

**MINUTES OF MEETING OF BOARD OF TRUSTEES
OF
CLAY COMMUNITY SCHOOLS**

An organizational and 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, January 10, 2019. Tom Reberger, Michael Shaw, Lynn Romas, Andrea Baysinger, and Kevin Kumpf were present. Amy Burke Adams and Charley Jackson were absent.

Prior to the school board reorganization, bids were opened for fiber connections for ESE, FPE, JTE, ME, VBE, GOALS Academy, and the maintenance building. Following is a summary of the bids received:

Bidder	Term	Before E-Rate MRC	Construction Cost	CCS MRC	CCS Construction Cost	CCS Annual Cost
ZAYO	36 months	\$5,800.00	\$570,058.30	\$1,160.00	\$114,011.66	\$42,422.92
ZAYO	60 months	\$5,200.00	\$570,058.30	\$1,040.00	\$114,011.66	\$40,982.92
NewWave	36 months	\$50,000.00	Included in MRC	\$10,000.00	Included in MRC	\$120,000.00
NewWave	36 months	\$170,000.00	Included in MRC	\$34,000.00	Included in MRC	\$408,000.00
Windstream	36 months	\$12,500.00	Current provider-no construction necessary	\$2,500.00	Current provider-no construction necessary	\$30,000.00

MRC=Monthly Recurring Cost

A recommendation will be brought to the February board meeting.

SCHOOL BOARD REORGANIZATION

A. Nomination and Election of Officers

Dr. Shaw nominated Tom Reberger for board president. Mr. Reberger was elected president by acclamation.

Mrs. Baysinger nominated Dr. Michael Shaw for board vice president. Dr. Shaw was elected vice president by acclamation.

Mr. Kumpf nominated Andrea Baysinger for board secretary. Mrs. Baysinger was elected secretary by acclamation.

Dr. Shaw nominated Lynn Romas for board assistant secretary. Mr. Romas was elected assistant secretary by acclamation.

B. Appointment of Treasurer and Deputy Treasurer

Mrs. Baysinger moved to approve the appointment of Mark Shayotovich as treasurer and Sheri Yocom as deputy treasurer. Mr. Romas seconded, and the motion was approved by a 5-0 vote.

C. Approval of Employee Bonds

Mr. Kumpf moved to accept the recommendation to bond the following employees and positions:

Mark Shayotovich, 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

Mrs. Baysinger seconded. The Board voted 5-0 in favor of approval.

D. Designation of Newspapers for Legal Advertisements

Mr. Romas moved to accept the recommendation that Clay Community Schools designate *The Brazil Times*, *The Clay City News*, and *The Parke County Sentinel* as the official newspapers for legal advertisements. Mr. Kumpf seconded, and the motion was approved by a 5-0 vote.

E. Appointment of Members to Bid Opening Committee

It was recommended that the following individuals be appointed to the bid opening committee:

Mr. Jeffery Fritz	Superintendent
Mr. Mark Shayotovich	Director of Business Affairs
Mr. Michael Howard	Director of Extended Services

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

Mr. Kumpf moved to accept the recommendation. Dr. Shaw seconded, and the motion was approved by a 5-0 vote.

F. Establishment of Meeting Times and Dates

Mrs. Baysinger moved to accept the recommendation to continue to hold regular session school board meetings on the second Thursday of the month in the board room of the central administrative office at 1013 S. Forest Avenue, Brazil, IN and to change the start time of meetings to 7:00 p.m. Mr. Romas seconded, and the motion was approved by a 5-0 vote.

G. Appointment of Corporation Attorneys

The recommendation was to keep Jeff Boyll as the corporation's local attorney, not on a retainer, but only on an as-needed basis. It was noted that free legal advice was available through the Indiana School Boards Association. Additional recommendations were to use Bose, McKinney, & Evans for major legal issues, Barnes & Thornburg for financial matters, and Lewis & Kappes for negotiations.

Dr. Shaw moved to accept the recommendations for corporation attorneys. Mr. Kumpf seconded, and the motion was approved by a 5-0 vote.

