

**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 14, 2021. Ryan Keller, Michael Shaw, Lynn Romas, Charley Jackson, Andrea Baysinger, Tom Reberger, and Amy Burke Adams were present.

SCHOOL BOARD REORGANIZATION

A. Nomination and Election of Officers

Dr. Shaw nominated Tom Reberger for board president. With no other nominations, Mr. Reberger was declared president by acclamation.

Mrs. Adams nominated Lynn Romas for board vice president. Mr. Romas nominated Michael Shaw; however, Dr. Shaw declined the nomination. Mr. Romas was then declared vice president by acclamation.

Mrs. Adams nominated Charley Jackson for board secretary. With no other nominations, Mr. Jackson was declared secretary by acclamation.

Mr. Jackson nominated Andrea Baysinger for board assistant secretary. With no other nominations, Mrs. Baysinger was declared 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. Jackson seconded, and the motion was approved by a 7-0 vote.

C. Approval of Employee Bonds

Mr. Keller 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

Mr. Romas seconded. The Board voted 7-0 in favor of approval.

D. Designation of Newspapers for Legal Advertisements

Mr. Jackson 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. Keller seconded, and the motion was approved by a 7-0 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. Jesse Trunnell	Director of Extended Services

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

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

F. Establishment of Meeting Times and Dates

Mr. Romas 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 keep the start time of meetings at 7:00 p.m. Dr. Shaw seconded, and the motion was approved by a 7-0 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. Jackson seconded, and the motion was approved by a 7-0 vote.

I. Call to Order

The meeting was called to order at 7:08 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 10, 2020

Executive Session Certification for December 10, 2020

C. Field Trips

None at this meeting

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. FMLA	NCMS	Garicke Rubin
b. FMLA/Maternity Leave	ME	Jamie Dickerson
c. FMLA	SE/VBE	Debbie Metz
d. FMLA	FPE	Susan Adams

2. Non-Certified

a. Employee Not Eligible for Leave	FPE	Elizabeth Gibbens
b. Medical Leave of Absence	TRANS	Eugene Sharp
c. FMLA	TRANS	Thomas Metz
d. FMLA	TRAN	Howard Hughes
e. Employee Not Eligible for Leave	NHS	Danielle McIntire
f. FMLA	SP SERV	Tara Mitchell
g. Employee Not Eligible for Leave	NCMS	Tonya Dant

B. RETIREMENTS

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

C. RESIGNATIONS

1. Certified	None
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2. Non-Certified

a. 29-hr Instructional Assistant	NCMS	Rebecca Milner
b. 29-hr Instructional Assistant	NHS	Taylor Crafton
c. 185-day Custodian	ESE	Robbie Ottinger
d. 29-hr Instructional Assistant	CCE	Alisha Rhienhart
e. 29-hr Instructional Assistant	NCMS	Tabatha Heitzman

3. ECA Resignations

a. Head Volleyball Coach	NHS	Erica Garrison
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4. ECA Lay Coaches	None	
D. TRANSFERS		
1. Certified	None	
2. Non-Certified	None	
E. EMPLOYMENT		
1. Certified	None	
2. Non-Certified		
a. 185-day Evening Custodian	ESE	Shania Draper
b. 29-hr Instructional Assistant	SE	Karen Muñoz
c. 29-hr Instructional Assistant	SE	Janna Short
3. Other	None	
F. EXTRA-CURRICULAR		
1. Extra-Curricular Certified		
a. Assistant Boys Track Coach	NHS	Ethan Linton
b. Assistant Girls Track Coach	NHS	Trinity Kirby
2. Extra-Curricular Non-Certified	None	
3. Extra-Curricular Lay Coach		
a. Winter Guard Director	CCHS	Emily Fatch
b. Assistant Boys Track Coach	CCHS	Travis Strauch
c. Assistant Girls Track Coach	CCHS	Melanie Laswell
d. Boys Varsity Head Golf Coach	NHS	Chris DeHart
e. JV Softball Coach	NHS	Ashley Hughes
f. Varsity Assistant Softball Coach	NHS	Steve Woerner
g. Head Varsity Softball Coach	NHS	Kathy Vossmer
4. Supplemental		
a. Assistant Softball Coach	NHS	Lindsay Clark
b. Assistant Softball Coach	NHS	Steve Clark
G. CHANGES		
1. Certified	None	
2. Non-Certified	None	
3. ECA-Lay Coaches	None	
H. VOLUNTEERS		
1. CLASSROOM	None	
2. ATHLETICS/ECA		
<u>Clay City Jr/Sr High School</u>		
a. Devin Thurmond – High School Track		
b. Kasey Waite – High School Track		
c. Jarrid Stagg – High School Track		
<u>Northview High School</u>		
a. Aaron Slater – High School Track		
b. Mark Vincent – High School Track		
I. TERMINATIONS		
	None	

