

**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, February 8, 2018. Tom Reberger, Michael Shaw, Andrea Baysinger, Ron Scherb, Kevin Kumpf, and Shane Wiram were present. Amy Burke Adams was absent.

I. Call to Order

The meeting was called to order at 7:30 p.m. Board President Kevin Kumpf led those in attendance in the pledge and offered the prayer.

II. Consent Agenda

A. Claims

B. Board Meetings

Board of Finance Meeting Minutes for January 11, 2018

Regular Session Minutes for January 11, 2018

Executive Session Certification for January 11, 2018

C. Field Trips

1) Northview High School second-year automotive students to the Chicago Auto Show, Chicago, Illinois, February 15, 2018, requiring out-of-state travel.

2) Northview High School DECA Club members to Indianapolis, Indiana, March 4-6, 2018, requiring overnight stay.

3) Clay City Jr/Sr High School FCCLA Club members to Horizon Convention Center, Muncie, Indiana, March 8-10, 2018, requiring overnight stay.

4) Clay City Jr/Sr High School BPA Club members to Marriott Downtown, Indianapolis, Indiana, March 11-13, 2018, requiring overnight stay.

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. FMLA	ME	Karen Phillips
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2. Non-Certified

a. Medical Leave of Absence	TRANS	Joe Pestoff
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b. FMLA	CCE	Tammy Forsythe
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c. Medical Leave of Absence	TRANS	Jenny Sutherlin
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d. FMLA	NHS	Christina Jones
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e. Employee Not Qualified for Leave	CCE	Jennifer Jeffers
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f. Employee Not Qualified for Leave	FPE	Karen Morris
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B. RETIREMENTS

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

1. Certified	None
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2. Non-Certified		
a. 29-hour Instructional Assistant	CCHS	Robin Petrowski
b. 29-hour Instructional Assistant	ME	Jessica Riddell
c. 5.75-hour Food Services	ESE	Kendra Pollard
3. ECA Resignations	None	
4. ECA Lay Coaches	None	
D. TRANSFERS		
1. Certified	None	
2. Non-Certified		
a. Title 1 Parent Liaison to Title 1 IA	ME	Dawn Meeker
E. EMPLOYMENT		
1. Certified	None	
2. Non-Certified		
a. 29-hour Instructional Assistant	NHS	Lisa Watler
b. 260-day Custodian	CCHS	Stephen Gilbert
c. 260-day Custodian	NHS	Jerry Bruer
d. 185-day Custodian	CCE	Susan Barnett
e. 185-day Custodian	NHS	Ashley Purcell
f. 185-day Custodian	NHS	Angela Booker
g. 29-hour Instructional Assistant	NCMS	Matt McClellan
h. 29-hour Instructional Assistant	VBE	Christina Modesitt
i. Bus Driver	TRANS	Karen Nickless
3. Other	None	
F. EXTRA-CURRICULAR		
1. Extra-Curricular Certified		
a. Department Chair	NHS	Mark Raetz
b. C-Team Baseball Coach	NHS	Scott McDonald
2. Extra-Curricular Non-Certified	None	
3. Extra-Curricular Lay Coach		
a. Assistant Track Coach	NCMS	Aaron Slater
b. Assistant Track Coach	NCMS	Mark Vincent
c. Assistant Girls' Track Coach	CCHS	Melanie Laswell
d. Assistant Boys' Track Coach	CCHS	Travis Strauch
e. Head Softball Coach	CCHS	Jason Sindors
f. Head Softball Coach	NHS	Kathy Vossmer
g. B-Team Softball Coach	NHS	Steve Woerner
h. C-Team Softball Coach	NHS	Ashley Hughes
i. Boys' Golf Head Coach	NHS	Chris DeHart
j. Winter Guard Director	CCHS	Emily Fatch
4. Supplemental		
a. Assistant Softball Coach	NHS	Hope Torbert
b. Assistant Softball Coach	NHS	Steve Clark
c. ELL Teacher for Adult Education	GOALS	Sarah King

G. CHANGES

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|--|------|-----------------|
| 1. Certified | None | |
| 2. Non-Certified | | |
| a. Custodian to 6-hour Food Services | ESE | Donia Blalock |
| b. 185-day Custodian to 210-day Custodian | ME | Ashley Mullenix |
| c. 5.75-hour/day Food Services to 6 hour/day | ESE | Susan Gabriel |
| d. 29-hour/week Custodian to 40-hour/week | CCHS | Felicia Stultz |
| 3. ECA-Lay Coaches | None | |