I. Call to Order

The meeting was called to order at 7:47 p.m. Board President Tom Reberger led those in attendance in the pledge, and Superintendent Fritz offered the prayer.

II. Consent Agenda

A. Claims

B. Board Meetings

Regular Session Minutes for December 13, 2018

C. Field Trips

None at this meeting

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. FMLA

CCHS

Heather Bailey

b. FMLA

ESE

Catie Long

2. Non-Certified

a. Employee Not Eligible for Leave

NCMS

Susan Thomas

b. FMLA

NCMS

George Priest

B. RETIREMENTS

1. Certified

None

2. Non-Certified

None

3. Place on Retirement Index

None

C. RESIGNATIONS

1. Certified

None

2. Non-Certified

a. 29-hour Instructional Assistant

ESE

Jill Penrod

b. 29-hour Instructional Assistant	NHS	Lisa Watler
c. 29-hour Instructional Assistant	ME	Jessica Hayes
d. 260-Day Custodian	CCHS	Felicia Stultz
e. 185-Day Custodian	CCHS	Jamisan Stultz
3. ECA Resignations	None	
4. ECA Lay Coaches	None	
D. TRANSFERS		
1. Certified		
a. Special Education Teacher	CCHS to CCE	Brittany Smitley
2. Non-Certified	None	
E. EMPLOYMENT		
1. Certified		
2. Non-Certified		
a. 29-hour Instructional Assistant	ESE	Kiaeshia Porter
b. 185-Day Custodian	FPE	Devin Holley
c. 29-hour Custodian	NHS	Hayley Clark
d. Interim Asst. Food Services Manager	NHS	Barbie Tarr
e. Bus Driver	TRANS	Renee Leslie
3. Other	None	
F. EXTRA-CURRICULAR		
1. Extra-Curricular Certified	None	
2. Extra-Curricular Non-Certified	None	
3. Extra-Curricular Lay Coach	None	
4. Supplemental		
G. CHANGES		
1. Certified	None	
2. Non-Certified		
a. 4-hr to 6-hr Food Services	NCMS	Brittany McCluskey
3. ECA-Lay Coaches	None	
H. VOLUNTEERS		
1. CLASSROOM		
<u>East Side Elementary</u>		
a. Camela Marsh		
b. Aaron Parkins		
c. Pamela Smith		
d. Amy Weis		
<u>Northview High School</u>		
a. Brooklyn Shepherd		
2. ATHLETICS/ECA	None	
I. TERMINATIONS	None	

Mrs. Baysinger moved to accept the consent agenda items. Mr. Kumpf seconded, and the motion was approved by a 5-0 vote.

III. Comments from Patrons

None at this meeting.

IV. Old Business

A. Building Project Update

Mr. Lance Gassert of Garmong Construction Services provided an update of the building projects at Clay City Jr/Sr High School and Northview High School. He noted that they were still expecting to be finished at the end of February. Right now, construction activities are at Northview High School. Work is ongoing in the foreign language suite; new terrazzo has been installed, paint is going on the walls, and ceilings are being installed. In the mechanics workshop, an old lift has been removed and filled with new concrete flooring in that space, and painting is ongoing. The second art room upstairs is currently being painted and ceilings are being installed.

Mr. Reberger pointed out that there were a few items that would be touched up and handled in the spring, as weather permits, for anything outdoor, such as landscaping, the driveway to the band lot at Clay City, etc., which are weather-sensitive. Mr. Gassert added that their intention was, by the end of February, to have all teachers back in their final spaces and using the space for its intended purpose, with some final items to be completed through the spring.

B. School Bus Bids

Mr. Kumpf moved to accept the school bus bids from Midwest Equipment. The total purchase price was \$231,566.00 for 1 special needs bus and 3 activity buses. Mr. Romas seconded, and the motion was approved by a 5-0 vote.

It was noted that all four buses would have air conditioning.

