

# ROSSVILLE CONSOLIDATED SCHOOL DISTRICT BOARD OF EDUCATION

**JANUARY 9, 2024 7:00 P.M.**

1

1

Call to Order  
Mr. Hufford



2

2

# Spotlight



Rossville FFA  
State Champions for  
State Forestry:  
Kolton Davis, Emersyn Hill,  
Kadence Emenhiser, and  
Makayla Spray

Kadence Emenhiser was 3<sup>rd</sup>  
place overall out of 204  
contestants!

3

# Spotlight



Lewis Miller, Aiden Root,  
Ryan Wolf, and Zach Hubler  
competed in the State  
Forestry 4H Division.

Aiden Root was 2<sup>nd</sup>  
overall and Lewis Miller was  
6<sup>th</sup> in their division of 37  
competitors.

4

# Spotlight



National Qualifying Horse Judging Team: Hannah Newbauer, Natalee Richey, Allie Newbauer, and Bailey Schluttenhofer with coach Bessie Newbauer.

Bailey Schluttenhofer placed gold, Hannah and Allie Newbauer placed silver, and Natalee Richey placed bronze.

The team received a bronze medal.

5

# Spotlight

FFA Crops placed 4<sup>th</sup> in the State, with Natalee Richey Placing 7<sup>th</sup> out of 172 participants.



Coach Phil Carter, Blake Fearnow, Madison Skiles, Leif Eller and Natalee Richey.

6

# School Board Appreciation Month



Joe Hufford



Nathan Root



Nathan McCullough



Julia Mink



Jentry Pendleton

7

## Public Comments (Section 1300 - Meetings)

- This meeting is a meeting of the Board of Education in public for the purpose of conducting the School Corporation's business. The meeting is not to be considered a public community meeting.
- A handout of the agenda items about to be presented to the Board were available at the sign-in table for patrons to review.
- A registration form was provided at the sign-in table for patrons desiring the opportunity to speak at the beginning of the meeting or on any agenda items. Registration is required if you desire to speak.
- If anyone hasn't turned in the registration form to address the Board please do so at this time.
- The Board has established specific rules to guide the presiding officer. Those rules were outlined on the registration form and will be followed.

8

8



## Public Comments (Section 1300 - Meetings)

- Participants must be recognized by the presiding officer and must preface their comments by announcing their name, address, and the organization represented (if applicable).
- Each statement made by a participant shall be limited to three (3) minutes duration or as determined by the presiding officer. The presiding officer may limit the total time allotment for comments.
- No participant may speak more than once on the same topic.
- All statements shall be directed to the presiding officer. No person may address or question Board members individually. The Board is willing to hear to comments at the meeting. The Board will listen but may not respond to questions or inquiries.

9

9

## Public Comments (Section 1300 - Meetings)

- No person may speak or discuss at any meeting of the Board of Education any charges or complaints against employees of the school district without first presenting such charges or complaints to the Board of Education through the Superintendent in writing, signed and verified by the person or group making such a charge or complaint. If the complaint is about the Superintendent, it shall be forwarded to the President of the Board of Education.
- The presiding officer may terminate any person's privilege of address for persistent violations of rules or conduct and declare that person out of order for the above violations of rules.
- The presiding officer will now call upon those registered for the general comments. The Board will pause at each agenda group to take comments on those agenda items.

10

10

# Approval of Minutes

## Consideration of Claims & Payroll

- ★ December 12, 2023 Regular Session
- ★ December 12, 2023 Executive Session
  - Board members received the claims docket, payroll claims, and minutes in advance of the meeting.
- ★ Fund and bank reports were supplied for review.
  - Members were asked to contact Dr. Hanna with individual items for which they had questions.

**Motion made to approve the minutes, claims, and payrolls as presented.**

**Motion by: Nathan Root      2<sup>nd</sup> by: Julia Mink**

**Motion Passed: Hufford, Root, Mink**



11

11

# Election of Officers

- President

**Motion made to nominate Joe Hufford as President.**

- Vice President

**Motion made to nominate Nathan Root as Vice-President.**

- Secretary

**Motion made to nominate Nathan McCullough as Secretary.**

**Motion by: Julia Mink      2<sup>nd</sup> by: Nathan Root**

**Motion Passed: Hufford, Root, Mink**

12



12

# New Business – Reorganization

## Appointment of Members

- ISBA Delegate
- Athletic Council Representative
- Scholarship Committee Representative

Motion made to appoint Nathan Root as ISBA Delegate, Nathan McCullough as Athletic Council Representative, and Jentry Pendleton as Scholarship Committee Representative.

