

MINUTES OF THE BOARD OF FINANCE
OF THE METROPOLITAN SCHOOL DISTRICT
OF WABASH COUNTY

A meeting of the Board of Finance of the Metropolitan School District of Wabash County, Indiana, was held at Southwood High School Auditorium, 564 E State Road 124, Wabash, IN 46992 at 6:00 p.m. (EST) pursuant to notice duly given to all members in accordance with I.C. 36-1-2-17 and I.C. 5-13-7-5 and prior compliance with the requirements for media notice.

Todd Dazey, Board President, called the meeting to order. Mike Keaffaber, Superintendent and Chris Kuhn, Assistant Superintendent were also present. Absent was Tim Drake Assistant Superintendent. On call of the roll the members of the Board were shown to be present as follows: Gary Fadil, Todd Topliff, Kevin Bowman and Matt Driscoll. Also present were Steve Downs, Laura Langebartels, Sheryl Holley, Steve Holley, Mandy Underwood, Andrew McDaniel, Teresa Baker, Tony Baker, Sam Gonzales, Craig Barnett, Kim Barnett, Bill Gray, Lena Gray, and Cheryl Roser who took the minutes of the meeting.

Mr. Dazey opened the Board of Finance.

Mr. Dazey advised the Board that the purpose of this meeting was to organize the Board by election of a President and Secretary. The nominations for President of the Board of Finance were opened. Matt Driscoll nominated Todd Dazey for President, a second was made by Kevin Bowman; Todd Dazey was unanimously elected President of the Board of Finance. Nominations were then opened for Secretary of the Board of Finance. Matt Driscoll nominated Todd Topliff for Secretary of the Board of Finance, a second by Kevin Bowman; Todd Topliff was unanimously elected Secretary of the Board of Finance.

Chris Kuhn, Treasurer of MSDWC reported on investment procedures. The current and unwritten procedures we use to invest our cash holding are very simple. We have short term investments based on the amount of cash available during the period of investments. The checking/savings accounts from which we write payroll and claims checks at First Farmers Bank and Trust are held in commercial checking accounts. This allows us to maximize the interest made on the money held in those accounts. The commercial accounts also help us keep our banking fees down. Mr. Kuhn provided a list of interest earned in all funds for 2019.

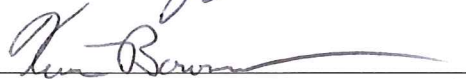
Mr. Kuhn then gave a financial report of 2019.

There being no further business to come before the Board, the meeting adjourned at 6:20 p.m., with the minutes of this meeting to be considered for approval along with and evidenced by the approval of the minutes of the Board to follow at the next Board of Education meeting held January 28, 2020.

THE BOARD OF FINANCE OF THE
METROPOLITAN SCHOOL DISTRICT
OF WABASH COUNTY, INDIANA



TODD DAZEY, PRESIDENT



KEVIN BOWMAN, BOARD MEMBER

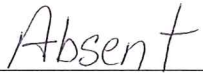


MATT DRISCOLL, BOARD MEMBER



GARY FADL, BOARD MEMBER

ATTEST:



TODD TOPLIFF, SECRETARY

MINUTES OF THE REORGANIZATION MEETING OF THE
BOARD OF EDUCATION OF THE METROPOLITAN
SCHOOL DISTRICT OF WABASH COUNTY

The annual reorganization meeting of the Board of Education of the Metropolitan School District of Wabash County, Indiana, was held in the Administrative Office at 204 N. 300 W., Wabash, Indiana, on January 14, 2020, 6:20 p.m. (EST) pursuant to notice duly given to all members in accordance with I.C. 20-26-4-1 and the 2019 rules of the Board.

Todd Dazey, Board President, called the meeting to order. Mike Keaffaber, Superintendent and Chris Kuhn, Assistant Superintendent were also present. Absent was Tim Drake, Assistant Superintendent. On call of the roll the members of the Board were shown to be present as follows: Gary Fadil, Todd Topliff, Matt Driscoll, and Kevin Bowman. Also present were Steve Downs, Laura Langebartels, Sheryl Holley, Steve Holley, Mandy Underwood, Andrew McDaniel, Teresa Baker, Tony Baker, Sam Gonzales, Craig Barnett, Kim Barnett, Bill Gray, Lena Gray, and Cheryl Roser who took the minutes of the meeting.

