

## REGULAR BOARD MEETING MINUTES

Administration Building  
January 15, 2024  
6:00 P.M.

The regular meeting of the Board of School Trustees of the Bluffton-Harrison Metropolitan School District was held on Monday, January 15, 2024, with all members present. Also in attendance were Dr. Brad Yates, Superintendent; Julie Meitzler, Assistant Superintendent; Steve Baker, Rick Mettler and Schlaura Linderwell, Administrators; Steve Thompson, Athletic Director; Tammy Mechling, Corporation Administrative Assistant; Jessica Bricker, Corporation Communications Specialist; Mr. Jim Bueter, faculty member; Kjerstin Bueter, Nick Bueter and Sarah Bueter, interested patrons; Kianna Linderwell, student; and Holly Gaskill, News-Banner representative.

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

Tammy Mechling administered the *Oath of Office* to all Board members present (Correlated File #2324-29).

Requirements for the meeting in January include the reorganization of offices and the floor was opened for nominations. Mike Murray nominated Bruce Holland for President and Julie Thompson seconded the nomination. Bruce Holland was re-elected President by a vote of 5-0.

President Holland opened the floor for nominations for Vice-President. President Holland nominated Angie Sheets and Mike Murray seconded the nomination. Angie Sheets was voted Vice-President by a vote of 4-0 with Angie Sheets abstaining from the vote.

President Holland opened the floor for nominations for Secretary. President Holland nominated Trent White and Julie Thompson seconded the nomination. Trent White was elected Secretary by a vote of 4-0 with Trent White abstaining from the vote.

Board Members volunteered to serve on the following committees and were appointed as such:

Legislative Liaison	Mike Murray
Long Range Planning	Bruce Holland
Facilities Planning	Trent White
Negotiations	Julie Thompson

On a motion by Bruce Holland and a second by Trent White, Anjeanetta Hartman was re-appointed as Corporation Treasurer and Brenda Clamme was re-appointed as Deputy Treasurer for the calendar year 2024. The motion passed unanimously.

The services of Andrews & Crell and Church, Church, Hittle & Antrim were approved unanimously on a motion by Bruce Holland and second by Angie Sheets.

President Holland thanked fellow Board members for their service to BHMSD and for their support in serving our students and families.

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

Minutes for the Regular Board Meeting held on December 18, 2023, were approved by consensus and appropriate signatures affixed thereon.

Vouchers for the period of December 19, 2023, through January 15, 2024, were approved by consensus and appropriate signatures were affixed on the voucher register.

The Fund Report for December was approved by consensus.

The Bank Statement for December was approved by consensus.

The Fund Transfer Report was approved by consensus.

Dr. Yates announced that Mr. Jim Bueter was selected by his colleagues as the *2024 Educator of the Year* and presented a plaque to him for this honor.

Mr. Baker reported on the 2023 Bluffton High School graduation rate. Bluffton High School was one of ten high schools in the state with 100% of students graduating.

Mrs. Meitzler reported on district communications, Indiana Learns tutoring, the middle school PCC classroom project, and grants.

Dr. Yates reported on district financial information, district projects, the middle school principal hiring timeline, and an upcoming parent meeting to address BHMSD Special Education Programming for the 2024-2025 school year.

Dr. Yates provided Organizational Charts for Education and Operations (Correlated File #2324-30) along with a flow chart outlining the district's order for succession as outlined in Board policy CI (Temporary Administrative Arrangements).

Dr. Yates reported on the High School Building Envelope project, stating the district had received four (4) bid packets as a result of our advertisement for *Request for Proposals for the Construction Management as Contractor (CMc)* (Correlated File #2324-31). Bids were due on January 9, 2024. On behalf of the selection committee's review and analysis, Dr. Yates recommended the approval of FCI Inc. as the district CMc for the Bluffton High School Building Envelope project, with a contracted fee of 3.75%. The motion by Trent White and second by Angie Sheets passed unanimously.

Dr. Yates and Mr. Steve Thompson reported on athletic facility needs and made a recommendation to issue a purchase order for the replacement of our turf field using A-Turf, Inc. for a contracted amount of \$550,500. Several potential turf designs were shown as examples of the district's choices for the final appearance of the new turf field. The motion by Mike Murray and second by Julie Thompson passed unanimously.

The Board approved the retirement request from Jodi Leas, Guidance Director (25 years) as presented. The motion by Trent White and second by Julie Thompson passed unanimously.

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

Estefania Rangel  
Candice Narvaez

ES Mild Intervention Instructional Asst  
Preschool Childcare Supervisor

The Board approved the following employment recommendations as presented. The motion by Trent White and second by Bruce Holland passed unanimously.

