

**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 12, 2015. Tom Reberger, Kevin Kumpf, Fred Froderman, Ron Scherb, Amy Burke Adams and Shane Wiram were present. Jennifer Kaelber 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.

Prior to voting on the consent agenda, Superintendent Dr. Kimberly Tucker noted that Forest Park Elementary Principal Dustin Jorgensen had indicated that one of his personnel recommendations, Heather Deakins, had taken another job and would need to be removed from consideration for approval with the consent agenda.

II. Consent Agenda

A. Claims

B. Board Meetings

Board of Finance Meeting Minutes for January 8, 2015

Regular Session Minutes for January 8, 2015

Special Session Minutes for February 5, 2015

C. Field Trips

1) Northview High School wrestling team to Evansville, IN, for wrestling semi-state February 13 and 14, requiring overnight stay

2) Northview High School wrestling team to Indianapolis, IN, for wrestling state finals February 20 and 21, requiring overnight stay

3) Clay City Jr/Sr High School FCCLA to Indianapolis, IN, for state FCCLA conference March 8-10, requiring overnight stay

4) Northview High School DECA club to DECA state conference/competition March 8-10, requiring overnight stay

5) Clay City Jr/Sr High School BPA club to Indianapolis, IN, for BPA state conference March 15-17, requiring overnight stay

6) Van Buren Elementary 5th grade students to Chicago, IL (Museum of Science & Industry, Shedd Aquarium) and Beef House Restaurant March 20, requiring out-of-state travel

7) East Side Elementary 5th grade students to Chicago, IL (Shedd Aquarium, Museum of Science & Industry) May 22, requiring out-of-state travel

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. FMLA

SE

Emmaly Wisely

b. FMLA

CCE

Jana Kennedy

c. FMLA

NCMS

Kara Keith

d. FMLA

NHS

Debi Megenhardt

e. FMLA

SE

Mavery Bridgewater

f. FMLA	NHS	Adam Bedwell
2. Non-Certified		
a. FMLA	FPE	Kae Smith
b. Medical	TRANS	Howard Hughes
c. Medical	SE	Rhonda Ray
d. Medical	TRANS	Theresa Creed
e. Other	FPE	Susan Todd
B. RETIREMENTS		
1. Certified		
a. Teacher (End of 2014-15)	NHS	Kenda Dierdorf
2. Non-Certified		
a. Deputy Treasurer/Accounts Payable (June 30, 2015)	CO	Marsha Wyndham
b. Instructional Assistant (End of 2014-15)	FPE	Susan Todd
3. Place on Retirement Index	None	
C. RESIGNATIONS		
1. Certified	None	
2. Non-Certified		
a. Instructional Assistant	NHS	Stefanie Potts
3. ECA Resignations	None	
4. ECA Lay Coaches	None	
D. TRANSFERS		
1. Certified	None	
2. Non-Certified		
E. EMPLOYMENT		
1. Certified	None	
2. Non-Certified		
a. Food Services (4 hours)	NHS	Deborah Maesch
b. Instructional Assistant (33.75 hours)	ESE	Terra Deakins
c. Instructional Assistant (29 hours)	NHS	Michelle Poole
d. Custodian (210-day/daytime)	ESE	Christina Barnett-Tolbert
e. Custodian (185-day/evening)	NHS	Cathy Farris
f. Bus Driver	TRANS	Doug Smiley
g. Instructional Assistant (29 hours) (Start Date 2/23/15)	CCE	Carol Morris
h. Bus Aide	TRANS	Yvette Marie Setzer
i. Instructional Assistant (29 hours)	NHS	Courtney Lewis
3. Other	None	
F. EXTRA-CURRICULAR		
1. Extra-Curricular Certified	None	
2. Extra-Curricular Non-Certified	None	

- | | | |
|-------------------------------------|------|-----------------|
| 3. Extra-Curricular Lay Coach | | |
| a. Baseball – Head Coach | CCHS | Kyler Rhodes |
| b. Baseball – B-team Coach | CCHS | Ryne Hayes |
| c. Softball – Varsity Head Coach | CCHS | Jason Sindors |
| d. Track – Asst. Jr. High Coach | CCHS | Melanie Laswell |
| e. Softball – Assistant Coach | NHS | Steve Woerner |
| f. Tennis – Girls Assistant Coach | NHS | Laura Huffman |
| g. Basketball – Freshmen Boys (50%) | CCHS | Garicke Rubin |
| h. Basketball – Freshmen Boys (50%) | CCHS | Kyler Rhodes |
| 4. Supplemental | | |
| a. Softball Coach | NHS | Tori Martin |