President Todd Dazey called for nominations for offices. Matt Driscoll made a motion to nominate Todd Dazey as President with Kevin Bowman seconding that motion and unanimously carried. Todd Topliff made a motion to nominate Kevin Bowman as Vice-President with Gary Fadil seconding that motion and unanimously carried. Kevin Bowman made a motion to nominate Todd Topliff as Secretary with Matt Driscoll seconding that motion and unanimously carried. Todd Topliff made a motion to nominate Todd Dazey as the Indiana School Board Association's Legislative Liaison delegate, a second by Kevin Bowman and unanimously carried. Gary Fadil made a motion to continue with Matt Driscoll being the representative of the Board of Managers at Heartland Career Center, a second by Todd Topliff and unanimously carried.

The Board requested the continuation of Stephen Downs as Corporation Attorney, at \$175.00 per hour. Approval was granted upon a motion made by Todd Topliff, a second by Kevin Bowman, and unanimously carried.

The request to retain current Corporation Treasurer, Chris Kuhn and Deputy Treasurer, Laura Baer with a bond of \$200,000.00, High School Bookkeepers with a bond of \$20,000, and Elementary Bookkeepers with a bond of \$10,000 were approved upon a motion made by Todd Topliff, a second by Kevin Bowman and unanimously carried.

Recommendation to approve the current salary of the Board members will be \$2,000.00 per year. The Heartland Career Center Board representative will receive an additional \$25.00/meeting not to exceed 12 meetings. The maximum yearly salary per MSDWC Board member cannot exceed \$2,000.00, as according to State standards, was approved upon a motion made by Matt Driscoll, a second by Kevin Bowman and unanimously carried.

Recommendation to approve the mileage rate for all school employees to be the same as the amount in the current teacher master contract (\$.44/mile), was approved upon a motion made by Kevin Bowman, a second by Todd Topliff and unanimously carried.

Gary Fadil asked that the amount given to the Board Scholarship increase to a total of \$500.00 for each school. Recommendation to approve the Board Scholarship with the increase was made by Gary Fadil a second by Todd Topliff, and unanimously carried. The Board gives one scholarship to a Northfield High School graduating Senior and one to a Southwood High School graduating Senior.


Recommendation to appoint the Superintendent of M.S.D. Wabash County, Mike Keaffaber as the Local Education Officer for the ensuing year with authority to file applications for federal funds on behalf of the school corporation, was approved upon a motion made by Gary Fadil, a second by Todd Topliff, and unanimously carried.

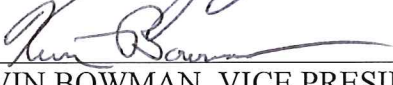
Recommendation to approve the continuation of the Wabash Plain Dealer to place legal advertisements, was approved upon a motion made by Todd Topliff, a second by Gary Fadil, and unanimously carried.

Recommendation to continue participation with WMAP and HCC to facilitate better accountability with the State Board of Accounts and the Department of Education, was approved upon a motion made by Matt Driscoll, a second by Kevin Bowman and unanimously carried.

There being no further business, the meeting was adjourned at 6:34 p.m.

THE METROPOLITAN SCHOOL DISTRICT
OF WABASH COUNTY, INDIANA

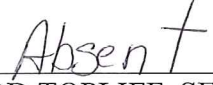

TODD DAZEY, PRESIDENT


KEVIN BOWMAN, VICE PRESIDENT


MATT DRISCOLL, BOARD MEMBER


GARY FADIL, BOARD MEMBER

ATTEST:


TODD TOPLIFF, SECRETARY

MINUTES OF THE REGULAR MEETING OF THE
METROPOLITAN SCHOOL DISTRICT OF WABASH COUNTY

A meeting of the Board of Education (the "Board") of the Metropolitan School District of Wabash County, Indiana ("School District"), was held at Southwood High School Auditorium, 564 E State Road 124, Wabash, IN 46992 on January 14, 2020 at 6:35 p.m. (EST), pursuant to notice duly given to all members in accordance with I.C. 20-26-4-1, I.C. 20-26-4-3, I.C. 5-14-1.5 and the rules of the Board.

Todd Dazey, President, called the meeting to order. Mike Keaffaber, Superintendent and Chris Kuhn, Assistant Superintendent were present. Absent was Tim Drake, Assistant Superintendent. On call of the roll of members on the Board were shown to be present as follows: Kevin Bowman, Gary Fadil, Matt Driscoll, and Todd Topliff. Also present were: Steve Downs, Laura Langebartels, Sheryl Holley, Steve Holley, Mandy Underwood, Andrew McDaniel, Teresa Baker, Tony Baker, Sam Gonzales, Craig Barnett, Kim Barnett, Bill Gray, Lena Gray, and Cheryl Roser who took the minutes of the meeting.

