

**SWITZERLAND COUNTY SCHOOL CORPORATION**  
**MINUTES OF THE JUNE 15, 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>	<i>Mr. Hite, Superintendent:</i>	<u>Present</u>

Others in attendance: Ashley Kitts, Tony Spoores, Sean McGarvey, David Todd, Matt Hocker, John Sieglitz, Patti Kappas, Wilma Rosenberger, Roy Leap, Greg Curlin and Dana Keith.

**OVERALL AGENDA:**

It is recommended that the Board approve the overall agenda as presented with correction of the effective date of Personnel Resignation G.3.(a), removal of Employee Recommendation G.5.(b) and the addition of Medical Leave Extension Recommendation G.6.(a). Motion: Sullivan / Second: Josh / 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. However, Mrs. Collier commented that she was glad to have people attending the meeting in person.

**CONSENT AGENDA ITEMS:**

It was recommended the Board approve the following Consent Agenda items as presented. Motion: Cole / Second: Bennett / Vote: Unanimous Approved items are as follows:

- Meeting Minutes: Regular Board Meeting 05/18/20;
  
- Monthly Financial Report: April, 2020
  
- Payroll/Vendor Claims:
  - Prewritten Vouchers#’s: 57981-53034
  
  - New Vouchers: 58035-58087
  
  - Payroll: 5/22/20  
6/05/20
  
- ECA Fundraisers: 2020/2021:
  - JC, 3<sup>rd</sup> Grade Class: Box Tops for Education, 2020-21 school year
  - JC, 3<sup>rd</sup> Grade Class: Easter Bunny Pictures, 3/29-4/1, 2021
  - JC 4<sup>th</sup> Grade Class: Candy Grams, 2/1-12, 2021
  - JC, Office: Yearbook Sales, w/Life Touch Pictures, April – May, 2021
  - JC, Office: Student Pictures w/Life Touch Pictures, Fall, Spring 2010-21 school year
  - JC, Office: Science Boards, March – April, 2021
  - JC, 6<sup>th</sup> Grade Class: Pictures with Santa, December 2020
  - JC, 6<sup>th</sup> Grade Class: Candle Sales, February 2021
  - JC, Student Council: Donations to Homeless Vets, 10/26-11/9, 2020
  - JC, Student Council: Hat Day, 2020-21 school year
  - JC, Riverbotics: Sponsorship Requests, 2020-21 school year
  - JC, Library: Scholastic Book Fair, 11/2-6, 2020
  - JC, Library: All For Books, 10/12-30, 2020
  - JC, Library: Follet Book Fair, 4/5-6, 2021
  - JC, Staff: Jean Day for Staff, Fridays, 8/14,2020-5/21,2021
  - JC, Student Council, Tri-State Pennies for Patients Leukemia/Lymphoma, 2/16-3/19, 2021
  - JC, Drama Club Grades 3-6: Drama Club Performance, February 2021

## REPORTS

### Board Committee Reports:

Facilities & Grounds: (Bennett/Cole): Mr. Hite provided an update on the old gym stating that the drains and pump have been installed and the downspouts will be installed next. Once the downspouts have been run back into the culvert, the area will be repaved and the project will be closed out. Mr. Hite also provided an update on the crosswalks. He stated that he recently met with the Engineers regarding the signage and highway marking. The final design will be sent to INDOT for the permit. Mr. Hite provided an update on the track stating that the concrete ramp has been extended.

Mr. Sullivan asked if there was an update on the Town of Vevay easements. Mr. Hite responded that he believes the Town has placed this on hold due to funding. Mr. Cole asked about the completion timeline of the old gym project. Mr. Hite responded that it should be completed within the next few weeks depending on the weather..

Endowment: (Superintendent Hite): Next Endowment Committee meeting is scheduled for Tuesday, June 16th. During the meeting, they will discuss the potential of moving forward with removing funds from long-term investment funds to pay debt service for June and hopefully boat revenue will be back up enough in order to pay the December debt service payment.

