

**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 Board Room of the Central Administrative Office, 1013 S. Forest Avenue, Brazil, IN, 47834, on Thursday, January 11, 2024. Michael Shaw, Andrea Baysinger, Tom Reberger, Amy Burke Adams, and Cheryl Schopmeyer were present. Ryan Keller and Lynn Romas were absent.

SCHOOL BOARD REORGANIZATION

A. Nomination and Election of Officers

Mrs. Baysinger nominated Tom Reberger for board president. With no other nominations, Mr. Reberger was declared president by acclamation.

Mr. Reberger stated as his first order of business as president to recommend keeping all officers the same as last year, 2023. With no objections, Lynn Romas will be vice president, Andrea Baysinger will be secretary, and Cheryl Schopmeyer will be the assistant secretary.

B. Appointment of Treasurer and Deputy Treasurer

Mrs. Baysinger moved to approve the appointment of John Szabo as treasurer and Sheri Yocom as deputy treasurer. Mrs. Schopmeyer seconded, and the motion was approved by a 5-0 vote.

C. Approval of Employee Bonds

Dr. Shaw moved to accept the recommendation to bond the following employees and positions:

John Szabo, 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

Mrs. Adams seconded. The Board voted 5-0 in favor of approval.

D. Designation of Newspapers for Legal Advertisements

Mrs. Schopmeyer moved to accept the recommendation that Clay Community Schools designate *The Brazil Times* and *The Parke County Sentinel* as the official newspapers for legal advertisements. Mrs. Baysinger seconded, and the motion was approved by a 5-0 vote.

E. Appointment of Members to Bid Opening Committee

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

Dr. Tim Rayle	Superintendent
Mr. John Szabo	Director of Business Affairs
Mr. Aron Hammond	Director of Extended Services

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

Dr. Shaw moved to accept the recommendation. Mrs. Adams seconded, and the motion was approved by a 5-0 vote.

F. Establishment of Meeting Times and Dates

Mrs. Baysinger moved to accept the recommendation to continue to hold regular session school board meetings on the second Thursday of the month in the board room of the Central Administrative Office at 1013 S. Forest Avenue, Brazil, IN, and to keep the start time of meetings at 7:00 p.m. Mrs. Schopmeyer seconded, and the motion was approved by a 5-0 vote.

G. Appointment of Corporation Attorneys

It was recommended to keep Jeff Boyll as the corporation's local attorney, not on a retainer, and 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.

Mrs. Adams moved to accept the recommendations for corporation attorneys. Dr. Shaw seconded, and the motion was approved by a 5-0 vote.

H. Compensation

It was recommended to reapprove Board Policy 0144.1 – Compensation, including per diem amounts of \$112 per regular session board meeting and \$62 per special session board meeting. It was noted if more than one meeting was held on the same day, compensation will only be provided for one meeting.

Mrs. Adams moved to approve the recommendation. Mrs. Baysinger seconded, and the motion was approved by a 5-0 vote.

I. Call to Order

The meeting was called to order at 7:10 p.m. Board President Tom Reberger led those in attendance in the pledge, and Superintendent Rayle offered the prayer.

II. Comments from Patrons

None

III. Consent Agenda

A. Claims

B. Board Meetings

Executive Session Minutes for December 14, 2023

Regular Session Minutes for December 14, 2023

C. Field Trips

None

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. FMLA	CCS/SPED	Jill Brush
b. FMLA	FPE	Becky Chrisman
c. FMLA	CCE	Natalie Wolfe
d. FMLA	NCMS	Leslee McDonald
e. FMLA	NHS	Luke Carr
f. FMLA	CORP	Dianna Knox
g. Medical	ESE	Ashley Clarke

2. Non-Certified

None

B. RETIREMENTS

1. Certified

a. Media Center Specialist/Librarian (6/1/24) NHS/NCMS Lynn Wise

2. Non-Certified

None

3. Place on Retirement Index

None

C. RESIGNATIONS

- | | | |
|--|------|----------------|
| 1. Certified | None | |
| 2. Non-Certified | | |
| a. Instructional Assistant-Building Trades(12/21/23) | NHS | David McEnaney |
| b. Food Services (per classified handbook) | ESE | Jessica Hayden |
| c. Instructional Assistant (per classified handbook) | NHS | Maria Heiliger |
| 3. ECA Resignations | | |
| a. Dual Credit II | NHS | Andy Sebastian |
| 4. ECA Lay Coaches | None | |

