

July 15, 2013

SWITZERLAND COUNTY SCHOOL CORPORATION
MINUTES OF THE JULY 15, 2013
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 P.M. at the Switzerland County School Corporation's Administration Office to discuss a job performance evaluation of individual employees, identified by Indiana Cole 5-14-1.5-6.1(b)(9) and for the discussion of strategy with respect to initiation of litigation or litigation that is either pending or has been threatened specifically in writing, I.C. 5-14-1.5-6.1(b)(2)(B).

The Board members present were Mrs. Peters, Mr. Roberts, Mr. Truitt, Mr. Daugherty, Mr. Deck, Mrs. Hayes and Mr. Waltz. Mr. Michael L. Jones, Superintendent, and 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:

Mrs. Peters called the regular meeting to order and led those in attendance in the pledge to the flag and a moment of silence. Mr. Jones asked that everyone take that moment to reflect on the passing of two former employees, Denny Brown and Mary Lou Chase, who were recently deceased.

ATTENDANCE:

Board members present for the public session were Mrs. Peters, Mr. Roberts, Mr. Truitt, Mr. Daugherty, Mr. Deck, Mrs. Hayes and Mr. Waltz. Others in attendance were Mr. Michael L. Jones, Wilma Swango, Mona Crabtree, Pat Lanman, Ronald Hocker, Brooke Levell, John Druba, Amy Hill, Jill Cord, Sara Dickerson, Gloria Day, Darren Byrd, Kathy Covington, Lavern Wagner, Gayla Bullock, Tony Spoore, Gregg Goewert, Marilyn Devers, Melody Smith, Dwight Emerson (Dean Foods), Joe Cole (Prairie Farms), Greg Curlin, Kellie Lockwood, Sally Weales, Lee Jaye Lohide, Tina Scudder, Rhonda Pennington, William Carpenter, John Sieglitz and Terry Lancer.

ADOPTION OF THE AGENDA:

Mr. Roberts made a motion to approve the agenda as posted on Friday, July 15, 2013. Mr. Daugherty seconded the motion. The Board's vote to approve the agenda was unanimous.

APPROVAL OF MINUTES:

The Board voted unanimously to approve the minutes of the May 20, 2013 Regular Board meeting in a motion made by Mrs. Hayes and seconded by Mr. Deck.

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FUND REPORT:

Mr. Truitt moved to approve the May Financial Report as submitted. Mrs. Hayes seconded the motion. Business Office Manager, Mrs. Swango, mentioned the following regarding the fund report: transportation is in the negative due to not yet receiving our property tax settlement which we receive in June and December; Title programs accounts are also in the negative until reimbursement is received; Main Source Payroll and Voucher Accounts are now closed. Some of the budget changes: some grants, such as the Kindergarten grant, have gone away; the 2015 Budget will be based on the number of students eligible for Textbook Assistance whereas it used to be based on those eligible for Free and Reduced Lunches, and the Business Office is working to make sure the Corporation gets all the funds it is due. There being no further comments by the Board or Mrs. Swango, the Board voted unanimously to approve the report as submitted.

CLAIMS:

The following Payroll and Vendor Claims were recommended for approval by the Board in a motion by Mr. Deck, seconded by Mrs. Hayes:

- Payroll Claims for 6/21/13 and 7/05/13
- Transfers: #45160
- Prewritten Claims: #45006-#45029; #45115- #45158; #45159; #45161; #45162; and #45163-#45188
- New Claims: #45189-#45272

Mrs. Peters wanted to know which fund paid claim #45245 to NEVCO in the amount of \$19,809 for a High School Arched Sign with a logo and a football/track scoreboard. Mrs. Swango said this was a Capital Projects Fund claim. Mr. Daugherty asked about an invoice in claim #45195 to Brown's Farm Implement, LLC in the amount of \$352.91. Mrs. Swango said the \$205.89 invoice from that claim was for a \$42 belt and the rest was for labor. Mr. Daugherty wondered if the belt could have been put on by a Corporation employee. There being no further questions, the Board's vote to approve the claims was unanimous.

OLD BUSINESS:

Three previous employees of the Corporation were honored for their service to the Corporation. Lavern Wagner, (13 years as Cafeteria Server), and Marilyn Devers, (39 years as Elementary Secretary), were presented with plaques. A plaque was also presented to Gayla Bullock the daughter of recently deceased, Mary Lou Chase, who served 13 years as Cafeteria Secretary. These employees received ovations for their dedicated service.

