

**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, February 11, 2016. Tom Reberger, Kevin Kumpf, Scott Hill, Fred Froderman, Ron Scherb, Amy Burke Adams and Shane Wiram were present.

I. Call to Order

The meeting was called to order at 7:30 p.m. Board President Ron Scherb led those in attendance in the pledge and offered the prayer.

II. Consent Agenda

A. Claims

B. Board Meetings

Board of Finance Meeting for January 14, 2016
Regular Session Minutes for January 14, 2016
Executive Session Certification for January 14, 2016

C. Field Trips

- 1) Van Buren Elementary 5th grade students to Chicago, IL, March 17, 2016, to tour Museum of Science & Industry and the Shedd Aquarium, requiring out of state travel.
- 2) Northview High School varsity softball team to Jasper, IN, April 15-16, 2016, to compete in a tournament, requiring overnight stay
- 3) Northview High School DECA club to Indianapolis, IN, February 28 – March 1, 2016, for professional networking, requiring overnight stay

D. Personnel

A. LEAVES OF ABSENCE

1. Certified

a. FMLA	FPE	Kaytlin Leichter
b. FMLA	NHS	Tracey Giffin
c. FMLA	NCMS	Erica Garrison
d. FMLA	ESE	Landon Leichter

2. Non-Certified

a. Medical Leave	TRANS	Rick Wetnight
b. Medical Leave	SE	Linda Redifer
c. FMLA	CO	Jorita Wilson

B. RETIREMENTS

1. Certified

None

2. Non-Certified

a. Instructional Assistant	FPE	Mary Elaine Cassidy
<i>Effective at the end of the 2015-16 school year</i>		
b. Bus Driver	TRANS	Julia Maurey
<i>Effective at the end of the 2015-16 school year</i>		
c. Custodian	NHS	Teresa Auterson
<i>Effective 2/26/2016</i>		

3. Place on Retirement Index	None	
C. RESIGNATIONS		
1. Certified	None	
2. Non-Certified		
a. 29-hour Instructional Assistant	NHS	Susan McKee
b. 29-hour Instructional Assistant	FPE	Danielle Riddell
c. Food Services	NHS	Barbie Tarr
3. ECA Resignations	None	
4. ECA Lay Coaches	None	
D. TRANSFERS		
1. Certified	None	
2. Non-Certified	None	
E. EMPLOYMENT		
1. Certified	None	
2. Non-Certified		
a. 29-hour Instructional Assistant	NCMS	Heidi Spugnardi
b. 5-hour Food Services	NCMS	Martha Vansickle
c. Bus Driver	TRANS	Diane Fry
3. Other	None	
F. EXTRA-CURRICULAR		
1. Extra-Curricular Certified		
a. Girls' Volleyball Head Coach	NHS	Erica Garrison
b. Volunteer Boys' Baseball Coach	NHS	Derek Tipton
2. Extra-Curricular Non-Certified	None	
3. Extra-Curricular Lay Coach		
a. MS Boys' Head Track Coach	NCMS	James Grounds
b. MS Girls' Head Track Coach	NCMS	Justin Batts
c. Winter Guard	CCHS	Cassie Dugger
d. Asst. Wrestling Coach	NCMS	Justin Sampson
e. Jr. High Assistant Track Coach	CCHS	Melanie Laswell
f. Asst. Girls' Tennis Coach	NHS	Laura McCreahuffman
g. JF Boys' Baseball Coach	CCHS	Ryne Hayes
h. Boys' Baseball Head Varsity Coach	CCHS	Kyler Rhodes
i. Asst. Boys' Track Coach	CCHS	Ben Dickey
j. Girls' Softball Head Varsity Coach	CCHS	Jason Sindors
4. Supplemental	None	
G. CHANGES		
1. Certified	None	
2. Non-Certified		
a. 4-hour Food Services to 5-hour Food Services	NCMS	Chanise England
b. 29-hour Instructional Assistant to 33.75 hours	NHS	Connie Kimball

3. ECA-Lay Coaches None

H. VOLUNTEERS

1. CLASSROOM

Clay City Elementary

a. Patrick Shay

b. Ericka Layne

Northview High School

a. Lisa Edington

b. Heather Gibbens

2. ATHLETICS/ECA

Clay City Jr/Sr High School

a. Volunteer Boys' Baseball Coach

CCHS

Jeremy Booe

b. Volunteer Softball Coach

CCHS

Roger Rhodes

Northview High School

a. Volunteer Track Coach

NHS

Chad Evans

b. Volunteer Track Coach

NHS

Matt Horsman

c. Volunteer Boys' Golf Coach

NHS

Walker Smith

d. Volunteer Track Coach

NHS

James Grounds

3. OTHER VOLUNTEERS

I. CONTRACTED SERVICES

None

J. OTHER

None

K. TERMINATION

None

Mr. Kumpf moved to approve the consent agenda items. Dr. Froderman seconded, and the motion was approved by a 7-0 vote.

