

**MINUTES OF MEETING OF BOARD OF SCHOOL TRUSTEES  
OF  
CLAY COMMUNITY SCHOOLS**

A Special 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, September 26, 2013. Tom Reberger, Kevin Kumpf, Rob Miller, Fred Froderman, Jennifer Kaelber, Ron Scherb and Amy Burke Adams were present.

**I. Call to Order**

The special session meeting was called to order at 6:32 p.m. by board president Jennifer Kaelber.

**II. Adopt 2014 Budget, Capital Projects Plan, School Bus Replacement Plan and Levy Neutrality**

After the board members waived reading the resolutions, Superintendent Tucker recommended approval of the budget items.

Dr. Froderman moved to approve the 2014 budget, Capital Projects Plan, and School Bus Replacement Plan. (The Levy Neutrality resolution had previously been approved at the August 22, 2013, special session.) Mrs. Adams seconded, and the motion was approved by a 7-0 vote.

**III. Administrative Handbook – REVISION: First Reading**

This was a first reading, so no vote was required. The administrative handbook is to be brought back to the October 10<sup>th</sup> regular session school board meeting for a second reading.

Mr. Kumpf referred to page 7 of the proposed administrative handbook and noted that in Item R. Employer/Employee Savings Plan, it is stated that part one of the retirement contribution plan for administrators is to be a 2.5% contribution into the administrator's retirement annuity. Part two is up to a 2% matching annuity that will only be made if the administrator is also contributing into a retirement account through a payroll deduction on their behalf. However, Mr. Kumpf noted that in Item S. Retirement Benefits, in the proposed language in a new section labeled Retirement Index, it states that administrators who sign up for the Retirement Index will have their 401(a) and 403(b) reduced to 0% and will receive a 5% increase to their approved base salary. He wanted to know where that other ½% was coming from. Superintendent Tucker replied that the language was concurrent with the same language that is presently in the retirement index proposal that was ratified with the teachers' association agreement.

Regarding the sick day buyout, Mr. Kumpf stated that he had figured the sick day buyout would come out to about \$83 per day. Superintendent Tucker replied that this language was also concurrent with the same kind of language that was ratified in the teachers' association agreement. Mrs. Kumpf clarified that if they sign up for the retirement index in their last year, that amount is exactly the same as what the teachers get.

Mrs. Adams referred to Item P. Medical Insurance Supplement on page 8 of the proposed administrative handbook. She asked for a clarification because items 1 (“To reflect Administrators’ increased contributions to medical insurance, each administrator’s base pay, starting with their 2011-2012 contract will be increased by \$11,976 on an annualized basis.”) and 4 (“This supplement will be a part of the administrator’s base pay.”) appeared to her to be in conflict. Superintendent Tucker explained if an administrator is taking the medical insurance, number 1 applies. If an administrator is not taking the insurance, the amount in number 3 (\$6,756) would then be applied to their base pay. Mrs. Adams asked if there was any wordage that could be put in number 4 that would clarify that. Superintendent Tucker stated that she would compose additional language for the second reading at the October 10<sup>th</sup> board meeting that would make some clarity of that.

#### **IV. Hamilton Center Grant Approval**

Board members had received with the board packet a letter from Superintendent Tucker indicating the school corporation would cooperate with the Hamilton Center as they pursued the grant to pilot prevention programs for special populations that Hamilton Center presently serves with those students and families within the school corporation. Approval of the letter and approval to submit the letter of support was recommended.

Mr. Reberger moved to approve the letter and to submit the letter. Mr. Kumpf seconded, and the motion was approved by a 7-0 vote.

#### **V. Personnel**

##### **A. LEAVES OF ABSENCE**

- |                  |     |              |
|------------------|-----|--------------|
| 1. Certified     |     |              |
| a. FMLA          | NHS | Chad Smith   |
| 2. Non-Certified |     |              |
| a. Other Leave   | FPE | Karen Morris |

##### **B. RETIREMENTS**

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

<u>Previously on Retirement Index</u>	<u>Selected Placement</u>
Diana Hines	Step 9-B
Gregory Mogan	Step 8
Richard Rosner	Step 8
Rita Harden	Step 8
Steven Hoopingarner	Step 8
Floy Galbraith	Step 8
Mary Koehler	Step 8
Beth Moody	Step 8
Joe Gerber	Step 9-B
Alison Pond	Step 8
Jennifer Pugh	Step 8

Greg Robbins	Step 9-B
Teresa Robbins	Step 8
Jan Gambill	Step 8

Requesting to be placed on Step 8

Allen, Debra	Step 8
Bailey, Constance	Step 8
Brown, Nanette	Step 8
Choate, Janette	Step 8
Cooper, Karen	Step 8
Crooks, Gina	Step 8
Dalton, Jacqueline	Step 8
Dierdorf, Kenda	Step 8
Frakes, Cathy	Step 8
Gerber, Cynthia	Step 8
Harlan, Kathleen	Step 8
Jackson, Charles Jr.	Step 8
Johnson, Toni Sue	Step 8
Kennedy, Jana	Step 8
Lawrence, Rhonda	Step 8
Medworth, Robert	Step 8
Mogan, Debra S.	Step 8
Morris, Carol	Step 8
Moss, Claudia	Step 8
Pell, Barbara	Step 8
Royer, Michael	Step 8
Russell, John	Step 8
Koehler, Sharon	Step 8
Smith, Diane	Step 8
Smith, Karla	Step 8
Stoelting, Lynn	Step 8
Trout, Anthony	Step 8
Twitchell, Kathy	Step 8
West, Lisa M.	Step 8
Williams, Cheryl	Step 8
Yocom, Roxanna	Step 8

Administrator Retirement Index

Carolyn Kumpf

C. RESIGNATIONS

1. Certified	None	
2. Non-Certified		
a. Instructional Assistant	NCMS	Mary Walsh
b. Food Services	NHS	Jamie Metz
3. ECA Resignations		
a. Business Professionals (BPA)	NHS	Kenda Dierdorf
4. ECA Lay Coaches	None	

D. TRANSFERS

- |                  |      |
|------------------|------|
| 1. Certified     | None |
| 2. Non-Certified | None |

E. EMPLOYMENT

- |   |      |                  |
|---|------|------------------|
| 1. Certified                                  |      |                  |
| a. Teacher – Special Services                 | NCMS | Paula Thompson   |
| 2. Non-Certified                              |      |                  |
| a. Instructional Assistant (29 hrs – Sp Serv) | FPE  | Angie Clingerman |
| b. Instructional Assistant (29 hrs – Sp Serv) | VBE  | Sarah Lawrence   |
| c. Instructional Assistant (29 hours)         | FPE  | Terry Tincher    |

F. EXTRA-CURRICULAR

- |                          |      |                 |
|--------------------------|------|-----------------|
| 1. Certified             |      |                 |
| a. Baseball B-Team (50%) | NHS  | Mitch Lancaster |
| b. Baseball B-Team (50%) | NHS  | Tony Trout      |
| 2. Non-Certified         | None |                 |
| 3. Lay Coach             | None |                 |
| 4. Supplemental Coach    | None |                 |

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

**VI. Adjournment**

Having exhausted all agenda items, the meeting was adjourned at 6:41 p.m.

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