

**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, April 11, 2013. Tom Reberger, Rob Miller, Kevin Kumpf, Jennifer Kaelber, Ron Scherb and Amy Burke Adams were present. Fred Froderman was absent.

I. Call to Order

Mrs. Kaelber, president of the board, called the meeting to order at 7:36 p.m. She then led those in attendance in the Pledge of Allegiance and offered the prayer.

II. Consent Agenda

A. Claims

B. Board Meetings

Regular Session Minutes for March 14, 2013

Executive Session Certification for April 10, 2013

C. Field Trips

1) Northview High School Technology/Super Mileage Club and sponsors Jonathan Schlak and Jim Latta to Lucas Oil Raceway Park in Indianapolis, Indiana, on April 28 and 29, 2013, for a competition that required an overnight stay.

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. Maternity Leave	FPE	Lindsey Mullinix
b. Family Medical Leave	CCE	Louann Kern
c. Family Medical Leave	CCE	Deborah Thompson
d. Family Medical Leave	NHS	Shannon Sampson
e. Family Medical Leave	NHS	Toni Johnson

2. Non-Certified

a. Family Medical Leave	TECH	Wanda Schraedley
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B. RETIREMENTS

1. Certified

a. Teacher – Elementary PE	JTE/FPE/VBE	Teresa Akers
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2. Non-Certified

a. Bus Driver	TRANS	David Meuser
b. Secretary	TRANS	Polly Sullivan
c. Food Services	ME	Cathy Mullinix
d. Food Services	ME	Carol Anderson
e. Instructional Assistant	FPE	Margie Maesch
f. Instructional Assistant	Title I	Arletta Kellar

3. Place on Retirement Index

None

C. RESIGNATIONS

1. Certified

a. Teacher – Media Specialist	CCHS	Marilyn Ewer
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| 2. Non-Certified | | |
| a. Instructional Assistant | ME | April Mishler |
| b. Instructional Assistant | CA | Shaun Short |
| c. Building Trades Asst. | Vocational | Rodney Clarke |
| 3. ECA Resignations | | |
| a. Assistant Track Coach | NHS | Ashley Davis |
| 4. ECA Lay Coaches | None | |
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D. TRANSFERS | | |
| 1. Certified | None | |
| 2. Non-Certified | None | |
|
E. EMPLOYMENT | | |
| 1. Certified | None | |
| 2. Non-Certified | None | |
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F. EXTRA-CURRICULAR | | |
| 1. Extra-Curricular Certified | None | |
| 2. Extra-Curricular Non-Certified | None | |
| 3. Extra-Curricular (Lay Coach) | | |
| a. Tennis Assistant – Girls | NHS | Laura McCrea |
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G. CHANGES | | |
| 1. Certified | | |
| a. Dr. Rhonda Lawrence is resigning the administrative portion of her contract only. She wishes to retain the teacher portion of her contract as an SLP. | | |
| 2. Non-Certified | None | |
| 3. ECA-Lay Coaches | None | |
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H. VOLUNTEERS | | |
| 1. Classroom | None | |
| 2. Athletic | | |
| a. Brock Roberts – CCHS Golf | | |
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I. CONTRACTED SERVICES | | |
|
J. OTHER | | |
| 1. Unpaid 3-day suspension for Jacqueline Cox, an IA at Forest Park Elementary, March 15, March 22 and April 5, 2013. | | |
| 2. Termination of Matthew Morris as of March 20, 2013. | | |
| 3. Unpaid 1-day suspension for Richard Wetnight, a bus driver, April 18, 2013. | | |

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

III. Comments from Patrons

Mr. Andrew Thomas, parent of a Northview High School soccer player and secretary of the Clay Youth Soccer Club, Inc., presented information to school board members in

support of his request to have lights installed at the Northview High School soccer field, improvements made to the soccer field grass, and fencing placed around the soccer field. Mr. Thomas also requested authority to assist with application for grants available for these improvements.

IV. Old Business

A. Student Handbooks: Second Reading

At the March 14, 2013 school board meeting, board member Ron Scherb had proposed a change in language to the North Clay Middle School mission statement. The members of the North Clay Middle School improvement team liked the proposed change and added a change of their own. It was proposed that the mission statement be changed to read as follows: "Our mission is to provide students with the skills necessary to be successful contributors to society". All other language that was proposed in March would remain as presented.