III. Comments from Patrons

None at this meeting

IV. Old Business

A. Coordinator of Adult Education Programs Job Description Revision

Second Reading

Mr. Reberger moved to approve the revision to the Coordinator of Adult Education Programs job description. Mr. Hill seconded, and the motion was approved by a 7-0 vote.

B. Building Project Update

Superintendent Fritz commented that he felt it was a compliment to the Board, the community, and the school corporation staff for their vision that had resulted in there having been no referendum applied for or even brought forth. He added that all of the comments he had heard about the building project had been positive.

Mike Schipp of Fanning/Howey offered a Power Point presentation, and a copy of his presentation will become a part of the official minutes.

Mr. Scherb stated that he and Superintendent Fritz had met with a gentleman who had presented “deep green” technology ideas to them, and Mr. Scherb wanted to know if Mr. Schipp had had time to review that. Mr. Schipp responded, noting that a lot of their design practices were already green initiatives. In addition, he noted that the school corporation had already done a lot of guaranteed energy saving contracts, so the corporation was already ahead of the curve on that. Mr. Schipp added that he had done several Leeds solar projects. Unfortunately, according to Mr. Schipp, the payback on some of the “deep green” ideas was more than twenty years, and when his company is looking at “green” practices, the company wants to make sure the payback is about seven years; anything extending further than that results in the cost of benefit ratio not being that advantageous. He stated that his company would recommend and put forth some ideas on green initiatives. Mr. Lance Gassert of Garmong Construction, a LEED-accredited (Leadership in Energy and Environmental Design) professional, commented on green initiatives, noting that they would propose doing all of the items that they thought would result in a zero cost impact to the project.

C. Coal Mine Update

Director of Extended Services Mike Howard presented the quarterly update on the Sunrise Coal Mining operation located near Clay City Junior/Senior High School. His Power Point presentation will become a part of the official minutes.

Mrs. Adams requested that Mr. Howard ask mine officials how often they calibrate their seismic measuring equipment. The information in Mr. Howard’s Power Point presentation indicated that the last date of calibration was March 30, 2015. He believed the calibration has to be recertified annually; however, he offered to double-check what their requirements are.

Mr. Scherb wanted to know if the coal mine conducted the seismic activity readings. Mr. Howard replied that the seismic activity readings are conducted by an independent contractor, Vibronics.

Mr. Wiram’s question was about whether anyone had been conducting air quality testing. To Mr. Howard’s knowledge, there has been no air quality testing performed. He offered to double-check with the Sunrise Coal representatives and the surface mine individual for the State of Indiana. Mrs. Adams suggested the school corporation should contract with someone to have air quality testing conducted, and Mr. Scherb suggested going through the DNR.

V. Superintendent’s Report

Superintendent Fritz noted the following:

- I-STEP+ testing would be starting in a couple of weeks, and schools, teachers, and students had been gearing up for that;
- New employees Heidi Spugnardi and Martha Vansickle (North Clay Middle School) and Diane Fry (Transportation) were welcomed to the Clay Community Schools family;
- Four residents from the school district, as well as one non-voting school board member, are needed to serve on the Committee for Reconsideration of Materials,

and Superintendent Fritz asked the board members to offer him names of individuals who might be interested in serving on this committee. He would like to have this as an item on the March school board meeting agenda;

- Two appointments to the Brazil Public Library Board will be coming up relatively soon, one in April and one in July, and Superintendent Fritz asked the board members to send him names of anyone they might know who would have an interest in serving on that board;
- The ISBA regional training meeting is to be held at Central Office on February 25, and Superintendent Fritz asked any board members who were not already signed up to let him know if they wished to attend;
- The 50th anniversary of Clay Community Schools will be July 1, 2016, and work is progressing on a history of the school corporation. The plan is to have memorabilia on display and do something special in June or July.

VI. New Business

A. Annual Financial Report

Director of Business Affairs Mark Shayotovich presented the annual financial report. A copy of the report will become a part of the official minutes.

B. Outstanding Check Report

A list of checks that had not been cashed and were more than two years old was presented to the board for approval to write them off. The list will become a part of the official minutes.

Dr. Froderman moved to approve the outstanding check report. Mr. Kumpf seconded, and the motion was approved by a 7-0 vote.

C. 2016 Summer School Course Offerings

Mrs. Adams moved to approve the proposed summer school course offerings. Dr. Froderman seconded, and the motion was approved by a 7-0 vote. A copy of the list of summer school course offerings will become a part of the official minutes.