Lauren Brinneman	HS Softball Asst Coach
Felicia McElveen	Preschool Parent Liaison
Paris Davis	ES Mild Intervention Instructional Asst
Ben Sprunger	MS Boys' Wrestling Coach
Nick Krinn	MS Boys' Wrestling Coach
Ryan Thomas	MS Boys' Wrestling Coach (Volunteer)
Elliott Jimenez	MS Boys' Wrestling Coach (Volunteer)
Justin Uptgraft	MS Boys' Swimming Coach
Caleb Geimer	MS Boys' Swimming Coach
Jason Pierce	HS Boys' Baseball Head Coach
Tim Garrett	HS Boys' Baseball Asst Coach
Adam King	HS Boys' Baseball Asst Coach (1/2 FTE)
Todd Morgan	HS Boys' Baseball Asst Coach (1/2 FTE)
Mike Jefferson	HS Boys' Baseball Asst Coach (1/2 FTE)
Jeff Blair	HS Boys' Baseball Asst Coach (1/2 FTE)
Brent Kunkel	HS Boys' Track Head Coach
Michael Vanderkolk	HS Boys' Track Asst Coach
Bob Dahl	HS Boys' Track Asst Coach (1/2 FTE)
Ashlie Campbell	MS Boys' Track Asst Coach
Danielle Kunkel	MS Boys' Track Asst Coach
Bethany Clem	MS Boys' Track Asst Coach
Kristi Searles	MS Girls' Swimming Coach
Jenny Boyd	MS Girls' Swimming Coach
Spencer Schwartz	HS Girls' Tennis Head Coach
Ashlee Xayyachack	HS Girls' Tennis Asst Coach
Hunter Cunningham	HS Girls' Tennis Asst Coach
Dharma Dynes	HS Girls' Tennis Asst Coach (Volunteer)
Sebastian Baxter	HS Girls' Track Head Coach
Tara Cocanower	HS Girls' Track Asst Coach (1/2 FTE)
Allison Harter	MS Girls' Track Coach
Erin McKinley	MS Girls' Track Asst Coach
Abby Steffen	MS Girls' Track Asst Coach
Tiffani Tonner	MS Girls' Track Asst Coach
Luke Petty	HS Girls' Softball Asst Coach (Volunteer)
Erica Bluhm	Unified Track Head Coach
Robert Vanderkolk	MS Tennis Coach
Spencer Schwartz	MS Tennis Coach (Volunteer)
Hunter Cunningham	MS Tennis Coach (Volunteer)
Jared Grandlienard	MS Tennis Coach (Volunteer)
Ashlee Xayyachack	MS Tennis Coach (Volunteer)
Intent to Employ	MS Diving Coach
Intent to Employ	MS Golf Coach
Intent to Employ	Summer School Administrator

Candice Narvaez                      Substitute Teacher

The Board approved the recommendation for Stephanie White as MS Boys' Track Coach as presented. The motion by Bruce Holland and second by Angie Sheets passed with a vote of 4-0, with Trent White abstaining from the vote.

The Board approved the following FMLA request as presented. The motion by Mike Murray and second by Julie Thompson passed unanimously.

Dharma Dynes                      2/7/24 – 5/24/24

The Board approved the following donations as presented. The motion by Trent White, with much appreciation, and second by Bruce Holland passed unanimously.

Farmers & Merchants State Bank      \$200 to Wrestling program

Green Contracting, LLC              \$200 to Wrestling program

Travis Brown – Raber Electric      \$200 to Wrestling program

Family Ford of Bluffton              \$500 for HS students in need

The Board approved the Resolution Recognizing Commitment to State Reading Goal (Correlated File #2324-32) as presented. The motion by Julie Thompson and second by Angie Sheets passed unanimously.

The Board approved the contract service proposal with Church, Church, Hittle & Antrim as presented, for a formal evaluation and review of Board policies. The motion by Bruce Holland and second by Mike Murray passed unanimously.

The Board approved the Literacy Achievement Grant Distribution Plan as presented. The motion by Angie Sheets and second by Trent White passed unanimously. BHMSD received \$8,397.09 in grant funding and the requirements for the grant include identifying the distribution of funding to eligible personnel. Upon review with the district's leadership team and the Bluffton-Harrison Teachers' Association, the following distribution plan for the 2023-2024 Literacy Achievement Grant is as follows:

Eligible Certified Personnel              100% Stipend

Eligible Non-Certified Personnel        33% Stipend

Eligible thirty-six (36) certified personnel will receive a \$180.84 stipend and eligible fourteen (14) non-certified personnel will receive a \$60.28 stipend.

The Board approved the 2024 Expenditure Goals (Correlated File #2324-33) as presented on a motion by Bruce Holland and second by Julie Thompson. The motion passed unanimously.

The Board granted permission to participate in standard state and federal grant programs including, but not limited to, Title I, Title II, Title III and Title IV as presented. The motion by Trent White and second by Mike Murray passed unanimously.

The Board approved the 2023 transfers as presented (Correlated File #2324-34) and will instruct the Secretary to file with the County Auditor a copy of the transfers and the Resolution for

certification and transmission to the State Board of Tax Commissioners. The motion by Julie Thompson and second by Bruce Holland passed unanimously.

The Board approved the Resolution for Claims and Inner-Fund borrowing in 2024 (Correlated File #2324-35) as presented. The motion by Bruce Holland and second by Angie Sheets passed unanimously.

Dr. Yates reported on a proposed change to the 2023-2024 school calendar in regards to the upcoming total solar eclipse on April 8, 2024. The eclipse will take place from 1:53 p.m. to 4:25 p.m., with total darkness occurring from 3:08 p.m. to 3:11 p.m. Based upon the timing of the solar eclipse and the potential for increased traffic and the timing of our school dismissal involving car riders, bus riders, student drivers, bike riders and walkers, Dr. Yates recommended we change our school calendar from a regular in-person school day on April 8, 2024, to a virtual instruction school day with a completion time of 2:00 p.m. The Board approved this change to the 2023-2024 School Calendar 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 7:05 P.M. on a motion by Mike Murray and second by Angie Sheets. The motion passed unanimously.

BOARD OF SCHOOL TRUSTEES:

Bruce E Holland  
Mike Murray

Angie Sheets  
Julie Thompson  
Trent White