

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

An organizational and 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, January 8, 2015. Tom Reberger, Kevin Kumpf, Jennifer Kaelber, Fred Froderman, Ron Scherb, Amy Burke Adams and Shane Wiram were present.

Prior to the start of the organizational and regular session, a proposal for an architectural firm to complete a feasibility study for the school district, specifically the secondary schools, was opened by Director of Business Affairs Mark Shayotovich and Director of Extended Services Mike Howard. The sole RFP response was submitted by Fanning Howey.

Mrs. Adams asked how the RFP had been advertised, and Mr. Howard stated that the RFP had been advertised through the three newspapers that the board approves annually: *The Clay City News*, *The Brazil Times*, and *The Parke County Sentinel*. Mr. Shayotovich pointed out that a copy of the RFP was on the school corporation web site also.

No information could be found in the bid regarding what Fanning Howey would charge for their services. In response to Mr. Howard's assertion that a special session would be needed in approximately two weeks to approve the acceptance of the bid, Dr. Tucker clarified that a recommendation would need to be brought back to the board. The recommendation could be to reject the bid or, if an item is found in the Fanning Howey bid to suggest what it would cost, the recommendation could be to hire that firm. Dr. Tucker indicated that the board would need to have a special meeting at some point this month so as to not get too far behind in the process for potentially proceeding with the feasibility study.

SCHOOL BOARD REORGANIZATION

A. Nomination and Election of Officers

Mr. Kumpf nominated Mr. Scherb for board president. Dr. Froderman nominated Mr. Reberger. Mr. Scherb received 4 votes and was elected president.

Mr. Wiram nominated Mrs. Adams for board vice president. Mrs. Adams was elected vice president by acclamation.

Mrs. Adams nominated Mrs. Kaelber for board secretary. Mrs. Kaelber was elected secretary by acclamation.

Dr. Froderman nominated Mr. Wiram for board assistant secretary. Mrs. Adams nominated Mr. Kumpf. Mr. Kumpf received 4 votes and was elected assistant secretary.

B. Appointment of Treasurer and Deputy Treasurer

Mr. Reberger moved to approve the appointment of Mark Shayotovich as treasurer and Marsha Wyndham as deputy treasurer. Mr. Kumpf seconded, and the motion was approved by a 7-0 vote.

C. Approval of Employee Bonds

Mrs. Kaelber moved to approve the recommendation to bond the following employees and positions:

Mark Shayotovich, Corporation	\$300,000
Marsha Wyndham, 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 Director	\$20,000
North Clay Middle School Extra-Curricular Treasurer	\$65,000
North Clay Middle School Building Principal	\$65,000
North Clay Middle School Athletic Director	\$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

Dr. Froderman seconded. The Board voted 7-0 in favor of approval.

D. Designation of Newspapers for Legal Advertisements

Mr. Kumpf moved to approve the recommendation that Clay Community Schools designate *The Brazil Times*, *The Clay City News*, and *The Parke County Sentinel* as the official newspapers for legal advertisements. Mr. Wiram seconded. The Board voted 7-0 in favor of approval.

E. Appointment of Members to Bid Opening Committee

It was recommended that the following individuals be appointed to the bid opening committee:

Dr. Kimberly Tucker	Superintendent
Mr. Mark Shayotovich	Director of Business Affairs
Mr. Michael Howard	Director of Extended Services

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

Mrs. Adams moved to approve the recommendation. Mr. Wiram seconded, and the motion was approved by a 7-0 vote.

F. Establishment of Meeting Times and Dates

Dr. Froderman moved to approve the recommendation to continue to hold regular session board meetings on the second Thursday of the month at 7:30 p.m. in the board room of the central administrative office at 1013 S. Forest Avenue, Brazil, IN. Mrs. Kaelber seconded, and the motion was approved by a 7-0 vote.

G. Appointment of Corporation Attorney

The recommendation was to keep Jeff Boyll as the corporation's local attorney, not on a retainer, but only on an as-needed basis. It was noted that free legal advice was available through the Indiana School Boards Association. Additional recommendations were to use Bose, McKinney & Evans for insurance issues, Barnes & Thornburg for financial matters, and Lewis & Kappes for negotiations and personnel.

