

**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 May 14, 2020. Kevin Kumpf, Michael Shaw, Lynn Romas, Andrea Baysinger, Tom Reberger, Amy Burke Adams, and Charley Jackson were present.

**I. Call to Order**

The meeting was called to order at 7:00 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 March 12, 2020

Special Session Minutes for March 18, 2020

Executive Session Certification: March 18, 2020

**C. Field Trips**

None at this meeting

**D. Personnel**

**A. LEAVES OF ABSENCE**

1. Certified

a. FMLA	SE	Emmaly Wisley
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2. Non-Certified

a. Employee Not Eligible for Leave	CCE	Lori Stephens
b. Employee Not Eligible for Leave	FPE	Crystal Lawson

**B. RETIREMENTS**

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

**C. RESIGNATIONS**

1. Certified

a. Middle School Teacher	NCMS	Conor Strain
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2. Non-Certified

a. Bus Driver	TRANS	Cheryl Backfish
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*Effective at the end of the 2019-2020 School Year*

b. 29-hr Instructional Assistant	ESE	Jessica Nuckols
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3. ECA Resignations	None
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4. ECA Lay Coaches	None
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**D. TRANSFERS**

1. Certified	None
2. Non-Certified	None

E. EMPLOYMENT

- |                  |      |  |
|------------------|------|--|
| 1. Certified     | None |  |
| 2. Non-Certified | None |  |
| 3. Supplemental  | None |  |

F. EXTRA-CURRICULAR

- |                                              |      |                   |
|----------------------------------------------|------|-------------------|
| 1. Extra-Curricular Certified                | None |                   |
| 2. Extra-Curricular Non-Certified            | None |                   |
| 3. Extra-Curricular Lay Coach                |      |                   |
| a. Girls' Assistant Tennis Coach             | NHS  | Ellie Tipton      |
| b. Boys' Head Golf Coach                     | NHS  | Chris DeHart      |
| 4. Supplemental                              |      |                   |
| a. Algebra I Summer School Teacher           | NHS  | Tia Mishler       |
| b. English 10 Summer School Teacher          | NHS  | Nathan Logue      |
| c. Physical Education Summer School Teacher  | NHS  | Ruth Ann Medworth |
| d. Digital Citizenship Summer School Teacher | NHS  | James Grounds     |

G. CHANGES

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

H. VOLUNTEERS

- |                                    |  |  |
|------------------------------------|--|--|
| 1. CLASSROOM                       |  |  |
| <u>Jackson Township Elementary</u> |  |  |
| a. Lucas Burgess                   |  |  |
| 2. ATHLETICS/ECA                   |  |  |
| <u>Clay City Jr/Sr High School</u> |  |  |
| a. Samuel Roten (Percussion)       |  |  |

I. TERMINATIONS

- |              |    |              |
|--------------|----|--------------|
| a. Custodian | ME | Mary Riddell |
|--------------|----|--------------|

J. REDUCTION IN FORCE

- |                    |     |               |
|--------------------|-----|---------------|
| a. Spanish Teacher | NHS | Patrick Moore |
|--------------------|-----|---------------|

K. CONTRACT RENEWALS

*Legislation sets forth that it is no longer assumed that an administrator's contract automatically rolls over simply because there is an absence of cancellation of contract. Michelle Cooper, legal counsel for the corporation, has previously informed the corporation that she sees this more of a formality, and if the Superintendent or Board had any intention of canceling an administrator's contract, the process would have to begin much earlier. This measure is more to keep the school corporation in compliance with Indiana statutes. Michelle Cooper also advised the school corporation that the contract renewals could be part of the Consent Agenda so all could be voted on as part of monthly personnel.*

