

**ROSSVILLE CONSOLIDATED  
SCHOOL DISTRICT  
BOARD OF EDUCATION**

**REGULAR SESSION  
APRIL 4, 2017 7:00 P.M.**


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Call to Order  
Mr. Hufford



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**SPOTLIGHT**  
Rossville Elementary Spelling Bee Winner



Cora Rottler

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**SPOTLIGHT**  
Rossville Elementary Riley Poem Winners




Kate Meek	Jacob Moss	Landon Knapp	Makayle Osborn
Granny	The Raggedy Man	The Old Hay-Mow	Little Orphant Annie

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**SPOTLIGHT**  
Clinton County Battle of the Books Champions

Front Row (L to R):  
Grant Clark  
Sean Fleeger &  
Jodi Crum

Back Row (L to R):  
Nolan Anderson  
Xavier St. Myer  
Wynn Smith &  
Bailey Spear



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**Approval of Minutes**  
Consideration of Claims & Payroll

- **March 7, 2017 Regular Session**
- Board members received claims docket, payroll claims, and minutes in advance of the meeting.
- Members were asked to contact Dr. Hanna with individual items which they have questions.

Motion made to approve the minutes, claims, and payrolls as presented.  
 Motion by: Nathan McCullough      2nd by: Joe Mink  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough

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## New Business - Public Hearing Superintendent's Contract

- The Board of Trustees will hear objections to and support for the proposed contract extension for Dr. James Hanna as Superintendent of Schools in accordance with the provisions of Indiana Code §20-26-5-4.3.
- The summary of the proposed contract, including the actual monetary value of the contract benefits and all forms of compensation were legally advertised in both the Frankfort Times and the Carroll County Comet on March 15, 2017.
- Additionally, a copy of the actual proposed contract was placed on the school corporation web site in accordance with Indiana Law.
- The public is afforded the opportunity to provide their comments at this time.



Public Hearing on Lease Rental Agreement  
Mr. Hufford offered the public the opportunity to be heard concerning the Superintendent's contract.

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## New Business – Public Hearing & Action Consideration of Additional Appropriation Resolution

- The school corporation is required to have two things in order to spend money: 1) the money and 2) the appropriation.
- The school bus replacement plan was advertised this past summer for \$185,000 in appropriation for the purchase of a school bus and an activity bus. However, the Department of Local Government Finance (DLGF) approved a budget of only \$153,009 for the School Bus Replacement plan.
- Dr. Hanna is requesting the Board adopt the resolution for an additional appropriation of \$11,000 for the School Bus Replacement fund. Once adopted, the request will be filed with the DLGF for their final disposition. This additional appropriation will allow the purchase of the activity bus as planned.
- This will not affect the current tax rate for patrons.
- Notice to Taxpayers was advertised in The Times and Carroll County Comet on March 15, 2017 allowing public comment at this meeting. The board will recognize comments at this time.



Motion made to approve the additional appropriation as presented.  
Motion by: Joe Hufford 2<sup>nd</sup> by: Nathan Root  
Motion Passed: Hufford, Root, Mink, Emens, McCullough

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## New Business – Public Hearing Building Project - Lease Rental Agreement

- The School Corporation is funding this project through a lease financing, as it has done with other past construction/renovation projects.
- Lease financings are used by school corporations across the State of Indiana in order to borrow for renovation and construction.
- The Building Corporation will purchase a portion of the building at the closing for at least the appraised value.
- The Building Corporation will then lease that portion of the building back to the School Corporation.
- The lease rental due from the School Corporation will be paid from property taxes and will be for the lease of the building during the term of the lease.
- The lease rental will be sufficient to pay the principal and interest due to the bond holders.
- The Notice of Hearing was published in The Times and Carroll County Comet on March 1, 2017.



Public Hearing on Lease Rental Agreement  
Mr. Hufford offered the public the opportunity to be heard concerning this agreement.

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## New Business – Project Item Consideration of Resolution on Lease Agreement

- As required by the School Leasing Statute (IC 20-47-3), after a hearing, the School Board must approve the form of the Lease [Amendment to Lease] and authorize the officers to execute such Agreement.
- This Lease is the agreement whereby the School Corporation will levy the required property tax to pay the lease payments.
- The lease payments will be paid to the Building Corporation and used to pay the bond holders. Without the Lease, bond holders will have no assurance that the Building Corporation will repay the bonds.
- The Lease is the mechanism by which the property tax collections can get to the bondholders.