Under discussion, Mr. Scherb pointed out that it is the school board's responsibility to create policy, and that policy is to protect the board from lawsuits. He asked if the school corporation was moving towards allowing students to use cell phones in all schools or just one school. Superintendent Tucker replied that the high school policy would remain the same: Students are to keep their phones turned off and in their lockers during the school day. However, the middle school is proposing a change that would allow more liberty at the middle school. For Superintendent Tucker, it is not so much an issue of liability because teachers have from time to time made use of cell phones for those students who have ownership of cell phones. The biggest issue for her is that it sends a mixed message: It is okay to have phones out for recreational use during lunch at the middle school but there is less privilege at the high school. In her opinion, if the board has a concern about that, one of two things can be done: Either the handbook can be abridged to say that, except with special permission, cell phone use at the middle school will follow the same policy as the high school, or this item can be tabled and taken back to middle school administration for retooling. In order to aid in the ease of being able to print the handbooks, Superintendent Tucker' recommendation would be to put a little more structure into the middle school language that would basically be reflective of the high school policy. However, she would like to leave in the part that allows use of cell phones for special projects or special occasions.

Mrs. Adams shared her concern that if the policy has already been established and approved to not have cell phones, then she does not believe a principal can override board policy even if it is to reward a student. She believes that sends a mixed message. Superintendent Tucker noted that cell phones have from time to time been used in other applications besides phone communication. Mrs. Adams does not know what is driving the change to allow students to have cell phones on them, but she noted one thing about the old policy that she could understand changing, which would be phone use at school-related functions after school. She would be acceptable to a change allowing cell phone use after school, but not during the school day. Superintendent Tucker noted the ambiguity and lack of consistency from one level to the next in the existing policy and suggested allowing more time to wordsmith this policy so it can be brought back to the board for approval. She would like to bring principals in to discuss this policy. Mrs. Adams wants to protect the instructional day so that it will be all about instruction. She is concerned that phones during the day would bring up

Internet issues, integrity issues, and privacy issues. She believes that cell phones need to stay in lockers unless it is an after-school activity.

At this point, Superintendent Tucker changed her recommendation: Allow the administrative team to look at the language for this and bring it back to the May regular meeting.

Mrs. Adams moved to table this item until next month. Mr. Kumpf seconded, and the motion was approved by a 6-0 vote.

B. Policy 6650 – Excursions or Field Trips – REVISION: Second Reading

Superintendent Tucker had suggested this revision in order to cover schools when they take overnight excursions. Sometimes there may be circumstances where there is a need for immediate notification such as in a tournament situation, and in those circumstances, Superintendent Tucker will authorize the field trip and make the board aware that the field trip is commencing. Approval of the change was recommended.

Mr. Reberger moved to approve the revision of Policy 6650 – Excursions or Field Trips. Mr. Miller seconded, and the motion was approved by a 6-0 vote.

C. Job Description – Supervisor of Maintenance – NEW: Second Reading

D. Job Description – Supervisor of Transportation – NEW: Second Reading

Superintendent Tucker explained that these are not positions for which there is an immediate intention to post. She would like for the board to consider the language and approve the second reading. At some point, a consideration will be brought back to the board for a proposal as to whether these positions will be under an umbrella of another director or whether they are just added to the Job Description book without being posted. Approval of the job descriptions was recommended.

Mr. Kumpf moved to approve both job descriptions. Mr. Scherb seconded, and the motion was approved by a 6-0 vote.

V. Superintendent's Report

Superintendent Tucker noted the following:

- Congratulations were offered to Northview High School's choral director Kristina Waugh for being presented with a Golden Apple award by WTHI-TV.
- For the 18th year in a row, all buses passed the Indiana State Police inspection. Also, the annual Drug & Alcohol Audit was performed and there were no issues. Congratulations were offered to Director of Transportation Frank Misner and his mechanics, drivers and support staff for this accomplishment.
- Superintendent Tucker reminded the board about the May 2 insurance workshop that will be held at central office and will be open to the public. A representative from Bose, McKinney & Evans will present information regarding the Affordable Care Act and where it might take the corporation financially.

- The parent and student satisfaction surveys, which are part of the corporation's strategic plan with the goal of transitioning students successfully to the next level, have been activated on the corporation web site. Principals have advertised the surveys to parents, and students will be allowed to take the student survey while at school. The survey has also been promoted on other social network sites. Superintendent Tucker hopes to be able to bring data from the survey to the May regular session school board meeting.

VI. New Business

A. Title I Grant Application

Superintendent Tucker recommended approval to apply for the 2013-2014 school year Title I grant. The grant, which is applied for each year, provides for instruction and services at East Side, Forest Park, and Meridian students and pre-school students. She added that, with the federal government sequester funding cuts, some of the funding will be up in the air and may not be resolved until fall.