D. School Improvement Plans

Mrs. Adams moved to approve the school improvement plans and send them to the state. Mr. Kumpf seconded, and the motion was approved by a 7-0 vote.

E. Adult Education Grant Application

Mr. Hill moved to grant permission to Assistant Principal/Director of Secondary At-Risk Programs Chris Ross to apply for an adult education grant. Dr. Froderman seconded, and the motion was approved by a 7-0 vote.

F. Digital Learning Grant and Duke Energy Summer Reading Program Grant Applications

Following Mr. Scherb's request for Dr. Tim Rayle to report back to the board on these grants, if they are received, Mrs. Adams moved to grant permission for Dr. Rayle and Kathy Knust to complete the Indiana Department of Education Digital Learning Grant in the amount of \$75,000 as well as the Duke Energy Summer Reading Program (Grades

1-2) in the amount of \$25,000. Mr. Reberger seconded, and the motion was approved by a 7-0 vote.

G. Board Policy 3513 – Review and Second Audit of Free and Reduced Lunch Applications First Reading

ISBA Attorney Julie Slavens sent Indiana superintendents information recommending that school corporations adopt a policy that provides for a review and second audit of free and reduced lunch applications; the policy is also recommended by the State Board of Accounts. This was a first reading, so no vote was required. The policy will be brought back to the March school board meeting for a second reading and approval.

Following brief discussion, Director of Human Resources Ernie Simpson noted that the school corporation was already doing what is listed in the proposed policy; he was just following legal advice to put it in board policy.

H. Board Policy 3514 – Bad Debt Policy First Reading

Mr. Simpson recommended adopting this new policy to address the lag time between when a student is enrolled and when he/she is approved for Free/Reduced lunch. Mr. Simpson clarified that language in the student handbooks allows a student to charge up to 3 breakfasts/lunches, and this policy would allow the school corporation to write off those charges that have accrued during the time prior to approval of a Free/Reduced lunch application. This was a first reading, so no vote was required. The policy will be brought back to the March school board meeting for a second reading and approval.

I. 2-Hour Delay Waiver for Classified Instructional and Office Staff

Mrs. Adams moved to approve waiving, as per the Classified Personnel Handbook, the 2-hour delay time missed by Category II and Category III Classified Instructional and Office Staff for the following dates: January 11, 12, 13, 18, 19, 20, and February 10. Mr. Hill seconded, and the motion was approved by a 6-0-1 vote with Mr. Reberger abstaining.

J. Clay Community Multi-School Building Corporation Member Replacement

Superintendent Fritz stated that three members serve on the Clay Community Multi-School Building Corporation: Jim Deal, Tyler Fischer, and Frank Farmer. Mr. Farmer was unable to continue to serve as a member of the Building Corporation, and he had submitted a letter of resignation; therefore, Superintendent Fritz recommended Meghan Shidler to fill the position vacated by Frank Farmer. He noted that Ms. Shidler was the Branch Manager of First Financial Bank in Clay City.

Mr. Kumpf moved to approve Meghan Shidler to replace Frank Farmer on the Clay Community Multi-School Building Corporation. Mr. Reberger seconded, and the motion was approved by a 7-0 vote.

K. Parent Chaperone Agreement

Dr. Froderman moved to approve a parent chaperone agreement for the Northview High School Choir Trip to New York City. Mrs. Adams seconded, and the motion was approved by a 7-0 vote.

L. Bathing Chair Donation

Corporation Nurse/Coordinator of Health Services Lynn Stoelting submitted a request to accept a donation for a bathing chair to be used with the special education students in wheelchairs that require assistant with hygiene while at school. A parent had agreed to donate the chair, valued at \$480.00. The chair has safety straps necessary for securing students during bathing. Approval was recommended.

Mrs. Adams moved to accept the donation of the bathing chair. Mr. Wiram seconded, and the motion was approved by a 7-0 vote.

VII. Board Member Comments

Shane Wiram offered thanks for all of the reports.

Tom Reberger thanked Frank Farmer for being on the holding corporation.

Scott Hill commented that he had seen a story on Channel 10 about Jackson Township Elementary being listed in the Top 50 schools in the nation, ranking 44th.

Congratulations were offered for that accomplishment.

Ron Scherb added his thanks for the reports, in particular Mr. Shayotovich's tremendous financial report. He asserted that one of the school board's biggest challenges is to maintain all of the good things that have been going on.

VIII. Future Agenda Items

Amy Burke Adams requested a presentation on the Clay County Adult Education program.

Kevin Kumpf would like to start working on a policy for drone use during school hours and during after-school activities.

Ron Scherb would like to be brought up to date on all of the good things the student laptops have brought about as well as some of the challenges.

IX. Adjournment

Having exhausted all agenda items, the meeting was adjourned at 9:01 p.m.

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