

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

A regular session meeting of the Clay Community Schools Board of Trustees was held at the Central Administrative Office, 1013 S. Forest Avenue, Brazil, IN 47834, on Thursday, April 13, 2017. Tom Reberger, Michael Shaw, Andrea Baysinger, Ron Scherb, Kevin Kumpf, Amy Burke Adams and Shane Wiram were present.

I. Call to Order

The meeting was called to order at 7:37 p.m. Board President Kevin Kumpf led those in attendance in the pledge and Shane Wiram offered the prayer.

II. Consent Agenda

A. Claims

B. Board Meetings

Regular Session Minutes: March 9, 2017

Executive Session Certification: March 9, 2017; March 22, 2017

C. Field Trips

Northview High School French students to Chicago, Illinois, April 28, 2017, to visit the Art Museum of Chicago, requiring out-of-state travel.

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. FMLA	FPE	Mavery Bridgewaters
b. FMLA	NHS	Ernie Maesch
c. FMLA	JTE	Amanda Sebastian
d. FMLA	ME	Amy Hardey
e. FMLA	NCMS	Bob Osborn
f. FMLA	CO	Ernie Simpson
g. FMLA	NCMS	Erica Garrison
h. FMLA	ESE	Amber Passfield
i. FMLA	NHS	Kathy Rendant

2. Non-Certified

a. FMLA	NHS	Tom Wetnight
b. FMLA	CO	Cori Moody
c. FMLA	Maintenance	Harland Todd
d. Medical Leave of Absence	TRANS	Debra Clingerman

B. RETIREMENTS

1. Certified

a. Preschool	ME	Cheryl Williams
<i>Already Board-approved in August</i>		
b. 3 rd Grade Teacher	FPE	Cindy Lacefield
c. Spanish Teacher	NHS/NCMS	Toni Johnson
<i>All three above at the end of the 2016-2017 school year</i>		

2. Non-Certified

a. Instructional Assistant	NHS	Mary Landes
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b. Bus Driver	TRANS	Yale "Butch" Davis
c. Instructional Assistant	ESE	June Lawson
d. Bus Driver	TRANS	Debra Clingerman
3. Place on Retirement Index		
a. Move from Step 8 to Step 9-B	CORP	Lynn Stoelting
b. Move from Step 8 to Step 9-B	NHS	Debra Allen
c. Move from Step 8 to Step 9-B	SE	Jacqueline Dalton
d. Move from Step 8 to Step 9-B	ME	Karen Cooper
e. Move from Step 8 to Step 9-B	JTE	Nanette Brown
f. Move from Step 8 to Step 9-B	JTE	Debbie Mogan
g. Move from Step 8 to Step 9-B	Sp Serv	Rhonda Lawrence
h. Move from Step 8 to Step 9-B	NCMS	Roxanna Yocom
i. Move from Step 8 to Step 9-B	CCE	Karla Smith
j. Move from Step 8 to Step 9-B	SE	Diane Smith
<i>All of the above (3a – 3j) will be retiring at the end of the 2017-2018 school year</i>		

C. RESIGNATIONS

1. Certified	None	
2. Non-Certified		
a. Bus Driver	TRANS	Candi Thiel
b. Food Services	NHS	Amy Gilham
c. 29-hour Instructional Assistant	ME	Alyssa Langley
3. ECA Resignations		
a. Play Director	NHS	Dianna Knox
b. Musical Director	NHS	Dianna Knox
c. Drama Club Sponsor	NHS	Dianna Knox
d. FACS Department Chair	NHS	Michelle Ruhe
4. ECA Lay Coaches	None	

D. TRANSFERS

1. Certified	None	
2. Non-Certified	None	

E. EMPLOYMENT

1. Certified	None	
2. Non-Certified	None	

F. EXTRA-CURRICULAR

1. Extra-Curricular Certified		
a. Cheerleading Coach	NCMS	Susan Maurer
b. Sports Club Sponsor	ESE	Jennifer Miller
c. Head Middle School Track Coach	NCMS	James Grounds
2. Extra-Curricular Non-Certified	None	
3. Extra-Curricular Lay Coach		
a. C-Team Baseball Coach	NHS	Jim Tucker
b. Jr. High Boys Head Track Coach	CCHS	Andrea Payne

