

EAST WASHINGTON SCHOOL CORPORATION – SCHOOL BOARD NOTES
JANUARY 13, 2015

Reorganization of Board Meeting Minutes
Board of Finance Meeting Minutes
Regular Board Meeting Minutes

Members Present

Linda McClellan, President
David Churchman, Vice President
Sue Jane Miller, Secretary
Theresa Gottbrath, Member
Hector Nale, Member

Members Absent

Guests

NEWS MEDIA:

NEWSPAPER

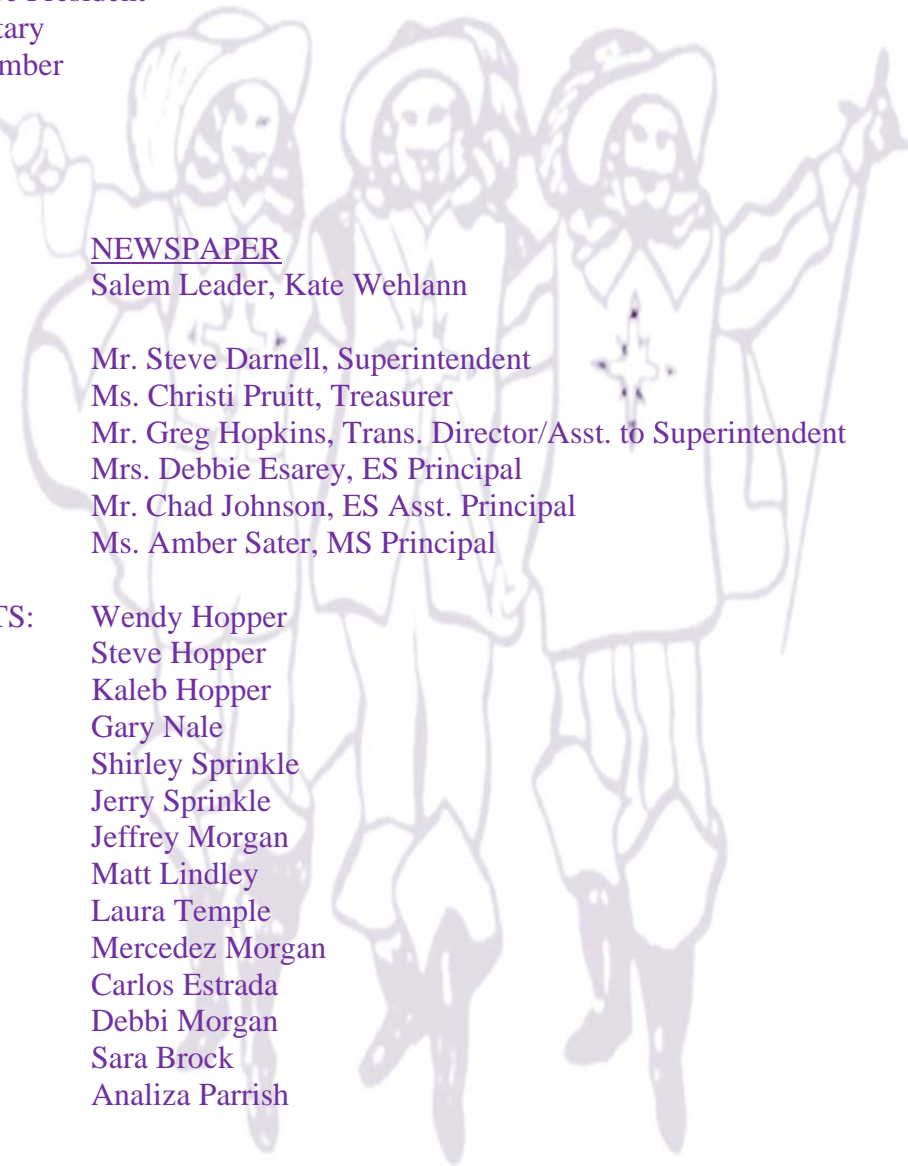
Salem Leader, Kate Wehlann

OFFICIAL GUESTS:

Mr. Steve Darnell, Superintendent
Ms. Christi Pruitt, Treasurer
Mr. Greg Hopkins, Trans. Director/Asst. to Superintendent
Mrs. Debbie Esarey, ES Principal
Mr. Chad Johnson, ES Asst. Principal
Ms. Amber Sater, MS Principal

UNOFFICIAL GUESTS:

Wendy Hopper
Steve Hopper
Kaleb Hopper
Gary Nale
Shirley Sprinkle
Jerry Sprinkle
Jeffrey Morgan
Matt Lindley
Laura Temple
Mercedez Morgan
Carlos Estrada
Debbi Morgan
Sara Brock
Analiza Parrish



Pledge of Allegiance

President Linda McClellan led the Pledge of Allegiance and a moment of silence was observed.

