

ROSSVILLE CONSOLIDATED SCHOOL DISTRICT
SCHOOL BOARD MEETING

January 9, 2018

The School Board met January 9, 2018, at 7:00 p.m. in the Superintendent's Office. Members present were Joe Hufford, Nathan Root, Joe Mink, Michael Emens, and Nathan McCullough. Also present were Superintendent Dr. James Hanna, Chad Dennison, Tim Coffman, Ty Brown, Sharon Bardonner, Mike Witteveen, Kyle Kennell, and Mandi Pennington.

A motion was entered by Nathan Root and seconded by Joe Mink to approve claims 1305-1346 and 1-30, the payroll dated December 29, 2017, and the minutes of the December 19, 2017 meeting. The motion carried 5-0.

Following a motion from Nathan McCullough, the 2018 Board Officers were nominated:

Joe Hufford as Board President
Nathan Root as Board Vice President
Joe Mink as Board Secretary

The second to the nominations was given by Mike Emens. The motion carried with consensus.

A motion was entered by Mike Emens and seconded by Joe Mink to appoint Nathan Root as ISBA Delegate, Joe Mink as the Athletic Council Representative, and Nathan McCullough Scholarship Committee Representative. The motion passed with consensus.

A motion was made by Nathan Root and seconded by Mike Emens to approve the following 2017 reorganization personnel appointments:

Mandi Pennington	Treasurer
Jean Herman	Deputy Treasurer
Dr. Jim Hanna	HIPAA Privacy Officer & Compliant Officer
Kathy Cook	School Attorney representing Ryan, Moore, & Cook

The motion carried 5-0. (ATTACHMENT I)

Nathan McCullough moved to approve the following proposed meeting dates for 2018:

January 9, 2018	August 7, 2018
February 6, 2018	August 21, 2018 {Budget Review}
March 6, 2018	September 11, 2018 {Budget Hearing}
April 3, 2018	October 2, 2018 {Adoption of Budget}
May 1, 2018	November 6, 2018
June 5, 2018	December 4, 2018
July 3, 2018	December 18, 2018

The motion carried 5-0 after a second from Joe Mink. (ATTACHMENT II)

The bids from the first phase of the renovation project were discussed. Mike Witteveen and Kyle Kennell with Tecton Construction Management, outlined the process of compiling the specifications for obtaining the most concise bids and comments regarding the bids. With a motion from Nathan Root and a second from Joe Mink the approval of the bids as submitted. The motion carried 5-0. (ATTACHMENT III)

Nathan McCullough made a motion to approve the transfer of appropriations to balance the major fund accounts in the 2017 budget. Mike Emens seconded the motion. The motion carried 5-0. (ATTACHMENT IV)

In the exit interview of the audit conducted by the Indiana State Board of Accounts, negative balances were noted in the Clearing Control Accounts. In an effort to comply with the requirements as suggested by the State Board of Accounts transfers within the clearing control were performed and a transfer from the General Fund to the Clearing Control Funds to bring balances positive. The amount from the General Fund totaled \$8,120.36 which is an update from what was reported last month. A motion was entered by Nathan Root to approve these transfers. The second came from Nathan McCullough. The motion carried 5-0. (ATTACHMENT VI)

As requested at the December 19, 2017 meeting authorization to transfer up to \$140,000 from the General Fund to the Rainy Day Fund. The total amount of the transfer was \$140,000. Nathan Root entered the motion acknowledging the transfer and Joe Mink seconded. The motion passed 5-0.

The following resignations and appointments were approved upon a motion from Nathan McCullough:

Jane Emens has submitted her intent to retire from the Cafeteria after 33 years of service at the end of the 2017-2018 school year.

Mackenzie Davis, resignation as Speech-Language Pathologist, effective February 28, 2018

Rochelle Grove, resignation as Before/After School Childcare Supervisor, effective January 5, 2018

Tiffany Brettnacher, resignation as 6th Grade Cheer Coach, effective immediately

Taylor Mink – approved as Before/After School Childcare Supervisor, effective January 4, 2018

Carrie Geheb – approved as 6th Grade Cheer Coach, effective immediately

The motion was seconded by Mike Emens. The motion carried 5-0.

The Board Policy chapters 3,7, and 10 were approved at second reading on a motion from Mike Emens and second from Joe Mink:

Section 300 – Classified Personnel Defined - Revised

Section 301 – Selection of Classified Personnel - Reviewed

Section 302 – Qualification of Classified Personnel - Reviewed

Section 303 – Assignment of Classified Personnel - Reviewed

Section 304 – Duties and Responsibilities of Classified Personnel - Reviewed

Section 305 – Length of Day - Reviewed

Section 306 – Salary/Benefit Schedule for Classified Personnel - Reviewed

Section 307 – Suspension of Classified Personnel - Reviewed

Section 308 – Voluntary Termination of Employment - Reviewed

Section 309 – Worker's Compensation Law - Reviewed

Section 310 – Unrequested Leave of Absence – Disability - Reviewed

Section 311 – Leaves of Absence - Reviewed

Section 312 – Absence and Tardiness of Classified Personnel – Reviewed

Section 700 - Alcohol and Controlled Substances Testing Policy for Commercial Drivers License (CDL) Employees – Reviewed

Section 701 - Bus Discipline – Revised

Section 702 – Van/Car Use – Reviewed

Section 703 – Vehicle Idling Policy – Revised

Section 1000 - Pest Control and Use of Pesticides - Revised

Section 1001 – Use of Automated External Defibrillators - Reviewed

Section 1002 - Chemical Management Policy -Revised

On the same motion Chapters 8 and 9 were approved at first reading.

Section 800 - Goals and Objectives

Section 801 - Budget Preparation
Section 802 - Budget Hearing
Section 803 - Budget Implementation
Section 804 - System of Accounting
Section 805 - Payment of Vouchers
Section 806 - Payroll Authorization
Section 807 - Payroll Deductions
Section 808 - Extracurricular Funds
Section 809 – Student Fees and Charges
Section 810 – Purchase of Supplies and Materials
Section 811 – Vendor Relations
Section 812 – Textbook Rental Fund
Section 813 - Leaving Money and Personal Valuables in the Building
Section 814 – Investment of Public Funds
Section 815 - Reimbursable Mileage
Section 816 – Gifts and Donations to the School Corporation
Section 817 – Rainy Day Fund
Section 818 – Credit Cards
Section 819 – Review and Second Audit of Free and Reduced Lunch Applications
Section 820 – Threshold for Material Loss, Shortage, or Theft of School Funds or Property
Section 821 – Collection and Forgiveness of Debt
Section 822 – Internal Controls
Section 823 – Cafeteria Charge/Payment Return Policy

Section 900 – Use of School Properties - Revised
Section 901 – Energy Conservation -Revised
Section 902 – Fixed Assets Inventory – Reviewed

The motion passed 5-0. (ATTACHMENT VI)

The following Out-of-State Field Trip request was approved on a motion from Nathan McCullough:

Amanda Szabela, July 16 – 20, 2018, Harry S. Truman Presidential Library and Museum,
Independence, Missouri

Mike Emens seconded the motion and the motion passed 5-0.

There being no further business to come before the Board, upon proper motion and second the meeting was adjourned.

President

Member

Vice-President

Member

Secretary