

September 21, 2015

SWITZERLAND COUNTY SCHOOL CORPORATION
MINUTES OF THE SEPTEMBER 21, 2015
EXECUTIVE SESSION BOARD MEETING **5:00 P.M.**
REGULAR PUBLIC SCHOOL BOARD MEETING **6:00 P.M.**

The School Board of Trustees met before the regular public meeting for an Executive Session beginning at 5:00 P.M. at the Switzerland County Administration Office with respect to an individual over whom the governing body has jurisdiction, to discuss before a determination the individual's status as an employee; and to discuss a job performance evaluation of an individual employee; and for the discussion of records classified as confidential by state or federal statute. This is in compliance with Indiana Code 5-14-1.5-6.1(b)(6)(B); I.C. 5-14-1.5-6.1(b)(9); and I.C. 5-14-1.5-6.1(b)(7), respectively.

Board Members Present: Mr. Daugherty, Mr. Roberts, Mr. Deck, Mr. Bennett, Mrs. Collier, Mrs. Cord and Mrs. Peters. Others Present: Michael L. Jones, Superintendent and School Board Attorney, Matthew Hocker .

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:

Board President, Mr. Daugherty, called the regular meeting to order, asked that all communication devices be turned off or silenced, and led those in attendance in the pledge to the flag, followed by a moment of silence. Mr. Jones asked that everyone keep in mind the family of the recently deceased, former employee, J. Fred Russell.

ATTENDANCE:

Mr. Daugherty, President:	<u>Present</u>	Mr. Roberts, Vice President:	<u>Present</u>
Mr. Deck, Secretary:	<u>Present</u>	Mr. Bennett, Member:	<u>Present</u>
Mrs. Collier, Member:	<u>Present</u>	Mrs. Cord, Member:	<u>Present</u>
Mrs. Peters, Member:	<u>Present</u>	<i>Mr. Jones, Superintendent:</i>	<u>Present</u>

Others in attendance: Wilma Swango, Mona Crabtree, Matt Hocker, Matt Drake, Carrie Barwick, Deb Archer, Mike Archer, Tony Spoores, Sally Weales, Marlene Jones, Brooke Levell, Sean McGarvey, Marla Edwards, Eric Cole, Rhonda Pennington, Donna Brubaker-Cole, Dennis Cole, Mark Jackson, Mark Jones, Becky Jones, Jon Grice, Gregg Goewert, Greg Curlin, Tom Scott, Ivan Green, John Sieglitz and Jonathan Grice.

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ADOPTION OF AGENDA:

It was recommended that the Board approve an amended agenda, moving Public Comments closer to the beginning of the meeting, as well as the omission of a bus replacement plan hearing and a capital projects hearing. Motion: Collier. Second: Roberts. Vote: Unanimous

PUBLIC COMMENTS: *(Anyone wishing to speak is asked to state their name and keep comments to 2 to 3 minutes. If this isn't enough time, participants are encouraged to submit the balance of their comments in writing and those wishing a written response are asked to leave their name and address with the Administrative Secretary. Specific names should be withheld from comments without that person's written consent.)*

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

Hearing none, public comments were closed.

BID RECOMMENDATION FOR JEFFERSON-CRAIG ELEMENTARY SCHOOL CONSTRUCTION/RENOVATION:

Architect, Terry Lancer presented: Opening of bids were held on Friday, 9/18/15 at 11:00 A.M. for a base bid and six alternates. (See attachment for complete list of bidders and amounts.) Bids came in higher than expected. The base bid was over the project's budget amount. Poole Group's base bid was lowest at \$2,075,000.00. Mr. Lancer found the company to be reputable and all required bid documents are in order. He recommended that the Corporation award the Base Bid plus Alternates 1-6 for the Addition and Renovation project at Jefferson-Craig Elementary School to Poole Group in the amount of \$2,188,765.00 as the lowest responsive and responsible bidder, subject to obtaining financing and approval of additional appropriations from the Department of Local Government Finance. Motion to approve as recommended: Peters. Second: Bennett. Much discussion followed regarding the use of a portion of Rainy Day Funds to help finance the project, as well as other possible options. Mr. Roberts was not opposed to the project, but did not like the idea of using the Rainy Day Funds. Mrs. Cord was concerned about the bids being much higher than the amount budgeted for the project. Vote: AYE: Bennett, Collier, Daugherty, Deck, Peters. NAY: Cord, Roberts.

