

APRIL 18, 2016

**SWITZERLAND COUNTY SCHOOL CORPORATION**  
**MINUTES OF THE APRIL 18, 2016**  
**EXECUTIVE SESSION BOARD MEETING** **5:30 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 5:30 P.M. at the Jefferson-Craig/Middle School Library to discuss a job performance evaluation of an individual employee and for discussion of strategy with respect to litigation that is either pending or has been threatened specifically in writing; This is in compliance with Indiana Codes 5-14-1.5-6.1(b)(9), and 5-14-1.5-6.1(b)(2)(B), respectively.

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

The Public Session was convened in the Jefferson-Craig/Middle School Cafeteria. Vice President of the Board, Collier, called the regular meeting to order and led those in attendance in the pledge to the flag, followed by a moment of silence.

**ATTENDANCE:**

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

Others in attendance: Wilma Swango, Mona Crabtree, Matt Hocker, Sean McGarvey, Don Hobson, Isabella Robinson, Sarah Robinson, Tammy Gray, Tracy Gray, Trey Gray, Teresa B. Lyons, Emma Sullivan, Harper Sullivan, John Sieglitz, Angie Grubbs, Tony Spoores, Anna Spoores, Angie Todd, David Todd, Brooke Todd, Greg Curlin, Roy Leap, Kodi Thayer, Rosemary Bovard, Jeremy Robinson, Calleigh Powell, Nadine Marfurt, Dawn Powell, Terry Lancer, Larry Powell, Deb Archer, Mike Archer, and Sally Weales.

**STAFF AND STUDENT RECOGNITION:**

Medallions were presented to the following students and staff for outstanding achievements:

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- Business Professionals Association (BPA) students were recognized for their outstanding state competition performances and advancing to nationals. Students introduced by Sponsors, Kodi Thayer (HS) and Angie Grubbs (MS): Trey Gray, Calleigh Powell, Isabelle Robinson and Emma Sullivan. Students unable to attend: Hunter Zorn, Bre Braun, Courtney Gullion, and Kayla Jordan.
- Brooke Todd was recognized for her outstanding athletic achievements
- Wilma Swango was recognized for receiving IASBO's Region 10 Business Office Professional of the Year award

### **ARCHITECT PRESENTATION AND WALK-THROUGH OF JEFFERSON-CRAIG CONSTRUCTION SITE:**

Project Manager, Ed Harvey, led members of the Board and those attending the Meeting on a tour of Jefferson-Craig Elementary School which is currently undergoing construction and renovation. After the tour, Architect, Terry Lancer, presented information regarding the completion of the renovation. The project is progressing well and should be completed before school starts in the fall. Mr. Lancer thanked Mr. Harvey and the Corporation's Construction Consultant, Mike Archer, for their participation in overseeing the project. He indicated that the punch list for the Concessions/Restrooms facility, also under his direction, is 80% complete. Mr. Lancer has instructed the Project Manager for that project, Joe Heffelmire, to make sure that a walk-through is done and all things on the punch list are done to the satisfaction of the Administrators and the Board.

### **CONSENT AGENDA ITEMS:**

The following items on the consent agenda were approved as follows: Motion: Deck / Second: Roberts / Vote: Unanimous.

- Agenda as submitted
- Minutes of prior meeting: 03/21/2016
- Monthly Financial Report: February, 2016
- Payroll & Vendor Claims:
  - Payroll: 3/25/16 and 4/08/16
  - Vouchers: Prewritten: #50265 – #50297;  
#50298 - #50306; (voided: #50307 )  
#50308 - #50319  
New: #50320 - #50405
- ECA Fundraisers:
  - SCHS Boys Basketball Camp Fees: 4/25-4/29, 5/2-5/6, 7/11-7/15, 2016 (supplies); Class of 2019: Laundry Det. Sales (Sudz), 4/14- 4/29, 2016 (future class needs); SCHS Conservation Club: Sales of flower bulbs & hanging baskets, 4/25-5/13, 2016; and SCHS Student Council: Male Pageant, May 5, 2016
- Acceptance of Grant Monies/Donations: T\$250 - EKWH (Every Kid Healthy Wk.); \$7,200 – VSCF (BPA to National Competition); \$13,986- IDOE Indiana Early Intervention Program; \$300 (estimated value) – V. Hinman's donation of supplies to JC