H. VOLUNTEERS

1. CLASSROOM

Northview High School

- a. Terry Weir

2. ATHLETICS/ECA

Clay City Jr/Sr High School

- a. Roger Rhodes (Volunteer Softball Coach)

Northview High School

- a. Jim Tucker (Volunteer Baseball Coach)
b. Jaynard Keyes (Volunteer Track Coach)
c. Antonio Saunders (Volunteer Track Coach)
d. Donovan Phillips (Volunteer Track Coach)
e. Stephen Brown (Volunteer Track Coach)
f. Clara Terry (Musical)

North Clay Middle School

- a. Rick Crosby (Volunteer Track Coach)
b. John Daring (NCMS Athletics)

I. TERMINATIONS

None

Mrs. Baysinger moved to accept the consent agenda items. Mr. Scherb 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. Rodney Herb of Garmong Construction Services provided an update of the building projects at Clay City Jr/Sr High School and Northview High School.

At Clay City, the new student activities center opened on January 20; the new gym is being used and the locker room is in use. The new weight room is ready for new equipment. A couple of areas have been taken over for remodel. One area is to be the new special needs suite; it had previously been the band area. That area has been demo'd out and work has begun on putting it back together. The old FACS area is also currently under demolition, with minor starts on putting it back together. The plan is to wrap up the special needs area in late March and the FACS area in April.

At Northview High School, the band portion of the student activities center is finished and is being utilized; that space has been in use for about a month. The new weight room and the new gymnasium are wrapping up, and it is hoped the school will start using those areas next week. In the connector area that ties the two buildings together, the flooring and finishes are being wrapped up. In one of the remodeled areas in the existing building, on the second floor, four newly remodeled classrooms in the FACS area were just turned over. Work will be starting next week on what will be the new science labs. Downstairs, the old band area is approximately 90% demo'd, and put back work will start in that area. It is planned to have that area finished by the end of school so that over the summer the focus could turn to the media center and locker room areas.

Following Mr. Herb's presentation, Mr. Scherb asked if all of the lights in the high schools were going to be LED when the projects are finished. Mr. Herb stated that he couldn't answer for all lights; however, in the building projects, any new light fixtures in new areas or heavily remodeled areas are LED. Old fixtures that are being left in new ceiling grids are not being changed as a part of the building projects. Director of Extended Services Mike Howard added that when the LED project had been done, it was just the elementary schools and North Clay; the high schools were not included in the LED project that had been done last year. The light fixtures at the high schools had been replaced, from T-12s to T-8s or T-5s, during the Energy Savings project three years ago. The plan was to get the payback on those before they would be replaced.

V. Superintendent's Report

Superintendent Fritz noted the following:

- New employees Lisa Watler, Stephen Gilbert, Jerry Bruer, Susan Barnett, Ashley Purcell, Angela Booker, Matt McClellan, Christina Modesitt, and Karen Nickless were welcomed to the Clay Community Schools family.
- Positive comments regarding the building projects at both ends of the county were read by Superintendent Fritz and included the following:
 - "I wanted to let you know how wonderful the comments were I heard tonight while showing people around our new band and gym area. The best part for me was seeing how excited our students were, with comments about how awesome it looked and how they have the best facilities. Just wanted you to hear the positive comments."
 - "They have nothing on us, even though they are three to five times bigger in school enrollment ", heard from a color guard instructor from Indianapolis, referencing Avon, Center Grove and Carmel, which the instructor also helps.
 - "I never thought I'd see something this nice in my lifetime. Everything looks so nice, they did it right the first time."
 - "That may be the best arrangement for officials, along with hospitality, that I've had all year", from an official.
- A letter was sent from Kevin Hankins, IHSA Assistant Director of Technology, to a building principal; the letter had been sent to Mr. Hankins by an official. The letter was read by Superintendent Fritz, as follows: "So often all the unsporting acts are the ones getting reported, so I felt that these two teams and their

coaches should be recognized for setting a good example for good sporting behavior. On Tuesday, January 23, 2018, in a game featuring county rivals Northview and Clay City, in a throwback atmosphere at Van Buren Elementary School, these two teams and coaches set an example of sportsmanship and respect. There wasn't one instance that stuck out to me in particular, but throughout the game I witnessed opponents helping each other off the floor, I had zero acts of taunting or trash talk among the players, and I heard multiple thank-yous whenever the ball was handed to them. Both schools' coaches set the example of sportsmanship, and on the few occasions they had questions, they asked respectfully, listened to the explanations, and then moved on to coach the girls. I want to add this was a one-point game that was close throughout the contest. Also, both schools' student sections acted extremely well. Job well done on both teams." Superintendent Fritz observed that it had been a great game and a great atmosphere, and it had been good to get back there.

