

October 19, 2015

**SWITZERLAND COUNTY SCHOOL CORPORATION**  
**MINUTES OF THE OCTOBER 19, 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; for discussion of strategy with respect to litigation that is either pending or has been threatened specifically in writing; 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)(2)(B); 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. Business Manager, Wilma Swango and CTA President, Greg Curlin were also present during a portion of the Meeting.

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.

**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, Mike Archer, Tony Spoores, Sally Weales, Brooke Levell, Sean McGarvey, Rhonda Partin, Marcus Duckworth, Jamie Slone, Doris Wick, Jeremy Wick, Jada Wick, Lura Scudder, Bernard Mohr, Jennifer Biddinger, Cleo Detmer, Gregg Goewert, Greg Curlin, and Jon Grice.

October 19, 2015

**ADOPTION OF AGENDA:**

It was recommended that the Board approve an amended agenda, moving a couple of New Business items to directly after the Fund Report; the withdrawal of three Personnel items and the addition of a Personnel item. Motion: Collier / Second: Bennett / 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.

Jon Grice questioned why a retirement request was taken off the agenda. Mr. Jones explained that further investigation on the part of the Board was necessary to make a fair determination.

Hearing nothing further, public comments were closed.

**MINUTES:**

The Board Minutes of 9/21/15 were recommended for approval. Motion to approve: Deck / Second: Peters / Vote: Unanimous.

**FUND REPORT:**

The August, 2015 Financial report was recommended for approval as submitted. Motion: Roberts / Second: Collier / Vote: Unanimous.

**BEACON ORTHOPEDICS & SPORTS MEDICINE MEDICAL DIRECTOR AGREEMENT & DEARBORN COUNTY HOSPITAL MEMORANDUM OF UNDERSTANDING:**

Mr. Todd presented information regarding an agreement between Beacon Orthopedics & Sports Medicine and the Corporation for a board certified orthopedic specialist to serve as a Student Athlete Medical Director. The director will provide medical supervision and consultation to the Corporation and its student athletes and if requested by a person authorized to give consent, will provide on-site medical care for student athletes. The medical director will work closely with the Corporation's athletic trainer as well as with the coaching staff and athletic director.

Mr. Todd explained that under a current arrangement with Kings Daughters Hospital the Corporation pays \$1000 a year for an athletic trainer to come 3 days a week for an hour and a half. Dearborn County Hospital can provide a certified athletic trainer for 20 hours a week at no expense. The trainer will not push an injured player to go to DCH for

October 19, 2015

treatment, which was an important fact for Mr. Todd. The Corporation will need to do advertisement for Beacon Orthopedics as well as for Dearborn County Hospital, but the advertising signage will be paid for by Beacon and DCH. Motion to approve the agreement and MOU pending Beacon's approval of language changes made by the Board's legal counsel, Matt Hocker: Peters / Second: Bennett / Vote: Unanimous.

### **CLAIMS:**

It was recommended that the Board approve the following Claims as submitted: Motion: Peters / Second: Roberts.

Payroll: 9/25/15 and 10/09/2015

Prewritten: #49437-#49394; #49395

Void: #49396-#49406

Prewritten: #49407-#49424

New: #49425-#49504

Discussion: Bennett: #49425 for \$2,270.00 to Ag Parts for repair of chrome books. Mrs. Swango: there were more repairs than anticipated, but parents are being billed, money is coming in for parts, and repairs are being done in-house. Lower repair expenses are expected in the future. Vote: Unanimous.

### **ELEMENTARY MUSIC PRESENTATION: (Marcus Duckworth)**

Several 6<sup>th</sup> grade students, including Skylar Scudder, Bailey Castle, Cheyenne Wick, Alisha Detmer and Aubbrey Biddinger performed "Down in the Valley" on guitar. Since January of last year, the students have had guitar instruction from elementary music teacher, Mr. Duckworth.

### **BOARD COMMITTEE REPORTS:**

Endowment: Peters: Meeting on Tuesday. First reading was held for Debt Service request. The SCES Outdoor Lab request was discussed and then tabled until more information is provided.