Administered the oath of office to the newly elected Board Members.

Reorganization of Board Meeting to be called to Order

President Linda McClellan called the Reorganization of the Board Meeting to order.

Recognition of 'The Arts'

The School Board of Trustees does hereby approve the recognition resolution.

Motion: David Churchman, Seconded: Hector Nale, Vote: 5-0

Background Information Provided by Mrs. Laura Temple

Mercedes Morgan has always been an exceptional artist. When she has an idea she has no problem going from idea to paper. Mercedes started Advance Placement in Studio Art her sophomore year and has excelled each year since. She actively seeks out various art contests to challenge her artistic talents.

Her achievements in art include:

*2011 REMC calendar contest winner for August
Honorable mention in 2012 for the REMC calendar contest
Honorable Mention for Congressional Art Competition
Featured Artist at the Salem Library 2013*

Background Information Provided by Mrs. Veronica Lindley

McKenna Keltner is an exceptional student in everything she does. She especially excels in music. She has taken voice lessons for years and competes in Solo and Ensemble each year in the highest group. She often sings the National Anthem at sporting events and does a great job. All around, she has been such a great asset to the choral department at Eastern High School and I thoroughly enjoy having her in class.

Background Information Provided by Mr. Tim Wells

Sara Brock, 6th grade student, is being recognized as a model student and very talented artist and designer with intense focus and attention to detail and quality of craftsmanship. I look forward to teaching her for two more years and expect her to create some very exciting and beautiful things.

Background Information Provided by Mr. Matt Lindley

Kaleb Hopper, 7th grade student is being recognized. He joined band last year as a 7th grader and has spent the last year working hard to improve as a musician. As a testament to his talent and work ethic, Kaleb was selected this past November to represent East Washington Middle School, along with several of his classmates, in the Indiana Bandmaster's Association All-

Region Honor Band held at East Washington. In addition to this honor, Kaleb was part of the Musketeer Brigade this past marching season.

Background Information Provided by Mrs. Jane Sizemore

Anakin McCormick, 3rd grade student, is being recognized for his outstanding achievement in the creation on his impressionism painting and outstanding accomplishment in his study of violin. Anakin has great ability in both the fine and performing arts.

Background Information Provided by Mrs. Tammy Clemons

Vivian Hamilton, 4th grade student, is being recognized as a member of the elementary music performance group, Rhythm and Rhyme. Having sung several solos, she is well known at our school for her beautiful voice and musicality. Vivian plans to be a professional singer.

Business

Election of Officers

The Board of School Trustees each calendar year elects officers for the Board.

Current Board President, Linda McClellan accepts nomination on behalf of the Board for the following offices:

A motion was made nominating Linda McClellan to serve as President for the 2015 calendar year.

Motion: Sue Jane Miller, Seconded: David Churchman, Vote: 4-0, with Linda McClellan abstaining

A motion was made nominating David Churchman to serve as Vice President for the 2015 calendar year.

Motion: Theresa Gottbrath, Seconded: Hector Nale, Vote: 4-0, with David Churchman abstaining

A motion was made nominating Sue Jane Miller to serve as Secretary for the 2015 calendar year.

Motion: Hector Nale, Seconded: David Churchman, Vote: 4-0, with Sue Jane Miller abstaining

Approval of Appointments

The Board of School Trustees is expected to officially appoint the applicable positions: Treasurer, Extracurricular Treasurers, and Recording Secretary at the first meeting in January. The Board also needs to name individuals annually to sign checks, contracts, agreements, and purchase orders.

Superintendent Darnell recommended that the Board of School Trustees approve the appointments to the following positions:

- ✓ Ms. Christi Pruitt as Corporation Treasurer with a \$200,000.00 bond renewable in January of each year.
- ✓ Mrs. Melissa Pickerill as elementary Extra-Curricular Treasurer/Lunch Program Treasurer with a \$50,000.00 bond renewable in September of each year.
- ✓ Mrs. Amber Purlee as middle school Extra-Curricular Treasurer with a \$25,000.00 bond renewable in July of each year.
- ✓ Mrs. Lou Ann Kindrick as high school Extra-Curricular Treasurer with a \$25,000.00 bond renewable in September of each year.

