

## REGULAR BOARD MEETING MINUTES

Administration Building  
 July 20, 2020  
 6:00 P.M.

The regular meeting of the Board of School Trustees of the Bluffton-Harrison Metropolitan School District was held on Monday, July 20, 2020, with all members present. Bruce Holland was in attendance virtually. Also in attendance was Dr. Brad Yates, Superintendent; Julie Meitzler, Asst. Superintendent; Amy Dunwiddie, Corporation Secretary; Steve Baker, Rick Mettler, and Schlaura Linderwell, Administrators; Steve Thompson, Athletic Director; Robert Vanderkolk, Asst. Athletic Director; Lynn Blevins, Wells County Health Dept.; Karley Blankenship and Sydney Robbins, new faculty members; Stacy Herrold, new Middle School Asst. Principal; Richard Bricker, Stephanie White, Spencer Harris, and Chere Frettinger interested patrons; and Devan Filchak, News Banner representative.

President Murray called the meeting to order at 6:00 P.M.

President Murray opened the meeting by commending everyone involved in participating and planning the Class of 2020 graduation held on July 17, 2020.

Minutes for the Board Work Session held on June 22, 2020, were approved by consensus and appropriate signatures affixed thereon.

Minutes for the Regular Board Meeting held on June 22, 2020, were approved by consensus and appropriate signatures affixed thereon.

Vouchers for the period of June 23, 2020, through July 20, 2020, were approved by consensus and appropriate signatures affixed on the voucher register.

The Fund Report for June was approved by consensus.

The Bank Statement for June was approved by consensus.

The Fund Transfer Report was approved by consensus.

Mrs. Meitzler provided an update on transportation and staff training issues.

Dr. Yates updated the Board on the personnel exchange to date and reported on district projects, severance liability, budget information and the facility study conducted by Barton-Coe-Vilamaa. The status of Central Office job functions was reviewed to determine the best approach for operations tasks for the district and information was shared in regard to the Prospective Board Member Informational session to be held on July 21<sup>st</sup>.

The Board approved the following resignations as presented. The motion by Heath Schlagenhauf and second by Julie Thompson passed unanimously.

Chris Benedict

MS Asst. Principal & Head Boys  
 Basketball Coach

Stephanie Hiday  
Lacey Meyer  
Sarah Yergler

Pre-K Teacher  
Grade 3 Teacher  
ES Mild Disabilities Teacher

The Board approved the following employment recommendations as presented. The motion by Bruce Holland and second by Brent Hiday passed unanimously.

Stacy Herrold	MS Asst. Principal
Sydney Robbins	ES Mild Disabilities Teacher
Karley Blankenship	ES Mild Disabilities Teacher
Karen Bell	Transfer from Grade 1 to PK Teacher
Hunter Cunningham	Transfer from MS Mild Disabilities to Grade 3
Erin Roush	Mentor to Karley Blankenship
Tammy Funk	Mentor to Sydney Robbins
Lindsey Fry	Mentor to Jaci Moser
Erica Bittner	ES PAT Member
Tricia Baker	PK Instructional Asst.
Madison Bowman	ES Spec. Ed Instructional Asst.
Briana Marshall	ES Spec. Ed Instructional Asst.
Neely Bultemeier	Transfer from ES Spec. Ed Instructional Asst. to ES Instructional Asst.
Kevin Mechling	Spec. Purpose Bus Driver
Trent Miller	Transfer from Spec. Purpose Bus Driver to Regular Route Bus Driver
Hailey Schneider	Asst. Band Director
Beverly Moyer	Substitute Teacher
Brent Kunkel	HS Head Football Coach
Craig Nern	HS Asst. Football Coach
Bryce Bonewit	HS Asst. Football Coach
Bryan Bowman	HS Asst. Football Coach
Todd Morgan	HS Asst. Football Coach
Brad Woodward	HS Asst. Football Coach
Rick Mettler	HS Asst. Football Coach (volunteer)
Javon Johnson	MS Football Coach
Ty Kinsey	MS Football Coach
Tony Robles	MS Football Coach
Landon Cassiday	MS Football Coach (½ stipend)
Robert Vanderkolk	Head Boys Tennis Coach & Asst. Athletic Director
Hunter Cunningham	Asst. Boys Tennis Coach
Damon Kuhlenbeck	Asst. Boys Tennis Coach (volunteer)
Mitchell Kuhlenbeck	Asst. Boys Tennis Coach (volunteer)
Steve Abbett	Head Boys Golf Coach
Tim Abbett	Asst. Boys Golf Coach (volunteer)
Ben Sprunger	HS Head Wrestling Coach
Ryan Corkwell	HS Asst. Wrestling Coach
Tara Cocanower	Head Girls Golf Coach
Jody Ault	Asst. Girls Golf Coach (volunteer)
Stacy Morrison	HS Head Volleyball Coach
Caylee Pyle	HS Asst. Volleyball Coach