Motion by: Julia Mink

2<sup>nd</sup> by: Nathan Root

Motion Passed: Hufford, Root, Mink



13

13

# New Business – Reorganization

## Consideration of Appointment of Personnel

- Treasurer
  - Mrs. Mandi Pennington
- Deputy Treasurer
  - Mrs. Cara Cornell
- HIPAA Privacy Officer
  - Dr. Jim Hanna

Motion made to appoint the Treasurer, Deputy Treasurer, and HIPAA Officer.

Motion by: Nathan Root      2<sup>nd</sup> by: Julia Mink

Motion Passed: Hufford, Root, Mink



14

14

## New Business – Personnel Items

### Consideration of Position

- Rossville Elementary School would like to hire a Tier 2 Instructional Assistant to provide instruction and help manage our students in our Special Education department.
- This position would be for identified intense needs students.
- The Elementary has noted an increase in intense needs students this school year. The number of special education students has increased as well and this additional position would help meet IEP goals.



15

15

## New Business – Personnel Items

### Consideration of Resignations

- ★ Amanda Padgett has submitted her resignation as an Instructional Assistant, effective December 22, 2023.
- ★ Mrs. Aubree Buck submitted her letter of resignation effective December 22, 2023.



16

16



## New Business – Personnel Items

### Consideration of Appointments

- ★ Mr. Chad Dennison is recommending Elizabeth Welty for the Tier 1 Preschool Instructional Assistant position. She began her duties today, January 9, 2024.
- ★ Mr. Chad Dennison is recommending Mrs. Christi Ummel as a Tier I Instructional Assistant to assist students with Speech and Language Services for the spring of 2024.
- ★ Mr. Dustin Shadbolt is recommending Mr. Nicholas Warford for the position of Technology Assistant, effective January 8, 2024.
- ★ Mrs. Elliott is recommending Dora Salinas for the open Cafeteria part-time position. Mrs. Salinas' salary and benefits will be per the Handbook for Classified Staff – Cafeteria.



17

17

## New Business – Personnel Items

### Consideration of Appointments

- ★ Mr. Terry Thompson is recommending Mr. Cory Dunn as an Administrative Assistant for the remainder of the 2023-2024 school year. Mr. Dunn will be compensated \$5,000 for the additional duties for the spring of 2024 services.
- ★ Mr. Terry Thompson is recommending Mr. Marshall Crawford for the Physical Education position vacated by Mr. Dunn's move to Administrative Assistant. Mr. Crawford will begin his duties on January 15, 2024. Mr. Crawford will be on a temporary contract for the remainder of the 2023-2024 school year, and his salary will be \$22,000.



18

18

# New Business – Personnel Items

## Consideration of Appointments

- Mr. Terry Thompson and Mr. Burkle are recommending the following coaches for the winter 2023-2024 season:
- Girls Basketball
  - Volunteer coaches to use the facilities for practice one to two nights a week for preparation of Legacy basketball league in Lafayette.
- 4<sup>th</sup> Grade
  - Janelle Pattengale
  - Curt Pattengale
  - Brianne Haupt
  - Darrin Haupt
  - Tressie Mitchell
- 3<sup>rd</sup> Grade
  - Tyler Rudd
  - Nikki Lebo



19

19

# New Business – Personnel Items

## Consideration of Handbook & Job Description

- ★ ★ Dr. Hanna is recommending updating the handbook and job description for the Technology Assistant. The changes fall in line with the needs of the school district.
- ★ Dr. Hanna is recommending updating the Middle/Senior High School Assistant Principal job description. The changes are a result of Mr. Thompson's review of the current description and alignment with the needs of the district.

**Motion made to approve the personnel items as presented**

**Motion by: Julia Mink      2<sup>nd</sup> by: Nathan Root**  
**Motion Passed: Hufford, Root, Mink**



20

20

## Action Item – Policy Items

### Consideration of Update to Policy Manual

- The Rossville Consolidated School District Board of Education serves as the governing body for the district.
- A primary responsibility of the Board is to create policies that provide guidance for the district's administrative staff in the operation of the district.
- To maintain relevance and currency, the Board regularly reviews and updates its policies.
- Rossville Schools actively engages in a comprehensive policy program in collaboration with the Indiana School Boards Association (ISBA).