- |                                  |    |                |
|----------------------------------|----|----------------|
| a. Assistant Superintendent      | CO | Tim Rayle      |
| b. Director of Extended Services | CO | Jesse Trunnell |

c. Director of Technology	CORP	Bill Milner
d. Director of Curriculum & Grants	CO	Kathy Knust
e. Director of Business Affairs	CO	Mark Shayotovich
f. Director of Human Resources	CO	Ernie Simpson
g. Director of Special Services	CORP	Douglas Lunn
h. Principal	CCE	Michael Owens
i. Principal	ESE	Lisa Froderman
j. Principal	FPE	Dustin Jorgensen
k. Principal	JTE	Brad Ennen
l. Principal	ME	Karen Phillips
m. Principal	VBE	Gail Williams
n. Assistant Principal/Athletic Director	CCHS	Shane Reese
o. Assistant Principal	NHS	Deb Zimmerman
p. Assistant Principal	NHS	John Szabo
q. Assistant Principal	NCMS	Jon Russell
r. Assistant Principal	NCMS	Kim Parsons
s. Assistant Principal/Director of At-Risk	CA	Peter Kikta
t. Principal	NCMS	Chris Ross
u. Principal	CCHS	Jeff Bell
v. Principal	NHS	Christopher Mauk

Mr. Jackson moved to accept the consent agenda items. Mrs. Adams seconded, and the motion was approved by a 7-0 vote.

### **III. Comments from Patrons**

None at this meeting.

### **IV. Old Business**

#### **A. Student Handbooks Changes – Second Reading**

Mr. Romas moved to accept the recommendation to approve the proposed changes to the student handbooks. Dr. Shaw seconded, and the motion was approved by a 7-0 vote.

### **V. Superintendent's Report**

Superintendent Fritz's comments were all related to the COVID-19 issues for the schools. He noted that all school buildings and all school facilities are to be closed until June 30, per the governor's orders, which had resulted in all spring sports being canceled. He pointed out that seniors would lose a lot of memories and cherished times that they would otherwise have been able to experience. At this point, summer school will be eLearning, which is what is being followed around the state and had been recommended by State Superintendent of Public Instruction Jennifer McCormick. The last student day for eLearning for the 2019-20 school year is May 20, and the last teacher day is May 22. A recent re-entry of essential employees had gone very well, with social distancing being used and the use of masks being suggested.

In regard to eLearning, plans had been made for five days; by year's end, 25 days will have been used. Superintendent Fritz stated that there is no comparison between

direct instruction and eLearning; there will be a learning loss, and plans are being made for that for re-entry, when students return in August.

Superintendent Fritz expressed his appreciation to the school family, the community, parents, students, and teachers for their patience and professionalism that has been seen in all of this. He also thanked the Board for their support and backing, which has been greatly appreciated.

Superintendent Fritz will be praying for August with the 2020-21 school year. He noted that a lot had been learned with the eLearning experience, and all are committed to driving that to a more robust eLearning experience, if it is needed in the fall.

As for what school will be like in the fall, Superintendent Fritz stated that there were a variety of different scenarios that could happen. It could be the traditional reopening, which he hopes and prays will be the case. Or, it could be a blended model, where some parents decide to keep their kids home and some send their kids back. It would also be possible to have eLearning to start with or eLearning throughout the year if the virus and the flu season come back. He and the administrators are committed as an administrative team to be prepared and plan for this. Professional development activities have already been planned, and devices are being looked at, which is an agenda item for this meeting. Kathy Knust, Tim Rayle, and Dianna Knox are working on curriculum and instruction, along with Bill Milner. Requirements are being defined as far as what teachers are expected to roll out and what students are expected to do. All will be attacking the learning loss, and everything possible will be done to provide a great start to the school year for students.

At this point, Mr. Reberger expressed his appreciation to Superintendent Fritz for keeping the Board fully informed on everything that is happening and, through the school corporation webpage, keeping the community members informed. Mr. Reberger noted the efforts of Ivy Jacobs, the *Brazil Times* reporter, in keeping the community informed. He had received virtually no questions from the public because the typical questions they might have had already had been answered.

Superintendent Fritz concluded his comments by sharing that the Northview High School graduation ceremony had been tentatively scheduled for Friday, July 17, at the NHS football field, with a couple of rain days included, and the Clay City Jr/Sr High School graduation ceremony had been scheduled for Saturday, July 18, at the Clay City gym. They are still working on the details of a ceremony for Cumberland Academy.

## **VI. New Business**

### **A. Request to Donate Surplus Furniture**

Jesse Trunnell, Director of Extended Services, and Mark Shayotovich, Director of Business Affairs, requested permission from the Board to donate surplus furniture to Food for the Poor, a charitable organization. Mr. Kumpf moved to grant permission to donate the surplus items. Dr. Shaw seconded, and the motion was approved by a 7-0 vote.

