

September 22, 2014

SWITZERLAND COUNTY SCHOOL CORPORATION
MINUTES OF THE SEPTEMBER 22, 2014
EXECUTIVE SESSION BOARD MEETING 4:00 P.M.
REGULAR PUBLIC 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 Administration Office to receive information about prospective employees, and for the discussion of the assessment, design, and implementation of school safety measures, plans and systems. This is in compliance with Indiana Codes 5-14-1.5-6.1(b)(5), and 5-14-1.5-6.1(b)(3), respectively.

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

The Board discussed no subject matter in the Executive Session other than the subject matter specified in the public notice.

The Executive Session adjourned.

CALL TO ORDER / PLEDGE TO THE FLAG / MOMENT OF SILENCE:

Mr. Truitt, called the regular meeting to order and led those in attendance in the pledge to the flag. Mr. Jones urged those in attendance to remember staff member Donna Baker, whose father passed away this week, and fellow Board Member, Wayne Daugherty, who was in the hospital awaiting heart surgery, during the customary moment of silence following the pledge.

ATTENDANCE:

Board members in attendance were Mr. Truitt, Mrs. Peters, Mrs. Hayes, Mr. Roberts and Mrs. Schroer. Mr. Daugherty and Mr. Deck were unable to attend.

Others in attendance were Mr. Michael L. Jones, Wilma Swango, Mona Crabtree, Greg Curlin, Tony Spoores, Rhonda Pennington, Sally Weales, Matthew Hocker, Sean McGarvey, Katie Collier, Gregg Goewert, Laurice See, Lora Cole, Jill Cord, Brooke Levell, Marcus Duckworth, Jonathan Grice, William Carpenter, Rick Kramb, and John Sieglitz.

ADOPTION OF AGENDA:

Mrs. Schroer made a motion to approve an amended agenda, with the addition of two claims, the omission of two policies, and the addition of a Professional Leave. Mr. Roberts seconded. The Board's vote to approve the amended agenda was unanimous.

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APPROVAL OF MINUTES:

The Minutes of the August 18, 2014 meeting were presented for approval. Mrs. Peters made a motion to approve amended Minutes with typographical and content corrections already submitted to the Board. Mrs. Schroer seconded the motion. The Board's vote to approve the Minutes, reflecting the specified changes was unanimous.

FUND REPORT:

The Financial Report for July, 2014 was presented to the Board for approval by Corporation Treasurer, Wilma Swango. Mr. Roberts moved to approve the report as submitted. Mr. Schroer seconded. Mrs. Swango explained that the Title funds showing negative balances are grants that have reimbursements yet to be received. Mrs. Peters asked if the numbers include Rainy Day funds. Mrs. Swango said the balance excludes Rainy Day Fund transfers. The Board's vote to approve the report was unanimous.

CLAIMS:

The following payroll and vendor claims were presented to the Board for approval in a motion made by Mrs. Hayes and seconded by Mrs. Schroer:

Payroll Claims: 08/29/2014 , and 09/12/2014

Prewritten Claims: #47369-#47374; #47375-#47379 (voided);
#47380-#47408; and #47409-#47440

New Claims: #47441 to #47554; and additional claims, #47555 and #47556

Mrs. Peters asked if the Corporation has a contract with Staples. She was referring to claim #47542 in the amount of \$312.28 for instructional supplies. Mrs. Swango said we did not. Mrs. Peters stated she was asking because she has personal experience with the company charging \$3 more for a ream of paper than we can get locally. Mrs. Swango said until recently the Corporation did have a Staples sales representative who offered a discount on orders. She said she is now discouraging this because we can get better prices by ordering through the Wilson Center. Mrs. Peters asked about claim #47535 in the amount of \$90,884 to Sedam Contracting Corporation. She wanted to know where the work was done. Mrs. Swango answered that this was for work done at the North end of the gym. She said the majority of the contracted amount has been paid, but not all. She said final payment will be made when the work was completed to the Corporation's satisfaction. Mrs. Peters asked which vehicle was serviced by Truck & Trailer Supply for \$3,214.78 in claim #47548. Mrs. Swango said she was not sure, but she would follow up and let her know. She believed it was for multiple vehicles. The Board's vote to approve the claims as presented was unanimous.

