

September 19, 2016

**SWITZERLAND COUNTY SCHOOL CORPORATION**  
**“Unofficial” MINUTES OF THE SEPTEMBER 19, 2016**  
**EXECUTIVE SESSION BOARD MEETING 5:00 P.M.**  
**REGULAR PUBLIC SCHOOL BOARD MEETING 6:00 P.M.**

The Board of School Trustees met before the regular public meeting for an Executive Session beginning at 5:00 P.M. at the Switzerland County Middle School Library located at 1040 W. Main Street, Vevay, Indiana with respect to any individual over whom the governing body has jurisdiction, to receive information regarding an individual’s alleged misconduct and to discuss, before a determination, the individual’s status as an employee; and to discuss job performance evaluations of individual employees. This is in compliance with the following Indiana Codes, respectively: 5-14-1.5-6.1(b)(6)(a); and 5-14-1.5-6.1(b)(6)(B).

Those in attendance: Board Members: Collier, Deck, Bennett, Bosaw, Cord, and Daugherty. Mr. Roberts was unable to attend. Others in attendance: Superintendent Jones and Board Attorney, Matthew Hocker. The Board discussed no subject matter in the Executive Session other than the subject matters specified in the public notice. The Executive Session adjourned.

A Public Meeting followed the Executive Session beginning at 6:10 P.M.

**CALL TO ORDER / PLEDGE TO THE FLAG / MOMENT OF SILENCE:**

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

Others in attendance: Wilma Swango, Mona Crabtree, Matt Hocker, John Sieglitz, Gregg Goewert, Tony Spoores, Greg Curlin, Deb Archer, Mike Archer, Laura Jones, Fred Ross, Clari Fugal, Tye Sullivan, Pat Lanman, Amy Combs, Sean McGarvey, Sue O’Banion and Sally Weales.

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**CONSENT AGENDA ITEMS:**

The following items were approved as recommended:

- Agenda
- Minutes of prior meetings: 07/18/2016 and 8/15/16
- Monthly Financial Report: July, 2016
- Payroll & Vendor Claims: Payroll: 8/19/16; 9/2/16; and 9/16/16
  - Vouchers: Prewritten: #50993 (Previously Approved)  
#50994-51009;  
#51010 (Replacement of lost chk)  
#51011-51030;  
#51031 (Transfer to Payroll)  
#51032 – 51042; 51043 - 51076
  - New: #51077-51169
- Vevay Switzerland County Foundation Grant: \$2,250 for HS Robotics Team competition expenses; Community Foundation Grant: \$3,632 for SCHS Childhood Development Class infant care supplies; Indiana Workforce Development: \$8560.59 for 2016 Career and Tech Ed Performance Grant; VSCF Grant: \$1,100 for 8<sup>th</sup> Gr. Job Shadowing / Donation from Vevay Kiwanis Club of one book for each Kindergarten student entitled, “June B. Jones is Graduating” and Switzerland County EMS donation of 6 CPR training mannequins.
- ECA Fundraisers: 2016/2017:
  - a. HS B/G Basketball– for golf scramble, September 24
  - b. HS Class of 2017 Seniors – for MORP Dance, 10/7
  - c. HS Robotics Club –for 1<sup>st</sup> Friday bake sale, 9/2
  - d. SCE Computer Lab –year round for recycling electronics
  - e. SCES Office – sale of “the gifts we love” for field trips, student activities, 9/23-11/05
  - f. SCE Library–Fall Book Fair- for library books & supplies, Sept. 19-23
  - g. SCE Gr. 6 – Father-Daughter Dance, for Camp Whitewater expenses, Nov. 4
  - h. SCE Gr. 6 –Talent Show fee for Camp Whitewater expenses, Oct. 7
  - i. SCE Gr. 6 – Candle sales for Camp Whitewater expenses, 10/31 – 11/8
  - j. SCE Gr. 5 – Annual Fall Carnival for field trip expenses, etc., 10/24
  - k. SCE Gr. 5 – Annual Spring Carnival for field trip expenses, etc., 4/04/17
  - l. MS Stud. Council –Lip Sync Contest fees for Student Council projects, 10/7
  - m. MS Stud. Council – Halloween Dance fees for Student Council projects, 10/28 (tentatively)
  - n. SCE– All for Kidz, Pay it Forward NED Show sales, for pay it forward projects, Oct. 31 – Nov. 4
  - o. MS English Class/Counselor- \$1 a day Hat Day privilege fee, for Autism Speaks donations, 10-24-10/28

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

**PUBLIC COMMENTS:** None.

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### **BOARD COMMITTEE REPORTS:**

Endowment: Cord: The previous Endowment Meeting was held Tuesday, August 23, 2016. Bob Casper of Windsor Group will attend the September meeting. The next Endowment Meeting has been rescheduled for Thursday, September 29, 2016. Endowment bylaws will be reviewed at that time.