Mr. Reberger moved to approve applying for the 2013-2014 Title I grant. Mr. Kumpf seconded, and the motion was approved by a 6-0 vote.

B. Permission to Bid Milk and Dairy, Bread and Bun Products

Superintendent Tucker and Carolyn Kumpf, Director of Personnel, Data, and Food Services, recommended undergoing the bidding process for milk & dairy and bread & bun products. Recommendations to accept or deny bids will be made at a subsequent school board meeting. HPS and West Central Indiana Educational Service Center (WCIESC) bids will be used for cafeteria and food supplies for the 2013-2014 school year.

Mr. Kumpf moved to grant permission to bid for milk & dairy and bread & bun products. Mr. Scherb seconded, and the motion was approved by a 6-0 vote.

C. Textbook Adoption

Approval of the Textbook Adoption Committee's recommendations for textbook adoption as presented by Kathy Knust, Curriculum and Grants Coordinator, was recommended by Superintendent Tucker.

Mrs. Adams moved to approve the Textbook Adoption Committee's recommendations. Mr. Kumpf seconded, and the motion was approved by a 6-0 vote.

D. Clay City Jr/Sr High School ECA Payment

Mr. Jeff Bell, Principal of Clay City Jr/Sr High School, requested payment for David Steward from the school's extra-curricular account for his work as a supplemental coach for the girls' basketball program this past season. Approval was recommended.

Mr. Miller moved to approve the Clay City Jr/Sr High School ECA payment. Mr. Reberger seconded, and the motion was approved by a 6-0 vote.

E. Conflict of Interest Approval

Mrs. Lisa Froderman, who provides contracted services for the school corporation and is the spouse of board member Fred Froderman, submitted a Conflict of Interest Statement. Approval of the Conflict of Interest Statement was recommended.

Mr. Kumpf moved to approve the Conflict of Interest Statement. Mr. Miller seconded, and the motion was approved by a 6-0 vote.

F. America's Farmers Grow Rural Education Grant Application

Kathy Knust, Curriculum and Grants Coordinator, requested permission to prepare and submit an America's Farmers Grow Rural Education competitive grant application. Local farmers had nominated Clay Community Schools to apply for a grant of either \$10,000 or \$25,000. The program, sponsored by the Monsanto Fund, gives schools the opportunity to apply for merit-based competitive grants to enhance math and/or science education. The grant would be written to support new curricular programs in Agriculture Science. Clay Community Schools was the winner of a \$25,000 grant for this past school year. Approval was recommended.

Mr. Scherb moved to approve the request to prepare and submit the application for the America's Farmers Grow Rural Education Grant. Mrs. Adams seconded, and the motion was approved by a 6-0 vote.

G. Expulsion Appeal Request

It was the recommendation of Superintendent Tucker to follow past practice and deny the request from Mr. Jaime Bales to hear the appeal of an expulsion decision in regard to his daughter that was made by the Clay Community Schools Hearing Officer, Ms. Lisa Showalter.

Mr. Kumpf moved to deny the expulsion appeal request. Mr. Miller seconded, and the motion was approved by a 5-0-1 vote with Jennifer Kaelber abstaining.

H. One-to-One Initiative Information Presentation

Mr. Bill Milner, Director of Technology, and Dr. Timothy Rayle, Assistant Superintendent, presented information with regard to the progress in the one-to-one digital learning initiative. Updates on curricular resources and professional development as well as discussion of potential product selection, infrastructure upgrade costs, potential finance options and a timeline were included.

Mr. Milner noted that Windows 8 tablets rather than iPads would be piloted at Cumberland Academy. His plan is to get the tablets to the Cumberland Academy students next week and let them use them from now through the end of the school year to see how the tablets hold up. The tablets are being looked at for use probably at the secondary level because they basically give students all the benefits of a computer. Superintendent Tucker noted that she and Mr. Milner along with Lisa Showalter, Principal at Cumberland Academy, have been working on a student and parent guide. When they meet with the parents next week, the guidelines will be explained and the parents will sign off on a checklist indicating that they understand their child will be using a piece of school equipment with which they must be careful. In May, Superintendent Tucker plans to have Cumberland Academy staff and students make a

presentation during the May school board regular session meeting as to whether they liked the tablets and how they worked out. If the equipment is holding up and there are no problems, Superintendent Tucker would then like to come back in June with a request to enter into a lease agreement with Dell for the tablets for grades 6-12. She pointed out that the technology staff would need time when 2,600 tablets come in to roll them out. As a set is completed, the tablets will be rolled out building by building: First, teachers will be trained, and then a meeting with parents will be held. The plan is to have every student in grades 6 through 12 with that technology in their hands. By January of next year, that process should be completed. An update will be provided to the board sometime next spring. Superintendent Tucker will not propose that the tablets be rolled into a textbook fee until the fall of 2014, but the cost projection will be brought back with the lease agreement request in June. She asserted that a four-year lease for tablets could be revenue-neutral compared to what a parent has traditionally paid for the textbook portion of book rental; however, fees would still apply.

