

April 15, 2019

**SWITZERLAND COUNTY SCHOOL CORPORATION
MINUTES OF THE APRIL 15, 2019**

EXECUTIVE SESSION BOARD MEETING

5:30 P.M.

REGULAR PUBLIC SCHOOL BOARD MEETING

6:00 P.M.

The Board of School Trustees met before a regular public meeting for an Executive Session beginning at 5:30 P.M. at the Switzerland County Administration Building located at 1040 W. Main Street, Vevay, Indiana to receive information about prospective employees. This is in compliance with the following Indiana Code: I.C.5-14-1.5-6.1(b)(5).

Those in attendance: Board Members: Collier, Deck, Bennett, Bosaw, Cole, Combs and Sullivan. Others in attendance: Superintendent Rod Hite, Board Attorney, Matthew Hocker. Ashley Kitts was also in attendance for a brief period of time.

The Board discussed no subject matter in the Executive Session other than the subject matter specified in the public notice. The Executive Session adjourned.

Following the Executive Session, the Board of School Trustees met for a regular public meeting beginning at 6:02 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 Hite led those in attendance in the pledge to the flag followed by a moment of silence.

ATTENDANCE:

Mrs. Collier, President:	<u>Present</u>	Mr. Cole, Member:	<u>Present</u>
Mr. Deck, Vice President:	<u>Present</u>	Mrs. Combs, Member:	<u>Present</u>
Mr. Bennett, Secretary:	<u>Present</u>	Mr. Sullivan, Member:	<u>Present</u>
Mr. Bosaw, Member:	<u>Present</u>	<i>Mr. Hite, Superintendent:</i>	<u>Present</u>

Others in attendance: Dana Keith, Matthew Hocker, Wilma Rosenberger, John Sieglitz, Chris Kitts, Presley Kitts, Marsha Chase, Lawrence Chase, Ashley Kitts, John Druba, Tony Spoores, David Todd, Roy Leap and Cameron Everage.

OVERALL AGENDA:

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

RECOGNITION: None

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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 that specific names be withheld from comments without that person's written consent.*

The floor was opened for public comments. Hearing none, public comments were closed.

CONSENT AGENDA ITEMS:

It was recommended the Board approve the following Consent Agenda items as presented.

Motion: Cole / Second: Sullivan / Vote: Unanimous Approved items are as follows:

- MEETING MINUTES: 03/18/19 (Regular Monthly Meeting); 04/01/19 (Special Board Meeting); 04/08/19 (Facilities & Grounds Committee Meeting)
- MONTHLY FINANCIAL REPORT: February, 2019
- PAYROLL/VENDOR CLAIMS:
 - Prewritten Voucher #'s: 55886-55929; 55930 (transfer to payroll); 55931; 55932-55954
 - New Voucher #'s: 55955 - 56026
 - Payroll: 3/29/19; 4/12/19
- APPROVAL OF GRANTS/DONATIONS:
 - \$10,000.00 – VSCF Grant for HS BPA to National Leadership Conference
 - \$ 1,937.00 – IN Dept. of Workforce Development Grant for Career and Technical Education Senior Concentrators
 - \$ 1,750.00 – CFSCI HS BPA Extra-curricular account for National Leadership Conference registration

Mr. Hite thanked VSCF and CFSCI for their support for BPA.

- ECA Fundraisers: 2018/2019:
 - SCHS, Sophomore Class: Dave and Buster Power Cards Sales, 4/22-5/3, 2019
 - SCHS, Boys Basketball: Laundry Detergent Sales, 4/15-4/23, 2019
- OVERNIGHT STAFF PROFESSIONAL LEAVES/FIELD TRIPS:
 - Field Trips:
 - SCHS, FFA State Leadership Contest/Convention: Purdue University, West Lafayette, IN, 6/17-6/21, 2019 (G. Curlin, A. Wehner)
 - Professional Leaves:
 - C. Haskell to Ft. Wayne, IN for IASBO Annual Conference 5/8-5/10, 2019
 - W. Rosenberger to Ft. Wayne, IN for IASBO Annual Conference 5/8-5/10, 2019

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- G. Curlin and A. Werner to Purdue University for State Conference IAAE 6/10- 6/12, 2019

REPORTS:

Board Committee Reports:

Facilities & Grounds: (Bennett/Cole): Superintendent Hite: Pending weather, the HS track resurfacing is scheduled to be completed by June 30, 2019. The track will be closed beginning the last week of May. Signs will be posted prior to closing to inform the public.