Negotiations: Mr. Jones meets with discussion groups on the Monday prior to the Board Meetings. Topics of discussion at the last meeting were the school calendar and parent / teacher conferences.

Facilities & Grounds: Bennett: The fields are being cleaned; the water line to the blue barn is being installed and tiles at Jefferson-Craig have been fixed.

### **OLD BUSINESS:**

2016-2017 payroll adjustments for certain individuals was presented to the Board at a previous meeting. Those recommendations were approved as follows:

- Title Director / Corporation Test Coordinator: extension of days from 183 to 203  
Motion: Bennett / Second: Deck / Vote: Unanimous
- Jefferson-Craig Principal's increase in administrator formula from 1.09 to 1.17 to equal that of Switzerland County Elementary Principal  
Motion: Bosaw / Second: Bennett / Vote: Unanimous
- Food Service Director's days to include teacher days plus 34 additional days at a rate of \$182.60 per day to accommodate new rules governed by overtime laws  
Motion: Bennett / Second: Daugherty / Vote: Unanimous
- Changes to custodial staff days/hours to assist with additional square footage due to renovation of Jefferson-Craig Elementary School:
  - B. Darbro to assist with JC duties 8 hours per week  
Motion: Bosaw / Second: Bennett / Vote: Unanimous
  - SCES custodians to assist with JC duties 8 hours per week  
Motion: Deck / Second: Bosaw / Vote: Unanimous
  - Create a 5-hour per week position in conjunction with the replacement of a Middle School food service employee  
Motion: Daugherty / Second: Deck / Vote: Unanimous

### **NEW BUSINESS:**

It was recommended that the Board approve the following requests for Endowment funds as presented: \$663,861 to pay for 2017 Debt Service: Common School Fund of 1999 (Middle School) for \$442,604 ; \$100,000 plus \$4158 for Jefferson-Craig Qualified Zone Academy Bonds; \$117,099 for General Obligation Bonds (Jefferson-Craig).  
Motion: Bosaw / Second: Cord / Vote: Unanimous

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The Board was provided with copies of the 2016-2017 School Improvement Plans for each school. The plans will be submitted for approval at the Board's regular October meeting. The plans must be submitted to the state by December 1, 2016.

It was recommended that the Board approve an Annual YMCA Agreement as well as the an Endowment Request for \$32,500 for payment for August 1, 2016 through July 31, 2017 payment. Some of the activities at the YMCA include second grade swim lessons as well as practices and competitions of the High School and Middle School swim team. Motion: Daugherty / Second: Cord / Vote: Unanimous.

A request from High School Science Teacher, Emily Schroeder, to move forward with the Bonnie Fancher Memorial Butterfly Garden Project was presented for approval. Motion: Bosaw / Second: Bennett / Vote: Unanimous.

***Interruption of Regular Meeting to hold public hearings on CPF Plan, Bus Replacement Plan and 2017 Budget:***

***Board President, Collier opened the Capital Projects Plan Hearing:***

*Details of the 3-year Capital Projects Plan were presented by Corporation Treasurer, Wilma Swango. After the presentation, Board President, Collier, asked if there were any comments from the public. Cord asked if the tax levies were realistic. Mrs. Swango said the tax rates are based on an unrealistic levy. She said there is a cap on the tax rate for Capital Projects, so the idea is to look at all projects the Corporation is considering. There is a need to constantly see what projects are out there and how those expenses can be funded. Mr. Daugherty asked what would happen if the budget did not get approved. Mrs. Swango said tonight was the hearing, but the CPF Plan, Bus Replacement Fund Plan and the Budget will be presented for approval at the regular October Board Meeting. Hearing no further comments, motion to **CLOSE** the public Hearing on the CPF Plan: Deck / Second: Bosaw / Vote: Unanimous*