21

## New Business – Policy Items

### Consideration of Policy

#### Board Policy Manual – To Retire

- ★ SECTION 809 - Student Fees and Charges
- ★ SECTION 812 – Curricular Material Rental Fund



22

22

## New Business – Policy Items Consideration of Policy

### Board Policy Manual – First Reading: (Revised)

- ★ SECTION 6011 – Rainy Day Fund
- ★ SECTION 6100 – Internal Controls
- ★ SECTION 6210 – Purchases of Supplies and Materials
- ★ SECTION 7030 – Fixed Assets Inventory
- ★ SECTION 7201 - Energy Conservation
- ★ SECTION 8513 – Political Activities On School Property



23

23

## New Business – Policy Items Consideration of Policy

### Board Policy Manual - Second Reading: (Revised)

- ★ SECTION 1200 – Board Organization – Officers
- ★ SECTION 4040 – Audio and Video Taping Case Conferences
- ★ SECTION 4200 – Student Wellness – Physical Activity and Nutrition
- ★ SECTION 4210 – Administration of Medication

### RCSD Police Department Policies – Second Reading: (New)

- ★ POLICE 100 – Law Enforcement Authority
- ★ POLICE 101 – Chief Executive Officer
- ★ POLICE 102 – Oath of Office
- ★ POLICE 103 – Policy Manual
- ★ POLICE 104 – Code of Ethics



24

24

## New Business – Policy Items Consideration of Policy

### RCSD Police Department Policies – Second Reading: (New)

- ★ POLICE 200 – Organizational Structure and Responsibility
- ★ POLICE 201 – General Orders
- ★ POLICE 202 – Emergency Operation Plans
- ★ POLICE 203 – Training
- ★ POLICE 204 – Electronic Mail
- ★ POLICE 205 – Administrative Communication
- ★ POLICE 305 – Officer Involved Shootings and Deaths
- ★ POLICE 306 - Firearms

**Motion made to approve the policy items as presented.**

**Motion by: Nathan Root      2<sup>nd</sup> by: Julia Mink**  
**Motion Passed: Hufford, Root, Mink**



25

25

## New Business – Financial Items Consideration of Early Literacy Grant

- The Indiana Department of Education established the Early Literacy Achievement Grant through HEA 1001-2023 to reward schools and teachers for improving students' foundational reading skills as evidence by IREAD-3 data.
- This grant is to award cash stipends for teachers, instructional coaches, and other school staff responsible for the implementation and delivery of literacy and reading instruction through grade three.
- The Board has been provided with the amounts to be distributed and the roster of staff who are responsible for delivering literacy and reading instruction.
- Dr. Hanna is recommending approval of this stipend to be paid on the January 19, 2023.



26

26



## New Business – Financial Items Consideration of Donation

- ★ Jeremiah Terry donated two 3D printers – Ender 3 V2 Neo and Ender 5 Pro.
- ★ The Daughters of the American Revolution donated a book from the Indiana Library Association to Rossville Schools.
- Dr. Hanna is recommending approval of this donations.

**Motion made to approve the financial items as presented.**

**Motion by: Julia Mink**

**2<sup>nd</sup> by: Nathan Root**

**Motion Passed: Hufford, Root, Mink**



27

27

## New Business - Miscellaneous Item Declaration of Surplus/Obsolete Equipment

- Rossville Consolidated School District has a variety of equipment that is no longer in use and should be declared surplus or of no value.
- Surplus/obsolete equipment will be disposed of according to Indiana Law.
- A list of the surplus equipment items has been provided to the Board for consideration.



28

28

## New Business – Miscellaneous Items

### Consideration of Overnight Conference Request

- Paul Mullen is requesting overnight stay for the IMEA Professional Development Conference January 11- 13, 2024, in Fort Wayne, Indiana.
- Dr. Hanna is recommending this overnight stay.

**Motion made to approve the miscellaneous items as presented.**

**Motion by: Nathan Root                      2<sup>nd</sup> by: Julia Mink**

**Motion Passed: Hufford, Root, Mink**



29

29

## Reports & Information

### Field Trip Reports

	Group	Date of Trip	Activity	Location
★	FFA	January 20, 2024	FFA Ski Trip	Lawrenceburg
★	FFA	January 25, 2024	FFA Leadership Summit	Huntington



30

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## Adjournment

- The Presiding Officer will ask for a motion to adjourn the regular Board meeting.