J. 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	Central Office	Tim Rayle
b. Director of Extended Services	Central Office	Jesse Trunnell
c. Director of Technology	Corporation	Bill Milner
d. Curriculum & Grants Coordinator	Central Office	Kathy Knust
e. Director of Business Affairs	Central Office	Mark Shayotovich
f. Director of Human Resources	Central Office	Ernie Simpson
g. Director of Special Services	Corporation	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	*Retiring-to be filled
m. Principal	SE	Charles Fry
n. Principal	VBE	Gail Williams
o. Assistant Principal/Athletic Director	CCHS	Shane Reese
p. Assistant Principal	NHS	Deb Zimmerman
q. Assistant Principal	NHS	John Szabo
r. Assistant Principal	NCMS	Bethany Jones
s. Assistant Principal	NCMS	Kim Parsons
t. Assistant Principal/Director At-Risk	CA	Pete Kikta
u. Principal	NCMS	Chris Ross
v. Principal	CCHS	Jeff Bell
w. Principal	NHS	Christopher Mauk

Mr. Jackson moved to approve the consent agenda. Mr. Keller seconded, and the motion was approved by a 7-0 vote.

III. Comments from Patrons

None at this meeting.

IV. Old Business

A. School Bus Bids

Prior to a motion, Director of Extended Services Jesse Trunnell explained that they had utilized the West Central Indiana Educational Co-op to do bid comparisons. It was his recommendation to purchase seven 78-passenger buses with air conditioning and two special needs buses with air conditioning from Midwest Transit at a total cost of \$982,952.00.

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

B. NHS Gym Bleachers Bids

Superintendent Fritz stated that they had not felt comfortable including the bleachers in the building project that had been completed a couple of years ago, with regard to the funds available. However, the bleachers are well over 30 years old; it is time to replace them, and money has been set aside for that purpose. Mr. Trunnell's recommendation was to go with Irwin Seating Company at a total cost of \$290,702.92.

Under discussion, Mrs. Adams asked what the timetable for installation would be. Mr. Trunnell stated that the bleachers would be installed over the summer. Mr. Jackson asked if the bleachers would be wooden or composite. Mr. Trunnell's reply was that they would be composite, in either maroon or black. Mr. Jackson then wanted to know if there would be handicap areas, to which Mr. Trunnell responded that the upgrade to new bleachers would bring it up to code with the proper handicap-accessible seating, top and bottom, as well as code-compliant handrails.

Dr. Shaw moved to approve the recommendation. Mr. Jackson seconded, and the motion was approved by a 7-0 vote.

V. Superintendent's Report

Superintendent Fritz noted the following:

- New employees Shania Draper, Karen Muñoz, and Janna Short were welcomed to the school family.
- While acknowledging the difficult school year and calendar year, Superintendent Fritz commented regarding the vital job that employees were doing every day. He also commented in regard to just how vital schools really were, not only for education but also for families, communities, the economy, and even for national security. One group he gave a shout-out to was the school corporation's custodians. He noted that they, with the support of Director of Extended Services Jesse Trunnell, had really done a good job with sanitizing the buildings, cleaning, and making sure the buildings were ready to go each and every day.
- Clay City Jr/Sr High School Principal Jeff Bell had been invited to the meeting to share information in regard to his school receiving the IHSAA Sportsmanship Award for the sixth consecutive year. Mr. Bell deemed it to be a great honor and a great team effort, and he gave credit to the athletic directors and coaches that had put a lot of work into it, as well as the student-athletes and the community. A ceremony in recognition of the award will occur during the ballgame on January 29. Following Mr. Bell's remarks, Superintendent Fritz shared a quote recognizing Clay City Jr/Sr High School for being ranked the #1 school in Indiana for face of sportsmanship, out of 412 schools. He then congratulated Mr. Bell for that achievement.
- On behalf of the administration, Superintendent Fritz congratulated new board member Ryan Keller and welcomed him to the Board.

VI. New Business

A. Resolution for Interest Deposits

Mr. Romas moved to approve the resolution for interest deposits. Dr. Shaw seconded, and the motion was approved by a 7-0 vote.

B. Resolution to Transfer Appropriations

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

C. 2021 Transfer of Funds Certificate

Mr. Jackson moved to approve the 2021 transfer of funds certificate. Dr. Shaw seconded, and the motion was approved by a 7-0 vote.

D. Resolution to Prepay Claims

Mr. Romas moved to approve the resolution to prepay claims. Mrs. Baysinger seconded, and the motion was approved by a 7-0 vote.

E. Resolution to Transfer from One Fund to Another

Mr. Keller moved to approve the resolution to transfer from one fund to another. Mr. Jackson seconded, and the motion was approved by a 7-0 vote.

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

As a result of 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.

Mrs. Adams 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. Dr. Shaw seconded, and the motion was approved by a 7-0 vote.

G. Adult Education Grant Application

Mr. Jackson moved to approve the request for permission to apply for the 2021 Adult Education Grant. Dr. Shaw seconded, and the motion was approved by a 7-0 vote.

H. Recommendation to Approve Secondary Course Changes

Mrs. Baysinger moved to approve the recommended secondary course changes, as presented. Mrs. Adams seconded, and the motion was approved by a 7-0 vote.

