

## REGULAR BOARD MEETING MINUTES

Administration Building  
November 20, 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, November 20, 2023, with all members present except Angie Sheets. Also in attendance were Dr. Brad Yates, Superintendent; Steve Thompson, Athletic Director; Jessica Bricker, Corporation Communications Specialist; Steve Frettinger, Nicholas Thomas and Preston Kaehr, interested patrons; and Dave Schultz, News-Banner representative.

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

President Holland thanked each school building for honoring our local veterans during their Veterans Day programs and congratulated the high school football team for winning back-to-back Sectional Championships and competing in the regional football game.

President Holland requested a motion to amend the agenda to include a Sunday travel request. The motion to amend the agenda by Mike Murray and second by Trent White passed unanimously.

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

Minutes for the Public Hearing and Regular Board Meeting held on October 23, 2023, were approved by consensus and appropriate signatures affixed thereon.

Vouchers for the period of October 24, 2023, through November 20, 2023, were approved by consensus and appropriate signatures were affixed on the voucher register.

The Fund Transfer report, which included a one-time transfer from the Operations Fund in the amount of \$2,712.73 as presented, was approved by consensus.

Mr. Steve Thompson reported on the short-term and future needs of the athletic department facilities.

Dr. Yates reported on district financial information, district projects, special education committee, grading and learning committee, upcoming professional development for faculty and staff, and an additional experiential preschool classroom with a construction theme.

Dr. Yates reported the School Employees' Benefit Trust (SEBT) recently approved an updated trust agreement and by-laws for the organization.

Dr. Yates reported that at the November Adams-Wells Special Services Cooperative Governing Board meeting, the AWSSC Governing Board approved the separation agreement outlining the departing details for Norwell Community Schools from the Cooperative.

Dr. Yates reported the district has continued with legal proceedings for a bond sale to close on November 29, 2023 for the High School Building Envelope project. The next steps in the process

include selecting a delivery method for the project and the consideration of advanced purchase of construction materials. Having consulted with the project architect, Dr. Yates recommended the district pursue a Construction Manager as Contractor (CMc) delivery method. This option will allow the district to work directly with a CMc to guide the overall project and coordinate the necessary subcontractors to execute a successful project. The Board approved the delivery method of Construction Manager as Contractor (CMc) and request for proposals by January 9, 2024, as presented (Correlated File #2324-22). The motion by Bruce Holland and second by Julie Thompson passed unanimously. In regards to advanced purchase of construction materials, Dr. Yates consulted with the architect to consider purchasing materials in calendar year 2023 to avoid any January 2024 cost increases. Any advanced purchased authorized in the year 2023 would not be invoiced to the district until materials arrive on site prior to the start of the construction period (late March 2024); thus, the district would not expend any funds until receipt of materials. In addition, the district would reserve the right to cancel orders prior to shipment. The Board approved the advanced purchase of construction materials as presented. The motion by Mike Murray and second by Trent White passed unanimously.

The Board approved a retirement request from Mr. Rick Mettler, Middle School Principal, as presented. Mr. Mettler has served 7 years as Middle School Principal, 11 years as Middle School Assistant Principal and 8 years as a Middle School Social Studies Teacher. The motion by Julie Thompson and second by Mike Murray passed unanimously.

The Board approved the following resignation as presented. The motion by Trent White and second by Mike Murray passed unanimously.

Katlynn Snider	ES Mild Intervention Instructional Asst
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The Board approved the following employment recommendations as presented. The motion by Mike Murray and second by Julie Thompson passed unanimously.