- ✓ Mrs. Kendra Floyd, Human Resources Director is also bonded with a \$200,000.00 bond renewable in May of each year.
- Mr. Steve Darnell as Recording Secretary
- Individual authorized to sign corporation checks: Ms. Christi Pruitt
- Individual authorized to sign corporation checks, contracts, agreements, and purchase orders: Mr. Steve Darnell

After due consideration, the same was approved.

Motion: Theresa Gottbrath, Seconded: David Churchman, Vote: 5-0

Board Meeting Dates

The Board of School Trustees presently conducts regular board meetings on the second Tuesday of each month. Meetings are scheduled to begin at 7:00 p.m.

Superintendent Darnell recommended that members of the Board of School Trustees continue meeting on the second Tuesday of each month at 7:00 p.m. for the 2015 calendar year unless noted otherwise below:

2015 Board Meeting Dates

January 13, 2015	July 14, 2015
February 10, 2015	August 11, 2015
March 10, 2015	September 8, 2015 and September 22
April 14, 2015	October 20, 2015 – 3 rd Tuesday
May 12, 2015	November 10, 2015
June 09, 2015	December 8, 2015
	January 12, 2016

After due consideration, the same was approved.

Motion: David Churchman, Seconded: Hector Nale, Vote: 5-0

Board Salaries

Indiana Code 20-26-4-7 allows for \$2,000 to be paid annually to members of the Board of School Trustees.

The Board of School Trustees shall be eligible for life insurance. New board members are not eligible for dental, vision, or medical insurance effective December 10, 2013.

Indiana Code 20-26-4-7 allows for special meetings/work sessions to be paid at \$112.00 and a maximum of \$62.00 for committee meetings as a per diem.

Superintendent Darnell stated that it is necessary to have Board action regarding the annual salary paid to members of the Board of School Trustees. A motion was made to pay board members \$2,000 annually.

After due consideration, the same was approved.

Motion: David Churchman, Seconded: Sue Jane Miller, Vote: 5-0

Appointment to Various Boards/Committees

It is requested annually that the Board of School Trustees appoint members of the School Board to various applicable committees.

Superintendent Darnell recommended that members of the Board of School Trustees be appointed to for the 2015 calendar year.

Health Insurance Committee (2 members) – David Churchman and Linda McClellan

Superintendent’s Advisory Board (2 members) – Theresa Gottbrath and Hector Nale

Wellness Committee (2 members) – Sue Jane Miller and Theresa Gottbrath

After due consideration, the same was approved.

Motion: Hector Nale, Seconded: David Churchman, Vote: 5-0

Code of Ethics

The Board of School Trustees has a compact and code of ethics, Bylaws 0144.2, that will guide decision-making and expected operation of the Board.

Superintendent Darnell recommended that members of the Board of School Trustees approve and sign the Compact/Code of Ethics as identified by the Indiana School Boards Association.

After due consideration, the same was approved.

Motion: Theresa Gottbrath, Seconded: Hector Nale, Vote: 5-0

Annual Appointment for Legal Advertisements

The Board of School Trustees is expected to annually identify media venues for publicly sharing legal notices.

Superintendent Darnell recommended that the following newspapers be used to advertise legal notices/requirements of the district:

The Salem Leader

The Salem Democrat

After due consideration, the same was approved.

Motion: Sue Jane Miller, Seconded: Hector Nale, Vote: 5-0

Procedural Matters

Procedures of Corporation Treasurer, Superintendent, and Principals

The Board of School Trustees each calendar year approves procedural matters.

Superintendent Darnell recommended that the Board of School Trustees approve the following:

Corporation Treasurer is to ensure payroll is issued when due; Corporation Treasurer is to pay certain invoices in advance to take advantage of discounts and avoid penalties; Superintendent is to apply for State and Federal funds when available and useful to our schools; authorize Corporation Treasurer or Superintendent to **apply for and** issue school corporation credit card for school use in accordance with IC 20-5-1-1.1-1. Building principals are authorized to expend extra-curricular investment funds in accordance with State Board of Accounts regulations.

