

**SWITZERLAND COUNTY SCHOOL CORPORATION  
MINUTES OF THE JUNE 21, 2021**

**EXECUTIVE MEETING  
REGULAR SCHOOL BOARD MEETING**

**5:30 P.M.  
6:00 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 Middle School Cafeteria located at 1004 W. Main Street, Vevay, IN for discussion of school safety and security measures, plans, and systems; to receive information about and interview prospective employees and with respect to any individual over whom the governing body has jurisdiction, to receive information concerning the individual's alleged misconduct and to discuss, before a determination, the individual's status with the following Indiana Code: I.C. 5-14-1.5-6.1(b)(3)(5)(6).

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

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.

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The Board of School Trustees met for a regular public meeting in the Switzerland County Middle School Cafeteria located at 1004 W. Main Street, Vevay, IN beginning at 6:03 P.M.

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

President 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. Cole, Secretary:	<u>Present</u>	Mr. Bosaw, Member:	<u>Present</u>
Mr. Bennett, Member:	<u>Present</u>	Mrs. Combs, Member:	<u>Present</u>
Mr. Meyer, Member:	<u>Present</u>	Mr. Hite, Superintendent:	<u>Present</u>

Others in attendance: Matthew Hocker, John Sieglitz, Patti Kappes, Ashley Kitts, Sean McGarvey, Greg Curlin, Tony Spoores, Mark Boggs, Jason Cheek, Brian Graham,

Sheena Graham, Jackson Graham, Grayson Graham, Brittany Thayer, Brittani Saunders, Jay Hall, Tim Hillman, Tom Fernadez, Garrett Moore, Tim Funston, Terry Lacer, Terry Sargent, Mark Boggs, Greg Curlin and Dana Keith.

**OVERALL AGENDA:**


It was recommended that the Board approve the overall agenda as presented with the correction of ending New Voucher as 59842 and addition of vouchers 59843-59845; the correction to E.1 5/12/21 meeting minutes on Mrs. Combs attendance, the addition of Personnel G.5.(j) and correction to I.10 Adult lunch prices. Motion: Deck / 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: Bosaw / Second: Cole / Vote: Unanimous

- Meeting Minutes: Regular Board Meeting 05/12/21;
- Monthly Financial Report: April, 2021
- Payroll/Vendor Claims:
  - Vouchers #'s Prewritten: 59656-59665
  - 59666 - additional claim approved 5/12/21
  - 59667-59730
  - 59731 - Replacement for Check #59481
  - 59732-59737
  - 
  - New: 59738-59841
  - Payroll: 5/21/21, 6/4/21, 6/18/21
- Grants/Donations: 2020/2021
  - \$500.00 - CFSCI Grant for FFA Cancer Walk T-Shirts:

- ECA Fundraisers: 2021/2022:
  - JC, 3<sup>rd</sup> Grade Class: Snack Shack, 2021-22 school year
  - JC, 3<sup>rd</sup> Grade Class: Box Tops for Education, 2021-22 school year
  - JC, 3<sup>rd</sup> Grade Class: Easter Bunny Pictures, 3/28-4/1, 2022
  - JC 4<sup>th</sup> Grade Class: Candy Grams, 1/31-2/11, 2022
  - JC, Office: Yearbook Sales, w/Life Touch Pictures, April – May, 2022
  - JC, Office: Student Pictures w/Life Touch Pictures, Fall, Spring 2011-22 school year
  - JC, Office: Science Boards, March – April, 2022
  - JC, 6<sup>th</sup> Grade Class: Pictures with Santa, December 2021
  - JC, 6<sup>th</sup> Grade Class: Candle Sales, February 2022
  - JC, Student Council: Donations to Homeless Vets, 10/25-11/8, 2021
  - JC, Student Council: Hat Day, 2021-22 school year
  - JC, Student Council: Tri-State Pennies for Patients Leukemia/Lymphoma, 2/14-3/18, 2022
  - JC, Student Council: Love Lights - Keeping Pace Fund, 1/3-31, 2022
  - JC, Riverbotics: Sponsorship Requests, 2021-22 school year
  - JC, Library: Scholastic Book Fair, 12/6-10, 2021
  - JC, Library: All For Books, 10/18-29, 2021
  - JC, Library: Scholastic or Follet Book Fair, 4/4-8, 2022
  - JC, Staff: Jean Day for Staff, Fridays, 8/13,2021-5/27,2022
  - JC, Drama Club Grades 3-6: Drama Club Performance, February 2022
  - JC, Music Department, Music Club Performances, 2021-2022 school year.
  - SCHS, Cross Country, Apparel Store, 7/26-8/11, 2021
  - SCHS, Cross Country, Swiss Wine Festival 5K, 8/28, 2021
  - SCHS, Boys & Girls Golf Teams: Kids Clinic, 6/21/21 & 6/23/21
  -
  
