

**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 North Clay Middle School, Media Center, 3450 W State Road 340, Brazil, IN 47834, on Thursday, March 8, 2012. Tammy Beasley, Jennifer Kaelber, Tina Heffner, Rob Miller, Ron Scherb, and Amy Burke Adams were present. Forrest Buell was absent. Tina Heffner arrived after the vote on Item II. Consent Agenda.

I. Call to Order

Mr. Miller, president of the board, called the meeting to order at 7:33 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 February 9, 2012

Special Session Minutes for February 25, 2012

Executive Session Certification for February 9, 2012

C. Field Trips

Northview High School's Spanish classes to Costa Rica, June 6-14, 2013

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. Family Medical Leave (maternity)	CCHS	Sarah Titzer
b. Family Medical Leave	SE/VBE	Steven Brown
c. Family Medical Leave	CCHS	Cindy Deter
d. Family Medical Leave	JTE	Cheryl Schoffstall

2. Non-Certified

a. Medical Leave	FPE	Chanda Thomas
b. Medical Leave	NCMS	Debra Littig

B. RETIREMENTS

1. Certified

a. Teacher (End of 2011-12)	NCMS	Vicky Eaton
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2. Non-Certified

a. Head Custodian	NCMS	Larry Elliott
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3. Place on Retirement Index

None

C. RESIGNATIONS

1. Certified

None

2. Non-Certified

a. Title I Nurse	ESE	Sharon Feil
b. Food Services (5 hours)	CCE	Quita Inman
c. Bus Driver (end of school year)	TRANS	Jack Glancy
d. Computer Technician	CORP	Jesse Jaeger

3. ECA Resignations	None	
4. ECA Lay Coaches	None	
D. TRANSFERS		
1. Certified	None	
2. Non-Certified	None	
E. EMPLOYMENT		
1. Certified		
a. Speech Language Pathologist	Sp Serv	Jennifer Swearingen
2. Non-Certified		
a. Computer Technician	CORP	Dustin True
F. EXTRA-CURRICULAR		
1. Extra-Curricular Certified	None	
2. Extra-Curricular Non-Certified	None	
3. Extra-Curricular (Lay Coach)		
a. Golf Coach (Boys)	CCHS	Josh Strain
b. Baseball – B Team	CCHS	Kirk Smith
c. Track Asst. HS Boys	CCHS	Kevin Cook
d. Track Asst. HS Girls	CCHS	Kasey Waite
G. CHANGES		
1. Certified	None	
2. Non-Certified	None	
3. ECA-Lay Coaches	None	
H. TERMINATION		
1. Certified	None	
2. Non-Certified	None	
I. INFORMATION ONLY		
	None	
J. VOLUNTEERS		
1. Athletic		
a. Kade Baker - NHS		
2. Classroom		
a. Tammie Fagg – ESE		
b. Tara Hasler – CCE		
c. Karenina Nickless – CCE		
d. Alicia Eder – ME		
e. Susie Light – ME		
f. Erma Brandebury – LEAAP, A.B.L.E.		

Mrs. Adams moved to approve the consent agenda. Mr. Scherb seconded, and the motion was approved by a 5-0 vote.

III. Comments from Patrons

Troy Allen addressed the board regarding the issue of playing adult-formatted radio to children on the school buses which had been discussed during the February 9 school board meeting. He asserted that the idiom “Sticks and stones may break my bones but words will never hurt me” could not be further from the truth. He also asserted that research has documented the negative impact that words have on self-image, life choices, and overall psychological health. He suggested that playing adult formatted radio to children has a similar negative impact. After listening to the audio recording of last month’s meeting, Mr. Allen extracted the issues that were against modifying the current practice of playing any station that is FCC-approved except Christian stations. He provided the following solutions to arguments against making a change:

- Issue: Use of the radio to hear up-to-date inclement weather reports and traffic advisories when buses are on long trips. Mr. Allen’s solution: Take a battery operated radio that could be set at the front of the bus. If there would be a concern of weather or a traffic jam, the driver would be alerted. Mr. Allen also suggested that passengers with cell phones could receive a text alert and relay the information to the driver.
- Issue: Use of the radio as a disciplinary tool. Mr. Allen’s solution: After searching the internet, Mr. Allen found a document titled “Strategies for Discipline Problems on the Bus”. Turning the radio off was not one of the strategies listed. He found a four-step method used in one corporation that looked promising but deferred to school personnel to determine if it would work in this school system.
- Issue: Portable music devices being stolen from students. Mr. Allen’s solution: Students should safeguard against theft by keeping the device in a safe location or leaving it at home.
- Issue: The school corporation cannot override the FCC. Mr. Allen’s solution: Turning off the radio or changing the radio station does not require the Federal Communications Commission’s approval. As Mr. Allen noted, the FCC approves radio discussions and songs that are not appropriate for all audiences. He added that not all stations are student friendly.