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|------------------------------|-----|---------------|
| 4. Supplemental | | |
| a. Boys/Girls Track Coach | NHS | Vernon Cheeks |
| b. Boys Golf Assistant Coach | NHS | Seth Payton |

G. CHANGES

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

H. VOLUNTEERS

1. CLASSROOM

East Side Elementary

- a. Kimberly Finnerty

Van Buren Elementary

- a. Amber Abney
b. Mary Robinson
c. Darrell Thompson

Jackson Township Elementary/North Clay Middle School

- a. Melissa Jensen
North Clay Middle School

- a. Mark Engle
b. Rhonda Johnson-Berry
c. Shellie Messner
d. Olivia Miller
e. Quentin Patterson

Northview High School

- a. Shawnia Mershon

2. ATHLETICS/ECA

Clay City Jr/Sr High School

- a. Softball – Angie Camp

Northview High School

- a. Baseball – Brady Shoemaker
b. Boys Soccer – K.J. Thomas

North Clay Middle School

- a. Track and Cross Country – Brent Poole

I. TERMINATIONS

None

J. RENEWAL OF ADMINISTRATOR CONTRACTS

1. Certified

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|--|------|---------------------|
| a. Assistant Superintendent | CORP | Tim Rayle |
| b. Director of Special Services | CORP | Douglas Lunn |
| c. Principal | NHS | Chris Mauk |
| d. Principal | CCHS | Jeff Bell |
| e. Principal | NCMS | Robert Boltinghouse |
| f. Assistant Principal/Athletic Director | CCHS | Paris “Shane” Reese |
| g. Assistant Principal | NHS | Debbie Zimmerman |
| h. Assistant Principal | NHS | Pete Kikta |

i. Assistant Principal	NCMS	Jon Russell
j. Assistant Principal	NCMS	Kim Parsons
k. Assistant Principal/Coord. Of At-Risk	CA	Chris Ross
l. Principal	CCE	Michael Owens
m. Principal	ESE	Lisa Froderman
n. Principal	FPE	Dustin Jorgensen
o. Principal	JTE	Brad Ennen
p. Principal	ME	Karen Phillips
q. Principal	SE	Sheryl Jordan
r. Principal	VBE	Gail Williams
s. Director of Human Resources	CORP	Ernie Simpson
t. Director of Business Affairs	CORP	Mark Shayotovich
u. Curriculum & Grants Coordinator	CORP	Kathy Knust
2. Non-Certified		
a. Director of Technology	CORP	Bill Milner
b. Director of Extended Services	CORP	Mike Howard

New 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, did inform the school corporation that she sees this as more of a formality, and if the Superintendent or Board had any intention of cancelling an administrator's contract, the process would have to begin much earlier. This measure is more to keep the school corporation in compliance with changing statutes. Michelle Cooper also advised the school corporation that the contract renewals could be a part of the consent agenda so all could be voted on as part of monthly personnel. Moving forward, this practice will be followed once a year at the regularly scheduled April meeting.

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

At Northview, the new math addition is under roof and the exterior masonry is laid up. The brick arrived on site this week and work will start immediately next week. The interior masonry walls are going up. The math addition is on schedule to be completed for the next school year. Upstairs, there are currently six different sets of restrooms: one set of restrooms has been turned over; another set is in the final completion phase with the tile on the walls and the fixtures having been installed; and they have taken over a third set of restrooms, which is in the demolition phase. All bathroom renovations are on schedule. On the west end of the building, for the new student

activities center and the band addition, the foundations for the pre-cast wall panels will be complete this week. The pre-cast wall panel crew will arrive on site May 1 at Northview. They will do some prep work for the first week. The pre-cast panels will arrive at Northview on May 8, and over a two-week period the pre-cast panels will be erected. As soon as that crew is done at Northview, they will then switch over to Clay City Jr/Sr High School and start to erect the new student activities center there.

