

## REGULAR BOARD MEETING MINUTES

Administration Building  
December 18, 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, December 18, 2023, with all members present. Also in attendance were Dr. Brad Yates, Superintendent; Julie Meitzler, Assistant Superintendent; Steve Baker, Rick Mettler and Schlaura Linderwell, Administrators; Tammy Mechling, Corporation Administrative Assistant; Jessica Bricker, Corporation Communications Specialist; Clarissia Tijerina, faculty member; Abram Atkins, Eli Brooks, Rowan Drayer, Abby Garrett, Wes Kunkel, Madelyn Platt, Emily Priester, Jordan Simpson-Barkley, and Leona Veselji, 6<sup>th</sup> Grade Student Authors; Adam Atkins, Amy Atkins, Cindy Brooks, Tim Drayer, Tim Garrett, Brent Kunkel, Danielle Kunkel, Amy Platt, William Platt, Jeff Priester, Heather Barkley, Josh Barkley, Randy Barkley, Pam Barkley, Mahi Veselji and Kjanije Veselji, parents/family of 6<sup>th</sup> Grade Student Authors; Ella Wheeler, Student and Lilly Endowment Community Scholar for 2024; James and Abbey Wheeler, parents of Ella Wheeler; Mario Tijerina, Steve Frettinger and Wendy Kaehr, interested patrons; and Jonathan Snyder, News-Banner representative.

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

President Holland reported the high school wrestling program received an IHSAA Exemplary Behavior Report from an official at their most recent wrestling competition. President Holland also celebrated the following educators: Mrs. Grace Sommerfeld, elementary music teacher, was highlighted for her contributions to Circle the State with Song programming in a recent INform publication; Mrs. Carla Alspaugh, middle school social studies teacher, was recognized for her leadership as an academic bowl coach by the Indiana School Principals' Association and was named 2023 Academic Coach of the Year for the Middle Level Division; and Mr. Jim Bueter and Mrs. Hannah Gerig for showcasing our band and choir students in holiday concerts.

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

Minutes for the Regular Board Meeting held on November 20, 2023, were approved by consensus and appropriate signatures affixed thereon.

Vouchers for the period of November 21, 2023, through December 18, 2023, were approved by consensus and appropriate signatures were affixed on the voucher register.

The Fund Report for November was approved by consensus.

Mrs. Tijerina, 6<sup>th</sup> Grade Teacher, introduced her 6<sup>th</sup> Grade Student Author project and several of her students read excerpts from a book they each have recently published.

Dr. Yates congratulated Miss Ella Wheeler, BHS Senior, for recently being recognized as the Lilly Endowment Community Scholar for 2024.

Ms. Bricker reported on district communications.

Mrs. Meitzler reported on the Indiana Learns tutoring program, the IDOE Early Literacy Achievement Grant, the Indiana Literacy Cadre Round 3 and the TBRI training for faculty and staff in January.

Dr. Yates reported on district financial information, district projects, the IDOE flexibility waiver application, Teacher Appreciation Grant stipends, and the district's recent Town Hall meeting.

Dr. Yates reported on the High School Building Envelope project, stating the bond issuance occurred on November 28 with the funds deposited into a Trustee bank on behalf of the Bluffton-Harrison Middle School Building Corporation. As the Lessor Representative, Dr. Yates will work with our Corporation Treasurer to execute necessary transactions for the upcoming project. Funds will be invested in the short-term as the corporation works towards active construction scheduled to begin in early April 2024.

Dr. Yates reported on athletic facility needs, stating the district has been working to obtain necessary quotes and proposals to address athletic facility needs including turf field replacement, track surface replacement, stadium lighting replacement, storage unit replacement and additions, and other improvements to our athletic areas. Dr. Yates recommended the district pursue replacement of all three major amenities using the district's Operations Fund in calendar year 2023 and 2024, which would require an update to the 2023 and 2024 Capital Projects Plan to include the replacement of turf field, track surface and stadium lighting. Dr. Yates recommended the district select the following vendors and estimated costs to complete the projects:

Beynon	Track Replacement	\$750,687
Energy Harness	Lighting Replacement	\$168,466

The costs associated with each project are reported as estimated at this point in time. As BHMSD works directly with each vendor, the district intends to execute a purchase order for the finalized cost. In addition, the district will utilize cooperative purchasing procedures to complete the bid requirement process. In regards to turf replacement, the district continues to evaluate options from multiple vendors, and the estimated costs range from \$600,000 to \$700,000. The Board approved changes to the district's capital projects plan and selection of vendors for track and lighting replacement as presented. The motion by Mike Murray and second by Julie Thompson passed unanimously.

