

**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 Central Administrative Office, 1013 S. Forest Avenue, Brazil, IN 47834, on Thursday, March 10, 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 meeting was called to order at 7:30 p.m. Board President Ron Scherb led those in attendance in the pledge and offered the prayer.

II. Consent Agenda

A. Claims

B. Board Meetings

Regular Session Minutes for February 11, 2016

C. Field Trips

None at this meeting

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. FMLA	NCMS	Kendall Sheets
b. FMLA	VBE	Gail Williams
c. FMLA	CCHS	Chandra Thatcher
d. FMLA (Maternity)	FPE	Lindsey Mullinix
e. FMLA	NCMS	Aimee Wyeth
f. FMLA	CCE	Louann Kern

2. Non-Certified

a. FMLA	NHS	Debi Grigsby
b. Medical Leave	CCE	Julia Schlak
c. Medical Leave	TRANS	Karen Parkey
d. FMLA	FPE	Jill Sawyer
e. Medical Leave	TRANS	Jennifer Hardey

B. RETIREMENTS

1. Certified

None

2. Non-Certified

a. Custodian	CCHS	Brenda Gurley
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Effective immediately for medical reasons

3. Place on Retirement Index

None

C. RESIGNATIONS

1. Certified

None

2. Non-Certified

a. Custodian	SE	Lisa Fields
b. Instructional Assistant	NCMS	Brad Haring
c. Instructional Assistant	FPE	Crystal Soots

d. Custodian	ESE	Tim Lunsford
3. ECA Resignations		
a. 50% JV Baseball Coach	NHS	Brad Wilson
b. Varsity Cheerleading	NHS	Heather Palmer-Keyes
4. ECA Lay Coaches		
a. Assistant Girls' Tennis	NHS	Laura McCrea-Huffman
D. TRANSFERS		
1. Certified	None	
2. Non-Certified	None	
E. EMPLOYMENT		
1. Certified	None	
2. Non-Certified	None	
F. EXTRA-CURRICULAR		
1. Extra-Curricular Certified	None	
2. Extra-Curricular Non-Certified	None	
3. Extra-Curricular Lay Coach		
a. Assistant Girls' Tennis	NHS	Molly Tipton
4. Supplemental	None	
G. CHANGES		
1. Certified	None	
2. Non-Certified		
a. Retirement	TRANS	Julia Maurey
<i>Change from retirement at the end of the year to retirement effective immediately for medical reasons</i>		
3. ECA-Lay Coaches	None	
H. VOLUNTEERS		
1. CLASSROOM		
<u>Clay City Elementary</u>		
a. Ralph Wayne Michael, Jr.		
<u>East Side Elementary</u>		
a. Melinda Killion		
b. Lori Morris		
<u>Staunton Elementary</u>		
a. Emily Greenwood		
<u>Van Buren Elementary</u>		
a. Tyrone Cayton		
b. Brookley Chesshir		
c. Jason Coleman		
d. Justin Hoover		
<u>North Clay Middle School</u>		
a. Lori Dickison		
b. Karen Rogers		

Northview High School

- a. Brian Albright
- b. Jaime Batchelor
- c. Sarah Bond
- d. Stephanie Weaver

2. ATHLETICS/ECA

Northview High School

- a. Boys' Golf Volunteer Coach Seth Payton

3. OTHER VOLUNTEERS

I. CONTRACTED SERVICES None

J. OTHER None

K. TERMINATION None

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

III. Comments from Patrons

None at this meeting

IV. Old Business

A. Building Project Update

Mr. Chuck Tyler of Fanning/Howey Architecture Engineering offered a PowerPoint presentation to update the board members regarding the plans for the renovation projects at the secondary schools. A copy of the PowerPoint presentation will become a part of the official minutes.

Near the end of Mr. Tyler's presentation, he noted that the design elements would continue the energy efficiency efforts already in place at Clay Community Schools. He added that the work done at Northview and Clay City over the last couple of years had made a great effort toward improving the energy performance in those buildings. Mr. Tyler pointed out that the new additions at both buildings would be designed to meet the requirements of the Energy Star program as created by the U.S. Department of Energy. He brought attention to the fact that Fanning/Howey Associates had been an Energy Star Partner of the Year with the Department of Energy the last two years and had been designing more facilities that meet the Energy Star than just about anyone in the country. They would be bringing that expertise to bear on these projects. Also, they would be taking advantage of all available high efficiency, state-of-the-art equipment with regard to boilers, chillers, heat recovery units, digital controls, and variable frequency drives in order to give the school corporation the best return on that investment which will pay back to the district on a yearly basis. Included among the energy efficiency options Mr. Tyler mentioned were reducing the amount of water used in the restrooms with the most current low-flow fixtures and sensing units as well as incorporating LED lighting. Fanning/Howey will also take advantage of natural light in the additions.

