

**SWITZERLAND COUNTY SCHOOL CORPORATION  
MINUTES OF THE DECEMBER 2, 2013  
SPECIAL SCHOOL BOARD MEETING      1:00 P.M.**

**Open Working Session**

**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. Others in attendance were Mr. Michael L. Jones, Wilma Swango, Mona Crabtree, Matthew Hocker, Gregg Goewert, Angela Grubbs, Matt Levell, Rhonda Pennington, Greg Curlin, Katie Collier, B.J. McAlister, John Sieglitz, Adam Cole and Eddie Bright.

**ADOPTION OF THE AGENDA:**

Mrs. Hayes made a motion to approve an amended agenda with the addition of the discussion topics of the weight room at the High School and technology devices. Mr. Deck seconded the motion. The Board's vote to approve the agenda as amended was unanimous.

**APPROVAL OF MINUTES:**

The Board voted unanimously to approve the minutes of the November 18, 2013 meeting in a motion by Mr. Deck, seconded by Mr. Daugherty.

**CLAIMS:**

The following Payroll and Vendor Claims were unanimously approved by the Board in a motion by Mr. Truitt, seconded by Mr. Waltz:

- Payroll Claims for 11/22/13
- Prewritten Vouchers: #45981- #46027
- New Voucher: #46028

**NEW BUSINESS:**

Mr. Deck moved to approve a fundraiser request for the sale of jewelry and gifts for new Flag Corp uniforms, November 18 through December 6, 2013. Mrs. Hayes seconded the motion and the Board's vote to approve the fundraiser was unanimous.

Mr. Deck made a motion to approve the mid-term and early graduation of a list of students provided to the Board by High School Guidance Counselor, Marla Edwards. Mrs. Hayes seconded the motion. Mr. Truitt asked what the criteria is for early graduation. Mr. Goewert explained that there are no restrictions from the Indiana Department of Education as to how long a student must attend school, as long as they earn their Core 40 credits. Mr. Daugherty thought the Corporation had a local Board policy regarding students staying in school for all four years, excluding emergency situations. Mr. Goewert said February 3, 2014 is another count day and students are encouraged to stay in school in order to keep that funding. He said the decisions to recommend these students for early graduation was part of figuring out how to entice these kids to stay in school long enough to get a diploma, without them dropping out of school first. He said some of the students don't even live with their legal guardian and they hate school. Mrs. Peters wanted to know if the funding was Mr. Truitt's concern. Mr. Truitt said he just felt bad about sending these students out into the real world unprepared. He said some of the students on the list have very low grade point averages and have only earned 27 points so far. Mr. Goewert said they could not receive a diploma without their 40 credits, but the promise that they can leave school early if they work really hard and get those credits is the only thing keeping some of them from leaving. The Board approved the list by a unanimous vote.

Mr. Truitt moved to approve the Corporation's 2014-2015 Calendar as recommended by the Calendar Committee. Mr. Daugherty seconded the motion. The Board's vote to approve the calendar as presented was unanimous.

Corporation Treasurer, Wilma Swango, thanked the committee members and Board Member, Mrs. Hayes, for their participation in the very long meeting when quotes were provided by companies for 2014 Employee Insurance Benefits, effective January 1, 2014. The recommended companies were approved by the Board as follows:

- Dental/Vision: Lincoln Motion: Deck/ Second: Hayes / Vote: Unanimous
- Life: National Ins. Services(NIS) Motion: Hayes/ Second: Daugherty/ Vote: Unanimous
- Long Term Disability: NIS Motion: Hayes/ Second: Deck / Vote: Unanimous

\*Please see the quotes, with approved rates, following the signature page of these minutes.

**PERSONNEL:**

Mr. Truitt moved to approve the resignation of Rita Sebree from her ECA positions as Flag Corp Sponsor and Dance Team Sponsor. Mr. Daugherty seconded the motion and the Board's vote to approve the resignation was unanimous.

Mr. Daugherty made a motion to approve the resignation of Zack Stewart as Assistant Wrestling Coach for the High School's varsity team. Mrs. Hayes seconded the motion. The Board's vote to approve the resignation was unanimous.

The Board voted unanimously to approve the following ECA position recommendations in a motion made by Mrs. Hayes and seconded by Mr. Truitt:

- Sara Bowling– Flag Corp Sponsor & Dance Team Sponsor
- Calvin Godwin- HS Varsity Assistant Wrestling Coach

## **DISCUSSION TOPICS:**

### GROUND:

Mr. Daugherty felt Dr. Jones should be contacted about the Blue Spruce planted on school property in honor of her service to the Corporation when she retired. He wanted to make sure she knows that no disrespect is meant by the removal of the tree damaged by local wildlife.

Mr. Daugherty mentioned that the gravel around the entrances to our buildings sometimes migrates into the driving area & feels it needs to be swept off the pavement. He feels first impressions are very important, and he has especially noticed this at the entrance to the Administration Office. Mr. Jones said it has been swept off several times but will pay attention to that.

