

December 16, 2019

**SWITZERLAND COUNTY SCHOOL CORPORATION
MINUTES OF THE DECEMBER 16, 2019**

EXECUTIVE SESSION BOARD MEETING

5:30 P.M.

REGULAR PUBLIC SCHOOL BOARD MEETING

6:12 P.M.

The Board of School Trustees met before the 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 discuss a job performance evaluation of individual employees in compliance with Indiana Code: I.C.5-14-1.5-6.1(b)(9).

Those in attendance: Board Members: Collier, Deck, Bennett, Bosaw, Cole, Combs and Sullivan. Others in attendance: Superintendent Hite, and Board Attorney, Matthew Hocker.

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:

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>	Mr. Hite, Superintendent:	<u>Present</u>

Others in attendance: Dana Keith, Matthew Hocker, Wilma Rosenberger, John Sieglitz, David Todd, Sean McGarvey, Lesa McGarvey, Ashley Kitts, Patti Kappes, Greg Curlin, Tony Spoores, Gloria Day and Erin Deck.

OVERALL AGENDA:

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

CELEBRATING SUCCESS RECOGNITION:

There was no recognition of celebrating success this month. However, Mr. Hite congratulated the Robotics team for their placement over the weekend. The A team placed 20th out of 45 teams while qualifying for finals and tied for 4th in the finals. They received the Excellence Award qualifying for state. The B team placed 33rd out of 45 teams at the end of regulation.

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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 should 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: Combs / Second: Cole / Vote: Unanimous Approved items are as follows:

- Meeting Minutes: Regular Board Meeting 11/18/19; and Facilities & Grounds Board Committee Meeting 11/25/19.
- Monthly Financial Report: October, 2019
- Payroll/Vendor Claims:

<u>Prewritten Voucher #'s:</u>	57141-57190 57191-57221 <div style="background-color: yellow; height: 15px; width: 100%;"></div>
<u>New Vouchers:</u>	57224-57300
<u>Payroll:</u>	11/22/19, 12/06/19
- Approval of Grants/Donations:
 - \$556.00 - CFSCI Grant for Registration costs for the 2019-2020 NFCA Coaches Clinic 1/3 -1/4, 2020
- ECA Fundraisers: 2019/2020:
 - JC, Student Council, Tri-State Pennies for Patients Leukemia/Lymphoma, 2/17 - 3/18, 2020
 - SCMS, Student Council, Snowmen for Riley's, January, 2020
 - SCHS, Bowling Team, Milkshake Sales, Madison Basketball Game, 2/27, 2020
 - SCHS, Wrestling Team, Wrestling Camp, 1/3, 2020
 - SCMS, Library, Pins and Magnets with Santa/Easter Bunny, December 2019 and April 2020.
 - SCES, Library, Santa Pictures, Magnets and Buttons, 12/16-12/20, 2019
- Overnight Field Trips/Staff Professional Leaves:
 - Field Trips:
 - BPA: State Leadership Conference, Indianapolis, IN, 3/8 - 3/10, (K. Thayer/N. Wheeler)
 - Professional Leaves:
 - Greg Curlin to IAAE State Winter Workshop, Trafalgar, IN 1/15 - 1/16, 2020

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- Ashley Wehner to IAAE State Winter Workshop, Trafalgar, IN 1/15
-
1/16, 2020

REPORTS:

Board Committee Reports:

Facilities & Grounds: (Bennett/Cole): Superintendent Hite: The Facilities & Grounds committee met on Monday, November 25, 2019. The drainage work at the old gym is delayed due to temperatures as it needs to be above 40 degrees. We are anticipating the work to take place in the Spring; possibly during Spring Break. Mr. Hite also reported that during the committee meeting the Town attended to discuss easements for the sewer pipes and will be bringing new easements before the Board in the near future.

Endowment: (Superintendent Hite): the Endowment meeting was held November 19, 2019. The Current cash balance is \$160,851.02. Long-term investment balance and short term balance are presently \$1,536,979 and \$243,238 respectively. The 8th Grade Washington DC trip in April was approved for \$20,358. Mr. McGarvey reported that the cost of the trip was an increase of approximately \$2,000 because of a change in bus companies.

Negotiations/Discussion Group: (Collier/Deck): Superintendent Hite: Retro pay for non-certified employees was included in the last payroll and TAG grants have been distributed for teachers.

Athletic Council: (Sullivan/Bosaw): Mr. Sullivan: The Spring meeting is scheduled for Monday, March 16, 2020.

PERSONNEL:

It was recommended that the Board approve the following Extra Curricular Activity resignations and assignments as presented: Motion: Sullivan / Second: Deck / Vote: Unanimous

Resignations:

- Kim Rosen as Varsity Volleyball Coach effective immediately.

Assignments:

- John Scott as MS Softball Volunteer coach for the 2019-2020 school year.
- Ryan Longville as MS Softball Volunteer coach for the 2019-2020 school year.
- Kevin Rohrbach as MS Softball Volunteer coach for the 2019-2020 school year.
- Courtney Dayadharum as Varsity Girls' Soccer Coach for the 2020-2021 school year.
- Margaret Wilhelm as the HS Volunteer Assistant Bowling Coach for the 2019-2020 school year.

