

**CLAY COMMUNITY SCHOOLS
ORGANIZATIONAL AND REGULAR SESSION
SCHOOL BOARD MEETING
Thursday, January 11, 2024
7:00 P.M.**

Notice is hereby given that the Clay Community Schools Board of Trustees will meet in organizational and regular session on Thursday, January 11, 2024, at 7:00 p.m. in the Board Room of the Central Administrative Office, 1013 S. Forest Avenue, Brazil, IN 47834.

This meeting is a meeting of the School Board in public for the purpose of conducting the School Corporation's business and is not to be considered a public community meeting.

AGENDA

BOARD ORGANIZATION

- NOMINATION AND ELECTION OF OFFICERS
- APPOINTMENT OF TREASURER AND DEPUTY TREASURER
- APPROVAL OF EMPLOYEE BONDS
- DESIGNATION OF NEWSPAPERS FOR LEGAL ADVERTISEMENTS
- APPOINTMENT OF MEMBERS TO BID OPENING COMMITTEE
- ESTABLISHMENT OF MEETING TIMES AND DATES
- APPOINTMENT OF CORPORATION ATTORNEYS
- COMPENSATION

- I. **Call to Order**
- II. **Comments from Patrons**
- III. **Consent Agenda**
 - A. **Claims**
 - B. **Board Meetings**
 - C. **Field Trips**
 - D. **Personnel**
- IV. **Old Business**
 - A. **Neola Policy 8220 Update - Second Reading**
 - B. **Elementary Behavior Interventionist Job Description - Second Reading**
 - C. **Update on Bleachers at Northview High School**
- V. **Superintendent's Report**
- VI. **New Business**
 - School Update**
 - A. **Resolution for Interest Deposits**
 - B. **Resolution to Transfer Appropriations**
 - C. **2023 Transfer of Funds Certificate**

- D. Resolution to Prepay Claims**
- E. Resolution to Transfer from One Fund to Another**
- F. Resolution to Execute Monthly Transfer of Basic Grant Funds from the Education Fund to the Operations Fund**
- G. School Bus Bids**

VII. Board Member Comments

VIII. Future Agenda Items

IX. Adjournment

The Board's meeting site is fully accessible to all persons. Any person requiring further accommodation should contact the secretary with the School Corporation's administrative office at (812) 443-4461, ext. 1808.

BOARD MEETING ITEMS 1/11/2024

School Board Reorganization

A. Nomination and Election of Officers

The board will first take nominations for Board President. Once the new president is elected, he/she will move to the president's seat and conduct the meeting. The new Board President's first order of business will be to open nominations for Board Vice-President and then Board Secretary and Assistant Secretary.

A few points to keep in mind about elections and nominations:

- Nominations do not require a second.
- It is not necessary to close the nominations.
- If only one person is nominated, acclamation is acceptable.
- A member can decline to be nominated.
- A member can vote for himself/herself.
- A simple majority is all that is needed to be elected.

Nomination for President:

Vote: _____

Nomination for Vice President:

Vote: _____

Nomination for Secretary:

Vote: _____

Nomination for Assistant Secretary:

Vote: _____

B. Treasurer and Deputy Treasurer

It is recommended that John Szabo be appointed Treasurer with Sheri Yocom as Deputy Treasurer.

Motion: _____

Second: _____

Discussion _____

Vote: _____

C. Approval of Employee Bonds

It is recommended that the school corporation bond the following employees and positions:

John Szabo - Corporation	\$300,000
Sheri Yocom - Corporation	\$300,000
Clay City Jr/Sr High School Extra-Curricular Treasurer	\$100,000
Clay City Jr/Sr High School Building Principal	\$100,000
Clay City Jr/Sr High School Athletic Director	\$20,000
Northview High School Extra-Curricular Treasurer	\$220,000
Northview High School Building Principal	\$220,000
Northview High School Athletic Directors	\$20,000
North Clay Middle School Extra-Curricular Treasurer	\$65,000
North Clay Middle School Building Principal	\$65,000
North Clay Middle School Athletic Directors	\$20,000
Clay City Elementary Extra-Curricular Treasurer	\$20,000
Clay City Elementary Building Principal	\$20,000
East Side Elementary Extra-Curricular Treasurer	\$20,000
East Side Elementary Building Principal	\$20,000
Forest Park Elementary Extra-Curricular Treasurer	\$20,000
Forest Park Elementary Building Principal	\$20,000
Jackson Township Elementary Extra-Curricular Treasurer	\$20,000
Jackson Township Elementary Building Principal	\$20,000
Meridian Elementary Extra-Curricular Treasurer	\$20,000
Meridian Elementary Building Principal	\$20,000
Staunton Elementary Extra-Curricular Treasurer	\$20,000
Staunton Elementary Building Principal	\$20,000
Van Buren Elementary Extra-Curricular Treasurer	\$20,000
Van Buren Elementary Building Principal	\$20,000
Cumberland Academy Extra-Curricular Treasurer	\$20,000
Cumberland Academy Building Principal	\$20,000
All other Employees (Corporation Blanket Bond)	\$50,000

Motion: _____
 Second: _____
 Discussion _____
 Vote: _____

D. Designation of Newspapers for Legal Advertisements

It is recommended that the following newspapers be designated for legal advertisements:

Brazil Times
Parke County Sentinel

Motion: _____
 Second: _____
 Discussion _____
 Vote: _____

E. Appointment of Members to Bid Opening Committee

The Board needs to appoint the administrative staff who will open the bids and prepare the award recommendations to the Board every time there is a bid opening. It is recommended that the following administrative personnel be appointed to this committee:

Dr. Tim Rayle	Superintendent
Mr. John Szabo	Director of Business Affairs
Mr. Aron Hammond	Director of Extended Services

Other staff members can be asked to serve on the committee if the bid being considered warrants their service.

