

**SWITZERLAND COUNTY SCHOOL CORPORATION**  
**MINUTES OF THE DECEMBER 15, 2014**  
**EXECUTIVE SESSION BOARD MEETING                      4:30 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 4:30 P.M. at the Switzerland County Administration Office to discuss a job performance evaluation of an individual employee, in compliance with Indiana Codes 5-14-1.5-6.1(b)(9).

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

**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, followed by a moment of silence.

**ATTENDANCE:**

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

Others in attendance were Mr. Michael L. Jones, Wilma Swango, Mona Crabtree, Matthew Hocker, Terry Lancer, Mikhail Belyayev, Rhonda Pennington, Fred Ross, John Sieglitz, Sally Weales, Deb Seaver, Holly Patz, Ross Patz, Jill Cord, William Carpenter, Gregg Goewert, Joe Bennett, Sean McGarvey, Ryan Jesop, Bonnie Baur, Diane Land, Danielle Hutchinson, Will Hutchinson, Angela Hutchinson, Darlene Marple, Chuck Marple, Jerry Hamilton, Greg Curlin, Mark Jackson, and David Todd.

**ADOPTION OF AGENDA:**

Mr. Deck made a motion to approve an amended agenda to include the addition of claim #48027; the rewording of Personnel item K.1. to read Employee Resignations; the moving up of Employee Retirement/Recognition to the following agenda item; the addition of an ECA stipend change, also under Personnel; and the addition of a New

Business item regarding the recommendation for a Safety Resource Officer. Mr. Roberts seconded the motion and the vote was unanimous.

Mr. Roberts made a motion to approve the retirement request of High School Business Teacher, Deb Seaver, effective Friday, December 19, 2014. Mrs. Peters seconded the motion and the Board's vote was unanimous. Mrs. Seaver was recognized by the Board and presented with an inscribed clock by Board President, Truitt. High School Vice Principal, Mr. Todd, said it was a sad day for the students and fellow staff members, but he is excited for Mrs. Seaver's future.

#### **APPROVAL OF MINUTES:**

The amended Board Minutes of November 17, 2014, were presented for approval. Mrs. Peters made a motion to approve, seconded by Mrs. Schroer. The Board's vote to approve the amended Minutes was unanimous.

#### **FUND REPORT:**

Mrs. Schroer moved to approve the Financial Report for October, 2014 as submitted by Corporation Treasurer, Wilma Swango. Mr. Deck seconded. The motion passed by a unanimous vote.

#### **APPROVAL OF 2 MIDDLE SCHOOL SECURE ENTRANCE RENOVATION CHANGE ORDERS / CLAIMS:**

The Board unanimously approved the following change orders for the Middle School New Secure Entrance Project in a motion made by Mr. Daugherty, seconded by Mr. Deck.

- (-) \$624 for hardware for door A101B
- + \$5333.10 for labor to remove glass film and additional work at bulkhead above fire shutter

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

Payroll Claims: 11/21/2014 and 12/05/2014

Prewritten Claims: #47851-#47894; and #47895-#47917

New Claims: #47918 - #48020

Additional Claim: #48027

Mr. Daugherty asked if the Corporation is still following the policy on mileage. Mrs. Swango said it is the practice that if a person is approved to go somewhere for an event, the Corporation pays for their travel expenses. She said if the van is requested by multiple persons at the same time, it is approved for the person going the farthest or for the event with the greater number of people going. Mr. Jones said he would check on the policy regarding travel. The Board unanimously approved the claims as submitted.

**OLD BUSINESS:**

Mr. Deck made a motion to approve NEOLA, Inc. for the Corporation's Bylaw and Policy development service. Mrs. Schroer seconded the motion. The Board voted unanimously to approve the company's services.

A bid meeting was held at the Administration Building, earlier today at 1:00 P.M. to accept bids for the High School Bleacher project. Only one bid was presented at the meeting. Mr. Daugherty moved to approve the bid from RK Sports Seating. Mr. Deck seconded. Mr. Daugherty asked what the situation was with money for the project. Mrs. Swango said there was no funding in Capital Projects Fund right now for the project, and we can't spend the money before we have it. She said there will be money for the project in the 2015 Capital Projects. However, these are not funds to cover this and a building for concessions, restrooms and locker rooms. She said one option would be to partner with the Endowment for the project. Mr. Daugherty warned that the contributions the Endowment has received in the past will not continue to be the same in the future. He stated that after Debt Service and Textbooks are paid, there will be little funds left to do much else. He wanted people to understand that the Endowment cannot be relied on to do as much as they have done in the past. Mr. Jones stated that the county has agreed to clear the area for the bleachers. The Board's vote to accept the base bleacher bid in the amount of \$205,854, excluding Alternate #1, which is the cost of a Payment and Performance Bond.

Three options for the 2015-2016 Corporation Calendar were first presented at the 11/17/2014 meeting. A calendar committee was formed to create the three calendar options. None of the options represent a balanced calendar, which has been the practice for the last couple of years to accommodate the students attending the Career Center. Mr. Curlin explained that other schools were also moving away from the balanced calendar for the benefit of the greatest number of students. Mr. Curlin said after the three options were comprised, a vote revealed that option #1 would be their recommendation to the Board. Mr. Daugherty moved to approve calendar option #1 for the 2015-2016 Corporation Calendar. Mrs. Schroer seconded the motion and the vote was unanimous.