MINUTES:

The Board Minutes of 8/17/15 and 8/31/15 were recommended for approval. Motion to approve: Peters. Second: Collier. Vote: Unanimous.

FUND REPORT:

The July, 2015 Financial report was recommended for approval as submitted. Motion: Deck. Second: Roberts. Vote: Unanimous.

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CLAIMS:

It was recommended that the Board approve the following Claims as submitted:

Payroll: 8/28/15 and 9/11/2015

Prewritten: #49175; #49178-#49216; #49217, (void); #49218-#49234;

#49235 (payroll transfer)

#49236-#49241

New: #49242-#49346

Motion: Collier. Second: Peters. Discussion: Cord: #49321 – \$12,143.17 to Servpro of Madison for HS kitchen fire clean up; #49297 – \$1,667.78 to Kenneth Kidd, for mileage and 20 hours of budget consultation and assistance with financing the construction project; Peters: #49280- \$1,901.40 to H&H Products for food purchases. Vote: Unanimous.

CREDIT RECOVERY PRESENTATION (Carrie Barwick and Matt Drake):

Students start out by signing a contract. If students are idle for five minutes, the program being used will lock them out. Guardian software is used to keep students honest. All grading is done with computer program. It records log in and log out times. What students put in is what they get out of it. Students must make a score of 70 or better to pass. Instructors must have faith that they are honest at home. The students do not have the same test each time. They cannot cut and paste. They have three chances to pass to keep from getting discouraged.

GRANT REPORT (Rhonda Pennington):

Mrs. Pennington gave the Board information about many of the grant funded programs that the Corporation currently has in the works. Among the grants and programs mentioned: Title I, Title II, Bio-Med, Homeland Security, Flex Pilot Program, 5-Star, Lilly Grant, EIDT, GQE, and 21st Century. The Corporation has received national recognition for Speak Up Loud & Clear.

She also touched on trying to develop a program in connection with Community Mental Health Department for services, as well as pursuing the Toyota and Honda grants which would require a lot of commitment from the person who will be taking over the grants and from the teachers involved to implement and follow through with programs that would meet the required criteria.

BOARD COMMITTEE REPORTS:

Endowment: Meeting on Tuesday - Debt Service.

Internal Controls: none

Negotiations: Completed Contract with teachers / Monthly meetings on Mondays prior to Board Meetings.

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Facilities & Grounds: Clean-up of ditch along rear of property was mentioned. Bennett: Need to actively pursue funds for next phase of construction project.

PERSONNEL:

It was recommended that the Board approve the employment of the following personnel:

- Lora Cole - Special Education Teacher (SCES)-- Motion: Deck. Second: Bennett. Vote: Unanimous.
- Mike South - Part-Time Mower (SCES) - - Motion: Bennett. Second: Peters. Vote: Unanimous.

It was recommended that the Board approve the list of 2015-2016 Extra-Curricular Activity appointments, stipends, and program percentages as submitted. Motion: Collier. Second: Peters. Vote: Unanimous. The list is attached to these minutes.

It was recommended that Board approve the acknowledgement of the following disclosures of possible conflict of interest:

- Mr. Roberts – sells craft items during holidays to staff and students each year
- Mrs. Cord – Adjunct Instructor for Indiana University and Indiana University Southeast for elementary education majors who are serving a practicum attending Switzerland County Elementary School; and the possible purchase of General Obligation bonds in connection with a \$1 million bond issue initiated and approved by the Board.

Motion: Peters. Second: Deck. Vote: AYE: Bennett, Collier, Daugherty, Deck, Peters. ABSTAIN: Cord, Roberts.

