

## REGULAR BOARD MEETING MINUTES

Administration Building  
 October 9, 2023  
 6:00 P.M.

The regular meeting of the Board of School Trustees of the Bluffton-Harrison Metropolitan School District was held on Monday, October 9, 2023, with all members present. Also in attendance were Dr. Brad Yates, Superintendent; Julie Meitzler, Assistant Superintendent; Tammy Mechling, Corporation Administrative Assistant; Jessica Bricker, Corporation Communications Specialist; Steve Baker, Rick Mettler and Schlaura Linderwell, Administrators; and Holly Gaskill, News-Banner representative.

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

President Holland congratulated the Bluffton Bengal Brigade for earning a Gold rating and moving on to the Scholastic finals at State and announced the middle school and high school choir department held their fall concert with our new choral director, Miss Gerig, who did a great job leading the event. Finally, a photo was shared showing elementary students standing beside a tractor that was parked at the elementary school for students to see, which was a fun real-world experience for our young learners.

President Holland noted there were no registered public commenters to speak at the meeting.

Minutes for the Regular Board Meeting held on September 18, 2023, were approved by consensus and appropriate signatures affixed thereon.

Vouchers for the period of September 19, 2023, through October 9, 2023, were approved by consensus and appropriate signatures were affixed on the voucher register.

The Fund Report for September was approved by consensus.

The Bank Statement for September was approved by consensus.

Dr. Yates reported on the ISBA/IAPSS Fall Conference he recently attended with Mr. Holland, Mr. Murray and Mrs. Thompson. Each member provided comments on the positives of the conference.

Mrs. Meitzler reported on our upcoming parent/teacher conferences, the EEE Exploration Center at the middle school and recent staff members who have earned their CDL license to drive bus routes and ECA trips.

Dr. Yates reported on district projects, collective bargaining, the SEBT, the Indiana Department of Child Services Program Improvement Plan Well-Being Workgroup and Special Education programming.

Dr. Yates reported on our official Count Day enrollment numbers as of October 2. BHMSD's official count day enrollment is as follows:

<u>Elementary</u>	<u>Middle</u>	<u>High</u>
Kdg 134	5 <sup>th</sup> 121	9 <sup>th</sup> 159.49

1 <sup>st</sup>	134	6 <sup>th</sup>	145	10 <sup>th</sup>	117.92
2 <sup>nd</sup>	132	7 <sup>th</sup>	137	11 <sup>th</sup>	106
3 <sup>rd</sup>	146	8 <sup>th</sup>	117.24	12 <sup>th</sup>	123
4 <sup>th</sup>	126				

Total	672	Total	520.24	Total	506.41
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District ADM 1,698.65 (-6.78 compared to 2022-2023 Fall)

Dr. Yates reported the contractor for the Middle School Roof Replacement and Improvements Project issued an extension for substantial completion to October 14, 2023. The timeline will be met; however, the finish work of metal detail will continue throughout October. BHMSD is coordinating with Brooks Construction and R Adams Roofing to finalize asphaltting of the south end of the building.

Dr. Yates reported on the High School HVAC Guaranteed Energy Savings Project and noted the maintenance team met with Siemens to begin the training phase for building automation and controls. The district will have ongoing support from EMCOR and Siemens for one year to address any issues with the new system. Over Fall Break, EMCOR will install a wall modification in the high school office and over Winter Break, EMCOR will install the new storage area next to the gymnasium.

Dr. Yates reported on the School Safety Security Referendum, informing the Board he has recently communicated with our local government and service partners in an effort to educate stakeholders about the district's upcoming public question.

Dr. Yates noted the Middle School Parking Lot and Tennis Court Improvements Project is nearly complete; the gates have been installed and programmed for morning/afternoon commute times and the tennis courts have received the final painting with a gray and dark red playing surface.

Dr. Yates reported on the High School Building Envelope project, explaining the district continues to meet with Elevatus Architecture to refine the scope and design of the project. Mrs. Emily Hower from Elevatus explained the latest design and answered questions from the Board.

The Board approved the retirement of Mr. Robert Sliger as presented. Mr. Sliger has been a bus driver for the district for 21 years. The motion by Mike Murray and second by Julie Thompson passed unanimously.

The Board approved the following employment recommendations as presented. The motion by Trent White and second by Angie Sheets passed unanimously.

Gina Pence	MS Special Ed. Instructional Asst
Susannah Jane	ES Intense Intervention Instructional Asst & Childcare Supervisor
Mary Nolan	Transfer from City Bus Route to Country Bus Route
Marah Hill	Lady Future Tigers Travel Coach (Volunteer)
Tristan Dick	Lady Future Tigers Travel Coach (Volunteer)
Zoey Smith	Lady Future Tigers Travel Coach (Volunteer)
Danielle Kunkel	Lady Future Tigers Travel Coach (Volunteer)

Jenny Tudor	Lady Future Tigers Travel Coach (Volunteer)
Felicia McElveen	Lady Future Tigers Travel Coach (Volunteer)
Kelli Kistler	Lady Future Tigers Travel Coach (Volunteer)
Tim Garrett	Lady Future Tigers Travel Coach (Volunteer)
Cole Smallman	Lady Future Tigers Travel Coach (Volunteer)
Jenny Boyd	HS Girls Swimming Asst Coach (Volunteer)
Brandy Beer	Childcare Worker
Intent to Employ	ES Intense Intervention Instructional Asst
Intent to Employ	Speech Language Pathologist

The Board approved FMLA for Karen Kelly from 11/20/23 – 2/12/24 as presented. The motion by Angie Sheets and second by Trent White passed unanimously.

