

**MINUTES OF MEETING OF BOARD OF TRUSTEES
OF
CLAY COMMUNITY SCHOOLS**

A regular session of the Clay Community Schools Board of Trustees was held at the Central Administrative Office, 1013 S. Forest Avenue, Brazil, IN 47834, on Thursday, July 14, 2016. Tom Reberger, Kevin Kumpf, Scott Hill, Fred Froderman, Ron Scherb, and Amy Burke Adams were present. Shane Wiram was absent.

I. Call to Order

The meeting was called to order at 7:30 p.m. Board President Ron Scherb led those in attendance in the pledge and offered the prayer.

II. Consent Agenda

A. Claims

B. Board Meetings

Regular Session Minutes for June 9, 2016

Executive Session Certification for June 9, 2016

C. Field Trips

None at this meeting

D. Personnel

A. LEAVES OF ABSENCE

1. Certified	None	
2. Non-Certified		
a. FMLA	FPE	Kae Smith
B. RETIREMENTS		
1. Certified		
a. Elementary Teacher	ME	Cheryl Williams
<i>At the end of the 2016-17 school year</i>		
2. Non-Certified	None	
3. Place on Retirement Index		
a. Step 8	CCE	Joanie Mitchell
b. Step 9-B	ME	Cheryl Williams

C. RESIGNATIONS

1. Certified		
a. English/Journalism	NHS/CA	Emily Schuler
2. Non-Certified		
a. 29-hour Instructional Assistant	NCMS	Jody Newton
b. 29-hour Instructional Assistant	ESE	Terra Deakins
3. ECA Resignations		
a. Assistant Girls' Track	CCHS	Ben Thomas
b. Jr. High Boys' Track	CCHS	Scott Stucky
4. ECA Lay Coaches	None	

D. TRANSFERS

1. Certified	None	
--------------	------	--

- 2. Non-Certified
 - a. 29-hour Instructional Assistant SE to ESE Laurie Prindiville

E. EMPLOYMENT

- 1. Certified
 - a. Music/Band Director NCMS Joshua Miller
 - b. Industrial Technology NCMS Garicke Rubin
 - c. 6th Grade English/Language Arts NCMS Stephanie Nuckols
 - d. Business Education NHS Charles Sorrell II
 - e. Social Studies CCHS/NHS Allison Brown
- 2. Non-Certified
 - a. Band Secretary (10 hrs/week) NHS Marsha Wyndham
 - b. Lead Mechanic TRANS Roger Torbert
 - c. Main Secretary NHS Kristy Lutes
 - d. 29-hour Instructional Assistant NHS Deonna Ledeczi
 - e. 185-day Custodian VBE Meranda Bryan

F. EXTRA-CURRICULAR

- 1. Extra-Curricular Certified
 - a. 8th Grade Volleyball CCHS Brittany Smitley
 - b. Varsity Volleyball Head Coach CCHS Garicke Rubin
- 2. Extra-Curricular Non-Certified None
- 3. Extra-Curricular Lay Coach
 - a. Assistant HS Cheer CCHS Payton Sindere
 - b. Assistant Band Director CCHS John Lopez
 - c. Drill Team Director CCHS Cassie Dugger
 - d. Percussion Specialist CCHS Joe Diko
 - e. Girls' Cross Country Head Coach CCHS Melanie Laswell
- 4. Supplemental None

G. CHANGES

- 1. Certified None
- 2. Non-Certified
 - a. 185-day Custodian to 210-day Custodian VBE Kelly Horsley
- 3. ECA-Lay Coaches None

H. VOLUNTEERS

- 1. CLASSROOM
 - Clay City Elementary
 - a. Summer Hofmann
- 2. ATHLETICS/ECA
 - Clay City Jr/Sr High School
 - a. High School Volleyball Asie Jeffers
 - Northview High School
 - a. Varsity Football Charles Sorrell II
 - b. Varsity Football Michael Nasser
 - c. Varsity Football Jeff Steward

I. TERMINATIONS

a. Instructional Assistant

ME

Carmen Smith

Mrs. Adams moved to approve the consent agenda items. Mr. Kumpf seconded, and the motion was approved by a 6-0 vote.

III. Comments from Patrons

None at this meeting

IV. Old Business

A. Building Project Update

Mr. Chuck Tyler of Fanning/Howey Architecture Engineering offered a PowerPoint presentation to update the board members regarding the plans for the renovation projects at the secondary schools, and a copy of the PowerPoint presentation will become a part of the official minutes. Prior to his presentation, Mr. Tyler pointed out that they had conducted a follow-up technology review discussion with Bill Milner and had been doing a lot of internal coordination between all of their disciplines (engineering, site civil, and architectural groups). Mike Howard had been involved with them in the process of determining building hardware to be used. Also, they had started the INDOT approval process for the work along the right-of-way on the north side of the Clay City Jr/Sr High School property, for the connection with the parking lot. Mr. Tyler noted that later on this agenda there would be a request for board approval of the design/development package and direction to continue on into construction documents. The September board meeting was pointed out as being the meeting where they will ask for approval to release documents for bidding and then move into the bidding process.

