

**CLAY COMMUNITY SCHOOLS  
ORGANIZATIONAL AND REGULAR SESSION  
SCHOOL BOARD MEETING  
Thursday, January 12, 2023  
7:00 P.M.**

Notice is hereby given that the Clay Community Schools Board of Trustees will meet in organizational and regular session on Thursday, January 12, 2023, at 7:00 p.m. in the Board Room of the Central Administrative Office, 1013 S. Forest Avenue, Brazil, IN 47834.

*This meeting is a meeting of the School Board in public for the purpose of conducting the School Corporation's business and is not to be considered a public community meeting.*

**AGENDA**

**BOARD ORGANIZATION**

- NOMINATION AND ELECTION OF OFFICERS
- APPOINTMENT OF TREASURER AND DEPUTY TREASURER
- APPROVAL OF EMPLOYEE BONDS
- DESIGNATION OF NEWSPAPERS FOR LEGAL ADVERTISEMENTS
- APPOINTMENT OF MEMBERS TO BID OPENING COMMITTEE
- ESTABLISHMENT OF MEETING TIMES AND DATES
- APPOINTMENT OF CORPORATION ATTORNEYS
- COMPENSATION

- I. **Call to Order**
- II. **Comments from Patrons**
- III. **Consent Agenda**
  - A. **Claims**
  - B. **Board Meetings**
  - C. **Field Trips**
  - D. **Personnel**
- IV. **Old Business**
  - A. **CCS School Board Policy Revisions – Second Reading** *(See Addition for Policies)*
- V. **Superintendent's Report**
- VI. **New Business**
  - A. **Resolution for Interest Deposits**
  - B. **Resolution to Transfer Appropriations**
  - C. **2023 Transfer of Funds Certificate**
  - D. **Resolution to Prepay Claims**
  - E. **Resolution to Transfer from One Fund to Another**

- F. Resolution to Execute Monthly Transfer of Basic Grant Funds from the Education Fund to the Operations Fund
- G. Police Officer Job Description – First Reading
- H. Recommendation to Approve Request to Pilot New Tobacco Education Group (TEG) Program and Study Additional Vaping Education Options
- I. Request to Bid Security Cameras & Servers
- J. Request to Apply for the Digital Learning Parent & Family Support Grant
- K. Request to Purchase Football Lineman Sled for Northview High School
- L. FPE Kids Hope Chapter

**VII. Board Member Comments**

**VIII. Future Agenda Items**

**IX. Adjournment**

**ADDITION TO AGENDA**

**IV. Old Business**

**A. CCS School Board Policy Revisions – Second Reading**

0142.2 – OATH

1521/3121/4121 – PERSONAL BACKGROUND CHECKS, REFERENCES, AND MANDATORY REPORTING OF CONVICTIONS AND SUBSTANTIATED CHILD ABUSE

2431 - INTERSCHOLASTIC ATHLETICS

2432 – GRIEVANCE PROCEDURE FOR VIOLATION OF STATE LAW LIMITING PARTICIPATION OF TRANSGENDER GIRLS IN ATHLETICS

2464 – PROGRAMS FOR HIGH ABILITY STUDENTS

3120.02 – ADJUNCT TEACHERS

3120.11 – PUBLIC HEARING BEFORE COMMENCEMENT OF COLLECTIVE BARGAINING AND PUBLIC MEETING BEFORE RATIFICATION OF TENTATIVE AGREEMENT

3220.02 – SUPPLEMENTAL PAYMENTS FOR TEACHERS

5420 – REPORTING STUDENT PROGRESS

5610 – SUSPENSION AND EXPULSION OF STUDENTS

6250 – REQUIRED ADM COUNTS FOR THE PURPOSE OF STATE FUNDING AND VERIFICATION RESIDENCY FOR MEMBERSHIP

6550 – TRAVEL PAYMENT AND REIMBURSEMENT

8120 – VOLUNTEERS

8121 – PERSONAL BACKGROUND CHECK- CONTRACTED SERVICES

8210 – SCHOOL CALENDAR

8220 – SCHOOL DAY

8400 – SCHOOL SAFETY

8510 – WELLNESS

8600 – TRANSPORTATION

The Board's meeting site is fully accessible to all persons. Any person requiring further accommodation should contact the secretary with the School Corporation's administrative office at (812) 443-4461, ext. 1808.

