

**MINUTES OF REGULAR MEETING OF SCHOOL BOARD  
 SUNMAN-DEARBORN COMMUNITY SCHOOL CORPORATION  
 RIPLEY AND DEARBORN COUNTIES, INDIANA  
 MARCH 13, 2014**

The regular meeting of the Board of School Trustees of the Sunman-Dearborn Community School Corporation was held March 13, 2014 at 7:00 p.m. EST, in Room #142 at East Central High School with the following individuals in attendance: Brandon Burress, Joe Graf, John McKay, Jeff Lyness, Michael Norman, Glenn Scholl, School Attorney Frank Kramer, Superintendent Dr. Jeff Hendrix, Director of Support Services Tom Harris, Director of Financial Operations Charles Blake, Director of Human Resources Mary Ann Baines and Recording Secretary Cheri Huff. Board Member Joyce Huffman was not present.

Mr. Lyness called the open meeting to order at 7:02 PM EST, leading the Pledge of Allegiance to the flag.

Mr. Lyness recognized Spelling Bee Contestants; Bright Elementary 3<sup>rd</sup> grader Allegra Stuhan, Intermediate School 6<sup>th</sup> grader Patrick Mitchell, and Sunman Elementary 4<sup>th</sup> grader Sable Voegele. Patrick Mitchell was not able to attend tonight's meeting. Mr. Goessling, Bright Elementary Principal, and Mrs. Morton, Sunman Elementary Principal, were present to represent them as well. Mr. Goessling stated that Allegra and Sable were 2 of 58 contestants in the WCPO spelling bee.

Mr. Lyness thanked Allegra and Sable for representing Sunman-Dearborn Schools and congratulated them on their accomplishment.

Mr. Lyness read the items on consent agenda.

- 4.1 Approval of Minutes for the Regular Board Meeting on February 13, 2014 and the Board Work Session on February 25, 2014
- 4.2 Approval of claims for payment (120217-120453)
- 4.3 Approval of personnel report

Request for Medical Leave

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Effective Date</u>
	EC/Staff member	8/3/14 – 9/16/14
	SE/Staff member	3/5/14 – 4/9/14

Recommendation for Employment

<u>Name</u>	<u>Building &amp; Assignment</u>
Kari Stratman	SE/Long Term Substitute
Joelee Ritzi	MS/Girls Asst. Track
Catrina Trenkamp	EC/Long Term Substitute Nurse
Amanda Miller	EC/Instructional Assistant

Accept Letters of Resignation

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Effective Date</u>
Gina Hertel	EC/Long Term Substitute Nurse	2/21/2014
Kathy Thomison	BE/Teacher	3/31/2014

Accept Letters of Retirement

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Effective Date</u>
Victoria Burris	BE/Teacher	End of 2013-14 sch. yr.
David Record	IS/Teacher	End of 2013-14 sch. yr.
Pat Hammons	ND/Teacher	End of 2013-14 sch. yr.
Barbara Wuestefeld	ND/Teacher	End of 2013-14 sch. yr.

Request of Job Share

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Effective Date</u>
Lee Anne Dole & Krista Wuestefeld	ND/Teachers	2014-15 sch. yr.

#### 4.4 Approval of overnight field trips

- Bob Reynolds taking approximately 18 Varsity Baseball players to Madison, IN; leaving on April 4, 2014 and returning on April 5, 2014.
- Tina Waechter and Kelly Pettit taking 18 Business Professionals of America Students to the State Leadership Conference in Indianapolis; leaving on March 16, 2014 and returning on March 18, 2014.

Mr. Lyness asked if the Board would like any items broken out individually.

Dr. Hendrix recommended that the Board approve with one motion and one vote, consent agenda items 4.1 through and including 4.4 as presented.

Mr. Scholl made a motion, seconded by Mr. Graf, to approve consent agenda items 4.1 through 4.4 as recommended. The motion carried by voice vote.

Mr. Lyness recognized Mrs. Stone, Director of Food and Nutrition Services.

Mrs. Stone presented the Board with information about school lunch prices for the 2014-15 school year stating that we will be required to raise the lunch price from \$2.00 to \$2.10.

Mr. Lyness moved to Action Items.

Mr. Blake recommended that the Board approve the lunch price increase from \$2.00 to \$2.10 for the 2014-15 school year as presented by Mrs. Stone.

Mr. Norman made a motion, seconded by Mr. Scholl, to approve the lunch price increase for the 2014-15 school year. The motion carried by voice vote.

