

September 17, 2018

**SWITZERLAND COUNTY SCHOOL CORPORATION  
MINUTES OF THE SEPTEMBER 17, 2018**

**REGULAR PUBLIC SCHOOL BOARD MEETING**

**6:00 P.M.**

The Board of School Trustees met for a regular public meeting beginning at 6:00 P.M. at the Switzerland County Administration Building located at 1040 W. Main Street, Vevay, Indiana.

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

Board President, Collier, called the regular meeting to order, asked for the silencing of all communication devices and 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>	Mr. Hite, Superintendent:	<u>Present</u>

Others in attendance: Mona Crabtree, Wilma Rosenberger, Matthew Hocker, John Sieglitz, Sean McGarvey, Mark Boggs, Greg Curlin, John Druba, Tony Spoores, Gayla Bullock, Roy Leap, Trent Whaley, and Vickie Althoff.

**OVERALL AGENDA:**

The overall agenda was presented to the Board for approval as presented. Motion: Combs / Second: Cord / Vote: Unanimous.

**PUBLIC COMMENTS:** *This portion of the meeting is limited to fifteen (15) minutes, unless extended by a vote of the Board. Anyone wishing to speak is required to identify themselves, keep comments to three minutes and address comments only to the Board President. If this isn't enough time, they are free to submit the balance of their comments in writing. The Board will take comments under advisement. If a written response is requested, they may leave an address with the Administrative Secretary. Commenters are advised to withhold specific names from comments without that person's written consent. The floor was opened for public comments.*

None.

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### **CONSENT AGENDA ITEMS:**

It was recommended that the Board approve consent agenda items including Minutes, Monthly Financial Report and Payroll Vendor Claims. Motion: Bennett / Second: Deck / Vote: Unanimous. Approved items are as follows:

- MINUTES: Regular Board Meeting, 8/20/18, & Special Budget Workshop Meeting, 8/29/18)
- MONTHLY FINANCIAL REPORT: July, 2018
- PAYROLL/VENDOR CLAIMS:
  - Prewritten Voucher #'s: 54835- 54873; 54874 - 54901
  - New Voucher #'s: 54902– 54972
  - Payroll: 08/31/18 & 09/14/18

### **APPROVAL OF GRANTS/DONATIONS:**

It was recommended that two grants and a donation be approved by the Board. Motion: Sullivan / Second: Bosaw / Vote: Unanimous. They are as follows:

- \$1,000 – HS Scholarship Award Banquet from the Community Foundation of Switzerland County, Inc., (grant #1807)
- \$1,120 – Operation Round Up grant from the Southeastern Indiana REMC Community Fund
- Usage Donation: Madison’s SuperATV for usage of vehicle by Athletic Department

### **ECA FUNDRAISERS: (2018-2019)**

The following Extra-Curricular Activity Fundraisers were presented and approved by the Board as follows: Motion: Deck / second: Bennett / Vote: Unanimous

- HS Bowling Team – “Around the House” product sales for club expenses, 10/1/198 to 10/15/18
- SCES 5th Gr. - In-School Spring Carnival, for annual field trip expenses, April 16, 2019
- SCES 5th Gr. - Annual In-School Fall Carnival for annual field trip expenses, Oct. 30, 2018
- SCHS Class of 2019– MORP Dance donations for class expenses, 10/05/2018
- SCES 6th Gr. - Flower bulb sales for class Camp expenses, 1/23 to 2/20, 2019
- SCHS Bowling Team – Tailgate/BBQ Sales,, 9/28, 2018
- SCMS 8th Gr. - Sale of Spices for Washington trip expenses, 10/1 to 11/1, 2018

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

The following overnight field trips & professional leave requests were presented and approved by the Board as follows: Motion: Sullivan / Second: Bosaw / Vote: Unanimous.

#### Field Trips:

- HS Student Council to State Convention in Indianapolis, 11/3 & 11/4, 2018
- FFA: Indianapolis for National FFA/Ag. Science Team competitions & district officers, 10/24-10/27, 2018
- FFA: Trafalgar for competitions, 10/12/-14, 2018

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Professional Leaves:

- G. Curlin: IN Assoc. for Career & Technical Educ. Conference, Indianapolis, IN, Nov. 8-9, 2018
- D. Todd & T. Spoore: IN Assoc. of School Principals Conf., Indianapolis, IN, Nov. 19-20, 2018

**PERSONNEL:**

The Board accepted the resignations of the following Extra Curricular Activity personnel as presented: Motion: Bosaw / Second: Bennett / Vote: Unanimous.

- Missy Mullen as co-coach of the SCES Robotics Team
- Sam Abplanalp Koller as Grade 6 Cheerleader Sponsor

It was recommended that the Board accept the retirement of Connie Thies, effective October 25, 2018 from her paraprofessional position with the Corporation. Motion: Cord / Second: Combs / Vote: Unanimous. Mrs. Thies will be recognized at our regular July meeting.

It was recommended that the Board approve the part-time employment of Kathy Smith at the Middle School cafeteria, four hours per day to fill a recently vacated position. Motion: Sullivan / Second: Cord / Vote: Unanimous.

Informational Item: Anthony Dennis is being transferred from a nine month, paraprofessional position as Physical Education instructor to a twelve month Assistant Systems Administrator support staff position.

**REPORTS:**

Superintendent & Board Committee Reports:

Facilities & Grounds: (Sullivan / Bennett): Sullivan: Nothing to report at this time.

Negotiations/Discussion Group: (Collier / Deck): An informal discussion was held recently regarding school safety issues. The use of off-duty officers at the schools is being discussed with the Sheriff's department. Discussion was also held regarding options for escape routes without having to use the hallways at the Middle School.

