

**SWITZERLAND COUNTY SCHOOL CORPORATION  
MINUTES OF THE JANUARY 11, 2021**

**EXECUTIVE SESSION BOARD MEETING**

**5:30 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 discuss a job performance evaluation of individual employees and 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(b)(9) & I.C. 5-14-1.5-6.1(e)(3):

Those in attendance: Board Members: Bennett; Deck, Bosaw, Cole, and Combs. Others in attendance: Superintendent Hite (via Conference Call), Board Attorney, Matthew Hocker and Cliff Meyer, Incoming Board Member..

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

**RE-ORGANIZATION AND REGULAR SCHOOL BOARD MEETING 6:00 P.M.  
BOARD OF FINANCE MEETING 6:15 P.M.**

The Board of School Trustees met for a re-organization of the Board and 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:**

Vice-President 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>Present</u>	Mrs. Combs, Member:	<u>Present</u>
Mr. Meyer, Member:	<u>Present</u>	Mr. Hite, Superintendent:	<u>Present via Conference Call</u>

Others in attendance: Matthew Hocker, Patti Kappes, Angela Grubbs and Dana Keith.

**OVERALL AGENDA:**

The overall agenda was presented to the Board for approval with the addition of a Personnel Resignation. Motion: Bennett / Second: Cole / Vote: Unanimous.

**REORGANIZATION OF THE BOARD: 2021**

Board Vice President Deck, asked for nominations for the President's position on the Board for 2021. Collier was nominated in motion by Combs / Second: Bennett. No other nominations. Nominations closed. Vote: Unanimous

Vice President Deck asked for nominations for Vice President of the Board. Motion to nominate Deck: Bennett / Second: Combs Nominations closed. Vote: Unanimous

Motion to nominate Cole for Board Secretary: Deck / Second: Bosaw. Nominations closed. Vote: AYES: Bennett, Meyer, Combs, Deck, Sullivan / Cole: Abstained.

Mr. Hite recommended Patti Kappes to serve as the 2021 Corporation Treasurer. Motion to approve: Combs / Second: Bosaw Vote: Unanimous

Mrs. Kappes recommended Stephanie Riley to serve as the 2021 Deputy Treasurer for the Corporation. Motion to approve: Cole / Second: Bosaw / Vote: Unanimous.

Mr. Hite recommended Matthew Hocker for School Board Attorney for 2021. Motion to approve and to approve Matthew Hocker's contract for the year as presented: Cole / Second: Bennett Vote: Unanimous.

Regular Board Meeting dates and times for 2021 were set for the third Monday of each month at 6:00 P.M. with Executive Sessions to be held as necessary. Motion to approve: Cole / Second: Bennett / Vote: Unanimous.

Special Work Sessions to be held on February 22, 2021 at 6:00PM, March 15, 2021, April 19, 2021, August 16, 2021 and October 18, 2021 with an approximate start time of 7:00 p.m. Motion: Bosaw/ Second: Bennett / Vote: Unanimous.

The following Board Member Compensation and Benefits for 2021 were recommended to the Board for approval: \$112 for each regular meeting; \$62 for each Special Meeting; \$62 for each Board appointed committee meeting; and an annual salary of \$2000; (paid on a semi-annual basis) \$70,000 Life Insurance; \$70,000 Accidental Death and Dismemberment; and Social Security Match of 7.65%. Motion: Cole / Second: Bennett / Vote: Unanimous.

Conflict of Interest Statements from Bennett, Cole, Combs and Deck were received by the Board. As required by law, a copy of each statement will be filed with the State Board of Accounts and the Switzerland County Clerk of the Circuit Court.

**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: Bosaw / Second: Bennett / Vote: AYES: Bennett, Cole, Combs, Deck, Sullivan / Meyer: Abstained.

