

**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, November 8, 2012. Tammy Beasley, Jennifer Kaelber, Tina Heffner, Forrest Buell, Rob Miller, Ron Scherb and Amy Burke Adams were present.

I. Call to Order

Mr. Miller, president of the board, called the meeting to order at 7:32 p.m. He then led those in attendance in the Pledge of Allegiance and offered the prayer.

II. Consent Agenda

A. Claims

B. Board Meetings

Regular Session Minutes for October 11, 2012

Executive Session Certification for October 11, 2012

C. Field Trips

Clay City Jr/Sr High School students to Columbus, Indiana, for Robotics Team competition on December 7th and 8th, 2012.

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. Family Medical Leave	NHS	Ernie Maesch
b. Family Medical Leave	NHS	Brenda Timberman
c. Family Medical Leave	ME	Ronald Morris

2. Non-Certified

a. Medical Leave	ME	Cathy Rollings
b. Medical Leave	FPE	Beth Tucker
c. Medical Leave	TRANS	William McCullough

B. RETIREMENTS

1. Certified	None
2. Non-Certified	None
3. Place on Retirement Index	None

C. RESIGNATIONS

1. Certified

a. Teacher – Special Services	FPE	Casey Carter
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2. Non-Certified

a. Food Services	ESE	Erin Shaw
b. Instructional Assistant	LEAAP	Arlene Bryan
c. Instructional Assistant (Sp Serv)	NCMS	Cisilee Reed

3. ECA Resignations

a. Football (Separate Agenda Item)		
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4. ECA Lay Coaches	None
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D. TRANSFERS

- 1. Certified None
- 2. Non-Certified None

E. EMPLOYMENT

- 1. Certified None
- 2. Non-Certified
 - a. Instructional Assistant Sp Serv 5.5 hours VBE Ashley N. Bonte
 - b. Food Services FPE Joetta Hinton
 - c. Secretary of Guidance (Effective 12/10/12) NHS Kelly Maffioli

F. EXTRA-CURRICULAR

- 1. Extra-Curricular Certified None
- 2. Extra-Curricular Non-Certified None
- 3. Extra-Curricular (Lay Coach)
 - a. Basketball – 8th Grade Boys CCHS Cole Schroer
 - b. Basketball – 7th Grade Boys CCHS Jordan Defore
 - c. Basketball – 6th Grade Boys (60%) CCE Marvin Strauch
 - d. Basketball – 6th Grade Boys (40%) CCE Stephen Johnson
 - e. Elem Sport – 5th Grade Boys BB (60%) CCE Stephen Johnson
 - f. Elem Sport – 5th Grade Boys BB (40%) CCE Marvin Strauch
 - g. Basketball – 6th Grade Girls NCMS Katie Geyman

G. CHANGES

- 1. Certified None
- 2. Non-Certified None
- 3. ECA-Lay Coaches None

H. VOLUNTEERS

- 1. Classroom
 - a. Noel Scot Thomas - CCE
 - b. Amy Salyers - SE
 - c. Heather Fields – JTE
 - d. Carolyn Dardeen – FPE
 - e. Karen Joyce-Zink – SE
 - f. Jacquelyn Kirkpatrick – LEAAP/CCE
- 2. Athletic
 - a. Melanie Laswell – CCE Cheer Coach
 - b. Nicholas Lizanich II – NCMS
 - c. Tony Sanabria - NHS
 - d. Brent Potter - NHS

I. OTHER

1. Last month, administration requested approval of an unpaid 30-day suspension for Casey Carter, Special Services teacher at Forest Park Elementary. The suspension was to be from September 6 – October 18, 2012. At the end of the 30-day suspension, Ms. Carter elected to not return to her teaching position. Previous to the

suspension without pay, the board had approved a Paid Administrative Leave until such time that the incident was investigated and a decision was made on how the administration and board would handle the situation. Therefore, Ms. Carter had been paid before the unpaid suspension was agreed upon. Mrs. Kumpf recommended that the board honor the paid leave time that was originally granted, in the amount of \$989.32.

J. TERMINATION

1. Trent Piatt, Northview High School custodian, was terminated as a custodian.

Mrs. Heffner moved to accept the consent agenda items. Mr. Scherb seconded, and the motion was approved by a 7-0 vote.

III. Comments from Patrons

David Wise, of 10026 N Knightsville Clay Street, Brazil, Indiana, stated that he was confused by some of the comments the superintendent made at the last board meeting concerning the budgetary process and the budget hearing. As he understood her comments, the meeting held on August 28 was a pre-hearing and the actual budgetary hearing was held on September 17. Superintendent Tucker commented that she had misspoken, and Mr. Gorman confirmed that the hearing was actually held on August 28 and the adoption was on September 17. Mr. Wise then asserted that at no time during the hearing on August 28 was the public invited to speak. Superintendent Tucker noted that the budget had gone through the local government and is in the hands of the DLGF (Department of Local Government Finance). The county auditors have indicated that there have been no petitions or protests.