At North Clay Middle School, the old display cases were removed over spring break. The next step will be the paint mock-up on the wall for the new corridor paint.

At this time, Mr. Reberger reminded everyone that on the math addition at Northview, the new roof and the old roof will ultimately be the same color.

At Clay City, there had been a lot of demolition today to the existing building that housed the old coaches' locker room and training area, with the north end of the building being torn off. New concrete stem walls are being poured, which will be the foundation for the new pre-cast wall panels. They are approximately 60% complete. On the second floor, light renovations are occurring, with reconfigurations of classrooms, new carpeting, and new ceiling tile; those second-floor renovations are roughly 75-80% complete. The media center is to be renovated this summer. For the new band addition, the structural steel is up and the masonry walls are currently going up. As soon as the masonry walls are up, they will put a roof on that building. That particular addition is scheduled to be ready for use for the 2017-2018 school year.

B. New Policy – 3140 – Federal Grants and Awards Administration – Second Reading

Superintendent Fritz noted that information regarding this policy had been presented at the March 9 regular session school board meeting and no changes had been proposed during the first reading. He explained that this new policy was just to provide additional oversight of federal grant money. Many parts of the policy were already in place; it is just a requirement.

Mrs. Baysinger moved to approve the new policy. Mrs. Adams seconded, and the motion was approved by a 7-0 vote.

C. Revision to Policy – 2100 – Central Office Administrative and Supervisory Personnel – Second Reading

Mr. Wiram moved to approve the revision to Policy 2100. Mrs. Baysinger seconded, and the motion was approved by a 7-0 vote.

D. Revision to Policy – 5140 – Classification of Classified Personnel – Second Reading

Mrs. Adams moved to approve the revision to Policy 5140. Mr. Wiram seconded, and the motion was approved by a 7-0 vote.

E. Revision to Policy – 5600 – Overtime – Second Reading

Mr. Reberger moved to approve the revision to Policy 5600. Mr. Scherb seconded, and the motion was approved by a 7-0 vote.

F. Student Handbooks – Second Reading

Dr. Shaw moved to approve the student handbooks as presented. Mrs. Adams seconded, and the motion was approved by a 7-0 vote.

V. Superintendent's Report

Superintendent Fritz noted the following:

- An auction is to be held on April 29, beginning at the old Knightsville Central Office building and moving to G.O.A.L.S. Academy later on that day.
- Congratulations were offered to Harley Sindors, a Clay City Jr/Sr High School senior, for being awarded the IHSAA Cato Award, which is awarded to only 13 student/athletes in the state. The award is based on character and academics with regard to student/athletes.
- The LED lighting project will be finishing up very soon.
- I-READ 3, the test that all third-grade students are required to take, was completed with 93% passing, and recognition was given to all K-3 teachers and students for surpassing the pass rate for last year. Superintendent Fritz commented that the test was a lot of stress on third-grade teachers and students, and he was very proud of what they had done.
- Thanks were offered to the entire transportation department, the students, and the staff members for their efforts with the bus evacuation drills, which went very well this year.
- Congratulations were offered to the state champion Northview High School band and the state champion Northview High School baseball players who were recently honored at the state capitol building.

VI. New Business

A. Expulsion Appeal Determination

Board President Kumpf stated that on March 22, 2017, the school board held a hearing on Student Expulsion Appeal 2017-002.

Mrs. Baysinger moved that the board uphold the decision of the Expulsion Examiner in Student Expulsion Appeal 2017-002 for the reasons stated in the Expulsion Examiner's decision. Mr. Reberger seconded, and the motion was approved by a 4-0-3 vote, with Mr. Scherb, Mrs. Adams, and Mr. Wiram abstaining.

