

**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 North Clay Middle School, 3450 West State Road 340, Brazil, IN 47834, on Thursday, July 8, 2010. Dottie King, Jennifer Kaelber, Tina Heffner, Forrest Buell, Rob Miller, Ron Scherb, and Amy Burke Adams were present.

SCHOOL BOARD REORGANIZATION

A. Oath of Office

Clay Superior Court Judge J. Blaine Akers administered the oath of office to new board members Amy Burke Adams, Robert A. Miller, and Ronald L. Scherb.

B. Nomination and Election of Officers

The election of officers was conducted, with the following results:

For President: Mrs. Heffner nominated Rob Miller. Dr. Buell seconded. With no other nominations, Mr. Miller was elected President by a 7-0 vote.

For Vice President: Mrs. Kaelber nominated Tina Heffner. Mr. Scherb seconded. With no other nominations, Mrs. Heffner was elected Vice President by a 6-0-1 vote, with Mrs. Heffner abstaining.

For Secretary: Dr. King nominated Jennifer Kaelber. Mrs. Adams seconded. With no other nominations, Mrs. Kaelber was elected Secretary by a 6-0-1 vote, with Mrs. Kaelber abstaining.

For Assistant Secretary: Mrs. Adams nominated Ron Scherb. With no other nominations, Mr. Scherb was elected Assistant Secretary by a 6-0-1 vote, with Mr. Scherb abstaining.

C. Appointment of Treasurer and Deputy Treasurer

Dr. King moved to approve Dr. Schroeder's recommendation to appoint Mike Fowler as Treasurer and Marsha Wyndham as Deputy Treasurer. Mrs. Kaelber seconded, and the motion was approved by a 7-0 vote.

D. Approval of Employee Bonds

Mrs. Adams moved to approve the recommendation that the school corporation bond the following employees and positions:

Mike Fowler, Corporation	\$300,000
Marsha Wyndham, Corporation	\$300,000
Clay City Jr/Sr High School Extra-Curricular Treasurer	\$20,000
Clay City Jr/Sr High School Building Principal	\$20,000
Clay City Jr/Sr High School Athletic Director	\$10,000

Northview High School Extra-Curricular Treasurer	\$20,000
Northview High School Building Principal	\$20,000
Northview High School Athletic Director	\$10,000
North Clay Middle School Extra-Curricular Treasurer	\$20,000
North Clay Middle School Building Principal	\$20,000
North Clay Middle School Athletic Director	\$10,000
Clay City Elementary Extra-Curricular Treasurer	\$10,000
Clay City Elementary Building Principal	\$10,000
East Side Elementary Extra-Curricular Treasurer	\$10,000
East Side Elementary Building Principal	\$10,000
Forest Park Elementary Extra-Curricular Treasurer	\$10,000
Forest Park Elementary Building Principal	\$10,000
Jackson Township Elementary Extra-Curricular Treasurer	\$10,000
Jackson Township Elementary Building Principal	\$10,000
Meridian Elementary Extra-Curricular Treasurer	\$10,000
Meridian Elementary Building Principal	\$10,000
Staunton Elementary Extra-Curricular Treasurer	\$10,000
Staunton Elementary Building Principal	\$10,000
Van Buren Elementary Extra-Curricular Treasurer	\$10,000
Van Buren Elementary Building Principal	\$10,000
Cumberland Academy Extra-Curricular Treasurer	\$10,000
Cumberland Academy Building Principal	\$10,000
All other employees (Corporation Blanket Bond)	\$50,000

Dr. King seconded. The Board voted 7-0 in favor of approval.

E. Designation of Newspapers for Legal Advertisements

Mr. Scherb moved to approve 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. Mrs. Adams seconded. The Board voted 7-0 in favor of approval.

F. Appointment of Members to Bid Opening Committee

It was recommended that the following individuals be appointed to the bid opening committee:

Dr. Dan Schroeder	Superintendent
Mr. Mike Fowler	Director of Business Affairs
Mr. Tom Reberger	Director of Buildings and Grounds

Prior to a motion, Dr. Schroeder explained that these individuals have served in the past and there must be at least two members on the committee. The board can add individuals if they desire. He pointed out that bids are advertised legally prior to the bid opening and the meetings are open to the public. Also, many times representatives of the companies making bids attend the bid opening. Bids are not approved at the bid opening; rather, bids are presented later to the school board for approval at a public school board meeting. By law, the school corporation must take the lowest and most

responsible bidder. However, when bids are presented to the school board, the board does not have to choose the presented bid or any other bid that was submitted. The board can reject all bids and re-open the bidding process.

