

## REGULAR BOARD MEETING MINUTES

Administration Building  
July 22, 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, July 22, 2024, with all members present. Also in attendance were Dr. Brad Yates, Superintendent; Julie Meitzler, Assistant Superintendent; Steve Baker, Schlaura Linderwell and Stacy Herrold, Administrators; Tammy Mechling, Corporation Administrative Assistant; Jessica Bricker, Communications Specialist; Mike Downey, Ted Smith and Janiece Lipsey from the Creative Arts Council of Wells County; Douglas Routh from Elevatus Architecture; Kyle Wilson from FCI Construction; Adam King, faculty member; and Holly Gaskill, News-Banner representative.

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

President Sheets reported that students have been enjoying a variety of activities as part of our summer camp programming and that student registration is underway for the 2024-2025 school year. President Sheets also thanked our building operations crews for their continued hard work this summer.

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

Minutes for the Regular Board Meeting held on June 17, 2024, and the Special Board Meeting held on July 16, 2024, were approved by consensus and appropriate signatures affixed thereon.

Vouchers for the period of June 18, 2024, through July 22, 2024, were approved by consensus and appropriate signatures were affixed on the voucher register.

The Fund Report for June was approved by consensus.

The Bank Statement for June was approved by consensus.

The Fund Transfer Report was approved by consensus.

Mr. Baker reported on Bluffton High School's Advanced Placement class test results.

Janiece Lipsey from the Creative Arts Council of Wells County presented ideas for a potential partnership with BHMSD for a Performing Arts Center on campus. Douglas Routh from Elevatus Architecture shared plans and photos of the structure's appearance.

Mrs. Meitzler reported on the various grants BHMSD received during the 2023-2024 school year and shared a video highlighting the programs the district has been able to provide as a result of these grants.

Dr. Yates reported on the fund analysis report, registration day for the upcoming school year, an upcoming power outage on campus, the budget process and a recent public sale of obsolete equipment.

Dr. Yates reported on the Middle School Roof Replacement and Improvements Project. The existing floors and equipment of the science rooms have been removed, and the installation of new floors, demonstration table and student tables/chairs is underway. The rooms will be finalized prior to the start of the new school year.

Dr. Yates reported on the High School Building Envelope Project. The roof replacement continues as scheduled and our window replacement is fully underway. The canopies demolition phase is nearly complete and reconstruction will follow throughout the coming weeks. The wall paneling installation will follow the brick sealant scheduled for July.

Dr. Yates reported on the Athletic Facility Needs. Following the successful completion of the turf replacement project, the track surface is scheduled to be applied the week of July 29 through mid-August. Coordinating with the track replacement will be the construction of a new storage building at the stadium. In addition, our maintenance team is working directly with a contractor to restore water to the stadium following a water main break in our middle school parking lot which serves the stadium buildings. A replacement pipe will be bored to the stadium with an anticipated completion date of August 2. And following a recent power outage on campus in June, the basement/mechanical area of our middle school pool flooded. As a result, the electrical and mechanical items serving the pool heating and filtration is not operable. The district has opened an insurance claim and ordered replacement equipment to address the issue. The lead time for mechanical equipment is lengthy, resulting in a completion date of late September/early October. Due to this unfortunate issue and timing, our middle school pool classes will be converted to physical education classes until the pool system is back in operation.

Dr. Yates reported on the Our Town Safety Village Project, which is underway with excavation and concrete pads for the individual buildings already poured. Foundation work is planned to be completed by August with the building construction to follow thereafter. The goal is for student opportunities to begin on the location as early as this fall.

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

April Roberts	MS Intense Intervention Teacher
Ariana Turner	Special Education Bus Aide
Kami Salway	MS Special Education Teacher
Danielle Macias	Speech Language Pathologist

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

Intent to Employ	MS Adjunct Teacher
Intent to Employ	Special Education Clerical Secretary
Intent to Employ	Instructional Assistant (General and Special Education)
Branda McFarren	Internal Transfer from Special Purpose White Bus Driver to Full Time Yellow City Bus Route Driver
Angie Ifer	Transfer from ES Library Instructional Aide to ES Adjunct Teacher – Library Services
Kole Meyer	Summer Camp/Summer School Administrator
Peggy Brooks	Summer School Teacher

Alaina Denny	Grade 4 Teacher
Allyson Schwartz	MS Business/Digital Citizenship Teacher
Breanna Miller	Special Education Bus Aide
Alyssa Moser	ES High Ability Coordinator
Clarissia Tijerina	MS High Ability Coordinator
Tara Cocanower	HS High Ability Coordinator
Zella Walborn	Dyslexia Specialist
Kole Meyer	Corporation Testing Coordinator
Kole Meyer	Student Information Specialist
Felicia McElveen	Preschool Parent Liaison
Steve Baker	Mentor to Stacy Herrold
Stacy Morrison	Mentor to Chad Grieser
Schlaura Linderwell	CPI Trainer
Eric Mounsey	CPI Trainer
Kemper Amstutz	5 <sup>th</sup> Grade Team Leader
Kim Mayer	6 <sup>th</sup> Grade Team Leader
Tyson Brooks	7 <sup>th</sup> Grade Team Leader
Liz Claghorn	8 <sup>th</sup> Grade Team Leader
Justin Uptgraft	MS Related Arts Team Leader
Steve Abbett	MS Intervention Team Leader
Jeff Blair	MS Special Education Team Leader
Laura Xayyachack	MS Academic Team Head Coach
Amy Gerber	MS Academic Team Assistant Coach
Liz Claghorn	MS Academic Team Assistant Coach
Carla Alspaugh	MS Academic Team Assistant Coach
Amy Gerber	Mentor to Alex (Thomas) German (Year 2)
Jeff Blair	Mentor to Ashlee Xayyachack (Year 2)
Clarissia Tijerina	Mentor to Madison Siders (Year 1)
Kemper Amstutz	MS Student Council Representative
Ashlie Campbell	MS Yearbook Advisor
Tyson Brooks	MS Technology Liaison
Tiffani Tonner	MS STEM/Robotics Head Sponsor
April Dunwiddie	MS STEM/Robotics Assistant Sponsor
Adam King	HS Baseball Head Coach
Ben Burman	HS Boys' Basketball Asst Coach
Caylee Pyle	HS Girls' Volleyball Head Coach
Erin Kreigh	HS Girls' Volleyball Asst Coach (Volunteer)
Jenny Tudor	MS Volleyball Coach
Andrea Herrold	MS Volleyball Coach
Katlynn Snider	Substitute Teacher
Colin Sackett	Substitute Teacher

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

Ariel Mitchey	8/21/24 – 10/2/24
Elizabeth Prible	9/30/24 – 1/15/25



The Board approved for retired payroll specialist, Julee Frauhiger, to provide consultation services as needed to our new payroll specialist at an hourly rate equivalent to the most experienced wage rate outlined in our Classified Handbook for consultation services conducted via phone, email or in-person. The term of consultation services will be in place through July 15, 2025. 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 6:54 P.M. on a motion by Mike Murray and second by Julie Thompson. The motion passed unanimously.

BOARD OF SCHOOL TRUSTEES:

Angela Prews  
Trent White

Julie Thompson  
Mike Murray  
Preston Kach