After due consideration, the same was approved.

Motion: David Churchman, Seconded: Theresa Gottbrath, Vote: 5-0

Adjournment

The Reorganizational Meeting was adjourned at 7:25 p.m. It is recommended to call the Board of Finance Meeting to order.

Motion: David Churchman, Seconded: Hector Nale, Vote: 5-0

Board of Finance Meeting to be Called to Order

President Linda McClellan called the Board of Finance Meeting to Order.

Business

Finance Committee

Indiana Code 5-13-7-6 requires the Board of School Trustees to meet annually appoint the Board Finance Committee as a legal entity and to review the investment report required by Indiana Code 5-13-7-7. The Board Finance Committee is to include the members of the Board of School Trustees and the person responsible for budget preparation.

Superintendent Darnell recommended that the Board of School Trustees and Superintendent be appointed to the Finance Committee with officers and duties being the same as those of the School Board for the 2015 calendar year.

After due consideration, the same was approved.

Motion: Theresa Gottbrath, Seconded: Hector Nale, Vote: 5-0

Board of Finance to Review Report Summarizing EWSC's 2014 Investments

The 2014 investment report was presented to the Board of School Trustees by Ms. Christi Pruitt, Assistant Chief Business Officer.

Board of Finance to Review Investment Policy

Policy 6144 states that the Board of School Trustees authorizes the Treasurer or Superintendent to make investments of available monies from the several funds on the corporation in:

- A. bonds, bills, or notes of the United States; obligations, the principal and interest of which are fully guaranteed by the United States; or obligations of the State;
- B. certificates of deposit issued by a State or National bank organized and authorized to operate a bank in this State;
- C. any other financial instrument authorized by Indiana laws.

Superintendent Darnell recommended that the Board of School Trustees continue the current investment policy and procedures.

After due consideration, the same was approved.

Motion: David Churchman, Seconded: Sue Jane Miller, Vote: 5-0

Permission to Void Outstanding Checks

It is recommended that the Board grant permission to void outstanding checks.

After due consideration, the same was approved.

Motion: David Churchman, Seconded: Hector Nale, Vote: 5-0

Approval of Interest Revenue Resolution

Superintendent Darnell recommended that the Board approve the Interest Revenue Resolution.

After due consideration, the same was approved.

Motion: Theresa Gottbrath, Seconded: Sue Jane Miller, Vote: 5-0

Approval of Travel Payment and Reimbursement Resolution

Superintendent Darnell recommended that the Board approve the Resolution for Payment and Reimbursement reflecting the mileage rate set for 2015 by the IRS.

In keeping with Policy 6550, *'Payment and reimbursement rates for per diem, meals, lodging, and mileage shall be established by the Corporation and approved by the Board annually'*.

The mileage rate change to 57.5 cents (from 56 cents) - as per 2015 IRS guidelines. Future rates will reflect the prevailing current rates set by the IRS.

After due consideration, the same was approved.

Motion: Hector Nale, Seconded: Theresa Gottbrath, Vote: 5-0

Adjournment

The Board of Finance Meeting was adjourned at 7:29 p.m. It is recommended to call the Regular School Board Meeting to order.

Motion: David Churchman, Seconded: Hector Nale, Vote: 5-0

Regular School Board Meeting to be Called to Order

President Linda McClellan called the Regular School Board Meeting to Order.

Business

Approval of Minutes and Executive Session

Board did meet in Executive Session for discussion of strategy for the following reason(s): To discuss a job performance evaluation of individual employees. This subdivision does not apply to any discussion of the salary, compensation, or benefits of employees during a budget process in accordance with I.C. 5-14-1.5-6.1(8) at 6:00 p.m., on Tuesday, December 9, 2014.

Board did meet in Executive Session for discussion of strategy for the following reason(s): To discuss a job performance evaluation of individual employees. This subdivision does not apply to any discussion of the salary, compensation, or benefits of employees during a budget process in accordance with I.C. 5-14-1.5-6.1(8) immediately following the regular board meeting on Tuesday, December 9, 2014.

The minutes of the Regular Meeting of Tuesday, December 9, 2014 were approved with any additions, corrections, or deletions as recommended by the Board.

Motion: Hector Nale, Seconded: Theresa Gottbrath, Vote: 5-0

Vendor Claims/Payroll Claims

The Board approved Vendor Claims #7401 to and including #7536, Payroll Claims #5413 to and including #5414, and Direct Deposit Advices #36582 to and including #37120.