## BOARD MEETING ITEMS 1/12/2023

### School Board Reorganization

#### A. Nomination and Election of Officers

The board will first take nominations for Board President. Once the new president is elected, he/she will move to the president's seat and conduct the meeting. The new Board President's first order of business will be to open nominations for Board Vice-President and then Board Secretary and Assistant Secretary.

A few points to keep in mind about elections and nominations:

- Nominations do not require a second.
- It is not necessary to close the nominations.
- If only one person is nominated, acclamation is acceptable.
- A member can decline to be nominated.
- A member can vote for himself/herself.
- A simple majority is all that is needed to be elected.

Nomination for President:

\_\_\_\_\_

Vote: \_\_\_\_\_

Nomination for Vice President:

\_\_\_\_\_

Vote: \_\_\_\_\_

Nomination for Secretary:

\_\_\_\_\_

Vote: \_\_\_\_\_

Nomination for Assistant Secretary:

\_\_\_\_\_

Vote: \_\_\_\_\_

#### B. Treasurer and Deputy Treasurer

It is recommended that John Szabo be appointed Treasurer with Sheri Yocom as Deputy Treasurer.

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

Discussion \_\_\_\_\_

Vote: \_\_\_\_\_

**C. Approval of Employee Bonds**

It is recommended that the school corporation bond the following employees and positions:

John Szabo - Corporation	\$300,000
Sheri Yocom - Corporation	\$300,000
Clay City Jr/Sr High School Extra-Curricular Treasurer	\$100,000
Clay City Jr/Sr High School Building Principal	\$100,000
Clay City Jr/Sr High School Athletic Director	\$20,000
Northview High School Extra-Curricular Treasurer	\$220,000
Northview High School Building Principal	\$220,000
Northview High School Athletic Directors	\$20,000
North Clay Middle School Extra-Curricular Treasurer	\$65,000
North Clay Middle School Building Principal	\$65,000
North Clay Middle School Athletic Directors	\$20,000
Clay City Elementary Extra-Curricular Treasurer	\$20,000
Clay City Elementary Building Principal	\$20,000
East Side Elementary Extra-Curricular Treasurer	\$20,000
East Side Elementary Building Principal	\$20,000
Forest Park Elementary Extra-Curricular Treasurer	\$20,000
Forest Park Elementary Building Principal	\$20,000
Jackson Township Elementary Extra-Curricular Treasurer	\$20,000
Jackson Township Elementary Building Principal	\$20,000
Meridian Elementary Extra-Curricular Treasurer	\$20,000
Meridian Elementary Building Principal	\$20,000
Staunton Elementary Extra-Curricular Treasurer	\$20,000
Staunton Elementary Building Principal	\$20,000
Van Buren Elementary Extra-Curricular Treasurer	\$20,000
Van Buren Elementary Building Principal	\$20,000
Cumberland Academy Extra-Curricular Treasurer	\$20,000
Cumberland Academy Building Principal	\$20,000
All other Employees (Corporation Blanket Bond)	\$50,000

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote: \_\_\_\_\_

**D. Designation of Newspapers for Legal Advertisements**

It is recommended that the following newspapers be designated for legal advertisements:

*Brazil Times*  
*Parke County Sentinel*

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote: \_\_\_\_\_

**E. Appointment of Members to Bid Opening Committee**

The Board needs to appoint the administrative staff who will open the bids and prepare the award recommendations to the Board every time there is a bid opening. It is recommended that the following administrative personnel be appointed to this committee:

Mr. Jeffery Fritz	Superintendent
Mr. John Szabo	Director of Business Affairs
Mr. Aron Hammond	Director of Extended Services

Other staff members can be asked to serve on the committee if the bid being considered warrants their service.

