

NORTH CENTRAL PARKE
COMMUNITY SCHOOL CORPORATION
MINUTES OF THE REGULAR BOARD MEETING
Wednesday, December 19, 2018

CALL TO ORDER

The North Central Parke Community School Corporation Board of School Trustees met in a regular session board meeting at 7:00 P.M. on Wednesday, December 19, 2018, in the Parke Heritage Middle School ELC Room. The following board members were present: Scott Ramsay, Rusty Akers, Kim Cooper, Gina Sunderman, Mike Neeley, Jim Wrightsman, and Brandi Vandivier. Those present in addition to the board members included several students, staff, and parents. A list of attendees is made a part of these minutes.

President Scott Ramsay opened the meeting and asked all guests to sign in.

REVIEW AND REVISION OF THE AGENDA – Five items were added under miscellaneous business.

MINUTES

On a motion by Rusty Akers and second by Jim Wrightsman, the Board voted 6-0-1 (Neeley) to approve the minutes for the following Board meeting:

November 15, 2018 regular session board meeting.

On a motion by Kim Cooper and second by Mike Neeley, the Board voted 6-0-1 (Wrightman) to approve the certification for the following executive session meeting:

December 6, 2018 executive session board meeting.

On a motion by Rusty Akers and second by Kim Cooper, the Board voted 7-0 to approve the certification for the following executive session meeting:

December 11, 2018 executive session board meeting.

FINANCIAL BUSINESS

a. Payroll and Claims

On a motion by Gina Sunderman and second by Jim Wrightsman, the Board voted 7-0 to approve the payroll and claims as follows:

Payroll	November 23, 2018	\$176,160.50	
Payroll	December 7, 2018	\$190,868.14	
		Total	\$367,028.64
Claims	November 23, 2018	\$ 175,414.62	
Claims	December 7, 2018	\$ 526,721.82	

Claims	December 20, 2018	\$ 192,517.70
	Total	\$ 894,654.14
	Total Payroll and Claims	\$ 1,261,682.78

b. ECA Monthly Financial Reports: The ECA Monthly Reports from each ECA account was presented for informational purposes only.

c. Utility Cost Summary: A utility cost summary for both Rockville and Turkey Run was shared with the Board. No action was requested since they are approved as a part of the claims.

d. Monthly Financial Reports: Dr. Rohr shared the monthly financial statements with the Board. He noted that the statements were in line with expectations for this time of year.

e. On a motion by Jim Wrightsman and second by Mike Neeley, the Board voted 7-0 to give authorization for the treasurer to transfer appropriations within each fund to balance each line item for the end of the calendar year to ensure no line item has a negative balance.

f. On a motion by Rusty Akers and second by Gina Sunderman, the Board voted 7-0 to give authorization for the treasurer to pay all claims up to December 31, 2018 prior to Board approval so 2018 appropriations can be used. A complete reporting of the claims paid will be made at the January 10 board meeting.

g. On a motion by Kim Cooper and second by Mike Neeley, the Board voted 7-0 to approve the following resolution authorizing the transfer of funds into the Rainy Day Fund:
A copy of the signed resolution is made a part of these minutes.

RESOLUTION TO TRANSFER FUNDS
TO
RAINY DAY FUND

Whereas, North Central Parke Community School Corporation has established, by resolution, a Rainy Day Fund as per I.C. 36-1-8-5.1, and

Whereas, said resolution allows for unused and unencumbered balances in funds raised by a tax levy to be transferred to the Rainy Day Fund, and

Whereas, said resolution allows for the Rainy Day Fund to be used for any of the following purposes:

1. With respect to repair and replacement due to the failure of any part or any structure or equipment, or other unforeseen circumstances.
2. With respect to site acquisition or development.
3. With respect to the transportation of school children costs.
4. With respect to unexpected needs in any other fund raised by a tax levy.
5. With respect to any other emergency or unforeseen circumstance.

It is the intent of the Board of School Trustees that monies in the Rainy Day Fund not be used for wages/salaries/benefits of corporation employees.

Now, therefore, North Central Parke Community School Corporation shall transfer \$100,000 from the Capital Projects Fund to the Rainy Day Fund for the purposes as follows:

From: 350-49000-430	\$44,456.40
350-49000-730	\$31,262.26
350-49000-730.07	\$24,281.34
To: 610-6600	\$100,000

Approved this 19th day of December, 2018.

h. Non-reverting Appropriations in CPF: On a motion by Brandi Vandivier and second by Gina Sunderman, the Board voted 7-0 to authorize the following list of 2018 CPF appropriations to continue as non-reverting appropriations in the 2019 Operations Fund budget. Dr. Rohr explained that the various projects were not completed in 2018, but there is still a need to complete them; therefore, the appropriation should remain available until the projects are completed.