V. Superintendent's Report

Superintendent Fritz noted the following:

- New employees Kiaeshia Porter, Devin Holley, Hayley Clark, Barbie Tarr, and Renee Leslie were welcomed to the school family.
- Thanks were offered to Ivy Jacobs of *The Brazil Times* and Krista Dayhoff of *The Clay City News* for the great work they do promoting things in Clay Community Schools.
- Coach Don Bryan and his girls soccer team were congratulated for being one of 167 teams in the nation to receive the United States Soccer Coaches' Team Ethics and Sportsmanship award for high school and college soccer programs competing in the fall season. The award was offered to teams exhibiting fair play, sporting behavior, and adherence to the laws of the game. Coach Bryan's team was honored at the Platinum level, which is the highest of four levels, for going through the entire season without a player or coach receiving a yellow card or a red card; only 12 teams in the nation were honored at the Platinum level.

Team captains in attendance included sophomore Grace Nicoson, juniors Sarah Bryan and Sydney Brock, and senior Rachel Brindley.

- A welcome and congratulations were offered to new board members Charley Jackson and Lynn Romas.

VI. New Business

A. Resolution for Interest Deposits

Mr. Kumpf moved to accept the resolution for interest deposits. Mrs. Baysinger seconded, and the motion was approved by a 5-0 vote.

B. Resolution to Transfer Appropriations

Mr. Romas moved to accept the resolution to transfer appropriations. Dr. Shaw seconded, and the motion was approved by a 5-0 vote.

C. 2019 Transfer of Funds Certificate

Mrs. Baysinger moved to accept the 2019 transfer of funds certificate. Mr. Kumpf seconded, and the motion was approved by a 5-0 vote.

D. Resolution to Prepay Claims

Dr. Shaw moved to accept the resolution to prepay claims. Mr. Romas seconded, and the motion was approved by a 5-0 vote.

E. Resolution to Transfer from One Fund to Another

Mr. Kumpf moved to accept the resolution to transfer from one fund to another. Mr. Romas seconded, and the motion was approved by a 5-0 vote.

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

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.

Mr. Romas moved to accept the recommendation to approve the resolution to execute monthly transfer of basic grant funds from the Education Fund to the Operations Fund. Mrs. Baysinger seconded, and the motion was approved by a 5-0 vote.

Before proceeding to the next agenda item, Mr. Reberger noted that although Items VI. A. through VI. F. had been approved quickly with no discussion, they were routine items that came up every year and were procedural. Also, they were required by the State Board of Accounts. The only new item was Item VI. F., which was for transfer of basic grant funds to operating funds because of the new accounting system that had been incorporated by the state.

G. eLearning Days

Information from Assistant Superintendent Dr. Tim Rayle had been included in the board packet regarding a request for Clay Community Schools to apply for the Indiana Department of Education eLearning Day Program for the 2019-20 school year, and approval had been recommended.

Mr. Kumpf moved to accept the recommendation. Mr. Romas seconded.

Under discussion, Mrs. Baysinger asked how many eLearning days could be made in a year. Superintendent Fritz replied that it depended; they were initially considering having one professional development day in the fall and one in the spring, and then look at emergency days as well.

Mr. Kumpf asked for an explanation of what eLearning was. Superintendent Fritz explained that eLearning days, which many school corporations around the state were using, would consist of students on planned eLearning days staying home, with teachers typically being available for half a day at school to answer questions, work with students online, and take phone calls on assignments that they had given students via a technology device. For primary students, it might not be a technology device; rather, it might be something planned that had previously been sent home. The other part of the day would be professional development activities for the teachers. For emergency days, it would be very similar to that. Professional development might not be in the mix because teachers would probably stay home; however, teachers would still be available to work with students via online communication.

The motion was approved by a 5-0 vote.

H. Request for Permission to Advertise for the Replacement of Main Gymnasium Flooring at Clay City Jr/Sr High School

Dr. Shaw moved to accept the recommendation to grant permission to advertise for the replacement of the main gymnasium flooring at Clay City Jr/Sr High School, as requested by Mike Howard, Director of Extended Services. Mr. Kumpf seconded.

Under discussion, Mr. Kumpf asked how much it was anticipated to cost. Superintendent Fritz replied that they were initially thinking it would cost around the \$100,000 mark. Mr. Howard added that it might be on the borderline for projects costing \$150,000 or more that have to be advertised, so they wanted to be on the safe side and not have any delays in starting when school was out on the eight-to-twelve week process.