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote: \_\_\_\_\_

**F. Establishment of Meeting Times and Dates**

Current regular school board meetings are held on the second Thursday of the month at 7:00 p.m. in the Board Room of the Central Administrative Office at 1013 S. Forest Avenue, Brazil, IN. It is recommended that the current board meeting dates remain the same, as well as the start time of meetings at 7:00 P.M.

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote: \_\_\_\_\_

**G. Appointment of Corporation Attorneys**

It is recommended that we keep Jeff Boyll as the Corporation’s local attorney. It is also recommended that he not be placed on a retainer, but used only on an as-needed basis. Access to free legal advice through the Indiana School Boards Association is available. Bose, McKinney & Evans will continue to be used for major legal issues, Barnes & Thornburg will continue to be used for financial matters, and Lewis & Kappes will be used for negotiations and other legal matters.

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote: \_\_\_\_\_

**H. Compensation**

It is recommended that Board Policy 0144.1 – Compensation be reapproved, including per diem amounts of \$112 per regular session board meeting and \$62 per special session board meeting. If more than one meeting is held in the same day, compensation will only be provided for one meeting.

Blue Reference Page: \_\_\_\_\_

Motion: \_\_\_\_\_  
Second: \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote: \_\_\_\_\_

**I. Call to Order – Pledge and Prayer**

**II. Comments from Patrons**

**III. Consent Agenda**

**A. Claims**

Claims will be sent under a separate cover, and approval is recommended.

**B. Board Meetings**

Enclosed are the school board minutes for the following meeting, and approval is recommended:

Regular Meeting: December 8, 2022

Green Reference Page \_\_\_\_\_

**C. Field Trips**

Enclosed are the proposed field trips, and approval is recommended.

Green Reference Page \_\_\_\_\_

**D. Personnel**

Enclosed are the personnel items, and approval is recommended.

Pink Reference Page \_\_\_\_\_

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote \_\_\_\_\_

**IV. Old Business**

**A. CCS School Board Policy Revisions – Second Reading**

Information regarding several proposed policy revisions recommended by Neola was presented at the December 8 regular session, and no changes were proposed during the first reading. Your approval is recommended.

0142.2 – Oath

1521/3121/4121 – Personal Background Checks, References, and Mandatory Reporting of Convictions and Substantiated Child Abuse

2431 – Interscholastic Athletics

- 2432 – Grievance Procedure for Violation of State Law Limiting Participation of Transgender Girls in Athletics
- 2464 – Programs for High Ability Students
- 3120.02 – Adjunct Teachers
- 3120.11 – Public Hearing Before Commencement of Collective Bargaining and Public Meeting Before Ratification of Tentative Agreement
- 3220.02 – Supplemental Payments for Teachers
- 5420 – Reporting Student Progress
- 5610 – Suspension and Expulsion of Students
- 6250 – Required ADM Counts for the Purpose of State Funding and Verification Residency for Membership
- 6550 – Travel Payment and Reimbursement
- 8120 – Volunteers
- 8121 – Personal Background Check – Contracted Services
- 8210 – School Calendar
- 8220 – School Day
- 8400 – School Safety
- 8510 – Wellness
- 8600 – Transportation

Tan Reference Page \_\_\_\_\_

Motion \_\_\_\_\_

Second \_\_\_\_\_

Discussion \_\_\_\_\_

Vote \_\_\_\_\_

**V. Superintendent’s Report**

**VI. New Business**

**A. Resolution for Interest Deposits**

Enclosed is a resolution that is passed each year. Approval is recommended.

