

**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 27, 2016. Tom Reberger, Kevin Kumpf, Scott Hill, Ron Scherb, Amy Burke Adams and Shane Wiram were present. Fred Froderman was absent.

I. Call to Order

The special session meeting was called to order at 7:04 p.m. by Board President Ron Scherb.

II. Adoption of 2017 Budget, Capital Projects Plan, and School Bus Replacement Plan

By consensus, the board chose to waive the reading of the resolutions. Mrs. Adams then moved to approve the 2017 budget, Capital Projects Plan, and School Bus Replacement Plan. Mr. Hill seconded, and the motion was approved by a 6-0 vote.

III. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. FMLA	SE	Emmaly Wisley
b. Administrative Leave with Pay	NHS	Chris Mauk
c. FMLA	CCE	Jana Kennedy
2. Non-Certified		
a. Employee Not Qualifying for Leave	FPE	Nicole Odell
b. Employee Not Qualifying for Leave	NHS	Glenda Brunett
c. Medical Leave of Absence	CCE	Ashton Stevenson
d. FMLA	ESE	Christina Barnett-Tolbert

B. RETIREMENTS

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

C. RESIGNATIONS

1. Certified	None
2. Non-Certified	
a. 185-day Custodian	ME Crystal Aker
b. 29-hour Instructional Assistant	SE Rhonda Ray
c. 29-hour Instructional Assistant	SE Briana Kristler
d. 33.75-hour Instructional Assistant	FPE Debbie Mullen
3. ECA Resignations	None
4. ECA Lay Coaches	None

D. TRANSFERS

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

E. EMPLOYMENT

- | | | |
|---|------|------------------|
| 1. Certified | | |
| a. Business Education Teacher | NHS | Noah Coley |
| 2. Non-Certified | | |
| a. 4-hour Food Services | JTE | Kendra Gearld |
| b. 29-hour Instructional Assistant | NHS | Patricia Bedwell |
| c. 29-hour Instructional Assistant | NHS | Mohammad Rahman |
| d. 260-day Custodian | CCHS | Tyler Silvers |
| e. School Nurse | FPE | Jamie Rogers |
| f. 6-hour Food Services | ESE | Chassity Waggle |
| g. 29-hour Sp Serv. Instructional Assistant | ESE | Krista Peterson |
| h. 3-hour Food Services | VBE | Robin Harris |

F. EXTRA-CURRICULAR

- | | | |
|---|----------------|----------------|
| 1. Extra-Curricular Certified | None | |
| 2. Extra-Curricular Non-Certified | None | |
| 3. Extra-Curricular Lay Coach | | |
| a. 8 th Grade Boys' Basketball | NCMS | Shawn Hughes |
| 4. Supplemental | | |
| a. Adult Education Teacher | Clay City Site | Dana Bottomley |

G. CHANGES

- | | | |
|---|------|------------|
| 1. Certified | | |
| a. Business to 7 th Grade Math | NCMS | John Szabo |
| 2. Non-Certified | None | |
| 3. ECA-Lay Coaches | None | |

H. VOLUNTEERS

- | | | |
|--|--|--|
| 1. CLASSROOM | | |
| <u>Clay City Elementary</u> | | |
| a. Cameron Collins | | |
| b. Sabrina Skipo | | |
| <u>East Side Elementary/Forest Park Elementary</u> | | |
| a. Mark Grayless (All Pro Dads program) | | |
| <u>Forest Park Elementary</u> | | |
| a. Glennis Grant | | |
| <u>Jackson Township Elementary</u> | | |
| a. Jenilee Layer | | |
| <u>Staunton Elementary</u> | | |
| a. Kiley Rollo | | |
| <u>Van Buren Elementary</u> | | |
| a. Erin Lane | | |

2. ATHLETICS/ECA
Northview High School
Austin Staley

I. TERMINATIONS

None

Mr. Wiram moved to approve the personnel items. Mr. Kumpf seconded, and the motion was approved by a 6-0 vote.

IV. Field Trip Requests

- 1) Northview High School FFA to Plymouth, IN, October 14-15, 2016, for the State Soils Contest, if members qualify at area soils competition on October 4, requiring overnight stay.
- 2) Clay City Jr/Sr High School FFA to Argos, IN, October 14-15, 2016, for the State Soils Contest, requiring overnight stay.
- 3) Clay City Jr/Sr High School FFA to Trafalgar, IN, November 11-13, 2016, for the FIRE camp for students, requiring overnight stay.
- 4) Northview High School Band to Orlando, FL, March 24-29, 2017, for participation in a WGI National Regional and Disney performance clinic and parade, requiring out-of-state travel and overnight stay.

Mr. Kumpf moved to approve all field trips as presented. Mr. Reberger seconded, and the motion was approved by a 6-0 vote.

V. Director of Business Affairs Job Description Changes – Second Reading

Mrs. Adams moved to change the Business Affairs job description. Mr. Hill seconded, and the motion was approved by a 6-0 vote.

VI. Director of Human Resources Job Description Changes – Second Reading

Mr. Kumpf moved to approve the Director of Human Resources job description changes. Mr. Wiram seconded, and the motion was approved by a 6-0 vote.

VII. Classified Handbook Proposed Changes – Second Reading

Mrs. Adams moved to approve the changes to the classified handbook. Mr. Wiram seconded, and the motion was approved by a 5-0-1 vote with Mr. Hill abstaining.

VIII. Bus Driver Handbook Proposed Changes – Second Reading

Mr. Reberger moved to accept the recommendation to approve the changes to the bus driver handbook. Mr. Hill seconded, and the motion was approved by a 6-0 vote.

IX. Administrator Handbook Proposed Changes – Second Reading

Mrs. Adams moved to change the administrators' handbook. Mr. Kumpf seconded, and the motion was approved by a 6-0 vote.

X. Informational Response Regarding Forest Park Elementary

Detailed information regarding the concerns raised about Forest Park Elementary at the September 8 regular session had been provided to board members in the board packet. Superintendent Fritz noted that those issues had been addressed at the building level. Proper procedures had been followed, and any misconceptions or misinformation that had been brought before the board had been addressed.

XI. Northview High School Whirlpool Bath Donation Request

Mr. Hill moved to approve a request from Northview High School Principal Chris Mauk to accept the donation to Northview High School of a whirlpool bath donated by Dr. Craig Johnson. Mr. Wiram seconded, and the motion was approved by a 6-0 vote.

XII. Northview High School Baseball Field Donation Request

Mr. Kumpf moved to approve a request from Northview High School Principal Chris Mauk to accept an anonymous donation of material and labor from a local contractor; the donation is to be dedicated to the Northview High School baseball field. Mr. Reberger seconded, and the motion was approved by a 6-0 vote.

Prior to adjournment, Superintendent Fritz reminded those in attendance that there would be a special session held on Thursday, September 29, at 6:00 p.m. for the purpose of opening bids for the Clay City Jr/Sr High School renovation projects.

XIII. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 7:12 p.m.

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