Endowment: Superintendent Hite: Meeting was held on Tuesday, March 19, 2019. There is currently a cash balance of \$197,514.00. An audit will be completed by July 31st at a cost of \$7,100 and \$990 for the completion of the IRS form 990. The Endowment Board will be looking at other vendors in order to reduce costs. Mr. Hite announced that students are having successful competitions with Jeff Craig Riverbotics competing in the world competition in Louisville, BPA competing nationally in California and FFA competing at the state level. The next meeting will be held on Tuesday, April 23, 2019 at the Administration Office at 5:00 P.M.

Negotiations/Discussion Group: (Collier/Deck): Superintendent Hite: Senate Bill 390, if passed, teacher negotiation meetings will become public meetings.

Athletic Council: (Sullivan/Bosaw): Sullivan: Spring meeting is scheduled for Wednesday, May 15, 2019.

PERSONNEL:

It was recommended that the Board approve Danielle (Ballard) Glacken, Nick Patton and Dave Ballard for the Extra-Curricular Assignments for the 2018-2019 Middle School Softball Volunteer Coach positions. Motion: Bosaw / Second: Deck / Vote: Unanimous

It was recommended that the Board approve the employment of Ashley Kitts as the Principal at Switzerland County Elementary School with an initial two-year elementary administrator contract of 215 days beginning July 1, 2019 and running until June 30, 2021. Motion: Sullivan / Second: Cole / Vote: Unanimous The School Board congratulated Ashley and Mr. Hite welcomed her to the team.

It was recommended that the Board approve the employment of the following personnel as presented. Motion: Sullivan / Second: Bosaw / Vote: Unanimous. They are as follows:

- Kenneth Byars as School Bus Driver Trainer for the 2019-2020 school year.
- Amber Garcia as Bus Monitor for 2018-2019 school year.

It was recommended that the Board accept the resignations of the following personnel as presented. Motion: Cole / Second: Combs / Vote: Unanimous. They are as follows:

- Resignation of Mark Ely as School Bus Monitor, effective March 18, 2019.
- Resignation of Kim Hambrick as School Bus Monitor, effective at the end of the 2018-2019 school year.

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- Resignation of Traleen O'Collins as JC Elementary Music Teacher and Middle School Choir Teacher, effective at the end of the 2018-2019 school year.

It was recommended that the Board accept the retirements of the following personnel as presented. Motion: Bosaw / Second: Bennett / Vote: Unanimous. They are as follows:

- Retirement of Beverly Curlin as MS Head Cook, effective at the end of the 2018-2019 school year.
- Retirement of Mona Crabtree as SCES Instructional Aide, effective at the end of the 2018- 2019 school year.
- Retirement of Donna Brubaker-Cole as School Bus Driver, effective at the end of the 2018-2019 school year.
- Retirement of Rita Works as SCES Head Cook, effective May 29, 2019.
- Retirement of Kenneth Byars as School Bus Driver, effective at the end of the 2018- 2019 school year.

Mr. Hite wished them the best and thanked them for their years of service.

It was recommended that the Board approve the request for an additional leave of absence for Judy Lozier from 4/8 – 5/1, 2019. Motion: Sullivan / Second: Bosaw / Vote: Unanimous

OLD BUSINESS:

It was recommended that the Board approve the updates to the NEOLA policy manual as presented with the additional changes to Policy 6700 and 5830. NEOLA Policy Updates: Vol. 29, No. 1 and No. 2. The first reading was held on 3/18, 2019. Motion: Bosaw / Second: Cole / Vote: Unanimous

Updates to the 2019-2020 Parent-Student Handbooks for Jefferson-Craig Elementary School, Switzerland County Elementary School, Switzerland County Middle School and Switzerland County High School were presented for first reading at the regular meeting of March 18, 2019. It was recommended that the Board approve the handbooks as presented. Motion: Sullivan / Second: Deck / Vote: Unanimous Mr. Sullivan asked if a policy regarding cell phone use should be added to the elementary school handbooks. Mr. Hite responded it will continue as a practice and will be included in 2020-2021 handbooks.