Mr. Hite also reported that he spoke with Eric Cole regarding the YMCA Agreement and Endowment request for funding for the school's use of the YMCA facilities for activities such as the swim team and P.E. Mr. Hite explained to Eric that we are not taking any requests to the Endowment at this time outside of debt service except the remaining 20% of textbook fees. Mr. Hite stated that the school would make it whole if needed to ensure students have access to the pool. A request for approval of the YMCA agreement will be presented to the board at a future meeting.

Negotiations / Discussion: (Collier/Deck): Mr. Hite reported that he and Greg Curlin have been meeting routinely regarding the pandemic and back to school plan. Mr. Hite stated that the pandemic and back to school plan will be presented to the Board during the Executive Session following tonight's board meeting. The plan will then be presented to the County Health Officer tomorrow and then the Discussion Team. The plan will then be presented to the Board for approval prior to rolling out to parents and guardians in early to mid-July.

Athletic Council: (Sullivan/Bosaw): Next meeting is scheduled for this evening after the Executive Session.

**PERSONNEL:**

It was recommended that the Board approve the following Extra Curricular Activity resignations/assignments as presented:

Resignations: Motion: Sullivan / Second: Bosaw / Vote: Unanimous

- Harold and Lisa Scranton as High School Archery Coaches.

Assignments: Motion: Bosaw / Second: Bennett / Vote: Unanimous

- Travis Wrigthsman as Golf Boys Varsity coach for the 2020-21 spring season.
- Misty Robbins as Soccer Girls Varsity Co-Assistant coach for the 2020-2021 school year.
- Carly Archer as Soccer Girls Varsity Co-Assistant coach for the 2020-2021 school year.
- Michelle Self as Volleyball Girls Varsity Assistant Coach for the 2020-2021 school year.
- Nikki Curry as Volleyball Volunteer Assistant Coach for the 2020-2021 school year.
- Christy Alexander as Volleyball Volunteer Assistant Coach for the 2020-2021 school year.

It was recommended that the Board approve the Summer Feeding Program as presented with the following individuals at the rate of \$11.00 per hour: Motion: Bennett / Second: Cole / Vote: Unanimous

- Switzerland County Middle School:
  - Jennifer Canfield 5 hrs. per day
  - Crystal Higgins 5 hrs. per day
- Switzerland County Elementary School:
  - Lisa Scranton 5 hrs per day
  - Kendra Johnson 5 hrs per day
- Substitutes: Kathy Hunt and Brenda Peelman

Mr. Sullivan asked if there is a sign-up requirement for the Summer Feeding Program?

Mr. Hite responded that there is not a requirement.

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

- Amy Zerhusen as SCES Speech Pathologist effective May 22, 2020.

- Katelyne Temple as JC Elementary Teacher effective June 4, 2020.

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

- Frank Kappes as Bus Monitor effective May 22, 2020.
- Bonnie Duvall as HS Cafeteria Cook effective June 30, 2020.

Mr. Hite thanked them for their years of service. Typically, all retirees are recognized during the July Board Meeting. Recognitions may be staggered over a couple of months this year due to social distancing guidelines.

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

- Angela Swanson for the Deputy Treasurer position.
- Sandee Hewitt for the open four hour High School cafeteria position for the 2020-2021 school year.
- Jessica Kilborn for the SCES part-time Instructional Aide position for the 2020-2021 school year.
- Karen Wentworth for the open Bus Monitor position for the 2020-2021 school year.

It was recommended that the Board approve the following request for a medical leave extension as presented: Motion: Cole / Second: Combs / Vote: Unanimous

- Extension of Bill Hoskins' medical leave to August 11, 2020 as submitted.