OLD BUSINESS:

The Board unanimously approved the revision of the job description and title changes to the Technology Integration Coach position in a motion made by Mrs. Schroer and seconded by Mrs. Hayes. The new title will be Instructional Resource Teacher. There were slight changes to the job description and the evaluation will now be conducted by the Superintendent, Curriculum Director, and Principal.

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Mrs. Peters moved to approve the School Resource Officer Memo Of Understanding with the town of Vevay, plus Exhibit A, as presented to the Board for approval. Mrs. Hayes seconded the motion. Mrs. Peters wanted a clarification that this Resource Officer will be paid through the \$50,000 grant. She asked if once we have paid that amount, someone else will be responsible for the remainder. Mrs. Swango explained that the total amount to be paid is \$57,500. She said the Corporation will be paying for the remaining amount of \$7,500 that the grant will not cover. Mrs. Peters asked if this amount will be coming out of the General Fund. Mrs. Swango confirmed. Mrs. Peters asked what the other entity is paying. Mrs. Swango explained that they are not paying dollar amounts directly. She said they will be the fiscal agent will be providing a vehicle and other items as outlined in Exhibit A of the MOU. The Board's vote to approve was unanimous.

NEW BUSINESS:

School Board President, Mr. Truitt, broke from the regular meeting in order to hold Public Hearings on *Capital Projects, Bus Replacement and the 2015 Budget: First, the*

- **Capital Projects Hearing” (2015-2016-2017)** *was opened and presented by Treasurer, Wilma Swango. The proposed CPF budget for the Corporation is \$2,214,299 with a tax levy of \$1,783,55. The proposed tax rate is 0.4075. Plans for future projects at each school were presented. Hearing no comments, this hearing was closed and the*
- **Bus Replacement Hearing”(2015-2026):** *was opened and presented by Treasurer, Wilma Swango. The Bus replacement plan has a proposed budget of \$121,800, with a tax levy of \$201,000. The proposed tax rate is 0.0459. Marcus Duckworth wondered if any larger bus purchases were being considered since some of the Band kids were told there wasn't room for them to take their instruments home with them on the bus. Mrs. Swango said the plan does not include the purchase of any large buses, but that the Transportation Department was looking into a solution for the situation after receiving reports that some buses are already overcrowded. Hearing no further comments, this hearing was closed and*
- **2015 Budget Hearing”:** *was opened and presented by Mrs. Swango. The proposed budget for General Fund is \$11,000,000, and the Debt Service is \$547,487. The proposed budget for the Transportation Fund is \$1,435,228 with a tax levy of \$1,124,001. The proposed tax rate is 0.2568. The proposed total for the 2015 Budget is \$15,318,814, with a tax levy of \$3,108,552. The proposed tax rate is 0.7102. Mrs. Swango said the actual tax rates are not expected to be this high, but it's a common practice to estimate your revenue to be low and your expenses to be high. The hearing was opened for public comments. Katie Collier asked how the casino revenue cuts would affect the Corporation. Mrs. Swango said the annual Endowment revenue will go from \$1.4 million to about \$1 million. After reading the budget in the local newspaper, Jill Cord wondered what the land acquisition and development referred to. Mr. Jones replied that this had to do with the tennis courts and their future development. Hearing no further questions, Mr. Truitt closed the hearing.*

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The regular meeting resumed.

The Board unanimously approved the following ECA Fundraisers in a motion made by Mrs. Hayes and seconded by Mrs. Schroer:

- Senior class: yard sale/car wash for senior trip & dinner: 9/13/14 (retroactive approval)
- 7th Gr. English class: Car wash (10/20) & bake sale (10/5) for animal shelter donations
- 7th Gr. English class: car wash/dinners, 10/1-Jan. 1 for missionary trip donations
- 8th Gr. class: catalog sales for class trip funds, Oct., 2014
- 8th Gr. class: cookie dough sales for class trip funds, Jan-Feb, 2015
- SCE gr. 6: talent show fees for class funds, 10/10/14
- Senior class: MORP dance fees for end of yr. class activities, 10/4/14
- SCE 6th Gr. class: candle sales for field trip expenses, 11/10-11/25/14
- MS/JC Spec. Ed. Class: Box top labels recycling, for class supplies, 2014-15 sch yr.

