

**CLAY COMMUNITY SCHOOLS
ORGANIZATIONAL AND REGULAR SESSION
SCHOOL BOARD MEETING
Thursday, January 9, 2020
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 9, 2020, at 7:00 p.m. in the Board Room of the Central Administrative Office, 1013 S. Forest Avenue, Brazil, IN 47834.

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

- I. **Call to Order**

- II. **Consent Agenda**
 - A. **Claims**
 - B. **Board Meetings**
 - C. **Field Trips**
 - D. **Personnel**

- III. **Comments from Patrons**

- IV. **Old Business**
 - A. **Technology Bids**
 - B. **School Bus Bids**

- V. **Superintendent's Report**

- VI. **New Business**
 - A. **Resolution for Interest Deposits**
 - B. **Resolution to Transfer Appropriations**
 - C. **2020 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. 2-Hour Delay Waiver for Classified Instructional and Office Staff
H. Board Policy 6305 – School Wellness Policy on Physical Activity and Nutrition: Revision – First Reading

VII. Board Member Comments

VIII. Future Agenda Items

IX. Adjournment

BOARD MEETING ITEMS 1/9/2020

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 Mark Shayotovich 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:

Mark Shayotovich - 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*
- Clay City News*
- Parke County Sentinel*

Motion: _____
 Second: _____
 Discussion _____
 Vote: _____

E. Appointment of Members to Bid Opening Committee

Even though bid openings are conducted during school board meetings, the Board still needs to appoint the administrative staff who will open the bids and prepare the award recommendation 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. Mark Shayotovich	Director of Business Affairs
Mr. Jesse Trunnell	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.

Motion: _____
 Second: _____
 Discussion _____
 Vote: _____

I. Call to Order – Pledge and Prayer

**II. Consent Agenda
A. Claims**

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

B. Board Meetings

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

Regular Meeting: December 12, 2019

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 _____

III. Comments from Patrons

IV. Old Business

A. Technology Bids

Director of Technology Bill Milner has provided recommendations, which are included in the board packet, for the approval of bids for fiber WAN as well as LAN Hardware and wireless networking equipment. Your approval is recommended.

Tan Reference Page _____

Motion _____

Second _____

Discussion _____

Vote _____

B. School Bus Bids

Director of Extended Services Jesse Trunnell has provided a recommendation, which is included in the board packet, for the approval of school bus bids. Your approval is recommended.

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. 2020 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 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. 2-Hour Delay Waiver for Classified Instructional and Office Staff

As per the Classified Handbook, it is recommended that the Board waive the 2-hour delay time missed by Category II and III Classified Instructional and Office Staff for December 17, 2019. Your approval is recommended.

Motion _____

Second _____

Discussion _____

Vote _____

H. Board Policy 6305 – School Wellness Policy on Physical Activity and Nutrition: Revision – First Reading

Enclosed is an edited version of Policy 6306 – School Wellness Policy on Physical Activity and Nutrition, marked with changes recommended by the Wellness Committee. This is a first reading, so no vote is necessary. The policy will be brought back to the February, 2020, school board meeting with a recommendation for approval.

Yellow Reference Page _____

VII. Board Member Comments

VIII. Future Agenda Items

IX. Adjournment