

REGULAR BOARD MEETING MINUTES
PUBLIC HEARING

Administration Building
July 17, 2025
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 21, 2025, with all members present. Also in attendance were Dr. Brad Yates, Superintendent; Stacy Morrison, Schlauna Linderwell and Stacy Herrold, Administrators; Tammy Mechling, Corporation Administrative Assistant; Jessica Bricker, Communications Specialist; and Samantha Saad, News-Banner representative.

The first order of business was to hold a public hearing regarding the lease agreement and issuance of bonds for construction or renovation of a school building. Dr. Yates explained the purpose of the hearing and provided a review of the project. Specifically, the following items to be addressed through this project are:

1. HS Chiller System
2. HS Boiler System
3. HS Air Handling Units
4. HS Fire Alarm Panel
5. HS Gravity Relief Hoods and Dampers
6. HS Parking Lots and Drives
7. MS HVAC Pool Unit
8. MS and ES HVAC Systems

President Sheets invited members of the public to come forward with any comment.

With there being no public commenters present, the public hearing adjourned at 6:03 P.M.

President Sheets called the regular meeting to order at 6:04 P.M.

President Sheets informed the Board that our student registration process opened today as our district begins the countdown to the start of the upcoming school year and thanked our building operations crew for their continued work this summer to make sure our schools are ready to welcome students in August.

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

Minutes for the Work Session and Regular Board Meeting held on June 16, 2025, were approved by consensus and appropriate signatures affixed thereon.

Vouchers for the period of June 17, 2025, through July 21, 2025, 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.

Mrs. Meitzler reported on summer childcare, the summer food service program, the Ed-Flex Waiver and federal grants.

Dr. Yates reported on the welcome packets the district recently mailed to all students, registration day and return to work and school dates for staff and students, financial services and an upcoming planned power outage at the elementary school on July 30.

Dr. Yates reported on the High School Building Envelope Project. FCI has substantially completed the exterior project for the high school. Final grading, seeding, and site rehabilitation are being completed prior to August 1. The district will complete the punch list process with the architects and contractors prior to confirming the finalization of the project. Items remaining to be addressed include concrete repair of damages due to the construction process and roof/unit leaks over the gymnasium.

Dr. Yates reported on the District Capital Improvements Project, which are progressing on schedule.

Dr. Yates reported on the Lease Rental Financing 2025 Project, explaining the next step in the bond financing proceedings is for the Board to consider three resolutions (Correlated File #2425-43). First, the Resolution Authorizing Execution of Fourth Amendment to Lease (Exhibit A). As required by Indiana Code 20-47-3, after a hearing the School Board must approve the Fourth Amendment to Lease and authorize the School Board officers to execute such Fourth Amendment to Lease. This Fourth Amendment to Lease is the agreement whereby the School Corporation will levy the required property tax to pay the lease payments throughout the life of the bond issue. The lease payments will be paid to the Building Corporation and used to pay the bondholders to repay the proposed bonds. The Board approved the Resolution Authorizing Execution of Fourth Amendment to Lease as presented. The motion by Mike Murray and second by Julie Thompson passed unanimously. Second, the Resolution Assigning Construction Bids to the Building Corporation (Exhibit B). At the bond closing, the Building Corporation will own facilities where some of the renovation work will be completed. The Building Corporation will also be the issuer of the bonds. As a result, certain contracts may need to be with the Building Corporation because the Building Corporation will hold the money to pay the contractors. The School Corporation receives the bids and/or contracts and awards the bids and/or contracts under State law, but then retains the right to assign those bids and/or contracts to the Building Corporation for payment, at the discretion of the Board. The Board approved the Resolution Assigning Construction Bids to the Building Corporation, as presented. The motion by Trent White and second by Preston Kaehr passed unanimously. Third, the Resolution Approving Second Supplement to Master Continuing Disclosure Undertaking and Issuance of Bonds (Exhibit C). This resolution satisfies the Securities and Exchange Commission requirement that a school corporation enter into a continuing disclosure undertaking agreement if it issues bonds to public investors. The agreement requires that the School Corporation agree to timely provide certain financial information and provide notice of certain material events if and when they occur. The Board approved the Resolution Approving Second Supplement to Master Continuing Disclosure Undertaking and Issuance of Bonds, as presented. The motion by Julie Thompson and second by Preston Kaehr passed unanimously.

