

July 31, 2013

**SWITZERLAND COUNTY SCHOOL CORPORATION**  
**MINUTES OF THE JULY 31, 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).

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

**ATTENDANCE:**

Board members present for the public session were Mrs. Peters, Mr. Truitt, Mr. Daugherty, Mr. Deck, Mrs. Hayes and Mr. Waltz. Mr. Roberts was unable to attend. Others in attendance were Mr. Michael L. Jones, Wilma Swango, Mona Crabtree, Pat Lanman, Matthew Hocker, Brooke Levell, Amber Hull, Brian Morton, John Druba, Jill Cord, Gayla Bullock, Tony Spoores, Anna Spoores, Gregg Goewert, Melody Smith, Greg Curlin, Samantha Taylor, David Todd, Sarah Oeffinger, Rhonda Pennington, Fred Ross, Gerry Peters, Eric Cole, Angela Grubbs, William Carpenter, John Sieglitz, Jim Peck and Terry Lancer.

**ADOPTION OF THE AGENDA:**

Mr. Waltz made a motion to approve an amended agenda with a change to the wording of Personnel Item, J.1., which should be Employee Retirement. Mr. Deck seconded the motion. The Board's vote to approve the amended agenda was unanimous.

**APPROVAL OF MINUTES:**

The Board voted unanimously to approve minutes of the June 17, 2013 and July 15, 2013 Board meetings with corrected grammatical errors. The motion to approve the minutes was made by Mrs. Hayes and seconded by Mr. Deck.

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### **CLAIMS:**

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

- Payroll Claims for 7/19/13
- Vendor Claims: #45276-#45313; and #45314 - #45358.

Mrs. Peters wanted to know about the Apple Carts referred to in claim #45314. Mrs. Swango said the claim to Apple, Inc. for \$7,799.85 was for computer carts with charging stations. There being no further questions, the Board's vote to approve the claims was unanimous.

### **OLD BUSINESS:**

Mr. Truitt moved to approve a revised Grievance Policy which was presented to the Board at the July 15, 2013 meeting for the first reading. Mr. Deck seconded the motion and the Board's vote was unanimous. The revised policy is included as an attachment following the signature page of these minutes.

Mr. Terry Lancer of LANCER + BEEBE, LLC introduced Civil Engineer, Jim Peck, who passed out sketches of the soccer and football fields drawn to scale. It included large competition size soccer fields and full sized practice fields for soccer as well as football. Mr. Lancer said the layout also included possible tennis courts which could be included as an alternate bid which the Board could accept or decline. There was much discussion about the location of the soccer fields and football fields in regards to the distance students would need to walk, the location of restrooms and storage facility, and the need for adequate spaces between the fields for seating. Mr. Goewert said the stripes could be put on the practice fields for whichever was needed, football or soccer. He felt they should be graded at 60 yards wide and the fields made interchangeable. Mr. Lancer said he needed to know immediately what was needed for the final drawings to be made and the bidding process started in order to get the fields seeded before winter. Mr. Truitt said he was in full support of Mr. Goewert and Mr. Todd making the decisions regarding the placement of the soccer fields. Mrs. Swango asked if was too early for an engineer's estimate of the project. Mr. Lancer said the high end bids the Board had previously received and not accepted were the more realistic figures she should expect for the project.

Brian Morton said he had approached the grounds committee and had spoken with Mrs. Swango about the possibility of getting new mowing equipment due to the age of the equipment and costly repairs. He said when Mrs. Swango indicated there were no funds available this year for new equipment, he had taken the initiative to look into other avenues. He presented an idea of a municipal lease which would allow the Corporation to lease the equipment and at the end of the lease, own the equipment for \$1. He said in four years, if the Board decided they did not want it, the equipment could be turned back in with no penalties. He said the tractor being used now was getting the job done but was old and repairs were costly. When Mrs. Peters asked, Mr. Morton said the tractor with the pull behind mower was being used on the open fields but that probably wouldn't

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happen once the fields were done. Mr. Daugherty asked if we could squeak by this year without new equipment. Mr. Morton said it depended on the weather for the next three months and the operation of the mower. Mr. Jones thanked him for bringing the information to the Board. Board members also commented on the great job the mowers were doing.

### **NEW BUSINESS:**

A \$200 Historic Architecture Art Grant for Jefferson-Craig's fourth grade from the Arts & Education Committee of the Vevay-Switzerland Bicentennial was unanimously approved by the Board in a motion made by Mr. Truitt and seconded by Mr. Waltz. The grant was submitted to the committee by Jill Cord.