Mr. Kumpf moved to approve the recommendations for corporation attorney. Mrs. Kaelber seconded, and the motion was approved by a 7-0 vote.

I. Call to Order

The meeting was called to order at 7:41 p.m. Board President Ron Scherb led those in attendance in the pledge and offered the prayer.

Prior to voting on the consent agenda, Board President Ron Scherb clarified the procedure to be followed regarding abstentions. He stated that if a board member abstains, his/her vote does not count: It is not a "yes" vote; it is not a "no" vote. The reason that is a big issue: if a vote ends in a tie, that motion is defeated because it did not receive a majority of the votes.

Mr. Scherb added that if a board member disagrees with his decision, the board member would have every right to disagree, and Mr. Scherb would assume that a lawyer would be involved with making a final decision or recommendation.

Mr. Reberger suggested that Dr. Tucker should get in touch with the Indiana School Boards Association and put that in writing so there is no question what it is based upon. Dr. Tucker noted that there is actually something in policy (Policy 1650 – Voting).

II. Consent Agenda

A. Claims

B. Board Meetings

Regular Session Minutes for December 11, 2014

Executive Session Certification for December 11, 2014

C. Field Trips

None at this meeting

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. FMLA

ESE

Jennifer Miller

2. Non-Certified

a. Medical

FPE

Debbie Mullen

b. Medical

TRANS

Debra Clingerman

B. RETIREMENTS

1. Certified

a. Administrator – June 30, 2015

CA

Lisa Showalter

2. Non-Certified

None

3. Place on Retirement Index

None

C. RESIGNATIONS

1. Certified

a. Teacher – English

NCMS

Kalie Schmidt

b. Teacher – English

NHS

Joey Bennett

2. Non-Certified

a. Food Services (5 hours)

NHS

Amber Modesitt

b. Instructional Assistant

NHS

Barbara Ripple

c. Instructional Assistant (effective 10/9/14)

NHS

Dana Daub

d. Bus Driver

TRANS

Lawrence Meyer

3. ECA Resignations

None

4. ECA Lay Coaches

None

D. TRANSFERS

1. Certified

None

2. Non-Certified

a. From ESE custodian to CA/Adult Ed Custodian

Lanette Phillips

b. From SE to NCMS (IA/MA)

Molly Tipton

E. EMPLOYMENT

1. Certified

None

2. Non-Certified

a. Food Services (5.75 hours)

ME

Linda Knust

b. Food Services (5.75 hours)

ESE

Brooke Patton

c. Bus Driver

TRANS

Robin Tincher

d. Instructional Asst. (29 hours)

JTE

Sarah Hopper

3. Other

None

F. EXTRA-CURRICULAR		
1. Extra-Curricular Certified		
a. Middle School Club Sponsor (50%)	NCMS	Hilary Gilman
2. Extra-Curricular Non-Certified	None	
3. Extra-Curricular Lay Coach	None	
4. Supplemental	None	
G. CHANGES		
1. Certified	None	
2. Non-Certified	None	
3. ECA-Lay Coaches	None	
H. VOLUNTEERS		
1. CLASSROOM		
<u>Clay City Elementary</u>		
Jodi Lucas		
<u>Jackson Township Elementary</u>		
Eugenna Canada		
<u>North Clay Middle School</u>		
Marsha Fulk		
Michael McMains		
Christel Walker		
Andrea Williams		
2. ATHLETICS/ECA		
3. OTHER VOLUNTEERS		
I. CONTRACTED SERVICES	None	
J. OTHER	None	
K. TERMINATION	None	

Dr. Froderman moved to approve the consent agenda items. Mrs. Kaelber seconded, and the motion was approved by a 7-0 vote.

III. Comments from Patrons

None at this meeting

IV. Old Business

A. Job Description – Technology Support Specialist – REVISION: Second Reading

Mrs. Kaelber moved to approve the Technology Support Specialist job description revision. Dr. Froderman seconded.