Mr. Scherb asked where bids were mailed to. Dr. Schroeder stated that bids are mailed to central office. Mr. Scherb asked if bids were sent by certified mail, to which Dr. Schroeder responded that they are not sent by certified mail, but there is a deadline. The bid pack will stipulate where, when, and what needs to be included in the bids. Dr. Schroeder added that, although construction bids were opened at the East Side Elementary cafeteria because there were so many schools and so many bidders involved, the bids are normally opened at central office.

Mrs. Adams moved to add to the recommendation that two other members be appointed to serve on the committee: The president of the school board (currently Rob Miller) and a member of the community of his or the board's choosing to be present when all bids are opened. Dr. Schroeder stated that he didn't know if a member of the community could serve on the bid opening committee, but he will check with legal counsel. Dr. Schroeder presumed at least two members of the committee would need to be present if the committee is comprised of five members. Mr. Fowler interjected that if there were too many restrictions, it would be possible to go through the bid process and not be able to open the bids because not enough members of the committee are in attendance at the bid opening. He added that current practice dictates at least one member of the bid opening committee must be in attendance for bids to be officially opened. In response to the board members' suggestion that the bid opening could wait until a quorum could be present, Dr. Schroeder explained that it would not be possible to just wait. He further explained that the bid process, which is about a 17-day process, specifies a date and time for bids to be opened and the corporation cannot deviate from that time. Dr. Schroeder offered to check with the Indiana School Boards Association as to whether it is legal to put a community member on the committee, and he suggested Mrs. Adams amend her motion to be contingent on the legality of a member of the community serving on the bid opening committee. Mrs. Heffner offered her opinion that the best way to handle the issue would be to have all bids opened at a public meeting, either at the regular monthly school board meeting or a special session. Mr. Fowler pointed out a negative aspect of doing so, noting that if there is a bid with a lot of bidders, the only thing that will happen at the bid opening is the actual opening of the bids. The bids would then need to be analyzed and a recommendation brought to the school board for approval at the following month's meeting, which could make the bid process longer.

Mrs. Heffner asked what was bid other than food and construction. Dr. Schroeder stated that any public works project over \$50,000 must be bid, by law, by school board policies on purchase of materials and supplies, as well as buses. She suggested taking this route this year and if it proves to be too cumbersome, it may be changed.

Mr. Miller clarified these points: Members of the bid opening committee, currently Dr. Schroeder, Mr. Fowler, and Mr. Reberger, will all attend if they are available, but only

one is required to be in attendance for bids to be opened; those submitting bids attend the bid openings the majority of the time; and Mrs. Heffner has recommended setting bid deadlines for the date of either a special session or a regular session school board meeting.

Mrs. Adams withdrew her original motion and moved to include Mrs. Heffner's suggestion: Hold a special session prior to the regular session school board meeting for the purpose of opening bids and/or conduct bid openings at the regular session. This would allow the board president to be in attendance as well as any community member who is interested. Dr. Schroeder will check on the legality of a member of the community serving on the committee. Board members noted that community members would not need to be a part of the committee because they could attend the board meeting if they so desired. Mr. Scherb seconded the motion. The board voted 7-0 in favor of approval.

G. Establishment of Meeting Times and Dates

Dr. Schroeder noted that the board now meets the second Thursday of each month, which is in board policy. Also, the April and October meetings are held at Clay City Jr/Sr High School with all other meetings being held at North Clay Middle School. Mrs. Adams mentioned that perhaps Jackson Township Elementary was a more central location. Dr. Schroeder offered his opinion that whatever the board wants to do should be decided tonight regarding scheduling for the next year in order to satisfy media and public requests for board meeting schedules. Dr. King commented that when the board has held meetings in different locations it has not improved attendance and it doesn't necessarily change attendance. Also, the technical set-up is more difficult in other locations.

Mrs. Adams moved to continue to meet as proposed in the board packet: On the second Thursday of the month at 7:30 p.m. at North Clay Middle School from July, 2010 through July 2011 with the April and October meetings being held at Clay City. Mr. Scherb seconded. The Board voted 7-0 in favor of approval.

H. Appointment of Corporation Attorney

Dr. King moved to approve the recommendation to continue to use Jeff Boyll as the Corporation's local attorney, not on a retainer, but on an as-needed basis. Access to free legal advice through the Indiana School Boards Association is available. Bose, McKinney & Evans will continue to be used for major legal issues and Barnes & Thornburg for financial matters. Mr. Miller seconded.