It was recommended that the Board consider an employee's request for the extension of a medical leave until January 1, 2016, (previously approved for September 1, 2015). Motion to deny: Deck. Second: Peters. Vote: Unanimous.

OLD BUSINESS: None.

NEW BUSINESS:

BREAK FROM REGULAR MEETING for 2016 Budget Hearing:

Business Manager, Wilma Swango, went over the 2016 budget. General Fund budget is \$11 million. Debt Service at this moment includes the \$2 million bond. The advertised tax rate will be .2140, but will go down. Capital Projects Fund is budgeted for \$2,214,299.00 at a rate of .4559. Transportation is budgeted for \$1,515,228.00 with advertised rate of .2679. Bus Replacement budget is \$405,800.00 at an advertised rate of .0446. The total advertised tax rate is .9824. Estimate of state support tuition funding expected for 2015/2016 school year is \$10,041,082.00. Mrs. Swango wanted to show the 2014 General Fund Revenue (\$10,204,000.00) compared to the 2014 Expenditures (\$10,183,000.00). She touched on Capital Projects plans for each building, as well as

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the 12-year Bus Replacement plan. The actual budget is advertised online in a program called Gateway which the public has access to. The county auditor runs an announcement in the newspaper saying that is where the budgets are so the public can look at them if they choose.

Board President, Daugherty, asked if there were any public comments regarding the budget. Hearing none, the budget hearing was closed and the regular meeting was resumed.

The 2016 Budget will be adopted at the regular October meeting.

It was recommended that the Board approve an updated three-year IDOE technology plan for the Corporation's schools. The plan includes clear goals and a realistic strategy for using telecommunications and information technology to improve education; a professional development strategy that ensures staff know how to use the technologies to improve education; an assessment of the telecommunications services, hardware, software, and other services that will be needed to implement the strategy; provisions for sufficient budget to acquire and maintain the hardware, software, professional development, and other services needed to implement the strategy; and evaluation processes designed to monitor progress toward the specified goals and that allow mid-course corrections in response to developments and opportunities. Motion: Collier. Second: Bennett. Vote: Unanimous.

Two Endowment Requests were recommended to the Board for approval and action was taken as follows:

- T. Griffith: \$25,000 for finishing the SCES Outdoor Lab project. Motion to approve: Peters. Second: Cord. Vote: Unanimous.
- Administration Office: \$666,631.00 to pay off school debt service for 2016. Motion to approve: Peters. Second: Cord. Vote: Unanimous.

The Board had the first reading of a Travel Cancellation Policy for School Board conferences, conventions and workshops. A couple of minor changes to the policy were suggested. The amended policy will be presented for approval at a subsequent meeting.

A list of Extra-Curricular Activity fundraisers was submitted for consideration. Motion to approve the list as submitted.: Collier. Second: Bennett. Vote: Unanimous. The list is as follows:

MS Fine Arts - 10/10/15: Sale of student made projects for Spring field trip to Museum
 HS Boys Basketball – 11/2-16, 2015: Sale of household items for team gear & uniforms
 HS Boys/Girls Basketball – 11/7/15: Alumni Game ticket sales, for team gear, uniforms
 HS Girls Basketball – Fall, 2015 & Spring, 2016: Youth Camp Fees for gear & team supplies
 HS Girls Basketball – 11/2-11/9, 2015: Sale of sports gear for team supplies
 HS Girls Basketball - 1/18-29, 2016: Pink Out Games ticket sales for team necessities
 HS Girls Basketball – Jan or Feb, 2016: Soup & Sandwich sales, for team supplies
 HS Girls Basketball – Oct., 2015: May, 2016: Subway Day sale income for team supplies
 HS Cheerleaders- Feb, Mar, 2016: Hosting a mini cheer camp for team supplies
 HS National Honor Society – Feb, 2016: Young Living Catalog Sales for annual dues
 HS Drama Club – 11/13-14, 2015: Ticket Sales to Fall Production for Spring costs