**B. Request to Award Computer Hardware Bid**

It was the recommendation of Bill Milner, Director of Technology, to award the bid for computer hardware to replace the desktop computers at CCE, ESE, FPE, JTE, ME, SE, VBE, CO, Transportation, and Maintenance to Dell at a total cost of \$463,750.00. Mr. Jackson moved to approve the request. Mrs. Baysinger seconded, and the motion was approved by a 7-0 vote.

**C. Central Office Summer Hours**

Mr. Romas moved to approve the recommendation to allow central office 260-day certified and classified employees to operate on a forty-hour, four-day work week beginning Monday, June 1, and continuing through Friday, July 17, 2020, with the office being open from 7:00 am to 5:00 pm Monday through Thursday and closed on Fridays. Mr. Kumpf seconded, and the motion was approved by a 7-0 vote.

**D. Title I Grant Application**

Mrs. Baysinger moved to approve the request to apply for the Title I Grant for the 2020-2021 school year. Mr. Jackson seconded, and the motion was approved by a 7-0 vote.

**E. Breakfast/Lunch Prices for 2020-21**

It was the recommendation of Ernie Simpson, Director of Human Resources, to adhere to USDA policies and raise paid lunch prices by \$.10 for elementary, secondary, and adult meals; all other meal prices would remain the same. With the increase, elementary lunch would be \$2.70, secondary lunch would be \$2.80, and adult lunch would be \$3.75. Dr. Shaw moved to approve the recommendation. Mr. Kumpf seconded, and the motion was approved by a 7-0 vote.

**F. Continuous Learning Plan**

Per Executive Order 20-16, all public schools had been required to submit a Continuous Learning Plan to the IDOE; the plan had been submitted to the IDOE by the mandated deadline, and approval was recommended. Mr. Kumpf moved to approve the recommendation. Mr. Jackson seconded, and the motion was approved by a 7-0 vote.

**G. Resolution to Donate Supplies & Materials**

During the COVID-19 Public Health Emergency declared by the Governor, school corporations were allowed and encouraged to donate supplies to emergency management organizations and other institutions considered essential. Clay Community Schools will be seeking reimbursement from the CARES Act for supplies and materials donated. The Resolution of the Board of Trustees Donations of Supplies and Materials had been developed by ISBA.

Mrs. Adams moved to accept the recommendation to approve the resolution. Mr. Jackson seconded, and the motion was approved by a 7-0 vote.

**H. Certified Evaluations**

As per IDOE Executive Order 20-20, public schools were provided two evaluation options for all certified employees; State Superintendent of Public Instruction Jennifer McCormick had clarified that those options would be available to both teachers and administrators. The CCS administration met with the CCCTA Leadership Team and

agreed to allow teachers to choose either Option One (conduct 2019-2020 staff performance evaluations) or Option Two (utilize 2018-2019 staff performance evaluations). These options will be offered to administrators as well.

Mr. Jackson moved to accept the recommendation to approve the agreement with CCCTA regarding evaluations. Mr. Kumpf seconded, and the motion was approved by a 7-0 vote.

#### **I. Request to Bid Chromebooks for Elementary Students**

Information had been included in the board packet regarding a request to allow Bill Milner, Director of Technology, to bid for Chromebooks for all elementary students, which the administration believed would be needed to prepare for the 2020-21 school year. To explain more fully, Superintendent Fritz stated that, with the uncertainty surrounding the 2020-21 school year, this would make the corporation better prepared with a more reliable device for elementary students. After citing from a news article regarding the percentage of students that have one-to-one school-offered instruction in the United States (66% of high school students, 69% of middle school students, and 42% of elementary students), Superintendent Fritz shared his desire to lead on this in this area; he is pretty passionate about it at this point.

Dr. Shaw moved to approve the request to bid Chromebooks for elementary students. Mr. Romas seconded.

Prior to a vote, Mr. Reberger noted that all corporations are going to be facing the same thing, and we need to be ahead of the game. There are only so many Chromebooks out there, and if we're going to do this, we need to get the bid approved and get to the front of the line. He also noted all of the work to be done to prepare the Chromebooks after they have been delivered, which would require a lot of lead time. It couldn't wait until July.

The motion was approved by a 7-0 vote.

Following the vote, Superintendent Fritz provided a timeline: Bids are to be opened on Tuesday, May 26 at 3:00 p.m. There will be a special session with a request to approve the bids on Thursday, May 28, at 6:30 p.m. For the bid opening, board members may either attend in person or call in.

#### **VII. Board Member Comments**

**Kevin Kumpf** shared his belief that what central office had done (during the pandemic shutdown) had been remarkable as far as he was concerned. He realized that so many people had been involved in this that he couldn't begin to name them. He couldn't believe how well-prepared they had been, with eLearning up and going thanks to Dianna Knox and Tim Rayle and others. He believed he was speaking for the Board when he stated that they appreciated every minute that had been put into this. Also, he expressed his appreciation to the teachers and those who had worked with the food distribution and those hidden behind the curtain that he didn't even know about that had done remarkable things for the school corporation.

Superintendent Fritz added his appreciation to Dianna Knox for working very hard in very difficult situations and spending more hours than anyone knows working directly and indirectly with teachers; he thanked her a lot for that.

**Michael Shaw** echoed what Mr. Kumpf had said. He noted that it had been difficult for everyone to navigate this, no matter what their lot in life. Specific to the school corporation's situation, he believed it couldn't be in better hands, with the leadership of Superintendent Fritz and his team. They have done an exceptional job, and he appreciates that.

**Lynn Romas** offered a second to the comments of Mr. Kumpf and Dr. Shaw. He added that what had originally been planned to recover snow days had been a blessing, and he thanked those responsible. Mr. Romas shared a comment a young neighbor had made when he had been asked how he liked the eLearning—he had said that, although he didn't mind the eLearning, he missed his friends.

**Charley Jackson** thanked the cooks; he knew the students and parents really appreciated the cooks coming in and preparing the meals. He pointed out that all students had the opportunity to pick up the lunches, no one had been turned away. Although this situation had totally been a surprise, he thought this corporation had been a step ahead of everybody else, and he really appreciated that.

**Andrea Baysinger** stated that she appreciated the school corporation being proactive with the Chromebooks and getting ahead of that, and she offered the Board's full support in getting that rolled out as quickly and efficiently as possible.

**Amy Burke Adams** commented that she had been so impressed by and appreciative of how everyone had come together as a team in this pandemic, not only the staff, the teachers, and the administrators, but also the parents that are teaching the kids at home and understanding how important it is and having a better understanding of what the teachers are doing. Everyone has stepped up so well, including the kids who miss their friends. She believed it showed the strength and the fiber of our community and how well we work together every day, but especially so in a crisis, and she is grateful for all of that.

**Tom Reberger** had the opportunity to speak to a couple of the school corporation's teachers over the weekend, and the thing that he had been very impressed with was that, in spite of the fact that eLearning was new and we were one of the first school corporations in the area to do that, the teachers had thought they had it together and were prepared for five days. It ended up being 25 days, but it had made them better teachers. The teachers have taken it seriously, and the Board appreciates that.

#### **VIII. Future Agenda Items**

**Tom Reberger** wasn't sure this needed to be a future agenda item per se, but he shared the question most frequently asked of him, which was what students without Internet service were supposed to do for eLearning and the use of Chromebooks. He asked if the local phone providers that would cover the different areas in the school corporation could be contacted and if parents could be made aware of any programs that are available. He noted this was a concern of parents in the outlying areas.

Mr. Jackson commented that he knew the Vigo County Library parking lot had access to the Internet. He asked if parents and students could go to school parking lots and have the Internet available. Superintendent Fritz replied that access was available in the parking lots, and that information had been posted. Dianna Knox added that she and

Bill Milner had talked about the areas around a school where they would have access, and they have a document with that information. She also mentioned that access was available at public libraries, the Staunton First Christian Church, H & R Block, Burger King, and all of the area McDonald's. Ms. Knox stated that the information was in Google Docs and had been sent out to principals. By using that format, it is a living document that can be updated and made available to community members. Mr. Reberger's response was that was exactly what he had in mind; he just wanted to make parents aware of that information.

**IX. Adjournment**

Having exhausted all agenda items, the meeting was adjourned at 7:26 p.m.

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