Under discussion, Mr. Kumpf referred to the amount of moisture that can build up in the weight room and the wrestling area because of the activity. He wanted to know if there would be any special type of air handling system to address that situation. Mr. Tyler's response was that during renovations they would be addressing the capacity of the units that are serving those areas. They will also be addressing flooring and roofing in those areas and, between all of those factors, it should be a watertight and stable environment, improved over current conditions.

Mr. Scherb asked if INDOT had said anything about the cost to the school corporation of updating the highway for changes such as turning lanes. It was noted by Mr. Tyler that the state had not done so at this point. Initial conversations have been held with INDOT about the scope of work, so that is now in their hands for review.

Mr. Reberger commented that he had been meeting with the leadership group, and he had been very impressed with the thoroughness and detail of everything that had been done.

B. Old Central Office Building and LEAAP Center Project Update

Director of Extended Services Mike Howard provided an update. He noted that the following either had been accomplished since the last board meeting or was planned to be accomplished:

- Meetings with Mary Yelton and her group from CRADLES were held; that group has been pleased with the items they have obtained from the LEAAP Center building that they will use in their locations in Brazil and Clay City
- A new 6' x 7'6" doorway was installed in the front of the center part of the building
- The process of cutting in two ADA-compliant ramps has begun; one will be in front of the new door and the other will be in front of the Goals Academy entrance
- A wall was constructed in what was formerly known as the "baby" room; this was done to give the Adult Education Coordinator a larger office
- The other two-thirds of the "baby" room will become the plans/prints storage area
- The Head Start program took the finger paint supplies remaining after the CRADLES group took what they wanted
- The space has been cleaned and swept; the floor will be refinished as soon as the maintenance workers are finished with cleaning the schools
- The entire space will be painted
- Of the existing three offices, one will house finance records, one will be used for human resources, and one will be for IT
- The plumbing from the old children's restrooms will be disconnected and capped
- The fire alarm and security alarm issues will be addressed

The plan to move most of the items from Knightsville by the middle of August is on target. At the September school board meeting, there will probably be discussion as to what the board wants to do with the building in Knightsville.

C. 2016-17 NHS Athletic Handbook Changes Second Reading

Mr. Kumpf moved to approve the changes to the 2016-17 Northview High School Athletic Handbook. Mr. Hill seconded, and the motion was approved by a 6-0 vote.

V. Superintendent's Report

Superintendent Fritz noted the following:

- A welcome to the Clay Community Schools family was offered to: North Clay Middle School band director Joshua Miller; NCMS Industrial Technology teacher Garicke Rubin; NCMS 6th Grade English teacher Stephanie Nuckols; Northview High School business education teacher Charles Sorrell; Clay City Jr/Sr High School/Northview High School social studies teacher Allison Brown; NHS band secretary Marsha Wyndham; Transportation lead mechanic Roger Torbert; NHS main secretary Kristy Lutes; NHS IA Deonna Ledeczi; and, VB custodian Meranda Bryan.
- Thoughts and prayers were sent to the family of Diane Fry. Ms. Fry passed away recently and had been a bus driver for the school corporation.
- Thanks were offered to those in the summer I-READ 3 program for the positive results that were seen for the students in that program.
- There will be a special session held on July 28 at 7:00 p.m., as is typically done each year at the end of July, in order to finalize personnel hires.
- Clay City Jr/Sr High School baseball coach Kyler Rhodes and Northview High School baseball coach Craig Trout were each given an opportunity to share the successes of their baseball teams during the recently concluded IHSAA baseball

tournament. Coach Rhodes introduced Hunter Wolfe and Noah Denker, members of the CCHS team that advanced to the semi-state game. Coach Trout introduced his father assistant coach Tony Trout and assistant coach Mitch Lancaster and commented regarding his team's successful run to the state championship.

VI. New Business

A. Textbook Rental and Class Fees for the 2016-17 School Year

Mr. Reberger moved to accept the recommendation for approval of textbook rental and class fees for the 2016-17 school year. Dr. Froderman seconded, and the motion was approved by a 6-0 vote. It was noted that a portion of the rental cost would be applied to the lease of the laptop computers for secondary students.

B. Residential Placements Resolution

Mr. Hill moved to approve the residential placements resolution. Mr. Kumpf seconded, and the motion was approved by a 6-0 vote.

C. Request to Approve the Direction of the Design and Scope of the CCS Multi-Building Project

Dr. Froderman moved to approve the design and scope of the multi-building project. Mr. Hill seconded, and the motion was approved by a 6-0 vote.