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## Next Board Meeting

➤ Tuesday, February 6, 2024– 7:00 p.m.

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31

31

## Meeting Adjournment



32

32

# ROSSVILLE CONSOLIDATED SCHOOL DISTRICT BOARD OF EDUCATION

**BOARD OF FINANCE MEETING**  
**JANUARY 9, 2024, 7:30 P.M.**  
**OR**  
**IMMEDIATELY FOLLOWING**  
**THE REGULAR SESSION**

33

33

## Board of Finance Defined

- In compliance with State Law, the Board of Education appoints a Board of Finance.
- The Board of Finance designates the public depository(ies) for school funds for a two-year period and reviews the investment reports annually.
- The membership of the Board of Finance shall be the Board of Education as per Board Policy Section 1308.
- The President of the Board of Finance shall be the President of the Board of Education; and the Secretary of the Board of Finance shall be the Secretary of the Board of Education as per the Section 1308 of the Board Policy Manual.
- The officers elected will hold office until their successors are elected and qualified.



Informational Slide

34

34

## Depositories for Corporation Funds

- Regions Bank and First Financial Bank are the current depositories for the corporation funds.
- Dr. Hanna is recommending maintaining the depositories for the corporation.

**Motion made to approve the depositories as presented.**

**Motion by: Nathan Root                      2<sup>nd</sup> by: Julia Mink**

**Motion Passed: Hufford, Root, Mink**

35



35

## Investment of Public Funds

- Section 814– Investment of Public Funds Policy authorizes the corporation's treasurer to invest funds to the best benefit of the corporation.
- The investments are pursuant to Indiana Law.
- The corporation currently does not have any funds invested.



Informational Slide

36



36



# Removal of Outstanding Checks

- Outstanding checks that are two years old are generally voided to clear them from the books. Vendors can submit a new claim voucher if the funds are still due.
- Dr. Hanna is asking authorization from the Board of Finance to void the checks outlined on the report provided.