Negotiations: Monthly discussion meetings are scheduled throughout the school year on Mondays prior to Board Meetings. A goal has been set to have the 2016/2017 calendar ready for approval at the November Board Meeting.

Facilities & Grounds: Peters: at the end of the week, everything looked awesome. Payment of 1/3 down is needed so J.A.M. Construction, Inc. can begin work on the technology storage building plans. Motion to approve: Peters / Second: Bennett / Vote: Unanimous. Four flags are out back, indicating the placement of the concessions/restrooms building. Any objections to the placement should be voiced now before any preparation work is done. The Jefferson-Craig project is progressing along the scheduled time line. Bennett: Thursday, gas lines were being completed at Jefferson-Craig. Tom Stowe has done a great job along the ditch at the back of the property. The property behind the school should be revisited with Mr. Gregory.

October 19, 2015

## **PERSONNEL:**

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

- Sam Girton- 3<sup>rd</sup> Shift Custodian (SCHS) with retro-active pay beginning Tuesday, September 21, 2015-- Motion: Deck / Second: Collier / Vote: Unanimous.
- Rita Works - Head Cook (SCES) - - Motion: Cord / Second: Peters / Vote: Unanimous.
- Kathy Hunt – 4-hour Food Service (SCES) - - Motion: Peters / Second: Bennett / Vote: Unanimous.

It was recommended that the Board approve the following of 2015-2016 Extra-Curricular Activity appointments and stipends as submitted.

- Dick Koeniger – MS Assistant Football Coach - \$750  
Motion: Deck. Second: Collier. Vote: Unanimous
- Mike Dawson – HS Assistant Wrestling Coach – \$1000  
Motion: Roberts. Second: Deck Vote: Unanimous
- Russell Wiggins – Sophomore Class Sponsor – \$560  
Motion: Deck. Second: Cord. Vote: Unanimous

Mr. Jones requested permission to advertise a 15-hour per pay period clerical position for Jefferson-Craig Elementary. Motion: Collier / Second: Peters / Vote: Unanimous.

## **OLD BUSINESS:**

The Board approved a Travel Cancellation Policy to conferences, conventions and workshops for School Board Members and the Superintendent, presented for first reading at the 9/21/15 Meeting. It was recommended that the language in this policy be applied to all staff members. Motion: Deck / Second: Bennett / Vote: Unanimous. The approved policy reads as follows:

*The School Board recognizes the value of membership and attendance at conferences and meetings at the local, County, State, and National level. Attendance at local, County and State workshops and conferences is encouraged. Each Board member is expected to report back to the Board after attending a conference at Corporation expense. Travel and personal expenses of spouse, children, or other guests traveling with a Board member shall be the responsibility of the Board member or of the individual. Expenses for convention functions attended as a group will be borne by the Corporation within budgetary limits.*

*The President of the Board and the Superintendent will regularly receive a record of Board member attendance at conferences. Board members are responsible for any expenses incurred due to cancellation. Board members will be asked to sign a release form to have the incurred expenses withheld from their pay.*

October 19, 2015

**NEW BUSINESS:**

It was recommended that the Board find the use of a portion of the Rainy Day Fund for payment on the Jefferson-Craig Elementary School Addition/Renovation to be consistent with the expressed intent of the fund when it was established in February of 2008.

Motion: Peters / Second: Collier / Vote: Unanimous.

It is recommended that the Board approve an Additional Appropriation Resolution/Ordinance to appropriate an additional \$500,000.00 than was originally appropriated in the annual budget out of the Rainy Day Fund to Capital Outlays in order to assist in payment of the Jefferson-Craig Elementary School Addition/Renovation.

Motion: Collier / Second: Deck / Vote: Unanimous.

***Mr. Daugherty called for a break from the regular meeting in order to hold the following hearings:***

***Capital Projects Plan Hearing:*** Business Manager, Wilma Swango, gave a synopsis of each building's plans. She mentioned that currently the building administrators are asked to provide a 2-year "wish list" plan, but feels this should be extended to a 5-year plan. Mr. Daugherty asked if there were any public comments regarding the Capital Projects Plan. Capital Projects Fund is budgeted for \$2,214,299.00 at a rate of .4559. Mr. Goewert asked for a copy of the plan. Mrs. Swango said this was a fair request and would gladly make him a copy. Hearing no further comments, the Capital Projects Plan Hearing was then closed.

