

**SWITZERLAND COUNTY SCHOOL CORPORATION**  
**MINUTES OF THE MARCH 12, 2020**  
**REGULAR SCHOOL BOARD MEETING** **6:10 P.M.**

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

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

Josh Deck called the 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>Unable to Attend</u>	Mr. Deck, Vice President:	<u>Present</u>
Mr. Bennett, Secretary:	<u>Present</u>	Mr. Bosaw, Member:	<u>Present</u>
Mr. Cole, Member:	<u>Unable to Attend</u>	Mrs. Combs, Member:	<u>Present</u>
Mr. Sullivan, Member:	<u>Present</u>	Mr. Hite, Superintendent:	<u>Present</u>

Others in attendance: Matthew Hocker, Dana Keith, Sean McGarvey, Tony Spoores, John Sieglitz, Patti Kappes, Ashley Kitts. Roy Leap, and Angie Grubbs.

**OVERALL AGENDA:**

The overall agenda was presented to the Board for approval. Motion: Sullivan / Second: Bennett / 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 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: Sullivan / Second: Bosaw / Vote: Unanimous Approved items are as follows:

- Meeting Minutes: Regular Board Meeting 2/17/20; Facilities & Ground Meeting 2/17/20
- Monthly Financial Report: January, 2020
- Payroll/Vendor Claims:
 

<u>Prewritten Vouchers#’s:</u>	57587-57611; 57613-57632; Transfer to PR 57612;
<u>New Vouchers:</u>	57633-57647
<u>Payroll:</u>	2/28/20 3/13/20
- Approval of Grants/Donations:
  - \$50,000.00 - IDOE - Digital Learning-Community Advisory Grant for Technology Endowment Fund
  - \$ 1,000.00 - GenSet Service - Donation to the Varsity High School Football Team
  - \$ 1,000.00 - REMC Grant - SCHS Football
- ECA Fundraisers: 2019/2020:
  - SCMS, Softball: Car Wash/Bake Sale at SCMS Parking Lot, 4/25, 2020.
  - SCMS, Softball: Superfan Fundraising, (catalog and on-line sales of officially licensed NFL, MLB, NBA, NHL and collegiate items) 3/25-4/12, 2020.
  - SCHS, Student Council: Talent Show, 3/20, 2020.
  - SCHS, Sophomore Class: Catalog Sales - Great American Opportunities 4/6-4/17, 2020.
  - SCHS, Senior Class Officers: Male Pageant, 4/9, 2020.
- Overnight Field Trips/Staff Professional Leaves:
  - Field Trips
    - As an informational item, the Marching Band Field Trip to Orlando, Florida for the Disney World/Universal Performance was Board approved during the December 17, 2018 Regular Board meeting for the dates of 3/22-3/25, 2019. The actual date submitted for the trip was for the 2019-2020 school year. The trip is scheduled for 3/22-3/28, 2020.
  - Professional Leaves:
    - Cindy Welch to Indianapolis, IN for the Student Transportation National Expo 6/6 - 6/9, 2020.

## REPORTS

### Board Committee Reports:

Facilities & Grounds: (Bennett/Cole): Mr. Hite reported that there was a Facilities and Grounds committee meeting this evening prior to the Regular Board Meeting, Mr. Hite thanked Mike Meyer and Keith Smith for meeting with the committee. Mr. Hite shared that the Town of Vevay is looking to replace the sewer mains in front of the school. It is currently a 4" main. Due to the population housing developments on the outside of town, they are looking to upgrade to a 6" main. This will require some easements and access. A couple of different locations have been discussed: 1) the most direct route is behind the track and softball field as long as they are able to put this 10ft away from the water main. They would directionally bore anything near the track. 2) if we have to go in front, we will ask them to do the force main directional drillings at each one of our entrances at a time that will not disrupt school such as during the summer. As next steps, they will be drilling near the track in several different areas to have 100% identification of the water main. The town will provide the revised easements at the April Board meeting to be voted on at that time.

Endowment: (Superintendent Hite): Endowment meeting was held February 25, 2020 for a quarterly update. Mr. Hite reported that the market was doing very well last quarter and the Endowment is diversified in it's investments. Mr. Lohide has reached out to their representative to ensure they are managing the risks during this turbulent time. Mr. Hite reported that the Endowment is in a very solid state at the moment. The next meeting is Tuesday, March 17, 2020 @ 5:30 P.M. at Switzerland County Elementary,

Negotiations / Discussion: (Collier/Deck): Mr. Hite reported there are no negotiations or discussion taking place until Fall 2020.