Kylie Hermanson	HS Asst. Volleyball Coach
Cindy Brooks	MS Volleyball Coach
Nicole Bustos	MS Volleyball Coach
Jaci Moser	HS Asst. Girls Basketball
Mike Morris	HS Asst. Girls Basketball
Kristan Brinneman	HS Head Cheer Coach
Sarah Miller	HS Asst. Cheer Coach
Kim Steckbeck	HS Asst. Cheer Coach & MS Cheer Coach (volunteer)
Cheyenne Penrod	MS Cheer Coach
Michael Vanderkolk	HS Cross Country Coach
Stephanie White	MS Cross Country Coach

The Board approved the recommendation to employ Karl Grau as the Head Boys Basketball Coach as presented on a motion by Brent Hiday and second by Bruce Holland. The motion passed by a vote of 3-2 with Heath Schlagenhauf and Julie Thompson casting the opposing votes.

The Board approved the 2020-2021 BHMSD Reopening Plan as presented. The motion by Bruce Holland and second by Julie Thompson passed unanimously. Some of the key items of the plan are highlighted below:

*Reopening BHMSD has been an ongoing project since the initial school closure in March. The district has coordinated with all employee groups to develop a reopening plan that is best suited for BHMSD faculty, staff, and students. In addition, parents were surveyed regarding the most preferred educational option for their children. Combining local feedback with local, state, and federal guidance, a draft Reopening BHMSD plan was developed which was shared with the board and community last month that addresses the health and safety issues regarding COVID-19. Since that time, conversations have continued with BHMSD faculty and staff to refine our plan while also maintaining communication with the Wells County Health Department. Videos have been shared on our social media pages and on our district website.*

- *Students can register for traditional, in-person instruction or virtual learning.*
- *Virtual learning is defined as the timely, active participation in the learning process via technology and video conferencing. Students will be expected to attend the virtual classroom using the same time structure of a traditional day of school.*
- *All faculty, staff, and students are recommended to wear personal protective equipment in any circumstance where social distancing is not an option. We highly recommend students wear a mask when riding a school bus.*
- *Students will be assigned to one school bus for all transportation.*
- *Visitors will not be permitted beyond the main office of the school building.*
- *Volunteers will be limited to only individuals providing substantial educational benefits to the students and school, in general.*
- *All classroom spaces will be modified to whatever extent possible to increase social distancing by spacing out desks, face desks in the same direction, and other preventative measures.*
- *All cafeterias, common areas, offices, and hallways will be modified to increase social distancing by using directional signage, rearranging furniture, limiting seating capacities and other preventative measures.*

- *All faculty and staff will complete professional development training regarding COVID-19 symptoms and screening, prevention techniques, and student and non-student healthy hygiene protocols.*

*The entire plan is posted on the BHMSD website with additional details for faculty, staff and parents. Plans are subject to change with new information or guidance from health authorities.*

The Board approved the payment of stipends for Mr. Baker, Mr. Mettler and Mrs. Linderwell for five (5) additional days of work due to additional responsibilities during COVID-19 and preparing for the school reopening as presented. The motion by Brent Hiday and second by Julie Thompson passed unanimously.

