. Swango said she thought the High School placed the order and that the Corporation's employees were the ones doing the work. She wasn't sure if the bill was paid in full because it was an Endowment project.

Mr. Daugherty asked about a report on the HS Gym floor. Mr. Jones said whoever worked on it did take away the danger of someone falling, but the end result is not satisfactory. He said his knowledge of the situation was that Mr. Goewert called the

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company and had a discussion with the person who came and did the work and after a representative from the company came last Friday to inspect the floor, the company was going to send someone back to fix it.

Mr. Daugherty brought up the topic of repairs on the gymnasium at SCES, specifically the bleachers and goals. He wanted to make sure he was correct in his thinking that those repairs would be covered by the construction/renovation project going on at the school now. Mr. Jones said he didn't think there has been an order placed for new equipment, but getting different bleachers and goals was discussed. Mr. Daugherty said he thought that needed to be addressed because time was going to fly by and they needed to be ready when the work was to be done. Mrs. Swango said funds have been set aside in Capital Projects for that but no order has been placed yet. She said she did not think it has been determined what they actually want and that the process probably needs to start with SCES Principal, Sally Weales. Mr. Jones said he would have Mrs. Weales start getting prices on the equipment.

Mr. Truitt asked if someone could be brought to the meeting to explain about scoreboards.

Mrs. Peters said she wanted to mention the Board Policy Manual. She said even though Julie Slavens from the State Department of Education looked over it, Mr. Hocker advised her that if a state law already exists, then it is not necessary for it to be a local Board policy. She said Mr. Hocker will now be going over the manual to further eliminate those policies that are not needed. She said this is something that needs to be kept current every year.

ADJOURNMENT:

Mr. Waltz moved to adjourn the meeting. Mr. Truitt seconded and the vote was unanimous. The meeting was so adjourned. (5:55 p.m.)

UNABLE TO ATTEND
James Phipps, President

Wayne Daugherty, Member

William Roberts, Vice President

Nancy Peters, Member

Tonya Moore, Secretary

Andy Truitt, Member

Vernon Waltz, Member