The Board unanimously approved the acceptance of the following donations in a motion made by Mrs. Peters and seconded by Mrs. Hayes:

- MS General and Athletic fund profits from Swiss Wine Festival donations:
\$100.00 from MS cheerleaders; \$180 from Frank & Volina Holman;
\$90 from Dawn & Tater Powell; \$60 from Asia Covington & Christy Swanson
- \$250 to HS Boys Soccer program from NAS

Emergency Preparedness Plans for each school were presented for approval by the Board by Tony Spoores. He explained that these are working documents that will be changed as needed. After some discussion, action was taken as follows:

- High School: Motion: Hayes / Seconded by: Schroer / Vote: Unanimous
- Middle School: Motion : Peters / Seconded by: Hayes / Vote: Unanimous
- Jefferson-Craig Elem: Motion : Schroer / Seconded by: Hayes / Vote: Unanimous
- SCES: Motion: Schroer / Seconded by: Peters / Vote: Unanimous

Mr. Roberts moved to approve the following Purdue Extension Programs to be implemented in the school Corporation for 2014-2015: Project Lead; Being Active; Bullying Programs; Ag Day; Forestry Day; Read, Touch, Taste; 10th Gr. Leadership; 4-H Challenge; & Captain Cash. Mrs. Hayes seconded the motion. The Board's vote was unanimous.

The Adoption of Material Modification for the Switzerland County School Corporation Flexible Spending Plan Resolution was unanimously approved by the Board in a motion made by Mrs. Hayes and seconded by Mrs. Schroer. The motion passed by a unanimous vote.

Mr. Rick Krumb of SRK Sports Seating, Inc., presented the Board with a proposal regarding game field bleachers. Mr. Krumb said his company installed the existing bleachers in 2008 with a seating capacity of 236. He said a local company had done the concrete base. Mr. Goewert contacted him about providing additional seating. He explained that the goal for the designs for additional seating is to make the bleachers

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more centered on the 50 yard line. He provided four options for the Board to consider. No action was taken.

An Endowment Request from Mr. Todd for windscreens for the High School and Middle School Baseball and Softball fences and dugouts in the amount of \$5,137.18 was presented to the Board for approval. It was explained to the Board that both sports will be hosting sectionals here for the first time. Mr. Todd believes the windscreens are needed for the safety and enhancement of our facilities. The Board's vote to approve the request was unanimous.

An Endowment Request from Vicky Hinman in the amount of \$500 to go towards Buddy Benches for both elementary schools was unanimously approved by the Board in a motion made by Mrs. Schroer and seconded by Mrs. Hayes.

Mrs. Hayes made a motion to approve an Endowment Request from the elementary school music teachers in the amount of \$7,773.76 for elementary General Music instruments. Mrs. Peters seconded. The Board's vote to approve the request was unanimous.

An Endowment Request from the elementary school music teachers in the amount of \$14,575.87 for elementary Beginning Band instruments was recommended for approval by the Board in a motion made by Mrs. Hayes and seconded by Mrs. Peters. Mr. Duckworth was on hand to answer questions posed by Mrs. Swango and the Board. After some discussion, the motion passed with a unanimous vote.