- OVERNIGHT STAFF PROFESSIONAL LEAVES/FIELD TRIPS:
  - Field Trips:
    - Marching Band: Camp Crescendo, Lebanon Junction, KY, 7/25-7/30, 2021 (C. Everage)
    - HS Cross Country Team to Ceraland Park, Columbus, IN 7/27-28, 2021 (M. Dennis)
  
  - Professional Leaves:
    - Lacey Peelman to ISU for the IPLI Year 2 Teacher/Principal Meeting 7/6-7/8, 2021.
    - Jennifer Chase to ISU for the IPLI Year 2 Teacher/Principal Meeting 7/6-7/8, 2021.
    - Tony Spoores for IPLI training at various locations and dates during the 2021-2022 school year.

## **BOARD COMMITTEE REPORTS**

Facilities & Grounds: (Bennett/Cole) Joe Bennett and Adam Cole provided a report on their recent visit to Salem, IN Community Schools to tour a tornado/safe zone building along with Mr. Hite. Both Bennett and Cole were impressed with the appearance and features of the building and explained how the school addition was partially funded through a FEMA grant.

Endowment: (Hite) Mr. Hite reported that during the Endowment Committee meeting earlier today, a debt service payment was approved for June 30. Mr. Hite also reported that members of the Endowment Committee would be present this evening for the Facilities and Grounds working session taking place after the regular Board meeting.

Negotiations / Discussion: (Collier/Deck) Mr. Hite reported that a pre-bargaining meeting is scheduled for July in which stipends from the ESSER III grant will be discussed during the pre-bargaining meeting. Mr. Hite stated that the contract will be approved by October and must be submitted in November

Athletic Council: (Bosaw/Cole) Mr. Hite reported that a new Athletic Director will be recommended during this evening's board meeting. Mr. Bosaw reported that the Athletic Council met for a brief meeting on June 9, 2021 to primarily discuss the duties of the new athletic director and the fall schedules.

## **PERSONNEL:**

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

### Resignations:

- Hannah Cook as Cheerleading Sponsor Varsity #2
- Meganmarie Dennis as Track Boys/Girls Varsity Coach
- Valerie Smith as HS National Honor Society Sponsor and Academic Coach, Science Team effective 5/28/21.

### Assignments:

- Brooke Todd as Varsity Girls Head Basketball Coach for the 2021-2022 school year.
- Lindy Bear as HS Cheerleading Volunteer Assistant Coach for the 2021-2022 school year.
- John Scott from SCES Little Hoosiers sponsors 50% stipend to 100% stipend for the 2020-2021 school year.
- Josh South as Soccer Boys Varsity Assistant for the 2021-2022 school year.
- Kyle Whitman as HS Boys Soccer Volunteer Assistant Coach for the 2021-2022 school year.

- Clinton Earls as the MS Assistant Soccer Coach for the 2021-2022 school year.
- Gayle Wrightsman as Cheerleading Sponsor Varsity #2 position.
- Logan Todd as Volunteer Assistant Coach for HS Boys Soccer for the 2021-2022 school year pending Safehire expanded background check.
- Derrick Davis as Boys Varsity Basketball Assistant #3 pending Safehire expanded background check.

It was recommended that the Board accept the resignation of the following personnel:

Motion: Combs / Second: Cole / Vote: Unanimous

- Rachael Gasser as SCES Music Teacher, effective 5/28/21.
- Dawn Powell as HS Athletic Secretary, effective 6/11/21.
- Carol Brooks as SCES Teacher, effective 5/28/21.
- Anthony Henderson as HS Media Center Instructional Assistant effective 5/28/21.

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

- Matthew Davis, Assistant Systems/Network Administrator, effective 6/3/2021.

It was recommended that the Board approve the employment of the following personnel as presented: Motion: Combs / Second: Bosaw / Vote: AYES: Bennett, Bosaw, Combs, Cole, Collier, Meyer; ABSTAIN: Deck

- Brian Graham as the HS Assistant Principal and Athletic Director 7-12 for the 2021-2022 school year.
- Samantha Collins as SCES Part-time Instructional Assistant/Nurse Aide for the 2021-2022 school year.
- Jessica Camp as SCES Full-time Instructional Assistant for the 2021-2022 school year.
- Erin Deck as MS Instructional Assistant for the 2021-2022 school year.
- Mindy Turner as MS Instructional Assistant for the 2021-2022 school year.
- Meganmarie Dennis as HS Media Center Instructional Assistant for the 2021-2022 school year.
- Brittany Thayer for the HS Secretary to the Principal/ECA Treasurer position.
- Derrick Davis for the K-12 Full-time Substitute Teacher position for the 2021-2022 school year pending Safehire expanded background check.
- Cody Wilson for the K-12 Full-time Substitute Teacher position for the 2021-2022 school year.
- Kaylei Steiner for the SCES open Teacher position for the 2021-2022 school year pending Safehire expanded background check.