#### **NEW BUSINESS:**

The Board approved to submit an Endowment request for \$45,000 for Textbook Rental for the 2020-2021 school year. The request is for 20% for this final year. Motion: Sullivan / Second: Cole / Vote: Unanimous

The Board approved bonds for the following school personnel as follows: Motion: Cole / Second: Bosaw / Vote: AYES: Collier, Deck Bosaw, Bennett, Cole, Combs; ABSTAIN: Sullivan

- Kim Stout, Sec/ECA Treasurer, SCHS \$ 10,000
- Kelley Hansche, Sec/ECA Treasurer, SCMS: \$ 5,000
- Brooke Sullivan, Sec/ECA Treasurer, JCES: \$ 5,000
- LeeJaye Lohide, Sec/ECA Treasurer, SCE: \$ 5,000
- Wilma Rosenberger, Treasurer: \$100,000
- Patti Kappas, Treasurer: \$100,000
- Angela Swanson, Dep. Treasurer: \$ 75,000
- Blanket Bond for positions: \$5,000 each: Food Service Dir.  
Cafeteria Secretaries (2)  
Athletic Directors (2)  
Concessions Sponsors (2)  
Business Office Assistant  
Guidance Secretary

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It was recommended that the Board approve the Courses and Fees for the 2020-2021 school year for Jefferson-Craig Elementary School, Switzerland County Elementary School, Switzerland County Middle School and Switzerland County High School. Motion: Cole / Second: Bosaw / Vote: Unanimous

The Board approved rolling over the following Administrative Contracts as presented continuing their rolling two-year contracts: Motion: Bennett / Second: Sullivan / Vote: Unanimous

- Elementary Principal Tony Spoores
- Elementary Principal Ashley Kitts
- MS Principal Sean McGarvey
- HS AD/Assistant Principal Mark Boggs
- HS Principal David Todd

The Board approved rolling over Superintendent Rod Hite’s contract in accordance with the initial contract issued to be followed as written continuing his rolling three-year contract. Motion: Bosaw / Second: Cole / Vote: Unanimous

It was recommended that the Board approve the Adtec Administrative & Technical Consulting one-year Agreement for E-rate services and the Letter of Agency for E-rate Funding Year 2021 as presented. Motion: Deck / Second: Cole / Vote: Unanimous

The following information reflects details of the sealed bids received June 9, 2020 at 2:00 P.M.:

Service/Product:	Items/Services Bid:	Company/Prices:	Company/Prices:
Fuel & Oil (B5) Delivery	<b>Ultra Low Sulfur Diesel Undyed Fuel</b>	<b>Southern Petroleum</b>	<b>Laughery Valley Ag, LLC</b>
	Cetane rating of fuel bid	41	50
	Dock price (5-27-2020) Per Gallon	\$1.02	\$1.0879
	Total delivered price Per Gallon	\$1.12	\$1.218
	Tax (State Rd and State Surcharoe) Per Gallon	\$0.48	\$0.49
	<b>TOTAL PRICE PER GALLON</b>	<b>\$1.60</b>	<b>\$1.708</b>
	Unleaded Gasoline, 87 pr 89 Octane		
	Octane rating of fuel bid	87	87
	Dock price (5-27-2020) Per Gallon	\$1.00	\$1.0632
	Total delivered price Per Gallon	\$1.10	\$1.213
Tax (State Rd and State Surcharge) Per Gallon	\$0.29	\$0.30	
<b>TOTAL PRICE PER GALLON</b>	<b>\$1.39</b>	<b>\$1.513</b>	
<b>Oil: 55 Gal Drum of 15-40</b>	\$840.00	\$607.75	
Type of Oil	Shell Rutella	Countrymark Advantage	
Total delivered price Per Drum	\$840.00	\$607.75	
<b>TOTAL PRICE PER DRUM</b>	<b>\$840.00</b>	<b>\$607.75</b>	
	<i>Alternate Oil: Rinlan \$795.00</i>		
Trash Removal		<b>BEST WAY DISPOSAL</b>	
	SCHS: 3 - 8 cu. / 3 x week	\$467.64	
	JCES: 1 - 8 cu. / 3 x week	\$160.00	
	SCES: 2 - 8 cu. / 2 x week	\$208.00	
	SCMS: 1 - 8cu. / 3 x week	\$160.00	
	SCSC: 1 - 2 cu / Every other week	\$35.00	
	Additional Service: Extra lift 8cu front load.	\$25.00	
	Extra lift: 2cu front load	\$11.00	
Cafeteria Supplies		<b>Ferguson Supply</b>	
	Scott Mega Cartridge Napkins	\$59.11	
	Smart Stock Medium Weight Forks	\$44.22	
	Smart Stock Medium Weight Spoons	\$44.22	
	Sunburst Soap for dish machine	\$81.50	
	Sunburst Rinse for dish machine	\$96.04	
	Sanitizer (gallon)	\$37.32	
	Delimer (gallon)	\$72.45	

