

**SWITZERLAND COUNTY SCHOOL CORPORATION  
MINUTES OF THE JANUARY 12, 2015**

**REORGANIZATIONAL SCHOOL BOARD MEETING           5:00 P.M.**  
**BOARD OF FINANCE MEETING                           5:30 P.M.**

**CALL TO ORDER AND PLEDGE TO THE FLAG:**

Vice-President of the Board, Mrs. Peters, called the meeting to order and led those in attendance in the pledge to the flag and a moment of silence.

**OATH OF OFFICE:**

Board Attorney, Matthew Hocker, officiated over the Oath of Office for newly elected and re-elected Board members, Joseph Bennett, Jill Cord and Nancy Peters.

**ATTENDANCE:**

The Board members present were Mr. Bennett, Mrs. Cord, Mr. Daugherty, Mr. Deck, Mrs. Peters, and Mr. Roberts. Mrs. Hayes was not in attendance.

Others in attendance were Michael L. Jones, Cindy Haskell, Mona Crabtree, Matthew Hocker, John Sieglitz, Greg Curlin, Sally Weales, Tony Spoores, Sean McGarvey, Katie Collier, Kathy Williams, and Pat Lanman.

**ADOPTION OF THE AGENDA:**

Mrs. Cord made a motion to approve an amended agenda with the Oath of Office moved up and an added Professional Leave Request. Mr. Daugherty seconded the motion and the board's vote was unanimous.

**REORGANIZATION OF THE BOARD:**

Superintendent Jones asked for nominations for the President's position on the Board. Mr. Roberts made a motion to nominate Mr. Daugherty for the position. Mr. Deck seconded the motion. Mrs. Cord nominated Nancy Peters for the position who declined the nomination. Mr. Roberts moved to close nominations. Mr. Deck seconded and the vote was unanimous. Mr. Daugherty and Mrs. Cord abstained from the vote for the President's position. The remaining vote is as follows: AYES: Peters, Roberts, Deck, Bennett. Mr. Daugherty presided over the remainder of the meeting.

Mr. Deck moved to nominate Mr. Roberts for the Vice Presidency of the Board, with Mr. Bennett seconding. Mrs. Cord moved to nominate Mr. Deck for the position, who declined the nomination. The Board's vote to approve Mr. Roberts as Vice-President was as follows: AYES: Daugherty, Peters, Deck, Bennett. ABSTENTIONS: Roberts, Cord.

Mrs. Peters moved to nominate Mr. Deck to serve as the Secretary of the Board. Mr. Daugherty seconded the motion. Mrs. Peters moved to close nominations with Mr. Daugherty seconding and the Board's vote being unanimous. The Board's vote to approve Mr. Deck's nomination for the position was unanimous.

Wilma Swango was nominated to serve as the Corporation Treasurer in a motion made by Mrs. Peters and seconded by Mr. Roberts. The Board's vote to approve Mrs. Swango's nomination for the position was unanimous.

Mr. Peters moved to approve Mrs. Swango's recommendation that Cindy Haskell be appointed to serve as the Deputy Treasurer for the Corporation. Mrs. Cord seconded and the Board's vote was unanimous.

Mr. Daugherty opened the floor for nominations for School Board Attorney for 2015. Mr. Roberts made a motion to nominate Matthew Hocker for the position. Mr. Bennett seconded the motion. The Board's vote to approve the nomination was unanimous.

The Board voted unanimously to approve meeting dates and times for 2015 in a motion made by Mrs. Peters and seconded by Mr. Deck. The Board set their Regular monthly meetings to be held on the third Monday of each month at 5:00p.m., with Executive Sessions to be held as necessary.

Mrs. Peters, made a motion to approve the following Board salaries and benefits:

- \$112 for each regular meeting
- \$62 for each committee meeting
- Annual salary of \$2000
- Option of other benefits including Health, Dental/Vision, and Life Insurances.

Mr. Deck seconded the motion. Mrs. Peters wanted to clarify that if a Board member wanted to attend a committee meeting that they were not assigned to by the Board President, they could do so with prior notice, but would not be compensated for that meeting. The Board's vote to approve keeping the salaries of the regular meetings; committee meetings; annual salaries and other benefits as specified above was unanimous.