- Recognition and congratulations were offered to Coach Tim Rayle and his runners for being honored at the State House for their victory at the Indiana middle school cross country championships.
- Congratulations were offered to Forest Park Elementary teacher Stacey Thompson for being named the local VFW Teacher of the Year, the district VFW Teacher of the Year, and the state VFW Teacher of the Year; she will be competing nationally.

VI. New Business

A. I-70 CCS Bus Restriction Report

At the November 9, 2017, school board meeting, Mr. Scherb had questioned the rationale for Clay Community Schools prohibiting school buses from traveling on I-70. At the January 11, 2018, board meeting, Mr. Scherb had asked that additional information about this issue be provided at the February board meeting. Information had been included in the board packet regarding this agenda item, and further information was shared during this board meeting. A video clip from a WTHI-TV report regarding the dangers on I-70 was shown (<http://www.wthitv.com/content/news/I-Con-of-Danger-part-one-454688433.html>). Also, a PowerPoint presentation was made, and a copy of the PowerPoint presentation will become a part of the official minutes.

B. Report on the Transfer of Money from One Fund to Another

In response to a request from Mr. Scherb during the January 11, 2018, school board meeting as to how money is transferred from one fund to another, Director of Business Affairs Mark Shayotovich provided a report. In his report, he referred to Fund 4100, a fund that is used for Title I, to illustrate the process. Mr. Shayotovich gave the example of receiving \$500,000 as a grant for Title I in any particular year; throughout the course of that year, \$625,000 might be spent out of that particular fund. He noted that there was an instrument called "Maintenance of Effort" that required additional money to be spent in Title I situations. He explained that the Title I Grant was one that required money to be spent and an account to go negative; after an account went negative, the state would then reimburse the school corporation. In Mr. Shayotovich's example, the state would reimburse the school corporation the full amount of the budget of \$500,000

throughout the course of the year, which would leave a negative balance of \$125,000 at the end of the actual grant year. At that point in time, the resolution that is passed by the school board at the beginning of each calendar year would allow Mr. Shayotovich to transfer money from the General Fund into the Title I Fund to get it back to zero.

Mr. Scherb wanted to know what would be done if money would be left over in a fund at the end of the year, such as in the Bus Replacement Fund. Mr. Shayotovich's response was that a part of the budgeting process starting point was funds that might be left over at the end of any year; that is then incorporated with what might be spent for that year. From that point, through the course of a somewhat lengthy equation, the levy for that particular year will be determined. That process is the same for all tax-supported funds. Mr. Shayotovich noted that the levies change every year.

C. Questions Regarding the 1:1 Laptops Report

At the November 9, 2017, board meeting, Mr. Shayotovich had provided the Board with a report on the 1:1 laptops. During the January 11, 2018, board meeting, Mr. Scherb requested that this item be placed on the February agenda so additional questions could be asked.

Mr. Shayotovich reviewed the information he had presented during the November 9, 2017, school board meeting.

Following Mr. Shayotovich's review, Mr. Scherb expressed his wish for some way to give a student the laptop he or she has used when that student graduates. It was Mr. Scherb's assertion that the student had already paid for it. Mr. Shayotovich responded to this by stating they had that conversation and had talked about considering that for the next round. Director of Technology Bill Milner pointed out the problem with that: What happens in year 2 of that lease where money is still owed on the unit and that senior leaves? He noted that it would only be viable to do that at the end of the lease because it takes four years to get that money back. Also, if a senior was allowed to buy out a lease after one or two years, the school corporation would have to buy more units to replace those for new sixth-graders coming in.

Mr. Scherb commented that the number that had really caught his eye had been \$43,000 sent to collections. He deemed it to be too much. Mr. Shayotovich responded, noting that Jorita Wilson did a great job organizing and managing that accounts receivable, and collections have been up since she started working on it. Mr. Scherb then asked if parents did not understand that they have to pay this fee. Mr. Shayotovich agreed that was part of it, although they sign paperwork detailing and laying out their responsibilities once they take possession of a laptop. Mr. Shayotovich would love to not have to do that, but he would hate to eat \$43,000.

A question from Mr. Scherb: In reality, the laptops are not costing the school corporation anything except repairs and parts, so why couldn't the school corporation reduce that cost to those families, or to everyone, for that matter? Mr. Shayotovich's response was that the school corporation only passed along the cost of parts. At this point, Mr. Scherb interjected that the school corporation was charging the parents and students the complete cost of the laptop.