Mrs. Adams asked if it would be feasible to hire contracted workers to help with the roll out of the tablets. She hopes that would be considered.

Mr. Scherb asked what the product was called that is to be piloted at Cumberland Academy. Mr. Milner replied that the product is a Dell Latitude 10, which is in the same form factor that is in iPad, it is just in a Windows platform versus an Apple product.

Mr. Milner then explained that, before even considering the tablet portion, the school board would need to consider the infrastructure cost. He noted that some wireless infrastructure had been done last year, which was basically a coverage model so that all buildings had wireless access, and no matter where a person went in a building, access would be available. However, to support true one-to-one, the school corporation needs to go to more of a density model in order to have access points in each classroom to support the extra load of the tablets. If access points were put in every classroom in every school building in the corporation, the total of pulling all of the wiring, putting in switches and the access points, and licensing would be \$360,304.50. The cost to put in the infrastructure to support access points in only the secondary buildings (grades 6-12) would be \$207,804.50.

I. Security Camera Upgrade

Superintendent Tucker stated that discussion had been held a couple of months ago about doing a general upgrade of the school corporation's security camera system, which is fairly antiquated due to advancements in technology. Mr. Milner had chosen a company that is he familiar with to get some general information and an estimated cost, and he had provided that information for inclusion in the board packet. The company had been asked to do a model with cameras inside and out and all the way around the buildings with the ability to store information for 30 days. The other part of the system would allow the school corporation to give access to the police and others to remotely use the cameras if they need to. The information that Mr. Milner provided had broken down costs by building. The total estimated cost for equipment was approximately \$450,000, not including the storage portion or the cable. Superintendent Tucker noted that Mr. Milner anticipated that costs would come down during the competitive bidding process. She also noted that the price tag at the larger high school takes into consideration the possibility that wire could be pulled in conjunction with an energy

savings project, which would bring down the cost. Superintendent Tucker would like to bring back a request to do an actual bid process. This would not lock the school corporation in to anything. It might be necessary to bond for this project if all the schools are to be done at the same time.

J. Proposal for District-Wide Safety and Security Assessment

Superintendent Tucker noted that a couple of board members had expressed concerns about the school corporation doing what was necessary procedurally within facilities to present the safest environment for students. A safety assessment had been conducted in the school corporation six or seven years ago and, with the remodeling in the elementary schools, Superintendent Tucker deemed this a good time to conduct another safety assessment. Dave Woodard, who is in charge of the Indiana School Safety Specialist Academy, recommended Mr. Chuck Hibbert, who is retired from working in school safety and transportation at MSD Wayne Township, to conduct the assessment. Mr. Hibbert indicated in a letter to Superintendent Tucker that he would charge \$6,500 to assess all ten schools, their facility layouts, procedures and policies within the school safety plans, and guidelines for emergency drills. She pointed out that Mr. Hibbert came highly recommended, and he is a nationally recognized speaker in school safety. Superintendent Tucker would like to have a written report back to share with administrators before the end of the current school year and to incorporate recommended changes into the capital projects budget during the budget-building process this summer. She recommended conducting the district-wide safety and security assessment and considering Mr. Chuck Hibbert as the person to be selected.

Mr. Kumpf moved to select Mr. Chuck Hibbert to conduct the district-wide safety and security assessment. Mr. Reberger seconded, and the motion was approved by a 6-0 vote.

K. Proposal to Establish Clay Community Schools Health Clinic

Superintendent Tucker noted that the school corporation is a member of the Wabash Valley-West Central Indiana (WV-WCI) Insurance Trust. The WV-WCI Trust has recommended that Clay Community Schools initiate the process for creating a health clinic for all insured employees and their families. A portion of the LEAAP Center is being recommended by Superintendent Tucker to be selected as the site for a health clinic. The costs to the school corporation will be paid by the Trust: They are up-fronting the costs of remodeling and construction to approximately \$50,000 as well as the cost of equipment to equip the health clinic up to \$20,000 to \$25,000. The board would need to approve an agreement to work with the WV-WCI Trust Health Clinic Committee in initiating an RFP process and to permit Clay Community Schools' administration to begin soliciting quotes for the construction/remodeling. The project would involve separating off a portion of the LEAAP Center and creating the clinic walls within that, with all of the prescribed attributes of a health clinic: Two examination rooms with sinks; two restrooms; a pharmaceutical dispensation area; an area for lab testing; and an office break area. The final decision will be made by the Trust. Superintendent Tucker asked the board for permission to let West Central know that the school corporation wants to engage in an RFP process and to give permission to bring back quotes at the next board meeting for whoever would be doing the construction/remodeling within the LEAAP Center. Superintendent Tucker reminded the board that a health clinic would allow employees insured through the school corporation