Athletic Council: (Sullivan/Bosaw): Next meeting March 16, 2020.

## PERSONNEL:

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

- Christy Duvall as Varsity Girls Softball Assistant 2 Coach the 2019-2020 school year.
- Dalton Roark as Volunteer Assistant Baseball Coach for the 2019-2020 school year.

It was recommended that the Board approve the resignations of the following personnel as presented: Motion: Bennett / Second: Sullivan / Vote: Unanimous

- Sally Mortenson, SCES full-time Instructional Aide position, effective 3/20/2020.

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

- Julie Hall, HS Cafeteria Cook, effective 5/29/2020

Mr. Hite congratulated her and wished her the best. Mr. Hite stated that we will be recognizing Julie during the July 2020 board meeting with all current retirees.

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

- Meagan Kilborn for the SCES full-time Instructional Aide position for the 2019-2020 school year.

It is recommended that the Board approve the following extensions of medical leaves as presented: Motion: Sullivan / Second: Bosaw / Vote: Unanimous

- Extension of an employee's medical leave to April 17, 2020 as submitted.
- Extension of an employee's medical leave to May 1, 2020 as submitted.

#### **NEW BUSINESS:**

The Board was presented with drafts of the 2020-2021 Parent/Student Handbooks for Jefferson-Craig Elementary, Switzerland County Elementary, Middle School and High School for first reading. The handbooks will be presented for approval at the April 20, 2020 Board meeting.

It was recommended that the Board approve the draft Technology Plan as presented. Motion: Bosaw / Second: Bennett / Vote Unanimous

It was recommended that the Board approve the 2020 Summer School positions and schedules as presented. Bosaw / Second: Bennett / Vote Unanimous

#### **USE OF FACILITIES REQUESTS:**

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

- Soccer Practice Fields - YMCA Youth Soccer Games/Practices - Monday, 3/23, 2020 - Saturday, 5/16, 2020, weekdays 4pm - 8pm and Saturdays, 8am - 1pm, with Waiver of Fee–Y & Waiver of Certificate of Liability - N.
- HS Baseball, Softball & Track Fields - SCHS Alumni T-Shirt Sales- Wednesday, 4/29, 2020 (Baseball and Softball); Thursday, 4/30, 2020 (Vevay Newspaper Invitational) & Tuesday, 5/12/2020 (ORVC Meet) with Waiver of Fee–Y & Waiver of Certificate of Liability - Y.
- JC/SCE/MS/HS Open House - SCHS Alumni T-Shirt Sales - Monday, 8/10, 2020 & Tuesday, 8/11, 2020, with Waiver of Fee–Y & Waiver of Certificate of Liability - Y.
- HS Near Football Field Area - SCHS Alumni Event - Friday, 9/18, 2020, from 4:00pm to 7:00pm, with Waiver of Fee–Y & Waiver of Certificate of Liability - Y.

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

Superintendent Hite made the following announcements:

- Executive Session: this evening immediately following Regular Board Meeting
- Next Endowment Mtg.: Tuesday, March 17, 2020 @ 5:00 P.M. at Switzerland County Elementary
- Next Board Mtg.: Mon., April 20, 2020 @ 6:00 P.M.
- Facilities and Grounds Committee.: Mon, April 20, 2020 @ 7:00 P.M.

Mr. Hite also provided an update on the COVID-19 preparedness. Mr. Hite reported that he met with faculty and staff this afternoon, after the school day, and explained to them that he had been working with the local Health Board and local Health Officer, Dr. Frede. Mr. Hite explained that we are taking a conservative approach in that if we have a positive case or expected positive case within our community or regional area, Dr. Frede will give us the order to close school. At that time, we will have a couple of different preparations to make. If it is for a short period of time, we will work on e-Learning and blended learning schedules. We will provide breakfasts, lunches and hardcopies and this will be done through parent drop offs. Mr. Hite further stated that he would be sending a letter to parents this evening with this information.

Mr. Hite also reported that late this afternoon, Gov. Holcomb issued a press release granting the ability to waive up to twenty days from the school calendar. The twenty days does not have to be used consecutively, Mr. Hite stated that we know that the quality of instruction can fall off the longer you do that in a row. If we start with e-learning, we would go to school closure at some point. With school closure, there

would be no provided services, unless the plan changed. Mr. Hite said those days would be waived and not made up in the summer, the same for e-Learning.