Mr. Daugherty also mentioned the pond area behind the track. Mr. Jones said Mr. Morton has been working on that area, taking out downed trees and trimming up remaining trees.

Mr. Daugherty asked if the drainage problems have been taken care of at Switzerland County Elementary School. It was announced that the work on the renovation was done and the completion document has been signed.

Mr. Daugherty asked if erosion problems in the fields have been addressed. Mr. Jones said everything has been inspected, and we are now in compliance. Mr. Daugherty wondered who had asked the IDEM inspector to come. Mr. Jones said when an inspector is in an area, he stops in and does an inspection of any facility falling into the Rule 5 Permit category.

Information from Brian Morton was provided to the Board about mowing equipment he feels would be greatly beneficial to the Corporation. Mr. Jones reminded the Board that two employees had been hired to mow the Vevay campus and a third person had mowed at East Enterprise. One of the Vevay campus mowers took another job during the summer but the second person was able to finish the mowing alone. Mr. Daugherty felt future plans for the mowing of school grounds needs to be looked at now.

Mr. Daugherty said he was contacted by someone complaining about the Corporation encroaching on the city's water pumping station behind the barn, hindering their ability to reach the facility. Mr. Jones felt there was plenty of room and said he has never been notified about that problem. Mr. Daugherty felt someone should just check and make sure that easement is clear and make sure the athletic equipment is not in the way. He felt all the athletic equipment should be in out of the weather.

Mr. Daugherty voiced his opinion about the need for the development of plans for future use of the land behind the baseball & softball fields, and the land between the Middle School and High School.

#### EMERGENCY RESPONSES / SAFETY RESOURCE OFFICER / SECURITY:

There was much discussion regarding a recent bus accident when several different county entities arrived at the scene to help out. Mr. Jones wanted to know what the Board members thoughts were concerning which entity should be called when an incident occurs. It was noted that if EMS comes, there will be a delay in releasing students and a paper trail for each student. The consensus was that every situation is different, but that Emergency Medical Technicians should only be called if there is an incident resulting in injuries.

Mr. Jones announced that the Corporation has been given a \$50,000 matching grant which will cover a secure entry this year. He wanted the Board members thoughts as to where the Corporation should go from here.

Mr. Daugherty felt like it came down to three options: 1) security; 2) Safety Resource Officer; and 3) arming teachers. He felt arming a teacher should be the last resort. His concern regarding hiring a person for a position is that once the grant funds run out, the Corporation will end up paying all of this person's salary. He also wondered where they would be located. They cannot be in all buildings at the same time.

It was pointed out that one of the concerns voiced by a Vevay Town Board member was that the hiring of off duty officers from their department might diminish their effectiveness. They may be tired when they go back on duty for their main job.

Mrs. Pennington said the grant funds will also be used for other things such as programs like K-9 for Kids, bullying programs, and drug programs. Mr. Daugherty felt there were advantages to hiring a Safety Resource Officer over a Security Officer. He said an SRO would not be just a physical person in the building. He said the person holding this position could oversee some of these programs and work more closely to develop a report with the kids.

Mr. Waltz asked if there was a way to tell if a door to the schools are left open or propped open. Mr. Sieglitz said they automatically unlock in the mornings at specific times and

lock again in the evenings at specific times, but there is no way to chain them or keep them from being propped open. Mr. Goewert said a member of the custodial staff is supposed to go around at the end of each shift and check each of the doorways.

Mr. Deck's feelings are that not everyone is going to be pleased with just one officer.

Mrs. Weales sees an SRO as being more pro-active than re-active. She feels a person in that position would be beneficial for preventative measures and would coordinate with all of the buildings and entities to ensure the safety of the students.

Mr. Goewert feels hiring an SRO would be a huge plus. He mentioned that a partnership with the Sheriff and Police Departments for security would also be beneficial. He would like an officer to walk through all buildings, one time, each day. Mrs. Peters asked if this could be accomplished through contracted services. Mrs. Swango said this would be possible by running the person's pay through their main employer, as a vendor, rather than the Corporation making checks out directly to the individual.

#### JOB DESCRIPTIONS:

Mrs. Peters said since there were so many job descriptions to be considered, she suggested the committee readdress how they are dealt with by breaking them down into entities. She said there should be four entities. She felt since the two elementary schools are basically the same, they should be considered as one entity, and the other three entities would include the Middle School, the High School, and the Administration Office. Committee member, Mr. Daugherty, feels most of the job descriptions are not relevant to any of the positions in our school system. Mr. Truitt said he would volunteer to go over them again, but wondered if this would result in a lot of hair splitting. He does not think the task will ever be complete and the descriptions will be ever-changing for each person. Mrs. Peters asked if anyone wanted to make a motion to accept the current job descriptions as presented. Mr. Daugherty felt the descriptions were derived by someone who had no real knowledge of what the individuals holding positions in our Corporation actually did. He does not like the terms "other duties as may be assigned". Mr. Goewert mentioned that each person has basic things they do, but they are all under someone's supervision, and that supervisor is responsible for their job performance. He said it was his understanding that the job descriptions were supposed to be used as a checklist for annual evaluations. Mr. Daugherty felt they needed to be more precise and clear so the person holding that position knows exactly what their responsibilities are. He felt they were too vague. He said there are some individuals that do not take ownership of our facilities. Mrs. Hayes offered to go through them again. After more discussion, it was decided that the job descriptions warranted more consideration before a recommendation could be made.