Mr. Wise's other question concerned the requirement to pass a resolution adopting that plan at the budget hearing, which he believed had not been done. He was not sure the school corporation had a valid plan at this point. Superintendent Tucker assured him that the DLGF would notify the school corporation if that were the case.

To conclude his comments, Mr. Wise contended that the board members know what has been spent on the central office and bus garage facilities, but the public doesn't know. Superintendent Tucker replied that the numbers are available to any citizen that requests to have that information.

Jeff Stewart spoke to the board regarding the consideration of the resignation of Coach George Gettle which was on the agenda later in this meeting. It was the understanding of Mr. Stewart that Coach Gettle's resignation was requested due to some issues with parents that could not be reconciled. He requested that the board members, before acting on the resignation, assure themselves that those concerns with those parents were documented and presented to Coach Gettle and that Coach Gettle was afforded the opportunity to present his side of those issues. Mr. Stewart asked that the board table the resignation if that has not been done. Mr. Stewart then spoke of the success of Coach Gettle in eleven seasons, with seven or eight WIC titles and eight or nine winning seasons. Mr. Stewart commented on the behavior of some football supporters,

which was embarrassing to him. He was shocked at some of the behavior of parents and, ultimately, of some of the athletes. Mr. Stewart believes that Mr. Gettle was aware of most of this and he believes it speaks highly of Coach Gettle's character in that he did not allow it to affect his job as a football coach. Mr. Stewart asked the board to consider his comments when looking at the resignation.

IV. Old Business

A. Policy 3411 – Appointment (School Corporation Treasurer) – REVISION: Second Reading

This was a second reading for a revision to Policy 3411 - Appointment (School Corporation Treasurer). The revision would change the date of appointment from July to January in keeping with the change in the start of the term of new board members. Approval was recommended.

Mrs. Heffner moved to accept the Policy 3411 – Appointment revision. Mrs. Adams seconded and the motion was approved by a 7-0 vote.

B. School Bus Bids

Director of Transportation Frank Misner recommended accepting the bid from Kerlin Bus Sales & Leasing of \$353,525 for five seventy-eight passenger school buses with trades and the bid from Midwest Transit Equipment of \$158,560 for two forty-eight passenger/handicap school buses with trades. Approval was recommended.

Before a motion, Superintendent Tucker asked what the statutory time for keeping buses would be. Mr. Misner replied that the school corporation has two different plans at this time, a ten-year plan and a twelve-year plan. He added that about five years ago the state started requiring school corporations to go to twelve-year plans, so Mike Fowler, the business manager at that time, put every bus purchased from that point going forward on twelve-year plans.

Superintendent Tucker next asked about rotating buses to different routes if there is considerable mileage or wear on a bus. Mr. Misner's reply: it isn't done a lot because drivers get used to their buses, but it has been done. In the twelve-year plan, it will be done more frequently. It will actually become two six-year plans within that twelve-year plan, and at the end of six years, there will be a lot of swapping.

Superintendent Tucker asked if 50,000-60,000 miles was considerable in terms of some of the routes that the buses travel. Mr. Misner considered that mileage to be average over a period of five or six years. Mr. Scherb asked what the mileage would be on the buses being traded, and in reply Mr. Misner stated that for this particular year it would range from 65,000 to 205,000 with the highest mileage being on the special ed buses. He added that it has never been about mileage in this business; it's always been about the age of the bus.

Mrs. Adams moved to accept the school bus bids from Midwest Transit Equipment and Kerlin Bus Sales & Leasing. Mrs. Kaelber seconded, and the motion was approved by a 7-0 vote.

C. Fuel Bids

Mr. Misner recommended rejecting all fuel bids and continuing the practice of obtaining bids on the day fuel is needed from the following businesses: Ceres Solutions, LLP and Hunter Oil Company. Approval to remain with that procedure was recommended.

Mr. Scherb moved to reject all bids and obtain bids on the day fuel is needed. Mrs. Heffner seconded, and the motion was approved by a 7-0 vote.

V. Superintendent's Report

None at this meeting

VI. New Business

A. Conflict of Interest Statements

Approval of the annual conflict of interest statements provided in the board packet was recommended.

Mrs. Adams moved to accept the conflict of interest statements. Mr. Scherb seconded, and the motion was approved by a 7-0 vote.