**NEW BUSINESS:**

The Board approve bonds for the following school personnel for the 2021-2022 school year.: Motion: Meyer / Second: Cole / Vote: Unanimous.

- Brittany Thayer, 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
- Patti Kappes, Treasurer: \$100,000
- Stephanie Riley, Dep. Treasurer: \$ 75,000
- Blanket Bond for positions: \$5,000 each: Food Service Dir.  
Cafeteria Secretaries (3)  
Athletic Directors (1)  
Concessions Sponsors (2)  
Guidance Secretary

It was recommended that the Board approve the Courses and Fees for the 2021-2022 school year for Jefferson-Craig Elementary School, Switzerland County Elementary School, Switzerland County Middle School and Switzerland County High School. Motion: Bennett / Second: Combs / Vote: Unanimous.

It was recommended that the Board approve rolling over the following Administrative Contracts as presented continuing their rolling two-year contracts: Motion: Cole / Second: Bennett / Vote: Unanimous.

- Elementary Principal Tony Spoores
- Elementary Principal Ashley Kitts
- MS Principal Mark Boggs

It was recommended that the Board approve 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: Deck / Second: Bosaw / Vote: Unanimous.

It is recommended that the Board award the 2021-2022 bids for Fuel Delivery, Trash Removal, Cafeteria Supplies and Snow Removal as follows: Motion: Cole / Second: Bennett / Vote: Unanimous.

- Fuel Delivery: Southern Petroleum
- Trash Removal: BEST WAY DISPOSAL
- Cafeteria Supplies: Ferguson Facilities Supply
- Snow Removal: Grassman Unlimited (two-year contract)

2021-2022/2022-2023)

Service/Product:	Items/Services Bid:	Company/Prices:	Company/Prices:
<b>Fuel &amp; Oil (B5)</b>	<b>Ultra Low Sulfur Diesel Undyed Fuel</b>	<b>Southern Petroleum</b>	
<b>Delivery</b>	Cetane rating of fuel bid	41	
	Dock price (5-27-2021) Per Gallon	\$2.21	
	Total delivered price Per Gallon	\$2.31	
	Tax (State Rd and State Surcharge) Per Gallon	\$0.48	
	<b>TOTAL PRICE PER GALLON</b>	\$2.79	
	Unleaded Gasoline, 87 or 89 Octane		
	<b>Octane rating of fuel bid</b>	87	
	Dock price (5-27-2021) Per Gallon	\$2.22	
	Total delivered price Per Gallon	\$2.32	
	Tax (State Rd and State Surcharge) Per Gallon	\$0.29	
	<b>TOTAL PRICE PER GALLON</b>	\$2.61	
	Oil: 55 Gal Drum of 15-40	\$850.00/\$800.00	
	Type of Oil	Shell Rotella/Shell Rinula	
	Total delivered price Per Drum		
	<b>TOTAL PRICE PER DRUM</b>	\$850.00/\$800.00	
<b>Trash Removal</b>		<b>Best Way Disposal</b>	<b>Rumpke</b>
	SCHS: 3 - 8 cu. / 3 x week	\$467.64/mo	\$784.86/mo
	JCES: 1 - 8 cu. / 3 x week	\$160.00/mo	\$261.62/mo
	SCES: 2 - 8 cu. / 2 x week	\$208.00/mo	\$357.20/mo
	SCMS: 1 - 8cu. / 3 x week	\$160.00/mo	\$261.62/mo
	SCSC: 1 - 2 cu / Every other week	\$35.00/mo	\$51.24/mo
	Additional Service: Extra lift 8cu front load,	\$25.00 per container	\$72.00 per container
	Extra lift: 2cu front load	\$11.00 per container	\$51.00 per container
<b>Cafeteria Supplies</b>		<b>Ferguson Facilities Supply</b>	
	Scott Mega Cartridge Napkins	\$59.11/case	
	Smart Stock Medium Weight Forks	\$44.22/case	
	Smart Stock Medium Weight Spoons	\$44.22/case	
	Sunburst Soap for dish machine	\$81.50/case	
	Sunburst Rinse for dish machine	\$96.04/case	
	Sanitizer (gallon)	\$37.32/case	
	Delimer (gallon)	\$34.46/case	
	Laundry detergent (250/1.20 Oz.)	\$72.45/case	
<b>Snow Removal</b>		<b>Grassman Unlimited</b>	
		\$2,010.00	
		\$1,210.00	
		Snow Push and Salt (HS, MS, JC & Old Gym) Two Trucks, 3 Hour Minimum \$95.00/Hr & 62 bags of salt Full Service	
		- Snow Push and Salt (SCES) Full Service	
		- Service charge for Salt only - Two Trucks \$100.00	
		- Snow Push Rate per truck \$95.00/Hr with 3 Hour Minimum; Total 2-3 Trucks Used	
		- Cost to apply Salt - \$15.00 per bag	
		- HS, MS, JC & Old Gym = 62 bags	

	- SCES = 30-35 bags	
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It was recommended that the Board approve the recommendation to participate in receiving Emergency Paid Sick Leave credits for qualifying COVID related reasons as presented. Motion: Bosaw / Second: Cole / Vote: Unanimous.

