

March 26, 2018

**SWITZERLAND COUNTY SCHOOL CORPORATION  
MINUTES OF THE MARCH 26, 2018  
SPECIAL OPEN WORKING SESSION SCHOOL BOARD MEETING 5:30 P.M.**

The Board of School Trustees met for a special meeting open to the public in the Board Room of the Switzerland County Administration Building located at 1040 West Main Street, Vevay, Indiana, beginning at 5:30 P.M.

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

Board President, Collier, called the regular meeting to order and asked for the silencing of all communication devices. Superintendent Jones led those in attendance in the pledge to the flag followed by a moment of silence.

**ATTENDANCE:**

Mrs. Collier, President:	<u>Present</u>	Mrs. Combs, Member:	<u>Present</u>
Mr. Deck, Vice President:	<u>Present</u>	Mrs. Cord, Member:	<u>Present</u>
Mr. Bennett, Secretary:	<u>Present</u>	Mr. Sullivan, Member:	<u>Present</u>
Mr. Bosaw, Member:	<u>Present</u>	<i>Mr. Jones, Superintendent:</i>	<i><u>Unable to Attend</u></i>

Others in attendance: Mona Crabtree, Wilma Rosenberger, Matthew Hocker, John Sieglitz, Roy Leap, Michael Adamson, Sean McGarvey, Tony Spoores, David Todd, and Greg Curlin.

**AGENDA:**

The agenda was presented to the Board for approval as amended with the removal of Summer School and the addition of claims, professional leaves, and permission to advertise for Principal positions. Motion to approve as amended: Bennett / Second: Combs / Vote: Unanimous.

**NEW BUSINESS:**

A discussion of the hiring process for the Superintendent position was led by Michael Adamson of the Indiana School Board Association (ISBA). Adamson went over fifteen steps of the selection outline and format. He suggested that the Board take their time in order to hire the person that best suits the needs of the Corporation. Adamson mentioned that, if needed, the Board has the option of hiring an Interim Superintendent to provide services to the Corporation. He advised them not to go under thirty days for the hiring process. Adamson made other suggestions to the Board such as the advertisement of the position through the ISBA, the IDOE, the local news media, and the Corporation's website; using a post office box to ensure confidentiality throughout the entire process no

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matter who handles the search; narrowing the application pool for the first round of interviews to no more than six, and no more than four for the final interviews.

Adamson explained that it is the local Board's decision, but the Board had the option of utilizing the services of the ISBA to handle the entire hiring process, or use an outside source, or the Board can handle the entire process themselves. He provided the Board with a Superintendent Search Service Manual from the ISBA which contained examples of first and second interview questions and checklists, employment applications and position postings, suggested timelines, as well as statutory requirements for the search process.

### **CLAIMS:**

It was recommended that the Board approve claims to vendors as presented. Motion to approve: Bosaw / Second: Deck. Discussion: Cord questioned claim number 54043 to Matthew E. Hocker in the amount of \$11,318.75. Hocker explained that this was for a period of five and a half months, and asked what specifically she needed to know. She would like further clarification of the legal fees for certain dates in the name of transparency. President Collier called for a vote on the motion on the floor. Vote: 6 Ayes and 1 Nay (Cord). The approved claims are as follows:

- Prewritten: #54037 - #54075
- New: #54076 - #54078

### **PROFESSIONAL LEAVES:**

It was recommended that the Board approve four Professional Leaves as submitted.

Motion: Bosaw / Second: Deck / Vote: Unanimous. They are as follows:

- A. Cappell to 2018 IN Summit on Out of School Learning, Indianapolis, 4/9-4/10
- M. Prichard to 2018 IN Summit on Out of School Learning, Indianapolis, 4/9-4/10
- S. Cole to 2018 IN Summit on Out of School Learning, Indianapolis, 4/9-4/10, 2018
- E. Haskell to ILEARN Conf. in Indianapolis, 4/9-4/12, 2018

### **PERSONNEL:**

It was recommended that the Board grant permission to advertise two Principal Position openings for the Corporation. Motion: Bosaw / Second: Cord / Vote: Unanimous.

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

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

- Next Regular Public Board Meeting: Monday, April 16, 2018 @ 6:00 P.M.
- Next Endowment Meeting: Tuesday, April 24, 2018 @ 5:00 P.M. at the Admin. Office
- Superintendent in the Neighborhood Meetings:
  - Wed., April 18, 2018 at 6:00 P.M. at the Public Library

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**ADJOURNMENT: 6:35 P.M.**

Motion to adjourn: Sullivan / Second: Bennett / 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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Joseph Bennett, Secretary

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Greg Bosaw, Member

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Amy Combs, Member

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S. Jill Cord, Member

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Tye Sullivan, Member

(Board Approved: 04/16/18)