***Bus Replacement Plan Hearing:*** Mrs. Swango presented the 2015-2027 bus replacement plan. In 2016, the Corporation plans to replace 2 small, 14 passenger buses and 2 full size, 66 passenger buses. The 12-year plan conveys the cost of each of the vehicles planned for replacement during each specific year and is based on the presumption that the minimum useful life of a school bus is not less than 12 years. The Bus Replacement budget is \$405,800.00 at a tax rate of .0446. Mr. Daugherty asked if there were any public comments regarding the Bus Replacement Plan. Hearing none, the Bus Replacement Plan Hearing was closed.

The regular meeting was resumed.

A recommendation was made for the Board to approve the Capital Projects Funds Plan as submitted. Motion: Peters / Second: Bennett / Vote: Unanimous.

A recommendation was made for the Board to approve the Bus Replacement Plan as submitted. Motion: Deck / Second: Peters / Vote: Unanimous.

The Corporation's 2016 Budget Hearing was held at the September 21, 2015 regular monthly meeting. Motion to adopt the 2016 Budget: Peters / Second: Deck / Vote: Unanimous. The Budget figures are as follows:

October 19, 2015

<u>Fund:</u>	<u>Tax Rate:</u>	<u>Tax Levy:</u>	<u>2016 Budget:</u>
General Fund	0%	0	11,000,000
Debt Service	.1762	821,565	669,507
Capital Projects	.4559	2,126,299	2,214,299
Transportation	.2679	1,249,333	1,515,228
Bus Replacement	<u>.0446</u>	<u>208,001</u>	<u>405,800</u>
Totals:	.9446	4,405,198	15,804,834

The actual budget is advertised online in a program called Gateway to which the public has access.

Action was taken on a couple of Extra-Curricular Activity fundraisers as follows:

- JC Library – Classroom War for donations to kids in distressed situation, Nov., 2015. Motion to approve: Mr. Roberts / Second: Collier / Vote: Unanimous
- HS Boys/Girls Basketball-Concessions at Youth Basketball League, Dec.6, 2015. Motion to approve: Mr. Deck / Second: Bennett / Vote: AYE: Bennett, Collier, Cord, Deck, Peters, Roberts. NAY: Daugherty. Mr. Daugherty expressed his disapproval of holding events on Sunday.

It was recommended that the Board approve the Project Success Grant in the amount of \$1,850.00 as submitted. The expense breakdown is as follows: Conference - \$150 x 5 = \$750. Hotel - \$150 x 5 = \$750. Fuel = \$50. Subs - \$75 x 4 = \$300.

Motion: Deck / Second: Peters / Vote: Unanimous.

An addendum to the 2015-2016 High School Student/Parent Handbook regarding Transportation and Safety was recommended to be approved by the Board. Motion: Peters / Second: Collier. It was suggested by Mrs. Peters that the MS and HS parents are given a form to sign off on at Orientation that they have received the handbook, as is done at the elementary schools. Vote: Unanimous.

The donation of a soccer storage building with signage by Parham Construction for donating the labor, and RS Home Sales for donating the labor was recommended for Board approval. Motion: Roberts / Second: Deck. Mr. Todd is working with Mark Archer on getting a permit. Vote: Unanimous.

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

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

- S. Weales – IASP Fall Professionals Conf., Marriott in Indianapolis, Nov. 22-24, 2015
- S. Adams, S. Howard, B. Curlin, El Lamkin – 2015 Conf. for IN Kdg. Teachers, Nov. 9 & 10, 2015

October 19, 2015

- J. Druba, L. Kurdys, R. Bunner, L. McGarvey – 2015 Conf. for IN Kdg. Teachers, Nov. 9 & 10, 2015
- B. Levell – PATINS State Conf., Indy, Nov. 4 & 5, 2015
- M. Levell – PATINS State Conf., Indy, Nov. 4 & 5, 2015
- M. Lovato – PATINS State Conf., Indy, Nov. 4 & 5, 2015
- S. Dashzeveg – PATINS State Conf., Indy, Nov. 4 & 5, 2015
- Corey Lay - PATINS State Conf., Indy, Nov. 4 & 5, 2015
- L. Jones - PATINS State Conf., Indy, Nov. 4 & 5, 2015

One Field Trip was presented for Board consideration:

- S. Holliday – Student Council State Convention in Indianapolis, 11/7 & 11/8, 2015  
Motion to approve: Peters / Second: Cord / Vote: Unanimous.