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**PRESENTATIONS:**

Statewide Credit Association: Don Hodson. Mr. Hodson explained that his company has been successful in collecting lost and damaged textbook fees and lost and damaged electronic device fees. Cord asked Swango if a collection agency has been used in the past. Swango affirmed that it was a little bit different set up and was not very successful. In addition, historically, when unpaid bills were sent to small claims court, the Corporation could get a judgement but no money. One of the reasons this company's services are being sought after is that several chrome books have been taken and not returned, some out of state. The company's ability to track people down is very useful in those instances.

**PUBLIC COMMENTS:**

The floor was opened for public comments. Those wishing to speak were required to identify themselves, keep comments to three minutes and address their comments only to the Board President.

Switzerland County Middle School Principal, Sean McGarvey, thanked members of the Board for the approval to take the 8<sup>th</sup> grade trip travel expenses to Washington, D.C. to the Endowment. He feels it is a trip that the students and chaperones will remember for a long time. He has received a lot of positive feedback regarding the trip from students and parents.

**BOARD COMMITTEE REPORTS:**

Endowment: \$8,809.00 was approved for Medical Supplies. The request for payment of Student Textbooks was approved. The Endowment may not be able to pay them for the 2017-2018 school year if the County Council does not provide assistance. Corporation staff is asked to limit requests to absolute necessities.

Negotiations: Even though no formal meetings have been scheduled, Mr. Jones has met informally with CTA Representative, Greg Curlin and teachers. Those can't be scheduled until after August 1. After reviewing every contract in Indiana during an IEERB audit, only 13 Corporations of over 200 did not have conflicts. Only three or four issues in our Corporation have been flagged. Those that were brought to light are being worked out. Mr. Jones will distribute the findings of the report to the Board for review.

Facilities & Grounds: The punch list for the Concessions/Restroom building should be done in the next couple of weeks. It is the consensus of the committee that the Vevay Alumni should be given one more chance to say yes or no regarding the purchase of the old Administration Building on Seminary Street. There is an issue with water in the Old Gym. Mike Archer has approached a man to come look at it to see if he has any suggestions on what can be done. Behind the Vevay Campus property, some work has been done to try to clean it up.

**OLD BUSINESS:** None.

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### **NEW BUSINESS:**

A meeting was held at the Administration Office on Wednesday, April 13, 2016 to open sealed bids for miscellaneous pieces of fitness equipment. Attending the meeting were Business Manager, Wilma Swango, Mona Crabtree and Cynthia Welch. A single bid of \$200 was received from Chris Bolton. Switzerland County High School Athletic Director, David Todd was notified of the bid by phone. Mr. Todd indicated that he would call Mr. Bolton to let him know that his bid would be recommended to the Board for approval at the next Board Meeting. Motion to approve: Cord / Second: Deck / Vote: Unanimous.

It was recommended that the Board approve an agreement with Statewide Credit Association for the uncollectable funds owed to the Corporation, as explained by Mr. Hodson during his earlier presentation. Motion: Roberts / Second: Cord / Vote: Unanimous.

It was recommended that the Board approve a list of 2016-2017 Social Studies Courses and Textbook Adoptions as submitted by Curriculum Director, Rhonda Pennington. Motion: Deck / Second: Roberts / Vote:

It was recommended that the Board approve an updated Indiana Technology Plan for 2016-2017 as submitted. Motion: Daugherty / Second: Cord / Vote: Unanimous.

The 2016-2017 Middle School Student Handbooks were presented to the Board for first reading. The handbooks will be considered for approval at the next Board Meeting.