Mr. Allen next provided references to policies that have already been created to safeguard children from the negative impacts of the media. The policies cited by Mr. Allen were policy 7540 – Electronic Information, Services, and Networks (Internet Access) and policy 2628 – Advertising, Soliciting, and Posting. In addition, he referred to the student handbook in the section “School Bus Student Conduct” and the moral conduct clause of the teacher’s contract.

Mr. Allen concluded his comments by quoting a portion of Clay Community Schools’ Philosophy on Education: “The Corporation recognizes that it is entrusted with the most precious and valuable resources of the community, its children, and pledges all means available in providing for their educational welfare. It is concerned with the dignity, integrity, rights and self-esteem of all students so that they may take advantage of all provisions of the Schools regardless of race, creed, sex, economic status, disability, or cultural background. The Corporation is additionally concerned with the total development of each child including social, emotional, intellectual, physical, and artistic development.” As he sees it, this statement makes it apparent that the corporation

agrees with him in that all are honor-bound to stand as guardians against those things that threaten the most vulnerable citizens of Clay County.

John Brush noted that he had followed the discussions about the bus garage for several years and it appalls him that it has taken this long to provide one of the safest and best-run school bus departments in the State the necessary venue it needs to stay up with the times. Although Mr. Brush is sure the Williams property could be turned in to that type of venue, he questioned whether that was really the best option. He noted that the former City Coal Yard property is for sale and he wonders why the school corporation would even consider buying any other property, especially one that lacks the entire infrastructure that the current property has. He believes purchasing the City Coal Yard property would save thousands of dollars since it is directly across the street from the current garage. He asserted that the transportation department could continue to use the existing site and all of the upgrades and build a bigger garage and an updated office space. As he sees it, the savings would come from using the current fuel pumps and fiber optic lines as well as lighting and fencing. If the Williams property is purchased, Mr. Brush pointed out that the school corporation would have to add fencing, fueling bays, and lighting along with a communications system and many other things which would cost thousands of dollars. It would also cause a very dysfunctional department if, as Mr. Brush believes, the school corporation would put the director of transportation in the new administration building and keep the fuel pumps at Depot Street due to the cost of moving those and putting new ones in. Mr. Brush encouraged the board to take some time to seriously reconsider purchasing the Williams property and ask these questions:

- What is the total cost to purchase and update the Williams property?
- Will the board leave the Williams property “as-is” and just operate it as a pole barn?
- If the board intends to update the property, what is the plan and how do you know the cost of it and how will you go about doing that?

Mr. Brush stated that he has yet to see a plan from this board that addresses any of those questions. To close his comments, Mr. Brush asked the board members to quit micro-managing the corporation. As he sees it, the corporation has fine administrators who are very capable of managing this corporation. He pointed out that the board members' elected job is not to manage the corporation; rather, the members are to take the recommendations of the administrators and create policy, if needed, and to make sure they have the necessary money and tools, such as to update the bus garage, so that the system can run. In his final comment, Mr. Brush asked each board member to look in the mirror and ask this question: “Am I on this board for the betterment of kids, teachers, administrators, and the corporation, or am I on this board for the betterment of me?” As he sees it, if a board member can say that he or she is on the board for the betterment of kids, teachers, administrators, and the corporation, then he encourages them to stay on board. However, it is his opinion that some of the board members are on the board for their own betterment, in which case he would ask that they resign or not run for re-election.

Bill Schad commented that it seems to him that time is growing short to get the temporary office trailer off the lot before the July deadline. In his mind, promises have been made to Mr. Williams about purchasing the building. Mr. Schad pointed out that the superintendent didn't recommend buying that piece of property. Also, he had heard that Mr. Scherb had told an individual that he had tried on at least one occasion to talk the board out of purchasing that piece of property. As he sees it, other than a board member or two, there isn't anyone that he has talked to that is in favor of purchasing the Williams property. He pointed out that a lot of infrastructure would have to be duplicated, and moving or creating new infrastructure is extremely expensive. Mr. Schad estimated that moving a fiber optic line to the Williams property would have a \$40,000-\$50,000 price tag itself. He believes it makes more sense to either purchase the property that is for sale on Depot Street right across from the current site or to create a new building on the property that the school corporation currently has. Mr. Schad claims that a board member told him the reason they can't look at the property across from the present site is because it had been voted down. However, as Mr. Schad pointed out, the Williams property had also been rejected. He then mentioned that it is his understanding that the board plans to leave the fueling station at its present site, move the mechanics to the Williams building, and move the director and his support staff to the new administrative office, which he described as the "picture of efficiency". Mr. Schad believes it is the superintendent's decision as to where the staff's workstations should be, not the board's decision, because that becomes the epitome of micro-managing. He urged the board and superintendent to begin to look at the way to provide a workshop for the board so that the board understands its role as to what a board is supposed to be and do.