As the new President of the Board, Mr. Daugherty appointed the following Board Members to serve on the corresponding committees:

- Negotiations Committee: Daugherty/Roberts
- Endowment Committee: Peters
- Internal Review Committee: postponed until 1/26/15 mtg.
- Facilities/Grounds Committee: Bennett/Peters

Mrs. Peters made a motion to approve the bonding of certain school personnel. Mr. Roberts seconded. Mr. Jones explained that the amounts of the bonds are based on the amount of money the person handles which is why the bond for the ECA secretary at the High School is higher than those of the elementary schools. The Board unanimously approved the bonds for 2015 as follows:

- Kim Stout, ECA, SCHS: \$ 10,000
- Donita Cole, ECA, MS: \$ 5,000
- Sheila Gault, ECA, JC: \$ 5,000
- LeeJaye Lohide, ECA, SCE: \$ 5,000
- Wilma Swango, Corp. Treasurer: \$100,000
- Cindy Haskell, Deputy Treasurer: \$ 75,000

The Board recognized a Conflict of Interest Statement from Mr. Roberts for the sale of craft items to students and staff during the 2015 holidays. It will be filed with the Switzerland County Clerk of the Circuit Court, and with the State Board of Accounts. The SBA will then forward a copy to the Indiana State Ethics Commission.

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

The amended Minutes of the December 15, 2014 Board Meeting were presented for approval in a motion made by Mr. Peters and seconded by Mr. Deck. Mrs. Cord abstained from the vote while all others members voted to approve.

#### **CLAIMS:**

The following Payroll and Vendor claims were approved unanimously by the Board in a motion made by Mrs. Peters and seconded by Mr. Deck.:

Payroll Claims: 12/19/2014 and 01/02/2015

Vendor Claims:

Prewritten Claims: #48021-#48063; #48064-#48065; and #48066-#48076  
 #48077 (replaces check #42732)  
 #48078 (transfer to payroll)  
 #48079-#48088

New Claims: #48089-#48138

#### **NEW BUSINESS:**

*5:30pm: Mr. Daugherty interrupted the regular meeting in order to hold the Board of Finance Meeting.*

Mr. Roberts made a motion nominating Mr. Daugherty as President and Mr. Deck as Secretary of the Board of Finance. Mr. Bennett seconded the motion and the Board's vote was unanimous.

Mrs. Haskell mentioned that our school corporation follows the same Investment Procedures as the Indiana Treasurer of State. Highlights of the policy include: goals for investing public funds; different authorized accounts; the depositors being PDIF (state insured) as well as FDIC insured with a coverage of \$250,000 per depositor; investment allowances for CD's, mutual funds, and Treasury notes; repurchase agreements; Boards of Finance members and their responsibilities; banking services such as Automated Clearing House, lockboxes, direct deposits, electronic images of checks, online banking, positive pay and sweep accounts. The Corporation has a credit card with one of the local banks. The Investment Policy, approved by the Board in January, 2014, will remain in force for 2015.

A copy of the Investment Report was provided to Board members for their review. When investing with local banks, whichever rate of interest is higher is what is chosen. The CD rates and checking account rates are checked out at both local banks and the higher rate of interest determines how investments are made.

Mr. Deck made a motion to approve Friendship State Bank and Main Source Bank as the two depositories for the school corporation. Mr. Bennett seconded. Mr. Jones pointed out that the Board members were provided a list of all of the institutions on the Treasury of the State website. The aforementioned depositories are the only two that are located in the Switzerland County School Corporation district. The Board's vote to approve the depositories was unanimous.

According to Indiana Code, at the end of two years, any checks that are outstanding as of the end of December are to be re-deposited into the same fund they came from. At this time, check #43128, dated 6/18/12, is the only outstanding check on record. Mrs. Peters moved to approve the report as presented. Mrs. Cord seconded the motion. The Board's vote to approve was unanimous.

*At this time, Mr. Daugherty closed the Board of Finance Meeting and resumed the regular meeting.*

Mr. Roberts moved to approve a \$35,000 Project Lead-The-Way Grant Agreement for a Biomedical Science program at the High School. Mrs. Peters seconded the motion. Mr. Jones explained that Valerie Smith would be heading up the program. The Board's vote to approve the grant agreement was unanimous.