0350 45100.00 450.00 6637 0000 PHHS Building Improvements	
> Renovate Stage/Lighting	\$ 50,000
> Renovate Shop Area	\$ 30,000
0350 45100.00 450.00 6647 000 TRES Building Improvements	
> Air Handling Units	<u>\$140,000</u>
Total Appropriations	\$220,000

REQUESTS AND COMMUNICATIONS – None

PERSONNEL REPORT

a. ECA Appointments: On a motion by Rusty Akers and second by Brandi Vandivier, the Board voted 7-0 to approve the following ECA appointments:

Alicia Mathis	TRES Robotics Sponsor
Bruce Scaggs	PHMS Wrestling - Volunteer
Kyle Jacks	PHMS Wrestling - Volunteer
Tyler Thornton	PHMS Wrestling – Volunteer
Scott Bowsher	PHMS Wrestling - Volunteer

b. Certified Staff Employment: On a motion by Jim Wrightsman and second by Brandi Vandivier, the Board voted 7-0 to employ Abigail Awbrey for a special needs teaching position at Turkey Run Elementary School. Her employment is effective January 3, 2019. She will be employed at the Level 0 level on the salary schedule.

c. Teacher Appreciation Grant: On a motion by Rusty Akers and second by Mike Neeley, the Board voted 6-0-1 (Vandivier) to authorize the administration to distribute retroactively on December 7, 2018 the Teacher Appreciation Grant funds as follows:

Highly Effective Teachers: \$365.35
Effective Teachers: \$292.28

d. Resignation: On a motion by Brandi Vandivier and second by Gina Sunderman, the Board voted 7-0 to accept the resignation of special services aide (NV Functional Program) Angela Carver effective December 4, 2018.

e. Employment of Non-Teaching Personnel: On a motion by Jim Wrightsman and second by Kim Cooper, the Board voted 7-0 to employ Novalie Mellon as a special services aide at TRES effective December 3, 2018.

OLD BUSINESS - None

NEW BUSINESS

a. Donations: On a motion by Gina Sunderman and second by Rusty Akers, the Board voted 7-0 to accept the following donations:

\$300 from PCCF (Clary Fund) to PHMS for 8th grade field trip
\$390 from PCCF (Bradfield Fund) to PHMS for 8th grade field trip
\$300 from PCCF (Stutler Fund) to PHMS for 8th grade field trip
\$100 from PCCF for RES Title I Math Night
\$300 from Parke Co. Treasurer for TRES Red Ribbon Week
\$42.90 from RES Coke Fund to RES Student Activity Acct.
\$20 from Dave Gideon (Russ Campbell) to PHHS Golf
\$500 from PCCF Annual Dinner to TRES Leader in Me program
\$900 from PCCF Annual Dinner to NCP General Use
\$100 from Mt. Herman Bible Church to TRES cafeteria
\$300 from PCCF to TRES Bingo for Books and Leader in Me

The total amount of 157 separate donations for the 2018 calendar year is now approximately \$70,525 compared to \$39,975 in 2017.

The Board expressed appreciation for the donations.

b. Property/Liability Insurance: On a motion by Kim Cooper and second by Mike Neeley, the Board voted 7-0 to accept the Property/Liability insurance proposal from Liberty Mutual ((NFP Property & Casualty Services) and Branson Insurance) with local agents McCormick and Losin in the amount of \$ 108,362.00 effective January 1, 2019. A copy of the insurance policy is made a part of these minutes.

c. 2019-2020 School Calendar: On a motion by Mike Neeley and second by Jim Wrightsman, the Board voted 7-0 to approve the 2019-2020 School year calendar as presented. The calendar is essentially a corresponding calendar to the 2018-2019 school year with the exception of two

staff days at the beginning of the year and a reduction of two flex days in March. A copy of the calendar will be made a part of these minutes.

d. Transportation Contracts: On a motion by Rusty Akers and second by Kim Cooper, the Board voted 7-0 to approve the Bus Contractor and Fleet Contractor daily rate for the 2019-2020 and 2020-2021 school years as follows:

Route	Contractor	Driver	Current Rate	Recommended Rate
Route 1	Spicer	Gross	215.00	245.00
Route 2	Spicer	Norman	208.80	237.00
Route 3	Spicer	Beck	218.00	248.00
Route 4	Spicer	Sims	217.50	247.00
Route 5	Spicer	Canfield	219.50	250.00
Route 6	Corporation	Earl		
Route 7	Spicer	Woolwine	217.50	247.00
Route 8	Spicer	McCoy	222.00	253.00
Route 9	Spicer	Robinson	218.00	248.00
Route 10	Spicer	Pender	216.00	246.00
Route 11	Spicer	Johnston	219.50	250.00
Route 12	Kerr	D. Kerr	200.00	228.00
Route 13	Corporation	Davies		
Route 14	Arney	Barnes	209.88	240.00
Route 15	Swaim	Swaim	210.00	240.00
Route 16	Spicer	Hines	218.00	248.00
Route 17	Kerr	J. Kerr	200.00	228.00
Route 18	Ricketts	Ricketts	207.00	235.00
Route 19	Arney	Arney	209.88	240.00

Board Member Jim Wrightsman expressed appreciation to contractor Tim Spicer for the service provided to the school district and for the safe transportation of our children by all drivers.

e. Student Transfer: On a motion by Gina Sunderman and second by Brandi Vandivier, the Board voted 7-0 to approve the following student transfer:

Kierra Kelly from S. Vermillion to PHMS

f. Rainy Day Fund Resolution: On a motion by Mike Neeley and second by Rusty Akers, the Board voted 7-0 to approve the revised Rainy Day Fund Resolution to reflect the state mandated change from the General/CPF/Transportation/Bus Replacement Funds to the Education and Operations Fund.

*RAINY DAY FUND RESOLUTION – REVISED
NORTH CENTRAL PARKE COMMUNITY SCHOOLS*

WHEREAS, Indiana Code 36-1-8-5.1 allows a school corporation to establish a Rainy Day Fund, and

WHEREAS, Indiana Code allows a school corporation to transfer unused and unencumbered balances in funds raised by a tax levy or other eligible state revenue sources, and

WHEREAS, at any time during the fiscal year, a political subdivision may transfer no more than ten percent of the annual budget for the previous fiscal year to the Rainy Day Fund, and

WHEREAS, the North Central Parke Community School Corporation wishes to revise its previously established Rainy Day Fund resolution to reflect the statutory renaming of the General Fund, Capital Projects Fund, Transportation Operating Fund, and Bus Replacement Fund to the Education Fund and the Operations Fund, and

WHEREAS, the North Central Parke Community School Corporation establishes the revised Rainy Day Fund to be used for the following purposes:

- 1. With respect to repair and replacement due to the failure of any part of any structure or equipment, or other unforeseen circumstances.*
- 2. With respect to site acquisition or development.*
- 3. With respect to unexpected needs in the Education and Operations Funds or any other fund raised by a tax levy except as limited by state statute, and*
- 4. With respect to any expenditures in the Education Fund that are not prohibited by statute.*
- 5. With respect to any expenditures that are not in violation of any statute, state, or federal regulation.*
- 6. With respect to any other emergency, unforeseen, or unplanned circumstance.*

However, it is the intent of the Board of School Trustees that monies in the Rainy Day Fund not be used for wages/salaries of corporation employees.

THEREFORE, BE IT RESOLVED that the Board hereby establishes through this resolution a Rainy Day Fund and the funding sources for the Rainy Day Fund shall be from any and all tax-supported or state funded accounts received by the school corporation. Monies for the Rainy Day Fund can be transferred from the Education Fund or the Operations Fund and expenses from the Rainy Day Fund can be used for any eligible expenditures in the Education Fund and Operations Fund as per this resolution.

This resolution was duly made, seconded, and adopted this 19th day of December, 2018.

g. Fund Raisers: On a motion by Gina Sunderman and second by Brandi Vandivier, the Board voted 7-0 to approve the following fund raisers:

- TRES for the Leader in Me program by presenting to local businesses and seeking support.
- NHS and FCA selling candy grams for needy families

h. Rainy Day Fund Expenditure: On a motion by Rusty Akers and second by Mike Neeley, the Board voted 7-0 to approve an expenditure of \$770.01 from the Rainy Day Fund to offset the

cost of consolidation promotional items from this past summer. This expenditure completes all costs for the items purchased to promote Parke Heritage High School and Middle School.

i. Overview of Wabash Valley Special Services Coop: Jill Coffing, Director of the Wabash Valley Special Services Cooperative provided an overview of the services provided for our special needs population through the coop. Board members asked several questions about the number of students served and the services provided. It was also stated that there has been some frustrations during the transition from one coop to another, but efforts are being made to address those concerns. A copy of the presentation is included as a part of these minutes.

