

**SWITZERLAND COUNTY SCHOOL CORPORATION**  
**MINUTES OF THE MAY 18, 2020**  
**REGULAR SCHOOL BOARD MEETING** **6:00 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:**

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

Others in attendance: Ashley Kitts, Tony Spoores, Sean McGarvey, David Todd (Webex); Matt Hocker, John Sieglitz and Dana Keith.

**OVERALL AGENDA:**

The overall agenda was presented to the Board for approval with additional voucher 57980 and correction of the effective date of Personnel Resignation G.2.(a). Motion: Bennett / Second: Sullivan / 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: Deck / Second: Bosaw / Vote: Unanimous Approved items are as follows:

- Meeting Minutes: Regular Board Meeting 04/20/20;
- Monthly Financial Report: March, 2020
- Payroll/Vendor Claims:
  - Prewritten Vouchers#’s:                   57865-57901  
57902 Transfer to Payroll  
57903-57922
  - 
  - New Vouchers:                           57923-57979; 57980
  - 
  - Payroll:                                   4/24/20  
5/8/20
- Approval of Grants/Donations:
  - \$2,100.00 - CFSCI Grant for Banners for 2020 Graduating Seniors
  - \$2,100.00 - VSCF Grant for Banners for 2020 Graduating Seniors.
  - \$ 200.00 - American Legion Donation for Banners for 2020 Graduating Seniors.
  - \$ 200.00 - VFW Donation for Banners for 2020 Graduating Seniors.
  - \$1,998.00 - CFSCI Grant for Project Lead the Way Curriculum Update 2020
- Overnight Field Trips/Staff Professional Leaves:
  - Professional Leaves:
    - Ashley Kitts to Indianapolis, IN for INALI Cohort 7, various dates during the 2020-2021 school year.
    - Tony Spoore to Indianapolis, IN and other regional areas for IPLI Program, various dates during the 2020-2021 school year.
    - Sean McGarvey to ISU and Indianapolis, IN for IPLI Program, various dates during the 2020-2021 school year.
- Other Items:
  - Revised 2019-2020 School Calendar using the approved waiver days in conjunction with E-Learning days to meet the 160 day minimum requirement.
  - HS Graduation change of date and location to Saturday, July 18, 2020, 10AM SCHS Track.
  - Adam Pietrykowski as an additional HS summer school remediation teacher if an additional class is needed. The cost for the additional

class will be \$4,265.20. This will be offered at the same time as the other remediation classes, June 8-26, 2020.

## **REPORTS**

### Board Committee Reports:

Facilities & Grounds: (Bennett/Cole): Mr. Hite provided an update that waterproofing at the old gym is taking place currently and the sub-surface drainage is being installed at this time. This work started May 4, 2020 and the completion date is dependent upon weather. It was reported that the foundation is in excellent shape to have been constructed in the late 1930's.

Endowment: (Superintendent Hite): Mr. Hite provided an update on debt service stating that during the last Endowment meeting, a letter was written to the county council asking for assistance in paying the Debt Service when council froze the distribution of casino revenues. Mr. Hite explained that the Endowment has money that comes directly from Belterra revenue and another percentage of money that comes to the county that is reallocated and given to different entities. The Endowment also has a long term investment account, a short term investment account and cash on hand balances.

Mr. Hite shared that at the last county council meeting, the Endowment requested that the County Council partially fund the Endowments revenue for Debt Services. The Endowment proposed using short term investments and cash on hand to pay towards Debt Service as well as limiting stipends for Endowment board members to \$1.00 per meeting, allowing time for the long term investment to recover. The county council did not accept the Endowment's proposal but a request was made for the county council to revisit in June. The requested amount is \$63,000 and release of funds from Belterra that is already scheduled.

Mr. Hite explained that the worst case scenario is that the Endowment would possibly take the required amount for the Debt Service payment from long-term investments. This will be a discussion during the next Endowment meeting.

Mr Hite further explained that there are three (3) Debt Service payments that have to be built into the school corporation budget each summer for the following year. Built into the budget is a "Debt Services Tax Rate" which is advertised in the newspaper. Once that rate is determined, the Endowment provides a letter guaranteeing to the State of Indiana to pay the Debt Service for the next year. The School files the Endowment's guarantee of payment letter with the Department of Local Government Finance (DLFG) which allows us to waive Debt Service to local taxpayers. If the Endowment decides to

no longer guarantee payment of the Debt Services, because they do not have revenue coming back in, the School Corporation will have no other choice than to put that into the debt levy for taxpayers. Based on last year's rate, that would be .17, which is approximately \$170.00/per \$100,000.

Mr. Hite stated that the information will be available over the next couple of months as we build next year's budget. The advertised budget will be presented to the Board for approval as well as information on whether the Endowment will be guaranteeing the Debt Service payment.