#### **PERSONNEL:**

Mrs. Cord moved to approve the resignation of Tammy Hayes as Pleasant Township member of the Board of School Trustees. Mr. Deck seconded the motion and the vote to approve was unanimous. Mr. Jones mentioned that interviews for the position will be held during a public session on Wednesday, January 21, 2015 beginning at 5:00 P.M. in 30 minute intervals. The deadline to apply for the position is Monday, January 19<sup>th</sup>. The plan is to seat the new member during the Regular January meeting on the 26<sup>th</sup> of January. Mrs. Cord asked if there will be a prescribed list of questions for the interviews.

Mr. Jones said the procedure followed in the past involves a common list of questions for each candidate to ensure the consistency of questions, but members may ask other relevant questions in the allotted time.

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

The Board unanimously approved the following Professional Leaves in a motion made by Mrs. Peters and seconded by Mr. Bennett:

- Ryan Jesop – Glazier Football Coaching Clinic, Indianapolis, IN, 1/23-1/24, 2015
- Darren Byrd – Indianapolis 150 Football Clinic, Indianapolis, IN, 1/23-1/25, 2015
- J. Levi Simpson – Glazier Football Coaching Clinic, Indianapolis, IN, 1/23-1/24, 2015

The Board unanimously approved Chad Combs to attend an Indiana High School Coaches Association Clinic in Indianapolis, In, 1/22-1/24, 2015 in a motion made by Mr. Roberts and seconded by Mrs. Cord.

Mr. Deck made a motion to approve any Board Members who wish to attend the 75<sup>th</sup> Annual National School Board Association Conference in Nashville, TN, March 21 through March 25, 2015. Mrs. Peters seconded the motion. The vote was unanimous.

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

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

- Next Special Meeting: Wed, 1/21/15 for Trustee Interviews to begin at 5:00 P.M.
- Next Regular School Board Meeting will be held Mon., Jan. 26, 2015 at 5:00 P.M.
- Next Endowment Meeting to be held Tues, Jan. 27, 2015 at 5:00 P.M.
- The ISBA Regional Board Governance Seminar: Tues., 1/20/15 in North Vernon at Jennings County Middle School from 6:00-9:00 P.M.. Any Board members interested in going should contact Cindy Haskell as soon as possible so she can take care of registrations. Will take school van if needed.
- A Collective Bargaining Seminar will be held in Indianapolis, IN, Friday, 2/13/15 Mr. Daugherty and Roberts should attend as they are on the Negotiations Committee.

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

Mrs. Cord mentioned that in light of the fact that there were no public comments tonight, she wanted to thank everyone for attending the meeting and hopes that anyone with questions or concerns will have them answered. One of her pledges as a member of the Board is to be accessible to the public, and urged anyone with questions to feel free to contact her.

Mr. Bennett thanked those in attendance for having him on Board.

Mrs. Peters wanted to point out that the beams outside the Administration Building look great. She also noticed that the annual Pacer athletic event auction item (sign) was up along the back drive.

Mr. Daugherty thanked fellow members of the Board for their confidence in him to serve as President this year. He stated that he will do the best he can in this capacity and if he falters, he expects the other officers to help him out.

Mr. Jones wanted to mention that congratulations are in order for the Girls Varsity and Reserve Basketball teams for winning the Rivertown Classic over the weekend and the Cheerleaders for winning their competition. Also, the only home wrestling match will be held Wednesday, January 21, 2015.

**ADJOURNMENT:**

Mr. Roberts moved to adjourn the meeting. Mr. Bennett seconded and the vote was unanimous. The meeting was so adjourned. (6:05 P.M.)

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Wayne Daugherty, President

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William Roberts, Vice President

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Josh Deck, Secretary

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Joseph Bennett, Member

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S. Jill Cord, Member

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Nancy Peters, Member

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\* \_\_\_\_\_, Member

\*As stated previously in these minutes under Personnel, Mrs. Tammy Hayes resigned from her Board Membership as representative of Switzerland County's Pleasant Township. Interviews for the position will take place during a special open session meeting of the Board on January 21, 2015 and a new Board member will be recommended for approval at the regular January 26, 2015 meeting.