### **USE OF FACILITIES:**

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

- JC Gym: E. Haskell, of JC PTA for PTA Fundraising Kick-Off, Tuesday, 10/27/2015, 1:30 – 2:15 P.M. Motion to approve: Deck / Second: Roberts / Certif. of liability insurance: on file / Waiver of rental fee: yes (non-profit activity). / Vote: Unanimous.
- JC Café: S. Richards for Girl Scout meetings, during 2015-2016 school year, twice a month, 5:00-6:00 P.M.  
Motion to approve: Collier / Second: Deck / Certificate of liability insurance: on file. Waiver of rental fee: yes. / Vote: Unanimous.
- SCHS & JC Gyms: Jefferson County Sports for Youth Basketball League Games (5<sup>th</sup> & 6<sup>th</sup> grades), Sunday, 12/06/2015, 1:00 to 6:00 P.M. Certificate of liability insurance: on file. Waiver of fee: yes (one-time, not for profit activity for Switzerland County kids).  
Motion to approve: Bennett / Second: Cord. Mrs. Collier would like to see the 5<sup>th</sup> & 6<sup>th</sup> grade basketball programs go through the school again. Vote: AYE: Deck, Bennett, Collier, Cord, Peters, Roberts. NAY: Daugherty. Daugherty voiced concern over Sunday events.
- Old Gym: Ron Lee for church youth basketball or volleyball games, 1<sup>st</sup> & 3<sup>rd</sup> or 2<sup>nd</sup> & 4<sup>th</sup> Sundays, November, 2015 through February, 2016. Certificate of liability insurance: must be provided prior to use. Waiver of fee: no - \$50 per day of use, as stated on the application. Motion to approve: Deck / Second: Bennett / Vote: AYE: Deck, Bennett, Collier, Cord, Roberts, Peters. NAY: Daugherty.

October 19, 2015

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

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

- Next Regular Board Meeting: Monday, November 16, 2015, 6:00 P.M. at the Administration Office
- Next Endowment Meeting: Tuesday, October 20, 2015, 5:00 P.M. at the Administration Office
- Regional ISBA Meeting: @ Pines in Seymour, IN, October 27, 2015(4 times during year)
- Career Center Dinner & Tour, November 10, 2015 @ 6:00 P.M.
- Pacer Varsity Club Dinner on Thursday, 10/29– selling tickets Wednesday
- The first game of the Football Sectional will be held Friday at 7:00 P.M.
- The Volleyball Sectional will be Saturday at 12:30
- 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: Reported on the ISBA conference she attended on September 28 and 29 – learned of 3 worthwhile programs which could be implemented at the Corporation at virtually no expense. The programs dealt with community partnerships; use of data analysis to improve student engagement; and a character building recognition program to help improve the work ethic of our school aged children. She also recently attended a Retired Teachers Association meeting. Eight former teachers agreed with her view that exit interviews would be beneficial to the Corporation. She would like to see the Corporation develop a policy regarding this, as well as former HS graduate surveys.

Mr. Bennett: Agrees with Mrs. Cord that exit interviews should be established. Mr. Stow has done a lot of work at the back of the school. Now we need to work with the owner of the 10 acres behind the school on getting that cleaned up.

Mrs. Collier: Wished success to the Girls Cross Country team as well as the Volleyball and Football teams with their Sectionals.

Mr. Daugherty: Two events happened within the last couple of weeks which he did not remember approving the Use of Facilities for. One of the events was on Sunday, of which he disapproves. He asked about sensitivity training. Mr. Jones responded that the program he looked at through one of the Universities is too expensive. He will continue to work on the subject.



October 19, 2015

**ADJOURNMENT:** (7:53 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