

**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, December 11, 2014. Tom Reberger, Kevin Kumpf, Jennifer Kaelber, Fred Froderman, Rob Miller, Ron Scherb and Amy Burke Adams were present.

I. Call to Order

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

II. Consent Agenda

A. Claims

B. Board Meetings

Regular Session Minutes for November 13, 2014

Executive Session Certification for November 13, 2014 & December 2, 2014

C. Field Trips

1) Northview High School wrestling team to Jeffersonville High School 12/19 & 12/20, 2014, to participate in wrestling tournament, requiring overnight stay

2) Northview High School wrestling team to Brown County High School 1/9 & 1/10, 2015, to participate in wrestling tournament, requiring overnight stay

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. Extension of Maternity Leave	VBE	Anna Lorenze
b. FMLA	ESE	Hannah Reinoehl
c. FMLA	NHS	Cole Schroer
d. FMLA	NHS/CCHS	Kirsten Snow
e. FMLA	NHS/NCMS	Kathy Rendant

2. Non-Certified

None

B. RETIREMENTS

1. Certified

None

2. Non-Certified

None

3. Place on Retirement Index

None

C. RESIGNATIONS

1. Certified

None

2. Non-Certified

a. Instructional Assistant	CCE	Kim Bettenbrock
b. Bus Driver	TRANS	Angela Long
c. Food Services	ESE	Cisilee Reed
d. Instructional Assistant	CCHS	Christine Schroer

3. ECA Resignations

4. ECA Lay Coaches

a. 8 th Grade Basketball – Girls	CCHS	Shane Wiram
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D. TRANSFERS

- | | | |
|--|------|--------------|
| 1. Certified | None | |
| 2. Non-Certified | | |
| a. From IA to Secretary (effective 1/5/2015) | NCMS | Kim Reynolds |

E. EMPLOYMENT

- | | | |
|--|---------|------------------|
| 1. Certified | | |
| a. Art Teacher (effective 1/5/2015) | NHS/ESE | Trinity Lawrence |
| b. English Teacher
(Temporary Contract 1/5/2015) | CA/NHS | Kodie Burroughs |
| c. Extended Temporary Contract
(through 3 rd GP) | VBE | Kim Parent |
| 2. Non-Certified | | |
| a. Occupational Therapist
(Effective 1/5/2015) | SP SERV | Julia Crusse |
| b. Instructional Assistant (Special Services 33.75 hours/week)
(Effective 1/5/2015) | NCMS | Samantha Squires |
| c. Food Services (5 hours)
(Effective 1/5/2015) | FPE | Wanda Raybould |
| 3. Other | None | |

F. EXTRA-CURRICULAR

- | | | |
|---|------|-------------------|
| 1. Extra-Curricular Certified | None | |
| 2. Extra-Curricular Non-Certified | None | |
| 3. Extra-Curricular Lay Coach | | |
| a. Basketball – 8 th Grade Girls (50%) | CCHS | Jill Wiram |
| b. Winter Guard | CCHS | Cassie Dugger |
| c. Cheer Coach – Jr. High | CCHS | Courtney Townsend |
| d. Year Book ECA Stipend | NHS | Sara Harmon |
| 4. Supplemental | None | |

G. CHANGES

- | | | |
|--|------|--|
| 1. Certified | None | |
| 2. Non-Certified | | |
| a. Sarah Noel – From 29 hour IA/MA to 33.75 hour IA/Office Assistant at
North Clay Middle School effective January 5, 2015. | | |
| 3. ECA-Lay Coaches | None | |

H. VOLUNTEERS

- | | | |
|---------------------------------|--|--|
| 1. CLASSROOM | | |
| <u>East Side Elementary</u> | | |
| Autumn Cornwell | | |
| <u>Staunton Elementary</u> | | |
| Kelly Shillings | | |
| <u>North Clay Middle School</u> | | |
| Gerald Batchelor | | |
| Cathy Howald | | |
| Ryan Rogers | | |

North Clay Middle School/Northview

Dylan Mullenix

2. ATHLETICS/ECA

3. OTHER VOLUNTEERS

I. CONTRACTED SERVICES	None
J. OTHER	None
K. TERMINATION	None

Mr. Scherb moved to approve the consent agenda items. Dr. Froderman seconded, and the motion was approved by a 7-0 vote.

III. Comments from Patrons

Matthew “Buzz” Muñoz updated the board regarding his soccer field project at Northview High School. Mr. Muñoz built two shelters for the soccer field as his Eagle Scout project, and the project is now complete. Mr. Muñoz received a round of applause in appreciation of his efforts.

IV. Old Business

A. Policy 9650 – Patron Use of Facilities for Physical Fitness Activities – NEW: Second Reading

Mr. Reberger moved to approve Policy 9650 – Patron Use of Facilities for Physical Fitness Activities. Mr. Kumpf seconded, and the motion was approved by a 7-0 vote.

B. Fuel Bids

Mr. Scherb moved to reject all fuel bids and continue the practice of obtaining bids on the day fuel is needed from Ceres Solutions, LLP in Terre Haute and Hunter Oil Company in Brazil. Mrs. Kaelber seconded, and the motion was approved by a 7-0 vote.

C. Clay City Jr/Sr High School Track – Architectural Firm Selection

Mr. Kumpf moved to approve Garmong Construction’s selection of MSKTD & Associates, Inc. from Fort Wayne, Indiana, to be the architectural firm for the design/build specifications and development of the RFP for the Clay City Jr/Sr High School track project. Dr. Froderman seconded, and the motion was approved by a 7-0 vote.

V. Superintendent’s Report

None at this meeting

VI. New Business

A. Recommendation to Approve Secondary Course Changes

Mr. Reberger moved to approve the secondary course changes as presented. Mr. Scherb seconded, and the motion was approved by a 7-0 vote.