It was recommended that the Board approve the 2016 Summer School Program as submitted. Motion: Bennett / Second: Cord / Vote: Unanimous. The approved program is as follows:

JCES: Kindergarten Jumpstart: Three teachers (Bunner, Druba, and Kurdys)  
Minimum of thirty students  
One week (4 half days and 1 full day) (Dates: July 25, 26, 27, 28, & 29, 2016)

SCES: Kindergarten Jumpstart: Four teachers (Curlin, Lamkin, S. Whaley and \*Howard)  
Minimum of forty students (\*Mrs. Howard said she's available if needed)  
One week (4 half days and 1 full day) (Dates: July 25, 26, 27, 28, & 29, 2016)

SCMS: No summer programs

#### SCHS:

Odysseyware: (Adam Pietrykowski)  
Minimum of fifteen students (Focus will be on Grade 12 but will include students in grade 10 and 11.) Dates: June 1,2, 6,7,8,9,,13,14,15,16,,20,21,22,23,27,28,29,30,2016 (Total Days = 18)  
Times: Mondays, 11:00-4:00, Tuesday-Thursday, 10:30-2:00)

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Agricultural SAE: Two teachers (Greg Curlin and Ashley Wehner)  
Minimum of 30 students. Dates: June and July (with emphasis instruction June 13-24 and July 8-23). These dates include the full summer field experiences. (11 Days)

Summer Band: Two teachers (Jonathan Grice and Jamie Slone)  
14 Band / 6 Guard / 10 Dance = 30 total: Days/Dates: 7 total day = 7/21, 7/22 from 8am-12pm. 7/25-7/29 all day; (offsite campground = 12 hour days)

It was recommended that the Board approve the list of surplus items to be included in an auction hosted by the Southeastern Indiana Career Center. Motion: Bennett / Second: Deck. The tentative auction date is Saturday, June 11, 2016. The current list contains paper towel dispensers, computer desks, electric cooking stove, overhead projectors, wooden desk, metal computer stands, student desks, student chairs, file cabinets, utility tables, teacher desk, exercise bike, infant car seat, wooden book case, computer tables, metal folding chairs, metal risers, metal book cases, carts, keyboards, bus tires, nurse's bed, speakers, blue lights, picture frames, briefcase, metal organizer, electric clock, accounting books, digital frame, bulletin board, window air conditioners, and a folding café table. Almost all schools are participating. The Corporation can and does expect to add to the current list. Vote to approve: Unanimous.

*Vice President, Collier, called for a break from the regular meeting in order to hold a Hearing on a Revised Bus Replacement Plan. Business Manager, Wilma Swango, explained the reasons for the revised plan as follows: For the contract years, 2016-2020, the Corporation will have one less Corporation route. Also, for the 2016-2017 school year, it is anticipated that an activity bus will be used on a daily basis to transport up to 10 students to Ivy Tech in Madison for welding and/or dual credit classes. Therefore, the replacement of full size yellow bus #27 with an activity bus is being requested. It will also be used for extra-curricular activities. In addition, it is requested that full size yellow bus # 5 is replaced a year earlier than the 12 year cycle due to mechanical issues. The 12 year requirement will be met if that bus is replaced instead of bus #31 which still runs well and meets the needs of the Corporation. Board Discussion: Some of the questions from the Board involved wanting to know what types of repairs are being done, and if they are being done to the inside of the bus. Swango, said most of the repairs on the activity buses deals with the rear doors. One member of the Board feels the driver should be responsible for the tidiness and condition of a bus at the end of each run. Swango assured him that the new people are being taught by the Transportation Department regarding what issues to check for and are given easier access to cleaning supplies. A question arose regarding the school van. Swango reported that students are no longer being transported in the van. Superintendent, Jones, stated that there are lots of different drivers for the van and the mileage has increased. Replacement of the van will need to be looked at somewhere down the road, but is not part of this revised plan. Swango noted that she does agree with the need, but the cost for replacing the van cannot come out of the bus replacement fund. It will need to come from a grant, or General Fund or Rainy Day Fund. Hearing no further comments from the Board, Collier asked if there were any public comments regarding the bus replacement plan. Hearing none, the public hearing was closed and the regular meeting was resumed.*

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It was recommended that the Board approve the Revised Bus Replacement Plan as submitted. Motion to approve: Bennett / Second: Cord / Vote: Unanimous.