***Collier: Interruption of regular meeting to OPEN Bus Replacement Fund Plan Hearing:***

*The Bus Replacement Fund Plan was presented by Wilma Swango. Swango explained that in 2017 the Corporation plans to purchase 2 activity buses and 1 66 passenger bus. If you look at each year of the plan, from 2017 to 2028, the anticipated number of buses the Corporation will need to purchase is listed, as well as the estimated replacement costs. The plan is based upon the presumption that the minimum useful life of a school bus is not less than 12 years. Collier asked if there were any comments from the public. Amy Combs asked what happened to the three buses that are being replaced. Swango explained that Corporation owned buses can only be used for so long and once they are too old to use, the buses are normally used as trade-ins. This year, however, the Corporation received a call from the Switzerland County Sheriff's Office, asking if they could purchase any old buses and the Corporation was able to accommodate them. Mr. Jones stated that whenever possible, the Corporation worked with local service organizations in situations that would benefit both*

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*organizations. Motion to **CLOSE** public Hearing on Bus Replacement Fund Plan: Daugherty / Second: Cord / Vote: Unanimous*

**Collier: Interruption of regular meeting to Open 2017 Budget Hearing:**

*The 2017 Budget Hearing was presented by Wilma Swango. Swango began by explaining that the actual budget is advertised online now 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. The 2017 General Fund budget estimate is \$10,800,000 million. Debt Service is budgeted at 663,861. The advertised tax rate will be .1141. Capital Projects Fund is budgeted for \$2,203,740 at a tax rate of .3810. Transportation is budgeted for \$1,664,444 with advertised rate of .2740. Bus Replacement budget is \$672,500 at an advertised rate of .0491. The total advertised tax rate is .8182. Swango commented that there was an extra December 15 payroll. Pat Lanman asked about Special Programs. The Special Education Fund is now part of the General Fund. That has not always been the case, but it has been the case for the last few years. Collier asked if there were any additional comments from the public. Hearing no further comments, Motion to **CLOSE** Budget Hearing and resume regular meeting: Bosaw / Second: Bennett / Vote: Unanimous.*

**PERSONNEL:**

It was recommended that the Board approve the following employment recommendations for the 2016-2017 school year:

- Title 1 Instructional Assistant (SCES): Andrea Brogan  
Motion: Daugherty / Second: Bennett / Vote: Unanimous
- Elementary Teacher (SCES) : Clari Fugal  
Motion: Deck / Second: Bennett / Vote: Unanimous

The following 2016-2017 Extra Curricular Activity resignations and recommendations were approved as follows:

Resignations: Motion: Bosaw / Second: Bennett / Vote: Unanimous:

- Matt Level from MS Football coaching position
- Allen Chase from MS Baseball coaching position
- Lisa Ridener from Dance Team

Recommendations:

- Darren Byrd: MS Head Football Coach / Defensive Coordinator: \$1300
- Rob Maust: MS Offensive Football Coordinator: \$1100
- Matt Longville: MS Assistant Football Coach: \$700
- Dick Koeniger: MS Assistant Football Coach (Volunteer)

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

After some questions from the Board regarding days allowed each year for a staff member to take professional development leaves and questions regarding the use of grant funds for the leaves were discussed, the following overnight staff professional

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development leaves and field trips were approved as follows: Motion: Bennett / Second: Deck / Vote: AYES: Collier, Deck, Bosaw, Bennett, Daugherty. NAYS: Cord

Staff Professional Development Leaves:

- Chad Combs to High Ability Conf., Orlando, FLA, Nov. 4-6, 2016
- RaheJean Griffin to High Ability Conf., Orlando, FLA, Nov. 4-6, 2016
- Megan Griffin to High Ability Conf., Orlando, FLA, Nov. 4-6, 2016
- J. Mitch Hobson to High Ability Conf., Orlando, FLA, Nov. 4-6, 2016
- S. Weales to High Ability Conf., Orlando, FLA, Nov. 4-6, 2016
- L. Conrad to School Counselor ISCA Fall Conf., Indianapolis, IN, Nov. 3- 4, 2016
- M. Edwards to School Counselor ISCA Fall Conf., Indianapolis, IN, Nov. 3- 4, 2016
- T. Spoores, S. Weales, W. Swango, F. Ross to 2017 National Title 1 Conf., Long Beach, CA., 2/21-2/25, 2017
- B. Curlin, E. Lamkin, SHoward, S. Whaley to 2016 Conf. for IN Kdg. Teachers, 11/14 -15, 2016
- J. Druba, L. Kurdys, R Bunner to 2016 Conf. for IN Kdg. Teachers, 11/14- 15, 2016