Dr. Hendrix recommended that the Board approve the Sunman-Dearborn Middle School Handbook for 2014-15 as submitted in the Board packet.

Mr. Graf made a motion, seconded by Mr. Burress, to approve the Middle School handbook. The motion carried by voice vote.

Mr. Harris recommended that the Board approve the built-up roof system for the English wing roof replacement at East Central as presented during the Board Work Session on February 25, 2014.

Mr. Norman made a motion, seconded by Mr. Scholl, to approve the built-up roof system. Mr. Burress asked Mr. Harris to confirm the amount of the project. Mr. Harris stated that the project total is \$140,000 and added that the price is for 14,500 sf. He also noted that the roof in the back was 7,040 sf for a cost of \$73,900.

The motion carried by voice vote.

Mr. Blake explained the process of publishing the Corporations expenditure goals and recommended that the Board approve the resolution for setting expenditure goals for the 2013-14 school year. Mr. Blake read the goals.

Mr. Burress made a motion, seconded by Mr. Graf, to approve the resolution for setting expenditure goals for the 2013-14 school year. The motion carried by voice vote.

Mr. Lyness recognized Mr. Blake.

Mr. Blake reviewed the Financial Report for February 2014. He stated that adjustments will be made to our funding in May or June, then again in July. Mr. Lyness asked about utility costs during the winter months. Mr. Blake stated that we are gathering everything to send in for review but we did receive, and he can get the Board a copy of, the report for year 2 of the annual performance contract.

Mr. Lyness recognized Mrs. Baines.

Mrs. Baines did the first review of the May 2013 Board Policy updates and asked if anyone had any questions. Mr. Lyness stated that he saw most of the changes to be legal changes. Mrs. Baines agreed. She added that she will do the second review at the next Board meeting along with a recommendation for approval.

Mr. McKay asked why there are not guidelines attached to each Board Policy that includes the statement that the Superintendent will prepare the guidelines to implement the policy. Mrs. Baines explained that not every policy will have guidelines for them. She added that she has found, during the process of updating Board Policy through NEOLA, some policies state that there are guidelines but really there are none; and those policies need to be addressed so we get the proper guidelines attached to them. She also stated that if you go online to the Board Policy, you can click on the policy number and it will take you to the guideline if there is one. Mr. McKay thought it would be easier if the guideline was just attached to the policy. Dr. Hendrix reiterated that if you look at the policy online, it will take you to the guideline. Mr. McKay questioned that the guideline can then be changed at any time? Mrs. Baines confirmed that guidelines can be changed by the Superintendent at any time but change in policy has to be approved by the Board. Mr. Burress asked if it would be fair to say that because we were so behind on updating Board Policy and the amount of information that is included, is this the reason why some of the policies do not have the guidelines just yet to match up to them? Mrs. Baines agreed.

Mr. Norman asked when new policies are being approved, are they approved first then the guidelines are created? Mrs. Baines confirmed that is correct and that NEOLA will give us suggested guidelines for a new policy.

Mr. Lyness asked for public comments.

Leon Kraus, 23540 Ester Ridge in Sunman, expressed his concern about the change in overtime.

Brenda Osman, 13208 Five Points Road in Sunman, talked about FCCLA.

The following individuals all commented on Board Policy 7510 in regards to Use of School Facilities:

Donna Tanner, 5521 Boehm Drive in Fairfield, OH

David Pallada, 28325 North Dearborn Crossing in St. Leon

Shari Altum, no address stated

Jacob Byrd, student

Robyn Stuhan, 20399 Longview Drive in Lawrenceburg

Jeff Simms, 1029 St. Rt. 1 in West Harrison

Cathy Ruschke, 24182 Memorial Drive in Lawrenceburg

Lyndsey Altum, student

Leanna Dobbins, 2201 Hill Drive

Jeannie Herman, 10706 West Road in Harrison, OH

Noah Henry, student

Jeannie Herman also shared her support for non-certified employees in regards to overtime.

Sharon Moder, 1691 Oakridge Drive in Lawrenceburg, commented that she was in favor of non-certified staff overtime.

Mr. Lyness asked for comments from the S-DEA. There were no comments.

Mr. Lyness recognized the building Principals.

Mr. Goessling stated he was happy that Allegra Stuhan was able to make it to the meeting to be recognized. He reported on a visit from the Bright Fire Department on fire safety; ISTEP, IREAD, and makeup testing; the Bright Elementary festival; Michael Cox winning "Principal for a Day"; and, Lisa Tyler's Jump Rope for heart.