**NEW BUSINESS:**

Mr. Terry Lancer of Lancer+Beebe, Inc. was on hand to give design options and estimates for High School locker Rooms, restrooms and concessions. Mr. Lancer gave an estimate of \$600,000 to \$700,000 for Option A, the smaller of the two options. The estimate for Option B, which includes a larger locker room and an area for a wrestling mat, was \$800,000 to \$900,000. Mrs. Peters asked why there was no exterior door in the plans. Mr. Lancer said that was a good question, and suggested adding one. Mr. Todd voiced his opinion that the drawings for the wrestling room, did not reveal the design to necessarily be any more beneficial than what they have now. Mr. Lancer agreed that it was not ideal, but was asked to provide something conceptual that would be within a limited budget. Mrs. Peters asked if there was money for an athletic building in 2015 Capital Projects. Mrs. Swango explained that there was only \$350,000 in 2015 Capital

Projects funds for concessions, restrooms and locker rooms. She said in 2016, \$200,000 has been set aside for a weight/fitness room with lockers, and in 2017, \$150,000 has been budgeted for a new wrestling room. She went on to say that the whole project could not be funded through Capital Projects at this time. Mrs. Swango does not feel the Corporation has the flexibility to move that much money around in Capital Projects. She explained that Capital Projects Funds are no longer used for just buildings. She said some technology salaries and general maintenance services are being paid from Capital Projects. Mrs. Swango said if the Corporation does not partner with the Endowment, another option is to use Rainy Day Funds. Mr. Daugherty restated his position that he wasn't sure three years down the road the Endowment could assist with all of the projects that are now being requested. Mr. Jones asked what the Corporation would be obligated to pay for if the Board decided not to approve the project. Mr. Lancer said the Corporation would be obligated to pay his company for the design fees and will only bill as the work is done. He quoted \$50,000 for architect fees and drawings. Mr. Jones recommended going forward with the preparation for drawings and cost estimates. Mr. Daugherty moved to approve the recommendation. Mrs. Peters seconded. The Board's vote was unanimous.

A power point presentation was given by Curriculum Director, Rhonda Pennington regarding an instructional data summary report. Mrs. Pennington explained that a needs assessment is important for every grant that is written and an outside audit of programs and student data is necessary to provide validity to the audits. Some of the guidelines used to make an assessment is classroom engagement, teacher-student talk ratio, use of scaffolding techniques, critical thinking and problem solving, technology integration, literacy strategies, and teacher movement. The results of the report were given to Board members.

The annual Madison Area Educational Special Services Unit Agreement was presented for approval. Mrs. Peters made a motion to approve the agreement as submitted. Mr. Deck seconded. Discussion followed regarding some other local schools withdrawing from the co-op. Madison Consolidated Schools have withdrawn. There is talk that Scott 2 is having discussions as to whether or not to stay in. Mr. Jones felt it was in the Corporation's best interest to stay in the Co-op. The Board voted unanimously to approve the agreement as presented.

The Board unanimously approved the following Community Foundation of Switzerland County, Inc. grants in a motion made by Mrs. Peters and seconded by Mr. Deck:

- \$1,000: for expenses related to the 2014-2015 college bus trips
- \$ 900: for the purchase of two Band uniforms

The following High School Basketball donations were presented for approval:

- \$250 from Mainsource Bank
- \$250 from Vevay-Switzerland County Foundation

Mr. Deck moved to approve the donations. Mrs. Schroer seconded. The vote was unanimous.

Mr. Roberts moved to approve a School Performance Awards grant totaling \$34,315.96. Mrs. Schroer seconded. The Board's vote to approve was unanimous. The awards go to highly effective and effective teachers at each school.

Mr. Fred Ross gave a report on the 2014 Spring ISTEP+ and 2013-2014 High School end of course assessments. Mr. Ross's report included gains and losses achieved by each school. (*Reports are attached in Board Minutes Book*)

The following Extra-Curricular Activities Fundraisers were unanimously approved by the Board in a motion made by Mrs. Schroer and seconded by Mr. Daugherty:

- SCHS Drama Club: winter production ticket sales to cover spring production costs, 12/12 through 12/20/2014
- Girls Basketball: t-shirt sales for Wounded Warrior Project donation, 12/9-12/15

Mrs. Swango presented the Board with an annual report of goals for expenditure categories for 2014. Mrs. Schroer moved to approve the report as submitted. Mr. Roberts seconded the motion and the Board's vote was unanimous.