The 2013-2014 National School Lunch, Breakfast and Special Milk Programs Agreement and corresponding Free & Reduced-Price Meal Policy and Non-Pricing Policy were approved unanimously by the Board in a motion made by Mr. Daugherty and seconded by Mrs. Hayes.

The Board unanimously approved the following ECA fundraisers for the 2013-2014 school year in a motion by Mr. Daugherty, seconded by Mrs. Hayes:

- Golf Scramble, 8/3/13, for Girls/Boys Basketball- gear, equipment, etc.
- Cookie Sales, 13/14 school year for Work Transition classroom supplies and class trip
- Concessions, 13/14 -Athletic Events for Middle School Athletic supplies, etc.
- Sales from water/juice machine, 13/14, for MS Athletic supplies, etc.
- MS Student Council Halloween Dance, 10/25/13, for Fall Leadership Jamboree
- MS Student Council Trick or Treat Bags, 10/21-10/31/13, for Fall Conf. Meals for Teachers
- MS Student Council Valentines Dance, 2/14/14, for funds for Teacher Appreciation Week
- MS Library Button Sales, 13/14 School Year, for restocking of library books

Mileage reimbursement to a parent for the transportation of a Switzerland County School student was unanimously approved by the Board in a motion made by Mr. Deck, seconded by Mr. Daugherty.

### **PUBLIC COMMENTS:**

Mrs. Jill Cord mentioned that she presented questions at a previous meeting that have as yet gone unanswered when she was promised a written response. She also voiced her concerns that a decision she expected to be made this evening, regarding the hiring of a first time Principal at Jefferson-Craig Elementary School, is being done with undue haste. Since school begins tomorrow, she feels the delay in making the decision has caused undue stress to staff members, parents, and students. She also posed the same question as at the previous meeting, wondering if this was being done in the best interest of the students. Mrs. Peters thanked Mrs. Cord for her comments and opinions.

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## PERSONNEL:

The retirement of Wilma Louise Hartman from her Instructional Assistant position at Switzerland County Elementary School was unanimously by the Board in a motion made by Mr. Waltz and seconded by Mr. Daugherty. Mrs. Hartman was an employee of the Corporation for 39 years. She will be invited to attend the meeting of August 19, 2013 to be duly recognized by the Board.

Employment recommendations for 2013-2014 were presented and voted upon by the Board as follows:

- Amber Hull - 12 hrs. wkly. – Preschool bus monitor -  
Motion: Deck / Second: Truitt / Vote: Unanimous
- Kim Otter – 2 hr. server at HS cafeteria -  
Motion: Waltz / Second: Hayes / Vote: Unanimous
- Martha Schmidt - full time at MS cafeteria (to replace a person going to 2-hrs)  
Motion: Deck / Second: Hayes / Vote: Unanimous
- Kendra Johnson – 2 hr. server at SCES – (new position to compensate for return of 6<sup>th</sup> gr.)  
Motion: Truitt / Second: Hayes / Vote: Unanimous
- Sara Dickerson – Café. Sec. at SCES (transfer from Inst. Assist. position) -  
Motion: Deck / Second: Hayes / Vote: Unanimous
- Samantha Taylor – SCES Instr. Assist. -  
Motion: Truitt / Second: Deck / Vote: Unanimous
- Sarah Oeffinger – SCES Instr. Assist. -  
Motion: Daugherty / Second: Truitt / Vote: Unanimous
- Kathy Williams – 25 hrs. wkly.: Fine Arts & Remediation at MS / 1 Music Class at HS  
Motion: Truitt / Second: Waltz / Vote: Unanimous
- Tony Spoores – JC Principal, 215 days -  
Motion: Daugherty / Second: Deck / Vote: (5 to 1) Nays: Truitt;  
Ayes: Daugherty, Hayes, Deck, Peters, Waltz
- David Todd, Athl. Dir./Assist. Princip. – increase from 205 days to 225 days -  
Motion: Truitt / Second: Waltz / Vote: Unanimous

The following 2013-2014 Extra-Curricular position recommendations were approved unanimously by the Board in a motion made by Mr. Truitt and seconded by Mr. Waltz:

- Pete Schonfeld – Cross Country Assistant
- Kelli Lockwood – Newspaper
- Kelli Lockwood – Key Club
- Amy Hill – Volunteer Varsity Volleyball Assistant
- Jacob Higgins – Volunteer Varsity Wrestling Assistant
- Halie Thomas – Volunteer Cheerleading Assistant
- Joe Spoores – Varsity Boys Soccer Assistant
- Dustin Bentz – Volunteer Football Assistant
- Jim Hess – Volunteer Football Assistant

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- Joe Spilman – Volunteer Football Assistant
- Lora Cole – Volunteer Swim Coach
- Lisa Behrens – Volunteer Assistant Flag Corps Sponsor

#### **PROFESSIONAL LEAVE / FIELD TRIPS:**

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

- Tyson Skinner to HECC Technology Conf. in Indianapolis, IN, Nov. 13-15, 2013
- Adam Cole to HECC Technology Conf. in Indianapolis, IN, Nov. 13-15, 2013
- Angela Grubbs to HECC Technology Conf. in Indianapolis, IN, Nov. 13-15, 2013
- John Sieglitz to HECC Technology Conf. in Indianapolis, IN, Nov. 13-15, 2013
- Matt Levell to HECC Technology Conf. in Indianapolis, IN, Nov. 13-15, 2013

Mr. Daugherty asked how many persons comprised the Technology Department. Mr. Sieglitz said there were three, including himself. The other two are Tyson Skinner and Angela Grubbs. Mr. Daugherty said he felt it would be nice to have a person stationed at Switzerland County Elementary School since it has now become nearly the same size as the High School. Mr. Sieglitz said he or one of his staff regularly make several trips out to the school each week. He said stationing a full-time person at that school isn't feasible right now.

#### **USE OF FACILITIES:**

Mr. Daugherty moved to approve the application for use of the Switzerland County Elementary School Cafeteria for a Girl Scout parent meeting on August 15, 2013 from 5:00 P.M. to 7:30 P.M., submitted by Sarah Crain. Mr. Truitt seconded the motion and the Board's vote was unanimous.

#### **ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)**

Superintendent, Michael L. Jones made the following announcements:

- Next Endowment Meeting to be held Tuesday, August 27, 2013 at 5pm
- Next Regular Board Meeting scheduled for Monday, August 19, 2013 at 5pm
- Two Special Board Meetings are scheduled for August 26 and September 30, 2013 for Budget Workshop and Budget Public Hearings at 5pm
- There will be an announcement soon as to when and where the next Superintendent Round Table Discussion will be held

#### **BOARD REPORT AND COMMENTS:**

Mrs. Swango announced to the Board that the 2012-2013 Extra-Curricular Financial Reports were available on the technology table behind them to review if they wished to do so. Mrs. Swango also mentioned that she would be presenting a request for Additional Appropriations for the Capital Projects Fund at the next Board meeting.

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Mr. Daugherty mentioned that in the past, teachers were allowed funds for classroom supplies for \$100 or so and wondered if that was something that could be done through Endowment Requests. Mrs. Swango said she would present something at the August meeting.

Mr. Waltz welcomed all of the new employees to the Corporation.

Mrs. Hayes asked Mr. Todd about the status of the request for record boards at the High School for swimming and track. Mr. Todd said he could present it again, but he was told he needed to include other sports. He said it would be very difficult to provide records for every sport at the High School and therefore felt it was not feasible. Mr. Daugherty said records could be revised as information became available.

Mrs. Peters mentioned the School Safety Commission and asked for Tony Spoores to relay the timeline. Mr. Spoores explained that to be eligible to apply for a federal Homeland Security grant for a Safety Resource Officer for the Corporation, a Community Safety Commission needed to be formed and safety plans need to be revised. He said the commission, which is required to be comprised of specific individuals holding positions in the county, such as a judge, prosecutor, child advocate, etc., has been formed and will hold their next meeting October 8, 2013.

Mrs. Peters asked if there are any reports from the Mission/Vision Committee. Mr. Curlin answered, saying the committee will actually begin meeting tomorrow.

**ADJOURNMENT:**

Mr. Truitt moved to adjourn the meeting. Mr. Waltz seconded and the vote was unanimous. The meeting was so adjourned. (6:35 p.m.)

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Nancy Peters, President

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Unable to Attend  
William Roberts, Vice President

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Andy Truitt, Secretary

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Wayne Daugherty, Member

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Josh Deck, Member

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Tammy Hayes, Member

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Vernon Waltz, Member