

**ROSSVILLE CONSOLIDATED SCHOOL DISTRICT  
SCHOOL BOARD MEETING**

May 4, 2021

The School Board met on May 4, 2021, 7:00 p.m. at the Charles E. Whitlock Administration Building. Members present were Joe Hufford, Nathan Root, and Julia Mink. Also attending the meeting were Superintendent Dr. James Hanna, Chad Dennison, Karla Metzler, and Mandi Pennington.

A motion was entered by Nathan Root and seconded by Julia Mink to approve claims 16553- 16642, the payroll dated April 16 and April 30, 2021, and board meeting minutes from April 6, 2021. The motion passed with a 3-0 vote.

The following personnel items were presented and approved:

Betsy Hartely - submitted retirement effective August 1, 2021

Kathy Jackson – submitted retirement effective at the end of the 2020-2021 school year

Dale Griffin –submitted retirement effective at the end of the 2020-2021 school year

Breanna Richards – submitted a resignation as Deputy Treasurer effective April 12, 2021

Charles Wallace - submitted a resignation as a Teacher effective April 8, 2021

Kristin Troxell - submitted a resignation as a Teacher effective at the end of the  
2020-2021 school year

Hayley Plybon - submitted a resignation as a Homebound Instructor at the end  
of the 2020-2021 school year

Janelle Pattengale - submitted a resignation as Nurse effective May 6, 2021

Michelle Moss - submitted a resignation as a Teacher effective at the end of  
the 2020-2021 school year

Carol Stevens - submitted a resignation as a part-time Nurse effective May 21, 2021

Mark Koinange - submitted a resignation as a Teacher effective at the end of the 2020-2021 school  
year

Tarra Ziegler - submitted a request for FMLA leave beginning November 22, 2021 - January 2, 2022

Director of Technology job description revised(ATTACHMENT I)

Computer Technician job description revised (ATTACHMENT I)

Handbook for Classified Staff - Director of Technology updated (ATTACHMENT I)

Handbook for Classified Staff - Computer Technician updated (ATTACHMENT I)

Christina Griffin - substitute FACS Teacher for the remainder of the 2020-2021 school year

Her annual salary of \$61,000 will be prorated for the number of days worked.

Katherine Reed - substitute teacher for Mr. Underwood's classes

Kristen McCullough - volunteer coach Girls Tennis Team

Cara Cornell - Rossville Middle/Senior High School Secretary

Coty Ritter - Computer Science Teacher beginning 2021-2022 school year, with a  
beginning salary of \$40,000

Brittany Need - Vocational Ag Teacher beginning 2021-2022 school year, with salary at \$45,000.

Twenty-nine (29) additional days at \$7,000.

Katherine Washburn - English/Language Arts Teacher beginning the 2021-2022 school year with a  
salary of \$48,000

Emily Vanderwall - Social Studies Teacher beginning the 2021-2022 school year with a salary of  
\$44,000

Shania Bordner - Developmental Delay PK Teacher beginning the 2021-2022 school year  
with a salary of \$40,000.

Tracy Fife - Deputy Treasurer effective June 7, 2021

Nathan Root entered the motion. Julia Mink entered the second. The motion passed 3-0.

The Rossville Elementary Student-Parent Handbook was approved on a motion from Julia Mink and a second by Nathan Root. The motion passed 3-0. (ATTACHMENT II)

The following policies were approved at first reading on a motion from Julia Mink and a second from Nathan Root:

Code 3002 – Sexual Harassment Grievance Procedure {639}.....	Revised
Code 3003 – Sexual Harassment Policy {602}.....	Revised
Code 3004 – Racial Harassment {617}.....	Recodified
Code 3009 – Creating a Position {400}.....	Recodified
Code 3010 – Criminal History {600}.....	Recodified
Code 3011 – Criminal History Checks – School Employees {632}.....	Recodified
Code 3030 – Nepotism {604}.....	Recodified
Code 3040 – Employee Conflict of Interest {605}.....	Recodified
Code 3055 – Telework {636}.....	Recodified
Code 3060 – Board/Staff Communications {414}.....	Recodified
Code 3101 – Worker’s Compensation {309}.....	Recodified
Code 3102 – Disability Leave of Absence {310} .....	Recodified
Code 3110 – Drug-Free Workplace {609}.....	Recodified
Code 3120 – Training and Health Precautions for Communicable Diseases {601} .....	Recodified
Code 3200 – Gifts to Employees {606}.....	Recodified
Code 3220 – Professional Development Conference – Meetings {612}..	Revised
Code 3225 – Employee Travel Expenses {612 & 815}.....	Revised
Code 3311 – Staff Cell Phone Use {635} .....	Recodified
Code 3330 – Social Media Use by Employees {626} .....	Revised
Code 3340 – Child Abuse and Neglect {618}.....	Recodified
Code 3350 – Participation in Political Activities {610}.....	Revised
Code 3410 – Evaluation of Employees {407}.....	Recodified
Code 3420 – Resignation of Employees{403}.....	Recodified
Code 3510 – Selection of Professional Staff {401 & 416}.....	Revised
Code 3511 – Employment Contracts {404}.....	Recodified
Code 3512 – Duties and Responsibilities of Teachers {406}.....	Recodified
Code 3513 – Preparation Time {413}.....	Recodified
Code 3514 – Teacher Code of Ethics {405}.....	Recodified
Code 3520 – Teachers Maintenance of Area of Certification {417}.....	Recodified
Code 3530 – Assignment and Transfer of Teachers {402}.....	Recodified
Code 3540 – Teacher Appreciation Grant {419}.....	Recodified
Code 3600 – Substitute Teachers {411}.....	Recodified
Code 3610 – Student Teacher/Administrative Interns {412} .....	Recodified
Code 3615 – Family Medical Leave.....	
Code 3630 – Staff Discipline {415}.....	Recodified
Code 3632 – Absences and Tardiness of Teachers {408 & 409}.....	Recodified
Code 3700 – Reduction in Force {418}.....	Recodified
Code 3800 – Selection of Non-Certificated Staff {301}.....	Recodified
Code 3801 – At-Will Employment {300, 302, &308}.....	Recodified
Code 3803 – Duties and Responsibilities of Non-Certificated Staff {304}.....	Recodified
Code 3804 – Work Day {305}.....	Recodified
Code 3805 – Absence of Non-Certificated Staff {312}.....	Recodified

Code 3825 – Assignment and Transfer of  
Non-Certificated Staff {303}.....Recodified  
Code 3840 – Non-Certificated Staff Benefits {306}.....Recodified  
Code 3845 – Non-Certificated Staff Leave of Absence {311}.....Recodified  
Code 3850 – Non-Certificated Staff Discipline {307}.....Recodified  
Section 410 – Retirement for Instructional Personnel.....Retire

The motion passed 3-0.

Section -516 Transfers Students requires the capacity for each grade level be set and a final date for transfers as July 1, 2021. The grade level capacities as outlined:

DDPK- No students outside of District	PK - 24(if program is operated)	KG – 75
1 <sup>st</sup> Grade – 75	2 <sup>nd</sup> Grade – 100	3 <sup>rd</sup> Grade – 87
4 <sup>th</sup> Grade –87	5 <sup>th</sup> Grade – 87	6 <sup>th</sup> Grade – 100
7 <sup>th</sup> Grade – 100	8 <sup>th</sup> Grade – 100	9 <sup>th</sup> Grade - 100
10 <sup>th</sup> Grade – 100	11 <sup>th</sup> Grade – 100	12 <sup>th</sup> Grade – 100

The motion to approve the final date to accept transfers and the grade-level capacities were approved on a motion from Nathan Root and seconded by Julia Mink. The motion passed 3-0.

The board reviewed bids for the replacement of a school bus. The CIESC Cooperative Purchasing bid was used as the foundation for the purchase. The lowest most responsive bid was a Thomas 84 passenger rear engine school bus from Kerlin Bus Sales and Leasing for \$133,646. Nathan Root entered a motion for approval and Julia Mink entered the second. The motion passed 3-0. (ATTACHMENT III)

Julia Mink entered a motion to approve the resolution to pay the amount of proceeds on the sale of the Athletic Department concession trailer to the Athletic Department. Nathan Root seconded the motion. The motion passed 3-0. (ATTACHMENT IV)

Upon a motion entered by Nathan Root and seconded by Julia Mink the 2021-2022 Fundraisers were approved according to Section 531 of the Board Policy manual. Julia Mink entered the second. The motion passed 3-0. (ATTACHMENT V)

On a motion entered by Nathan Root the summer camps/workshops were approved. Julia Mink seconded the motion. The motion passed 3-0 (ATTACHMENT VI)

The Rossville Business Association's request to use the parking lot for the Summer's End Festival Parade set-up and patron parking throughout the day was approved on a motion entered by Julia Mink. Nathan Root entered the second. The motion passed 3-0.

The FFA out-of-state field trip to Oak Hill, West Virginia to white water rafting, July 24-26, 2021, was approved on a motion from Julia Mink. The second was from Nathan Root. The motion passed 3-0.

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

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President

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Member

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Vice President

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Member

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Secretary