Under discussion, Mr. Kumpf questioned the position going from 220 days to 200 days and the salary remaining the same. Dr. Tucker explained that in the past the individual in this position had been used after school, and overtime pay had been given. In this particular position, it would be payment for 200 days even if those days happen to

encompass after-school time when teachers are available. Mr. Kumpf said that he had a problem with reducing the days without reducing the salary. He noted that IA's time had been dropped and their salary had also dropped because they didn't want to give the IA's an extra raise. He surmised that there might be 200-300 other employees who might say that they would like to have their contract dropped but their pay remain the same. If days are going to be dropped, then salary should be dropped with it. It was determined that it would be an approximate \$14 per day raise.

Mrs. Adams commented that there was no question the school corporation needed someone to work with the technology that is being put into the classrooms, to collaborate with teachers, and to be that bridge. When the previous position was voted down, it wasn't the person; rather, it was the way it was done. The previous position wasn't advertised and no interviews were conducted. Mrs. Adams asserted that the board, even the new member, is all about being fair and trying to treat everyone equally and doing business above-board. What she doesn't like about this job description revision is that it is almost like a re-packaging of the previous position that was voted down in the summer. In her opinion, Mrs. Adams does not like the way this is being done because the board is looking to put a person in a position for which he/she may not be qualified. As she sees it, for a person to coach curriculum, that person should have an education in curriculum and experience beyond just assisting someone else. That person should have credibility in this position. Mrs. Adams questioned whether the person currently serving in the existing job description would qualify for this position if the position were to be advertised and interviews were to be conducted. If this person would not qualify, she did not think it would be right to change the description of his/her current position and give him/her a raise. Mrs. Adams stressed that this is nothing personal; it is nothing about the people involved. Rather, she believes the school corporation needs a person in this position that has an education in curriculum and instruction and a background in technology.

In answer to Mr. Scherb's question as to whether this would be considered an administrative position, Dr. Tucker stated that it would not; it would be a classified position. She refuted Mrs. Adams' assertion that the job description included conducting evaluations of any other personnel. As for Mr. Scherb's question regarding salary, Dr. Tucker stated that presently the person is making about \$30,000 with regard to that position without credentials. The job description is being reframed because in the last couple of years that person has been so heavily engaged in training teachers and administrators with digital resources and digital learning more so than the physical technician aspect. More notably, this person needed to be there when teachers were there: If teachers are gone on break, the person doing the curriculum piece would not be needed, but that is when technicians would go in buildings and service the machinery. This person was being moved out of being a physical, hands-on tech into being a curriculum developer, so the job description was being changed to more accurately reflect what this person had been doing.

A concern of Mr. Wiram: This curriculum person was going to be in charge of setting up and training teachers. After all of this money has been put in the computers and devices, someone is going to be paid \$30,000 to make it happen, and he has a problem with that. He asserted that if you want quality, you have to pay for quality. In his

opinion, this person's job is more important than will ever be known, making sure that curriculum is set up on the devices from the beginning and is done right. That person has to have the credentials, and he believes it has to be a teacher base. As he sees it, teachers aren't going to collaborate with someone who hasn't been in their shoes. Mr. Wiram believes it is very important to keep that focus: The school corporation has to pay what it takes to get the job right, and this person has to have the credentials to make sure the job gets done right.

The motion failed by a 3-3-1 vote. Mr. Reberger, Mrs. Kaelber and Dr. Froderman voted for the motion. Mrs. Adams, Mr. Wiram and Mr. Kumpf voted against the motion. Mr. Scherb abstained.

B. Policy 1320 – Method of Selection – REVISION: Second Reading

The electoral districts were changed in December when the Indiana Department of Education approved the revisions that had been submitted in order to rebalance the population of the electoral districts. With approval, the policy would align with those changes, and approval was recommended.

Mrs. Adams moved to approve the revision to Policy 1320 – Method of Selection. Mrs. Kaelber seconded.

Under discussion, Mrs. Adams offered her thanks to Travella Myers for pointing this out to the board earlier in 2014.

The motion was approved by a 7-0 vote.