D. Board Policy 2850 – Criminal History Information Revision First Reading

This was a first reading, so no vote was necessary. The policy is to be brought back to the August board meeting for a second reading and approval.

E. Board Policy 8600 – Criminal History Checks and Employee Reporting Revision First Reading

This was a first reading, so no vote was necessary. The policy is to be brought back to the August board meeting for a second reading and approval.

F. Board Policy 3406 – Internal Controls First Reading

This was a first reading, so no vote was necessary. The policy is to be brought back to the August board meeting for a second reading and approval.

G. Mowing Study

Director of Extended Services Mike Howard offered a PowerPoint presentation regarding information comparing the costs, etc. between outsourcing mowing services and having these services performed in-house. A copy of the PowerPoint presentation will become a part of the official minutes. It was noted that the administration had no plans to recommend outsourcing these services, unless otherwise directed by the board.

Under discussion, Mr. Scherb asked if the five employees who are responsible for the mowing received benefits. Mr. Howard replied that for the two full-time people, the school corporation pays health benefits and PERF. Mrs. Adams asked to clarify the length of the mowing season as being seven months, and Mr. Howard confirmed the

mowing season was April through October, with the full-time employees working an average of thirty hours per week when rain days are factored in.

Mr. Reberger shared his opinion that one of the real advantages of using school corporation employees for mowing was that on rainy days, the employees could be used for other maintenance work for the school corporation.

Superintendent Fritz noted that he had been to all of the grounds at least once, and Mr. Howard's employees had the grounds and mulch looking good.

As for the number of lawn mowers involved in grounds maintenance, Mr. Howard stated that there was one at Clay City all the time and two for the elementary schools in the northern part of the corporation, so there are three mowers going every day, not counting the Northview/North Clay campus

H. NCMS Duke Energy Savings Presentation

Mr. Howard offered a PowerPoint presentation with information from Duke Energy as to how energy savings might be accomplished for North Clay Middle School. A copy of the PowerPoint presentation will become a part of the official minutes. The report had been prepared in 2013, and some of the recommendations had already been implemented by using funds from the Capital Projects Fund. Among those recommendations that had been completed were the following: Re-lamping of the entire North Clay building with T-8 bulbs; purchasing equipment that is Energy Star-certified in order to meet rebate requirements; replacing all exterior wall packs with LEDs; replacing parking lot lights at Van Buren, Jackson Township, and Clay City Elementary with LED lights; and, adding motion sensors to the vending machines at North Clay. Mr. Howard commented that the next logical step for North Clay would be in line with what had been done at Clay City Jr/Sr High School and Northview High School over the last decade, which would be to recommend in the next 2-5 years a guaranteed energy savings project to address any mechanical, electrical, plumbing, HVAC, and building control issues. He noted that they would continue to put more items from the report into CPF planning.

I. Two Year Cooperative Agreement Update for Careers & Technical Education Cosmetology Program

Mr. Reberger moved to accept the recommendation to approve the changes to the two-year cooperative agreement contract for cosmetology. Mrs. Adams seconded, and the motion was approved by a 6-0 vote.

VII. Board Member Comments

Tom Reberger noted that he had not been able to attend the open house for the building trades' house; however, he had gone by the house later and had been very impressed, as he is always is, with the nice, quality, well-designed home. He complimented instructor Dan Dragon and his students in the program for doing a nice job. Mr. Reberger also noted that he had watched the semi-state baseball games at home via live stream on his computer; he deemed that to be exciting and great. He concluded his comments by stating that he had read the entire North Clay Middle

School Duke Energy report and had found it to be very thorough and to offer a basis from which to build.

Kevin Kumpf commented that he did attend the building trades open house. He labeled it a beautiful home, and he noted that he had met the new owners who appeared to be tickled to have purchased the home. Mr. Kumpf also referred to the Clay City and Northview baseball teams' successes and expressed his pride in both teams.

Scott Hill stated that he had gone to Indianapolis to watch the state championship game, and he described it as one heck of a game.

Fred Froderman shared his pride in the baseball teams. He also made the comment that Dan Dragon was a good carpenter and had always done a good job.

Ron Scherb commented regarding the benefits of various programs, e.g., the building trades program and ECA programs such as band and baseball. He considered the main job to be continuing the momentum that had already been built.

Amy Burke Adams also congratulated the Northview baseball team for its successes. She noted that she was very proud of them and she believed they brought positive recognition to this community. She wished everyone a restful, peaceful, and safe summer.

VIII. Future Agenda Items

Amy Burke Adams would like for a discussion to start in central office about the possibility of implementing an ROTC program for the county.

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 8:21 p.m.

The meeting was audio recorded and copies may be requested by contacting the Central Administration Office.