D. TRANSFERS

- | | | |
|----------------------------|------|---------------|
| 1. Certified | None | |
| 2. Non-Certified | | |
| a. Food Services (1/15/24) | NCMS | Heather Lyons |

E. EMPLOYMENT

- | | | |
|-------------------------------------|------|----------------|
| 1. Certified | | |
| a. Elementary Art (40%) | VBE | Valerie Smith |
| b. Elementary Teacher (Life Skills) | FPE | Kayle Coltharp |
| 2. Non-Certified | | |
| a. Instructional Assistant | JTE | Kelly Fisher |
| 3. Other | None | |

F. EXTRA-CURRICULAR

- | | | |
|--|------|------------------|
| 1. Extra-Curricular Certified | None | |
| 2. Extra-Curricular Non-Certified | None | |
| 3. Extra-Curricular Lay Coach | | |
| a. Varsity Boys' Golf Coach | NHS | Nick McCollum |
| b. Assistant Baseball Coach | NHS | Mike Walters Jr. |
| c. Varsity Softball Coach | NHS | Kathy Vossmer |
| d. Varsity Assistant Softball Coach | NHS | Ashley Hagen |
| e. JV Softball Coach | NHS | Steve Clark |
| 4. Supplemental | | |
| a. Assistant Softball Coach (\$600.00 Max) | NHS | Lindsey Clark |
| b. Assistant Softball Coach(\$600.00 Max) | NHS | Olyvia Notter |

G. CHANGES

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

H. VOLUNTEERS

- | | | |
|------------------------------|-----|-------------|
| 1. CLASSROOM | | |
| a. Classroom (Volunteer) | CCE | Mika Boggs |
| b. Engineer in the Classroom | CCS | Bryan Davis |
| c. Engineer in the Classroom | CCS | Drew Maurer |

- | | | |
|------------------------------|-----|-------------------|
| d. Engineer in the Classroom | CCS | Brian Baumgartner |
| e. Youth for Christ | CCS | Russell Pierce |
- Personnel Additions (1/10/2024)- Engineer in the Classroom:
a. Brian Baumgartner

2. BAND None

3. ATHLETICS/ECA

- | | | |
|-----------------------------------|-----|------------------|
| a. Baseball Assistant Coach (Vol) | NHS | Charley Jackson |
| b. Baseball Assistant Coach (Vol) | NHS | Mike Walters Sr. |
| c. Baseball Assistant Coach (Vol) | NHS | Randy Hill |
| d. Track Assistant Coach (Vol) | NHS | Sara Stallcop |
| e. Track Assistant Coach (Vol) | NHS | Steve Stoelting |
| f. Golf Assistant Coach (Vol) | NHS | Chris Hawk |
| g. Baseball Assistant Coach (Vol) | NHS | Corey Clark |

I. TERMINATIONS None

J. SUSPENSION WITHOUT PAY None

K. NON-RENEWAL

1. CLASSIFIED

- | | | |
|---|-----|-----------------|
| a. Parent Liaison (90-day Evaluation 12/11/2023) | ESE | Alicia Hardesty |
| 'Recommendation Employee does not become permanent' | | |
| b. Parent Liaison (90-day Evaluation 12/11/23) | NHS | Samantha Palmer |

2. ATHLETICS/ECA None

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

IV. Old Business

A. Neola Policy 8220 Update – Second Reading

Information regarding a proposed policy revision was presented at the December 14 regular session, and no changes were proposed during the first reading.

Mrs. Baysinger moved to approve the update to policy 8220. Dr. Shaw seconded, and the motion was approved by a 5-0 vote.

B. Elementary Behavior Interventionist Job Description – Second Reading

Information regarding the proposed elementary behaviorist job description was presented at the December 14 regular session, and no changes were proposed during the first reading. Mrs. Schopmeyer asked if this position would be filled soon. Dr. Rayle explained that they wanted to have a job description ready for when the time came to hire for the position.