B. Job Description – Technology Support Specialist – REVISION: First Reading

Director of Personnel, Data & Food Services Carolyn Kumpf, provided a revision to the Technology Support Specialist job description. The revision would allow the job description to more accurately reflect the duties now expected of the employee filling this position. This was a first reading, so no vote was required.

Under discussion, Mrs. Adams shared her concern that this job description would read a lot like the job description for a position that the board rejected a few months ago. Another concern of hers: by altering the job description from 220 days to 200 days, this person would in essence be given a raise by keeping the same salary but working fewer days.

In response to Mrs. Adams' comments, Mrs. Kumpf stated that the school corporation currently has someone in this position. But as the 1:1 program and the training of the teachers have evolved, this person's job has become more involved with training and teacher in-service rather than what it was before, which was hardware and software support. The job description revision was proposed to more accurately reflect what this person has been doing. The change in the number of days was recommended because when the 1:1 program was initiated more technology support was needed, and the person in this position was instrumental in the distribution of computers and the initiation of the program. At this point, the person is actually working more with teachers and trying to integrate the technology into the curriculum. Because the 1:1 initiative and the hardware has been implemented, it has become more important for the person in this position to actually support the curriculum integration.

Another question posed by Mrs. Adams: What's the reasoning to change from answering to the director of technology to answering to the assistant superintendent? Mrs. Kumpf explained that it was because the position had become more of a curricular-related position. She clarified that this person would be reporting to both the assistant superintendent of curriculum and instruction and the director of technology.

As for who would do evaluations of the person in this position, Mrs. Kumpf stated that evaluations would probably be done together. But it has become more of a curriculum-related position rather than hardware and software support, which it initially was.

Mrs. Adams questioned whether the technology department would be losing a person who had been helping with hardware/software support. Mrs. Kumpf's reply was that the person who would be doing this still would do minor things: This person would just not be a computer technician per se. Mrs. Adams referenced talking last month about being down a few positions in technology and it appears to her that the technology department would be going down again if this is approved. Mrs. Kumpf responded by noting that Mr. Milner was in the process of going through applications and he is planning on hiring another computer tech.

Mrs. Adams next questioned what the purpose was for reducing the number of days. Mrs. Kumpf stated that the person in this position would still be available 185 days when the teachers are in session plus an additional 15 days before school starts or during the

summer. The administration did not feel the person in this position would be needed an extra 35 days more than a teacher's contract.

Concerning the difference in salary, Mrs. Kumpf noted that the plan was to leave the salary the same. Mrs. Adams wanted to know how that would change what this person would make per day. Mrs. Kumpf said she would have that information either at the next board meeting or she would send it to the board members.

Mr. Scherb wanted to know if this was a new hire. Mrs. Kumpf replied that it was not.

Mr. Kumpf asked how many days this individual was working now. Mrs. Kumpf stated that this person worked 220 days last year. This year, it is planned for this person to work 200 days. An employment agreement has not been signed by this employee at this point.

In response to Mrs. Adams' question as to whether this person would be available to all schools, Mrs. Kumpf noted that this employee is currently working with all of the schools and any teacher that needs help in the classroom or with planning curriculum or doing projects. This employee has also done a lot of coaching on the 1:1.

C. Policy 1320 – Method of Selection – REVISION: First Reading

School corporation attorney Jeff Boyll sent notice that the plan to redistrict the electoral districts for Clay Community Schools was approved by the Department of Education board on December 3, 2014. The proposed revision to board policy 1320 would change the districts in the policy to align with those approved by the DOE board. This was a first reading, so no vote was required.

D. Ivy Tech Community College Memorandum of Understanding for Early College Program

This Memorandum of Understanding between Clay Community Schools and Ivy Tech Community College details the responsibilities of each Early College Program partner for Clay City Jr/Sr High School and Northview High School.

Mr. Reberger moved to approve the Ivy Tech Community College Memorandum of Understanding for the Early College program. Mr. Kumpf seconded, and the motion was approved by a 7-0 vote.

VII. Board Member Comments

Amy Burke Adams observed that the school corporation had a good first half of the school year. She thanked everybody for their contributions and the hard work they had put in. She wished everyone a safe and merry Christmas and a happy New Year.

Ron Scherb offered his thanks to Rob Miller not only for serving on the board but also for the way he had served. He believed Mr. Miller had earned a lot of people's respect.

Tom Reberger seconded Mr. Scherb's comments. He deemed it to have been a very pleasant situation to work with Mr. Miller. He added that Mr. Miller always was for what was the best for kids, and Mr. Reberger had been proud to serve with him. Also, Mr. Reberger noted that he had seen in the *Brazil Times* that Roger Torbert, a bus

mechanic for the school corporation, had served dinner on Thanksgiving at a local church, which he believed to be a good example.

Kevin Kumpf also thanked Mr. Miller for his time served for Clay Community Schools. He believed Mr. Miller had done a great job and he had enjoyed working with him. Also, he wished everyone a happy New Year and a merry Christmas.

Jennifer Kaelber added her thanks to Mr. Miller and a merry Christmas to everyone.

Fred Froderman offered his thanks to Mr. Miller and commented that he had enjoyed getting to know him and working with him. He also wished a merry Christmas to everyone.

Rob Miller stated that he appreciated working with all of the board members over the past 4½ years. He deemed it an honor and a privilege to serve as a board member, and he appreciated the voters of Clay County giving the board members the confidence to do that. He shared his opinion that staff and administration, from top to bottom, make Clay Community Schools a really good corporation.

VIII. Future Agenda Items

Ron Scherb would like to talk about a recycling program, and he asked permission to bring in a speaker to present some ideas on how the school corporation could maybe do a better job of recycling.

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 7:52 p.m.

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