Kurt Smith	Lead Device Repair Technician
Jonathan Morgan	Assistant Device Repair Technician
Adam Shively	Transfer from MS 3 <sup>rd</sup> Shift Custodian to MS 2 <sup>nd</sup> Shift Custodian
Doug Miller	Transfer from MS 2 <sup>nd</sup> Shift Custodian to MS 3 <sup>rd</sup> Shift Custodian
Samantha White	Part Time Special Purpose Bus Driver
Griselda Martinez	Long Term Substitute Teacher for Dharma Dynes
Lisa Leising	Long Term Substitute Teacher for Lydia McConnell
Sidney Nash	Childcare Supervisor
Luke Reust	HS Boys' Basketball Asst Coach
Spencer Harris	HS Boys' Basketball Asst Coach (Volunteer)
Brett Bothast	MS Boys' Basketball Coach
Nick Krinn	HS Wrestling Asst Coach (Volunteer)
Elliott Jimenez	HS Wrestling Asst Coach (Volunteer)
Ryan Thomas	HS Wrestling Asst Coach (Volunteer)
Paul Parsley	HS Wrestling Asst Coach (Volunteer)
Adam Atkins	HS Boys' Head Golf Coach
Chad Grieser	Fall Sports Event Manager
Preston Kaehr	Substitute Teacher
Sarah Bueter	Substitute Teacher

Addison Kauffman	Student Lifeguard
Grant Reifsteck	Student Lifeguard
Isaac Wheeler	Student Lifeguard
Braden Lemler	Student Lifeguard
Noah Brooks	Student Lifeguard
Blake Reinhard	Student Lifeguard

The Board approved the following FMLA requests as presented. The motion by Trent White and second by Julie Thompson passed unanimously.

Angela DeHoff	10/29/23 – 11/27/23
Linda Penrod	11/17/23 – 12/4/23
Emilee Smith	12/22/23 – 3/18/24
Kierra Kinsey	2/20/24 – 5/23/24
Sara Runyon	Intermittent as needed.

In a separate vote, the Board approved the following FMLA request as presented. The motion by Bruce Holland and second by Trent White passed 3-0 with Mike Murray abstaining from the vote.

Jerry Murray	11/16/23 – 1/4/24
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The Board approved the following donations as presented. The motion by Julie Thompson, with much gratitude, and second by Mike Murray passed unanimously.

Anonymous	Wells County Schools History book to the HS library
AdamsWells Internet Telecom TV	\$500 to eSports/CyberTigers team
Wells County Foundation & Run Hard. Rest Well.	Lesson resources for school counselors to use with students
Park Community Church	\$1,500 for unpaid lunch accounts
Anonymous	\$40 to eSports program
Keven Shutt	\$100 for HS Life Skills field trips
Buskirk Engineering, Inc.	\$1,000 for expenses for HS Boys' swim team
Psi Iota Xi Sorority	\$600 Total (\$200 to ES Library, \$200 to MS Library, and \$200 to HS Library as part of their focus on Literacy this year)

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

KG	Community Use of School Facilities
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The Board approved changes to the following polices on second reading as presented, as part of an ongoing review of board policies.

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

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

KBC News Media Relations  
KBCC News Media Services at Board Meetings  
KBF Use of Students in Public Information Programs

The motion by Bruce Holland and second by Trent White passed unanimously.

The Board approved the 2024 School Board Meeting Calendar as presented. The motion by Trent White and second by Mike Murray passed unanimously.

The Board approved an increase to adult lunch/breakfast prices as presented, per state requirements from School and Community Nutrition Services. The motion by Mike Murray and second by Bruce Holland passed unanimously. The following meal prices will be as follows:

Adult Lunch \$4.70  
Adult Breakfast \$2.75

The Board approved updates to the 2023-2024 Classified Handbook as presented. Specific items of note include the recommended increase of classified staff wages by 5%. The motion by Trent White and second by Julie Thompson passed unanimously.

The Board approved Classified Work Agreements and Administrator Contracts as presented on a motion by Bruce Holland and second by Mike Murray. The motion passed unanimously.

Highlights include:

- 5% increase to all Work Agreements for classified personnel and reclassification of compensation tiers for technology personnel
- 5% increase to certified personnel employment contracts

The Board approved the Resolution for Local Income Tax Distribution (Correlated File #2324-23) as presented. The motion by Bruce Holland and second by Julie Thompson passed unanimously.

The Board approved a Sunday travel request by the HS Girls' Varsity Basketball program as presented. The motion by Trent White and second by Mike Murray passed unanimously.

With there being no additional business to come before the Board, the meeting was adjourned at 6:56 P.M. on a motion by Bruce Holland and second by Mike Murray. The motion passed unanimously.

BOARD OF SCHOOL TRUSTEES:

Bruce E Holland  
Mike Murray

Julie Thompson  
Trent White  
Mike Murray