The district has identified the following projects to address in the winter of 2025 and into the 2026 calendar year:

❖ HS HVAC Chillers w/ Cold Water Pumps Upgrade	\$2,100,000
❖ HS Air Handling Units Refurbishment	\$ 480,000
❖ HS Fire Alarm Panel	\$ 20,000
❖ MS HVAC Pool Unit Upgrade	\$ 540,000
❖ HS Parking Lot/Drive Improvements	\$1,000,000

Based upon the not-to-exceed budget amounts, Dr. Yates recommended the Board move forward with a Phase 1 Bond Issuance in 2025 for the budget estimates identified along with cost of issuance expenses as part of the overall project cost. The district has an active Request for Qualifications contract in place with Emcor Construction Services following the most recent HVAC project completed at our high school. As part of this contract, BHMSD has a guaranteed savings contract option to engage with Emcor in the procurement of the necessary equipment to complete the HVAC, Air Handling, and Fire Alarm in order for the improvements to be completed prior to the 2026 cooling season. Dr. Yates recommended the Board move forward with issuing a letter of intent to Emcor to begin the procurement process for the HVAC related items. The Board approved the Phase I Lease Rental Issuance and the Letter of Interest to Emcor as presented. The motion by Mike Murray and second by Trent White passed unanimously.

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

Chris Kruchkow	CTE Electrical Career Pathways Teacher
Robert Vanderkolk	Alternative School Math Teacher & HS Boys' Head Tennis Coach
Breanna Miller	Special Education Bus Aide
Lori Wilson	ES Food Service
Linda Penrod	HS Instructional Assistant

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

Eric Mounsey	Area 18 CTE Director
Candas DeHoff	Transfer from HS Kitchen Manager to Assistant Food Service Director
Diana Ebbinghouse	Transfer from HS Part-time Food Service to MS Part-time Food Service
Tori Burkhart	Transfer from MS Part-time Food Service to HS Part-time Food Service
Rebecca Rains	Transfer from MS Full-time Food Service to MS Part-time Food Service 3/2 rotation w/ Rose Chism
Rose Chism	Transfer from MS Part-time to MS Part-time Food Service 3/2 rotation w/ Rebecca Rains
Mark Bendes	Transfer from HS Part-time to HS Full-time Instructional Assistant
Megan Weldy	ES PAT Member
Christine Zadylak	HS Team Leader
Michael Vanderkolk	HS Team Leader
John Price	HS Team Leader
Vicki Van Matre	HS Team Leader

Kevin Powell	HS Team Leader
Tara Cocanower	HS Team Leader
Hannah Gerig	HS Vocal Music Director
Michael Vanderkolk	HS Yearbook Advisor
Tara Cocanower	HS Teacher Technology Specialist (1/2 Stipend)
Alyssa Hatfield	HS Teacher Technology Specialist (1/2 Stipend)
Tiffani Tonner	HS Business Professionals of America Sponsor
Erin Schantz	HS National Honor Society Sponsor
John Price	HS National Honor Society Sponsor
Stacy Morrison	HS Student Council Sponsor
Jill Buskirk	HS Student Council Sponsor
Kellie Morgan	HS Junior Class Head Sponsor
Alyssa Hatfield	HS Junior Class Sponsor
Tanner Lesh	HS Junior Class Sponsor
Kyle Linton	HS Junior Class Sponsor
Nick Miller	HS Junior Class Sponsor
Karen Reed	HS Junior Class Sponsor
Carla Rizer	HS Junior Class Sponsor
Brent Kunkel	HS Junior Class Sponsor
Tara Cocanower	HS Senior Class Head Sponsor
	HS Academic Super Bowl Club Sponsor (Volunteer)
Meredythe Fritz	HS Book Review Club Sponsor (Volunteer)
Michael Vanderkolk	HS Broadcasting Club Sponsor (Volunteer)
Nick Miller	HS German Club Sponsor (Volunteer)
Amy Ribich	HS Students Making a Difference Club Sponsor (Volunteer)
Steve Linderwell	HS W.B.L. Club Sponsor (Volunteer)
Jill Buskirk	HS Study Tables Supervisor
Kellie Morgan	HS Study Tables Supervisor
Kyle Linton	HS Study Tables Supervisor
Neely Bultemeier	ES Yearbook Advisor
Alyssa Moser	ES Robotics Club Head Sponsor
Cassandra Schoonbeck	ES Robotics Club Assistant Sponsor
Erica Bluhm	ES Chess Club Co-Advisor
Grace Sommerfeld	ES Vocal/Music Production
Amanda Nusbaumer	ES Preschool Parent Liaison
Karen Slusher	HS Food Service
Amy Rusu	MS eSports Head Coach
Lisa Sheets	MS eSports Assistant Coach
Brent Kunkel	Summer HS Football Head Coach
Craig Teagle	Summer HS Boys' Basketball Head Coach
Caylee Pyle	Summer HS Girls' Volleyball Head Coach
Doug Curtis	Summer HS Girls' Basketball Head Coach
Caylee Pyle	HS Girls' Volleyball Head Coach
Grace Moser	HS Girls' Volleyball Asst Coach
Erin Kreigh	HS Girls' Volleyball Asst Coach (Volunteer)
Andrea Herrold	MS Girls' Volleyball Coach
Jennifer Tudor	MS Girls' Volleyball Coach