Motion made to approve the resolution as presented.  
Motion by: Mike Emens 2<sup>nd</sup> by: Joe Mink  
Motion Passed: Hufford, Root, Mink, Emens, McCullough



## New Business – Project Item Consideration of Master Continuing Disclosure Undertaking

- The Securities and Exchange Commission requires that a school corporation enter into a Master Continuing Disclosure Undertaking before it issues bonds.
- The School Corporation has previously entered into this type of agreement.
- The agreement requires that the School Corporation agree to timely provide certain financial information to the SEC's EMMA database ([www.emma.msrb.org](http://www.emma.msrb.org)) and provide notice of any material events.

Motion made to approve the resolution as presented.  
Motion by: Nathan Root 2<sup>nd</sup> by: Mike Emens  
Motion Passed: Hufford, Root, Mink, Emens, McCullough



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## New Business – Public Hearing Building Project – Additional Appropriation

- The School Corporation will receive money for the sale of the real estate to the Building Corporation.
- Since this money was not initially listed in the School Corporation's annual budget, the School Corporation is required to hold a hearing for the "additional" appropriation of those funds.
- The Notice of Hearing was published in The Times and Carroll County Comet on March 15, 2017.



Public Hearing on Additional Appropriations  
Mr. Hufford offered the public the opportunity to be heard concerning the additional appropriation.

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### New Business – Project Item

#### Consideration of Bond Anticipation Notes Issuance

- The Board will consider the issuance of Bond Anticipation Notes (BANS) in one or more series.
- The Building Corporation will issue bonds, in one or more series, to finance the cost of the building project to pay for preliminary expenses.
- The Building Corporation will issue Ad Valorem Property Tax First Mortgage Bonds to finance the cost of the project to repay BANS.

Motion made to approve the resolution as presented.

Motion by: Joe Mink      2<sup>nd</sup> by: Nathan McCullough

Motion Passed: Hufford, Root, Mink, Emens, McCullough

### New Business – Project Item

#### Consideration of Resolution for Additional Appropriation

- After the additional appropriation hearing, the School Board will consider the resolution which outlines the appropriation of funds received for the sale of real estate.
- The resolution also specifies that the funds will be placed in a School Corporation construction account, separate from all other school corporation funds until the Project is complete.

Motion made to approve the resolution as presented.

Motion by: Nathan Root      2<sup>nd</sup> by: Joe Mink

Motion Passed: Hufford, Root, Mink, Emens, McCullough

### New Business – Personnel Items

#### Consideration of Resignation

- Mr. Knapp has submitted his resignation as Athletic Director and Administrative Assistant at Rossville Middle/Senior High School effective at the end of the current school year, June 30, 2017.
- Mr. Knapp has served Rossville schools for the past 36 years in a variety of capacities. He will celebrate 42 years of educational experience at the end of the school year.
- We are extremely appreciative of Mr. Knapp's service and the impact he has had on so many students.

Motion made to accept Mr. Knapp's resignation as presented.

Motion by: Mike Emens      2<sup>nd</sup> by: Joe Mink

Motion Passed: Hufford, Root, Mink, Emens, McCullough

### New Business – Personnel Items

#### Consideration of Job Descriptions

★ Coach – Baseball – Varsity – Boys'	★ Coach – Basketball – Grade 5 – Boys'
★ Coach – Baseball – Assistant – Boys'	★ Coach – Basketball – Varsity – Girls'
★ Coach – Basketball – Varsity – Boys'	★ Coach – Basketball – Assistant – Girls'
★ Coach – Basketball – Assistant – Boys'	★ Coach – Basketball – Freshman – Girls'
★ Coach – Basketball – Freshman – Boys'	★ Coach – Basketball – Middle School – Girls'
★ Coach – Basketball – Middle School – Boys'	★ Coach – Basketball – Grade 5 – Girls'

### New Business – Personnel Items

#### Consideration of Job Descriptions

★ Coach – Cross Country – Varsity – Co-ed'	★ Coach – Softball – Assistant – Girls'
★ Coach – Cross Country – Middle School – Co-ed'	★ Coach – Tennis – Varsity – Boys'
★ Coach – Golf – Varsity – Boys'	★ Coach – Tennis – Assistant – Boys'
★ Coach – Golf – Varsity – Girls'	★ Coach – Tennis – Varsity – Girls'
★ Coach – Soccer – Assistant – Boys'	★ Coach – Tennis – Assistant – Girls'
★ Coach – Soccer – Assistant – Girls'	★ Coach – Track – Varsity – Co-ed
★ Coach – Softball – Varsity – Girls'	★ Coach – Track – Assistant – Co-ed

