

SOUTHWESTERN CONSOLIDATED SCHOOL DISTRICT  
BOARD OF SCHOOL TRUSTEES

April 11, 2018

Members Present: Travis Beck, Michael Burbrink, Jerry Drake, Jim Emerick,  
Linda Isgrigg, Isaac Pile, and Susan Smith

**I. Call to Order**

**A. Pledge of Allegiance to the Flag of the United States**

President Jim Emerick called the meeting to order at 7:11 p.m. in the Administration Office of Southwestern CSD of Shelby County. He led the pledge to the United States flag.

**B. Welcome, introductions and recognitions**

President Jim Emerick welcomed everyone in attendance.

**II. Public Comments**

None

**III. Consent Items & Claims**

**A. Approval of minutes of the previous meeting**

Mrs. Isgrigg moved and Mr. Beck seconded the motion to approve the minutes of previous meetings. Carried 7-0

**B. Approval of accounts payable vouchers**

Mr. Burbrink moved and Mr. Pile seconded the motion to approve the accounts payable vouchers as presented. Carried 7-0

**IV. Business & Financial Report**

**A. Financial Report**

Mr. Emerick informed the board that the financial report was in their packets. No questions were asked regarding the report.

**B. Extracurricular and Cafeteria Account Report**

Mr. Emerick informed the board that the extracurricular and cafeteria reports were in their packets. Mr. Beck requested that the elementary ECA report be included each month going forward.

**V. New Business**

**A. Recommend the acceptance of donations**

- \$150.00 from Mt. Gilead Baptist Church for the Spartan Cupboard
- \$5,000.00 from the Shelby County Commissioners for the Spartan Cupboard
- \$50.00 from Mount Auburn Christian Church for the Spartan Cupboard

- \$50.00 from Bet Phi Psi Iota Xi Sorority for the school library
- \$100.00 from J.M. and J.L. Arbuckle for the senior class
- 40 Bleeding Control Kits from the National Tactical Officers Association  
Mr. Beck moved and Mr. Pile seconded. Carried 7-0

**B. Recommend approval of out-of-state and/or overnight field trips**

Bands and choirs to Kings Island in Mason, OH on 5-12-18

FCA to the Ark Encounter in Williamstown, KY on 4-28-18

Mr. Burbrink moved and Mr. Beck seconded. Carried 7-0

**C. Recommend approval of out-of-state professional leave**

Bonnie Thopy and Paula Maurer to the annual IASBO conference in French Lick, IN on 5-9-18 through 5-11-18

Paula Maurer to Washington, D.C. for School Safety Roundtable on 4-18, 2018 at no cost to the district

Charity Elliott to the National Restaurant Convention on 5/21 and 5/22 at no cost to the district

Mr. Burbrink moved and Mrs. Smith seconded. Carried 7-0

**D. Recommend Acceptance of Grants**

National School Lunch Program Equipment Grant for \$17,000.00

Mrs. Isgrigg moved and Mrs. Smith seconded. Carried 7-0

**E. Recommend adoption of all job descriptions**

Mr. Drake moved and Mrs. Isgrigg seconded. Carried 7-0

**F. Recommend approval or the revised 9 month full time non-certified employee benefit description**

This was changed to reflect life and LTD for full time cooks that was previously offered but not listed.

Mr. Beck moved and Mr. Burbrink seconded. Carried 7-0

**G. Recommend acceptance of the proposal from Leslie Coatings, Inc. to repair the tennis courts for \$4500.00**

Mr. Drake moved and Mr. Pile seconded. Carried 7-0

**H. Recommend approval of fundraisers in both buildings**

Mr. Drake moved and Mr. Beck seconded. Carried 7-0

**I. Recommend approval to post two internal job positions**

IREAD-3 for 10 hours including 8 hours of instruction and two hours planning. Part time lawn maintenance position paid the custodial sub rate of \$8.50 per hour.

Mr. Drake moved and Mrs. Isgrigg seconded. Passed 7-0

## **VI. Reports and Presentations**

### **A. Principal Reports**

Mr. Chase reported that through the Lilly grant last year our school had become involved in the Guiding All Kids counseling program. He said that one of the tasks from this program was for non-program tasks to be assigned to someone besides the counselor. He said these non-program tasks included class supervision, data input, and filing that have been which have been moved to other personnel. He stated that other items such as PE waiver checks will be moved from the counselor's responsibilities in the future and scheduling was now been shared by Mr. Chase and Ms. Smiley. He said that door duty would remain on the counselor's duties for mornings only as this has provided a good exposure of her to the students. Mr. Chase stated that assigning non-program tasks to other personnel helped increase the counselor's time to work with the elementary students without decreasing her time with high school students. He added the the counselor was currently working with 19 students and two small groups at the elementary. He said that lot of progress has been made by working with this program.

