

MINUTES OF REGULAR MEETING OF SCHOOL BOARD  
SUNMAN-DEARBORN COMMUNITY SCHOOL CORPORATION  
RIPLEY AND DEARBORN COUNTIES, INDIANA  
MAY 15, 2014

The regular meeting of the Board of School Trustees of the Sunman-Dearborn Community School Corporation was held May 15, 2014 at 7:00 p.m. EST, in Room #142 at East Central High School with the following individuals in attendance: Joyce Huffman, John McKay, Brandon Burress, Joe Graf, School Attorney Frank Kramer, Superintendent Dr. Jeff Hendrix, Director of Support Services Tom Harris, Director of Human Resources Mary Ann Baines and Recording Secretary Cheri Huff. Board Members Jeff Lyness and Michael Norman arrived late. Board Member Glenn Scholl was not present. Director of Financial Operations, Charles Blake was not present.

Mr. Burress called the open meeting to order at 7:04 PM EST, leading the Pledge of Allegiance to the flag.

Mr. Burress read the items on consent agenda.

- 3.1 Approval of Minutes for the Regular Board Meeting on April 10, 2014 and the Board Work Session on April 28, 2014
- 3.2 Approval of claims for payment (120738 - 121028)
- 3.3 Approval of personnel report

Request for Medical Leave

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Effective Date</u>
	BE/Staff member	9/19/14 – 11/3/14
	ND/Staff member	8/11/14 – 10/17/14

Recommendation for Employment

<u>Name</u>	<u>Building &amp; Assignment</u>
Melinda Reichelt	EC/English Teacher
Robyn Stuhan	ND/Long Term Instructional Asst.
Becky Hoog	MS/Student Services Administrative Asst.
Catrina Trenkamp	EC/Nurse
Paulla Moeller	MS/Academic Team
Marcie Trossman	EC/Academic Team
Karen Janson	EC/Homebound
Holly Campbell	MS/Cheer Coach
Bernice Rosemeyer	EC/JV Volleyball Coach
Tyler Theising	5 <sup>th</sup> /6 <sup>th</sup> grade Basketball
Brooke Baker	IS/Long Term Substitute Teacher
Cindy Hubert	IS/Library Supervisor
Lauren Boesken	Summer School IREAD-3 Teacher
Adam Boesken	Summer School IREAD-3 Instructional Assistant
Brandon Loveless	EC/Summer School Proctor/Coordinator
Blaine Schmidlapp	EC/Long Term Substitute Teacher

Accept Letters of Resignation

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Effective Date</u>
Mary Knueven	EC/Instructional Assistant	5/30/2014
Susan Ketcham	EC/Junior Class Sponsor	End of 2013-14 school yr.
Cindy Hubert	BE/Instructional Assistant	End of 2013-14 school yr.
Jeffrey Hendrix	Superintendent	6/30/2014

Accept Letters of Retirement

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Effective Date</u>
Jeanmaire Schmeltzer	IS/Teacher	End of 2013-14 school yr.

Request for Transfer

<u>Name</u>	<u>Building &amp; Assignment</u>	<u>Effective Date</u>
Lisa Tyler	BE/SE P.E. teacher to IS P.E. Teacher	2014-15 school yr.

#### 3.4 Approval of overnight field trips

- Roy Johnson taking 8-10 FFA Members to the Indiana FFA Summer Challenge in Trafalgar, IN; leaving on July 7, 2014 and returning on July 10, 2014.
- Roy Johnson taking 10-12 FFA Members to the Indiana FFA State Convention in West Lafayette, IN; leaving on June 17, 2014 and returning on June 19, 2014.
- Roy Johnson taking 8 FFA Members to the State 4-H/FFA Dairy Cattle Career Development Event at Purdue University; leaving on May 16, 2014 and returning on May 17, 2014.
- Kevin Moore taking 12 Girls Varsity Basketball players to the Butler University Team Camp in Indianapolis, IN; leaving on June 13, 2014 and returning on June 14, 2014.
- Brenda Osman taking 1 FCCLA member to the National Student Ambassador Summit in Arlington, TX; leaving on July 14, 2014 and returning on July 17, 2014.
- Brenda Osman and Ashley McConnell taking 20 FCCLA members to the National FCCLA Conference in San Antonio, TX; leaving on July 5, 2014 and returning on July 11, 2014.
- Brenda Osman taking 3 FCCLA members to the State Officer Training in Indianapolis, IN; leaving on June 8, 2014 and returning on June 11, 2014.
- Traci Plowman taking 24 East Central Cheerleaders to the UCA Camp at IU; leaving on June 11, 2014 and returning on June 14, 2014.