Mr. Reberger commented that the gymnasium floor was at least 60 years old, so when looking at it on an annual basis, he thought the school corporation could put \$1,500 a year into a new gym floor at Clay City. He deemed the school corporation to definitely have gotten its money's worth out of the current floor, and he thought it was time for a new one.

The motion was approved by a 5-0 vote.

I. Indiana Department of Education Required Course Changes

Kathy Knust, Curriculum and Grants Coordinator, requested permission to include the new Indiana Department of Education (IDOE) required course changes on all Northview High School and Clay City High School scheduling information for students and parents. Final approval and IDOE updates were made available to Indiana schools on December 27, 2018, after the Central Curriculum Committee and Board of School Trustees had approved local changes for the 2019-2020 school year. Curricular updates need to be made and will be sent to the Central Curriculum Committee in April, 2019, and the Board of School Trustees in May, 2019.

Mr. Romas moved to accept the recommendation to approve the request. Mrs. Baysinger seconded, and the motion was approved by a 5-0 vote.

J. Request for the Disposition of Surplus Furniture, Equipment, and Miscellaneous Items for the 2019 Calendar Year

Mr. Kumpf moved to accept the recommendation to grant permission for the disposition of surplus furniture, equipment, and miscellaneous items for the 2019 calendar year, as requested by Mr. Howard. Dr. Shaw seconded.

Under discussion, Mr. Kumpf wanted to know if the items would be made available to teachers ahead of time. Mr. Howard's response was that it had always been done by public auction. They might choose other options that are available, such as a tag sale; however, items had to be offered to all taxpayers, they couldn't be offered to just the teaching staff first. Mr. Reberger added that there were specific statutes that the school corporation had to follow. He noted that the school corporation had held auctions from time to time; it was just now, with the high school building projects wrapping up, there was an abundance of surplus equipment, including old furniture and items that were obsolete and for which the school corporation had no use at this time. From past experiences that Mr. Reberger had with auctions, there were no restrictions, they were public auctions. He commented that there were specific guidelines that could be followed for inter-governmental agency transfers.

The motion was approved by a 5-0 vote.

VII. Board Member Comments

Kevin Kumpf welcomed Mr. Reberger to the presidency of the school board, and he also welcomed the other officers to their positions. To Mr. Bryan and the NHS girls soccer team, Mr. Kumpf commented that being one of 167 teams nationwide to be honored was outstanding; he believed they would remember that more than their record.

Michael Shaw offered a "ditto" to Mr. Kumpf's comments. He then thanked Mr. Kumpf for doing a fantastic job in leading the Board over the last year while serving as president, and he congratulated Mr. Reberger for being elected president. He deemed the award for the NHS girls' soccer team to be awesome; he believed it represented coaching with class and girls leading with class and playing with class. Dr. Shaw was looking forward to a great second semester and everybody staying well, healthy, and safe. He concluded his remarks by offering a welcome to Mr. Romas and Mr. Jackson and stating that he was looking forward to working with them.

Lynn Romas offered thanks to the citizens of Clay County for supporting him in the election. He hopes to contribute, and he noted that was the only reason he sought a seat on the school board. With 39 years in education behind him, 15 years in teaching and the rest in administration, he thought he maybe could do something to help. He looked forward to working with everyone; he had already heard some complaints and suggestions, and he's looking forward to hearing those comments and working with those people. Mr. Romas also congratulated Mr. Reberger. He then made a comment in regard to the girls soccer program at NHS, noting that he had been around when Mr. Bryan had been building the program and had taken some lumps at times. He believed it was really great to see Mr. Bryan on the other end of that.

Andrea Baysinger shared that she felt very blessed tonight to have this board composition of talented people and those willing to have the same passion they have for the community. She is looking forward to a great year and partnering with the other board members. She also believed the award for the soccer team to be awesome.

Tom Reberger also congratulated the soccer team for its award. He deemed it to be something that would carry on throughout the players' lives and mean a lot to them. He repeated his often-used phrase, "We do lots of things very well in Clay Community Schools".

VIII. Future Agenda Items

None at this meeting.

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 8:10 p.m.

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