IV. Old Business

A. Policy 6245 – Educational Enrichment Experience - NEW: Second Reading

This was the second reading of a proposed policy that would give parents some flexibility if they saw fit to request a leave for their child to take part in an educational experience that may be beyond what may be able to be offered in the classroom. Approval was recommended.

Mrs. Adams moved to approve Policy 6245 – Educational Enrichment Experience - New. Mrs. Heffner seconded, and the motion was approved by a 6-0 vote.

B. Policy 6621 – Clubs in the Schools: Closed Forum – NEW: Second Reading

This also was the second reading of the policy that would define the structure of clubs into tiers representative of what would still maintain a closed forum but would still allow participation by students in those second-tier clubs that may be endorsed or sponsored by members of the community. Approval was recommended.

Mr. Scherb moved to approve Policy 6621 – Clubs in the Schools: Closed Forum – New. Mrs. Beasley seconded, and the motion was approved by a 6-0 vote.

C. Policy 8351 – Bus Radio and Personal Electronic Devices – NEW: Removal from Consideration

Superintendent Tucker stated that at the last board meeting, there was discussion of language for a policy having to do with the bus radio and personal electronic devices. At this meeting, she asked to have that policy removed from consideration. If the board is willing to do so, she would like to create some language that would instead be used as a guideline in the transportation handbook. Included within the new language would be some excluded stations and clarification about the bus driver's responsibility and accountability for ensuring that there is appropriate content on his or her radio station.

Mr. Scherb moved to approve removing Policy 8351 – Bus Radio and Personal Electronic Devices – New from consideration. Mrs. Adams seconded, and the motion was approved by a 6-0 vote.

D. Technology Job Descriptions: Second Reading

As indicated in the last meeting, the expansion of the corporation's technology needs and those individuals who provide that support is becoming much more complex, so it is now necessary to have employees with more customizable skills with certifications that are specific to divided areas. Approval of the new job descriptions was recommended.

Mrs. Heffner moved to accept the new technology job descriptions. Mrs. Kaelber seconded, and the motion was approved by a 6-0 vote.

V. Superintendent's Report

Superintendent Tucker noted the following:

- ISTEP+ testing is going relatively smoothly.
- Congratulations were offered to athletes who are advancing to regional competition.
- Congratulations were extended to the board members on a very successful retreat. She believes substantive headway was made with goals and she will bring those back to the April school board meeting for approval.
- Superintendent Tucker and Dr. Rayle were excited about the digital learning products offered by Pearson Corporation that they learned about in the last few days. They are excited to bring information to teachers, administrators, parents, and community about some things they have in mind to move the corporation forward in digital technology and start creating learning opportunities that she believes will revolutionize what has been seen before in public schools and the kinds of opportunities that can be offered to students.

VI. New Business

A. Student Handbooks: First Reading

This was a first reading, so no vote was required. The handbooks will be brought back to the April meeting for approval.

B. 2012 Summer School Course Offerings

A list of proposed summer school course offerings was included in the board packet. There is a change from past years: The school corporation is looking at piloting third grade reading remediation. The I-READ test is being given to third grade students, and those students who do not pass face a mandate from the State and may be held back in third grade. It is felt by administrators that there needs to be something in place this summer to help those students. Otherwise, the recommended summer school course offerings are standard secondary courses that are funded to a certain degree by the State. Approval was recommended.

Mrs. Heffner moved to accept the 2012 summer school course offerings. She appreciated that the courses were going to be readily available at both high schools and the sites that are needed for third grade. Mrs. Beasley seconded, and the motion was approved by a 6-0 vote.

C. Proposal to Move May School Board Meeting from 5/10/12 to 5/17/12

Superintendent Tucker explained that every year the IASBO conference comes in conflict with the May school board meeting, so typically a request is made to change the date of that meeting in order to allow the central office administrators and business officials to attend the conference. She asked for approval to hold the regular session school board meeting on May 17.

Mr. Scherb moved to approve moving the May school board meeting to May 17. Mrs. Kaelber seconded, and the motion was approved by a 6-0 vote.