Mr. Burress asked if the Board would like any items broken out individually. Mr. McKay stated that he would like the minutes from the Board Work Session broken out individually.

Dr. Hendrix recommended that the Board approve with one motion and one vote, consent agenda items 3.1, with the exception of the Work Session Minutes, through and including 3.4 as presented.

Mr. Graf made a motion, seconded by Mrs. Huffman, to approve consent agenda items 3.1 through 3.4, with the exception of the Work Session Minutes as recommended. The motion carried by voice vote.

Mr. Burress asked if a motion was needed in order to discuss the Work Session Minutes. Mr. Kramer said that Mr. Burress could just ask Mr. McKay what objections or reservations he has to the minutes.

Mr. McKay stated that the Work Session Minutes did not include comments made from the Principals and community people present. Dr. Hendrix said the minutes are just a summary of the meeting; they are not verbatim. He added that all meetings are taped and available if anyone would like to listen to them. Mr. McKay said this does not make sense to him at all and asked if it is OK to exclude this from the minutes. Dr. Hendrix stated that the details are available through the tape. Mr. Burress stated that past practice has been that the minutes are just the highlights because if they were word for word they would end up being a small book. Mr. McKay said that he thought there wasn't even supposed to be any comments from the public at a work session. Dr. Hendrix said if the Board wants to have conversation with the public during a work session then they can; it's their decision. Mr. McKay stated that he thinks the Principals comments are important. Mr. Kramer stated that Board Minutes are to record Board action and that is it; legally, comments or discussions do not have to be included. Mr. Kramer said that a motion can be made to amend the minutes.

Mr. McKay recommended that we consider not doing that sort of thing with that kind of dialogue again if possible. Dr. Hendrix told Mr. McKay that he would need to make a motion to amend the minutes if he wants them amended. Mr. McKay said that is better than nothing.

Mr. McKay made a motion to amend the minutes from the Board Work Session on April 28, 2014 to include the Principal's comments and the comments from the parent that was also present. Mrs. Huffman seconded the motion. The motion carried by voice vote.

Mr. Burress moved to Action Items.

Dr. Hendrix recommended that the Board approve the revised High Ability Handbook as submitted in the Board packet.

Mr. Graf made a motion, seconded by Mrs. Huffman, to approve the revised High Ability Handbook. The motion carried by voice vote.

Dr. Hendrix recommended that the Board approve the 2014-15 handbooks for the Elementary buildings as submitted in the Board packet with the addition of the following sentence:

“No background checks will be conducted after May 1 due to the time constraints in obtaining them.”

Mr. Graf made a motion, seconded by Mrs. Huffman, to approve the 2014-15 Elementary handbooks with the additional sentence. The motion carried by voice vote.

Dr. Hendrix recommended that the Board approve the 2014-15 handbook for East Central as submitted in the Board packet.

Mr. Graf made a motion, seconded by Mrs. Huffman, to approve the 2014-15 East Central handbook. The motion carried by voice vote.

Dr. Hendrix recommended that the Board approve the Elementary School book bills as submitted in the Board packet.

Mrs. Huffman made a motion, seconded by Mr. McKay, to approve the Elementary book bills. The motion carried by voice vote.

Dr. Hendrix recommended that the Board approve the Intermediate School book bills as submitted in the Board packet.

Mr. Graf made a motion, seconded by Mr. McKay, to approve the Intermediate School book bills. The motion carried by voice vote.

Dr. Hendrix recommended that the Board approve the Middle School book bills as submitted in the Board packet.

Mrs. Huffman made a motion, seconded by Mr. Graf, to approve the Middle School book bills. The motion carried by voice vote.

Dr. Hendrix explained the AdvancED Accreditation noting that it used to be called NCA. He stated that it is a district wide accreditation and we did this survey about 6 years ago also. Dr. Hendrix recommended that the Board approve East Central to give the AdvancED survey in order to prepare for next year's accreditation.

Mr. Graf made a motion, seconded by Mr. McKay, to approve the AdvancED survey. The motion carried by voice vote.

Dr. Hendrix recommended that the Board approve the National Restaurant Survey as submitted in the Board packet.

Mr. Graf made a motion, seconded by Mrs. Huffman, to approve the National Restaurant Survey. The motion carried by voice vote.

Mrs. Baines recommended that the Board approve the conflict of interest statement that was submitted in the Board packet.

Mr. McKay made a motion, seconded by Mr. Graf, to approve the conflict of interest statement. The motion carried by voice vote.

Mr. Harris recommended that the Board approve the change to the English wing HVAC project at East Central.

Mr. Graf made a motion, seconded by Mrs. Huffman, to approve the change to the English wing HVAC project. Mr. Burress asked Mr. Harris if we were still waiting on other bids. Mr. Harris confirmed that we are. The motion carried by voice vote.