Motion: _____
 Second: _____
 Discussion _____
 Vote: _____

F. Establishment of Meeting Times and Dates

Current regular school board meetings are held on the second Thursday of the month at 7:00 p.m. in the Board Room of the Central Administrative Office at 1013 S. Forest Avenue, Brazil, IN. It is recommended that the current board meeting dates remain the same, as well as the start time of meetings at 7:00 P.M.

Motion: _____
 Second: _____
 Discussion _____
 Vote: _____

G. Appointment of Corporation Attorneys

It is recommended that we keep Jeff Boyll as the Corporation’s local attorney. It is also recommended that he not be placed on a retainer, but used only on an as-needed basis. Access to free legal advice through the Indiana School Boards Association is available. Bose, McKinney & Evans will continue to be used for major legal issues, Barnes & Thornburg will continue to be used for financial matters, and Lewis & Kappes will be used for negotiations and other legal matters.

Motion: _____
 Second: _____
 Discussion _____
 Vote: _____

H. Compensation

It is recommended that Board Policy 0144.1 – Compensation be reapproved, including per diem amounts of \$112 per regular session board meeting and \$62 per special session board meeting. If more than one meeting is held in the same day, compensation will only be provided for one meeting.

Blue Reference Page: _____

Motion: _____
Second: _____
Discussion _____
Vote: _____

I. Call to Order – Pledge and Prayer

II. Comments from Patrons

III. Consent Agenda

A. Claims

Claims will be sent under a separate cover, and approval is recommended.

B. Board Meetings

Enclosed are the school board minutes for the following meeting, and approval is recommended:

Executive Session: Thursday, December 14, 2023

Regular Session: Thursday, December 14, 2023

Green Reference Page _____

C. Field Trips

Enclosed are the proposed field trips, and approval is recommended.

Green Reference Page _____

D. Personnel

Enclosed are the personnel items, and approval is recommended.

Pink Reference Page _____

Motion _____

Second _____

Discussion _____

Vote _____

IV. Old Business

A. Neola Policy 8220 Update - Second Reading

Information regarding a proposed policy revision was presented at the December 14 regular session, and no changes were proposed during the first reading. Your approval is recommended.

Tan Reference Page _____

Motion _____

Second _____

Discussion
Vote _____

B. Elementary Behavior Interventionist Job Description - Second Reading

Information regarding the proposed elementary behaviorist job description was presented at the December 14 regular session, and no changes were proposed during the first reading. Your approval is recommended.

Tan Reference Page _____

Motion _____
Second _____
Discussion _____
Vote _____

C. Northview High School Bleachers - Update

Information regarding upgrading the home side bleachers at Jerry Anderson Field is included in the Board Packet and will be presented.

Tan Reference Page _____

V. Superintendent's Report

VI. New Business

School Update

Throughout the 2023-24 academic year, the Board will receive monthly updates from a designated school. Mr. Chuck Fry, Principal at Staunton Elementary, will present information.

A. Resolution for Interest Deposits

Enclosed is a resolution that is passed each year. Approval is recommended.

Yellow Reference Page _____

Motion _____
Second _____
Discussion _____
Vote _____

B. Resolution to Transfer Appropriations

Enclosed is a resolution that is passed each year. Approval is recommended.

Yellow Reference Page _____

Motion _____
Second _____

Discussion _____
Vote _____

C. 2024 Transfer of Funds Certificate

This goes with the Resolution to Transfer Appropriations that is passed each year. Approval is recommended.

Yellow Reference Page _____

Motion _____
Second _____
Discussion _____
Vote _____

D. Resolution to Prepay Claims

Enclosed is a resolution that is passed each year. Approval is recommended.

Yellow Reference Page _____

Motion _____
Second _____
Discussion _____
Vote _____

E. Resolution to Transfer from One Fund to Another

Enclosed is a resolution that is passed each year. Approval is recommended.

Yellow Reference Page _____

Motion _____
Second _____
Discussion _____
Vote _____

F. Resolution to Execute Monthly Transfer of Basic Grant Funds from the Education Fund to the Operations Fund

Enclosed is a resolution to allow for transferring a portion of the monthly basic tuition payment received from the state. As a result of the HEA 1009, the monthly basic tuition grant must be fully deposited in the Education Fund. Some of those funds are needed to pay for expenditures that are now paid from the Operations Fund. These transfers are necessary to fund those expenditures and are consistent with guidance provided by the State Board of Accounts and the DLGF. Your approval is recommended.

Yellow Reference Page _____

Motion _____
Second _____
Discussion _____
Vote _____

G. School Bus Bids

At the August 10, 2023 regular session, the board approved the request to solicit bids for new school buses through the Central Indiana Educational Service Center (CIESC) cooperative purchasing program. Director of Business Affairs John Szabo and Director of Extended Services Aron Hammond have provided a recommendation for the approval of purchasing three 78-passenger buses and one 36-passenger special services bus. Mr. Szabo and Mr. Hammond will be present to answer any questions regarding the recommendation. Your approval is recommended.

Yellow Reference Page _____

Motion _____

Second _____

Discussion

Vote _____

VII. Board Member Comments

VIII. Future Agenda Items

IX. Adjournment