Mrs. Vennemeier reported on ISTEP; thanked Mr. Norman for plowing; the book fair in April; the Health and Human Body program; Parent night on April 1; and, winning the most improved recycling award from Dearborn County Recycling.

Mrs. Morton reported on ISTEP and IREAD; teacher grant awards from the Tiger Paws; Lisa Tyler's Jump Rope for Heart; and, the Science Fair and Star Lab on April 3.

Mr. Bond reported on Jump Rope for Heart and Pennies for Patients; ISTEP and IREAD; Doodles for Google contest with Mr. Craddock's Art classes; the Arc of Dearborn County presentation to Kindergarten students; a presentation to the 2<sup>nd</sup> grade by Dental 2 students from the Career Center on March 18; and, he thanked everyone who participated in Read Across America.

Mrs. Baudendistel reported on an inspirational video made by the Journalism class and also inspirational messages written on the sidewalks to kick off the first day of ISTEP testing. She thanked Mrs. Herbert for all the hours she puts in on ISTEP for the entire corporation and also thanked her staff for staying after school to help with remediation. She also reported on the Perfect Attendance celebration; Pennies for Patients; and the upcoming spring dance.

Mr. Lyness asked the Board members to comment on any items of interest, specifically Board Policy 4413.

Mr. Lyness read the policy aloud. Mrs. Baines stated that this is an example of a policy as discussed earlier in this meeting where the policy states there are Administrative Guidelines that go with it but really there are none. So, the Administration office has now prepared the Administrative Guidelines for this policy based upon how the Corporation currently operates in regards to overtime.

Mr. Burress thanked Mrs. Baines for preparing the Guidelines.

A lengthy discussion took place where the Board Members shared their thoughts on the policy and guidelines. Mr. Burress does not want the overtime policy or guidelines to create a negative morale; Mr. McKay believes a paid off day during the week should count towards your 40 hours when it comes to overtime; Mr. Graf has had jobs where overtime is figured both ways; Mr. Scholl's experience is that most companies follow the guidelines that Mrs. Baines came up with; Mr. Norman stated that he comes from both sides.

Mr. Lyness reminded the Board that their job is to set the policy and if the Board does not like what they are seeing with the policy or guidelines, then they need to re-write the policy.

Mr. Burress stated that he would like to know the number of hours and amount of dollars we are talking about when it comes to overtime. Mr. Scholl believes the Board needs to set the policies and allow them to be "driven" by Administration.

Mr. Lyness stated that we will not get anywhere with this tonight since more information is going to be provided by Administration as requested. Therefore, he said this topic can be discussed again at the next Board meeting if needed and Administration should continue to follow the guidelines that have been written. He advised the Board members to report back to him after they receive the additional information.

Mr. Lyness stated that he does not have any comment at this time in regards to Policy 7510. He is going to take the information he heard and think about it and talk with the Administrative team.

Mr. McKay asked what the difference would be between a company coming in and filming a program and getting advertisement for it, and letting someone tutor and get paid. Dr. Hendrix stated that the company filming would be paying for use of the facility.

Mr. Graf commented on the National Guard office that he works out of in Johnson County and stated how they handle the groups whether profit for non-profit that come in and use their office to help soldiers.

Mr. Lyness said again that he was going to take some time to think about all of this and discuss it with other Board members; so until then, the policy is the policy.

Mr. Norman asked Mrs. Morton to comment on the Kid Escape Program that was held at Sunman Elementary.

Mr. Lyness recognized Dr. Hendrix.

Dr. Hendrix recognized Mrs. Herbert and thanked her for being his go-to person for testing for the corporation. He recognized the Technology Department and thanked them for all of their hard work. He recognized Cindy Morton and her work on Title I. He thanked the other Principals as well for their extra work that they do for no extra pay. He stated that we do appreciate our hard-working custodian and maintenance staff. He added that we are a very fortunate corporation and he knows this based upon the corporation he recently visited as part of our NCA Accreditation. He also feels like we have great parents for coming out tonight to show their support for their children. Finally, he stated that he appreciates our Board for all of their work and support for our corporation.

There being no further business to discuss, Mr. Lyness asked for a motion to adjourn. Mr. Graf made a motion, seconded by Mr. Norman, to adjourn the meeting at 9:30 pm EST. The motion carried by voice vote.