#### WEIGHT ROOM:

Mr. Goewert said at 11:30 A.M., any school day, members of the Board are welcome to visit the weight room to see how the space is being used. He felt anyone who visited

would see that more space is needed. Mr. Goewert provided Board members with a sketch with ideas for additional room at the High School. He explained to the Board how he would change things so that there would be locker rooms, a possible auxiliary gym, training room, and a concession room with a pass through containing four serving windows. He felt some simple changes could make a big difference. Mr. Daugherty mentioned that all of the athletic equipment needs to be weather proofed. He said as long as it's covered, he is okay with wherever they choose to put it. Mr. Goewert expressed the need for an architect to come in and see if the changes were even feasible, and if so, what the cost might be.

Mr. Waltz expressed his wishes that the Board make the enclosure of the space between the High School and the Middle School a high priority. This would prevent the necessity for students to go outside to change classes when there is inclement weather. It is easier for students to travel rather than the teachers.

Mr. Goewert mentioned that desks will be coming in from the blue building to use in the Agriculture lab.

A Staff and Facility subcommittee will review the sketch and suggestions made regarding the changes suggested for the High School.

#### TECHNOLOGY DEVICES:

Adam Cole, representing the Technology Committee, reported that the committee's eleven to one vote was in favor of purchasing chrome books as the electronic device for future use in grades 7 through 12. Middle School devices will be pushed back toward elementary grades. Chrome books are less expensive, at \$280 each, versus I-Pads at \$650, with a case. The textbook format is more interactive with Chrome books, which is what is desired. The expected life of a device is three years. There is an option for purchasing the devices outright versus Sprint leasing. Mr. Cole explained that all of the devices won't be replaced at the same time. Training will be necessary for all of the devices.

Mr. Cole stressed that the number one priority is teacher training. Mr. Daugherty asked why the committee considered Chrome books the better choice. Mr. Cole said internet activity runs better with chrome books. Most technology is moving to web-based applications, now. This will allow students or staff to work on documents at home and save them to the device. Mr. Cole mentioned that another plus was the chrome book's battery life of eight hours versus three to four hours for lap tops or I-Pads.

Mr. Cole said the committee will be presenting a written report at the regular monthly Board meeting of December 16, 2013. He said there are more things to considered, such as Sprint versus Non-Sprint, and a 3-year contract versus a 4-year contract.

Mrs. Peters mentioned that with such a giant move, there will be a definite need for an additional person to the Technology Department staff.

**EVALUATION RUBRICS FOR SUPERINTENDENT & ADMINISTRATOR EVALUATIONS:**

Mr. Jones recalled that when the Indiana Department of Education sent recommendations for Corporations to adopt their own rubrics for evaluation models for teachers, a committee was formed to do that. He proposed that committees be formed to make recommendations for Superintendent and Principal evaluations. He felt this would be the best way to come up with a more meaningful interpretation and to fit what the Board actually wants to see on that evaluation form.

Mrs. Peters appointed the following Board members to serve on the evaluation rubric committees as follows:

- Mr. Deck, Mr. Roberts, Mr. Daugherty, Mr. Jones - Superintendent Evaluation Rubric Committee
- Mrs. Hayes, Mr. Truitt, Mr. Jones - Principal's Evaluation Rubric Committee

Mr. Jones recommended that Mr. Goewert and Mrs. Weales also serve on the Principal's Evaluation Rubric Committee.

Mrs. Peters wanted a recommendation ready for the January meeting.

**PUBLIC COMMENTS:**

None.

**ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)**

Superintendent, Michael L. Jones made the following announcements:

- Next Regular Board Meeting scheduled for Mon., Dec. 16, 2013, at 5:00 P.M., with an Executive Session prior to the open meeting at 4:00 P.M.
- Next Endowment Meeting scheduled for Tues., Dec. 17, 2013, at 5:00 P.M.

**BOARD REPORT AND COMMENTS:**

It was Mr. Daugherty's view that the cheerleaders should be at every away game that we have. He also mentioned that the Band Director has assistants to help out now. He feels the Pep Band is important and should be present at least at every home game.

Mrs. Hayes thanked Wilma for all of her work with coordinating the Employee Insurance Benefits meeting.

Mrs. Peters thanked those in attendance for their interest in school

**ADJOURNMENT:**

Mr. Truitt moved to adjourn the meeting. Mrs. Hayes seconded and the vote was unanimous. The meeting was so adjourned. (3:40 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