Mr. Hite further explained that the school debt begins to fall off in tiers over the next three (3) years and that any renovation or construction projects that have been identified as a need for the corporation, during long range planning, are presented to the Endowment. The Endowment committee includes a County Council member, a County Council appointee, a County Commissioner, a County Commissioner appointee as well as the School Superintendent. This provides the County Council and County Commissioner a voice into how the money is spent. Mr. Hite explained that the Endowment committee was established over twenty (20) years ago primarily for School Debt Services. Mr. Hite further explained that after the long range planning renovation and construction projects have been presented to the Endowment committee, the list will be presented to the County Council and local stakeholders (taxpayers, parents and patrons within the community) to assist with narrowing down the list even further until a final dollar amount is determined.

Mr. Hite further explained that depending on how the Endowment is funded in the future, as well as the Endowment's future savings account, there may be a change to how we discuss taxation, repairs and construction. Mr. Hite stated that he would share more information as it becomes available.

Mrs. Collier asked for clarification that 60% of the Endowment funds come from the county but are directly from Belterra through interlocal sharing agreements that guarantee a percentage to the Town of Vevay, Town of Patriot and the School Corporation. The remaining 40% comes from the county council and that is the portion that has been frozen. Mr. Hite confirmed that is correct and that there is less money coming to the county council now from Indianapolis and they have to make tough decisions on what they are able to do within the county.

Mr. Hite thanked previous Endowment committee members for putting money into long term investments which is now being looked at more like a rainy day fund to help get us to where we need to be.

Mr. Cole commented that over the past several years, the payment from the county has not been enough to cover Debt Service and Textbook rental. The amount has barely covered Debt Service and that is only because the amount paid toward textbook rental was reduced. Mr. Hite agreed and added that as a county we are not used to textbook payments but those payments have been transitioning back over a five (5) year plan due to a reduced amount of revenue coming back into the county. Mr. Hite thanked all of our local government officials as they are trying to do what is best for stakeholders in the entire county. Mr. Hite further commented that the Endowment is the only recipient that has a direct impact on taxation of everyone in the county because the debt levy is waived from taxes because of the Endowment.

Mr. Bennett inquired about the amount of the Debt Service payment this year. Mr. Hite confirmed that it is approximately \$680k-\$700K. Mr. Bennett asked what next year's payment would be with loans and debts being paid off over the next three years? Mr. Hite responded that we do not lose anything in 2020-2021, it is not until 2022-2023. Mr. Hite will provide the amortization schedule at the next meeting.

Mr. Hite concluded by stating that he wanted everyone to understand the school's taxation and process for a debt levy. But also how the school has benefitted, by that being paid the previous twenty (20) years, by the Endowment and how the money comes to the Endowment through two different channels.

Mr. Cole asked about the dates and final deadlines for advertising the tax rate and filing with the State. Mr. Hite responded that we will file in August with the DLFG. There will be a public hearing in September and then the budget will be adopted by the Board in October. During the November to December timeframe, the 1782 Notice is received which provides the final tax rates that have been approved through the DLGF. There is a ten (10) day window to appeal in the event that something changed during the budget process.

Negotiations / Discussion: (Collier/Deck): Mr. Hite reported there are no negotiations taking place. However, Mr. Hite and Mr. Curlin have discussed the State's options for evaluating Teacher Effectiveness due to the shortened school year. The options include 1) use observations from the first twenty-seven (27) weeks of the school year or 2) use last year's observations unless there was a chance for the teacher to improve. Any teacher would be able to present information to the Principals showing how they taught differently this year if they were on an improvement plan or if they felt they would be rated as Highly Effective this year.

The Administrators are discussing Option 2. The only teachers impacted are first year teachers that did not have previous evaluations. Therefore, the Administrators would base the evaluation on what was observed during this school year.

Athletic Council: (Sullivan/Bosaw): Next meeting dates June 15, 2020 and July 20, 2020.

### **PERSONNEL:**

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

#### Resignations:

- David Wolfe as HS Golf Boys Varsity Coach effective at the end of the 2019-2020 school year.

#### Assignments:

- Hannah Cook as Cheerleading Sponsor Varsity #1 for the 2020-2021 school year.
- Casie Jesop as Cheerleading Volunteer Assistant Coach for the 2020-2021 school year.

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

- Adam Dennis, HS PE and Math Teacher, effective May 30, 2020.
- Alexis Braun, Excel After the Bell Assistant Site Coordinator, effective May 21, 2020.

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

- Sandy Jones as JC Elementary Teacher, effective May 30, 2020.
- Glenna Riley as MS Cook, effective May 31, 2020.

Mr. Hite thanked them for their years of service. Typically, all retirees are recognized during the July Board Meeting. If we are not able to recognize them in July this year, we will do so in a later Board Meeting.

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

- Thera South as HS Special Education Teacher on a 1-year emergency license for the 2020-2021 school year.
- David Gee as HS PE and Health Teacher on a 1-year emergency license

- for the 2020-2021 school year.
- Brooke Todd as JC Elementary Teacher for the 2020-2021 school year.
- Terry Scudder as HS Custodian effective June 1, 2020.
- Danny Cupp for the open Grounds position.