The pledge to the flag was recited at the beginning of the Board of Finance Meeting.

Future Board meetings are scheduled for January 28, 2020, 6:00 p.m., at the Administration Building, February 11, 2020, 6:00 p.m., at the Administration Building, and February 25, 2020, 6:00 p.m., at the Administration Building.

Public Recognition:

The recommendation to approve the \$1,500.00 donation from the Treasurer of Wabash County-Action Grant for Southwood High School's Peers Education Peers was approved upon a motion made by Todd Topliff, a second by Gary Fadil, and unanimously carried.

The recommendation to approve the \$1,000.00 donation from Metzger Property Services LLC (\$500.00) and Rex and Tiffany Reimer (\$500.00) for Northfield Basketball was approved upon a motion made by Todd Topliff, a second by Gary Fadil, and unanimously carried.

The recommendation to approve the \$600.00 donation from Lagro Methodist Women's Guild for Northfield nursing department was approved upon a motion made by Todd Topliff, a second by Gary Fadil, and unanimously carried.

The recommendation to approve the \$471.45 donation from Benevity (Clorox) for Southwood Boys Golf in memory of Kelby Ridenour was approved upon a motion made by Todd Topliff, a second by Gary Fadil, and unanimously carried.

The recommendation to approve the \$50.00 donation from Wabash County Farm Bureau for Southwood FFA was approved upon a motion made by Todd Topliff, a second by Gary Fadil, and unanimously carried.

The recommendation to approve the \$105.00 donation from Box Top for Education for Southwood High School Reading Program was approved upon a motion made by Todd Topliff, a second by Gary Fadil, and unanimously carried.

The recommendation to approve the \$279.10 donation from Box Top for Education for Southwood Elementary was approved upon a motion made by Todd Topliff, a second by Gary Fadil, and unanimously carried.

The recommendation to approve the \$100.00 donation from an anonymous donor for student meals when needed at Southwood Elementary was approved upon a motion made by Kevin Bowman, a second by Gary Fadil, and unanimously carried.

The recommendation to approve the \$500.00 donation from Hoffman Nursery & Landscaping for the 5-Man Bull Sled for Northfield Football was approved upon a motion made by Kevin Bowman, a second by Gary Fadil, and unanimously carried.

The recommendation to approve the \$50.00 donation from Wabash County Farm Bureau for Northfield FFA was approved upon a motion made by Todd Topliff, a second by Gary Fadil, and unanimously carried.

Schools Recognition:

Northfield would like to congratulate Jaxton Peas for winning the Bill Rogge Sportsmanship Award during the Boys' Wabash County Basketball Tournament.

Northfield would also like to congratulate the Girls' Varsity Basketball Team. The Lady Norse won their third consecutive County Tourney and in doing so Emma Hoover was named tournament MVP. NHS is very proud of her, the entire team, and coaching staff for their accomplishments.

Southwood received a message that two Exemplary Behavior Reports had been submitted in regards to the Girls Varsity Basketball Team and the coaching staff. Exemplary Behavior Reports are submitted by the officials of the games. Southwood girls and the coaches received these for the game with Oak Hill High School and Eastbrook High School.

Southwood would like to thank the community, students, and staff members for their donations for the Student Congress Elementary Student Christmas Shopping Trip. Additionally, several staff members volunteered to receive pies in the face in an effort to raise money for this cause. All told, \$2,070 was spent on the Christmas Shopping Trip.

Southwood would like to congratulate Elissa Wiley as the School Selection Winner in the Heartland Career Center Commercial Photography Winter Street Banner Contest. Additionally, Southwood senior Carina Mason was a finalist for the award as well.

Heartland Career Center students recently participated in Techfest 2019 in Fort Wayne. In the Cyber Security Challenge, Weslee Nelson, SHS senior, was on the team that placed second among Indiana high school teams who participated in the contest.

Southwood would like to congratulate Tammy Farlow for being accepted into the Bilateral Educator Exchange Program. During second semester, Mrs. Farlow will host Denise Stroschon, a science teacher from Brazil. She will observe classes and the inner workings of Southwood High School. As part of the program, Mrs. Farlow will travel to Brazil this summer.

Southwood students, Katelyn Ranck (9th) and Daisy Sparks (12th) will be performing with 250 other honorary members of the Indiana All State High School Choir this year. The concert will be presented in the Embassy Theater in Fort Wayne at 5:30PM on January 18, 2020.