Among items discussed:

- Mr. Scherb wanted to know what would happen to the stage at the Clay City gymnasium. Mr. Tyler explained that they would be building over the top of the stage and would look to see if space underneath the stage could be captured to provide additional storage. An extension could provide a viewing platform and additional handicapped seating. The stage would still be usable space; however, it would not be usable as a stage as it is in its current configuration.
- Mrs. Adams asked for an explanation as to what kinds of activities would take place in the student collaboration areas. Superintendent Fritz responded, noting collaboration areas would provide students an area, with supervision, to use and recharge their laptops. The collaboration areas would also provide students with a dedicated space in which to meet in order to coordinate and develop a presentation together when working in teams on class projects. In addition, the areas could be used for classroom aides to work one on one with a student or with small groups.
- Mr. Kumpf's question concerned the classroom areas represented in white throughout the Power Point presentation and the level of renovation they would be receiving. It was explained by Mr. Tyler that those areas would receive the basic level of renovation, i.e. new flooring, painting, and ceilings, but would not be at the level of reconfiguring walls or changing major function.
- Mrs. Adams noted that she had heard requests from both ends of the county for more electrical outlets in the women's locker rooms, and she suggested adding those.
- Thinking along the lines of dual purpose use of the school buildings in the event of a community emergency, Mrs. Adams wanted to know if it was more cost-effective to install urinals as opposed to toilets in the men's restrooms and locker rooms. She shared her opinion that additional toilets would be most useful during a long-term event if the schools were being used to house community members. Mr. Tyler replied that there was a fairly minor cost difference on a fixture-by-fixture comparison, but there would be obvious dimensional differences. He deemed it to be something that could be investigated.
- Mr. Scherb's two-part question was in regard to how many square feet of new construction would be built at both Clay City and Northview and whether any thought had been given as to how much the additional cost would be to heat and cool this extra space. Mr. Tyler was to provide Mr. Scherb with the information regarding the square feet of new construction. He commented that the engineers were just now getting geared into the project, and as they get into more detail in the development of the systems, they will be able to project the operational cost from a utility standpoint for each building for the additional square footage.
- Dovetailing with Mr. Scherb's question, Mrs. Adams asserted that there would be a need to estimate the personnel needed to clean and maintain the new spaces. She also asserted that during the school day more staff would be needed for supervision of those additional areas. Superintendent Fritz countered that there probably wouldn't be as much of a need during the day; however, the cleaning staff might have to be looked at.
- Referring to the interview process for the architects, Mr. Scherb stressed that he had asked at that time how the costs for heating and cooling the buildings could

be lowered. Using the example of a cost-saving measure that is not practiced locally, he questioned why gymnasiums are built that have absolutely no natural lighting. It was his assertion that there seemed to be no concentration on the cost to heat or cool buildings. He suggested the architects should stay for a presentation regarding cost-saving programs that was on the agenda for this meeting, and he offered his opinion that this topic could perhaps be talked about at the next meeting. Mr. Scherb stated that he hoped the architects could accept the fact that the school board is the owner of the school corporation and the architects are working for the taxpayers of this corporation, and he hoped they could hear what people were saying, which was that they want an efficient building. In response, Mr. Tyler stated that his firm was in its 55th year as a company devoted to the K-12 market, and the school corporation was getting the benefit of all of those 55 years of experience. He noted that they work with districts constantly to provide the best value and best investment to give the corporation the longest term operational and maintenance benefits. Mr. Tyler added that in the last 10-15 years, the discussion with regard to sustainable design characteristics is no longer an exception; rather, it is part of their conversation on each and every project. His firm now has over 50 projects nationwide that are LEED-certified. In addition, because of focusing on K-12, they have come up with what they term “student-centered sustainable design”, which focuses on elements that directly affect student well-being and student performance. Among those elements are natural light, acoustics, thermal comfort, and indoor air quality.

To conclude discussion of this topic, Mr. Scherb asked who on the Fanning/Howey staff was certified in the LEED program. Mr. Tyler replied that there were about 30 people on staff with Fanning/Howey, including himself, who were LEED-accredited professionals. Mr. Scherb requested that Mr. Tyler put together a presentation for the next school board meeting regarding what LEED certification really means.

B. Board Policy 3513 – Review and Second Audit of Free and Reduced Lunch Applications Second Reading

Mrs. Adams moved to approve Board Policy 3513 – Review and Second Audit of Free and Reduced Lunch Applications. Mr. Reberger seconded, and the motion was approved by a 6-0 vote.