Under discussion, Dr. Buell asked who decides when to hire an attorney. Dr. Schroeder replied that if it is a school board issue or personnel issue, he will sometimes talk to the president of the board. If it is a school issue, he makes the decision. Dr. Buell offered his opinion that Dr. Schroeder should get board approval before making that decision. One logistical issue that Dr. Schroeder pointed out was a discipline issue or a parent threatening legal action when he needs to act quickly.

The board voted 7-0 in favor of approval.

I. Call to Order

Mr. Miller, President of the Board, called the meeting to order at 8:02 pm. He then led those in attendance in the Pledge of Allegiance and offered the prayer.

II. Consent Agenda

A. Claims

B. Board Meetings

Regular Session Minutes for June 10, 2010

Executive Session Certification for June 10, 2010

C. Field Trips

None at this meeting

Mrs. Kaelber moved to approve the Consent Agenda as presented and Dr. King seconded. The motion was approved by a 7-0 vote.

III. Comments from Patrons

None at this meeting

IV. Old Business

None at this meeting

V. Superintendent's Report

Dr. Schroeder noted the following:

- Information relative to the 2011 budget calendar: Regular board meeting on August 12—discuss the 2011 budget and approve for advertisement; special session on Tuesday, August 31 at 6:30 p.m.— hold the mandated budget hearing; regular board meeting on September 9; special session on Monday, September 13. The special sessions will be held at North Clay Middle School in the media center at 6:30 p.m.
- School bus inspection will take place July 20-23
- First day of the 2010-2011 school year for teachers will be Monday, August 16 and the first day for students will be Tuesday, August 17
- West Central Indiana Educational Service Center (WCIESC) asked for volunteers to host a meeting by Dr. Tony Bennett, who is the Superintendent of Public Instruction with the Indiana Department of Education. Mr. Rayle has offered to host Dr. Bennett, and Dr. Bennett will be here August 13 from 2-4 p.m. in the Northview High School auditorium. He will talk about his agenda, which involves curriculum, standards, licensing, testing, and other issues as he deems appropriate. Dr. Schroeder encouraged board members to attend.
- Update on Construction: Projects were bid in 4 packs. Bid Pack 1, which involved security at the secondary level, was completed last summer. Bid Pack 2, the sewer project at Jackson Township Elementary, is finished. Bid Pack 3 includes major renovations at Staunton Elementary, Meridian Elementary, and East Side Elementary. Bid Pack 4 includes renovations at the remaining

elementary schools—Clay City Elementary, Van Buren Elementary, and Forest Park Elementary as well as replacement of windows at Jackson Township. The windows at Jackson Township should be complete within two to three weeks. Staunton, Meridian, and East Side are about three weeks behind schedule. It is still deemed that school can start as scheduled on August 17, but it is going to be close. The gymnasiums in Staunton, Meridian, and East Side will not be finished. Nice progress is being made at Clay City and it will be ready for the start of school. Van Buren is progressing nicely also. Forest Park has a long way to go. Bid Pack 4 should be wrapped up by October. Dr. Schroeder commended administrators, teachers and the public for their patience.

VI. New Business

A. Textbook Rental and Fees Costs

Dr. Schroeder pointed out that mathematics textbooks were up for adoption this year. At the elementary level, rental and fees are up a little because of the cost of books and materials. The rental and fees costs are set by grade level. At the middle and high school levels, rental and fees costs depend on what courses are taken. The new mathematics textbooks will be used for the next six years. Approval is recommended.

Mrs. Adams moved to approve textbook rental and fees costs. Mrs. Heffner seconded, and the motion was approved by a 7-0 vote.

B. School Lunch and Breakfast Costs

Dr. Schroeder stated that each year consideration is given to what the cost of paid breakfasts and lunches is going to be. The federal government sets the reduced rate. Extra milk costs are set by the corporation. The request is to increase the breakfast and lunch prices by 5¢ per meal.

Under discussion, Mr. Scherb asked where the 5¢ increase goes. Mr. Fowler explained it would go into the school lunch fund that pays for the food, milk, bread, cooks' salaries, and everything to do with the school lunch program. Mrs. Heffner noted the fund fell short about \$7,000 last year. Mr. Fowler added that the shortage was covered by the cash balance. Dr. Schroeder stated that the corporation tries to increase the prices a little bit each year rather than keep prices the same for a few years and then have a large increase all at one time. At 5¢ per day for 180 days, the increase would be \$9 per student for the entire school year.