MISCELLANEOUS BUSINESS

a. Donations: On a motion by Rusty Akers and second by Kim Cooper, the Board voted 7-0 to accept the following additional donations:

\$40 from Jeff/Donna Eslinger for PHHS cafeteria fund

\$1,800 from PCCF for PHHS Logo apparel

\$1,475 from PCCF (Mosteller Fund) for RES class unit studies

\$100 from Nina Alexander for PHHS Boys Golf (Campbell Memory)

This completes the year of donations which now total \$ 73,940.

b. Employment of Certified Staff: On a motion by Gina Sunderman and second by Jim Wrightsman, the Board voted 7-0 to approve the employment of Ms. Tracey Stone as a Title I teacher at Rockville Elementary School effective January 3, 2019. She will be employed at a Level 0 on a Temporary Teacher Contract (Grant Funds).

c. Non-Certified Staff Approvals:

1. On a motion by Rusty Akers and second by Kim Cooper, the Board voted 7-0 to approve the employment of Bethany Guyer as an Instructional Assistant at Rockville Elementary School effective January 3, 2019.

2. On a motion by Brandi Vandivier and second by Rusty Akers, the Board voted 7-0 to approve the employment of Tammy Flood as an Instructional Assistant Bus Aide for the NV Functional Program effective January 3, 2019.

3. On a motion by Jim Wrightsman and second by Kim Cooper, the Board voted 7-0 to accept the resignation of Lana Head as a cafeteria worker at Parke Heritage High School effective January 4, 2019.

4. On a motion by Kim Cooper and second by Gina Sunderman, the board voted 7-0 to approve the employment of Amaria Spivey as the Life Skills Aide in the North Vermillion Functional Classroom from 8:30 to 2:20 daily effective January 3, 2019.

d. ECA Approval: On a motion by Rusty Akers and second by Brandi Vandivier, the Board voted 7-0 to approve the appointment of Lou Ann Spurr as the FCCLA sponsor for the first semester of the school year at Parke Heritage High School.

e. Graduation Site Location: At a previous board meeting, the Board voted to use the Parke Heritage High School gymnasium as the venue for the 2018 graduation ceremony. However, after receiving feedback from parents and students, there was concern about having adequate seating space for the program. PHHS senior Dakota Alexander addressed the Board to indicate that the PHHS football field would be a good option, but also stated that PHMS would also be a good location. Therefore, the Board reconsidered the issue and approved the following: On a motion by Mike Neeley and second by Jim Wrightsman, the Board voted 7-0 to establish Parke Heritage Middle School as the site for the 2019 graduation ceremony. The original date and starting time of 4:00 p.m. on May 25th remained the same.

SUPERINTENDENT'S REPORT

Dr. Rohr shared the following letter with the Board:

RETIREMENT NOTICE

During the past 45 years I have had the privilege of working with many outstanding students, professional educators, support staff, and school board members. I have had the opportunity to oversee many changes in the teaching of children from slide rules to computers, from chalk boards to white boards, and ditto machines to copiers, and to hire many great teachers, plan for the renovation and construction on many school facilities, acknowledge the benefits of many student curricular and co-curricular groups, and cheer the success of many athletic teams. As a building principal and district superintendent, I have presided over 60 graduation ceremonies in which I had the honor of handing a diploma to over thirteen thousand students, which will include my four daughters. Every year has brought new challenges, some controversy, heart aches and head aches, but mostly eager young minds wanting to learn and make their mark on the world. For that, I am grateful.

It is now time for someone else to lead our school and community into the future. Effective June 30, 2019, I will retire as superintendent of North Central Parke Community Schools. As you know, one of the most important responsibilities of a school board is to employ the superintendent of schools. I am willing to participate in as much or as little as you like to facilitate the process of hiring a new superintendent. Over the next six months, I will continue to provide the necessary direction to finish out the 2018-2019 school year and prepare for the 2019-2020 school year as well as help in the transition for the new superintendent.

Lastly, I would like to thank the former Turkey Run board of school trustees, the former Rockville board of school trustees, and now the North Central Parke Board of School Trustees for your dedication to the children in our community and for your support in allowing me to lead our school district.

Sincerely,
Thomas W. Rohr

COMMENTS FROM PATRONS

Teachers Brianne Shields and Kieran Clapp expressed frustration with how the administration business office handles purchase requests, and they felt that the procedures and staff were not very user friendly.

FUTURE BOARD MEETING DATES

The next regular board meeting will be on January 10 in the Rockville Administration Office.

ADJOURNMENT

The regular session was adjourned at 7:45 p.m.

North Central Parke Community School Corporation

Scott Ramsay, President

Jim Wrightsman, Member

Rusty Akers, Vice-President

Brandi Vandivier, Member

Kimberly Cooper, Member

Mike Neeley, Member

ATTEST:

Gina Sunderman, Secretary