C. Board Policy 3514 – Bad Debt Policy Second Reading

Mrs. Adams moved to approve Board Policy 3514 – Bad Debt. Mr. Wiram seconded, and the motion was approved by a 6-0 vote.

V. Superintendent’s Report

Superintendent Fritz noted the following:

- Congratulations were offered to Northview High School wrestlers Cale McCoy and Jacob Hendrich for reaching the finals of the IHSAA state wrestling tournament.

- Northview High School boys' basketball coach Clint Weddle and his team and cheerleaders were congratulated for being crowned sectional champions at Brown County last week.
- Mrs. Bonnie Dalton, a long-time bus aide and central office custodian, lost her battle with cancer, and she will be sorely missed from Clay Community Schools.

VI. New Business

A. Resolution to Approve Proposed Lease with the Clay Community Multi-School Building Corporation for a Public Hearing and Matters Related to the 2016 Secondary School Facilities Safety, Maintenance, and Improvement Project

Mr. Reberger moved to accept the Resolution Approving Form of Proposed Lease for Purposes of a Public Hearing on Such Lease, Taking Actions Therewith and Approving the Issuance of Bonds by the Clay Community Multi-School Building Corporation. Mr. Kumpf seconded.

Under discussion, Mrs. Adams asked how many counties in Indiana go with this type of structure with financing; she believed it to be not a common process. Superintendent Fritz explained that it was common, and with a certain amount to be financed, financing must be structured in this manner according to state law because a school corporation is limited in the amount of money it can borrow. Anything to be borrowed above a certain amount must go through a holding corporation. Mr. Brad Bingham, attorney with the Barnes & Thornburg law firm, further explained that any political subdivision in Indiana, not just school corporations, but also counties, cities, and towns, would be under a constitutional and statutory debt limitation, so lease financing for building corporations are actually very common, particularly in the school world because they have such large projects and would burn through their debt capacity if they tried to finance only with General Obligation Bonds. Lease financing with a holding corporation is the general model for financing.

Mrs. Adams next questioned whether information from past holding corporations would be available under the requirements of the Indiana Open Door Law. Mr. Bingham confirmed that it would, explaining that the building corporation, even though it is a non-profit corporation created under Indiana law and is a separate legal entity, is still subject to the Open Door Law. He noted that the Board of Directors of the Clay Community Multi-School Building Corporation had a meeting this evening at 7 o'clock for which the 48-hour Open Door Law Notice had been given. The public is welcome to attend and watch as the meeting goes on.

In answer to Mrs. Adams' question as to what newspapers or forms had been used to advertise for those meetings, Mr. Bingham stated that Open Door Law Notice is not required to be published; rather, it is to be posted outside the meeting place 48 hours in advance. Also, the notice is sent to any newspapers that annually request notices to be sent to them. He noted that there would be another meeting of the Clay Community Multi-School Building Corporation on April 21, before the next school board meeting.

Mrs. Adams requested that all future notices of meetings of the Clay Community Multi-School Building Corporation be sent to the board members. It was confirmed that the

notice for the meeting held prior to tonight's school board meeting had been sent to the same media to which regular school board meeting notices are sent (*The Brazil Times*, *The Clay City News*, *The Parke County Sentinel*, *The Tribune-Star*, WTWO-WAWV, WTHI), although the only newspaper in which the notice appeared was *The Clay City News*. It was pointed out that even though the notice had been sent to the media, items that are not paid legal ads appear in the media at their discretion.

The motion was approved by a 5-0-1 vote, with Mrs. Adams abstaining. A copy of the resolution will become a part of the official minutes.

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

Mr. Kumpf moved to waive the 2-hour delay time missed by Category II and III Classified Instructional and Office Staff for February 15. Mrs. Adams seconded, and the motion was approved by a 6-0 vote.

C. Adult Ed Presentation

Mr. Chris Ross, Assistant Principal/Director of Secondary Academic At-Risk Programs, and Mrs. Elizabeth Coley, Coordinator of Adult Education Programs, offered a PowerPoint presentation regarding the adult education program. A copy of the PowerPoint presentation will become a part of the official minutes.

D. Student Laptop Presentation

Assistant Superintendent Dr. Tim Rayle and Director of Technology Bill Milner offered a PowerPoint presentation regarding the student laptop program. A copy of the PowerPoint presentation will become a part of the official minutes.

Under discussion, Mrs. Adams observed that the laptop program had increased the workload of the technology department, and she suggested entertaining a conversation about increasing IT staffing. She complimented the technology staff on doing a fantastic job.