Mrs. Heffner encouraged the community to look at the forms for the free or reduced meals to see if they qualify and to take advantage of the program if they do qualify. Dr. Schroeder noted the corporation typically has 45-50% of students that qualify for free or reduced meals and he also encouraged all who qualify to take advantage of the program.

Mr. Scherb moved to increase breakfast and lunch costs by 5¢ per meal. Mrs. Heffner seconded, and the motion was approved by a 7-0 vote.

Breakfast and Lunch Prices
2010-2011

<u>Breakfast</u>		<u>Lunch</u>	
Elementary	\$1.25	Elementary	\$2.05
Middle & High School	\$1.35	Middle & High School	\$2.15
Adult	\$2.25	Adult	\$3.20

C. Northview and Clay City High School Athletic Handbook Revision: First Reading

This is a first reading, so no vote needs to be taken. Mr. Michael Owens, Assistant Principal/Athletic Director at Clay City Jr/Sr High School, pointed out some of the changes that had been proposed: 1) for student athletes, it is proposed to add language related to the C.O.P.E. program stating that athletes will not be allowed to practice or participate in athletic contests during their C.O.P.E. suspension; 2) for coaches, it is proposed to change language to clarify that lay coaches will receive a salary as written when they signed their contract; and 3) also for coaches, the change will state that coaches should be at least 21 years of age to be eligible to coach.

D. Northview, North Clay, and Clay City Coaches' Handbook Changes: First Reading

Mr. Miller would like for the Clay City Coaches' Handbook to include language similar to what has been proposed for the Northview/North Clay Coaches' Handbook, which states: "The use of vulgar, obscene and emotionally abusive language will not be tolerated".

E. ECA Purchases at Northview High and North Clay Middle Schools

Dr. Schroeder explained that when a capital item is planned to be purchased from a building through the ECA funds (extra-curricular account) and a principal feels there is a need, that's a recommendation that has to be given to the board even though these dollars are at the building level and they were earned through extra-curricular accounts, not school corporation funds.

Mr. Rayle, principal of Northview High School, is requesting a Canon digital camera and a memory card and a computer-generated program for signaling baseball plays for a total of approximately \$1,150. Dr. Allen, principal of North Clay Middle School, is requesting banners, posters, a television and mount for approximately \$1,350.

Dr. Allen commented that the television is to be mounted in the main office so that pictures of students in activities can be displayed. The banners are to promote the school's positive approach to discipline. Mr. Rayle explained that the camera purchase was for his office. He takes pictures of students constantly and then runs them on a 32-inch TV that is seen when entering the building. The pictures are also shown on NTV. The camera that he is currently using is 2 or 3 years old and the athletic department has asked to purchase that. The funds from the athletic department's purchase will then go in to replace the ECA funds that Mr. Rayle is using. The new camera will take pictures,

videos, and has HD capabilities, which is the reason for the request. The pictures will also be used for motivational posters that are being displayed throughout the building.

Under discussion, Mr. Scherb asked to verify that the ECA fund was not tax money, which it is not. He then asked how much money was in that fund. Dr. Schroeder explained that there are a whole series of ECA funds. He further explained that each school has its own set of funds that are controlled by the building principal and treasurer. Each school's amounts are different because it depends on how many clubs or sporting groups that they have. Dr. King added an example of how ECA funds are raised from her experience as a baseball parent: The baseball booster club sells ads and creates a booklet. The baseball booster club does not have any say as to how the funds are spent, and even the coach doesn't have the latitude to just go spend the money. The money goes into the ECA account so there is a system of checks and balances. The money has all been raised by the parents and the kids and it is set aside in a baseball fund, but it goes through Mr. Rayle if it is to be used. That is why the amounts in these accounts vary so much. Dr. King pointed out that there are lots of these accounts at Northview and Clay City and in an elementary it might just be the PTA. Dr. Schroeder added that these funds do not run through the school corporation's books. There are checks at each individual building that the treasurer works with and the principal has to sign off on that. If it is not a capital item, it is really up to the building principal to accept or deny that request. The State Board of Accounts does audit the extra-curricular funds.

Mrs. Adams knows that the money comes from separate funds, but she doesn't know how she feels about increasing breakfast and lunch prices by 5¢ and then approving this amount for electronic items that aren't going to be used in the classroom. She asked if the items in the purchase requests were necessary. Mr. Rayle responded that motivation for students would be a benefit they would get from the camera. The camera would also be used for pictures for the newsletter that Mr. Rayle sends out. It is, however, a want rather than a need.

Mr. Fowler, using the baseball program as an example, pointed out that even if all of the parents of baseball players contributed \$10 to buy the software, the purchase would still have to be approved by the board even though the funds would have been donated for that specific purpose.