NEW BUSINESS:

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Bid Openings were held on Thursday, July 11 for Milk and Bread, and Friday, July 12 for Snow, Trash, and Fuel. The resulting bid list is as follows:

	Items/Services Bid:	Company/Prices:	Company/Prices:
Snow			
Removal		NO BIDDERS	
	Salt: upon Corp.'s req. only		
	<i>Per hr. per pc. of equipment:</i>		
	Equipment Descriptions:		
Fuel &		<i>Laughery Valley Coop:</i>	Southern Petro/
OIL (B5)	Ultra Low Sulfur Diesel Undyed Fuel		Bullock Oil:
Delivery	Cetane rating of fuel bid	50 Cetane	42 Cetane
	Dock price today	3.043 per gallon	2.985 per gallon
	Total delivered price	3.372 per gallon	3.155 per gallon
		\$.16 state tax included	
	Unleaded Gasoline, 87 pr 89 Octane	89 Octane	87 Octane
	Octane rating of fuel bid		
	Dock price today	3.036 per gallon	2.885 per gallon
	Total delivered price	3.398 per gallon	3.055 per gallon
		\$.18 state tax included	
	Oil: 55 Gal Drum of 10-40	\$581.02	\$797.50
	Oil: 55 Gal Drum of 15-40	\$633.22	\$700.50
Trash		<i>Rumpke</i>	BEST WAY
Removal	SCHS: 2 - 8 yd. / 2 x week	\$263.26 mthly	\$235.55 mthly
	JCES: 1 - 8 yd. / 2 x week	\$131.63 mthly	\$117.77 mthly
	SCES: 1 - 8 yd. / 2 x week	\$131.63 mthly	\$117.77 mthly
	SCMS: 1 - 8yd. / 2 x week	\$131.63 mthly	\$117.77 mthly
	Any location, additional pickups per container:	\$65 per container	\$45 per container
Milk		Prairie Farms	Louis Trauth Dairy
Delivery	fat free chocolate: 1/2 pint / pint	\$.198 1/2 pint	\$.1995 1/2 pint
	fat free strawberry: 1/2 pint / pint	\$.198 1/2 pint	\$.1995 1/2 pint
	fat free vanilla: 1/2 pint / pint	\$.198 1/2 pint	\$.2100 1/2 pint
	fat free white: 1/2 pint / pint	\$.185 1/2 pint	\$.188 1/2 pint
	1% chocolate:	\$.72 pint	\$.7500 pint
	1% white:	\$.188 1/2 pint	\$.1825 1/2 pint
	orange juice:	\$0.72	\$0.70
	lemondade drink:	\$0.55	\$0.52
	tea:	\$0.65	\$0.52

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Bread		NO BIDDERS	
Delivery	24 oz. loaf, white sandwich		
	12 oz. (12 count) 3 1/4" hamb. Buns		
	12 oz. (8 count) hot dog buns		
	21 oz. (12 cnt) 4"golden honey hamb buns		
	16 oz. (6 count) White SD Deli Rolls		
	steak roll or hoagie bun (deli roll)		
	Texas Toast		
	20 oz. wheat bread		

Mr. Deck made a motion to approve the following recommendations with Mr. Truitt seconding and the Board's vote being unanimous:

- Fuel & Oil: Southern Petroleum/Bullock Oil
- Milk Delivery: Prairie Farms
- Bread Delivery: No Bidders
- Snow Removal: No Bidders
- Trash Removal: Best Way

Mr. Jones introduced Terry Lancer of LANCER + BEEBE, LLC to speak regarding the recommendation that the Board approve a contract with the company to provide services as the Architect for the Sports Field Project at the Vevay Campus. Mr. Lancer explained that his company would be able to make the same set of specifications with the same elevations and drawings to potential bidders. He said a set of plans could be prepared in 30 days. When questioned about the shortest timeline, Mr. Lancer said that would be two weeks and said he could have the survey done by the July 29, 2013. Mr. Lancer said he realized time was important because he would like to see the grass planted by September in order for it to take hold before winter. Mrs. Hayes moved to approve the contract. Mr. Waltz seconded and the Board's vote was unanimous. The company's fee for preparing the specs for the practice football fields and soccer fields will be a lump sum fee of \$8,800. Additional reimbursement compensation will be provided at 1.1 times their direct cost for the survey, document printing, mileage, postage and overnight delivery, and for state and local filing fees.

Mrs. Peters presented a Grievance Policy to the Board for revisions. She pointed out that the revisions were minor. This is the first reading of the policy and will be presented at a subsequent meeting for approval.

A 2013-2014 State Connectivity Grant was presented for the Board's consideration. The grant is an extension of the updated Technology Plan which was approved at the June 17, 2013 Board meeting. Mr. Truitt moved to approve the grant. Mr. Deck seconded and the vote was unanimous. Grant monies will be distributed in September and December of 2013 and March and June of 2014 in equal installments of \$870 for a total of \$3,480.

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2013-2014 Emergency Preparedness Plan Revisions for each school were presented for approval. Mr. Truitt moved to approve the plans as submitted. Mr. Waltz seconded. Mrs. Peters wanted to know where the copies of the plans were kept in the building. SCES Principal, Sally Weales said a copy was given to each teacher and an additional copy is kept in the Nurse's Station. A digital copy will also be made available to each teacher. The Board's vote to approve the plans was unanimous.