Dr. Hendrix recommended that the Board approve to accept a \$3,000 donation from the Intermec Foundation for North Dearborn Elementary to use for technology.

Mr. Graf made a motion, seconded by Mr. McKay, to accept the donation. The motion carried by voice vote.

Mr. Burress moved to the Financial Report.

Dr. Hendrix asked if there were any questions regarding the report. Mr. Burress asked about the balance at the end of May and June. Dr. Hendrix stated that these are just projections. Mr. Burress asked if legislation has come out with anything new lately. Dr. Hendrix responded no.

Mr. Burress recognized Mrs. Baines.

Mrs. Baines did the first reading of the update to Board Policy 4413 on OT and asked if there were any questions. There were no questions. Mrs. Baines stated that the second reading and recommendation for approval will take place at the June meeting.

Mrs. Baines stated that during a recent audit by the State Board of Accounts, they are requiring us to have a Board Policy on lunch account refunds. She added that we are already doing these practices; they were just not in Board Policy until now. Mrs. Baines did the first reading on Board Policy 8520 in regards to lunch account refunds. She asked if there were any questions. There were no questions. The second reading and recommendation for approval will take place at the June meeting.

Mrs. Baines stated that in working with Mrs. Stone, Food Service Director, on Board Policy 8520, they feel that a current administrative guideline should be moved to policy because it was not feeding off of any policy. The State Board of Accounts also recommended this. Mrs. Baines did the first reading of Board Policy 8530 in regards to School Breakfast/Lunch Account Charges. She asked if there were any questions. There were no questions. The second reading and recommendation for approval will take place at the June meeting.

Mrs. Baines explained the criminal history check policy and what we currently do which is requiring anyone hired after 7/1/2009 to do an expanded background check.

Mr. Lyness and Mr. Norman arrived.

Mrs. Baines recommended that anyone hired prior to 7/1/2009 be mandated to do an expanded background check through Safe Hiring Solutions prior to the start of the 2014-15 school year, at the employee's expense.

Mr. Graf made a motion, seconded by Mrs. Huffman, to mandate all employees hired prior to 7/1/2009 to do an expanded background check. The motion carried by voice vote.

Mr. Burress asked for public comments and read the rules for public participation. There were no comments.

Mr. Burress asked for comments from the S-DEA. Mr. Melton wanted to give a blanket thank you from the association to all of S-DCSC. He thanked Dr. Hendrix for his hard work and his time he has spent with the Corporation. The thanked all of the retirees.

Mr. Burress recognized the building Principals.

Mrs. Morton thanked all of her teachers in honor of Teacher Appreciation Week. She thanked her parent organization PAWS for Muffins with Mom. Finally, she thanked Mrs. Jones for a successful spring concert.

Mrs. Vennemeier shared a display of artwork by the Intermediate School students. She said that the awards ceremony will be held May 21 and the Trojan bash will be on May 23 which is an end of the year behavior party for students in which last year over 300 students were able to participate.

Mr. Goessling reported on Nick Goepper's visit to Bright Elementary and thanked Mrs. Huffman and her husband for attending. He presented Mrs. Huffman with a picture from the day's event.

Mr. Bond thanked his staff, students, and parents for a great year. He reported on the talent show and also thanked the retirees.

Mr. Burress asked the Board members to comment on any items of interest.

Mr. McKay stated that the Board has a big job ahead of them in order to hire a superintendent. He said that he got on the computer to see how Munster Schools did their search and he shared a handout from Munster. He said that they welcomed input from faculty, staff, parents, and the community. He said that we might want to think about doing this also.

Mr. Lyness thanked the retirees and stated that he was very appreciative of all of their hard work. He thanked Dr. Hendrix and said that our corporation was in a better position now than it was when he came.

Mr. Burress stated that he was on the Board when we hired Dr. Hendrix and he is very thankful for his work. He agreed that we are a better corporation because of him.

Mr. Burress recognized each of the retirees and asked them to stand. He stated that immediately following the meeting there will be a reception to honor the retirees and invited everyone to join.

Mr. Burress recognized Dr. Hendrix.

Dr. Hendrix stated that he has been blessed and privileged to work here and with such great people. He appreciates the cooperation of our teachers, administrators, central office staff, and the Board who have been willing and open to make some tough decisions and changes in the way we do things in order to make this a better school corporation. He thanked everyone for being so successful because if they were not successful, he would not be successful.

There being no further business to discuss, Mr. Burress asked for a motion to adjourn. Mr. Graf made a motion, seconded by Mrs. Huffman, to adjourn the meeting at 8:04 pm EST. The motion carried by voice vote.