B. Introduction to Teaching Presentation

Northview High School teacher Michelle Ruhe and her students Luke Lancaster, Trevor Ringo, Ashley Matherly, Dalyn Boor, and Quinn Albright offered an informative presentation regarding the Introduction to Teaching class that Ms. Ruhe teaches at Northview.

C. Request to Approve MoU between Indiana State University and Clay Community Schools

It was explained that the Memorandum of Understanding between Indiana State University and Clay Community Schools would provide services and cost savings options through ISU for students enrolled in the Introduction to Teaching program, if those students decided to pursue a teaching major in college.

Mr. Scherb moved to approve the Memorandum of Understanding between Indiana State University and Clay Community Schools. Mrs. Adams seconded, and the motion was approved by a 7-0 vote.

D. Proposed Job Description for District Technology Instructional Specialist – First Reading

Superintendent Fritz explained that the job would be a 200-day teaching contract. He pointed out that he and other administrators had made visits to other school corporations and had made a lot of contacts and done a lot of research on this. He noted that school systems were having more success and seemed to be more streamlined with regard to other technology, and he believed this to be the missing link for Clay Community Schools. The next one-to-one rollout will be curriculum-and-instruction-driven rather than technology-driven, and this person would be able to work with the teachers for professional development, like a teacher/coach, and would take some of the load off of the existing technology department. The overall goal would be to enhance technology use in the classroom. Superintendent Fritz noted that this was a first reading of the job description.

Under discussion, Mr. Scherb reminded Superintendent Fritz that this had been discussed two or three years ago. As he remembered it, the question then had been how one person would cover all three schools. Superintendent Fritz's response was that the person would work with teachers and set up a schedule to go to each building on a rotating basis; this person would not be in every classroom every day. He added that this person would not be working on computers or fixing problems with computers; rather, this person would be working as a "teaching coach". Mr. Scherb commented that it almost seemed as if there needed to be one coach in each school, to which Superintendent Fritz responded that, although it would be nice, the administration did not want to take that at this point. They would rather start off this way and see how it works.

Regarding in-services, Mr. Scherb wanted to know if it was part of the plan to use in-services for professional development. Superintendent Fritz's reply was that it absolutely was the plan to use professional development. As for when, it would depend; it could be after school, during the school day with subs, or during the summer with a 15-day extended contract during which teachers would be paid to come to professional development activities outside of the 185-day contract.

Mr. Scherb next wanted to know if this would be an administrative position. Superintendent Fritz stated that it would not; rather, it would be a teacher contract.

Mrs. Adams referred to the other position that had been proposed but not approved a couple of years ago, which she remembered being called a curriculum coach. Mrs. Adams thought the position currently being proposed was a good idea because she imagined this person would answer software use questions and questions about how to implement this technology in the classroom. She liked the fact that this person would answer to Dr. Rayle but would also have to work closely with Mr. Milner as to whether software could be purchased or installed. She commented that there had been other issues with the other job description, but she deemed this one to be a new, fresh

proposal and she thought it was great. Superintendent Fritz noted that the administration had no one in mind for this position or whether it would be somebody inside the corporation or outside the corporation. If the job description goes through and is posted, it would be available to anyone.

Mr. Scherb commented that he liked the idea that the administration had talked to people who are doing this and having success with it.

Mrs. Adams wanted to know if the administration had a salary in mind. Superintendent Fritz replied that it would be under a teacher contract, wherever it would fall based on years of experience, with extended days.

Ernie Simpson, Director of Human Resources, pointed out that this model was based partially on job descriptions from Avon, Southwest Parke, South Vermillion, and the International Federation on Technology Education. He noted that a lot of those were probably two to three years ahead of this corporation with regard to one-to-one and had probably examined some of the pitfalls of that. He also noted that those involved in developing the job description had done their due diligence by visiting multiple places as well as gathering the actual policies.

Mr. Kumpf asked if there was actually a degree in this area yet or if this was just an area of interest that individuals may have picked up and studied. Mr. Simpson replied that, to his knowledge, he had not seen any course descriptions in Indiana or any content area that would fit that exact mold, so currently there is not.

