

**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 11, 2018. Tom Reberger, Michael Shaw, Andrea Baysinger, Ron Scherb, Kevin Kumpf, Amy Burke Adams and Shane Wiram were present.

SCHOOL BOARD REORGANIZATION

A. Nomination and Election of Officers

Mrs. Adams nominated Kevin Kumpf for board president. Dr. Shaw seconded, and Mr. Kumpf was elected president by acclamation.

Mr. Scherb nominated Shane Wiram for board vice president. Dr. Shaw seconded, and Mr. Wiram was elected vice president by acclamation.

Dr. Shaw nominated Tom Reberger for board secretary. Mr. Scherb seconded, and Mr. Reberger was elected secretary by acclamation.

Mrs. Adams nominated Ron Scherb for board assistant secretary. Dr. Shaw seconded, and Mr. Scherb was elected assistant secretary by acclamation.

B. Appointment of Treasurer and Deputy Treasurer

Mrs. Baysinger moved to approve the appointment of Mark Shayotovich as treasurer and Sheri Yocom as deputy treasurer. Mr. Scherb seconded, and the motion was approved by a 7-0 vote.

C. Approval of Employee Bonds

Mr. Wiram moved to accept the recommendation to 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

Mr. Reberger seconded. The Board voted 7-0 in favor of approval.

D. Designation of Newspapers for Legal Advertisements

Mr. Scherb moved to accept 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. Dr. Shaw seconded, and the motion was approved by a 7-0 vote.

E. Appointment of Members to Bid Opening Committee

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

Mr. Jeffery Fritz	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.

Mr. Reberger moved to accept the recommendation. Mrs. Baysinger seconded, and the motion was approved by a 7-0 vote.

F. Establishment of Meeting Times and Dates

Mr. Wiram moved to accept 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. Dr. Shaw 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 major legal issues, Barnes & Thornburg for financial matters, and Lewis & Kappes for negotiations.

Dr. Shaw moved to accept the recommendations for corporation attorney. Mrs. Baysinger seconded, and the motion was approved by a 7-0 vote.

I. Call to Order

The meeting was called to order at 7:39 p.m. Board President Kevin Kumpf led those in attendance in the pledge and offered the prayer.

II. Consent Agenda

A. Claims

B. Board Meetings

Regular Session Minutes for December 14, 2017

C. Field Trips

None at this meeting

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. FMLA	ME	Deb Swearingen
b. FMLA	VBE	Carrie Lovett
c. FMLA	NCMS	Hilary Gilman
d. FMLA/Maternity	CCE	Jennifer Schroer
e. FMLA	NCMS	Aimee Wyeth
f. FMLA	NCMS	Paul Harbour
g. FMLA	ESE	Terri Potter

2. Non-Certified

a. FMLA	CCHS	Richard Mazur
b. Employee Not Qualified for Leave	VBE	Emily Dickison
c. FMLA	SE	Cindy Grove
d. Other Leaves	TRANS	Mary Hackett
e. FMLA	TECH	Bill Milner
f. Employee Not Qualified for Leave	FPE	Brenda Thacker

B. RETIREMENTS

1. Certified

None

2. Non-Certified

a. Instructional Assistant	NCMS	Lori Harrison-Modesitt
b. 185-day Nurse	ESE	Paula Nichols

3. Place on Retirement Index

None

C. RESIGNATIONS

1. Certified

a. Secondary Business Education Teacher	NHS	Clint Weddle
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2. Non-Certified

a. Custodian	CCHS	Tyler Silvers
b. Bus Driver	TRANS	Megan Shaw

3. ECA Resignations

None

4. ECA Lay Coaches

None

D. TRANSFERS		
1. Certified	None	
2. Non-Certified	None	
E. EMPLOYMENT		
1. Certified		
a. Secondary English Teacher	CCHS	Becky Ziegler
2. Non-Certified		
a. 5.75-hour/day Food Services	FPE	Debbie Bible
b. 5.75-hour/day Food Services	ESE	Monica Whitehead
3. Other	None	
F. EXTRA-CURRICULAR		
1. Extra-Curricular Certified		
a. Girls' Head Track Coach	NHS	James Grounds
b. Band – Assistant Director (50%)	NHS	Ruth Ann Medworth
c. Band – Assistant Director (25%)	NHS	Pete Kikta
d. Head Track Coach	NCMS	Tim Rayle
2. Extra-Curricular Non-Certified	None	
3. Extra-Curricular Lay Coach	None	
4. Supplemental		
G. CHANGES		
1. Certified	None	
2. Non-Certified	None	
3. ECA-Lay Coaches	None	
H. VOLUNTEERS		
1. CLASSROOM		
<u>Clay City Elementary</u>		
a. Allison Carlson		
<u>East Side Elementary</u>		
a. Kelsey Hughes		
b. Traci Orman		
2. ATHLETICS/ECA	None	
I. TERMINATIONS		
a. Custodian	NHS	Michelle Pollard

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

III. Comments from Patrons

None at this meeting.