- Meeting Minutes: Regular Board Meeting 12/14/20;
- Monthly Financial Report: November, 2020
- Payroll/Vendor Claims:
 

<u>Prewritten Vouchers#’s:</u>	58986-59045
<u>New Vouchers:</u>	59046-59114
<u>Payroll:</u>	12/18/20 1/1/21
- Approval of Grants/Donations:
  - \$2,952.00 - Donations to SCSC Food Pantry Program
- ECA Fundraisers: 2020/2021:
  - SCHS, Student Council: Flower/Candy Valentine Gram Sales 2/1-2/12, 2021
  - SCHS, Baseball: Popcorn Sales 1/18-2/12, 2021
  - SCHS, Baseball, Team Store Apparel Sales 2/15-3/15, 2021
  - SCES, Student Council: Valentine Candy Gram Sales 1/25-2/11, 2021

### **BOARD OF FINANCE MEETING: (6:15 P.M.)**

The Board of Finance Meeting was opened by Vice President Deck:

2021 Board of Finance Information was presented as follows:

- a. The floor was opened for the Nominations of Officers to serve as the President and Secretary of the Board of Finance. Motion to nominate Collier as President and Cole as Secretary: Bennett / Second: Bosaw. Nominations closed. Vote: AYES: Bennett, Bosaw, Meyer, Combs, Deck, / Cole: Abstained.

- b. Review of Investment Policy: A copy of the Investment Policy adhered to by the Switzerland County School Corporation, was provided to the Board Members for review prior to the meeting.
- c. Review of Investment Report: Switzerland County School Corporation report of Investments included one Certificate of Deposit:
  - Friendship State Bank CD: 1.81 (\$200,000.00) – Matures 1/8/21
- d. Approval of Depositories: The only two local depositories from the state approved list are First Financial Bank and Friendship State Bank. It was recommended that these two depositories be approved as the Corporation's depositories for 2021. Motion: Bennett / Second: Bosaw / Unanimous
- e. Outstanding Check Report: Total: \$2,675.40 for SCSC, SCMS and SCHS. Jefferson Craig and Switzerland County Elementary had no outstanding checks.
- f. Report on financial condition of school corporation.

*Motion to CLOSE Board of Finance Meeting and resume regular meeting:*  
Bennett / Second: Bosaw / Vote Unanimous

The Board of Finance Meeting was closed and the Regular Meeting resumed.

## REPORTS

There were no new committee reports at this time. Board Committee appointments will be made during the February Board meeting.

## PERSONNEL:

It was recommended that the Board approve the following Extra Curricular Activity resignation as presented: Motion: Cole / Second: Combs / Vote: Unanimous

- Megan Hall as MS Soccer Coach

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

- Jessica Kilborn as SCES Instructional Assistance effective January 22, 2021.

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

- Deborah Rayls as SCES Cafeteria Secretary effective February 1, 2021.
- Steve Higgins as SCMS Head Custodian effective May 28, 2021.
- Fred Ross as Grants Director and Testing Coordinator effective May 28, 2021.

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

- Debra Cox as Bus Monitor for Bus #44 effective January 4, 2021.

#### **OLD BUSINESS:**

It was recommended that the Board approve the updates and revisions to the NEOLA policy manual as presented: NEOLA Policy and Guidelines; Vol 33, No. 1, November 2020. The first reading was held on December 14, 2020. Motion: Cole / Second: Bosaw / Vote Unanimous

#### **NEW BUSINESS:**

It was recommended that the Board approve a Resolution to Transfer Amounts From Education Fund to the Operations Fund Recurring Monthly. Motion: Bosaw / Second: Bennett / Vote: Unanimous.

It was recommended that the Board approve the Verizon Wireless GSA Federal Supply Contract for monthly access fees and equipment charges for an additional 60 lines for a total of 150 lines to be used for MiFi/Hotspots as presented. Motion: Bennett / Second: Bosaw / Vote: Unanimous.

It was recommended that the Board approve the following medical leave extension as presented: Motion: Cole / Second: Bennett / Vote: Unanimous.

- Extension of Donna Baker until released with no restrictions.

#### **INFORMATIONAL ITEMS:**

Kendra Johnson is being transferred from a full-time cafeteria cook position at SCES to the SCES cafeteria secretarial position effective February 1, 2021.

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

With the county moving to RED and under current pandemic conditions, there are no use of facilities requests at this time. This will be reviewed again in February.

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

Superintendent Hite made the following announcements:

- Next Endowment Mtg.: Tuesday, January 26, 2021 @ 5:00 PM
- Next Reg. Monthly Board Mtg.: Monday, February 15, 2021 @ 6:00PM
- Next Board Special Work Session: Monday, February 22, 2021 @ 6:00PM

**ADJOURNMENT: 6:27 P.M.**

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

Unable to attend  
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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Cliff Meyer, Member

*(Board Approved: 2/15/21)*