The Board approved the 2020-2021 student enrollment capacity as required by Indiana Code 20-26-11-32(b) as presented on motion by Heath Schlagenhauf and second by Brent Hiday. The motion passed unanimously. The cut-off date for transfer requests will be July 31 and the capacity for each building will be as follows:

Elementary School	800 Students
Middle School	640 Students
High School	640 Students

The Board approved policy ECH (Use of Face Masks) on first reading as presented. The motion by Brent Hiday and second by Julie Thompson passed unanimously. If a school corporation applies for face masks through the IDOE they are now required to give an assurance that the school board has adopted a policy concerning the wearing of face masks, whether required or recommended wearing of face masks by students. The ISBA has developed a policy on the use of face masks during a pandemic or an epidemic so the policy may be applicable not only at this time but also in the future for other epidemics or pandemics or emergencies wherein face masks may be used.

The Board approved policy JBCA (Transfer Students) on first reading as presented. The motion by Heath Schlagenhauf and second by Bruce Holland passed unanimously. The ISBA recommends we review our Transfer Student Policy JBCA in light of legislative changes indicating school corporations must accept the child of an employee as a transfer student if the employee makes at least \$8,000 annually or at least \$3,000 as an extracurricular activity employee, but a school corporation may establish a lower earnings level. Our current policy accepts children of an employee regardless of their annual earnings; thus, no changes are needed regarding employee earnings. Upon review, Policy JBCA does require clarification to ensure the child of an employee resides in Indiana.

The Board approved policy JC (Student Engagement & Attendance Policy for Virtual or Remote Learning) on first reading as presented. The motion by Bruce Holland and second by Brent Hiday passed unanimously. This policy addresses issues due to the COVID-19 concerns and risks posed to the members of the community with vulnerable health conditions by allowing parents/guardians the choice to have their child(ren) participate in alternative in-person instruction for the 2020-2021 school year. BHMSD has elected to offer a full-time virtual/remote option for students for the 2020-2021 school year to meet the needs of families that are unable or unwilling to send their children to school for in-person instruction due to COVID-19 related concerns, and for students who are unable to participate in in-person instruction at school.



The Board approved policy JGD (Student Discipline and Due Process) on first reading as presented. The motion by Julie Thompson and second by Heath Schlagenhauf passed unanimously. The ISBA recommends a review of Student Discipline and Due Process policies in response to recent legislative changes. The amended law requires school corporations to give the same credit or grade to completed work and assignments of suspended students as a student who was not suspended receives for the for the same school work and assignments.

The Board approved policy JHD (Student Mental and Behavioral Services Records) on second reading as presented. The motion by Brent Hiday and second by Julie Thompson passed unanimously.

The Board approved the 2020-2021 student handbooks on second reading as presented. The motion by Bruce Holland and second by Heath Schlagenhauf passed unanimously.

The Board approved the 2020-2021 Transportation Handbook as presented. The motion by Julie Thompson and second by Brent Hiday passed unanimously.

The Board approved the 2020-2021 Classified Handbook as presented. The motion by Brent Hiday and second by Heath Schlagenhauf passed unanimously.

The Board approved status-quo Classified Work Agreements for the following personnel not explicitly listed in the Classified Handbook as presented. The motion by Bruce Holland and second by Julie Thompson passed unanimously.

Virginia Bartlett	Spec. Ed Job Coach
Jennifer Borrer	Asst. Food Service Director
Ben Dailey	District Network Specialist
Angie Ifer	ES Library Instructional Asst.
Robin McCorkle	Food Service Director
Jonathan Morgan	Technology Support Specialist
Jaci Moser	Childcare Director
Scott Ribich	Director of Technology
Abby Steffen	MS Phys Ed Support Asst.
Heather Stoppenhagen	Speech Language Pathologist Asst.
Terry Twigg	Technology Support Specialist

The Board approved status-quo Administrator Contracts as presented. The motion by Brent Hiday and second by Julie Thompson passed unanimously.

The Board approved the 2020-2021 Head Start Lease Agreement as presented. The motion by Bruce Holland and second by Brent Hiday passed unanimously.

In final business of the evening, Dr. Yates reminded the Board that an informational prospective board member session is scheduled for July 21<sup>st</sup> at the administration building.

With there being no additional business to come before the board, the meeting was adjourned at 6:35 P.M. on a motion by Heath Schlagenhauf and second by Brent Hiday. The motion passed unanimously.

BOARD OF SCHOOL TRUSTEES:

June A. Larson

Bruce E Holland  
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Brent Hickley

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Brent Hickley