Mr. Hite wanted all parents to understand that in the State of Kentucky, the Governor has issued a state of emergency and until that is lifted, a lot of those schools are closing until April 20th, obviously placing a burden on parents and home health care, etc. Mr. Hite stated that we are following the direction of our local Health Officer and working closely with Dr. Frede and reassessing the situation several times throughout the day.

Mr. Hite asked each parent tonight to start making plans in the event that we would have to close the school. Mr. Hite stated that we know at this time, there are confirmed cases of the virus in the State of Indiana. Mr. Hite further explained that the number one item we worry about is not so much the spread among our students, as they are a young and healthy population. What they are finding is that the elderly are very vulnerable. The health department is concerned that if one of our students took the virus home to their parents, without showing any symptoms, their parents could take this into a healthcare facility, working with the elderly in nursing homes or assisted living areas and pass this along to someone and we could have a real tragedy on our hands within our community. Mr. Hite asked for the support of our community as we are supporting our local Health Department, as we work through this together. Again, this is something that we have never faced before in Education and it is moving fairly quickly. Mr. Hite further stated that he has had meetings with Dr. Jennifer McCormick, Indiana Superintendent of Public Instruction and other School Superintendents within Southern Indiana.

Mr. Hite stated as of now we are scheduled to be in school tomorrow and will be in school until further guidance from Dr. Frede. Mr. Hite explained that he wanted to give parents notification to start making preparations as we move forward.

Mr. Hite asked for comments from the Board Members. Mr. Bosaw stated that the Governor of Ohio closed schools as of this afternoon. Mr. Hite responded that he feels this is ultimately coming to Indiana. Mr. Hite further stated that we are working with our teachers to build professional packages for our students to be delivered to homes and for teachers to be available via phone. Teachers will be in an area to be available to speak to parents, day care providers and anyone else that would go into that status so they can help them work through any assignments. No one will be left on their own without any support from the schools, especially if we have to go into continuational learning.

Mr. Hite also provided an update on the status of field trips stating that no decisions have been made at this time but working proactively to understand if we are able to reschedule.

- The 8th Grade Class has a trip scheduled after Spring Break to Washington DC. That area is now in a State of Emergency. Some of the contracts with the travel

agencies do not allow for refunds. This is something that is usually negotiated between the travel agency and the parents but we have already asked our legal counsel to begin reviewing the contracts in order to assist parents.

- The Band is traveling to Orlando, Florida during Spring Break. Mr. Hite stated that he will be meeting with the Band Director and Principal tomorrow to make a decision on how that trip will be handled.
- BPA Students recently qualified to go on to Nationals in Washington DC during the first part of May. We will be working with the Sponsors and Principals to discuss how that trip will be handled.
- The Travel Club is scheduled to go to Europe (England and Scotland) this summer. Travel has already been suspended in many of those areas through March and April. We are currently contacting the Travel Agency to determine how this trip will be handled.

Mr. Hite further stated that we care about the safety of our own students, faculty and staff but most importantly we care about the safety of our community. Mr. Hite further stated that he has had that conversation with Dr. Frede and fully supports him, In addition, we have spent approximately \$8,000.00 in the past several days for medical grade supplies and CDC approved cleaning supplies. All of our buildings and buses are being cleaned. Buses will be cleaned twice a day, once after the morning route and again after the evening route. We are planning on deep cleaning all of our areas, bringing additional staff to increase manpower and going through each of our areas best we can. If we were to close, we would literally clean every classroom and wipe down every area. Once we cleaned the rooms they would be blocked off and teachers would be working in a different area to perform their work. After we would open the school again, the building would be cleaned again before the students would reenter.

Mr. Hite said he has been asked what would happen if we close for two weeks and then we have a case of the virus? Mr. Hite responded that there is no blueprint for this right now and we would follow the direction of the Health Department. This is a health concern and they are the medical experts to provide advice on how to react to the situation.

**ADJOURNMENT: 6:24 P.M.**

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

Unable to Attend

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Kathryn Collier, President

Josh Deck, Vice President

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Joseph Bennett, Member

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Greg Bosaw, Member

Unable to Attend

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Adam Cole, Member

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Amy Combs, Member

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Tye Sullivan, Member

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The Board of School Trustees met immediately following the regular public meeting for an Executive Session beginning at 6:50 P.M. at the Switzerland County Administration Building located at 1040 W. Main Street, Vevay, Indiana for the discussion of the assessment, design, and implementation of school safety and security measures, plans and systems. This is in compliance with the following Indiana Code: I.C. 5-14-1.5-6.1(e)(3).

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

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

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*(Board Approved: 4/20/20)*