

**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 9, 2020. Tom Reberger, Michael Shaw, Lynn Romas, Andrea Baysinger, Kevin Kumpf, Amy Burke Adams, and Charley Jackson were present.

**SCHOOL BOARD REORGANIZATION**

**A. Nomination and Election of Officers**

Mr. Kumpf nominated Tom Reberger for board president, and Dr. Shaw seconded. Mr. Reberger was declared president by acclamation.

Mr. Romas nominated Dr. Michael Shaw for board vice president, and Mrs. Adams seconded. Dr. Shaw was declared vice president by acclamation.

Mr. Jackson nominated Andrea Baysinger for board secretary, and Mr. Romas seconded. Mrs. Baysinger was declared secretary by acclamation.

Mr. Kumpf nominated Lynn Romas for board assistant secretary, and Mrs. Baysinger seconded. Mr. Romas was declared assistant secretary by acclamation.

**B. Appointment of Treasurer and Deputy Treasurer**

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

**C. Approval of Employee Bonds**

Mrs. Adams 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

Mrs. Baysinger seconded. The Board voted 7-0 in favor of approval.

**D. Designation of Newspapers for Legal Advertisements**

Mr. Jackson 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. Mr. Kumpf 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. 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.

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

**F. Establishment of Meeting Times and Dates**

Mr. Jackson 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. Mr. Kumpf seconded, and the motion was approved by a 7-0 vote.

**G. Appointment of Corporation Attorneys**

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.

Mr. Kumpf moved to accept the recommendations for corporation attorneys. Dr. Shaw seconded, and the motion was approved by a 7-0 vote.

**I. Call to Order**

The meeting was called to order at 7:07 p.m. Board President Tom Reberger led those in attendance in the pledge, and Superintendent Fritz offered the prayer.

**II. Consent Agenda**

**A. Claims**

**B. Board Meetings**

Regular Session Minutes for December 12, 2019

**C. Field Trips**

- 1) Northview High School FFA to FFA Leadership Center in Trafalger, IN, January 24 and 25, 2020, for a regional event requiring overnight stay.
- 2) Northview High School FFA Officer Team to FFA Leadership Center in Trafalger, IN, January 31 – February 2, 2020, for Chapter Officer Leadership Conference, requiring overnight stay.
- 3) Northview High School FFA Livestock Team to the State Coliseum in Springfield, IL, February 22, 2020, for competition, requiring out-of-state travel.
- 4) Clay City Jr/Sr High School FCCLA to Horizon Convention Center in Muncie, IN, March 5, 6, and 7, 2020, for State Conference, requiring overnight stay.
- 5) Clay City Jr/Sr High School BPA members to downtown Indianapolis, March 8, 9, and 10, 2020 for State Conference, requiring overnight stay.

**D. Personnel**

**A. LEAVES OF ABSENCE**

1. Certified

a. FMLA	NCMS	Lauren Barnett
b. FMLA	CCE	Suzette Ames
c. FMLA	VBE	Gail Williams

2. Non-Certified

a. FMLA/Maternity	FPE	Sierra Sanders
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**B. RETIREMENTS**

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

**C. RESIGNATIONS**

1. Certified	None	
2. Non-Certified		
a. Food Services	NHS	Erika Bonilla
3. ECA Resignations	None	
4. ECA Lay Coaches	None	

D. TRANSFERS		
1. Certified	None	
2. Non-Certified	None	
E. EMPLOYMENT		
1. Certified	None	
2. Non-Certified		
a. 5.5 hr/day Food Services	CCE	Carrie Ley
b. 29-hr Instructional Assistant	NCMS	Tina Godsey
c. 29-hr Instructional Assistant	ESE	Danyel Moon
3. Other	None	
F. EXTRA-CURRICULAR		
1. Extra-Curricular Certified	None	
2. Extra-Curricular Non-Certified	None	
3. Extra-Curricular Lay Coach	None	
4. Supplemental		
a. Supplemental Softball Coach	NHS	Lindsay Clark
b. Supplemental Softball Coach	NHS	Steve Clark
G. CHANGES		
1. Certified		
a. 6 <sup>th</sup> Gr. Math Lab to 6 <sup>th</sup> Gr. E/LA Lab	NCMS	Molly Tipton
b. 7 <sup>th</sup> Gr. Math Lab to 6 <sup>th</sup> Gr. Math Lab	NCMS	Jean Harris
2. Non-Certified		
a. 4-hr/day Food Services to 5-hr day	NHS	Kayla Jones
b. 5-hr/day Food Services to 4-hr/day	NHS	Hutoka Kesler
3. ECA-Lay Coaches	None	
H. VOLUNTEERS		
1. CLASSROOM		
<u>East Side Elementary</u>		
a. Ethan Deal		
b. Jayne Frazier		
2. ATHLETICS/ECA		
<u>North Clay Middle School</u>		
a. Dustan Batchelor – Basketball		
b. Joshua Tucker – Choir		
<u>Northview High School/North Clay Middle School</u>		
a. Shannon Wood - Band		
I. TERMINATIONS		
	None	

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

### III. Comments from Patrons

None at this meeting.