E. Energy Savings Presentation

As requested by board president Ron Scherb, Mr. Matthew Reed offered an energy savings presentation to the school board. Mr. Reed, a Clay County resident, had received an inquiry from Mr. Scherb as to how energy costs could be reduced in the schools. Mr. Reed then researched some initial broad ideas. He acknowledged there was obviously an intersection with the architectural firm and what they do, but the driving points of his research were lowering operating and maintenance costs, lowering construction and renovation costs, and improving the learning environment while integrating environmental concerns and sustainability. The sources of his information were varied, chief among them being Professor William Hutzler of Purdue University's High Performance Building Center. Topics covered by Mr. Reed included: The importance of building design in achieving energy efficiency; the benefits of natural lighting; the practice of using plants in buildings to improve air quality and produce oxygen; life cycle costing and acceptable/unacceptable payback horizons; the utilization of rebates from various utility companies to lower costs; consideration of the use of Rose Hulman senior engineering students who have projects they must complete and can do part of the work as a part of those projects; the use of the state of Indiana's

guaranteed energy savings contracts; use of the school corporation's building trades program; government, public, and private funding; wind energy; biofuels; geothermal heating and cooling systems; solar energy; and, storm water management.

When asked by Mr. Scherb if any of the information had made sense to him, Fanning/Howey representative Chuck Tyler stated that a lot of what had been said correlated with a lot of the information that they deal with on a regular project basis. He noted that Mr. Reed was obviously proposing taking a number of those concepts to the next level, and there would need to be a discussion about what that investment would be, regarding both front-end costs and what that would mean to the district from a payback standpoint. He cautioned against creating something that would be hard for the school corporation to manage over time. Mr. Tyler noted that ongoing maintenance is always an issue for every school district, and he wants to make sure they are providing systems that are easily maintained and kept up over time.

In response to Mr. Scherb's question as to whether anyone was working with Duke Energy on any projects, Mr. Tyler stated that his firm did not work with Duke Energy; rather, the school districts would do that. Director of Extended Services Mike Howard added that the school corporation had done dozens of rebates through Duke – Energizing Indiana.

F. Proposed Student Handbook Changes First Reading

Mr. Kumpf questioned whether a proposed time change in the Northview handbook was shown correctly. Superintendent Fritz surmised that the discrepancy probably was due to the fact that the last 10 minutes of the detention period would be used for pick-up of the students.

The student handbooks will be brought back to a subsequent meeting for a second reading and approval.

G. Renewal of Bread, Milk, and Third-Party Purchasing Provider Contracts

Mrs. Adams moved to approve the renewal of the bread, milk, and third-party purchasing provider contracts. Mr. Wiram seconded, and the motion was approved by a 6-0 vote.

H. iPad Donation Request to the NHS German Department

Mr. Kumpf moved to approve the request from the Northview High School German Department to accept the donation of an iPad. Mr. Hill seconded, and the motion was approved by a 6-0 vote.

I. Softball Net Purchase Request from the NHS Softball Program

Mrs. Adams moved to approve the request from the Northview High School softball program to purchase a softball net. Mr. Wiram seconded, and the motion was approved by a 6-0 vote.

J. Proposal to Move the April School Board Meeting from April 14, 2016, to April 21, 2016

Mr. Hill moved to approve the request to change the date of the April school board meeting from April 14, 2016, to April 21, 2016. The request was made in order to allow 30 days to elapse between the publication on March 16, 2016, of the Notice of Public Hearing on the Lease/Additional Appropriations and the public hearing that is to be held during the April school board meeting. Mr. Reberger seconded the motion; it was approved by a 6-0 vote.

K. Proposal to Move the May School Board Meeting from May 12, 2016, to May 19, 2016

Mrs. Adams moved to approve the request to change the date of the May school board meeting from May 12, 2016, to May 19, 2016. The request was made in order to allow the Superintendent and other administrators to attend the annual Indiana Association of School Business Officials (IASBO) conference being held May 11-13 in French Lick, Indiana. Mr. Kumpf seconded the motion; it was approved by a 6-0 vote.

L. Appointment to the Reconsideration of Materials Committee

Mrs. Adams moved to approve appointing residents Christi Close, Beth Jenkins Gibbons, Pat Wilkinson, and Odena Harper and board member Kevin Kumpf to the Reconsideration of Materials committee. Mr. Hill seconded, and the motion was approved by a 6-0 vote.

M. Discussion of Possible Drone Policy

A request was made at the February board meeting to discuss the possibility of developing a drone policy for Clay Community Schools. Information was provided to the board members regarding drone policies that have been considered or adopted by school districts in Indiana.