B. Nine-Week Grading Periods at the High School Level

Over the last two years, the elementary and middle schools have transitioned from six-weeks grading periods to nine-weeks grading periods. The popularity of PowerSchool has allowed parents to stay connected with their child's academic progress in real time. Approval for the final transition that would move the high schools to nine-weeks grading periods for the 2013-2014 school year was recommended.

Mr. Scherb moved to make the switch to nine-weeks grading periods. Mrs. Heffner seconded, and the motion was approved by a 7-0 vote.

C. Seven-Period Day at the Secondary Level

Superintendent Tucker explained that the schools are continuously examining factors related to school improvement. While there has been some flexibility within the elementary schedule and the middle school schedule to provide the most effective learning environment for students according to a class schedule, the high schools have fallen behind in their efforts to offer extended advanced course-taking opportunities, vocational program opportunities and academic intervention time within the confines of a six-period day. The opportunities that a seven-period day would provide students as well as the fact that technology has given secondary programs more flexibility with scheduling has been discussed with the CCCTA. Superintendent Tucker is very supportive of a seven-period day for the high schools in the 2013-2014 school year with the opportunity to be creative in terms of blocked schedule programming for vocational programs and other career-education-based initiatives. She recommended board approval.

Under discussion, Dr. Buell asked if all seven periods would be the same timeframe. Superintendent Tucker replied that the periods would be in 45-50 minute increments; however, two periods might be grouped together to provide 90-100 minute periods

should a student wish to go off-campus for an internship program. The seven periods would fit in the same day as is currently in place.

Mrs. Adams endorsed the move to a seven-period day, noting that she had previously taught in a seven-period day and she found it offered a lot more flexibility and was very beneficial. Mrs. Heffner joined Mrs. Adams in support of the proposal and commented that previous board member Dottie King, currently President of St. Mary-of-the-Woods College, was very much a proponent of the seven-period day.

Mrs. Heffner moved to accept the seven-period day at the secondary level. Mrs. Adams seconded, and the motion was approved by a 7-0 vote.

D. Acceptance of Jackson Township PTO Donation

Mr. Jeff Fritz, Principal of Jackson Township Elementary, requested that the board accept the donation of four picnic tables from the Jackson Township PTO. Approval was recommended.

Mrs. Heffner moved to accept the PTO donation for Jackson Township. Mrs. Kaelber seconded, and the motion was approved by a 7-0 vote.

E. Jackson Township ECA Purchase Request

Mr. Fritz requested permission to use Jackson Township Elementary ECA funds to purchase two Audix MB5050 microphones and stands for a total cost of \$1,010. Approval to grant permission was recommended.

Mrs. Kaelber moved to accept Jackson Township's ECA purchase request. Dr. Buell seconded, and the motion was approved by a 7-0 vote.

F. Community Foundation Grant Award

Information from Mary Yelton, Coordinator of the LEAAP Center, indicated that an award in the amount of \$2,916 that had been received by Clay Community Schools in support of Clay County Family Literacy and Cumberland Academy Alternative School programs. The award is to help with graduation expenses, GED test fees, books, incentives, and professional development. Approval to accept the grant award on her behalf was recommended.

Dr. Buell moved to accept the grant award. Mrs. Heffner seconded, and the motion was approved by a 7-0 vote.

G. Resignation

Superintendent Tucker recommended that the board accept Mr. George Gettle's resignation as Northview High School varsity football coach.

Mrs. Adams moved to accept Mr. George Gettle's resignation as varsity football coach. Mrs. Kaelber seconded, and the motion was approved by a 6-0-1 vote with Dr. Buell abstaining.

H. Local Board of Finance

Superintendent Tucker explained that a Local Board of Finance must be established beginning January 2013, must meet annually from the first Monday in January to January 31, must be open to the public, and must review the investment report and overall investment policy of a school corporation. Business Manager Tim Gorman, the investment officer, is to present a report to the Local Board of Finance at the meeting. Superintendent Tucker recommended forming the committee at this time and holding the Local Board of Finance meeting prior to the start of the regular session in January, 2013.

Mrs. Heffner moved to maintain the status quo and name Rob Miller as president and Jennifer Kaelber as secretary of the Local Board of Finance. Mrs. Adams seconded, and the motion was approved by a 7-0 vote.

I. Indiana Bond Bank Fuel Program Update

Last year the board granted permission to participate in this program. Approval to continue participation with this program was requested by Superintendent Tucker. A resolution, required by the Indiana Bond Bank, would need to be signed by the board if permission to continue participation is granted.

Mr. Gorman agreed with Superintendent Tucker that the school corporation didn't save any money with the program last year, but he recommended continuing with the program for another year due to volatility in the market.

Mr. Scherb moved to continue participation in the Indiana Bond Bank fuel program. Dr. Buell seconded, and the motion was approved by a 7-0 vote.