Mr. Scherb noted that some had asked why they couldn't just go buy their own laptop or use their smartphone. Mr. Shayotovich stated that had also been a topic of conversation; however, that would create a whole other issue. Director of Technology Bill Milner added that the issue with "bring your own device" was that, for state testing purposes, the devices had to be consistent. There is a minimum requirement of a 10-inch screen for ISTEP+ testing, so that pretty much would rule out almost all cell phones. Also, the tech department pushes out software updates for ISTEP+, but he and his staff cannot touch personal devices, so the student would then be responsible for updating ISTEP+ software or NWEA software. In addition, if students needed Microsoft Office for a class, they would be responsible for purchasing a license. From a support standpoint, there would be 100 different models, and there would be no consistency. There would also be some students who just simply couldn't afford a device at all. From a consistency standpoint, Mr. Milner believes it to be better for the school corporation to provide the device, supported by the tech department and worked on by the tech department. Mr. Milner believes it provides a better environment.

Mr. Scherb then wanted to know how other schools managed it if they let students use their smartphones. Mr. Reberger's response was that the answer would be "not well". Mr. Milner added that they were probably not using personal devices for testing; rather, they were probably using it for some web access or word processing or those types of things. They probably utilized a computer lab for other things, such as testing; they would not be using it for every purpose.

At this point, Curriculum and Grants Coordinator Kathy Knust offered a comparison to textbook fees. She explained that laptop financials were like what textbook adoption used to be; textbooks used to be put in 6-year cycles. She gave this example: The adoption of an elementary reading series might be \$350,000, so that would be paid out, just like the laptops were paid out. Elementary people would then be paying a textbook fee. The same thing used to be done at the high school level. Now, when they are paying the laptop fee, they are paying that out just as they did in the 6-year cycles for textbooks. When use of that textbook was finished, those books were also paid for, just as the laptops are. Mrs. Knust pointed out that parents are paying less, unless their students have several dual-credit courses because dual-credit courses sometimes require college textbooks. When looking back at textbook rental prior to the laptops, most parents are paying less or equal to in this particular format than they were for textbooks.

Mr. Reberger noted that some of the parents who are choosing not to pay for the computer usage of their secondary student aren't paying for the textbook rental of their elementary student either. The school board can't solve that social issue. It either has to say everybody will be charged a fair number or it will be given to everybody. He did not believe the school corporation was financially in a situation where it could just give them to everybody. The parents need to accept some responsibility; the school corporation needs to make it operate as efficiently as possible. It seemed very logical to Mr. Reberger to use the laptops for four years at the high school level and then move them down to the elementary schools; otherwise, the school corporation would be buying new laptops for the elementary schools too and spending twice as much money.

As for Mr. Scherb's idea to just give the computers away after four years, Mr. Reberger thought that would be nice; however, in many cases, if a computer is four years old, students going on to Ivy Tech or ISU or IU or some other college are probably going to want a new computer anyway. In a lot of cases, that is built into the tuition.

Mr. Reberger stated that there were always ways to make it better, but there had been a lot of work put in on this and it is running remarkably well. He added that when the first program had been rolled out a few years ago, there had been snags, but it had been streamlined to the point where it is efficient, they get the equipment back quickly, and they are staying on top of it by buying some equipment that will run the software that needs to be run.

Mr. Scherb commented that he was just trying to figure out some way to help these families. He didn't know why the school corporation wouldn't reduce the cost and absorb some of that. He wouldn't have a problem with the corporation paying part of the cost. Mr. Scherb asserted that it really wasn't costing the corporation anything because it was getting all of its money back through annual student fees, so they shouldn't worry about the cost. Mr. Shayotovich pointed out that the repairs were costing the school corporation because the corporation was writing a check for parts. He noted that, luckily, repairs were made by in-house staff, which he believed to be another reason to have all the same computers. He also noted the speed with which that staff is able to turn those computers around, which directly relates to student achievement. He deemed that to be a critical component.

Mr. Scherb stated that he appreciated the thought that had gone into this, and he appreciated hearing it.

Next, Mr. Kumpf asked whether there was 100% payment on student fees. Mr. Shayotovich's response was no; it was not uncommon to send others to collection for fees or for textbook rental. Mr. Kumpf then wanted to know whether, if the school corporation wasn't getting those paid, the \$125 that is charged for a tech fee was also not getting paid, which Mr. Shayotovich agreed was possible. Mr. Shayotovich added that the school corporation does pretty well on that initial fee, and textbook rental in general.