During the April 1, 2019 Special Board Meeting, the Board voted to award the bids for the HS Track Resurfacing Project to Globe Asphalt Paving Co., Inc. for Bid Package 1 (asphalt) as the lowest and best bid and Reece Seal Coating as the lowest and best bid for Bid Package 2. Mr. Hite reported that pending weather, the estimated completion date is June 30, 2019.

NEW BUSINESS:

It was recommended that the Board approve the request from Tammy Cole for Extended Bus Use for the 2019-2020 school year. Motion: Bosaw / Second: Cole / Vote: Unanimous.

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It was recommended that the Board approve the 2019 Technology Plan as presented.
Motion: Sullivan / Second: Cole / Vote: Unanimous

It was recommended that the Board approve the 2019 Summer School positions and schedules as presented. Motion: Bennett / Second: Deck / Vote: Unanimous

Interruption of Regular Meeting to hold Public Hearing for Additional Appropriations for Education Fund and Reduction in Appropriations for Operations Fund:

Board President, Collier opened the Additional Appropriations for Education Fund and Reduction in Appropriations for Operations Fund Hearing:

A brief summary was presented by Superintendent Rod Hite. Mr. Hite explained that when the 2019 budget was prepared using the new fund numbers, it was believed that technology items were only reported in the Operations Fund. It is now understood that there are specific account numbers for technology expenses in the Education Fund as well. To insure that there would be enough approved appropriations to charge the proper fund, it was requested to increase the appropriations for the Education Fund and decrease the appropriations in the Operations Fund. This is only a move from one fund to another and it not a net increase in appropriations or expenses. This will reduce the required amount of the monthly transfer of funds from Education to Operations. 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 Additional Appropriations for Education Fund and Reduction in Appropriations for Operations Fund: Bennett / Second: Bosaw Vote: Unanimous

Motion to Approve Resolutions for Additional Appropriations for Education Fund and Reductions in Appropriations for Operations Fund: Sullivan / Second: Bennett Vote: Unanimous

Motion to Approve Resolution to Transfer Amounts from Education Fund to the Operations Fund recurring monthly effective 2/1, 2019: Cole / Second: Bosaw Vote: Unanimous

It was recommended that the Board approve an agreement with Tyler Technologies, Inc. to provide Traversa bus routing software. Motion: Sullivan / Second: Deck / Vote: Unanimous Mr. Hite stated that the cost will be \$6,350.00 the first year and \$2,500 annually for years two and three. The software is to provide the best route for each bus. With regards to FERPA information, Tyler Technologies will indemnify up to the cost of the software. Mr. Cole asked for clarification that Tyler Technologies is not storing our data but rather pulling our data. Mr. Hite confirmed that is correct.

USE OF FACILITIES REQUESTS:

The Board approved several applications for use of school facilities as follows: Motion: Bennett / Second: Combs / Vote: Unanimous

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- Administration Office Board Room – Patriot Alumni Association for Alumni Meeting from 10:30am – 12:00pm, 4/30, 2019, with (Waiver of Fee–**Y**) & (Waiver of Certificate of Liability – **Y**)
- HS Soccer Practice Fields – Switzerland County S.A.Y. Soccer Sunday through Saturday, 7/1 – 10/31, 2019, with (Waiver of Fee–**Y**) & (Waiver of Certificate of Liability – **N**)

ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)

Superintendent, Rod Hite, made the following announcements:

- Next Endowment Mtg.: Tuesday, April 23, @ 5:00 P.M.
- Next Regular Board Mtg.: Monday, May 20, 2019 @ 6:00 P.M.

ADJOURNMENT: 6:26 P.M.

Motion to adjourn: Combs / Second: Bosaw / Vote: Unanimous. The Meeting was so adjourned.

Kathryn Collier, President

Josh Deck, Vice President

Joseph Bennett, Secretary

Greg Bosaw, Member

Adam Cole, Member

Amy Combs, Member

Tye Sullivan, Member

(Board approval: 5/20/19)