D. Recommendation to Approve Clay City Jr/Sr High School Assistant Principal/Athletic Director

Mr. Jeff Bell, Principal of Clay City Jr/Sr High School, recommended Robert S. Boltinghouse for the position of assistant principal/athletic director at Clay City Jr/Sr High School. Approval to hire Mr. Boltinghouse was recommended.

In addition, it is the intention to bring back next month a new job description representing what it is believed is necessary to provide additional extra-curricular support for students in the Clay City area and to list the position as an employment contract, which would not necessarily require certified personnel.

Mrs. Heffner moved to approve Robert S. Boltinghouse as the Assistant Principal/Athletic Director for Clay City Jr/Sr High School. Mr. Scherb seconded, and the motion was approved by a 6-0 vote.

E. Surplus Equipment Auction

Superintendent Tucker noted that from time to time the school corporation conducts surplus equipment auctions. Mr. Reberger requested to hold another surplus auction. Approval was recommended.

Under discussion, Mr. Scherb asked if there was a need for any of the surplus equipment in the schools in southern Indiana that were destroyed by tornadoes.

Superintendent Tucker replied that there probably would be a need, but the issue is that school corporations are only allowed to dispose of surplus equipment or auction it off at a price. The school corporation doesn't have the authority to just give away the surplus equipment. Superintendent Tucker noted that the schools are working in cooperation to do something in the relief effort.

Mrs. Adams moved to approve the surplus equipment auction. Mrs. Heffner seconded, and the motion was approved by a 6-0 vote.

F. Consideration to Archive Records

Superintendent Tucker provided information to the board regarding storage of old educational and personnel records. She proposed utilizing new technology to store the old records via "cloud" technology, and she is looking at contracting with a firm, either Imaging Office Systems or IKON, to come in and scan all of the old files that are in storage and keep a record electronically in "cloud" storage. Superintendent Tucker noted that there had been several conversations with Imaging Office Systems, and Bill Milner has been involved to a large degree. The school corporation would pay a flat rate fee for them to come in and do the scanning and then there would be a monthly storage fee to keep the record preserved within the cloud concept. The thought was that central office would be moving into a new facility and it would be wasteful to devote space to storage when the records could be stored and retrieved efficiently via computer.

Mrs. Heffner asked what years the school corporation would legally be required to keep. Superintendent Tucker replied that it was indefinite, and there was statute written by a previous business director in Clay County that became the State model for records storage. She added that a transcript is a transcript for all time and a school corporation is not allowed to let those go even if a person has passed on. There is a duty and obligation to preserve them, but there is a choice as to how they are preserved, so long as it is a secure preservation.

After acknowledging that there would be a monthly fee, Mrs. Adams asked if the company would come back every summer and archive additional records. Superintendent Tucker's response was that, once the school corporation gets caught up with the massive amount of records to be stored, the corporation will have the capacity to scan records and send the information to cloud storage; however, that means the cloud storage will grow greater. The cloud storage is priced differently with the two companies that have been consulted, and Superintendent Tucker is trying to find the most cost-effective way to do that.

G. Northview High School ECA Payment

Scott Buell, girls' basketball coach at Northview High School, requested permission to pay a supplemental coach from the team's ECA account. Approval was recommended.

Mr. Scherb moved to accept the Northview High School ECA Payment. Mrs. Kaelber seconded, and the motion was approved by a 6-0 vote.

H. Middle/High School Agriculture Survey

Superintendent Tucker had been approached by a group of businessmen in the community who wanted to find out what the interest level would be for agricultural education. They suggested giving a basic survey that concerns different kinds of courses and programs that may be available to a student at the secondary level. The proposed survey was sent to board members with their board packet. Superintendent Tucker has spoken with the school corporation's science teachers about their willingness to administer this survey, which would be anonymous. She asked for approval to allow the science teachers to administer this survey. The gentlemen who brought the survey forward would be responsible for disaggregating the information and will share the information with the school corporation.

Mrs. Heffner moved to approve the middle/high school agriculture survey. Mrs. Adams seconded, and the motion was approved by a 6-0 vote.

I. Permission to Apply for American Farmers' Grow Rural Education Grant

Kathy Knust, Curriculum Coordinator, provided information in the board packet regarding the American Farmers' Grow Rural Education \$25,000 Grant. Approval to pursue this grant opportunity was recommended.

Mrs. Heffner moved to accept Mrs. Knust applying for the American Farmers' Grow Rural Education Grant. Mr. Scherb seconded, and the motion was approved by a 6-0 vote. Mr. Scherb added that the school corporation was nominated for this grant by a local resident.