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Computer Lab – 2015-2016: Electronics Recycling reimbursement for tech supplies
 SCES Library – Fall , 2015: Book Fair for purchase of new books/supplies
 SCES 6th Grade – March, 2015: Balloon Pop sales for a prize inside for camp trip expenses
 SCES 6th Grade – 11/1-20, 2015: Candle sales to help with Camp Whitewater expenses
 SCES 6th Grade – 10/9/15: \$1 entrance fee to Gr. 6 Talent Show for Camp Whitewater expenses
 SCES PTA – March, 2016: Sale of pictures with the Easter Bunny for school supplies, activities
 SCES PTA – 1/11-29, 2016: Little Caesar’s Pizza Sales for school supplies, activities
 SCES PTA- 12/1-4, 2015: Cookies with Santa fee proceeds for school supplies, activities
 SCES PTA – 11/13, 2015: Fall Carnival proceeds for school supplies, activities
 SCES PTA- 9/28 to 10/30, 2015: Candy bar sales for activities, school supplies
 SCES Stud. Council – Jan. 4 -13, 2016: Valentine Grams sales to student body for club activities
 SCES 5th Grade – 11/3/15: In-School Fall Carnival for field trips and activities
 SCES 5th Grade – 5/3/16: In-School Fall Carnival for field trips and activities
 SCES 2nd Grade – Jan-Mar, 2016: Spare change challenge for Love the Hungry meal packing
 SCES 2nd Grade – Multiple dates tba: Art Show fees for Love the Hungry meal packing
 SCES 2nd Grade – Multiple dates tba: T-Shirt sales for Love the Hungry meal packing
 SCES 2nd Grade – Mar. & April, 2016: Sale of re-purposed items for Love the Hungry meal packing
 SCES Music Dpt.: Sept. thru Dec.: Ear plug sales to families of beginner musicians for purchase of next year’s music

An MOU between the YMCA, the Corporation, and the Town of Vevay for the School SRO to become a certified CPR instructor working under the YMCA’s license as a training center to provide CPR instruction to the Corporation staff was presented to the Board for approval. Motion to approve: Deck. Second: Bennett. Vote: Unanimous.

STAFF PROFESSIONAL DEVELOPMENT LEAVES/FIELD TRIPS:

Seven Professional Leaves were presented for Board consideration. Motion to approve: Peters. Second: Bennett. Vote: Unanimous. They are as follows:

- K. Thayer: IBEA Fall Business Marketing & IT Conference, Indianapolis, Nov. 20-21, 2015
- V. Smith: PLTW State Conference, Purdue Univ., Nov. 15-16, 2015
- M. Jung: PLTW State Conference, Purdue Univ., Nov. 15-16, 2015
- Safety Officers, T. Spoores, D. Todd, S. McGarvey: School Safety Annual Advanced Academy training, Indianapolis, 9/30 – 10/1, 2015
- H. Deckert: Linda Mood Bell – Seeing Stars, Cincinnati, OH, 9/28-29, 2015
- M. Edwards: PLTW State Conference, Purdue Univ., Nov. 15-16, 2015
- J. Sieglitz, A. Grubbs, H. Patz, Cory Bougher, HECC Conf., in Indianapolis, Nov. 11-13, 2015

One Field Trip was presented for Board consideration. Motion to approve: Collier. Second: Roberts. Vote: Unanimous.

- T. Justice – JC & SCES 6th grades to Whitewater Christian Service Camp, 5/11-5/13, 2016

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USE OF FACILITIES:

Applications for the use of school facilities were presented for consideration by the Board and action was taken as follows:

- SCES Café & Gym: J. Richards, III of Vevay Police Dptmt. for Hiring Process, Noon to 3:30 P.M., Sat., 10/17/2015. Motion to approve: Deck. Second: Roberts. Certif. of liability insurance: on file / Waiver of rental fee: yes (non-profit activity). Vote: Unanimous.
- SCHS Football Practice Field: S. Davidson of Madison Parks Dptmt. for Little League Football Games, Saturdays, starting 9/9/15, 1:00-4:00 P.M. Motion to approve: Bennett. Second: Deck. Certificate of liability insurance: on file / Waiver of rental fee: yes (non-profit event). Vote: Unanimous.
- SCHS Café: T. Conroy of Switz. Co. Democrats for Democrat Fish Fry, Sat., 10/24/2015, 5:00 to 8:30 P.M. Motion to approve: Roberts. Second: Deck. Certificate of liability insurance: waived/ Waiver of rental fee: yes. Vote: Unanimous.
- SCES Café: L. Jones of Switz. Co. Gideons for Pastor Appreciation Banquet, Sat., Nov. 7, 2015, 5:00 to 9:00 P.M. Motion to approve: Bennett. Second: Roberts. Certificate of liability insurance: waived / Waiver of Fee: yes. Vote: Unanimous.
- HS Student Parking Lot: M. Jackson of Lynx Wrestling Club for Fire Truck Pull, 5:00 to 7:00P.M., Fri., 9/25/15, (before Homecoming Football Game). Motion to approve, contingent upon acquiring answers to a list of questions from the Corporation's insurance underwriter and their ultimate approval: Collier. Second: Bennett. Certificate of liability insurance: not waived: Vote: Unanimous.
- SCES Café – L. Smith of Girl Scouts, for Girl Scout Meetings, Wed.'s, during 2015-2016 school year, beginning 9/23/15. Motion to approve: Roberts. Second: Collier. Certificate of liability insurance: on file / Waiver of fee: yes (non-profit activity). Vote: Unanimous.

ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)

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

- Next Regular Board Meeting: Tuesday, October 19, 2015, 6:00 P.M. at the Administration Office (Adoption of Budget)
- Next Endowment Meeting: Monday, September 22, 2015, 5:00 P.M. at the Administration Office
- ISBA Fall Conference: September 28-29, 2015 @ Indianapolis Convention Center
- District ISBA Meeting: @ Pines in Seymour, IN, in October (4 times during year)

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- Visiting Froggy radio station for interview/answer calls from community: Every other Friday
- Superintendent's "In the Neighborhood" School/Community Meetings:
 - ✓ Already held: Wed., 09/26/15 @ Florence Fire House, 6:00 P.M.
 - ✓ Wed., 10/21/15 @ Patriot Town Hall, 6:00 P.M.; subject -technology
 - ✓ Wed., 11/18/15 @ Switzerland Co. Public Library, 6:00 P.M.; subject - budgets and school finance

BOARD COMMENTS:

Mrs. Cord: Expressed concern that the Corporation has 12 students enrolled in the Ivy-Tech Dual Enrollment credit courses at this time, but is having to pay for 15. She wondered if that could be made up next semester. Mrs. Edwards affirmed - 18. Mr. Jones mentioned that if any Board members are interested in visiting, they should be sure to RSVP.

Mr. Bennett: Wants to discuss School Board Insurance at the next meeting.

Mrs. Collier: The Pumpkin Show representatives for the Corporation - Brooke Todd and Eli Bowling. The Aurora Farmers Fair representatives are Kylie Carfield and James Crabtree.

Mrs. Peters: Questioned whether we are following up with a Curriculum Director and the changing of the job description. Mr. Jones has been working on that.

Mr. Daugherty: Wonders if the idea of offering ROTC has been investigated any further. Mr. Goewert reported that the leader must be a person who has retired from military service 5 years or less. It's an expensive program due to uniforms, etc. Mr. Jones has made several calls to Indianapolis and will continue looking into the possibility.

ADJOURNMENT: (8:05 P.M.)

Motion to adjourn: Roberts. Second: Deck. Vote: Unanimous. The Meeting was so adjourned.

L. Wayne Daugherty, President

William Roberts, Vice President

Josh Deck, Secretary

Joseph Bennett, Member

Katie Collier, Member

S. Jill Cord, Member

Nancy Peters, Member