Dr. King moved to approve the ECA purchases at Northview High School and North Clay Middle School. Mrs. Heffner seconded, and the motion was approved by a 6-1 vote with Mrs. Adams opposed.

F. INSafe Report and Bus Garage

Dr. Schroeder referred to the report that was completed in February of 2010, and in that report, 21 standards were listed that needed to be corrected. One remains, standard 12, which is electrical and structural changes that need to be made. An architect was hired at the last school board meeting and specifications were included in the board packet. Approval is requested to allow the corporation to advertise for bids for the

specifications. In the action plan presented to INSafe relative to the request for another extension, it was stated that bids would be awarded at the August 12 regular session school board meeting. The board would either have to conduct a special session for the purpose of opening bids or change the date that the bids would be awarded. Mr. Fowler asked for a determination at this school board meeting as to the date of the special session sometime during the week of August 2 so that the specific time, date, and place can be included in the advertisement. Mrs. Kaelber pointed out that there was already a negotiations meeting scheduled for 4:00 p.m. on August 2. It was decided that the special session for the purpose of opening bids would be held on Monday, August 2, at 3:30 p.m. at North Clay Middle School in the media center.

Mrs. Heffner moved to approve advertising for bids. Mr. Miller seconded, and the motion was approved by a 7-0 vote.

G. 21st Century Community Learning Centers Grant Consortium

Cloverdale Community School Corporation contacted Clay Community Schools to see if there was interest in participating in an area grant. The grant totals \$15,500 to pay for instructional assistants after school for the Apex and NovaNet programs. It is outside of the regular school day for four hours. Approval is recommended.

Under discussion, Mrs. Heffner asked if it was set in stone as to how many students this is geared to. Mr. Rayle stated that the numbers presented in the board packet were a minimum needed to commit to the program.

Mrs. Heffner moved to accept the 21st Century Community Learning Centers Grant. Mrs. Adams seconded, and the motion was approved by a 7-0 vote.

H. Resolution for Agreements for Alternative Services and Private Residential School Placements

This resolution is signed each year by either Dr. Schroeder or Mr. Fowler. However, they do not make the decision for placement. That decision is made by the case conference committee, which is the legal entity that consists of parents, specialists, teachers, administrators, and Rhonda Lawrence, the special education director or someone from her office. The State pays for this except for the money generated from the school corporation's pupil count. Other alternatives are tried prior to placement in alternative services. It is recommended that the resolution be approved.

Dr. King moved to approve the resolution. Mr. Scherb seconded, and the motion was approved by a 6-0-1 vote with Mrs. Adams abstaining.

I. Conflict of Interest Forms

Both of the Conflict of Interest forms are for board members and are to be filed with the local circuit court. Approval is recommended.

Mrs. Heffner moved to approve the Conflict of Interest forms. Dr. King seconded, and the motion was approved by a 6-0-1 vote with Mr. Miller abstaining.

J. Health Services Career Program Position

Dr. Schroeder explained that the corporation has students that participate in this vocational program. It was previously administered by the Vigo County School Corporation; however, they now desire to have Clay Community Schools administer the program for students from Northview High School and Clay City Jr/Sr High School. Because the funding for this program will now come to Clay Community Schools, it is recommended to hire 3/5ths of a position for someone to work with the program.

Kathy Knust, who has overseen the vocational program for several years, stated that she has wished for a long time for the opportunity to bring this program to Clay County. It will result in savings in transportation costs. She pointed out that having the program administered by Vigo County hurts the Clay City students' ability to participate because they lose so much time in travel. Northview students also lose one hour of instructional time in travel that they would no longer lose by being here. She feels very certain that enrollment will go up because students will only have to travel to St. Vincent Clay. St. Vincent Clay Hospital is very excited about the program and they are talking about plans for scholarships and job opportunities for students as they complete the program. Students would receive nine hours of dual credit through Ivy Tech and a certified nursing certificate when they complete the program.

Dr. Schroeder noted that the position would be funded through the Carl Perkins vocational grant. If that grant would be cut in the future, the school corporation would need to look into whether it would be viable to keep the position.

Under discussion, Mrs. Adams commented that over the years she has followed in the newspaper the reports of grants that Mrs. Knust has obtained, and she has always been impressed with what kind of grants and the money that Mrs. Knust brings into the community. Mrs. Adams is a firm supporter of any program that offers dual credit.

Mrs. Kaelber moved to approve the Health Services position. Mrs. Heffner seconded, and the motion was approved by a 7-0 vote.