G. CHANGES

- | | |
|--------------------|------|
| 1. Certified | None |
| 2. Non-Certified | None |
| 3. ECA-Lay Coaches | None |

H. VOLUNTEERS

1. CLASSROOM

Clay City Elementary
Mike Killion
Sally Killion
Van Buren Elementary
Amy Gilham
Angie Deckard

2. ATHLETICS/ECA

Clay City High School
Jeremy Booe – Baseball
Ben Dickey – Track
Roger Rhodes – Softball
Northview High School
Justin Batts – Track
James Grounds – Track
Hope Torbert – Softball
Derek Tipton – Baseball
Hannah Hughes – Girls Tennis
North Clay Middle School
Justin Batts – Track
Kim White – Girls Basketball
Dena Foxworthy – Girls Basketball
Chelsea Francis – Girls Basketball

3. OTHER VOLUNTEERS

I. CONTRACTED SERVICES

None

J. OTHER

1. Jacinda Tucker – 3-day suspension without pay for attendance policy violation, 1/28-1/30, 2015.

K. TERMINATION

None

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

III. Comments from Patrons

None at this meeting

IV. Old Business

A. Recycling Presentation

Mr. Ryan Wallace, a representative of Wallace Brothers Disposal and Recycling, offered information regarding current recycling efforts between his business and the school corporation. He also offered suggestions for increasing the amount of items that are recycled.

V. Superintendent's Report

None at this meeting

VI. New Business

A. Annual Financial Report

Director of Business Affairs Mark Shayotovich presented the annual financial report. A copy of the report will become a part of the official minutes.

B. Outstanding Check Report

A list of checks that had not been cashed and were more than two years old was presented to the board for approval to write them off. The list will become a part of the official minutes.

Dr. Froderman moved to approve the outstanding check report. Mr. Wiram seconded, and the motion was approved by a 6-0 vote.

C. Recommendation for Stipends

Mr. Reberger moved to approve the recommendation for stipends for guidance directors, a speech/language pathologist aide, and a therapeutic counselor. Mrs. Adams seconded, and the motion was approved by a 6-0 vote. A copy of the recommendation will become a part of the official minutes.

D. Recommendation to Share Clinic with IVC Industrial Coatings, Inc.

Dr. Tucker stated that IVC Industrial Coatings, Inc. had requested an agreement to allow their employees (approximately 100) to utilize Clay Community Schools' clinic site. Wellness for Life Medical is also their health service provider. She explained that this would be financially beneficial for Clay Community Schools in two ways. IVC would pay a small amount each month to utilize the clinic, and the increased employee usage may result in additional hours or days being added to the clinic schedule, which would ultimately benefit CCS employees. Dr. Tucker noted that other school corporations have similar arrangements to share clinic facilities with county workers or other business employee groups. Approval was recommended.

Mr. Kumpf moved to approve allowing IVC Industrial Coatings, Inc. to utilize Clay Community Schools' clinic site. Dr. Froderman seconded.

Under discussion, Mr. Reberger asked if there would be a signed agreement with IVC. Dr. Tucker replied that there would be an agreement with them about the charge to use the school corporation's facility, but it would not have anything to do with the insurance trust or Wellness for Life. She would bring back that information if this is approved.

In reply to Mr. Scherb's question as to whether a rate had been discussed, Dr. Tucker stated that it had not.

Mrs. Adams stated that she would not be comfortable until that information was in front of the board. She suggested tabling this item. She wanted to know what the duration of the contract would be. Dr. Tucker clarified that the purpose of this agenda item was to come before the board before entering into a conversation for a business agreement with IVC to make sure the board was comfortable with letting an outside business utilize the school corporation's facilities. This also comes as part of something that was in discussions with the association about the benefits for allowing one of these outside groups to utilize the facility. Dr. Tucker noted that she had not talked to IVC directly and she did not have the business terms for this, but if the board was not comfortable allowing an outside business to participate on school property, then there would be no reason to begin that conversation.

Mrs. Adams did not interpret the recommendation to be for approval to begin conversation; rather, she read it as a recommendation for approval to enter into an agreement to allow IVC employees to utilize the school corporation's clinic site. As she sees it, if the board votes on this tonight, the board is voting to allow them to use the school corporation's site without knowing the cost or duration. Mrs. Adams also had a concern that increased usage might slow down access to healthcare providers for staff who use the clinic.