### New Business – Personnel Items

#### Consideration of Job Descriptions

★ Coach – Track – Middle School – Boys'	★ Coach – Volleyball – Grade 5 – Girls'
★ Coach – Track – Middle School – Girls'	★ Coach – Wrestling – Varsity – Boys'
★ Coach – Volleyball – Varsity – Girls'	★ Coach – Wrestling – Assistant – Boys'
★ Coach – Volleyball – Assistant – Girls'	★ Coach – Wrestling – Middle School – Boys'
★ Coach – Volleyball – Middle School – Girls'	☆ Coach – Cheer – Varsity – Girls'
☆ Coach – Soccer – Varsity – Boys'	
☆ Coach – Soccer – Varsity – Girls'	

### New Business – Personnel Items Consideration of Job Descriptions

- ★ Dean of Students – Elementary
- ★ Dean of Students – Middle School/Attendance
- ★ Dean of Students – High School/Athletic Director
- ★ Grounds Care
- ★ Instructional Assistant – Elementary - Library
- ★ Secretary – Elementary Principal
- ★ Teacher

Motion made to approve the job descriptions as presented.  
 Motion by: Nathan McCullough 2<sup>nd</sup> by: Joe Mink  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough

### New Business – Personnel Items Consideration of Appointments

- ★ Angel Brown – Boys’ Middle School Track Coach
- ★ Dan Heber – Volunteer Varsity & JV Golf Coach
- ★ Dawn Brown – Custodian Supervisor
- ★ Theresa Urick – Custodian for Supplies/Materials
- ★ Jon Jacoby – Junior Varsity Baseball
- ★ Evan Muinzer – Voluntary Assistant Baseball

Motion made to approve an appointments as presented.  
 Motion by: Nathan Root 2<sup>nd</sup> by: Mike Emens  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough

### New Business – Personnel Items Consideration of Additional Elementary Teaching Position

- This school year we have had a large class of third grade students. This class size was supported by a part-time instructional assistant assigned to each third grade teacher.
- The anticipated class size for the 2017-2018 school year for the fourth grade is projected to be nearly the same and we may have additional students enroll.
- Therefore, Dr. Hanna is recommending adding an additional elementary teacher for the 2017-2018 school year.
- A table has been provided to Board members that illustrates the current enrollment along with a projected enrollment for the 2017-2018 school year.

★ Motion made to approve an additional elementary school teaching position as presented.  
 Motion by: Mike Emens 2<sup>nd</sup> by: Joe Mink  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough

### New Business – Personnel Items Consideration of Transfer Request

- Mr. Salmon has requested a transfer to the Dean of Students – High School – Athletic Director position beginning with the 2017-2018 school year.
- Mr. Gick is recommending Mr. Salmon for the move. Mr. Salmon has displayed the skills necessary to be an effective Dean at the high school level.
- Mr. Salmon has two years experience as an Athletic Director, as well as four years administrative experience and is currently licensed as a school administrator.
- A contract for employment is provide for consideration.
  - Two Year Agreement - July 1, 2017 to June 30, 2019 – 200 Day Contract - Base Salary = \$73,500
- Dr. Hanna is recommending approval of this transfer request.

★ ★ Motion made to approve the transfer and employment agreement of Mr. Salmon as presented.  
 Motion by: Nathan Root 2<sup>nd</sup> by: Joe Mink  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough

### New Business – Personnel Items Consideration of Wireless Communications Allowance

- In May of 2014, the Board of Education authorized an allowance for use of personal cell phones of maintenance and administrative employees so that they were accessible 24 hours a day which was paid each of the 26 pay periods annually.
- Dr. Hanna is recommending moving to 24 distributions annually rather than 26. This would align with other benefit deductions/payments.
- The stipend amount increased \$8 annually for those with smart phone capabilities and \$24 for those with just voice. The projected cost is a \$120 annual increase for this change. This allows for a whole number for each distribution.
- Effective 2017-2018 school year.