Mr. Jones felt the pay for classroom substitutes needed to be increased. He explained that when Administrators voiced their frustrations in trying to find qualified substitutes to work for the current amount of pay, a comparison of area schools was conducted to determine what a fair, comparable rate of pay would be. Mr. Jones recommended that the Board approve the following rates of pay to begin on Monday, 9/22/14:

- *Non-Degreed w/sub certificate – subbing for teacher (certified position): \$63 per day*
- *Non-Degreed w/sub certificate – subbing for instr. assist. (non certif.): \$8.87 per hour*
- *4-yr Degreed w/expired Indiana teaching license: \$70 per day*
- *Valid Indiana Teaching License: \$75 per day*

Mrs. Hayes moved to approve the new pay rates as presented. Mrs. Schroer seconded. Mrs. Peters felt this was a move in the right direction but wanted to know if the difference in the amount of pay per year would end up being in the hundreds or thousands of dollars. Mrs. Swango estimated that over the course of 180 days with 10 subs a day, counting each of the four schools, at an increase of \$10 per day, this would result in an annual increase of around \$1,800. Mrs. Peters asked if long term substitutes were still getting monitored to only work four days with a new person coming in for that fifth day. Mrs. Swango said that is still the case because the Affordable Care Act is still in place. She said the Corporation would have to offer them insurance. Mrs. Peters asked if the person could sign off on something, refusing the insurance. Mrs. Swango said she did not think it was something that a person could sign off on, but that was probably a question for the School Board Attorney, Matt Hocker. Mr. Hocker left the meeting early

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and was unavailable at the time of the question. Mrs. Peters explained that she just had concerns regarding consistency for the students. After more discussion regarding the need to entice more qualified individuals to substitute teach in our Corporation, the Board's vote to approve the new rates was unanimous.

PUBLIC COMMENTS:

Jill Cord had questions for the Board. She believed in the Old Business part of the meeting, the Board acted on revisions of the job description of the Elementary Instructional Resource Teacher. It was explained that the revision is for the Technology Integration Coach position. She wanted to know if one person assumed both titles. Mr. Jones explained that each elementary school will have an Elementary Instructional Resource Teacher and the previous Technology Integration Coach will now be called Instructional Resource Teacher and will service the Middle School and High School. Mrs. Cord wanted to know if these individuals will be providing support and instruction for the county's high ability students, previously referred to as gifted and talented students. Mr. Jones said working with teachers to help differentiate instruction which will accommodate high ability students. Mrs. Cord wondered if someone could tell her what a typical program for a high ability student might look like. Mr. Jones said he could get that information to her. She also wanted to know if there was any kind of pull-out program for those high ability elementary school students. Mr. Jones said he will get all of that information to her.

Mr. Goewert wanted to publicly recognize the High School staff members. He said by his calculations, if one female student who did not finish on time, providing she finishes this week, the High School will have a 92% graduation rate.

Mrs. Peters asked Mr. Goewert if the home room implementation is in its third year. He affirmed, but stated that it had not carried out as well as he had hoped. He said there were issues with rollover the first year and rollover issues this year. Mrs. Peters asked if he thought the program was worth it. Mr. Goewert said there were issues, but he felt that it was definitely needed.

PERSONNEL:

The following employee requests were presented and acted on by the Board as follows:

- Resignation of Ryan Jesop as Boys/Girls Middle School Golf Coach
Motion: Peters Second: Hayes Vote: Unanimous
- Resignation of Shaun Holiday as MS Boys Track Coach
Motion: Schroer Second: Hayes Vote: Unanimous
- Resignation of Kathy Daugherty as JC Elem. Volleyball Coach
Motion: Hayes Second: Peters Vote: Unanimous

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The following 2014-2015 employment and extra-curricular activities position recommendations were presented and acted on by the Board as follows:

- Lora Cole - Elementary Instructional Resource Teacher
Motion: Roberts Second: None (Motion failed for lack of second & vote)
- Kellie Lockwood – Freshman Class Sponsor
Motion: Hayes Second: Peters Vote: Unanimous
- Levi Simpson - 3rd MS Football Coach (stipend)
Motion: Peters Second: Schroer Vote: Unanimous
- Michelle Hicks – Key Club Sponsor
Motion: Peters Second: Hayes Vote: Unanimous
- Marcus Duckworth & Brandon Griffith – share stipend for SCE Elem. Music
Motion: Peters Second: Hayes Vote: Unanimous
- Tara Justice for JC Volleyball coach
Motion: Schroer Second: Hayes Vote: Unanimous
- Chad Combs for summer, 2015 Baseball and Steven Konkle for summer, 2015 Softball
Motion: Hayes Second: Peters Vote: Unanimous
- Brenna Green for Gr. 6 Cheerleading Coach
Motion: Peters Second: Hayes Vote: Unanimous

Mr. Jones recommended that the Board approve the hourly pay rate of \$26.32 for Jon Grice for one period of Music Theory class (not retroactive) until Mrs. Beitzel returns or the end of 1st semester, whichever is first. Mrs. Peters moved to approve the pay rate as presented. Mrs. Hayes seconded. The Board's vote to approve was unanimous.