Mr. Edwards reported the elementary staff was getting ready for round two of ISTEP to begin on Monday. Mr. Edwards informed the board that an extra area of testing had been added to each class. Mr. Edwards stated that the staff was prepared and that two and a half weeks had been allotted for testing and any make-up sessions that may be needed. Mr Edwards said that testing was generally spread over four to five days for students to complete.

### **B. Food Service Director Report**

Mrs. Elliott stated that the food services department had done really well this year. She said new equipment had been added this year including a new dish machine at the elementary as well as the new etrition and exschoolpay systems for the district. Mrs. Elliott explained that even though there was a three dollar fee as opposed to the one dollar fee that was charged last year, the system offered so much more and worked better. Mrs. Elliott reported that the food service department received three grants this year. She said the first grant was a junior sized salad bar for the elementary from Salad Bars to Schools. Mrs. Elliott stated that the second grant was for \$9000 from the Giving Thanks Grant from the dairy association and that these funds were used to purchase a new milk cooler, spirit magnets for all milk coolers, new food trays for both schools, a cloud based thermometer monitoring system, new hands free paper towel dispensers, and various items for the cooking club. She said that the third grant was for \$17,000 from IDOE which would be used to purchase a third walk-in freezer to be placed at the elementary. Mrs. Elliott also informed the board that she had earned a scholarship from ISNA to attend the national convention in Las Vegas and would be on the ballot as the District 6 representative for ISNA.

### **C. Superintendent Report**

Dr. Maurer informed the board that she and Mrs. Thopy had attended a work session for HEA 1009. She explained that this act from 2017 moves all of the current funds into two funds, the educational and operational funds, and that we would still have rainy day and debt services funds. She stated that in 2018 HB 1167 had been passed to correct some areas of concern in HEA 1009. Dr. Maurer stated that at the end of 2018 the board would pass a resolution to have the two new funds. She said that then on 1/1/2019 all money from the general fund would be moved to the educational fund; and, by March 1, 2019, costs not directly related to student instruction and would need to be moved to the operations fund. Dr. Maurer informed the board that they would need to pass a resolution which stated that every month a certain percentage of the money received would be moved to the operational fund and that amount could be changed at a later date if necessary. Dr. Maurer explained that these changes were being made to allow for flexibility, however, if something was paid for from the educational fund it could only be permissible to be for items deemed student instruction. She further stated that we would still need to file CPF, budget and bus replacement plans but that these items were no longer required to be published in the newspaper. She said, however, that they must be posted on the school's website. She added that bus replacement plans would go from the current twelve year plan to a five year plan, and a resolution would need to be passed when we planned to spend money from the operational fund for bus replacement. Dr. Maurer explained that this law mandated that schools would receive their budget orders that must be certified by 12/31 or 1/15 of each year, depending on which county they are in, as opposed to the middle of February as in the past. She state that another important feature of this bill was that all expenses must indicate which building the expense was for.

## **VII. Personnel**

### **A. Staff Leaves/Resignations/Terminations**

Recommend approval of resignation of Mr. Sam Pfaff effective 7/1/2018 for all teaching and coaching duties. Mr. Burbrink moved and Mr. Pile seconded. Carried 7-0

### **B. Recommendations to Hire**

- Katelyn Clark as a temporary, part time special ed aide for a maximum of 25 hours per week. She will be paid as a substitute aide until she completes the necessary requirements. Mr. Burbrink moved and Mr. Beck seconded. Carried 6-0, 1 abstained.

### **C. Other**

None

## **VIII. Superintendent Comments**

Dr. Maurer congratulated the preschool for receiving their license this week to become an officially licensed preschool. Dr Maurer congratulated Tyler and Gina Cooper on the birth of their son.

**IX. Board Member Comments**

Mr. Beck asked if it would be possible to invest a portion of the High School ECA money to earn more interest on these funds. Mr Burbrink thanked the administrators for the great job they are doing and Mrs. Elliott for her tenacity in applying for grants. Mrs. Smith thanked Mrs. Elliott and the administrators for all they do. Mr. Emerick read thank you cards from Mrs. Genie Parmer and the family of Steve Emminger for the flowers and thoughts.

**X. Adjournment**

Mr. Emerick adjourned the meeting at 7:52 p.m.

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