Field Trip:

- FFA to Purdue University for National Ag Science Competition/Recognition, Oct. 19-Oct. 22, 2016

**USE OF FACILITIES REQUESTS:**

Seven applications for the use of school facilities were presented for approval by the Board. Motion to approve as follows: Daugherty / Second: Deck / Vote: Unanimous.

- SCHS Cafe: L. Jones for Gideons Pastor Banquet, Sat., 11/05/16, 5:30 P.M. - 9:00 P.M., with Waiver of Fee : Yes / Waiver of Certificate of Liability: Yes
- JC Café & SCES Outside Pavillion: J. Ersin for Cub Scout Join Night, 9/08/16 – 6:15 P.M. – 7:30 P.M. with Waiver of Fee : Yes / Waiver of Certificate of Liability: On file – will need new one in January, 2017.
- SCES: A. Lieland for PTA Meetings, 10/4, 10/25, 11/9, and 12/14 in 2016 and 1/11, 2/8, 3/8, 4/12, and 5/10, in 2017, 3:30 P.M. to 5:00 P.M., with Waiver of Fee: Yes / Waiver of Certificate of Liability: Yes.
- SCES: A. Lieland for SCE PTA Family Night Book Fair to sell concessions, 9/22/16, 4:00 – 7:00 P.M. with Waiver of Fee: Yes / Waiver of Certificate of Liability: Yes.
- SCES: A. Lieland for SCE PTA Fall Carnival, 11/4/16, 4:00 P.M. – 9:00 P.M. with Waiver of Fee: Yes / Waiver of Certificate of Liability: Yes.
- Adm. Offc. Board Rm.: K. Bauserman for ISU EIDT Grant Presentation, 3:30 P.M. - 6:00 P.M., 10/20/16

**ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)**

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

- Next Regular Public Board Meeting: Monday, October 17, 2016, 6:00 P.M. at which time, the Budget, Bus Replacement Plan and Capital Projects Plan will be recommended for adoption. The meeting will be held in the Board Room of the Administration Office

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- Next Endowment Meeting: Thursday, August 29, 2016, 5:00 P.M. at the Administration Office
- Indiana School Board Association's Fall Conference: Mon., 9/26/16 & Tues., 9/27/16 at Indiana Convention Center
- Superintendent's "In the Neighborhood" School/Community Meetings:
  - Wed., October 19, 2016 @ Florence Fire House, 6:00 P.M.
  - Wed., November 16, 2016 @ Patriot Town Hall, 6:00 P.M.
  - Watch for more information on the website and in the Vevay newspaper.

#### **BOARD MEMBER COMMENTS:**

Bennett: A person at Ivy Tech complimented the setup of the classes at the Technology Center. Bennett also congratulated the torch relay students for their participation in the ceremony.

Cord: According to an article in the Madison Courier regarding the 21<sup>st</sup> Century Scholar tuition, only 26% of students participate. She would like to see more efforts in getting information out there and have more participation. She suggested a survey to the community. She wonders why there were no more candidates for the open School Board positions.

Daugherty: Congratulations to the Football team for their win at the Homecoming game, Friday night. Wondered if there is going to be an official Open House for Jefferson-Craig's renovation.

Collier: In response to Daugherty's previous query regarding the Open House, there will be a walk-through of the building following this meeting. The elementary Grandparents Day was a big hit. The transportation drop off at Jefferson-Craig is going a lot better.

#### **ADJOURNMENT:** (7:20 P.M.)

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

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Kathryn Collier, President

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Josh Deck, Vice President

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S. Jill Cord, Secretary

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Joseph Bennett, Member

\_\_\_\_\_  
Greg Bosaw, Member

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L. Wayne Daugherty, Member

\_\_\_\_\_(Unable to Attend)\_\_\_\_\_  
William Roberts, Member