

**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 Board Room of the Central Administrative Office, 1013 S. Forest Avenue, Brazil, IN, 47834, on Thursday, January 9, 2025. Dr. David Bess, Dr. Michael Shaw, Charley Jackson, Andrea Baysinger, Tom Reberger, Amy Burke Adams, and Cheryl Schopmeyer were present.

SCHOOL BOARD REORGANIZATION

A. Nomination and Election of Officers

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

Mrs. Baysinger nominated Dr. Shaw for board vice president. With no other nominations, Dr. Shaw was declared vice president by acclamation.

Mrs. Adams nominated Andrea Baysinger for board secretary. With no other nominations, Mrs. Baysinger was declared secretary by acclamation.

Mr. Reberger nominated Cheryl Schopmeyer for board assistant secretary. With no other nominations, Mrs. Schopmeyer was declared assistant secretary by acclamation.

B. Appointment of Treasurer and Deputy Treasurer

Dr. Shaw moved to approve the appointment of John Szabo as treasurer and Kaylee McCollum as deputy treasurer. Mrs. Baysinger seconded, and the motion was approved by a 7-0 vote.

C. Approval of Employee Bonds

Mrs. Schopmeyer moved to accept the recommendation to 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

Mr. Jackson 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* and *The Parke County Sentinel* as the official newspapers for legal advertisements. Dr. Bess 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:

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.

Mrs. Schopmeyer moved to accept the recommendation. Dr. Shaw seconded, and the motion was approved by a 7-0 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 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

It was recommended to keep Jeff Boyll as the corporation's local attorney, not on a retainer, and 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. Mrs. Schopmeyer seconded, and the motion was approved by a 7-0 vote.

H. Compensation

It was recommended to reapprove Board Policy 0144.1 – Compensation, including per diem amounts of \$150 per regular session board meeting and \$75 per special session board meeting. It was noted if more than one meeting was held on the same day, compensation would only be provided for one meeting.

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

I. Call to Order

The meeting was called to order at 7:10 p.m. Board President Tom Reberger led those in attendance in the pledge, and Superintendent Rayle offered the prayer.

II. Comments from Patrons

None

III. Consent Agenda

A. Claims

B. Board Meetings

Executive Session Minutes for December 12, 2024

Regular Session Minutes for December 12, 2024

C. Field Trips

None

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. FMLA	NCMS	Kim Parsons
b. FMLA	CCHS	Ben Thomas
c. FMLA	NHS	Brenda Buchanan
d. FMLA	JTE	Lynell McCracken
e. FMLA	NHS	Craig Trout

2. Non-Certified

a. FMLA	CCHS	Lora Shaw
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B. RETIREMENTS

1. Certified

a. Agriculture Teacher (12/20/24)	CCHS	Patrick Powell
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2. Non-Certified

None

3. Place on Retirement Index

None

C. RESIGNATIONS

1. Certified

None

2. Non-Certified

a. Custodian (12/06/24)	SES	James Aidan Herzog
b. Instructional Assistant (12/09/24)	NHS	Renae Ledeczi
c. Instructional Assistant (12/20/24)	MES	Annabell Bledsoe
d. Instructional Assistant (12/20/24)	SES	Megan Dilley
e. Custodian (1/03/24)	NHS	Rod Howald
f. Custodian (1/03/25)	NHS	Nancy Howald
g. Food Services (12/12/24)	CCE	Brooklyn Jenkins