Discussion concluded with Mr. Wiram asking how much it was to replace a battery. Mr. Milner replied that batteries were \$75 brand new. However, this year they had bought 200 batteries that would hold up to a 90% charge and would cost \$22. Mr. Shayotovich deemed that to be a significant help to students who might have only four more months of high school.

D. Annual Financial Report

Mr. Shayotovich offered a PowerPoint presentation for the annual financial report. A copy of the PowerPoint presentation will become a part of the official minutes.

E. Outstanding Check Report

Mr. Scherb moved to approve the outstanding check report. Mr. Wiram seconded, and the motion was approved by a 6-0 vote. A copy of the list of outstanding checks will become a part of the official minutes.

F. 2018 Summer School Course Offerings

Mrs. Baysinger moved to accept the summer school course offerings as proposed. Dr. Shaw seconded, and the motion was approved by a 6-0 vote. A copy of the list of summer school course offerings will become a part of the official minutes.

G. Adult Education Grant Application

Mr. Wiram moved to accept the request for permission to apply for an adult education grant, as submitted by Mr. Chris Ross, Assistant Principal/Director of Secondary At-Risk Programs. Mr. Reberger seconded, and the motion was approved by a 6-0 vote.

H. Board Policy Appendix N – Clay Community Schools Material Selection Policy – Revision – First Reading

This was a first reading, so no vote was necessary.

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

Mr. Reberger moved to accept the recommendation to waive the 2-hour delay time missed by Category II and III Classified Instructional and Office Staff for January 8, 17, and 18, 2018. Mrs. Baysinger seconded, and the motion was approved by a 6-0 vote.

J. Recommendation to Adjust the 3rd and 4th Grading Periods of the 2017-18 CCS School Calendar

Because school was canceled three days in January due to inclement weather, there was a need to adjust the 3rd and 4th grading periods this semester. Several 2-hour delays and the additional time needed for Part 1 ISTEP+ testing contributed to the need for additional days during the 3rd grading period. After talking with the CCCTA leadership and reviewing the calendar, it was recommended that the Board approve the proposed changes to the calendar.

Dr. Shaw moved to accept the revised 2017-18 school calendar. Mr. Wiram seconded.

Prior to a vote, Mr. Scherb asked Superintendent Fritz to share the dates that were being changed. Superintendent Fritz stated that the last student day would now be May 23; however, with that being said, there are still three to four weeks of winter left, with snow possible in February and even March. The teacher in-service day is planned for May 24. The third grading period will end March 15 instead of March 8.

Mr. Kumpf wanted to know if they were looking at graduation dates yet. Superintendent Fritz responded by stating that right now there are two buffer days because the last student day is a Wednesday. If there are only two more snow days or less, graduation would be good to go for that weekend following the last day of school. But if there are three snow days, then graduation would be pushed back another weekend, which would be the weekend after Memorial Day.

The motion was approved by a 6-0 vote. A copy of the revised calendar will become a part of the official minutes.

K. Request for Permission to Solicit Bids for Desktop Computers at CA, CCHS, NCMS, and NHS

Mr. Reberger moved to accept the request for permission to solicit bids for desktop computers at Cumberland Academy, Clay City Jr/Sr High School, North Clay Middle School, and Northview High School. Dr. Shaw seconded, and the motion was approved by a 6-0 vote.

L. Request for Permission to Solicit Bids for Student Devices (Chromebooks)

Mrs. Baysinger moved to accept the request for permission to solicit bids for student devices (Chromebooks) at Cumberland Academy, Clay City Jr/Sr High School, North Clay Middle School, and Northview High School. Dr. Shaw seconded.

Prior to a vote, Mr. Scherb asked how many devices were being bid. Mrs. Baysinger referred to information in the board packet indicating bids were being requested for 2,350 devices. Mr. Scherb then asked if that was for students and teachers.

Superintendent Fritz replied that it was just for students; teachers would still have their laptops, and they would also have a desktop. In reply to Mr. Scherb's question as to how that would work out, Superintendent Fritz stated that he thought it would work out fine; District Technology Instructional Specialist Dianna Knox would be giving any kind of training that needed to be held with the teachers.

The motion was approved by a 6-0 vote.

M. All Stars Middle School Grant Application Request

Mr. Scherb moved to grant permission to Mrs. Knust to apply for the All Stars Middle School Grant. Mr. Wiram seconded, and the motion was approved by a 6-0 vote.

VII. Board Member Comments

Kevin Kumpf commented regarding great athletic events that had been held, and he offered congratulations to the winter sports teams for making a good showing.

VIII. Future Agenda Items

None at this meeting.

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 8:55 p.m.

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