It was recommended that the Board approve the updated Support Staff Employee Handbook as presented. Motion: Bosaw / Second: Bennett / Vote: Unanimous.

It was recommended that the Board approve the non certified wage scale be increased by .25 cents, the employees will also receive their annual .25 cent raise July 1st. Our current schedule allows all hourly non certified employees with less than 20 years of service to receive a .25 cent increase each July 1st. It is also recommended all employees, including those with over 20 years of service receive .25 cents each July 1st moving forward and all non certified salaried position pay raises as presented: Motion: Bosaw / Second: Combs / Vote: Unanimous.  
Mr. Hite reported that the most significant change is that previously, non certified employees with over 20 years only received .10 cents hourly increase.

It was recommended that the board approve moving the Grounds Worker position from Salary Schedule 5 to Salary Schedule 3 and the Regular Custodian position from Salary Schedule 5 to Salary Schedule 4 as presented. Motion: Bennett / Second: Bosaw / Vote: Unanimous.

It was recommended that the Board approve the increase in Adult breakfast and lunch prices to \$2.50 for breakfast and \$4.60 for lunch as presented. Motion: Bennett / Second: Bosaw / Vote: Unanimous.

It is recommended that the Board approve the updated 2021-2022 Return to School Plan as presented. Motion: Meyer / Second: Cole / Vote: Unanimous.  
Mr. Hite stated that once approved, an informational letter will be sent to parents in July describing the changes and the Return to School Plan will be posted on school websites/ Mr. Hite further stated that the greatest change is that masks are optional for K-12.

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 2022 as presented. Motion: Bosaw / Second: Cole / Vote: Unanimous.



It is recommended that the Board approve the one time transfer of sick days for administrators hired after July 1, 2017 as presented. Motion: Bennett / Second: Bosawt / Vote: Unanimous.

### **INFORMATIONAL ITEMS:**

1. Kodi McAllister is being transferred from the HS Secretary to the Principal/ECA Treasurer position to the HS Athletic Secretary position.
2. Tammy Rogers is being transferred from the Jefferson Craig Custodian position to the High School Cafeteria 7 hr position.
3. Summer School changes: JC/SCES - 5 Full days, 7/19-23 instead of 5 Half days for 1st Grade Jump Start, High Ability STEM Camp and Grades 2-6 Summer School; SCES - 3 Full days 7/19-23 instead of 5 Half days; Teacher changes: JC - Taylor Howard replaces Jennifer Sadler for 2 Half days for Kindergarten Jump Start; Megan Griffin replaces Kim Temple for High Ability STEM Camp and Matt Levell replaces Megan Griffin for Grade 3.

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

The Board approved an application for use of school facilities as follows: Motion: Meyer / Second: Bosaw Vote: Unanimous.

- HS Outdoor Space Near Baseball Concessions - Tiki Treats (100% of sales donated to Band), Tuesday, 5/25/21 3:30pm-9:00pm with Waiver of Fee–Y & Waiver of Certificate of Liability N. (retro-active)
- HS Outdoor Practice Fields – SAY Soccer Games & Practice, 7/2021-11/2021, Monday - Friday, from 5pm to 9pm and Saturdays varied times with Waiver of Fee–Y & Waiver of Certificate of Liability - N.

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

Superintendent Hite made the following announcements:

- Facilities and Grounds Working Session: Tonight, June 21, 2021 immediately following Regular Board Meeting
- Next Regular Board Mtg.: Monday, July 19, 2021 @ 6:00 P.M. at the MS Cafeteria. We will be recognizing our 2020-2021 retirees and well as 2019-2020 retirees that we were not able to recognize previously due to COVID restrictions.
- Next Endowment Mtg.: Tuesday, August 3, 2021 @ 5:00 P.M. at the Administration Building

**ADJOURNMENT: 6:32 P.M.**

Motion to adjourn: Combs / Second: Bennett / 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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Adam Cole, Secretary

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Greg Bosaw, Member

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Joseph Bennett, Member

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Amy Combs, Member

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Cliff Meyer, Member

 (Board Approved: 7/19/21)