3. ECA Resignations

None

4. ECA Lay Coaches

None

D. TRANSFERS

1. Certified

None

2. Non-Certified

None

E. EMPLOYMENT		
1. Certified		
a. Special Services Teacher (1/03/25)	NCMS	Amy Cunningham
b. Ag Teacher (temp/60%contract/2 nd sem.)	NHS	Anthony Williams
2. Non-Certified		
a. Custodian (185-day)	NHS	Daniel Lee
b. Instructional Assistant (29hr)	MES	Cassie Oliver
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	None	
G. CHANGES		
1. Certified	None	
2. Non-Certified	None	
3. ECA-Lay Coaches	None	
H. VOLUNTEERS		
1. CLASSROOM		
a. Classroom Volunteer	CCE	Cathy Dayhuff
b. Classroom Volunteer	CCE	Rissa Silvers
c. Classroom Volunteer	SES	Denise Issa
d. Classroom Volunteer	CCHS	Travis Strauch
e. Classroom Volunteer	NHS	Todd Emmert
f. Classroom Volunteer	NHS	Carrie Somheil
g. Classroom Volunteer	CCS	Cassie Oliver
h. Classroom Volunteer	CCS	Sierra Alsup
i. Classroom Volunteer	CCS	Phillip Walton
j. Engineer in the Classroom	CCS	Elliot Stallcop
k. Engineer in the Classroom	CCS	Hayley Tague
l. Engineer in the Classroom	CCS	Anthony Cooper
m. Youth for Christ	CCS	Malinda Dragon
2. BAND	None	
3. ATHLETICS/ECA	None	
I. TERMINATIONS	None	
J. SUSPENSION WITHOUT PAY		
a. Instructional Assistant (12/11/24)	MES	Deborah Kemper
K. NON-RENEWAL		
1. CLASSIFIED	None	
2. ATHLETICS/ECA	None	

Mrs. Schopmeyer moved to approve the consent agenda. Mrs. Baysinger seconded, and the motion was approved by a 7-0 vote.

IV. Old Business

A. Neola Policy Updates – Second Reading

Information regarding proposed policy revisions was presented at the December 12 regular session, and no changes were proposed during the first reading.

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

B. Police Standard Operating Procedures Updates – Second Reading

Information regarding proposed updates to the Standard Operating Procedures was presented at the December 12 regular session, and no changes were proposed during the first reading.

Mrs. Adams moved to approve the SOP updates. Dr. Bess seconded, and the motion was approved by a 7-0 vote.

V. Superintendent's Report

Superintendent Rayle noted the following:

- Welcome to new employees Amy Cunningham, Anthony Williams, Daniel Lee, and Cassie Oliver.
- Shout out to Bill Milner and his team for promptly responding to the internet outage that impacted the Clay City campus on December 19. They were able to quickly locate the splice and reported the issue to the appropriate service provider.
- Shout out to the maintenance team for their efforts and hard work to remove all the snow from the school campus' on January 5th and 6th.
- Congratulations to the Northview Boys Basketball team. They traveled to Mishawaka to play in the 100th anniversary of the opening game at Mishawaka's gym. Northview beat Mishawaka for the 2nd time in 100 years.
- As the 2nd semester began, he acknowledged staff excellence for continuing to go above and beyond for the students.
- Shout out to Stephanie Jackson – he hopes recovery is going well.
- January is School Board Appreciation and Recognition Month. Thanks were extended to all of the board members.

**VI. New Business
School Update**

Throughout the 2024-25 academic year, the Board will receive monthly updates from a designated school. Mrs. Lisa Froderman, Principal at East Side Elementary, shared a video with the board that shared their accomplishments over the years.

A. Resolution for Interest Deposits

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

B. Resolution to Transfer Appropriations

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

C. 2025 Transfer of Funds Certificate

Dr. Bess moved to approve the 2025 transfer of funds certificate. Dr. Shaw seconded, and the motion was approved by a 7-0 vote.

D. Resolution to Prepay Claims

Mrs. Schopmeyer 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

Mrs. Adams 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. Schopmeyer 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. Mr. Jackson seconded, and the motion was approved by a 7-0 vote.

G. Food Service Facility Memorandum of Agreement

A representative from the Clay County Justice Center delivered the memorandum of Agreement between the Clay County Justice Center and Clay Community Schools that was included in the board packet. The agreement seeks approval to designate a state-certified food service facility within the district as a resource for the Justice Center in the event of an emergency.