**Motion made to approve the outstanding checks to be voided as presented.**

**Motion by: Julia Mink      2<sup>nd</sup> by: Nathan Root**

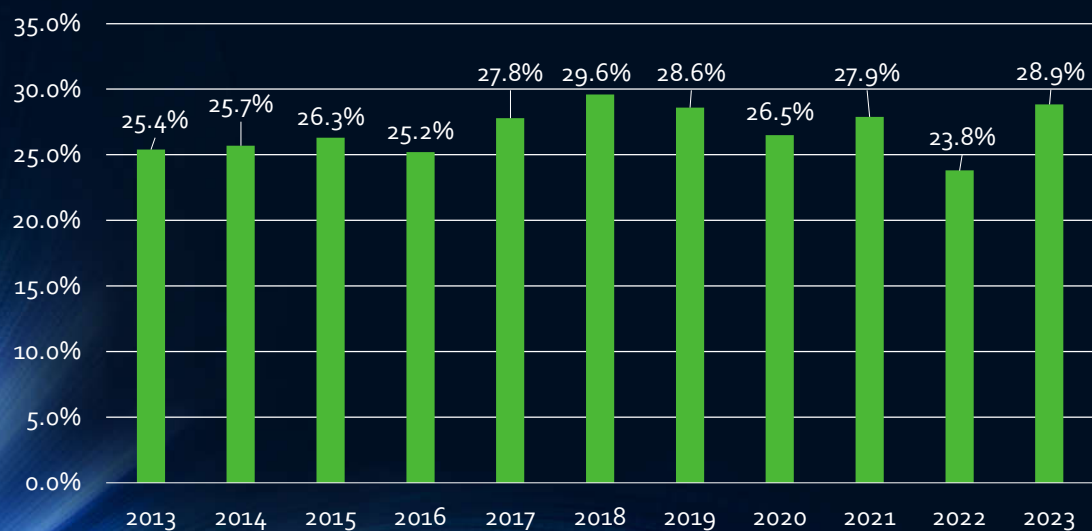
**Motion Passed: Hufford, Root, Mink**



37

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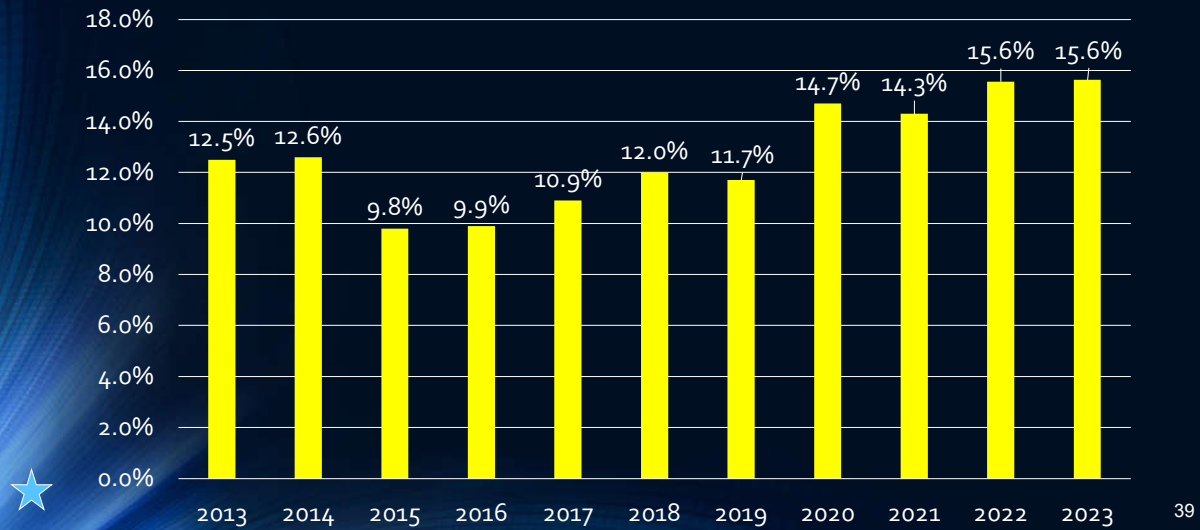
## School Corporation Financial Condition Percentage of Free/Reduced Lunch