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

Jessica Clark	MS Food Service
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The Board approved the following employment recommendations as presented. The motion by Angie Sheets and second by Mike Murray passed unanimously.

Danielle Macias	Speech Language Pathologist
Amy Hipsher	MS Intense Intervention Instructional Asst
Shannon Terrell	Long Term Substitute Teacher for Caylee Pyle
Grace Dunmoyer	Long Term Substitute Aide for Emilee Smith
Tara Cocanower	HS Academic Bowl Coach
Laura Xayyachack	HS Academic Bowl Coach
Steve Abbott	HS Boys' Golf Asst Coach
Caylee Pyle	HS Volleyball Head Coach
Aaron Sturgeon	MS Boys' Basketball Coach (Volunteer)

Karley Nash	HS Softball Asst Coach
Cindy Stephenson	Substitute Cook
Madisyn Fenstermaker	Substitute Teacher
Sian McDonald	Substitute Teacher
Katelyn Kaehr	Substitute Teacher
Roy Nevil	Substitute Teacher

The Board approved the update to 2023-2024 Supplemental Pay with the addition of the CTE Electrical position Academic Need stipend as presented (Correlated File #2324-24). The motion by Bruce Holland and second by Julie Thompson passed unanimously.

The Board approved an additional five (5) extra contract days for High School Counselor, Sebastian Baxter, as presented. The motion by Bruce Holland and second by Angie Sheets passed unanimously.

The contract for Technology Director Scott Ribich was updated from a one year contract to a two year contract. The Board approved the Technology Director contract as presented. The motion by Mike Murray and second by Trent White passed unanimously.

The Board approved Military Leave for Caylee Pyle from 1/31/24 – 5/24/24 as presented. The motion by Angie Sheets and second by Julie Thompson, with gratitude for Mrs. Pyle's service, passed unanimously.

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

Candas DeHoff	12/21/23 – 1/8/24
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The Board approved the following donations as presented. The motion by Mike Murray, with great gratitude to all, and second by Julie Thompson passed unanimously.

Calvary Lutheran Church	\$1,000 for ES unpaid lunch accounts
Family Ford of Bluffton	\$200 for Wrestling program
Craigville Appliance	\$200 for Wrestling program
Six Mile Church Missions	\$250 for unpaid lunch accounts
Salvation Army of Wells County	50 School Supply Sacks (crayons, paper, pencils)
Bluffton Rotary Club	Dictionaries for every 3 <sup>rd</sup> grade student
Auction IT	\$1,000 to eSports program
Buckets for Santa	\$500 to ES students in need
First Bank of Berne	\$200 for Wrestling program

Anonymous	\$500 to MS Community Fund
Haggard & Stocking Assoc., Inc.	\$200 for Wrestling program
Edge Manufacturing, Inc.	\$500 for Wrestling program
Midwest Credit Union	New winter coats, hats & gloves for 35 students in need
Minnich Lawn Care	\$200 for Wrestling program
Clean Fuels National	\$1,519 for unpaid lunch accounts
Dicky's Partners Bluffton, LLC	\$200 for Wrestling program
Matt Bertsch	\$300 for Wrestling program

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

KG Community Use of School Facilities

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

KK Visitors to Schools

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

The Board approved the Resolution to Adopt Wells County Multi-Hazard Mitigation Plan (Correlated File #2324-25) as presented. The motion by Bruce Holland and second by Angie Sheets passed unanimously.

The Board approved the Year End Transfer Resolution (Correlated File #2324-26) as presented. The motion by Julie Thompson and second by Trent White passed unanimously.

The Board approved the Resolution to Transfer Amount from Education Fund to Operations Fund (Correlated File #2324-27) as presented. The motion by Trent White and second by Bruce Holland passed unanimously.

The Board re-approved the BHMSD Healthy Operations Plan (Correlated File #2324-28) as presented. The motion by Julie Thompson and second by Angie Sheets passed unanimously.

With there being no additional business to come before the Board, the meeting was adjourned at 6:55 P.M. on a motion by Trent White and second by Bruce Holland. The motion passed unanimously.

BOARD OF SCHOOL TRUSTEES:

Bruce E Holland  
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Julie Shym  
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Walter Pears  
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Jo Wls  
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