At this point, Mr. Kumpf rescinded his motion and Dr. Froderman rescinded his second of the motion. Mr. Reberger then moved to table the item. Mrs. Adams seconded the motion to table, and the motion was approved by a 6-0 vote.

E. Indiana Youth Survey 2015

Mr. Reberger moved to grant permission to participate in the Indiana Youth Survey (INYS) as requested by Curriculum and Grants Coordinator Kathy Knust. Mrs. Adams seconded.

Under discussion, Mr. Kumpf expressed his concern with pulling students out for this survey during ISTEP+ testing. He had no problem with the survey, but it bothered him that it happened to be in March when everything else was going on. Mrs. Knust responded, noting that the survey was set up to be taken outside of ISTEP+ testing. The survey would take less than 15 minutes.

The motion was approved by a 5-0-1 vote with Mr. Kumpf abstaining.

F. Learn More Indiana Survey

Dr. Froderman moved to approve participation in the Learn More Indiana survey. Mr. Reberger seconded, and the motion was approved by a 6-0 vote.

G. iPad Donation to Forest Park Elementary

Mr. Kumpf moved to accept the donation of an iPad from the local VFW to Forest Park Elementary. Mr. Wiram seconded, and the motion was approved by a 6-0 vote.

H. Financial Donation to Northview High School Industrial Technology Department

Mrs. Adams moved to accept a financial donation in the amount of \$1,000 from Great Dane to Northview High School's industrial technology department. Mr. Kumpf seconded, and the motion was approved by a 6-0 vote.

I. Brazil Public Library Appointment

Mr. Kumpf moved to approve the appointment of Mrs. Donna Buell to the unexpired term of former Brazil Public Library board member Kristin Beasley, who had resigned. Mr. Reberger seconded, and the motion was approved by a 6-0 vote.

J. Recommendation to Accept RFP Proposal

Because the only quote received in response to the original Request for Proposal (RFP) did not include a cost for the District Facilities Assessment, the RFP was re-advertised January 21 and 28 in *The Brazil Times*, *The Clay City News*, and *The Parke County Sentinel*. Quotes received in response to the second RFP had been opened during a special session school board meeting on February 5. Approval of the quote from Schmidt Associates in the amount of \$18,650 was recommended.

Mrs. Adams moved to accept the proposal from Schmidt Associates. Dr. Froderman seconded.

Under discussion, Mr. Scherb asked to clarify what the assessment was. Mr. Howard explained that during the assessment the firm would bring in a team of 12-14 individuals over a period of a couple of months. The team would talk to principals, teachers and, potentially, small student groups to determine their needs, wants, wishes and desires. They will do a base study based on the number of kids in certain curriculum disciplines such as social studies or consumer sciences. They will use algorithms to determine square footage needed per student, and they will look at the age of facilities to see what needs to be updated to keep up with current technology and educational needs and standards. They would probably start the assessment near the first of March and it would probably last through the balance of the school year. Mr. Howard anticipated receiving feedback on the assessment in May or June regarding what each location needs.

Mrs. Adams shared her opinion that, although she thought it was good to get an outside set of eyes to look around, she thought the normal channels would be able to push up the needs of the staff and students without paying someone \$18,000-\$19,000. Her question: Wouldn't the grounds and buildings/maintenance supervisor know what needed to be done or upgraded? Dr. Tucker explained that those doing the

assessment would also estimate the cost. Dr. Tucker used the possibility of remodeling a library as an example of another benefit of an assessment: The assessment team would bring ideas and would provide models or information to that and estimate a proposal for what was wanted and make sure it would be in an acceptable price range for that size of school or for the particular program it would be addressing.

The motion was approved by a 6-0 vote.

K. Corporation Cell Phone Update

Information provided by Director of Technology Bill Milner had been included in the board packet regarding the following for each corporation cell phone: Phone number; name of individual who had been issued a phone; phone model; phone plan; cost; and, the fund from which payment is made.

Under discussion, Mrs. Adams noted that it looked as though there are eleven cell phones and three Mi-Fi's for school personnel, and the monthly bill is \$572.76. She asked who had purchased the devices: Were they devices the school corporation had purchased and provided to them for official business or was the school corporation paying for their personal cell phone? Mr. Milner replied that the school corporation had purchased all of the cell phones and all of the Mi-Fi's. The corporation pays for the device and the monthly cost of the plan.

Mrs. Adams next wanted to make sure there was a user agreement between CCS and the recipient on how data will be used. She pointed out that if or when an employee should become involved in litigation, any text and any e-mail and any information on that phone can be subpoenaed.