IV. Old Business

A. Building Project Update

Prior to the update, Superintendent Fritz noted that he continued to hear great comments and see personally how good Mr. Gassert and the whole crew had been to work with; they had great enthusiasm and had worked well with students and staff, and he thanked them for that.

Mr. Lance Gassert of Garmong Construction Services then provided an update of the building projects at Clay City Jr/Sr High School and Northview High School.

At Clay City, it was noted that Mr. Bell intended to begin using the Student Activities Center on January 20th: The wood floor was down and had been striped; the new poured athletic flooring with the synthetic membrane that is adjacent to the wood floor was also down; and the transition strip that goes between the two floors was being installed by crews today, which would finish that off. The weight room had been cleaned out and was awaiting its final rubber flooring. The epoxy floors for the large main corridor that connects the existing school with the Student Activities Center were being installed. The final finishes were being applied to the locker rooms and the new balcony that connected to the Eel Dome. Work crews had taken over the old band and choir space; that space had been demolished, and they had started to put back the new interior floor slabs. Crews had also taken over what had been referred to as the “middle core” that previously housed art and science classrooms, and they were remodeling those spaces as well. The next big step at Clay City will be this summer when they remodel the existing administrative suite and put the new canopy on the front.

At Northview High School, the band and choir have both moved into their new spaces. The Student Activities Center is going to be available for use at the end of January. It is anticipated the new weight room is going to be turned over the first week of February. The connecting piece will be the last step as crews finish work on the terrazzo flooring. Some upstairs spaces in the FACS area have been taken over and will begin to be remodeled; those spaces will be finished at the end of this month. The next big step will be the old band and choir spaces; work will start on converting those spaces into the new administrative suites, which will be done this summer.

Following Mr. Gassert’s presentation, Mr. Scherb referred to a meeting that had previously been mentioned by Mr. Gassert. The meeting was to be with firemen, and possibly policemen, at the end of the project. It was Mr. Scherb’s assumption that the meeting would be advertised and perhaps the media would be brought in so that they could do a story as to how they were going to teach the firemen where everything was and what they would need to do. Mr. Gassert clarified that, before the spaces are turned over, they would bring in the local fire departments and do a walkthrough of the space. He noted that the state fire marshal had done a walkthrough at Northview last week. He did not necessarily believe it needed to be a media event, but they would invite those individuals in to walk the space and get a feel for it. Some of that would be done in coordination with Mike Howard so that they understood the keying and had all the appropriate tools to access the buildings.

B. School Bus Bids

Following review by Transportation Supervisor Cathy Rodgers, Transportation Secretary Lisa Stevenson, the Transportation Department mechanics, and Director of Extended Services Mike Howard of the bids opened prior to the December 11, 2017, school board meeting, a recommendation was made to accept the bids from MacAllister Transportation for the total purchase price of \$429,450.00 for the five buses being replaced this year. Bids had also been received from Midwest Equipment in a total amount of \$434,298.00 and from Kerlin Bus Sales in a total amount of \$430,624.00. Mr. Howard noted that, with a differential of only about \$5,000.00 from first to third place, the bidding had been very competitive. A lot of the difference had been in the trade-in allotments.

Mr. Reberger moved to accept the recommendation for the bus bids. Dr. Shaw seconded.

Under discussion, Mr. Scherb asked whether air conditioning was included; it was. He then stated that he wished they would put GPS (Global Positioning System) on these buses. He believed GPS would be a far better investment than air conditioning on the buses.

Mr. Reberger observed that the transportation folks had done a very nice job on the bids; when bids received are that close, it means the specs are tight. He commended the people bidding on the buses as well as the folks who wrote the specs.

The motion was approved by a 6-0-1 vote, with Mr. Scherb abstaining.

Following the vote, Mr. Scherb commented that, if GPS were to be added, he would vote for this item next year. Mr. Howard shared that they had looked at four or five different vendors for GPS and had tried out some samples; they are looking at it, but it has a pretty significant cost of about \$50,000 to \$70,000 per year to operate that. They are continuing to evaluate that option. The new buses being ordered do have GPS capability.