to receive free office visits, free lab work, and free generic prescriptions. It would also offer a wellness component for any employee, even those who are not insurance takers. As the second-largest school corporation in the consortium, Superintendent Tucker anticipates the clinic would be open extended hours beyond what most school corporations can support and would perhaps be labeled a "super clinic" wherein other school corporation employees and their families might access this clinic.

Mr. Scherb asked if this meant the LEAAP Center would be closing. Superintendent Tucker replied that it did not. She explained that one side of the building would still continue to house the GED/adult ed population. A childcare component would also remain on that side of the building. The middle section to the east end of the building has housed the special ed pre-school and the Title I pre-school classrooms and she proposed relocating those classrooms back into the elementary buildings. About one-third of the east end of that complex would then be sectioned off for the health clinic. There would continue to be separate entries at each end of the building. The middle section would be finished with at least carpet or tiling and painted walls. At some point, she would like to utilize that area as a tutoring center, perhaps with online coursework or dual credit coursework. She hopes to be able to bring students back in who traditionally have been kids who have dropped out.

In response to Mrs. Adams' question about whether the school corporation leases or owns the building, Superintendent Tucker stated that the school corporation owns it. The building was purchased through a Lilly grant worth several million dollars. Cumberland Academy and the LEAAP Center for the pre-school and adult ed were established because of the generosity of that grant. That grant has since come down to a lesser figure and the Title I grant has been slashed. Superintendent Tucker hopes to expand pre-school, but the state will have to put some dollars behind their talk. Should the state do that, she thinks it would be worthwhile to consider having a pre-school in each of the Title buildings. For now, she is going to propose moving the Title I Pre-School to Meridian Elementary and the Developmental Special Education Pre-School to Forest Park Elementary.

Mr. Kumpf moved to enter into the RFP process for the health clinic with the trust and to receive or solicit quotes for construction/remodeling. Mr. Miller seconded, and the motion was approved by a 6-0 vote.

L. Request to Locate the Title I Pre-School Classroom at Meridian Elementary School and the Developmental Special Education Pre-School Classroom at Forest Park Elementary for the 2013-2014 School Year

Superintendent Tucker pointed that this will not mean a reduction-in-force for any of the people working there, but it is going to be the change of moving to two different buildings, providing the federal sequester does not put the school corporation in a position of considering RIF'ing. She asked for approval to move the Title I Pre-School classroom into Meridian Elementary and the Developmental Special Education Pre-School classroom into Forest Park Elementary.

Mr. Kumpf moved to approve Superintendent Tucker's request. Mr. Reberger seconded, and the motion was approved by a 4-0-2 vote with Mr. Scherb and Mrs. Adams abstaining.

VII. Board Member Comments

Tom Reberger stated that he hoped the public understood that voting tonight on the clinic and using the LEAAP Center building is a tough decision. The issues: Funding for the pre-school programs and what the school corporation is facing corporation-wide with insurance and mandated, non-funded coverage of employees. The board is trying to make cuts as painless as possible. Mr. Reberger noted that is tough to raise his hand to close the LEAAP Center because he had been facilities director when the LEAAP Center was built. He added that a lot of people had put blood, sweat and tears into that program. He asked everyone to remember that the program is the people, the program isn't the building. The program will go on in two different locations, and it is hoped it will be at least as good as, or even better than, it ever was.

Kevin Kumpf commended Mr. Thomas on his efforts to secure lights for the soccer field. He noted that Mr. Thomas had done a great job of trying to reduce the cost of lighting the fields, and he believes the board should consider that. Mr. Kumpf also noted that he had attended the Academic Honors banquets at both Clay City Jr/Sr High School and Northview High School. He congratulated the students and the parents of students receiving academic honors. He also congratulated the students and the parents of students who received Greenwell scholarships. Mr. Kumpf noted that both Clay City and Northview had indoor percussion lines that had participated in contests recently with Northview receiving first place in their competition. He commended the Northview music department for doing an outstanding job. To conclude his comments, Mr. Kumpf recognized Kristina Waugh for being named a Golden Apple award winner.

VIII. Future Agenda Items

None at this meeting

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 9:05 p.m.

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