Internal Controls: (Bosaw/Combs): Report: None at this time.

Endowment: Superintendent Hite reported that the previous meeting was held here at the Administration Office on Tuesday, August 28, 2018. Current Financial Report: Cash Balance: \$183,620.18 / Long Term Investments: \$1,483,283 / Short Term Investments: \$249,680. Bob Kasper of Windsor Group presented an investment update for the 2<sup>nd</sup> quarter, as of June 30, 2018. Long Term investments experienced a gain of \$3,680, while short term investments suffered a loss of \$93. The request for payment of the 2019 debt service in the amount of \$658,205 was presented for first reading. The next meeting will be held Tuesday, September 25, 2018 at the Administration Building beginning at 5:00 P.M.

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**OLD BUSINESS:**

NEOLA Policy Updates, Volume 30, No. 2, (excluding #7530.02), presented for first reading at the August 20, 2018 Board Meeting, were recommended for approval by the Board. Motion: Sullivan / Second: Bennett. Discussion was held on Policy #2700 regarding the annual performance report, and #8315 concerning information management. Vote to approve specified updates as presented: Unanimous.

**NEW BUSINESS:**

It was recommended that the Board approve the 2018-2019 SIEOC Head Start Food Service Agreement as presented. Motion: Sullivan / Second: Combs / Vote: Unanimous

It was recommended that the 2018-2019 School Improvement Plans for Switzerland County Middle School, Switzerland County High School, Switzerland County Elementary School and Jefferson Craig Elementary be approved by the Board as submitted. Motion: Bosaw / Second: Sullivan / Vote: Unanimous.

It was recommended that the Board declare the following items as surplus items and dispersed as follows: Motion: Deck / Second: Bennett / Vote: Unanimous.

- HS – 25 library chairs for donation to Historical Society
- HS – Non-working stove in Room #120 for scrap

***Interruption of Regular Meeting to hold Public Hearings on CPF Plan, Bus Replacement Plan and 2019 Budget:***

***Board President, Collier interrupted the regular meeting and opened the Capital Projects Plan Hearing:***

*A Brief description of the 3-year Capital Projects Plan, (2019, 2020, 2021), was presented by Superintendent Hite. Hite explained that there is a cap on the tax rate for Capital Projects, so the idea is to look at all projects the Corporation is considering. Even though it is a 3-year plan, the goal is to work with a five-year plan. There is a need to be diligent about what projects are ahead and how those expenses can be funded. After the presentation, Board President, Collier, asked if there were any comments from the public. Hearing no further comments, motion to **CLOSE** the Public Hearing on the CPF Plan: Bennett / Second: Deck / Vote: Unanimous*

***Collier interrupted the regular meeting and opened the Bus Replacement Fund Plan Hearing:***

*The Bus Replacement Fund Plan was summarized by Superintendent Hite. Hite explained that the anticipated number of buses the Corporation will need to purchase for each year of the plan, 2019-2023, 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. Hearing none, Motion to **CLOSE** public Hearing on Bus Replacement Fund Plan: Sullivan / Second: Bosaw / Vote: Unanimous*

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***Collier interrupted the regular meeting to Open 2019 Budget Hearing:***

*A summarization of the 2019 Budget Hearing was presented by Superintendent Hite. Hite explained that the actual budget is advertised online in the Gateway program which the public has access to. In 2019, as required by Indiana Code, 20-42.5, the Corporation will establish an Education Fund and Operations Fund. The Bus Replacement funds, General Funds, Capital Projects Funds and Transportation Funds will be combined into those two funds. The 2019 Budget is as follows:*

<u>Fund Name:</u>	<u>Adv. Budget:</u>	<u>Adv. Tax Levy:</u>	<u>Adv. Tax Rate:</u>
Debt Service	\$741,042	\$615,282	0.1507
Education	\$8,809,043	\$0	0.0000
Operations	\$5,482,592	\$3,638,597	0.8913
Totals:	\$15,032,677	\$4,253,879	1.0420

*Collier asked if there were any comments from the public. Hearing no further comments, Motion to **CLOSE** Budget Hearing and resume regular meeting: Bennett / Second: Combs / Vote: Unanimous.*

**USE OF FACILITIES REQUESTS:**

The Board approved an application for use of school facilities as follows: Motion: Sullivan / Second: Deck / Unanimous.

- Switzerland Co. H.S. Cafeteria: V. Althoff - Switz. Co. Farm Bureau for Annual Dinner, 3:00 P.M.– 9:00 P.M., Tues., October 9, 2018, with waiver no waiver of fee and no waiver of certificate of liability.

**ANNOUNCEMENTS: (SUPERINTENDENT)**

Superintendent, Rod Hite, made the following announcements:

- Next Endowment Meeting: Tues., Sep. 25, 2018 @ 5:00 P.M. at the Admin. Office
- Next Regular Public Board Meeting: Monday, Oct. 22, 2018 @ 6:00 P.M.
- The Emergency Preparedness Plan has been completed, submitted to the state, and is available for review
- School Grades will be available at the end of October
- Congratulations to the Fall Homecoming King and Queen, Zoe Cole & Brent Gomez
- Congratulations to the Switzerland County Hall of Fame Inductees, Nathan Christman, (1999); Suzanne Kinman, (1997); and Jeff Weales, (1996). The Banquet will be held at Belterra, Nov. 1, 2018
- The first Early Release Day of the 2018-2019 school calendar will be on Wednesday, September 19, 2018
- October 2, 2018, a local WorkOne job fair will be held from 1:00 P.M. to 4:00 P.M. at the Tech Center

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**ADJOURNMENT: 6:30 P.M.**

Motion to adjourn: Combs / 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: 10/22/ 2018)