Mrs. Adams moved to approve the food service facility memorandum of agreement. Mrs. Schopmeyer seconded, and the motion was approved by a 7-0 vote.

H. Handle With Care Memorandum of Understanding

District Head Nurse, Amber Sindere, was seeking approval for the Handle With Care memorandum of understanding with local first responders and mental health providers. This program establishes a notification system enabling law enforcement and other first responders to inform schools when a child has been involved in or exposed to a potentially traumatic event. The program is designed to ensure that schools and mental health partners can provide timely and trauma-sensitive support to affected students.

Mrs. Baysinger moved to approve the Handle With Care MOU. Mr. Jackson seconded, and the motion was approved by a 7-0 vote.

I. Attendance Policy Update

Assistant Superintendent for Curriculum & Instructions, Dr. Scott, collaborated with school administrators to revise the district's attendance policy. The proposed updates aim to enhance parent accessibility and understanding while ensuring compliance with all legal requirements.

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

J. Request to utilize Baker Tilly Advisory Group as Municipal Bond Advisor

Mrs. Adams moved to approve the recommendation to utilize Baker Tilly as bond advisor to Clay Community Schools for the issuance of general obligation bonds. Mr. Jackson seconded, and the motion was approved by a 7-0 vote.

K. Request to utilize Jeffery Qualkinbush, Barnes & Thornburg LLP, as Bond Counsel

Dr. Bess moved to approve the recommendation to utilize Jeffery Qualkinbush as counsel to Clay Community Schools for the issuance of general obligation bonds. Mrs. Baysinger seconded, and the motion was approved by a 7-0 vote.

VII. Board Member Comments

Dr. David Bess shared that he was excited to join the group and hopes they can help the district continue to meet its mission. He stated he was excited about what he saw so far. He congratulated the athletic team on their accomplishments and noted that he was surprised and pleased to learn that CCS offers a girls' wrestling team. He remembers when he was a principal in the 70s and had a young lady who wanted to wrestle but they didn't have a team for her to join then. He shared his enthusiasm for all the activities and thanked everyone for welcoming him and he hopes to be a contributing member.

Dr. Michael Shaw seconded Dr. Bess's acclamation to the athletic teams and welcomed him to the board. He thanked Mrs. Froderman for her presentation and enjoyed the video's theme. As always, he appreciates everyone very much.

Charley Jackson congratulated the new hires, welcomed Dr. Bess, congratulated the athletic teams, and offered a "great job" to Mrs. Froderman for her video.

Andrea Baysinger mentioned she noticed a phrase in the video, "Silent Successes". She felt that really hit home, noting there are so many things that aren't seen, that can't be put on paper, but are moving the target more than can be measured. She congratulated the athletic teams. She shared that she attended the game and the community support was overwhelming and wonderful. She gave a shout-out to the maintenance department for their hard work during the snowy weather. She also welcomed Dr. Bess to the board.

Amy Burke-Adams welcomed Dr. Bess, stating she looked forward to working with him. She thanked Mrs. Froderman for her presentation, sharing she is an outstanding leader and they have been so pleased with the changes they have seen under her leadership. She also thanked her for bringing Leo. She also showed appreciation to Ivy Jacobs for always attending the meetings and being a voice for Clay Community Schools through the Brazil Times.

Cheryl Schopmeyer shared her appreciation for Mrs. Froderman's presentation and thanked the East Side staff who attended the meeting and helped make the video. She welcomed Dr. Bess, stating they have had many chats, and she looks forward to continuing that.

Tom Reberger offered a "ditto" to all said before him. He shared that last calendar year was a wonderful year for Clay Community Schools and hopes the year 2025 will be even better.

VIII. Future Agenda Items

-Mr. Jackson asked for the curriculum department to look at a CDL program for high school students. Dr. Rayle mentioned they had looked into this program before, but the feasibility wasn't there. They will revisit this and have a report next month.

-Dr. Bess asked for a report on student emancipation.

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 7:54 p.m.

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