Under discussion, Mr. Kumpf asked how the board was going to decide on a policy. Superintendent Fritz replied that, if the board directed him to do so, he would recommend using a template that the Indiana School Boards Association (ISBA) had developed for Vigo County, tailoring it to Clay County. The board agreed that Superintendent Fritz should draft a policy and bring it back to the board for consideration.

Mrs. Adams asked what the point of the policy would be, and she wanted to know if it would be to try to regulate student behavior. Superintendent Fritz replied that it was more for the safety of the students and the staff and the school corporation buildings, lighting, and cameras. Mrs. Adams shared her opinion that the board should only adopt a policy under these conditions: 1) it is needed; and 2) it can be enforced. She pointed out that the school corporation could not create a No Fly zone because it did not have the legal authority to do so. The only authority the school corporation would have would be to forbid drones, but it would only be able to deal with the behavior of those who violate the policy who are affiliated with the schools, which would include students and parents. She asserted that if a drone operator was outside those parameters and flew into the school corporation's zone, the school corporation would have absolutely no authority. If a policy is adopted, she wanted to know what the actions of the person

intervening and the contingency plans would be. Superintendent Fritz responded, commenting that security cameras could pick up activity of drones and, according to the policy developed by ISBA attorney Julie Slavens, there is some leeway if a drone is above one of the school corporation's buildings. Mrs. Adams reiterated her stance that, if the board adopts a policy, it would be to regulate the behavior of individuals associated with the school corporation. Mr. Kumpf shared his opinion that a policy might also help with liability.

N. Performance Stipend for Guidance Directors & Administrators

Superintendent Fritz explained that guidance directors and most administrators are evaluated under a similar evaluation model as classroom teachers. Teachers who received a highly effective or effective rating on their 2014-15 evaluation received a State of Indiana Performance Grant Stipend ranging between \$509 and \$544; therefore, it was recommended that guidance directors and administrators, excluding the superintendent, who were employed by Clay Community Schools during the 2014-15 school year, received a highly effective or effective evaluation rating if evaluated during the 2014-15 school year, and did not already receive a performance grant stipend for the 2014-15 school year receive a \$500 performance stipend.

Mrs. Adams moved to approve the recommendation. Mr. Wiram seconded, and the motion was approved by a 6-0 vote.

O. Summer School Fees

Mr. Kumpf moved to grant permission to charge fees to students for summer school classes. Mr. Hill seconded, and the motion was approved by a 6-0 vote. A copy of the fees will become a part of the official minutes.

VII. Board Member Comments

Tom Reberger reiterated his favorite phrase: "Lots of good things happening in Clay Community Schools".

Kevin Kumpf commented that the presentations that had been provided had been very informative, and he appreciated all of the time that had been put into them. He also commented on all of the athletic successes that had brought good attention to Clay Community Schools.

Ron Scherb stated that he had the privilege of attending the Academic Honors Banquet held at St. Mary-of-the-Woods College, and he noted that Clay City's Honors Banquet was to be held the following week. He deemed the honors banquets to be one of the highlights of the year, with only the graduations topping them. Mr. Scherb also commented on a newspaper article regarding two wrestlers who made the state finals, noting that it was nice that the wrestlers were not only good athletes but were good in academics as well.

Amy Burke Adams suggested the possibility of looking at a program for working on drones, and she made reference to Dr. Richard Baker at ISU who had started the very first unmanned drone program ever in the United States as a possible resource. She also suggested exploring the possibility of establishing a dual credit program with ISU regarding drones.

Shane Wiram thanked those who had made presentations and offered congratulations to the Northview basketball and wrestling programs for the great job they had done.

VIII. Future Agenda Items

Ron Scherb requested that Fanning/Howey make a presentation on the LEED certification programs and how they would tie in to the building project. Also, he would like to hear more about Duke Energy's program for helping with the cost to convert buildings to LED lighting. Mr. Howard stated that the school corporation was already doing that. Mr. Reberger added that Duke Energy had conducted an energy audit for Northview High School prior to doing the energy project two years ago, and the school corporation received significant rebates by following their recommendations on what should be done. He referred to other upgrades that had been completed in conjunction with Duke Energy rebates over the last several years. He noted that the rebates change from time to time, and Mike Howard follows that. In answer to Mr. Scherb's question as to how many schools had been converted to LED lighting, Mr. Reberger explained that much of the schools' lighting had been updated to more efficient fluorescent lighting over the years, and Mr. Howard was doing a nice job of staying on top of that.

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 9:59 p.m.

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