Mrs. Adams moved to approve the elementary behavior interventionist job description. Mrs. Baysinger seconded, and the motion was approved by a 5-0 vote.

C. Northview High School Bleachers – Update

Mr. Hammond provided the Board with an update to the NHS bleacher renovations. He shared there are several ADA renovations including a new ramp with 14 wheelchair pockets that each are accompanied with a companion seat. This will bring the total seating up to 1600 seats in the bleachers. They are also updating some areas around the bleachers. Mr. Hammond is very hopeful this project will be completed before football season, in July 2024. Dr. Rayle is excited for students who require wheelchair accessibility to be able to watch the game from the bleachers. Mrs. Baysinger asked for a visual aid of the renovations; Mr. Hammond stated he would get that for her.

V. Superintendent's Report

Superintendent Rayle noted the following:

- Welcome to new employees Valerie Smith, Kayle Coltharp, and Kelly Fisher.
- January was School Board Appreciation Month – Dr. Rayle extended gratitude to the school board members for their dedication to the students and staff of Clay Community Schools.

**VI. New Business
School Update**

Throughout the 2023-24 academic year, the Board will receive monthly updates from a designated school. Mr. Chuck Fry, Principal at Staunton Elementary, brought several staff members to the meeting to introduce and share their roles with the board members.

A. Resolution for Interest Deposits

Dr. Shaw moved to approve the resolution for interest deposits. Mrs. Schopmeyer seconded, and the motion was approved by a 5-0 vote.

B. Resolution to Transfer Appropriations

Mrs. Baysinger moved to accept the recommendation to approve the resolution to transfer appropriations. Mrs. Adams seconded, and the motion was approved by a 5-0 vote.

C. 2024 Transfer of Funds Certificate

Mrs. Schopmeyer moved to approve the 2024 transfer of funds certificate. Mrs. Baysinger seconded, and the motion was approved by a 5-0 vote.

D. Resolution to Prepay Claims

Mrs. Adams moved to approve the resolution to prepay claims. Dr. Shaw seconded, and the motion was approved by a 5-0 vote.

E. Resolution to Transfer from One Fund to Another

Mrs. Adams moved to approve the resolution to transfer from one fund to another. Dr. Shaw seconded, and the motion was approved by a 5-0 vote.

F. Resolution to Execute Monthly Transfer of Basic Grant Funds from the Education Fund to the Operations Fund

As a result of 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.

Mrs. Baysinger moved to accept the recommendation to approve the resolution to execute monthly transfer of basic grant funds from the Education Fund to the Operations Fund. Mrs. Schopmeyer seconded, and the motion was approved by a 5-0 vote.

G. School Bus Bids

Director of Business Affairs John Szabo and Director of Extended Services Aron Hammond provided a recommendation for the approval of purchasing three 78-passenger buses and one 36-passenger special services bus through the Central Indiana Educational Service Center cooperative purchasing program.

Dr. Shaw moved to approve the bid recommendation for the purchase of the buses. Mrs. Schopmeyer seconded, and the motion was approved by a 5-0 vote.

VII. Board Member Comments

Michael Shaw thanked Mr. Fry for sharing his staff with the Board and extended appreciation to all CCS staff for their dedication to the students.

Andrea Baysinger thanked the schools for the gifts she received for school board appreciation month. She thanked Mr. Fry for his presentation and shared that she could see the passion the SE staff has. She also thanked Mr. Hammond and the maintenance department for their quick response to a request to clean up the exterior of the maintenance buildings.

Amy Burke Adams thanked Mr. Fry for his presentation. She shared that when she and Mrs. Schopmeyer toured Staunton Elementary, she felt the staff was very genuine in their care and pride in the building and students. She also thanked the schools for the gifts she received for school board appreciation month.

Cheryl Schopmeyer offered a "ditto" to everything that had been said. She also thanked Mr. Fry for his presentation.

Tom Reberger shared that he is glad to see that the SRO's are becoming apart of the school community.

VIII. Future Agenda Items

None

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 7:40 p.m.

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