Mr. Truitt moved to approve the creation of an Archery Club and an Indiana NASP (National Archery in the Schools Program) grant which will provide archery equipment to the High School valued at \$2,602. Mrs. Hayes seconded the motion. Archery will be taught as part of the Physical Education classes at the High School. The Middle School is not yet ready to implement this into their school. The Board's vote to approve the grant and extra-curricular club was unanimous.

A donation from the Sidewinders 4-H Club in the amount of \$1744.20 to be divided equally among the Corporation's Special Needs Classes was unanimously approved by the Board in a motion made by Mr. Truitt and seconded by Mr. Deck.

A YMCA Endowment Request for \$32,500 and corresponding 2013-2014 YMCA Agreement were presented to the Board for approval by YMCA Director, Eric Cole. Mr. Deck moved to approve the agreement and Endowment Request as submitted. Mr. Roberts seconded. Mrs. Peters asked about item #5 in the agreement. Mr. Cole said that YMCA employees, Amy and Matt would be speaking to Physical Education classes regarding Wellness and Nutrition and the importance of physical activity. The Board's vote to approve the request and agreement was unanimous.

PUBLIC COMMENTS:

Jill Cord, 4th grade teacher at Jefferson-Craig Elementary School, has been considering the staffing assignments. She sincerely hopes that the assignments and transfers are being recommended for no other reason than for the betterment of the students. She requests a written response to her concerns.

PERSONNEL:

The resignations of Middle School Social Studies teacher, Sean McGarvey, and H. S. Alternative School Instructional Assistant, Shane Billingsley, were approved unanimously by the Board in a motion by Mr. Waltz and seconded by Mr. Daugherty.

Mr. Jones mentioned that he had approved a transfer request from Lee Jaye Lohide from Attendance Secretary to SCES Secretary, which required no Board approval as this was considered an internal transfer.

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The following employment recommendations for the 2013-2014 school year and resulting votes are as follows:

- Steve Ward – part-time, Music: Motion/Truitt, Second/Deck, Vote/Unanimous
- Kellie Lockwood – HS English: Motion/Truitt, Second/Deck, Vote/Unanimous
- Mackenzie Wright – HS Agri-Sci. (FACS): Motion/Truitt, Second/Hayes, Vote/Unanimous
- Joseph Spoores – HS Alt. School I.A.: Motion/Waltz, Second/Roberts, Vote/Unanimous
- Darren Byrd – MS Social Studies: Motion/Truitt, Second/Waltz, Vote/Unanimous
- Gloria Day – Instructional Assist.: Motion/Hayes, Second/Truitt, Vote/Unanimous
- Sara Dickerson – Instructional Assist.: Motion/Deck, Second/Roberts, Vote/Unanimous
- Tina Scudder – Attendance Secretary: Motion/Waltz, Second/Hayes, Vote/Unanimous (former Library I.A.)

A list of ECA Assignments for the 2013-2014 School Year was presented to the Board for approval. Mr. Daugherty made a motion to approve the list. Mrs. Hayes seconded and the vote was unanimous. The approved list is shown on the page following the signature page, (pg. 66), of these minutes.

PROFESSIONAL LEAVE / FIELD TRIPS:

The Board unanimously approved the following Professional Leaves in a motion by Mr. Truitt and seconded by Mrs. Hayes:

- Greg Curlin to NAAE Conference in Las Vegas, Nevada as Presenter for Transitioning Curriculum and Serving as Delegate from Wednesday, December 4 through Sunday, December 7, 2013.

USE OF FACILITIES: None.

ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)

Superintendent, Michael L. Jones made the following announcements:

- Introduced Brooke Level as new SSU Director for our Corporation
- Next Endowment Meeting to be held Tuesday, July 30, 2013 at 5:00 P.M.
- Next Special Board Meeting scheduled for Monday, July 29, 2013 at 5:00 P.M.

Mr. Jones asked Mr. Carpenter to give an update on the progress at the Elementary School. Mr. Carpenter said the classrooms should be ready when school starts since mostly what lacks with those being done is painting. He said the office reconfiguration is still going on and it is hopeful that it will be usable if not complete.

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BOARD REPORT AND COMMENTS:

Mr. Daugherty said there was a Fall Conference coming up in September that he hoped the other Board members will try to attend.

Mrs. Peters also mentioned that there will be an October meeting in Seymour.

Mr. Waltz said the Corporation was losing a lot of great people but it also looks like a lot of good people are coming in.

Mrs. Hayes welcomed Mr. Druba back.

Mrs. Peters mentioned that the Lady Pacers Soccer team was having a fundraiser on Thursday selling lunches to help purchase new uniforms.

It was also mentioned that all of the power would be shut down at Switzerland County Elementary School beginning Thursday afternoon and would be off all day on Friday.

ADJOURNMENT:

Mr. Roberts moved to adjourn the meeting. Mr. Truitt seconded and the vote was unanimous. The meeting was so adjourned. (6:10 P.M.)

Nancy Peters, President

William Roberts, Vice President

Andy Truitt, Secretary

Wayne Daugherty, Member

Josh Deck, Member

Tammy Hayes, Member

Vernon Waltz, Member