VII. Personnel

A. Leaves of Absence

1. Certified

a. Maternity (FMLA) - extension NHS Joni Sutherland

2. Non-Certified

a. Medical (FMLA) – extension CORP Elizabeth Withers
b. Medical (FMLA) VBE Bobbie Monce-Cook

B. Retirements

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

C.	Resignations		
	1. Certified	None	
	2. Non-Certified		
	a. Instructional Assistant	JTE	Kathy Short
	3. ECA Resignations	None	
D.	Transfers		
	1. Certified		
	a. Teacher – from Spec Serv to Social Studies	NCMS	Kathy Scherb
	b. Teacher – from FPE to CCE	CCE	Natalie Wolfe
	c. Teacher – from NCMS to NHS	NHS	Rochell Reberger
	2. Non-Certified	None	
E.	Employment		
	1. Certified		
	a. Teacher – Band	NCMS	Michael Alsop
	b. Teacher – Language Arts	NCMS	Angela Wolf
	c. Teacher – Art (additional 1/10 regular)	NHS	Rayna White
	d. Teacher – Art (50% temporary)	NHS	Rayna White
	e. Teacher – 2/5 German & 1/5 Eng	CCHS	Tara Deppert
	f. Teacher – 4/5 Spanish	CCHS	Lynn Gugino
	2. Non-Certified	None	
	3. Extra-Curricular Certified	None	
	4. Extra-Curricular Non-Certified	None	
	5. Extra-Curricular Lay Coach/Lay Sponsor		
	a. Volleyball	CCHS	Courtney Dayhuff
	b. Cross Country – Head Girls	CCHS	Darby Sindors
	c. Soccer – Girls Assistant	NHS	Garth Woodcox
	d. Football – Freshman Asst.	NHS	Nick Lancaster
	e. Football – Varsity Asst.	NHS	Craig Trout
	f. Football – Varsity Asst.	NHS	Mike Meyer
	6. Extra-Curricular Volunteers		
	a. Cheer Coach	NCMS	Dawn Jolliff

F. Changes

1. Teresa Auterson is currently a 260-day 3rd shift custodian; she has asked to be moved to a 185-day 3rd shift position, effective July 1, 2010.
2. Nikole Lalen is currently a 260-day 3rd shift custodian; she has asked to be moved to a 185-day 3rd shift position, effective July 1, 2010.
3. Patty Dyer is currently the Cafeteria Manager at Clay City Jr/Sr High School. She is being recommended for appointment as the Interim Assistant Food Services Director for the 2010-2011 school year to serve in the absence of Liz Withers, who is on medical leave. This is a 210-day

position. If Mrs. Withers does not return to the position, this appointment will become permanent.

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| G. Termination | |
| 1. Certified | None |
| 2. Non-Certified | None |
| H. Information Only | None |
| I. Classroom Volunteers | None |

Mr. Scherb moved to approve the personnel items.

Under discussion, Mrs. Adams asked for an explanation of the purpose of moving from a 260-day employee to a 185-day employee. Mr. Reberger commented that in anticipation of what budget needs are going to be, it is believed that additional hours for custodians will need to be added in the elementary schools that will have additional square footage this fall. He is trying to adjust hours in other buildings. These are two moves that have been made, and there may be a couple of others. Rather than working 12 months, they will be working during the school year, and they have both agreed to this reduction voluntarily. These two individuals are employed at Northview High School and the extra help will be necessary in the elementary schools. In response to Mrs. Adams' query regarding moving these individuals to where they are needed, Mrs. Kumpf stated that these individuals would like to go from 260 days to 185 days. Mr. Reberger added that the corporation has several custodial employees who are 185-day employees, and it is near 50-50 between 260-day employees and 185-day employees. Dr. Schroeder pointed out that Mr. Reberger did not transfer the employees; this is something that they volunteered to do.

Mrs. Adams then asked if custodians could be assigned to different schools, such as three days at one school and two days at another. Mr. Reberger replied that the corporation did not do that because custodians' assigned cleaning areas are required to be cleaned every day. What Mrs. Adams has described is sometimes referred to as "skip cleaning" and Mr. Reberger asserted that the corporation is not in a position to do that, particularly at the elementary level.