V. Superintendent's Report

Superintendent Fritz noted the following:

- New employees Becky Ziegler at Clay City Jr/Sr High School, Debbie Bible at Forest Park Elementary, and Monica Whitehead at East Side Elementary were welcomed to the school family.
- Congratulations were offered to the Northview High School DECA Club members. Mrs. Crooks had told Superintendent Fritz it probably had been the best showing they had ever had; several club members advanced to state competition.

VI. New Business

A. Resolution for Interest Deposits

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

B. Resolution to Transfer Appropriations

Mr. Wiram moved to accept the resolution to transfer appropriations. Mrs. Baysinger seconded, and the motion was approved by a 7-0 vote.

C. 2018 Transfer of Funds Certificate

Dr. Shaw moved to accept the 2018 transfer of funds certificate. Mr. Wiram seconded, and the motion was approved by a 7-0 vote.

D. Resolution to Prepay Claims

Mrs. Adams moved to accept the resolution to prepay claims. Mr. Scherb seconded, and the motion was approved by a 7-0 vote.

E. Resolution to Transfer from One Fund to Another

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

Following the vote, Mr. Scherb commented the school board does this every year and has done this for seven or eight years, of which he is aware, but the school board never knows the results. He asked Mr. Shayotovich to next month give an example of how transfers are made from one fund to another, a very simple how and why.

Mr. Scherb next asked if any of this money ever went into the Rainy Day Fund. Mr. Shayotovich replied that if he was going to move into the Rainy Day Fund, he would run it through the board agenda items; it would not be a part of this action. He added that if he intended to remove money from the Rainy Day Fund or put money into that fund, he would have a resolution.

Mr. Shayotovich also noted that passage of this resolution did not necessarily mean that he would do a transfer, without a need to do so.

F. Student Laptop Report

Assistant Superintendent Dr. Tim Rayle offered a report on the planning for the next 1:1 device. Dr. Rayle began his report by noting that the committee should have a recommendation for the Board at the next board meeting. He then shared that committee input about the positives and the setbacks with the current Dell laptops had provided a great starting point for the committees to look at. Also, learning about other districts' 1:1 implementations had been a valuable resource for the committee. In addition, students being able to try out different devices had been beneficial. Site visits – online, via telephone, and by taking trips – had been conducted. This past Tuesday, a group representative of all of the committees had taken a trip to Martinsville High School, which Dr. Rayle deemed to have been one of the best trips they had taken. The students had been allowed to go into the classrooms and ask questions about the Martinsville students' use of Chromebooks and to use the devices.

Because the students already have Windows-based devices, the focus has been on having students on the committee sample Chromebooks. Over a three-to-four week period, eleven students were each given three different models – HP, Dell, and Lenovo – to try out. Those were then passed on to teachers who have been trying them out.

On Tuesday, January 16, the overall district team meeting is to be held, so teachers, students, parents, and community members will be coming to Central Office and talking about what has been learned. Main considerations in selecting the device to be recommended will be ease of use, compatibility with curriculum resources, the ability to manage the devices, and cost. The committee wants a device that can be put in the hands of students and staff that will work, simply and reliably.

Under discussion, Mr. Scherb asked what had been learned from the previous device and how would they be changing. Dr. Rayle replied that they would talk about that in February, after meeting on Tuesday night with the entire district committee. Dr. Rayle added that had been the driving point with all committee members.

Mr. Scherb then asked how they would know if students and teachers were going to have access to the devices when they got home. Dr. Rayle's response was that if they stayed with the current device, it was known they could log on with that; with the devices they have been trying out, that was part of what they needed to find out. To Mr. Scherb's contention that there had been a student who could not log on at home, Dr. Rayle responded by noting that in the particular situation referenced by Mr. Scherb, the laptop had not been taken to the technicians; once the technicians worked on the laptop, that had been fixed immediately. To Mr. Scherb's question about teachers who might have a problem logging on, Dr. Rayle's reply was that it would be the same; they should be able to log on.

G. Jackson Township Elementary Education Partnership with Naval Surface Warfare Center, Crane Division

Mrs. Adams moved to accept the partnership between Jackson Township Elementary and the Naval Surface Warfare Center, Crane Division, which will allow additional STEM opportunities for JTE students. Dr. Shaw seconded.

Under discussion, Mrs. Adams referred to the agreement between Crane and Jackson Township Elementary; she wanted to share her opinion that any software required by the MOU that would be brought in to the school corporation should be reviewed and approved by Bill Milner.