★ Motion made to approve the Wireless Communication Allowance as presented.  
 Motion by: Nathan Root 2<sup>nd</sup> by: Mike Emens  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough

### New Business – Personnel Items Consideration of Emergency Response Stipend

- In June of 2014 and in November of 2015, the Board of Education authorized an allowance for personnel to respond to after school hours alarms and transportation issues.
- The initial approval did not cover bus drivers that may have been called in to transport students and did not establish a time minimum for the response.
- Dr. Hanna is proposing one and one-half (1 ½) hours as a minimum time allotment for each response and one and one-half (1 ½) times the hourly rate of pay as provided in the attached documentation.

★ Motion made to approve the Emergency Response Stipend as presented.  
 Motion by: Nathan McCullough 2<sup>nd</sup> by: Joe Mink  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough

### New Business – Policy Item Consideration of Section 525

- Section 525 – Non-Public Student Participation in Public School policy allowed students that attend private or parochial schools or are home schooled to enroll and attend a class or classes on an abbreviated schedule in Rossville Consolidated School District provided that:
  - Courses taken are not offered at the student's current school
  - Any prerequisites to courses have been satisfied
  - Space is available within the requested class
- The policy had a requirement for those students to be counted on the District's ADM and participate in state and/or local testing programs (i.e.: ISTEP).
- Dr. Hanna is proposing a change in which students enrolled in a course that require state and/or local testing be required to participate in those tests (i.e.: ISTEP if student were taking a math or English class).

Motion made to approve the Section 525 for a first reading as presented.  
 Motion by: Nathan Root 2<sup>nd</sup> by: Mike Emens  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough



### New Business – Policy Item Consideration of Capacity for Grade Level

- Section 516 – Transfer Students policy requires the capacity for each grade level in each building be determined annually.
- The following table list the recommendation for the 2017-2018 school year.

Grade	Maximum Grade Level Enrollment	Grade	Maximum Grade Level Enrollment	Grade	Maximum Grade Level Enrollment	Grade	Maximum Grade Level Enrollment
K	66	4	112	7	112	10	112
1	66	5	84	8	112	11	112
2	96	6	112	9	112	12	112
3	75						

Motion made to approve the capacity listing as presented.  
 Motion by: Nathan Root 2<sup>nd</sup> by: Joe Mink  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough



### New Business – Financial Item Consideration of Computer Lease & Purchase

- Rossville Schools technology vision is to support student learning and operational efficiency by integrating technology into instructional and professional practices encouraging creativity, exploration, and innovation.
- The equipment goal was to have a laptop/device for each student to use. This goal was achieved. However, it is vital that the district continue to have operating equipment in student's hands.
- Therefore, Dr. Hanna is recommending entering into a four year lease for 575 Chromebooks for grades 6-12 for \$55,862 annually and purchasing 180 Chromebooks for Kindergarten and 3<sup>rd</sup> grade for \$60,885. The current Chromebooks in Kindergarten and 1<sup>st</sup> grade would move up to the next grade level with the current students.
- The following school year we would purchase computers for the incoming Kindergarten and the 5<sup>th</sup> grade.

Motion made to approve the computer lease and purchase as presented.  
 Motion by: Mike Emens 2<sup>nd</sup> by: Nathan McCullough  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough



### New Business – Miscellaneous Items Consideration of Out-of-State Field Trips

- Ms. Kavanagh requested the opportunity for students to attend the National Festival Chorus in Chicago, IL on April 1 – 4, 2017. Six students represented Rossville in a performance at Orchestra Hall.
- Mrs. Glover requested the opportunity for Physics 1 and 2 students to travel to the Fermilab in Batavia, IL on April 13, 2017. Nine students will be touring the facility.
- Mr. Davis requested the opportunity for the Rossville FFA Soils Judging Team to travel to Oklahoma City, OK to attend the National Land and Range Evaluations Contest. The event is from April 30, 2017 through May 5, 2017.
- Dr. Hanna is recommending approval of these field trips.

Motion made to approve out-of-state field trips as presented.  
 Motion by: Nathan Root 2<sup>nd</sup> by: Joe Mink  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough

### New Business – Miscellaneous Items Consideration of Out-of-State Conference Request

- Mr. Underwood has requested the opportunity to attend PowerSchool University in Chicago, IL from July 9-13, 2017
- The conference will supply Mr. Underwood with a deeper understanding of PowerSchool which is the school's student data management system.
- Dr. Hanna is requesting approval of this conference.