Another concern of Mrs. Adams: who should have cell phones and who doesn't. In her view, there were people on the list who didn't really need to have a cell phone, and there might be others who aren't on the list but need to have a cell phone. She commented that when staff leave employment with Clay Community Schools, they need to return everything, including cell phones, keys, radios, computers and everything that belongs to this county that has been bought by tax dollars. She asked for the administration to take a look at the phone plan again. Dr. Tucker stated that she would take that under advisement and that she and Mr. Milner would discuss it.

L. Permission to Bid LAN Hardware and Network Management Software

Mrs. Adams moved to bid LAN hardware and network management software. Mr. Reberger seconded.

Under discussion, Mr. Scherb asked what "LAN" was. Mr. Milner replied that it stood for Local Area Network. He explained that the equipment to be bid was the switchgear, which is basically the backbone of the equipment that provides access to the computers to access the network and the Internet. He further explained that the corporation is at an 80% e-rate level this year, which means that when the corporation goes for Category 2 funding, the corporation only has to pay for 20%. He is trying to bid this hardware this year because he knows the money will be there for the next two years, but he doesn't know if the federal government will fund it beyond that. Mr. Milner is trying to replace

some of the 7-8 year old equipment and update it and allow quicker speeds for students to access the Internet and make the network itself function a little faster. This equipment would allow him to build the backbone to the capacity that would support additional devices in the future. The cost would be dependent upon the bids, but Mr. Milner had estimated a total of \$600,000-\$640,000, so the corporation's responsibility would be in the \$100,000-\$140,000 range, which would be pulled out of the technology fund, where the e-rate reimbursements come from.

Mr. Wiram commented that this was needed. He added that his wife was the IT director at Southwest Parke, and he heard about this all the time, so anything that can be done to build the backbone is needed.

The motion was approved by a 6-0 vote.

M. Acceptance of Superintendent's Letter of Retirement

With much hesitation, Mrs. Adams moved to accept the retirement letter of the superintendent, Kimberly J. Tucker. Mr. Kumpf seconded, agreeing that he also was not wanting her to go.

Under discussion, Mr. Reberger noted that his vote would be a courtesy vote. Mrs. Adams added that it had been a great run, and she knew there would be more good things going in the next few months.

The motion was approved by a 6-0 vote.

VII. Board Member Comments

Ron Scherb commented that there would be a Cracker Barrel session February 21 at 10 a.m. at Cory. He added that he would really like to see some of the school people come. He pointed out that these meetings are for the taxpayers and voters to come and not only listen, but to voice their concerns or support. Also, Mr. Scherb referred to comments he had made prior to the start of the January 8, 2015, school board meeting, in which he stated that an abstention did not count. He noted that the minutes of the January 8 meeting included a reference to Board Policy 1650, which confirms that an abstaining vote does not count.

Shane Wiram thanked Dr. Tucker for her years of service with Clay Community Schools and the job that she had done.

Amy Burke Adams offered thanks to the VFW for the iPad donation, to Great Dane for their generous donation, and to Ryan Wallace for his great presentation.

Tom Reberger congratulated Bob Medworth for being inducted into the Wabash Valley Musicians' Hall of Fame. He commented that the School Safety Committee had made some presentations that are paying off, and it is appreciated. He noted that the local police departments are very happy with the security cameras that have been put in, and he deemed it to be money that had been very well spent. Mr. Reberger concluded his comments by observing that county and city agencies had been working well together with the school corporation. As examples of the cooperation, he cited streets near the city schools that had been paved in conjunction with the City of Brazil paving project, as well as roads near schools in the county on which sand being spread during winter weather had been prioritized.

VIII. Future Agenda Items

Tom Reberger would like to discuss procedures for filling vacancies. Dr. Tucker noted that information could be given to the board regarding the position of one retiree as early as the day following this board meeting, and there would be discussion with the board soon after regarding at least one other position. Mr. Reberger then asked Dr. Tucker to keep the board informed, whatever the plans are. Dr. Tucker noted that it would be something the board would be able to discuss in executive session.

Amy Burke Adams would appreciate having a briefing next month on the new Veritime time system that has been implemented. Mrs. Adams also would like an updated phone report, maybe next month, which would include the following: starting and stopping times of the contracts; actual cost of the devices and when they were paid for; the title of each individual who has a cell phone; and, a quick justification as to why each individual needs that phone.

Ron Scherb would like to hear more about the 1-on-1 technology and how it is progressing. Dr. Tucker would like to wait until a survey for students and staff has been completed before providing a report in order to bring data back to the board, so she suggested waiting until the May regular session for the report.

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 8:58 p.m.

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