Motion: David Churchman, Seconded: Sue Jane Miller, Vote: 5-0

Monthly/Calendar Year Financial Reports

The Monthly/Calendar Year Financial Reports were presented to the Board. The Board approved the monthly Financial Reports as presented.

Superintendent Darnell pointed out the General Fund deficit for the 2014 year end as \$496,779.50.

Motion: David Churchman, Seconded: Hector Nale, Vote: 5-0

Approval of Gift Card Resolution

Superintendent Darnell recommended that the Board approve the Gift Card Resolution. After due consideration, the same was approved.

Motion: Sue Jane Miller, Seconded: Hector Nale, Vote: 5-0

Approval of Appropriation Resolution

Superintendent Darnell recommended that the Board approve the Appropriation Resolution. After due consideration, the same was approved.

Motion: David Churchman, Seconded: Sue Jane Miller, Vote: 5-0

Approval of Allowance of Transfers

Superintendent Darnell recommended that the Board approve the Allowance of Transfers for the 2014 year end.

After due consideration, the same was approved.

Motion: David Churchman, Seconded: Hector Nale, Vote: 5-0

Approval of FFA Field Trip Request

The FFA/Agriscience classes were asked by the Washington County SWCD (Soil Water Conservation District) to help with the Healthy Soil Workshop. The SWCD supplied the soil tubes collected by the regional soil scientist along with different types of seeds. These seeds are grown as cover crops after corn and soybeans are harvested to help prevent soil erosion. Mr. Elgin's FFA/Agriscience classes planted the seeds and are caring for the samples in the high school greenhouse until the workshop in which they will be used for demonstration to area farmers in attendance.

The SWCD has invited the students caring for the samples to attend the workshop on January 27th. The opportunity to participate in this program did not present itself until before semester break. Thus, a trip approval form had not previously been submitted.

Superintendent Darnell recommended that the Board approve the field trip request to attend a *Healthy Soil Workshop* on January 27, 2015 in Salem for the FFA/Agriscience classes as submitted by Mr. Todd Elgin.

After due consideration, the same was approved.

Motion: Hector Nale, Seconded: Sue Jane Miller, Vote: 5-0

Logo Survey Results

Superintendent Darnell stated that community, parents, students and staff were surveyed in December for their choice of the three logos the Board approved in December. 952 individuals responded. This is the highest participation rate for any online survey conducted.

Superintendent Darnell recommended that the Board approve logo one pending copyright protection.

After due consideration, the same was approved.

Motion: David Churchman, Seconded: Sue Jane Miller, Vote: 5-0

Personnel

Approval of Personnel Changes

Point of Information

- ✓ Mr. Farris, High School Principal, recommends Steve Stewart as a volunteer baseball coach.
- ✓ Mr. Farris, High School Principal, recommends Brandon Adamson as a volunteer baseball coach.

Resignation

Certified

- ✓ Mr. Jim Lewis submitted his letter of resignation effective the end of the 2014-15 school year.

Personnel approval:

Superintendent recommended that the Board approve the personnel recommendations as outlined:

Superintendent Darnell stated that this recommendation is to extend contracts for select individuals who are licensed administratively at the buildings. Consistency in building leadership is important. Validation of their work by extending contracts by the Board is important.

Mr. Darnell recommended that the Board approve one year contract extensions for the HS Principal, HS Assistant Principal, MS Principal, MS Assistant Principal, ES Assistant Principal and the Assistant to the Superintendent so that all individual administrative contracts extend through June 30, 2016. The Board had previously extended the administrative contract for Debbie Esarey through June 30, 2017.

After due consideration, the same was approved.

Motion: Theresa Gottbrath, Seconded: Hector Nale, Vote: 5-0

Superintendent Darnell stated that this recommendation is to adjust the salary for Christi Pruitt who recently received certification as Assistant Chief Business Officer through the Indiana Association of School Business Officials (IASBO). IASBO is the professional organization for school business officials and offers certification credentialing for school personnel in the areas of finance, transportation, operations, and facility.

Mr. Darnell recommended that the Board approve a salary adjustment of \$1.04 per hour for Christi Pruitt retroactive to January 1, 2015. Her position will also be reclassified as Assistant Chief Business Official in the classified handbook with the salary scale to reflect this change.

After due consideration, the same was approved.