C. School Bus Bids

Director of Extended Services Mike Howard recommended accepting the bid of Midwest Transit Equipment for three 78-passenger buses, two 48-passenger buses, and one activity bus for a total amount of \$462,617.00. Their bid included a \$3,000 incentive if all buses were bought from them.

Mr. Scherb asked how many buses were being traded. Mr. Howard replied that seven buses were being traded in and six were being purchased. Mr. Scherb requested an electronic copy of the service records for the buses being traded. Mr. Howard will send a copy of the service records to all of the board members.

Mr. Kumpf moved to approve the purchase of buses from Midwest Transit Equipment. Mr. Wiram seconded, and the motion was approved by a 7-0 vote.

V. Superintendent's Report

Dr. Tucker noted the following:

- The board will need to give Dr. Tucker some potential dates for a board retreat to put forth the next series of goals and strategies for the corporation's three-year plan. Since that would have to be a publicly advertised meeting, it might be possible to include approval of an architectural firm for the feasibility study, if information regarding what the firm is charging is found in the bid that was

opened prior to the call to order of this meeting. If the cost is not found in the bid, it may be the case that a special meeting would be needed to request to advertise again and reject all bids.

VI. New Business

A. Clay City Jr/Sr High School Student Presentation: Google Earth Flight Simulator

Clay City Jr/Sr High School students Canyon Poe and Sam Pickens presented information and demonstrated the use of the Google Earth Flight Simulator and how it is being used in their school. Other team members in attendance included: John Stultz, Special Projects Director; C. J. Glock, Northview Branch Director; Brandon Weik, Aerospace Administrator at Clay City, and Logan Stultz on the special projects team.

B. Resolution for Interest Deposits

Mr. Reberger moved to approve the resolution for interest deposits. Mrs. Kaelber seconded, and the motion was approved by a 7-0 vote.

C. Resolution to Transfer Appropriations

Mrs. Kaelber moved to approve the resolution to transfer appropriations. Mr. Kumpf seconded, and the motion was approved by a 7-0 vote.

D. 2015 Transfer of Funds Certificate

Dr. Froderman moved to approve the 2015 transfer of funds certificate. Mr. Wiram seconded, and the motion was approved by a 7-0 vote.

E. Resolution to Prepay Claims

Mr. Kumpf moved to approve the resolution to prepay claims. Mrs. Kaelber seconded, and the motion was approved by a 7-0 vote.

F. Resolution to Transfer from One Fund to Another

Mrs. Adams moved to approve the resolution to transfer from one fund to another. Mr. Wiram seconded, and the motion was approved by a 7-0 vote.

G. Recycling Presentation

This presentation will be moved to the February regular session school board meeting. Mrs. Adams suggested moving this agenda item to the first item in new business, as a courtesy to the presenters.

VII. Board Member Comments

Kevin Kumpf welcomed Mr. Wiram as a new board member.

Fred Froderman also welcomed Mr. Wiram and he thanked the young men for their presentation.

Amy Burke Adams joined in welcoming Mr. Wiram to the board. She noted that Lisa Showalter will be retiring in June and she shared her opinion that it would be a big set of shoes to fill.

Shane Wiram thanked everyone and stated that he looked forward to working with the board. He added that he appreciated the opportunity that voters had given him.

Ron Scherb added his thanks to the young men for their presentation.

VIII. Future Agenda Items

Ron Scherb would like to bring back the recycling discussion.

Shane Wiram would like to keep the curriculum position on the table. He believes it needs to be revisited in the future, and he believes it is a needed position. He would like to get someone in that position as soon as possible. Dr. Tucker pointed out that the job description was a revision of an existing job description, and that revision was not approved, so she asked for clarification of what Mr. Wiram was requesting. He reiterated that he believed there was a need for that position, and he would like to revisit it in the future and maybe post the position.

Amy Burke Adams would like to look at phone plans. She would like to look at the phones that are under Clay Community Schools' name and how many phones the school corporation pays for. She suggested investigating group plans that could potentially provide more services for less money. In her opinion, if someone is doing business for this agency, he/she should have a phone issued by this agency.

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 8:35 p.m.

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