Motion made to approve out-of-state conference as presented.  
 Motion by: Nathan McCullough 2<sup>nd</sup> by: Mike Emens  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough



### New Business – Miscellaneous Items Consideration of Parking Lot Use

- The Rossville Business Association (RBA) has requested the use of the east parking lot for Saturday, August 26, 2017, from approximately 7:00 a.m. until 2:00 p.m. to assemble the parade and provide parking for their participants.
- The RBA will file a "Certificate of Insurance" with the Superintendent's Office prior to the parade date.
- Dr. Hanna is recommending approval.

Motion made to approve use of the east parking lot as presented.  
 Motion by: Nathan McCullough 2<sup>nd</sup> by: Nathan Root  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough



### New Business – Miscellaneous Item

#### Consideration of Summer Camp Program

**THE FOLLOWING ATHLETIC CAMPS HAVE BEEN REQUESTED**

- Girls' Basketball 5/30 – 6/2
- Boys' Basketball 5/30 – 6/2
- Volleyball 5/8 – 5/12
- Golf 6/5 – 6/8
- Jr. Golf League 6/7, 6/14, 6/21, 6/28
- Hornet Running Camp 6/2, 6/9, 6/16, 6/23  
6/30

Motion made to approve the summer camps as presented.  
 Motion by: Nathan Root 2<sup>nd</sup> by: Joe Mink  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough

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### New Business – Miscellaneous Item

#### Consideration of Easement

- The Town of Rossville is requesting Rossville Consolidated School District grant them an easement to install, replace, or renew a sewer line and lift station on the northwest corner of the school's property.
- Dr. Hanna has had the document reviewed by counsel and provided a copy to the Tecton Construction Management and Lancer + Beebe Architect for their review.
- Dr. Hanna is recommending this easement.

Motion made to approve the easement as presented.  
 Motion by: Nathan Root 2<sup>nd</sup> by: Joe Mink  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough

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### New Business – Miscellaneous Item

#### Consideration of Scholarships

- The Scholarship Committee is requesting five (5) Moore Scholarships for this school year in the amount of \$500 each.

Motion made to approve the five (5) Moore Scholarships as presented.  
 Motion by: Nathan Root 2<sup>nd</sup> by: Joe Mink  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough

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### New Business - Miscellaneous Item

#### Declaration of Surplus Equipment

- Rossville Consolidated School District has a variety of equipment that is no longer in use and should be declared surplus.
- Surplus equipment will be disposed of according to Indiana Law.
- A list of the surplus equipment items has been provided to the Board for consideration.

Motion made to approve the materials listed as surplus and direct the Superintendent to dispose of the materials as per Indiana Law.  
 Motion by: Nathan Root 2<sup>nd</sup> by: Mike Emens  
 Motion Passed: Hufford, Root, Mink, Emens, McCullough

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### Reports & Information

#### Field Trip Reports

Group	Date of Trip	Activity	Location
1 <sup>st</sup> Grade	May 9, 2017	Indianapolis Zoo	Indianapolis
AP U.S. History	May 11, 2017	Indiana History Center	Indianapolis
5 <sup>th</sup> Grade	May 11, 2017	Camp Cullom	Frankfort
6 <sup>th</sup> Grade	May 17, 2017	Indianapolis Motor Speedway	Indianapolis

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### Reports & Information

#### Conference Requests

Staff Attending	Date of Conference	Conference Title	Location
★ Donald L. Fuller	April 6, 2017	Landscape Management School	West Lafayette
★ Sheila Oliver Donetta Miller	April 6, 2017	Stock Market Curriculum	Frankfort
★ Megan Woodruff Amanda Hart	April 12, 2017	Moving from Good to Great	Indianapolis
★ Chad Dennison	April 25, 2017	Leadership in a Digital World	West Lafayette
★ Marcus Painter	April 26 & 27, 2017	Library of Congress & Teaching with Primary Sources Workshop	Indianapolis

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## Public Comments

- The President will ask for any additional comments from the gallery.
- The President asks that you identify yourself prior to making comments and to limit your comments to three (3) minutes.

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## Adjournment

- The President will ask for a motion to adjourn the regular Board meeting.

## Next Board Meeting

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- May 2, 2017 – 6:30 Work Session  
7:00 p.m. Regular Meeting
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