38

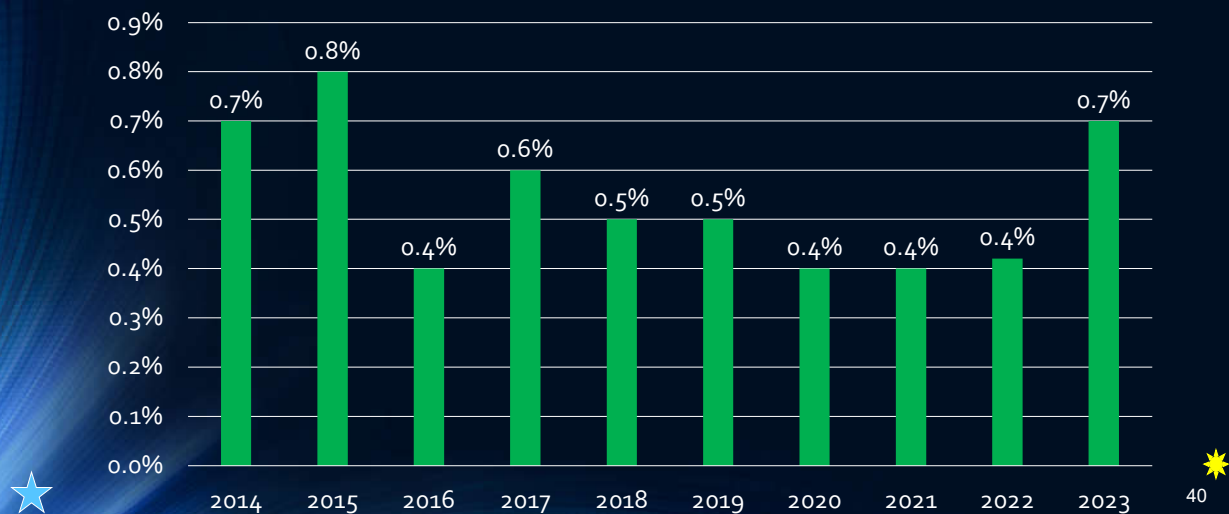
38

## School Corporation Financial Condition Percentage of Special Education Students



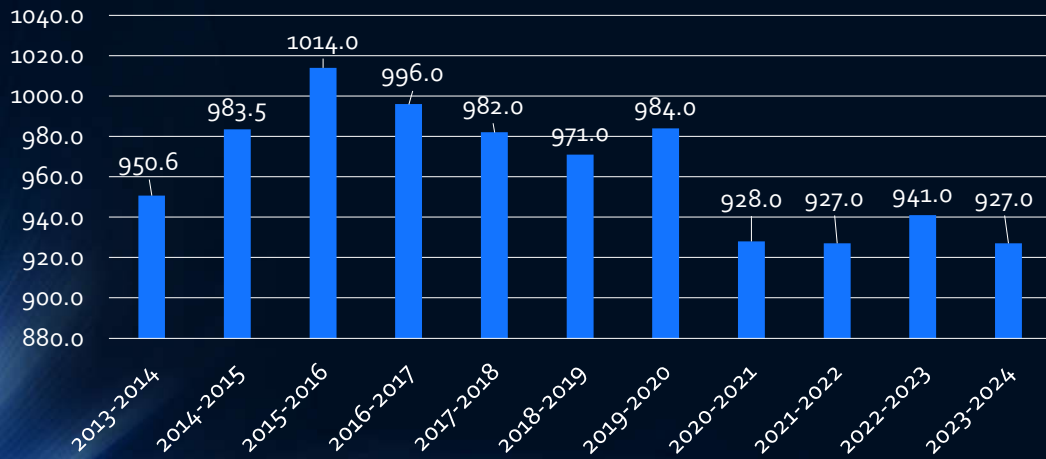
39

## School Corporation Financial Condition Percentage of English Language Learners



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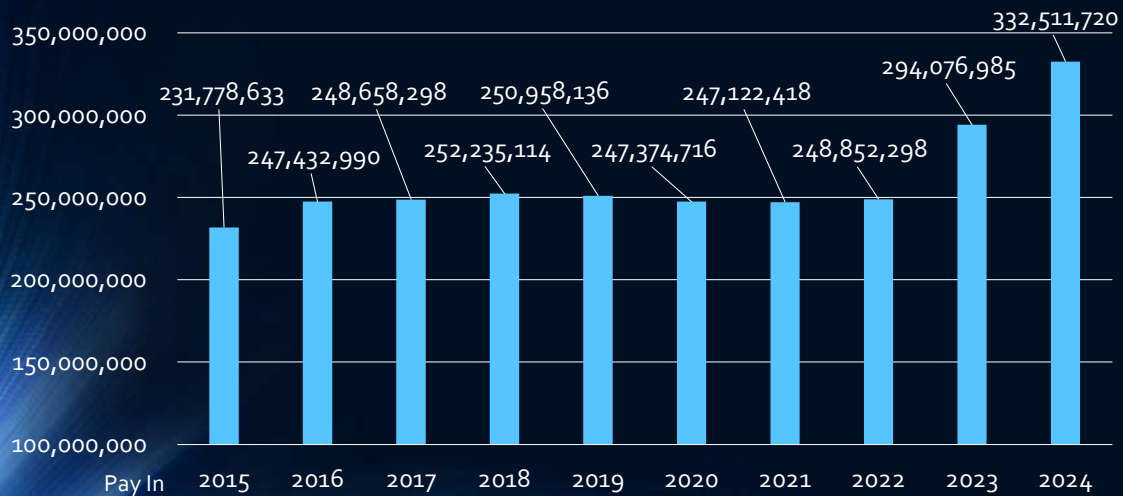
## School Corporation Financial Condition District Average Daily Membership (ADM)