Maintenance Presentation:

Steve Holley, Maintenance Supervisor, talked with the Board about the Maintenance Team. The team was created in 2006 with Tony Baker and Pete Stefanatos on the south, Craig Barnett and Bill Gray on the north, and Mr. Holley. They have a wide variety of things they are responsible for one of which is controlling the heating and cooling in all the buildings. They have set up schedules for each system and are able to take a computer home and watch how the systems are operating at night, on weekends, and on holidays.

A project they have been working on is switching over all the school's lighting to LED. By doing this, our schools are eligible for rebates. At this point MSD has recouped \$88,000 in rebates.

Another money-saving thing the team will do is pull wire in areas that are due to have contractors in to install power to different items. The team saves the cost of the contractors billing for their hours to do this.

Each team member has their own daily responsibilities some of which are, Mr. Baker and Mr. Barnett schedule all the HV/AC times for each week, looking at what events may be going on at the schools. Mr. Gray is skilled in welding and uses his skills to build items that schools need. Mr. Stefanatos is licensed in wastewater treatment, runs the plant at Southwood Jr./Sr. High School, and runs the lift station which is located at Southwood Elementary.

Mr. Holley thanked these gentlemen for each of their skills and hard work.

Public Comment: (Agenda Items Only)

No comments.

Minutes of the Tuesday, December 10, 2019, Regular Meeting were approved upon a motion made by Kevin Bowman, a second by Todd Topliff, and unanimously carried.

Claims were approved upon a motion made by Todd Topliff, a second by Gary Fadil, and unanimously carried.

Payrolls #12 & #13 were approved upon a motion made by Todd Topliff, a second by Matt Driscoll, and unanimously carried.

Chris Kuhn reviewed the Cash Flow for the month for December and reviewed the End of Year Education Fund to Operations Fund.

Personnel Recommendations:

The recommendation to approve the resignation of Tabitha Cline, Classroom Instructor, White's High School, effective January 16, 2020, was approved upon a motion made by Matt Driscoll, a second by Kevin Bowman, and unanimously carried.

The recommendation to approve the employment of Mark Eastway, Classroom Instructor, effective January 16, 2020; Joshua Mohr, Athletic Director, Northfield Jr/Sr High School, effective January 27, 2020; Kara Guiff, Special Education Teacher, White's High School, effective January 6, 2020; Preston Myers, Special Education Aide, Northfield High School, effective January 13, 2020; Amber Kaehr, Robotics Coach, Southwood High School, effective immediately were approved upon a motion made by Matt Driscoll, a second by Kevin Bowman, and unanimously carried.

Heartland Career Center Report:

No report.

Superintendent's Report:

Mr. Keaffaber shared a PowerPoint of the State of MSDWC, a review of 2019.

Curriculum Report:

No report.

New Business:

The recommendation to approve the 2020 Budget Reduction Resolution (from 1782 Notice) was approved upon a motion made by Kevin Bowman, a second by Matt Driscoll, and unanimously carried.

The recommendation to approve the Local Income Tax Distribution Resolution was approved upon a motion made by Kevin Bowman, a second by Todd Topliff, and unanimously carried.

The recommendation to approve the Rainy Day Transfer to Self-Insurance Fund Resolution was approved upon a motion made by Matt Driscoll, a second by Kevin Bowman, and unanimously carried.

The recommendation to approve the monthly Disbursements from Education Fund to Operation Fund Resolution was approved upon a motion made by Kevin Bowman, a second by Matt Driscoll, and unanimously carried.

The recommendation to approve the Resolution Authorizing the Treasurer to Pay Claims was approved upon a motion made by Matt Driscoll, a second by Kevin Bowman, and unanimously carried.

The recommendation to approve the overnight field trip for Sharp Creek Elementary 4th Grade to Camp Tecumseh, March 26-27, 2020, was approved upon a motion made by Matt Driscoll, a second by Todd Topliff, and unanimously carried.

Unfinished Business:

None.

Board Policy:

None.

Items from Board Members:

Gary Fadil asked questions about the Self-Insurance Fund.

Public Comment (All Agenda Items):

No comments.

There being no further business to come before the Board, the meeting adjourned at 7:41 p.m.

THE METROPOLITAN SCHOOL DISTRICT
OF WABASH COUNTY, INDIANA



TODD DAZEY, PRESIDENT



KEVIN BOWMAN, VICE PRESIDENT

Matt Driscoll
MATT DRISCOLL, BOARD MEMBER

Gary S Fadil
GARY FADIL, BOARD MEMBER

ATTEST: Absent
TODD TOPLIFF, SECRETARY