**PERSONNEL:**

It was recommended that the Board approve the Extra-Curricular Activity appointment of Kyle Konkle as the 2016 High School Volunteer Assistant Baseball Coach. Motion: Roberts / Second: Bennett / Vote: Unanimous.

It was recommended that the Board accept the resignation of Marcus Duckworth from his Elementary School Music teaching position, effective June 3, 2016. Motion: Daugherty / Second: Roberts / Vote: Unanimous.

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

Three Professional Development Leaves and one Field Trip were recommended for approval. Motion: Bennett / Second: Cord / Vote: Unanimous. Approved trips are as follows:

Professional Development Leaves:

- J. Levi Simpson: High in Plain Sight & Student Response Protocols Conf., at IPFW (Fort Wayne) , 4/11-4/12, 2016
- V. Smith: Core Training for Medical Interventions @ Sinclair Co. College in Dayton, OH, 6/20 through 7/01, 2016
- M. Levell, H. Patz, J. Sieglitz, C. Bougher: International Society of Technology in Education Conference in Denver, CO, 6/26-6/30, 2016

Field Trips:

- FFA Students to Purdue for State Dairy Cattle Evaluation, 5/20-5/21, 2016

**USE OF FACILITIES REQUESTS:**

One application for the use of school facilities was presented for approval by the Board. Motion to approve as follows: Roberts / Second: Collier / Vote: Unanimous

- SCHS Gym/Cafeteria: Stacey Mathews for HS After-Prom set up, event & cleanup, 4/22-4/24/16. (After-Prom event = 12:00 A.M. to 5:00 A.M.) Waiver of Certificate of liability insurance: No (already provided) / Waiver of Fee: Yes

**ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)**

Superintendent, Jones, made the following announcements:

- Next Regular Public Board Meeting: Monday, April 18, 2016, 6:00 P.M.
- Next Endowment Meeting: Tuesday, April 26, 2016, 5:00 P.M. at the Jefferson-Craig Elementary School Library
- District ISBA Meeting Tuesday, April 19, 2016 @ Pines in Seymour @ 6:00 P.M.

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- Superintendent's "In the Neighborhood" School/Community Meetings:
  - Wed., March 16, 2016 was held @ E. Enterprise Fire House, 6:00 P.M. with presentation by Valerie Smith on Biomed Class
    - Upcoming: Wed., May 4, 2016 @ Moorefield Firehouse, @ 6:00 P.M. (Grigsby: re: Class Composting project)
    - Upcoming: Wed., May 18, 2016 @ Union Baptist Church in Lamb @ 6:00 P.M. (Mr. Jung: re: Advanced Manufacturing & Robotics)

### **BOARD MEMBER COMMENTS:**

Bennett: NA

Cord: Congratulated Mr. Daugherty for earning the Master School Board Member, as stated in the Spring ISBA Journal. Only 26 other Board Members in Indiana have achieved this distinction.

Collier: Wished good luck to everyone on ISTEP exams. She wondered if the Archery team had advanced to the World competition. The Middle School Girls Track team deserves mention for breaking the school's previous relay record. She would like to thank teachers at Jefferson- Craig, Mrs. Daugherty, and Mr. Spoores for their work during a recent Science fair. She feels it is important for kids to participate in events which will help them be more prepared for things they will be doing later in school.

Daugherty: Congratulated Ms. Swango on her award.

### **ADJOURNMENT: (7:25 P.M.)**

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

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Unable to Attend  
Nancy Peters, President

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Kathryn Collier, 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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L. Wayne Daugherty, Member

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William Roberts, Member