Mr. Wiram commended Superintendent Fritz and the administration for looking into this and fixing it.

E. Revision to Policy – 6305 – Student Wellness – First Reading

The United States Department of Agriculture recently issued final rules on school wellness policies, and the Indiana School Boards Association prepared a model wellness policy. Following a meeting of the school corporation's School Wellness Policy Committee, recommendations were made regarding which components of the model wellness policy met the needs and priorities of the school corporation and community. This was a first reading, so no vote was necessary. Thanks were offered by Superintendent Fritz to Mr. Simpson and Mrs. Dyer for their work on the revision.

F. Title I Grant Application

Dr. Shaw moved to grant approval to apply for the Title I Grant for the 2017-2018 school year. Mr. Scherb seconded, and the motion was approved by a 7-0 vote.

G. Central Office Summer Hours

Approval to allow central office 260-day certified and classified employees to operate on a forty-hour, four-day work week beginning Monday, June 5, and continuing through Friday, July 21, was requested. The office would be open from 7:00 a.m. to 5:00 p.m. Monday through Thursday and would be closed on Fridays.

Mrs. Adams moved to approve the central office summer hours. Mrs. Baysinger seconded, and the motion was approved by a 7-0 vote.

H. Northview High School Request to Apply for Walmart Grant

Mr. Wiram moved to approve the request for Northview High School to apply for a Walmart Grant to help cover the cost of purchasing food items for their weekend and holiday backpack program. Dr. Shaw seconded, and the motion was approved by a 7-0 vote.

I. Monsanto Grant Application Request

Dr. Shaw moved to approve the request from Mr. Chris Mauk, Principal of Northview High School, to accept a \$2,500 Monsanto Grant for NHS, which is to be awarded by America's Farmer Grow Communities and will be designated to the NHS FFA. Mr. Scherb seconded, and the motion was approved by a 7-0 vote.

VII. Board Member Comments

Tom Reberger commented that the school corporation was coming up on the end of the year where there would be a lot of retirees, and looking through personnel recommendations of the people who would be leaving at the end of next school year, he saw the names of lots of good people who have made Clay Community Schools what it is now. On the opposite end of the spectrum, he noted there had been some fine representatives of people to take their place at this meeting.

Michael Shaw mirrored what Mr. Reberger had said and offered his thanks to Lance Gassert for a great tour this evening.

Ron Scherb stated that it was exciting to watch the building projects grow, and he thanked Mr. Wiram for coming up with the idea to tour the buildings as they are being built. Mr. Scherb then noted that he had received a comment from a sales representative for school buses: That representative had made a prediction that the school corporation would spend more money repairing those air conditioning units in the buses over the life of the bus than what it cost to buy the air conditioner.

Amy Burke Adams responded to Mr. Scherb's bus air conditioning comment by stating that if the air conditioning helped a child who needed air conditioning to be better able to go to school, she was for it.

Shane Wiram stated that it was nice to see the building projects hands-on and see it come together. He thought everything looked good, and he hoped the public was as excited about it as the school board members were. He shared his opinion that we live in a great area with a great school corporation, and the ball is rolling in the right direction, thanks to great administration, great teachers, bus drivers; he deemed the whole staff to be Class A. He considered it a privilege to be on this school board.

Kevin Kumpf agreed that everything that had been said was true and commented that he had always said the school corporation had more than its share of great teachers, as well as all employees. He believed that everyone was doing a fantastic job and everything seemed to be running smoothly with a little over a month to go in the school year.

VIII. Future Agenda Items

Ron Scherb requested pictures of pre-existing conditions at Clay City Jr/Sr High School for the next mine report in June. He believed the blasting and shaking of the building

was probably a thing of the past, so he would like to hear and see more about the pictures.

Mr. Scherb also requested an open discussion of the problem of a shortage of bus drivers in order to try to find ideas of how to get more bus drivers.

Tom Reberger asked the administration to provide a sample policy for student expulsion hearing reviews as a first reading for the May regular session board meeting.

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 8:25 p.m.

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