Yellow Reference Page \_\_\_\_\_

Motion \_\_\_\_\_

Second \_\_\_\_\_

Discussion \_\_\_\_\_

Vote \_\_\_\_\_

**B. Resolution to Transfer Appropriations**

Enclosed is a resolution that is passed each year. Approval is recommended.

Yellow Reference Page \_\_\_\_\_

Motion \_\_\_\_\_

Second \_\_\_\_\_

Discussion \_\_\_\_\_  
Vote \_\_\_\_\_

**C. 2023 Transfer of Funds Certificate**

This goes with the Resolution to Transfer Appropriations that is passed each year. Approval is recommended.

Yellow Reference Page \_\_\_\_\_

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote \_\_\_\_\_

**D. Resolution to Prepay Claims**

Enclosed is a resolution that is passed each year. Approval is recommended.

Yellow Reference Page \_\_\_\_\_

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote \_\_\_\_\_

**E. Resolution to Transfer from One Fund to Another**

Enclosed is a resolution that is passed each year. Approval is recommended.

Yellow Reference Page \_\_\_\_\_

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote \_\_\_\_\_

**F. Resolution to Execute Monthly Transfer of Basic Grant Funds from the Education Fund to the Operations Fund**

Enclosed is a resolution to allow for transferring a portion of the monthly basic tuition payment received from the state. As a result of the HEA 1009, the monthly basic tuition grant must be fully deposited in the Education Fund. Some of those funds are needed to pay for expenditures that are now paid from the Operations Fund. These transfers are necessary to fund those expenditures and are consistent with guidance provided by the State Board of Accounts and the DLGF. Your approval is recommended.

Yellow Reference Page \_\_\_\_\_

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote \_\_\_\_\_



**G. Police Officer Job Description – First Reading**

The police officer job description is included in the board packet. This is a first reading, so no vote is necessary.

Yellow Reference Page \_\_\_\_\_

**H. Recommendation to Approve Request to Pilot New Tobacco Education Group (TEG) Program and Study Additional Vaping Education Options**

Included in the board packet is information from Kathy Knust pertaining to a request to pilot a new Tobacco Education Group (TEG) program and study additional vaping education options. Andrea Dawes, Therapeutic Counselor for Cumberland Academy, secondary principals, and Kathy Knust will be present at the meeting to provide additional information. Your approval is recommended.

Yellow Reference Page \_\_\_\_\_

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote \_\_\_\_\_

**I. Request to Bid Security Cameras & Servers**

Information from Director of Technology Bill Miner is included in the board packet regarding a request to bid to upgrade the current Avigilon Camera System. Your approval is recommended.

Yellow Reference Page \_\_\_\_\_

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote \_\_\_\_\_

**J. Request to Apply for the Digital Learning Parent & Family Support Grant**

A request from Technology Instructional Specialist Dianna Knox to apply for the Digital Learning Parent & Family Support Grant is included in the board packet. Your approval is recommended.

Yellow Reference Page \_\_\_\_\_

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Discussion \_\_\_\_\_  
Vote \_\_\_\_\_

**K. Request to Purchase Football Lineman Sled for Northview High School**

Information is included in the board packet regarding a request from NHS Principal Chris Mauk to purchase a football lineman sled for the NHS Football

Team. ECA money will be utilized to purchase this item. Your approval is recommended.

Yellow Reference Page \_\_\_\_\_

Motion \_\_\_\_\_

Second \_\_\_\_\_

Discussion \_\_\_\_\_

Vote \_\_\_\_\_

**L. FPE Kids Hope Chapter**

Information from FPE Principal Dustin Jorgensen is included in the board packet regarding a request for FPE to participate in a Kids Hope Chapter. Your approval is recommended.

Yellow Reference Page \_\_\_\_\_

Motion \_\_\_\_\_

Second \_\_\_\_\_

Discussion \_\_\_\_\_

Vote \_\_\_\_\_

**VII. Board Member Comments**

**VIII. Future Agenda Items**

**IX. Adjournment**