41

41

## School Corporation Financial Condition Assessed Valuation



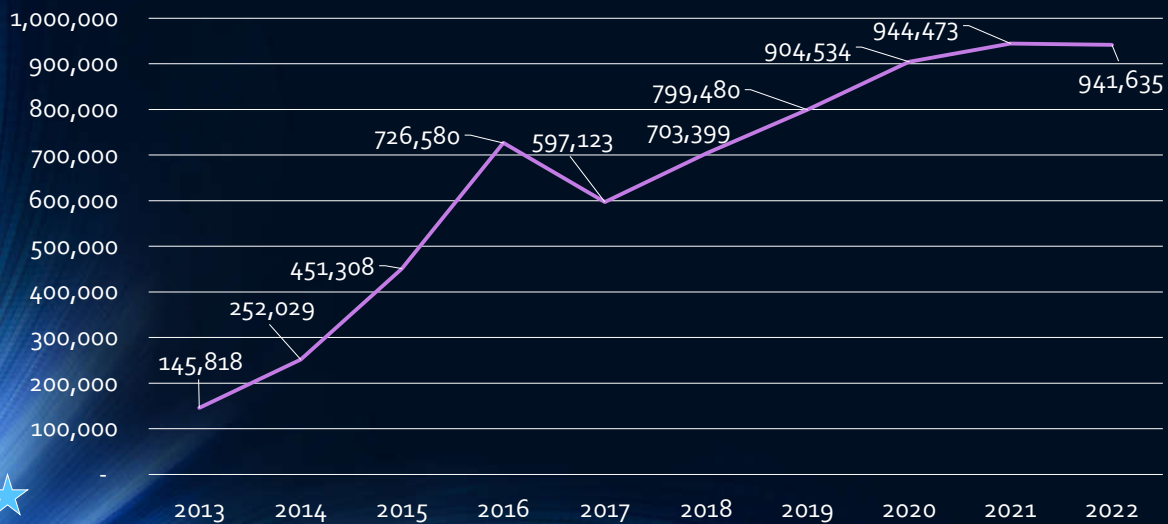
Pay In



42

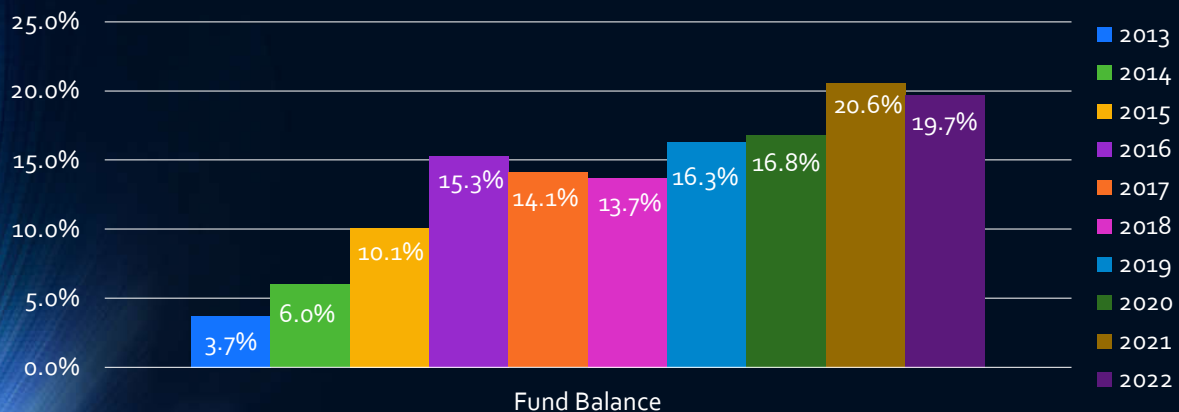
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## School Corporation Financial Condition General Fund & Education Fund Balance



43

## School Corporation Financial Condition Fund Balances As Percent of Expenditures



This indicator considers the ability of the school corporation to maintain operations in the event of delays in revenue by utilizing existing fund balances to fund operations. The funds include balances in the Education Fund and Operations Fund.

44

44

## School Corporation Financial Condition Information Source & Additional Information

- The Information for the School Financial Condition Report was generated from the Distressed Unit Appeal Board (DUAB) website at
  - <https://www.in.gov/duab/fiscal-indicators-committee/school-corporation-fiscal-indicators2/>
- Specific and additional information can be found under the Fiscal Indicators Committee Tab, then School Corporation Fiscal Indicators, followed by Data Download for All School Corporations.
- A graphic presentation of portions of the data can be accessed by clicking on the School Corporation Fiscal Indicators tab.
- The DUAB website also provides Instruction for Use and the location of the sources of data.

45

45

## Consideration of Conflict of Interest Disclosure

- Indiana Law requires public servants that have a pecuniary interest in a contract or purchase if the contract or purchase will result in an increase in the income or net worth of the public servant or a dependent of the public servant to disclose in a conflict of interest statement.
- These documents for the public servants will be uploaded in the Gateway online system for the State Board of Accounts.

**Motion made to approve the conflict of interest disclosures as presented.**

**Motion by: Nathan Root 2<sup>nd</sup> by: Julia Mink**

**Motion Passed: Hufford, Root, Mink**



46



46



# Board of Finance Meeting Adjournment



47