The Board approved the following donations as presented. The motion by Julie Thompson, with much gratitude, and second by Mike Murray passed unanimously.

James & Sandra Wenger     \$1,000 to Football program for equipment purchases

Angela Harris                     Clothing for the ES nurse's clinic

Taylor Harris                     Shoe donation for the ES

The Board approved changes to the following policies on first reading as presented, as part of an ongoing review of existing board policies.

KBAA-E2	Bluffton Middle School Consent Form
KBAA-E3	Bluffton High School Consent Form

The Board approved changes to the following policy on first reading only as presented, as part of an ongoing review of existing board policies.

KG-R1                     Rental Schedule Guidelines

The following policies were reviewed, with no changes necessary, as part of an ongoing review of existing board policies.

KBA-R1	Access to Public Records Guidelines Request Form
KBAA	Right to Inspect Certain Instructional Materials/Student Participation in Surveys
KBAA-E1	Written Consent of Student Submission to Surveys, Personal Analysis or Evaluations

The motion by Trent White and second by Angie Sheets passed unanimously.

The Board approved a plan per Indiana Code 20-26-5-44, which requires a school superintendent to *"promptly and fully inform the governing body of any matter or related matters involving legal expenses reasonably expected to exceed an amount specified by the governing body."* The plan says that for legal expenses reasonably expected to exceed \$5,000.00, the superintendent shall notify the Board within 24 hours of receipt of any legal expenses. The motion by Bruce Holland and second by Mike Murray passed unanimously.

The Board reviewed the Tentative Collective Bargaining Agreement that has been reached between the district and the Bluffton-Harrison Teachers Association. A copy of the tentative

agreement has been posted on the district's website and notice of the meeting was published in accordance with Open Door Law. The tentative collective bargaining agreement includes:

- ❖ Increase of the minimum base salary from \$41,600 to \$45,000
- ❖ Increase of the maximum base salary from \$69,545 to \$70,226
- ❖ Base salary increases for teachers will range from 0.00 to \$8,339
  - On average, BHMSD teachers will receive a \$2,397.94 base salary increase or 5% increase.
  - Any teacher receiving a base salary increase less than \$1,000 will receive a \$1,000 in total compensation (base salary increase plus stipend)
- ❖ Extracurricular Activities Positions increase by 2% along with newly created ECA positions to address student programming needs.
- ❖ Contractual language changes to sick leave bank administration, compensation plan, and CPR/AED training.

BHTA and BHMSD will have the opportunity to ratify the agreement at a future date prior to the November 15 deadline. The current plan is for ratification to be considered by the Board of School Trustees on Monday, October 23.

As a result of the district's recent recognition as the Indiana Department of Education's (IDOE) Excellence in Leading and Learning, Bluffton-Harrison MSD has reviewed opportunities to best invest the \$250,000 funding provided by the award for long-term student and educator benefit. The district has been exploring professional development programming in the area of Trust Based Relational Intervention (TBRI). TBRI is an attachment-based, trauma-informed intervention that is designed to meet the complex needs of vulnerable children. TBRI uses empowering principles to address physical needs, connecting principles for attachment needs, and correcting principles to disarm fear-based behaviors." An in-person, customized two (2) day TBRI training opportunity will provide our teaching faculty with additional tools to better connect and support all of our students. In our discussions to find potential training dates for the two (2) day training, we explored moving our planned IDOE waiver day on March 11 to January 4. In addition, BHMSD is approved by the State Board of Education and the IDOE for a total of four (4) total waiver days. By assigning our fourth waiver day to January 5, our district would be able to accommodate the two (2) day TBRI training. A result of this training plan, the following would need to be considered:

- BHMSD teachers would attend two (2) professional development sessions on January 4 and 5
  - Winter Break for all BHMSD students would be December 22 through January 7
  - Students would return to school on Monday, January 8 instead of the originally scheduled Thursday, January 4
  - March 11 would be changed to a traditional day instead of the originally scheduled professional development day
  - BHMSD faculty and staff would receive ongoing professional development support as part of a year-long effort to implement TBRI strategies throughout the district.
- Please note: Tuesday, March 12 parent-teacher conferences and professional development day would be unaffected.

Lastly, as part of the grant award, Dr. Yates recommended an additional stipend of \$250 per day to certified staff to actively participate in the proposed TBRI training on January 4 and 5. For tracking purposes, two separate actions were considered: 1) modification to school calendar and 2) professional development stipend. The Board approved modification of the 2023-2024 school

calendar as presented. The motion by Mike Murray and second by Julie Thompson passed unanimously. The Board approved the professional development stipend for certified staff in attendance for the January 4 and 5 training dates as presented. The motion by Bruce Holland and second by Trent White passed unanimously.

The Board approved the 2024 Budget (Correlated File #2324-10), Capital Projects Plan (Correlated File #2324-11), Bus Replacement Plan (Correlated File #2324-12), Resolution to Adopt Capital Projects Plan (Correlated File #2324-13), and the Resolution to Adopt Bus Replacement Plan (Correlated File #2324-14) and Notice of the Adoption of the 2024 Budget (Form 4) (Correlated File #2324-15) as presented. The motion by Julie Thompson and second by Mike Murray passed unanimously.

With there being no additional business to come before the Board, the meeting was adjourned at 6:50 P.M. on a motion by Trent White and second by Angie Sheets. The motion passed unanimously.

BOARD OF SCHOOL TRUSTEES:

Bruce E Holland  
Mike Murray

Angie Sheets  
Trent White