PROFESSIONAL LEAVES/FIELD TRIPS:

The following staff professional development leaves were unanimously approved by the Board in a motion made by Mrs. Hayes and seconded by Mrs. Peters:

- Spoores, Todd, McGarvey – Safety Academy Training in Indianapolis, IN, 9/29-9/30, 2014
- Grubbs, Griffin, Bougher, Levell – HECC Conf., Indianapolis, IN, Nov. 12-14, 2014
- L. Kurdys – 2014 Conf. for IN Kdg. Teachers, Indianapolis, IN 11/17-11/18, 2014
- R. Bunner - 2014 Conf. for IN Kdg. Teachers, Indianapolis, IN 11/17-11/18, 2014
- J. Maust - 2014 Conf. for IN Kdg. Teachers, Indianapolis, IN 11/17-11/18, 2014
- S. Howard - 2014 Conf. for IN Kdg. Teachers, Indianapolis, IN 11/17-11/18, 2014
- R. Curlin - 2014 Conf. for IN Kdg. Teachers, Indianapolis, IN 11/17-11/18, 2014
- Erin Lamkin - 2014 Conf. for IN Kdg. Teachers, Indianapolis, IN 11/17-11/18, 2014
- S. Adams - 2014 Conf. for IN Kdg. Teachers, Indianapolis, IN 11/17-11/18, 2014
- G. Curlin – National Assoc. of Ag. Ed. Conf. in Nashville, IN, 11/19-11/22, 2014
- J. Hendricks – Fall High Ability Coordinator Meeting in Indianapolis, IN, 10/1 & 10/2/14

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USE OF FACILITIES:

The following Use of Facilities applications were unanimously approved by the Board in a motion made by Mrs. Hayes and seconded by Mrs. Schroer:

- SCES Café – A. Brunner: Cub Scout Mtgs., 8/25/14-6/8/15
- HS Football Field- S. Davidson: PeeWee Football , Sept, 2014-Oct., 2014
- SCES –T. Dreyer: Girl Scout Mtgs, Tues, Wed., Thurs., ev. other week, beginning 9/16/14
- SCHS Café – L. Jones: Gideon Pastor Appreciation Banquet, 10/4/14, 5pm-9pm
- SCHS Café – R. Lohide: Farm Bureau Annual Mtg., 10/14/14, 5pm-9pm
- SCHS Café – T. Conroy: Democrat Fish Fry, Fri., 10/17/14, 5-8pm

ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)

Superintendent, Michael L. Jones, made the following announcements:

- Next Endowment meeting is scheduled for Tuesday, September 23, 2014 at 5:00 P.M. at the Administration Office
- Next Regular Board Meeting, Monday, October 20, 2014 at the Administration Office. Public Session will begin at 5:00 P.M.

BOARD REPORT AND COMMENTS:

Mrs. Peters asked if the NEOLA Company was coming to present something to the Board regarding the policy manual. Mr. Jones said they would be coming to the October meeting.

Mrs. Peters asked about the revised Grade Forgiveness Policy. Mr. Jones said he was not recommending anything at this time, but he will work on it for later consideration.

ADJOURNMENT: (7:05 P.M.)

The Board voted unanimously to adjourn the meeting in a motion made by Mr. Roberts and seconded by Mrs. Hayes. The meeting was so adjourned.

Andy Truitt, President

Nancy Peters, Vice President

Unable to Attend
Josh Deck, Secretary

Unable to Attend
Wayne Daugherty, Member

Tammy Hayes, Member

William Roberts, Member

Laura Schroer, Member