Mrs. Adams also referred to language regarding damage or loss that had been included in the agreement, specifically the portion stating, "Excessive damage or loss will result in replacement fees and/or loss of lending privileges". She wanted to know if anyone had an example of what equipment the Naval Surface Warfare Center might be loaning the school and if anyone knew what would constitute excessive damages. She wanted to know if the equipment would be something the school corporation could afford to replace and what kind of equipment it would be. She also wanted to know what kind of classroom activity they would be doing in conjunction with Crane. Superintendent Fritz stated that he did not have specifics on that. However, Principal Brad Ennen and his teachers were very excited and thought this was a great opportunity; he felt they had looked into the specifics on the agreement. He offered to contact Mr. Ennen to get that information. Mrs. Adams then suggested the possibility of having a demonstration where even more information could be shared. She, too, thought it was a great

opportunity, but she thought it would be good to have just a little bit more information and to have Bill Milner look over everything that is software- or hardware-related.

The motion was approved by a 7-0 vote.

H. Supplemental Coach Payments

Prior to a motion, Superintendent Fritz explained that supplemental coaches are hired under personnel items and are paid from school ECA money. To alleviate the need for a separate agenda item to approve payment for supplemental coaches, it was suggested that the payment method should be documented in the personnel recommendation for each coach. Approval of this change in procedure was recommended.

Dr. Shaw moved to accept the change in the procedure for approving supplemental coach payments. Mr. Wiram seconded, and the motion was approved by a 7-0 vote.

I. Reappointment to the Rockville Public Library Board

Mr. Scherb moved to approve the recommendation from Lindsey Bishop, Director of the Rockville Public Library, to reappoint Randy Kneeland as a board member to the Rockville Public Library board. Mr. Wiram seconded, and the motion was approved by a 7-0 vote.

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

Mrs. Baysinger moved to accept the recommendation for the Board to waive the 2-hour delay time missed by Category II and III Classified Instructional and Office Staff for January 3, 4, and 5, 2018. Mr. Scherb seconded.

Under discussion, Mr. Scherb asked what Category II and Category III Classified Instructional and Office Staff was. Superintendent Fritz replied that it would be the non-260-day employees that work in a building, i.e. office staff and IAs. It did not include custodians or cooks.

The motion was approved by a 7-0 vote.

K. Request to Accept Monetary Donations for North Clay Middle School

Mrs. Adams moved to accept a request from North Clay Middle School Principal Robert Boltinghouse to accept two monetary donations totaling \$5,000, with \$4,800 to be designated for the school's FACS Department, and \$200 to be designated for the school's library. Mr. Wiram seconded, and the motion was approved by a 7-0 vote.

L. Request for Permission to Apply for IDOE Digital Learning Competitive Grant

Mr. Scherb moved to accept the request for permission to apply for a Digital Learning Competitive Grant. Mr. Reberger seconded, and the motion was approved by a 7-0 vote.

VII. Board Member Comments

Tom Reberger recognized the Clay City Jr/Sr High School cross country athletes who were chosen for All-State honors. He deemed it to be quite an honor for a school the size of Clay City to have that type of recognition.

Amy Burke Adams shared that she had so appreciated the letter that Paula Nichols provided to the Board to notify the board members of her retirement. Mrs. Adams stated that Mrs. Nichols' letter really touched her, and she so appreciated Mrs. Nichols' service to Clay Community Schools, as well as the service provided by others retiring or resigning. She offered her thanks and best wishes.

Shane Wiram wished all a Happy New Year. He commented that the school corporation had kept the ball rolling from last year, and it was his hope that everyone would keep their focus on the ball and keep it rolling and keep everything positive and running in good fashion. He looked forward to the second half of the school year and another prosperous year.

Kevin Kumpf commented regarding teachers being excited with moving into the new facilities. He noted that he would look forward to the end, but it had been nice to see the changes.

VIII. Future Agenda Items

Ron Scherb stated that he had requested a copy of Mr. Shayotovich's financial report, given during the November, 2017, school board meeting, and he asserted that he had not yet received it. He asked to add that to next month's board meeting agenda; there were some numbers in the report that he wanted to talk about.

Also for the February board meeting agenda, Mr. Scherb asked to include discussion of the rationale behind the decision to not allow school buses to drive on I-70.

Tom Reberger asked for a report on the age and condition of the current inventory of corporation maintenance and transportation vehicles so that it could be determined what was needed and what could be afforded. He requested this as an agenda item for the March school board meeting. Director of Extended Services Mike Howard noted that he had bids coming from Bowen and York.

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 8:19 p.m.

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