#### **IV. Old Business**

##### **A. Technology Bids**

Director of Technology Bill Milner recommended accepting the bid from CDWG for the LAN hardware and the bid from Zayo for the fiber optic network 120-month dark fiber option.

Mrs. Adams moved to approve the recommendation. Mr. Jackson seconded, and the motion was approved by a 7-0 vote.

##### **B. School Bus Bids**

Director of Extended Services Jesse Trunnell recommended accepting the bid from MacAllister for three 78-passenger buses with air conditioning, two special needs buses with air conditioning, and a trade-in allowance of \$34,800, with a bid total of \$513,235.00.

Dr. Shaw moved to approve the recommendation. Mr. Jackson seconded, and the motion was approved by a 7-0 vote.

#### **V. Superintendent's Report**

Superintendent Fritz noted the following:

- New employees Carrie Ley, Tina Godsey, and Danyel Moon were welcomed to the school family.
- Superintendent Fritz noted that he was looking forward to a very productive and safe second semester after having a very smooth first semester.

#### **VI. New Business**

##### **A. Resolution for Interest Deposits**

Mrs. Baysinger moved to accept the recommendation to approve the resolution for interest deposits. Mr. Romas seconded, and the motion was approved by a 7-0 vote.

##### **B. Resolution to Transfer Appropriations**

Mr. Kumpf moved to approve the resolution to transfer appropriations. Mr. Jackson seconded, and the motion was approved by a 7-0 vote.

##### **C. 2020 Transfer of Funds Certificate**

Mrs. Adams moved to accept the recommendation to approve the 2020 transfer of funds certificate. Mr. Romas seconded, and the motion was approved by a 7-0 vote.

##### **D. Resolution to Prepay Claims**

Mr. Kumpf moved to approve the resolution to prepay claims. Dr. Shaw seconded, and the motion was approved by a 7-0 vote.

##### **E. Resolution to Transfer from One Fund to Another**

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

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

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.

Mr. Romas 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. Baysinger seconded, and the motion was approved by a 7-0 vote.

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

Mr. Jackson moved to accept the recommendation to approve the waiver of the 2-hour delay time on December 17, 2019, for Category II and Category III Classified Instructional and Office Staff, as per the Classified Handbook. Mr. Kumpf seconded, and the motion was approved by a 7-0 vote.

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

Included in the board packet was an edited version of Policy 6305 – School Wellness Policy on Physical Activity and Nutrition, with changes that had been recommended by the Wellness Committee. This was a first reading, so no vote was necessary. The policy is to be brought back to the February, 2020, school board meeting with a recommendation for approval.

**VII. Board Member Comments**

**Charley Jackson** was glad the school year got off to a good start. He wished everyone a Happy New Year. He added that he appreciated everybody doing a good job.

**Amy Burke Adams** thanked everyone for their thoughtful gesture of sending her Christmas cards; she always enjoys getting their cards. Mrs. Adams then noted that she had asked Executive Secretary Mindy Godsey if she would take a copy of the Clay Community Schools Timeline covering the changes in the school corporation over the past 50 years to the Brazil Public Library. Mrs. Godsey had agreed that she would do so, and Mrs. Adams thanked her for not only doing that project, but also for sharing that with the community.

**Kevin Kumpf** had been glad to hear that the first semester had gone well, and he hoped the second semester would go just as well. He again welcomed Jesse Trunnell to the position of Director of Extended Services. Mr. Kumpf pointed out that the Wellness Clinic was going to five days a week, which he deemed to be great.

**Michael Shaw** agreed with what had been said regarding the school year getting off to a great start, and he wished everybody a fantastic 2020.

**Lynn Romas** offered congratulations to Kathy Knust and those involved, including Brenda Buchanan, for the major grant the choir received. Also, he offered a welcome to Jesse Trunnell.

**Tom Reberger** challenged everyone in Clay Community Schools to have 2020 vision for 2020.

**VIII. Future Agenda Items**

None at this meeting.

**IX. Adjournment**

Having exhausted all agenda items, the meeting was adjourned at 7:21 p.m.

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