Mrs. Adams next questioned what would happen in the summer months and asked if staff is reduced in the summer months because the need is not as great. Mr. Reberger stated that supplemental employees are used during the summer, such as college students who are paid minimum wage. Mrs. Adams stated that she just doesn't understand why the corporation would reduce staff hours and hire out to someone who is not employed by the corporation. She questioned the ability to supervise people who are only going to be in the schools for 90 days who may not have worked with other custodial staff members before. Mr. Reberger assured Mrs. Adams that the supplemental employees are supervised by direct contact. Mrs. Adams then asked how many supervisors there were and how many staff members are hired per building. She

can't imagine that there are enough supervisors to move from room to room or wing to wing with these people. She asserted that the corporation is in essence hiring strangers to save money for 90 days, which are then displacing full-time employees. Mr. Reberger reminded Mrs. Adams that these two ladies asked to be reduced from full-time employees to part-time employees, and their requests were granted. In answer to Mr. Scherb's question if it would help if the request had been made in writing, it was noted that the employees' written and signed request had been included in the board packet. Mr. Miller offered his opinion that there had been some confusion when Mr. Reberger indicated his anticipated budget cuts along with why these ladies may have requested the change. Mr. Reberger responded by noting that the ladies had requested to do this and it was thought that this could be done and the cleaning at Northview could still be managed. The ladies did not make the request because of budget cuts; it was their personal reasons. Mrs. Adams concluded the discussion by noting that she has concerns about security while having strangers in the buildings for 90 days. After confirming that the summer employees had undergone expanded criminal history checks, Mr. Reberger reiterated that the summer employees are not working individually; they are working day shift in crews with direct supervision.

Mrs. Heffner seconded, and the motion was approved by a 7-0 vote.

VIII. Board Member Comments

Dottie King offered her welcome to the new board members. She looks forward to getting to know each of them and she hopes they can work well together.

Jennifer Kaelber encouraged everyone to go to the Pepsi Refresh Everything web site and vote for the Northview Knights as they attempt to secure a \$25,000 grant.

Tina Heffner reiterated her encouragement to school parents who typically would think they do not qualify for the free/reduced lunch to complete the form. Also, former board member Ted Jackson had commented that the board needed to be thinking about a board member to serve on the technology committee and the health insurance committee. In addition, the Redevelopment Committee in Clay County, by law, has to have a non-voting member from the school board. She would like board members to be considering if they would be interested in attending one of the monthly meetings at the court house. Mrs. Heffner welcomed the new board members and thanked past board members for all of their hard work. She also thanked school staff, members of the community and all of the schools for working together. She hopes for a good year even though finances are tight.

Forrest Buell questioned whether the board has a policy on termination or suspension of staff. Dr. Schroeder explained that there are Indiana laws prescribed regarding termination and how it can be done. As far as transfers, that is a decision that is local. Past practice is followed, and any changes would have to be discussed with the Classroom Teachers Association. There is also contract language on some of the personnel items in the Master Contract. Dr. Buell next asked if it was spelled out so that if a situation turns up, there is a procedure that one goes through. Dr. Schroeder responded that it refers to following state law and due process. Once that is done, it is out of the school board's hands. Dr. Buell then asked if the policy was followed on the last suspension that came before the board, and it was. Dr. Schroeder noted that the

Indiana School Boards Association puts out a manual on discharge. Also, the school corporation attorney was consulted to make sure the corporation was following the law. Dr. Buell stated that he would like to have a more specific policy that would include allowing, if the personnel involved wants, having a meeting with the school board prior to the school board making a decision. Dr. Schroeder noted that it is in state law and the person involved needs to request a hearing. In the recent suspension issue, the individual did request a hearing; however, it was dropped because a compromise was proposed by the teacher and the Classroom Teachers Association representative. The compromise was brought to the board and voted on in a public meeting. Dr. Schroeder noted that what Dr. Buell was talking about was due process. In that process, before someone can be suspended without pay or terminated, there are very specific timelines and procedures that need to be followed. If there is a request for suspension without pay or termination, the individual to be suspended or terminated has a right to request a hearing and to appear before the board before a decision is made by the board. It is already within the law. Dr. Buell noted that an individual is going through a stressful time in these situations, and he wondered if they knew that they could request a hearing. Dr. Schroeder explained that a letter is sent out specifying the charges and a copy of the statute is included. They are told in the letter that if they want to request a hearing, they have to do so by a specific date. Dr. Buell asserted that he had evidence that the individual involved did not understand that and he would like to go into that more at the next meeting. Mrs. Kaelber interjected that it would be the responsibility of the Classroom Teachers Association representative to go over that with the individual. Dr. Schroeder added that they could also call central office for an explanation of any kind of information or to go over the procedures. Dr. Schroeder also pointed out that board members are cautioned to not talk to the individual involved because, in effect, there is evidence that is produced at a hearing, and the board will act as the jury and have to vote on whether or not the evidence at that hearing warrants whether that person should be disciplined.