A resolution authorizing the treasurer to pay claims and make transfers within selected funds (Appropriation Transfer Resolution) was approved unanimously by the Board in a motion made by Mrs. Peters and seconded by Mr. Deck. The resolution reads as follows: *"Whereas, It is necessary to have Board action in order to pay claims and to transfer appropriations within major account classifications; and "Whereas, It is deemed to be in the public interest to facilitate the payment of amounts which are owed by the school corporation, and to ensure that adequate appropriations are available for payment of such claims; NOW THEREFORE BE IT RESOLVED, That the Board authorizes the Treasurer to pay outstanding claims and to transfer appropriated amounts within the 2014 General, Debt Service, Capital Projects, Transportation and Bus Replacement Funds between December 16, 2014 and December 31, 2014. A claim docket and an appropriation transfer report for this period will be presented to the Board at the regularly scheduled Board meeting in February, 2015."*

Mr. Daugherty made a motion to approve the recommendation of the Search Committee for Roy Leap to serve in the Safety Resource Officer position at the Switzerland County School Corporation. Mrs. Peters seconded the motion. Mr. Jones explained that the Vevay Town Board will do the actual hiring for the position. The Board's vote to approve the recommendation was unanimous.

#### **PUBLIC COMMENTS:**

Mr. Truitt opened the floor to comments from the public.

Jill Cord wondered why the Board disregarded their own policy by allowing parents to make complaints and charges against a teacher in a public meeting. According to Switzerland County School Board Policy #2.23, all such charges and complaints should not have been allowed in the public meeting, but accepted in written form. Mrs. Cord said she previously asked the Superintendent and a Board member for a response and had

not heard back. Mr. Jones said he had discussed the issue with Mr. Hocker and had responded to her by email, but will re-send his response.

Hearing no further comments, Mr. Truitt closed public comments and the meeting continued.

### **PERSONNEL:**

A resignation from Kim Otter from her position as part-time cafeteria worker, effective November 25, 2014, was recommended to the Board for approval in a motion by Mr. Deck, seconded by Mrs. Schroer. The Board's vote to approve the resignation request was unanimous.

A resignation request from Grounds/Maintenance employee, Brian Morton, to become effective December 5, 2014 was unanimously approved by the Board in a motion made by Mrs. Schroer, and seconded by Mr. Deck. One of the Board members asked when this position will be re-posted. Mr. Jones responded that if the Board wants to go in the same direction, the position will probably be posted closer to mowing season.

Mr. Deck made a motion to approve the employment of Holly Patz to serve in the new Elementary Instructional Resource position at Switzerland County Elementary School. Mrs. Schroer seconded the motion. Mr. Roberts abstained from the vote. All other Board members voted unanimously to approve the employment as recommended.

An Extra-Curricular Activities position stipend change was recommended for approval. The Board unanimously approved Kathy Keith to be paid \$100 and Trent Whaley to be paid the remaining \$300 for Spell-Bowl in a motion made by Mr. Deck and seconded by Mrs. Schroer.

### **PROFESSIONAL LEAVES/FIELD TRIPS:**

The following Professional Development Leave requests were unanimously approved by the Board in a motion made by Mrs. Peters and seconded by Mrs. Schroer:

- Michael Jones to Superintendent Winter Conference in Indianapolis, IN 12/8-12-9, 2014
- W. Swango/C. Haskell to IASBO Workshop in Fort Wayne, IN, 5/12-5/15, 2015
- J. Grice to Indiana Music Educators Assoc. Conf. in Ft. Wayne, IN, 1/16-1/17, 2015

### **USE OF FACILITIES:**

None.

**ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)**

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

- Next Endowment meeting is scheduled for Tuesday, Dec. 16, 2014 at 5:00 P.M. at the Administration Office
- A Special “Re-Organizational Board Meeting will be held Monday, Jan. 12, 2015 at the Administration Office. Public Session will begin at 5:00 P.M.
- The next Regular Board Meeting will be held Monday, January 26, 2015 at the Administration Office
- Asked Board Members to let Cindy Haskell know if they wished to go to January 20, 2015, Regional Board Governance Effectiveness Seminar
- Conference in Nashville in April – National School Boards Association
- Out-going Board Members, Andy Truitt and Laura Schroer, were recognized by the Superintendent and fellow Board members

**BOARD REPORT AND COMMENTS:**

Outgoing Board member, Laura Schroer, said she appreciated everyone. She thanked them for letting her be a part of the school system. Outgoing Board Member and current President, Andy Truitt, said she has been an asset to the Board and expressed his pleasure working with her.

Mr. Truitt expressed his thanks. He said it has been a great ride and he will miss working with everyone.

Mr. Daugherty stated that Andy has shown the Board leadership with his tenacity to do what was right and he will miss working with him as well as with Laura.

Mr. Daugherty also wanted to let Mr. Goewert know that he went to the game at Rising Sun on Friday. He said our students were more boisterous and the numbers were greater than they have been in a while. He was very proud of them.

Mrs. Peters wanted to clarify that the she did respond to Mrs. Cord’s email.

**ADJOURNMENT: (7:35 P.M.)**

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

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\*Andy Truitt, President

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Nancy Peters, Vice President

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Josh Deck, Secretary

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Wayne Daugherty, Member

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Tammy Hayes, Member

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William Roberts, Member

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\*Laura Schroer, Member

\*No longer on Board at Jan., 2015 mtg. when minutes were presented for approval.