I. Update to the CCS 2020-21 School Year Roadmap

An overview of the revisions to the CCS Roadmap, including ECA and co-curricular revisions, were reviewed by Superintendent Fritz, who noted the following:

--Some "classroom-friendly" changes had been applied, especially with special classes such as PE, band, and choir—they can actually meet and do routine classroom

activities, not just instructional pieces, and it had been approved by the Health Department;

--With changes to the co-curricular and extra-curricular roadmap portion, it now mirrors what the governor had given the OK to do when he had provided guidance as to what could be done while in the "red" column, and those recommendations are being followed.

Superintendent Fritz next provided an overview of where the school corporation was at, where it had been and, hopefully, the direction it was going, including:

- As of today (January 14), students had missed 15 days of in-person learning that had been replaced by 15 days of eLearning;
- Students had received 80 days of in-person learning, in a traditional setting;
- The decision to have 15 days out of the classroom had been based on the recommendation of the local health department, which had come at just the right time because at that time many staff members were out and the buildings couldn't have been kept open anyway;
- The goal continues to be to keep the buildings open, but the decision leans heavily on the number of students impacted and, more so, the number of staff impacted, with substitutes at a premium not just in Clay Community Schools, but everywhere;
- Superintendent Fritz has been pleased with the school year thus far, and the goal is to keep moving forward;
- Superintendent Fritz had met with building principals via teleconference this week, and one thing that had been talked about had been using that classroom time to carve out 5 or 10 minutes a day for remediation;
- With regard to athletics: North Clay basketball had 6 games postponed and they are looking to make those up; Northview High School wrestling already had two matches; girls basketball at Northview will be rescheduling nine games; boys basketball at Northview had 3 games canceled; the Clay City girls basketball team, as of this morning, had only had 1 game canceled, but they will have two or three more in the next couple of weeks, due to the team being quarantined; the Clay City boys basketball team had 2 games canceled.
- The school corporation continues to be greatly impacted by contact tracing.

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

J. Purple Star School Designation Request for NCMS

North Clay Middle School Assistant Principal Kim Parsons requested permission to pursue the Purple Star School designation for the school. Application requirements include approval of a school board resolution that would represent support for military students and families. Approval of the resolution was recommended.

Mrs. Baysinger moved to approve the resolution. Mr. Keller seconded, and the motion was approved by a 7-0 vote.

K. Request for Permission to Advertise for Bids for Category Two E-Rate Funding for Network Switches and Access Points

Mr. Jackson moved to grant permission to advertise for bids for Category Two E-Rate Funding for network switches and access points. Mr. Romas seconded, and the motion was approved by a 7-0 vote.

L. Vectren Grant Application

Curriculum and Grants Coordinator Kathy Knust requested permission to apply for a Vectren grant. The grant would provide funding to expand dual credit and certification opportunities for Clay City and Northview high school students enrolled in vocational welding courses.

Mr. Keller moved to grant permission to complete the Vectren grant application, in partnership with Ivy Tech and the Vigo County School Corporation. Mr. Jackson seconded, and the motion was approved by a 7-0 vote.

VII. Board Member Comments

Amy Burke Adams offered thanks to everybody for another successful month of school. Also, she congratulated Clay City Jr/Sr High School for receiving the sportsmanship award, which she deemed to be an incredible honor.

Charley Jackson welcomed the new hires and new board member Ryan Keller. He asked for continued support of custodians and the Clay Community Schools team for doing a great job.

Lynn Romas offered a welcome to Ryan Keller. He stated that he appreciated all the different things that people were doing, including Kim Parsons for seeking the honor to her school, Kathy Knust for all her work on the curriculum, and Bill Milner for his work on getting the Category Two E-Rate funding.

Michael Shaw shared that he considered it an honor to continue to serve on the school board. Noting that the school corporation was fortunate to have a situation where so many employees do an exceptional job, he mentioned Superintendent Fritz, Jesse Trunnell, Mark Shayotovich, Bill Milner, Pete Kikta, and Tim Rayle as examples, and he then thanked everyone in the corporation. In regard to the Clay City honor, Dr. Shaw commented that it all started with Principal Jeff Bell; in particular, Dr. Shaw noted Mr. Bell's fantastic manners, which he believed flowed all the way down to the kids—his kids behave because Mr. Bell behaves. Dr. Shaw then mentioned a situation that occurred today in which a car had been stolen and then abandoned near the North Clay/Northview campus. As he saw it, the corporation had handled it quietly and effectively. To conclude his comments, Dr. Shaw offered a welcome to Ryan Keller to what Dr. Shaw deemed to be a great board.

Ryan Keller thanked everyone for all the warm welcomes. He was honored and humbled to serve on this Board and serve all the staff and students as well as the members of the community. Mr. Keller is really looking forward to this opportunity and excited to be here.

Tom Reberger concurred with everything that had been said. He concluded with his trademark "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 7:40 p.m.

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