Mrs. Collier asked for an explanation of how the 1-year emergency license works. Mr. Hite explained that a 4-year degree is required for a 1-year emergency license. In many cases, a teacher is working on a content area or a teacher may hold a license in a different content area than what they are teaching such as a licensed Math teacher and you need to fill a Special Education position. An individual can apply to the State for an emergency license. Mr. Hite explained that there used to be a limited number of emergency licenses available but now it is tougher to fill many positions. Mr. Hite further explained that the individual must complete course work while pursuing their degree or take an exam to become licensed in that area.

### **NEW BUSINESS:**

It was recommended that the Board approve a 2nd Shift Custodial position at Jefferson-Craig as presented. Motion: Deck / Second: Bennett / Vote: Unanimous

It was approved for Superintendent Hite to fill any teacher and staff vacancies for the start of the 2020-2021 school year, and bring the recommendations to the Board retroactively no later than the August board meeting. Motion: Bosaw / Second: Sullivan / Vote: Unanimous Mr. Sullivan asked how we are looking as far as open positions? Mr. Hite responded that we are in good shape and closing the gap but some positions will be reviewed on a case by case basis based on budget and student numbers.

It was recommended that the Board approve the Non-Cert one-time vacation change as presented. Employees hired after July 1st, 2003 to be offered a one time offer through June 30th to be allowed to follow the same policy as those hired prior to July 1st 2003. This is due to the impact of COVID-19 and being unable to use vacation days in the usual fashion. After June 30th of 2020 employees will return to the handbook as written. Motion: Bennett / Second: Combs / Vote: Unanimous

### **INFORMATIONAL ITEMS**

A GPS report was presented to the Board that reflected speed and idle time for school vehicles. A new Speed Guideline is to be included in the Employee Handbook.

**USE OF FACILITIES REQUESTS:**

The Board approved several applications for use of school facilities as follows: Motion: Deck / Second: Bosaw Vote: Unanimous Due to the schedule conflict with German Corner Food Vending request for 7/1-7/18 and graduation date, the motion was amended by Deck for use of facility on 7/24-7/25, 2020.

- SCHS Cafeteria – Youth Pacers Corporation Mandatory Parent Meeting, Tuesday, 7/7, 2020, from 6:00pm – 8:00pm, with Waiver of Fee–Y & Waiver of Certificate of Liability - N.
- SCHS Practice Fields - Youth Pacers Athletic Corporation Football Practice, Daily, July - November 2020, Monday - Friday from 6pm - 8pm and Sundays, all day (exact practice times TBD) with Waiver of Fee– Y & Waiver of Certificate of Liability - N.
- MS Parking Lot - German Corner Food Vending, Friday and Saturday 6/5-6/6, 2020 and 7/17-7/18, 2020, from 11am - 7pm, with Waiver of Fee– N & Waiver of Certificate of Liability - N. Due to a conflict with Graduation scheduled on 7/18, 2020, the Use of Facility Request was approved for 6/5-6/6, 2020 and 7/24-7/25, 2020.

Mr. Sullivan asked if there is a need to limit the number of outside people that are in our buildings with any of these requests and previously approved Use of Facilities such as the High School Alumni Dinner tentatively scheduled for August. Mr. Hite responded that the Governor's plan is to reopen by 7/4 and we should have more information from state and local officials in June and we will need to follow those guidelines by marking off social distancing. We'll need to communicate with those requesting use of the facilities. If we are not able to accommodate they may have to seek a different location or schedule their event over several dates. Once we have the guidelines, if any of the previously approved requests are impacted and need to schedule multiple dates, those requests will be presented to the Board for approval.

Mr. Sullivan also asked about the request from the German Corner Food Vending being the same date as High School graduation. Mr. Hite said that is a valid concern with social distancing that will be taking place for graduation and that we would reach out to the German Corner regarding availability the following weekend 7/24-7/25, 2020.

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

Superintendent Hite made the following announcements:

- Executive Session: this evening immediately following Regular Board Meeting
- Next Endowment Mtg.: Tuesday, May 26, 2020 @ 5:00 P.M. at the Central Office.

- Next Regular Board Mtg.: Monday, June 15, 2020 @ 6:00 P.M.
- Registration for the eMTY program occurred Friday, May 8 - Tuesday, May 12, 2020. Approximately 800 students are registered and meal delivery should begin within the next two weeks.
- Food Pantry Distribution: Thursday, May 21, 2020, 3 P.M. to 5P.M.

**ADJOURNMENT: 6:33 P.M.**

Motion to adjourn: Bennett / Second: Deck / 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, Member

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Greg Bosaw, Member

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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: 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 matters specified in the public notice. The Executive Session adjourned.

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*(Board Approved: 6/15/20)*