VII. Board Member Comments

Tina Heffner spoke regarding earlier patron comments. She noted that she appreciated the first patron's comments and she understands his concerns. Personally, there are times that she has felt it would be easier to just shut the radio off. She appreciates the superintendent's intentions in structuring guidelines and seeing how that plays out in the next few months. In regard to the bus garage, she has seen a lot of material for the past three years and she feels very comfortable with supporting the Williams property. She promised that no one on the school board has any personal vested interest in that respect. Speaking as a board member, with the information she has been given, the board is not looking to conflict the transportation department. In her mind, when she saw the Williams property and what was shown on paper three years ago, it sounded like a good transition. She noted that there had been an outcry from the community in opposition to EPA concerns about the coal yard. Financially, Superintendent Tucker spelled out for the board last month that it was pretty much a wash, and Mrs. Heffner respects her research. Mrs. Heffner thanked the patrons for their comments and encouraged them to run for the school board.

Amy Adams asked to clarify that the April school board meeting would be held in Clay City, which was correct.

Ron Scherb attempted to clarify a comment that he believed had been misquoted. He had said several months ago that if he were the only person making the decision, he would go behind North Clay and build a new administration office and connect it to Cumberland Academy. He would put the maintenance building on the soccer fields

behind North Clay. However, that would cost \$5,000,000 or \$6,000,000 that the corporation doesn't have. He reminded everyone that the current board has toured the current bus garage, the Williams property, and the Hughes property, and he has done his research.

Rob Miller asserted that the patrons' questions regarding the bus garage could have been answered at the February school board meeting. He does not know where Mr. Schad got his information that administration would go to central office and the fueling bays would remain at their current location. Any of those proposals would not be, and are not, something that he would even have thought about. As for running for the board, Mr. Miller believes some have confused the board members with actual politicians. If any of the board members had a political agenda, they would have run for something else with pay. He noted that, as always, their phones are open, and they appreciate the comments and the people who come to the board meetings. Mr. Miller commented that he had sat in this room five or six years ago when they proposed the \$53 million building project. He was in a group of 30-40 community members and teachers. The architect proposed a \$4.2 million bus garage and Mr. Miller was the only person in the room who asked why a \$4.2 million bus garage was needed. He didn't get a satisfactory answer from the architect. He pointed out that the current situation has come about in the past couple of years because the previous board had to upgrade the Quonset hut to pass code, and the creamery building fell in. Now they have the temporary office situation. He thinks it has been the board's desire to do something more permanent. He shared his opinion that this corporation has a lot of things going for it as well as some problems. As he sees it, the bus garage is not one of those problems. He believes the corporation needs to get past that, and he stated that next month they would get past that. Whatever that decision is, everyone needs to get behind it because the reality is the buses do operate well, the drivers are good and the mechanics are good and could be compared to anyone in the State. He does not believe it is that big of deal where they are working as long as it is safe, warm in the winter, with a breeze blowing through in the summer. At the last school board meeting, there was an outline of three different options and what they would cost. In his mind, the third option was not viable due to the ongoing expense that would be involved in maintaining a facility that large. The other two options are about the same, but with the Williams property the school corporation would gain some parking and an existing building would be used. He does not know if the Williams property will be approved or not. Superintendent Tucker did recommend the approval of it before, but there were a few problems with some descriptions. Mr. Miller pointed out that the projected cost for a bus garage had gone from \$4.2 million to approximately \$500,000. He commented that the last board had offered \$1 million to do what the administration wanted and didn't get an answer. To him, for the current board or previous board to be known as a problem for the bus garage is absurd because that is such a small drop in the bucket to the things the corporation does and can do and will do. He noted that the corporation will be going into a period of time where it will be competing for students and it has to educate every student that comes through the doors the best that it can. That is why the board members are here. He believes the current board works well together and works well with the administration.

VIII. Future Agenda Items

Jennifer Kaelber wants to look at whatever the protocol might be for each school, mainly North Clay and Northview, but possibly the elementary schools too, as to what they do for bullying. She does not believe the parents of students who are charged with bullying are being informed. Superintendent Tucker stated that she would be happy to look at that and she and Mrs. Knust and Dr. Rayle have talked about putting together a parent forum for an evening meeting about bullying. The forum would include facilitation with the lady who is already consulting the school corporation about positive behavior supports. This individual actually works specifically with school corporations in Indiana and outside of Indiana with their issues with bullying. Superintendent Tucker can bring information about what her plans are for that meeting, which will be in April probably after spring break.

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 8:31 p.m.

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