Motion: David Churchman, Seconded: Hector Nale, Vote: 5-0

Approval of Proposed Employment Contract

Based on Indiana Code, proper notice was given and public hearing held on December 9 for proposed modification to the contract for the Superintendent.

It is recommended that the Board approve the proposed Superintendent contract and addendum as presented at the public hearing on December 9, 2014. Salary amount to be \$109,036 retroactive to July 1, 2014, with an extension of the ending date to June 30, 2017.

Member Mr. Hector Nale made a motion to table the vote approving the contract until further information is supplied. Mr. Nale would like to see Superintendent Darnell's most recent evaluation. Member Theresa Gottbrath will also be supplied with additional information.

Motion: Hector Nale, Seconded: Theresa Gottbrath, Vote: 5-0

Instruction/Curriculum

2015 Graduation Date

Superintendent Darnell recommended that the Board approve the graduation date of Friday, May 29, 2015 at 7:00 p.m. as submitted by Mr. Darin Farris, HS Principal.

After due consideration, the same was approved.

Motion: Hector Nale, Seconded: Sue Jane Miller, Vote: 5-0

Approval of 2015-16 School Calendar

Superintendent Darnell recommended that the Board approve the 2015-16 school calendar as presented.

Vice President David Churchman would like to table approving the 2015-16 school calendar until more information from other school districts that use a two week fall and two week spring break has been reviewed.

Motion: David Churchman, Seconded: Hector Nale, Vote: 5-0

Approval of Title I Priority and Focus School Grant Application

The Office of Early Learning and Intervention is offering a school improvement planning grant opportunity for Title I Priority and Focus Schools. This project is intended for schools to build leadership capacity and stronger school improvement plans that are aligned with the USDOE's Turnaround Principles for Focus and Priority schools, Title I School-wide Planning, and PL 221 School Improvement Plan requirements.

Superintendent Darnell recommended that the Board approve the Title I Priority and Focus School Grant Application for \$6,000.

After due consideration, the same was approved.

Motion: Hector Nale, Seconded: Sue Jane Miller, Vote: 5-0

Approval of Excellence in Performance Grant Application

This competitive grant is awarded to school corporations for teachers rated Highly Effective for 2013-14 in Title I Focus and Priority schools based on 2013 and 2014 student achievement data. Those Highly Effective teachers must be in leadership roles during the 2014-2015 school year and a school corporation must have an evaluation plan that meets the requirements (IC 20-28-11.5) to be eligible.

Superintendent Darnell recommended that the Board approve the Excellence in Performance Grant Application for \$58,000.

After due consideration, the same was approved.

Motion: Theresa Gottbrath, Seconded: Hector Nale, Vote: 5-0

Transportation

Approval of Bus Quotes

The 2015 budget order has approved the purchase of a 78 passenger bus and a 14 passenger activity bus. It is therefore recommended that the Board approve Mr. Hopkins' request to accept the quote for the purchase of a 78 passenger bus from Midwest Transit for an amount not to exceed \$105,000, and the purchase of a 14 passenger activity bus from Midwest Transit for an amount not to exceed \$60,000.

After due consideration, the same was approved.

Motion: David Churchman, Seconded: Theresa Gottbrath, Vote: 5-0

- ✓ Transportation Director Greg Hopkins stated that all but three buses have been inspected and passed. The additional three buses will be inspected tomorrow. He praised Aaron Smith, Bus Mechanic along with the bus drivers on a job well done.

Superintendent Information

Grant Approval

Superintendent Darnell notified the Board, that the Title I Priority and Focus School Grant Application for \$6,000 has been awarded to the corporation.

Items by the Board/Late Items

- ✓ Vice President David Churchman asked if two buses were being traded out regarding the purchase of two new buses. Transportation Director Greg Hopkins stated that only one 78 passenger bus is being traded out. There will be no trade for the 14 passenger bus being purchased.

Public Comments

- ✓ Mr. Greg Hopkins, Food Service Director stated that the middle school cafeteria is currently being audited and a nutritional analysis is being completed. He stated that the auditors would like to use Cafeteria Manager, Beth Mauck as a positive representation for other schools of a job well done.

Adjournment

The meeting was adjourned at 7:53 p.m. The next School Board Meeting is Tuesday, February 10, 2015 at 7:00 p.m.

Motion: Hector Nale, Seconded: David Churchman, Vote: 5-0