It was recommended that the Board award the 2020-2021 bids for Fuel Delivery, Trash Removal and Cafeteria Supplies as follows:

- Fuel Delivery: Southern Petroleum
- Trash Removal: BEST WAY DISPOSAL
- Cafeteria Supplies: Ferguson Facilities Supply

Motion: Sullivan / Second: Bosaw Vote: Unanimous

It was recommended that the Board approve the Indiana Virtual Academy Partnership Agreement for providing foreign language classes not offered at SCHS. Motion: Combs / Second: Deck / Vote: Unanimous Mrs. Collier asked which language classes would be provided by Indiana Virtual academy. Mr. Todd responded it is primarily sign language.

It was recommended that the Board approve the Verizon Wireless GSA Federal Supply Contract for monthly access fees and equipment charges for 90 lines to be used for MiFi/Hotspots as presented. Motion: Bennett / Second: Bosaw / Vote: Unanimous Mr. Hite stated the MiFi/Hotspots are available to students with very limited internet access in their homes in which there are approximately 60 students and teachers that will benefit. Mr. Hite also stated that the funding will be provided through Title funds, CARES grant and possible United Way grant.

It is recommended that the Board approved the Tyler Technologies Amendment for GPS software and services as presented. Motion: Bennett / Second: Cole / Vote: Unanimous Mr. Hite commented that this will be used with the busing software leased last year to rearrange routes and maximize efficiency, The GPS software will be loaded directly into an app or school app which will provide parents the location of a bus from a scheduled stop.

### **INFORMATIONAL ITEMS**

ORVC Summer 2020 Athletic Participation Guidelines which provide a phased plan for re-opening summer athletics were presented to the Board

Lisa Scranton is being transferred from a four hour cafeteria position at the High School to the open full-time High School cafeteria position for the 2020-2021 school year.

Anne Rose is being transferred from her HS Instructional Aide position to the MS Instructional Aide position for the 2020-2021 school year.

Clari Fugal is being transferred from an elementary teacher position at SCES to an elementary teacher position at Jefferson-Craig Elementary.

MOU with Community Mental Health Center, Inc. to provide mental health services was automatically renewed for 2020-2021 school year.

Application for Employment has been revised to include Email Address, Salary History and additional information on References.



**USE OF FACILITIES REQUESTS:**

The Board approved the following application for use of school facilities: Motion: Bennett / Second: Bosaw Vote: Unanimous

- HS Outdoor Practice Fields – SAY Soccer Practice, Monday - Saturday, 7/20-10/30, 2020, from 5pm to 9pm with Waiver of Fee–Y & Waiver of Certificate of Liability - N.

Mr. Sullivan asked if SAY Soccer will be following the same guidelines and using the same insurance documents that we are using with our athletes? Mr. Hite responded that he is uncertain about the physicals however, we will be asking each group to honor any guidelines provided by our Local Health Officer and the State when using SCSC facilities.

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

Superintendent Hite made the following announcements:

- Executive Session: this evening immediately following the Regular Board Meeting.
- Next Endowment Mtg.: Tuesday, June 16, 2020 @ 5:00 P.M. at the Central Office.
- Next Regular Board Mtg.: Monday, July 20, 2020 @ 6:00 P.M but there will be a Special Board Meeting scheduled prior to the next Regular Board Meeting.
- Second distribution of the eMTY June 15-16, 2020. Next distribution: June 29-30, 2020
- Community Wide Food Pantry Distributions: Thursdays, June 18th, June 25th and July 2nd, 11 A.M. to 1 P.M. Mr. Hite thanked the Cincinnati Freestore Foodbank for the food being distributed.

**ADJOURNMENT: 6:28 P.M.**

Motion to adjourn: Bennett / Second: Josh / 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 6:40 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.

*(Board Approved: 7/6/20)*