Brooke Mathias	Childcare Supervisor
Angie Gaier	Substitute Teacher
Intent to Employ	Alternative School Director
Intent to Employ	Alternative School Teacher
Intent to Employ	CTE Electrical Career Pathways Teacher
Intent to Employ	Assistant Athletic Director
Intent to Employ	HS Boys' Tennis Head Coach
Intent to Employ	HS Boys' Tennis Asst Coach
Intent to Employ	Long Term Substitute Teacher for Grade 5
Intent to Employ	ES Title I Instructional Asst (2 positions)

The Board approved the following additional employment recommendation as presented. The motion by Julie Thompson and second by Mike Murray passed with a vote of 4-0, with Trent White abstaining from the vote.

Trayton White	ES Chess Club Co-Advisor
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The Board approved the following donation as presented. The motion by Trent White, with much gratitude, and second by Preston Kaehr passed unanimously.

IUE-CWA Local 84802	Supply of Peanut Butter & Jelly for Lunch Program
WEG Electric	

The Board approved a justifiable decrease in teaching positions as presented (Correlated File #2425-44). The motion by Preston Kaehr and second by Trent White passed unanimously.

The Board approved legally mandated updates to the following policies, as presented. The motion by Julie Thompson and second by Mike Murray passed unanimously.

Existing policy changes approved on first reading only:

- ❖ A100 Non-Discrimination & Anti-Harassment
- ❖ B150 Board Organization
- ❖ B200 Membership
- ❖ C175 Student Attendance, Academic Engagement, and Truancy Prevention Policy
- ❖ C200 Anti-Bullying
- ❖ C225 Parental Access to Instructional Materials and Surveys
- ❖ C225-E Consent Form for Formal Classroom Instruction on Human Sexuality
- ❖ C425 Student Suicide Prevention and Awareness
- ❖ D325 Personal Background Checks and Mandatory Reporting
- ❖ E200 Religious Release Time and Credit for Religious Education
- ❖ G350 Audio, Video and Digital Recording on School Property and of School Meetings
- ❖ H100 School Visitors and Parent-Family Engagement

Existing policy changes approved on first reading, with second reading to follow at the next Board meeting:

- ❖ B100 Board Authority and Philosophy
- ❖ D200 Standard of Care and Supervision of Students
- ❖ F125 Purchasing Procedures and Capital Assets

❖ G360 Data Breach and Protection

New policy form adopted on first reading only:

- ❖ C175-E Parental Notice Form for Off-Campus Religious Instruction

Existing policy to be deleted, based on legislative updates on how the Teacher Appreciation Grant will be handled:

- ❖ D250 Teacher Appreciation Grant

The Board approved the 2025-2026 student enrollment capacity a required by Indiana Code 20-26-11-32(b) as presented on a motion by Trent White and second by Preston Kaehr. The motion passed unanimously. The cut-off date for transfer requests will be July 31, 2026, and capacity for each building will be as follows:

Elementary School	800 students
Middle School	640 students
High School	640 students

The Board approved changes to the Transportation Handbook as presented. The motion by Trent White and second by Preston Kaehr passed unanimously.

The Board approved the School Board Meeting calendar for 2026. The motion by Preston Kaehr and second by Julie Thompson passed unanimously.

Dr. Yates informed the Board members he will schedule a tour of the school buildings with them in late August.

With there being no additional business to come before the Board, the meeting was adjourned at 6:34 P.M. on a motion by Trent White and second by Mike Murray. The motion passed unanimously.

BOARD OF SCHOOL TRUSTEES:








