

**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 the Board Room of the Central Administrative Office, 1013 S. Forest Avenue, Brazil, IN, 47834, on Thursday, February 8, 2024. Ryan Keller, Lynn Romas, Tom Reberger, Amy Burke Adams, and Cheryl Schopmeyer were present. Michael Shaw and Andrea Baysinger were absent.

I. Call to Order

The meeting was called to order at 7:00 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

Board of Finance Meeting: Thursday, January 11, 2024

Regular Session: Thursday, January 11, 2024

C. Field Trips

NHS DECA to attend leadership workshops on March 3-5, 2024, in Indianapolis, IN. This is an overnight trip that requires board approval.

NHS HOSA to attend a competition on April 10-12, 2024, in Indianapolis, IN. This is an overnight trip that requires board approval.

CCHS BPA to attend the annual BPA State Conference on March 10-12, 2024, in Indianapolis, IN. This is an overnight trip that requires board approval.

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. FMLA	JTE	Lillian Yocom
b. FMLA	CCHS	Kirsten Snow
c. FMLA	VBE	Brandi Sereno
d. FMLA	VBE	Jaime Lamb
e. FMLA	NHS	Christopher Mauk
f. FMLA	NHS	Jennifer Smith

2. Non-Certified

a. FMLA	NCMS	Krystyna Edgington
b. Not Eligible for Leave	ESE	Rebecca Warner

B. RETIREMENTS

1. Certified

a. Math Teacher (5/22/24)	NCMS	Russell True
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2. Non-Certified

None

3. Place on Retirement Index	None	
C. RESIGNATIONS		
1. Certified	None	
2. Non-Certified		
a. Instructional Assistant (12/21/23)	SES	Janna Short
b. Custodian 210-day (1/12/24)	CCE	Tammy Forsythe
c. Bus Driver (1/19/24)	Trans	Katrina Hughes
d. Instructional Assistant (2/5/24)	ESE	Kayla Smith
e. Instructional Assistant (1/26/24)	JTE	Kelly Fisher
3. ECA Resignations	None	
4. ECA Lay Coaches	None	
D. TRANSFERS		
1. Certified	None	
2. Non-Certified		
a. Custodian 210-day (2/12/24)	CCE	Shelly Long
E. EMPLOYMENT		
1. Certified		
a. Elementary Teacher-1 st Grade	MES	Jenna Ream
2. Non-Certified		
a. Instructional Assistant	ESE	Jacqueline Ward
b. Bus Driver (2/12/24)	Trans	Alvin Nation
c. Bus Aide (2/12/24)	Trans	Darla Hayes
d. Custodian 185-day	NHS	Taylor Young
e. Instructional Assistant	CCE	Taylor Laycock
f. Instructional Assistant	FPE	Rachel Thomas
g. Instructional Assistant	ESE	Christi Hicks
h. Food Services (5.75 hrs)	MES	Paula Hughbanks
i. Instructional Assistant-SPED 1:1	MES	Candice Normandeau
j. Instructional Assistant-SPED 1:1	MES	Jared Gibbens
k. Instructional Assistant	MES	Sandra Johnson
3. Other	None	
F. EXTRA-CURRICULAR		
1. Extra-Curricular Certified		
a. Track Assistant Coach	NHS	Tony Sanabria
2. Extra-Curricular Non-Certified		
a. Winter Guard	NHS	Ashley Gonzalez
b. Assistant Drill Team Director (50%)	NHS	Alexis Adkins
c. Head Track Coach	NCMS	Shannon Brown
d. Assistant Track Coach	NCMS	Sam Brown
e. Assistant Track Coach	NCMS	Chris Hayes

f. Head Baseball Coach	CCHS	Larry Shaw
g. Assistant Baseball Coach	CCHS	David Smith
h. Assistant Track Coach	CCHS	Melanie Laswell
i. Head Softball Coach	CCHS	Jason Sindors
j. Assistant Softball Coach	CCHS	Raven Hyde
3. Extra-Curricular Lay Coach	None	
4. Supplemental	None	
G. CHANGES		
1. Certified	None	
2. Non-Certified		
a. Supervisor of Transportation	Trans	Thomas Metz
b. Lead Mechanic	Trans	Nick Coltharp
3. ECA-Lay Coaches	None	
H. VOLUNTEERS		
1. CLASSROOM		
a. Classroom (Volunteer)	CCE	Sydney Pursell
b. Classroom (Volunteer)	VBE	Monica Boyde
2. BAND	None	
3. ATHLETICS/ECA		
a. Assistant Track Coach (Vol)	NHS	Raimy Vitz
b. Assistant Track Coach (Vol)	NHS	Rylie Vitz
c. Assistant Track Coach (Vol)	NCMS	Pat Brown
d. Assistant Track Coach (Vol)	NCMS	Sidney Linton
e. Assistant Track Coach (Vol)	NCMS	Cheyenne Jones
f. Assistant Track Coach (Vol)	NCMS	Jennifer Steward
g. Assistant Baseball Coach (Vol)	CCHS	Ryne Hayes
h. Assistant Softball Coach (Vol)	CCHS	Roger Rhodes
i. Assistant Track Coach (Vol)	CCHS	Josh Rector
I. TERMINATIONS	None	
J. SUSPENSION WITHOUT PAY		
a. Adult Education Teacher (3-day)	GOALS	Jacob Kissinger
K. NON-RENEWAL		
1. CLASSIFIED		
a. Correction 'Food Services not Parent Liaison' (90-day Evaluation 12/11/23)		
"Recommendation Employee does not become permanent"	NHS	Samantha Palmer
2. ATHLETICS/ECA	None	

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

IV. Old Business

None

V. Superintendent's Report

Superintendent Rayle noted the following:

- Welcomed all the new hires and acknowledged Alvin Nation being present at the meeting.
- Extended thanks to Great Dane for their donation of hats and gloves to CCS students.
- He shared his excitement for students being able to have regular snow days as they have done in the past and commended the teachers, Mr. Scott, Ms. Knox, Mrs. Cesinger, and Mr. Milner for their help in conducting the professional development the teachers participated in during those days. He also extended his gratitude to Mr. Hammond and the custodial and maintenance crews for their quick work cleaning the sidewalks and parking lots and to the bus drivers for their safe driving skills when the students returned to school.
- He shared appreciation to local emergency crews and the building trades board for their fast reaction when the Building Trades house caught on fire. He noted that Dr. Chris Himsel, Vigo County Superintendent was quick to reach out to offer their building trades house so CCS students could continue with their class.
- Congratulations were offered to East Side Elementary, Clay City Elementary, Staunton Elementary, and Jackson Township Elementary for their outstanding IREAD3 results. The schools have been invited to the State House to be recognized for having some of the highest scores in the state.
- Engineer in the Classroom competition is scheduled for March 1 at 9:00 a.m at Van Buren Elementary.

**VI. New Business
School Update**

Throughout the 2023-24 academic year, the Board will receive monthly updates from a designated school. Mr. Brad Ennen, Principal at Jackson Township Elementary, shared building improvements, how their year has gone so far, what the Hornet Award is and their outstanding i-Ready scores.

A. Annual Financial Report

Director of Business Affairs John Szabo presented the annual financial report. A copy of the report will become part of the official minutes.

B. Adult Education Grant Application

Mr. Keller moved to approve the request from Mrs. Karen Phillips to apply for the Adult Education Grant. Mrs. Adams seconded, and the motion was approved by a 5-0 vote.

C. Neola and Acceptable Use Policy Updates – First Reading

Information regarding the proposed updates to the Neola policy, and staff and student acceptable use policy, was included in the board packet. This was a first reading, so no vote was necessary. The policies will be brought back for a second reading and approval in March.

D. 2024 Summer School Course Offerings

Mrs. Schopmeyer moved to approve the proposed summer school course offerings. Dates and times will be set once the last day of school is known. Mr. Keller seconded, and the motion was approved by a 5-0 vote. It was noted that courses are always offered at CCHS, but enrollment numbers would determine if the courses can be held there or not. CCHS students are always welcome to attend the NHS classes.

E. Food Service Facility Memorandum of Agreement

A representative from the Clay County Justice Center delivered the Memorandum of Agreement between the Clay County Justice Center and Clay Community Schools that was included in the board packet. The Justice Center requested that the memorandum be approved to provide a state-certified food service facility for the center in case of an emergency situation. It was stated this is done yearly and, to date, it has never been utilized.

Mr. Romas moved to approve the Food Service Facility Memorandum of Agreement between the Clay County Justice Center and CCS. Mrs. Schopmeyer seconded, and the motion was approved by a 5-0 vote.

F. CCS & Clay Community Schools Building Trades Corporation MOU

Mr. Keller moved to approve the MOU developed by Attorney Jeff Boyll. Mrs. Adams seconded, and the motion was approved by a 5-0 vote. The MOU was developed to specify the responsibilities of CCS and the Clay Community Schools Building Trades Corporation regarding the new Building Trades Classroom Building.

G. Out of District Transfer Request Appendix T Revision

The Out of District Transfer Request Appendix T was included in the board packet. A change in the language would read: New students requesting enrollment in grades 6, 7, or 8 for the following school year will not be accepted for enrollment any time prior to August of the school year the student is requesting enrollment.

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

H. Agriculture in the Classroom Elementary School Program Request

Mr. Keller moved to approve the request to host the Farm Bureau's Agriculture in the Classroom program again this year for first and third grade students. Mrs. Schopmeyer seconded, and the motion was approved by a 5-0 vote.

I. Snow Days and 2-Hour Delay Waiver

As per the Classified Handbook, it was recommended that the board waive the Snow Days on January 15, 16, and 19 and the 2-hour delay time missed on January 17 and January 24 by Bus Drivers, Cafeteria Staff, Instructional Assistants, Building Level School Nurses, and Building Level Secretarial & Office Staff.

Mrs. Schopmeyer moved to approve the snow days and 2-hour delay waiver. Mrs. Adams seconded, and the motion was approved by a 5-0 vote.

J. Request to Purchase Internet Access and Additional Fiber Connection

At the November 9, 2023 regular session, Bill Milner, Director of Technology, requested permission to bid for internet access and additional fiber connection to set up a second headed site at the technology office. Mr. Milner requested to accept the bid from Zayo for the Dark fiber option and to accept the bid from ENA for the 8 Gbps for 36 months. The project will not proceed unless e-rate funding is received.

Mr. Keller moved to approve the requested bids. Mr. Romas seconded, and the motion was approved by a 5-0 vote.

K. Donation of Decodable Readers

Kathy Knust was seeking approval to accept the donation of 125 decodable readers for each elementary school from the Scottish Rite Valley of Terre Haute. The books will be used in grades K-3 as supplemental reading material. Under discussion, Mrs. Schopmeyer asked if it was normal to accept donations that showed the logo from whom the donation was made. Dr. Rayle replied that yes, it was normal. Mrs. Schopmeyer also asked if this would open the door for other religious organizations to donate materials to the school corporation and if that would present a problem. Mr. Reberger explained that donations were accepted from the Gideons regularly, but like those materials, this donation from the Scottish Rite Valley is not religious based.

Mrs. Adams moved to approve the donation of decodable readers. Mr. Keller seconded, and the motion was approved by a 4-1 vote, with Mrs. Schopmeyer opposed.

L. Consideration to Name the Supervisor of Transportation

Mrs. Adams moved to approve to name Mr. Tom Metz as the next Supervisor of Transportation. Mrs. Schopmeyer seconded, and the motion was approved by a 5-0 vote. The position will consist of a 260-day contract, and Mr. Metz will receive the salary and benefits addressed in the CCS Classified Handbook.

VII. Board Member Comments

Ryan Keller welcomed Mr. Metz and Mr. Nation to their new positions and thanked Great Dane for their donation of hats and gloves. He extended thanks to the staff for pulling through on the snow days and getting e-learning out; he knows that it takes a lot of work. He thanked Mr. Ennen for his great Jackson Township update and shared that his kids love going to school there. He also extended congratulations to the other elementary schools for their great IREAD3 scores and for being recognized at the State House.

Lynn Romas extended thanks to everyone for their hard work and professionalism.

Amy Burke Adams congratulated Mr. Metz on his new role with the Transportation department and thanked Mr. Ennen for his school update and shared that she has had the pleasure of visiting Jackson Township a few times and she is always impressed by the family-based atmosphere and respect shown for Mr. Ennen. She believes as a Board, it is their job to provide support and funding to schools when needed and then get out of the way to let them do their jobs. She also mentioned that the IMAX Theatre at the Indiana State Museum is showing a deep sky movie that is about the James

Webb Telescope and how it has been built and researched. She believed it would be a fantastic field trip for a science class or older kids at the elementary level.

Cheryl Schopmeyer She dittoed everything that had already been said. She welcomed and congratulated Mr. Nation and Mr. Metz and thanked Mr. Ennen for his school update. She shared she had the pleasure of going to the Statehouse on Tuesday for the Indiana School Board Association Statehouse Day. She believed it to be very informative and encouraged others to be engaged with the people who are making decisions for the school corporations and thought that some of them had some interesting comments. She mentioned that the main one that she got out of it was the fact that they want to repeal laws so that decisions can be made at the local level where they really should be made anyway because what happens in one school corporation may not happen in another. She shared that she would be returning to the Statehouse a couple more times this month and next month. She also shared that if anyone was curious as to what they were deciding on, they could go to Indiana.in.gov to see what bills are in process.

Tom Reberger thanked Mr. Ennen for his excellent presentation. He stated that the fact that CCS has so many elementary schools being recognized for their achievement is what they are there for. He thanked Mr. Szabo for his excellent financial report and mentioned that it goes without saying, that Mr. Szabo is responsible for \$53 million of an annual budget. He stated that the corporation rivals with Great Dane as far as total numbers and it isn't all spent every year. The working balance remains steady and usually keeps growing a little bit more. He mentioned the approval of the police cruiser from last month and asked Chief Clarke what the status was of the vehicle. Chief Clarke shared that he has possession of the car. Mr. Hammond was also asked about maintenance vehicles that were approved for purchase last month and he shared that they have been ordered and they are looking forward to having them. He also mentioned that the goal was to have the new school buses by the next school year.

VIII. Future Agenda Items

None

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 7:52 p.m.

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