J. Balanced Calendar Survey Data

Dr. Tim Rayle, Assistant Superintendent, presented results of a survey regarding the possibility of a balanced calendar. He explained that a balanced calendar is a rescheduling of the 180-day school calendar to keep the learning process continuous to maximize the use of school facilities. Students would still attend the same number of days but there would be periods of time within the balanced calendar for rest and relaxation. The feeling is that the balanced calendar would show benefits resulting in better attendance, less academic fatigue, increased motivation and opportunities for remediation. Complete results of the survey were posted to the school corporation web site (www.clay.k12.in.us) under the Assistant Superintendent page. Results of the non-scientific survey indicated support for the balanced calendar. The biggest concern was availability of child care during the breaks. Regarding that issue, Superintendent Tucker stated that she had spoken with Deb Plummer of the Y who indicated that the Y was working to revamp their programs so that there would be activities to coincide with those breaks. Superintendent Tucker added that, if the board requests to do so, a work session open to the public to discuss this issue further could be scheduled and the survey could be open a little longer to gather more data. However, if it has gained enough popularity to put to the board for a decision, she would like to bring it to the board no later than January for approval.

Under discussion, Dr. Buell asked what grade levels the calendar would cover, to which Superintendent Tucker replied that it was for all grades, K-12, and all schools.

Mrs. Heffner noted that 4-H had been mentioned to her, but she had explained to the gentleman who asked her about it that the board had passed a policy last year that allowed absences for things that are educational. Mr. Scherb added that the obvious question in an ag community such as this is 4-H. He asked if students and teachers would be allowed to go to the State Fair. Superintendent Tucker replied that it could be considered an educational field experience.

Mr. Scherb asked what other schools were using the balanced calendar now in this area. Superintendent Tucker cited the Plainfield, Brownsburg, Avon, and Mill Creek schools and noted that Putnam County and Cloverdale were looking into how to work it out with their vocational school. Spencer-Owen has also looked into it.

Mr. Scherb then asked if everyone realized the proposal was to move to this calendar for the next school year. In reply, Superintendent Tucker stated that it has been on the web site, in newsletters, in the newspaper, it is being discussed tonight and it will be discussed at the next meeting. The data has been disaggregated and continues to be monitored. Mr. Scherb suggested working with the YMCA and the 4-H people to make sure they understand what's being discussed. He would like to have a work session. Superintendent Tucker suggested holding a work session prior to the January Board of Finance meeting and regular session and making an all-out effort to get groups that information. Mrs. Heffner suggested sending letters to different community clubs, such as 4-H, Rotary, Boy Scouts, etc., to get as much involvement as possible. Superintendent Tucker would like to have the balanced calendar on the January regular session agenda after seeing how the work session goes, noting that scheduling for the next school year starts in the spring. Also, she believes parents would like to know what the school schedule will be.

K. Innovation Grant

The Department of Education released a grant opportunity for schools which would award innovative reform initiatives as much as \$500,000 to help plan and implement programs toward three priorities: increasing educator effectiveness, expanding college and career readiness, and improving schools overall. Superintendent Tucker recommended being allowed to pursue this grant. The deadline for submission is December 31, 2012.

Mr. Scherb moved to allow pursuit of the grant. Dr. Buell seconded, and the motion was approved by a 7-0 vote.

L. Policy 8510 – Bed Bugs – NEW: First Reading

Mrs. Lynn Stoelting, Coordinator of Health Services, had prepared a policy regarding bed bugs as required by the state. This was a first reading, so no vote was required. Mrs. Stoelting explained that she had looked at the recommendations from the Indiana State Department of Health and they do not recommend school closure; rather, they recommend working with families and students to get the students back in school as

quickly as possible. They also recommend getting both the home treated and to look for any signs in the schools. Mrs. Stoelting provided information that can be pulled from the Indiana State Department of Health web site. She noted that bed bugs are a problem that a lot of people are dealing with due in part to the fact that the EPA no longer allows certain pesticide use. Mrs. Stoelting had talked to Tom Reberger, Director of Buildings and Grounds, prior to putting this policy together and he had told her that the man who does the spraying in the schools is on the Indiana State Entomology Board and he is very aware of how to treat bed bugs. She added that there are also guidelines by law to be followed when spraying in schools due to allergies and asthma that students may have.

M. Policy 8305 – Student Wellness – REVISION: First Reading

Mrs. Patty Dyer, Assistant Food Services Director, had been working on the revision to this policy as required by the state. This was a first reading, so no vote was required.

VII. Board Member Comments

Amy Burke Adams wished everyone a safe Veteran's Day and a Happy Thanksgiving. **Tina Heffner** offered congratulations to Kevin Kumpf for his election to the school board.

VIII. Future Agenda Items

None at this meeting

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 Administrative Office.