Mrs. Adams asked for a definition of the words “entering into this waiver of statutory rights”, in layman’s language. Dr. Schroeder explained that the individual waives any further hearing rights or any further decision rights. He added, in that particular case, it was proposed by the CTA representative, and the corporation agreed to it, and they agreed to it.

Dr. Buell then continued by asking if the individual had something they wanted the board to know about and they can’t get to the board and then someone comes along that is in between the person and the board, how does that person know whether the right thing gets to the board. He believes the board should have a policy that allows the board and the individual to get together early in the situation. Otherwise, the board doesn’t know for sure if they are hearing the right thing or not. Mrs. Kaelber pointed out that the board cannot do that; it is prohibited by law, because the board may have to be the jury. In response to Dr. Buell’s comment that he didn’t believe the board acted as a jury, Mr. Miller stated that the process did not get to that point. The individual retained her position, and the Classroom Teachers Association, not the board, would have been responsible for apprising her of all her rights. Concluding this discussion, Mrs. Heffner

stated that she knows Dr. Buell is very compassionate about this situation, but from her understanding from the board and from Dr. Schroeder and the Indiana School Boards Association, the board members cannot become emotionally involved because the board has to make the final decision. She noted that, although it is good to be compassionate and care, he must separate himself emotionally from the situation until the facts are presented to him. She added that the hearing he is talking about and the conversation the board would have with that person only comes if that person follows the same law that the board has to follow to get a meeting with the board. If she/he did not understand the procedure, her/his best resource would be to go to the union representative and start from there. Dr. Buell said that he would research the issue further.

Amy Burke Adams thanked the community for having enough faith in her to elect her to this position. She looks forward to working with the other board members and Dr. Schroeder and all the administrative staff, the teachers, and community. She hopes to do very well for the community and will try her best.

Ron Scherb thanked all the people that voted for him and campaigned for him. He takes this job very seriously. He also thanked the five other candidates that ran with him. He considers it an amazing experience and he looks forward to serving. Mr. Scherb offered his congratulations to all of the high school graduates. He challenged Dr. Schroeder to find cuts in the General Fund in order to retain teachers. He would like for Dr. Schroeder to identify \$500,000 in cuts in the General Fund in order to be prepared for funding cuts from the State. Dr. Schroeder responded, stating that he doesn't know what the cuts will be from the State of Indiana because they haven't been announced, but he feels there will be cuts. He suggested the possibility of putting together a committee involving school people and community people to start looking at budget cuts. The corporation probably won't know what cuts there may be until December. Mr. Scherb complimented Tim Rayle for having a meeting to discuss possible cost-savings measures, and Dr. Schroeder noted that all of the schools have had that meeting, and the plan is to hand out that information along with state information and start the budget-cutting process. Dr. Schroeder believes it is a process that needs to involve more than Mr. Fowler and himself. It needs to involve a lot of people in the community and the schools by giving input. Once the input has been received and cuts have been determined, it is hoped the committee can give input and direction on where they would like the corporation to go. Mr. Scherb asked if Dr. Schroeder would be willing to bring some recommendations to the board. He would like to start on this right away.

Mrs. Adams commented that everyone knows the cuts are coming because of the state of the economy and the federal stimulus money for the nation will run out this December. She hopes cuts are made in a fair and conscientious way. Because of the economy, she finds it very hard to believe that employees would ask to be laid off for three months. Mrs. Kumpf responded to this comment, stating that all of the 185-day people have salaries that are pro-rated over twenty-six pays, and some people just prefer to not work during the summer. A lot of the 185-day custodians will actually work on the summer cleaning crews.

Rob Miller thanked all of the people who voted for the new board members. He finds it to be a humbling feeling.

IX. Future Agenda Items

Ron Scherb asked if he could make a request in Dr. Schroeder's office for reports, such as a financial report from Mike Fowler. Also, Mr. Scherb would like to see a Capital Projects Fund report from Mr. Reberger regarding work that is being done this summer and planned for 2011. He would also like to see what work has been done in 2008 and 2009 and what Mr. Reberger's plan is and what he has done in the last couple of years. In addition, Mr. Scherb would like to see the report that Mr. Fowler presented regarding the bus garage and contracting out maintenance, which Mr. Fowler will e-mail to all three of the new board members.

X. Adjournment

Mrs. Kaelber made a motion to adjourn. Dr. King seconded. With a 7-0 vote, the meeting was adjourned at 9:25 pm.

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