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The following employment resignation was presented and accepted by the Board as follows: Motion: Bennett / Second: Bosaw / Vote: Unanimous.

- Emily Schroeder as HS Teacher effective January 3, 2020.

The following employment retirements were presented and accepted by the Board as follows: Motion: Sullivan / Second: Combs / Vote: Unanimous.

- Retirement of Dawn Ransdell as Jefferson Craig Elementary Teacher, effective May 30, 2020.
- Retirement of Deb Archer as Jefferson Craig Elementary Teacher, effective May 30, 2020.
- Retirement of Sheila Gault as Jefferson Craig Secretary effective, at the end of the 2019-2020 school year.

Mr. Hite congratulated each of them and wished them the best. Mr. Hite stated that we will be recognizing them during the July 2020 board meeting.

It was recommended that the Board approve the employment of the following personnel as presented: Motion: Deck / Second: Bosaw / Vote: Unanimous

- Chauna Karas for the SCES Elementary Aide Position for the 2019-2020 school year.
- Melissa Skirvin for the SCMS 4-Hour Cafeteria Position for the 2019-2020 school year.
- Carrie Johns continuing as long term HS Substitute Teacher for the remainder of the 2019-2020 school year. Pay will adjust to teacher pay upon receipt of an emergency license. This position will be posted for 2020-2021.

OLD BUSINESS: None

NEW BUSINESS:

It was recommended that the Corporation keep Hummel Insurance Agency for its Commercial Insurance package and Workman's Compensation for 2020. Motion: Bennett / Second: Sullivan / Vote: Unanimous Mr. Hite explained that we are changing carriers from Liberty Mutual to EMC and IPEP with an annual savings of approximately \$10K.

It is recommended that the Board approve a resolution as presented to authorize Rod Hite, Superintendent as signatory for IPEP. Motion: Deck / Second: Sullivan / Vote: Unanimous

It was recommended that the Board approve the resolution to cancel the existing Southeastern Career Center Agreement and approve and enter into the proposed Southeastern Career Center Agreement as presented. Motion: Bosaw / Second: Cole / Vote: Unanimous Mr. Sullivan asked if any changes are expected. Mr. Hite responded that the Administration Fee is not expected to increase. Mr. Hite stated that the biggest change we will see is the number of students enrolled from Madison Consolidated School

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Corporation. Since Madison Consolidated School Corporation is withdrawing from the Career and Technical Education Area (CTE) Area 42 (Southeastern Career Center), their students currently enrolled in the program will be charged cost plus until they complete the program.

It was recommended that the Board approve a Transfer Resolution as presented to pay claims and transfer appropriations for December 2019. Motion: Combs / Second: Sullivan / Vote: Unanimous

Updates and Revisions to NEOLA Policies and NEOLA Policy Updates: Vol 32, No. 1 were presented to the Board for a First Reading. They will be presented for final approval at the January 14, 2020 Board Meeting. Mr. Hite stated that all of our board policies are on-line on our corporate website.

INFORMATIONAL ITEMS

Gloria Day is being transferred from her HS Library Aide position to the HS Guidance Secretary position for the 2019-2020 school year. The HS Library Aide position will be posted.

USE OF FACILITIES REQUESTS:

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

- SCHS Gymnasium - Recreational Basketball, Sundays, 2019-2020, 6:00pm - 9:00pm, Waiver of Fee–Y & Waiver of Certificate of Liability Y.
- SCHS Gym or Lobby Space - SCHS Alumni, Sale of Alumni Shirts, Boys & Girls Home Basketball Games Jan - Feb, 2020, Waiver of Fee–Y & Waiver of Certificate of Liability Y.
- SCHS Gym/Old Gym - SCHS Wrestling, Wrestling Camp, Friday, 1/3, 2020, 9am - 4pm, Waiver of Fee–Y & Waiver of Certificate of Liability Y.
- SCHS Cafeteria - YPAC Softball Mandatory Parent/Player Meeting/Uniform Sizing, Thursday, 1/30, 2020, 6pm - 8:30pm, Waiver of Fee–Y & Waiver of Certificate of Liability N.
- SCES Gym - YPAC Softball Skills Assessments, Tuesday, 1/21 - Friday, 1/24, 2020, 7pm - 8:30pm Y & Waiver of Certificate of Liability N.

Mr. Hite stated that Mr. McGarvey has verified that YPAC's use of the gymnasium does not interfere with the 6th Grade basketball practice.

Mr. Sullivan asked if participants of the Recreational Basketball will sign waivers of liability. Mr. Todd responded that waivers were signed last year but will ask participants to sign each year.

ANNOUNCEMENTS AND REPORTS: (SUPERINTENDENT)

Superintendent, Rod Hite, made the following announcements:

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- Next Endowment Mtg.: Tuesday, December 17, 2019 @ 5:00 P.M. at Administration Building
- Re-Organizational Board Meeting & Regular Board Meeting: Tuesday, January 14, 2020 @ 6:00 P.M; Executive Session following January Board Meeting. The January Regular Board meeting date was moved up and scheduled for the same time as the Re-Organizational Board meeting in order to meet the Board re-organizational deadline.

ADJOURNMENT: 6:32 P.M.

Motion to adjourn: Combs / Second: Sullivan / 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 approved: 1/14/20)