

**ROSSVILLE CONSOLIDATED
SCHOOL DISTRICT
BOARD OF EDUCATION**

**REGULAR SESSION
FEBRUARY 6, 2018 7:00 P.M.**

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Call to Order
Mr. Hufford



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

• January 9, 2018 Regular Session & Board of Finance

- 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 Root 2nd by: Joe Mink
 Motion Passed: Hufford, Root, Mink, Emens

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**New Business – Policy Item
Consideration of Chapter 8 Review**

- SECTION 800 - GOALS AND OBJECTIVES
- SECTION 801 - BUDGET PREPARATION
- SECTION 802 - BUDGET HEARING
- SECTION 803 - BUDGET IMPLEMENTATION
- SECTION 804 - SYSTEM OF ACCOUNTING
- SECTION 805 - PAYMENT OF VOUCHERS
- SECTION 806 - PAYROLL AUTHORIZATION
- SECTION 807 - PAYROLL DEDUCTIONS
- SECTION 808 - EXTRA-CURRICULAR FUNDS
- SECTION 809 - STUDENT FEES AND CHARGES
- SECTION 810 - PURCHASES OF SUPPLIES AND MATERIALS
- SECTION 811 - VENDOR RELATIONS
- SECTION 812 - TEXTBOOK RENTAL FUND
- SECTION 813 - LEAVING MONEY AND PERSONAL VALUABLES IN THE BUILDING
- SECTION 814 - INVESTMENT OF PUBLIC FUNDS
- SECTION 815 - REIMBURSABLE MILEAGE
- SECTION 816 - GIFTS AND DONATIONS TO THE SCHOOL CORPORATION
- SECTION 817 - RAINY DAY FUND
- SECTION 818 - CREDIT CARDS
- SECTION 819 - REVIEW AND SECOND AUDIT OF FREE AND REDUCED LUNCH APPLICATIONS
- SECTION 820 - THRESHOLD FOR MATERIAL LOSS, SHORTAGE, OR THEFT OF SCHOOL FUNDS OR PROPERTY
- SECTION 821 - COLLECTION AND FORGIVENESS OF DEBT
- SECTION 822 - INTERNAL CONTROLS
- SECTION 823 - CAFETERIA CHARGE/PAYMENT RETURN POLICY

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**New Business – Policy Item
Consideration of Chapter 9 Review & Revisions**

- ☆SECTION 900 - USE OF SCHOOL PROPERTIESRevised
- ☆SECTION 901 - ENERGY CONSERVATIONRevised
- ☆SECTION 902 - FIXED ASSETS INVENTORY.....Revised

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**New Business – Policy Item
Consideration of Chapter 4 Review & Revisions**

- SECTION 400 - CREATING A POSITION - Reviewed
- SECTION 401 - EMPLOYMENT OF PROFESSIONAL STAFF – Revised
 - Updated list of certified staff
- SECTION 402 - ASSIGNMENT AND TRANSFER - Reviewed
- SECTION 403 - RESIGNATION - Reviewed
- SECTION 404 - EMPLOYMENT CONTRACTS – Reviewed
- SECTION 405 - STAFF ETHICS - Reviewed
- SECTION 406 - DUTIES AND RESPONSIBILITIES OF INSTRUCTIONAL PERSONNEL – Reviewed
- SECTION 407 - CERTIFIED STAFF EVALUATIONS – Reviewed
- SECTION 408 - ABSENCE AND TARDINESS OF INSTRUCTIONAL PERSONNEL – Reviewed
- SECTION 409 - ABSENCE FOR PERSONAL ILLNESS – Reviewed
- SECTION 410 - RETIREMENT FOR INSTRUCTIONAL PERSONNEL – Reviewed

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New Business – Policy Item

Consideration of Chapter 4 Review & Revisions

- SECTION 411 - SUBSTITUTE TEACHERS – Reviewed
- SECTION 412 - SELECTING STUDENT TEACHERS/ADMINISTRATIVE INTERNS – Reviewed
- SECTION 413 - PREPARATION TIME – Reviewed
- SECTION 414 - BOARD/STAFF COMMUNICATION – Reviewed
- SECTION 415 - STAFF DISCIPLINE – Reviewed
- SECTION 416 - EMPLOYEE QUALIFICATIONS – Revised
 - Changed language to include emergency permit
- SECTION 417 - TEACHERS MAINTENANCE OF AREA OF CERTIFICATION - Reviewed
- SECTION 418 - POLICY ON REDUCTION IN FORCE - Reviewed
- SECTION 419 - TEACHER APPRECIATION GRANTS – Revised
 - Noted 120 days required the year of evaluation
 - Noted must be employed on the distribution date of grant

Motion made to approve Chapters 8 and 9 as a second reading and Chapter 4 as a first reading as presented.
 Motion by: Nathan Root 2nd by: Mike Emens
 Motion Passed: Hufford, Root, Mink, Emens

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New Business – Personnel Item

Consideration of Resignations

- ☆Rick Foster has submitted his resignation as the Co-ed Varsity Cross Country Coach.
- ☆Shelli Kelley has submitted her resignation as the part-time nurse for Rossville Schools.
- ☆Dawna Brown has submitted her resignation as the Head Custodian. She will stay on as a custodian on second shift at a rate of \$14.25 per hour.

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New Business – Personnel Item

Consideration of Appointments

MR. BOLSER HAS MADE THE FOLLOWING COACHING RECOMMENDATIONS:

<ul style="list-style-type: none"> • Baseball <ul style="list-style-type: none"> • Varsity Head Coach – Brad Scott • Varsity Assistant & JV Coach – Matt Britt • Volunteer Assistant – Jon Jacoby • Volunteer Assistant – Trevor Waggoner • JV Volunteer Assistant – Jared Stillwell • JV Volunteer Assistant – Matt Homco • Softball <ul style="list-style-type: none"> • Varsity Head Coach – Amanda Szabella • Assistant – Ben Underwood • Volunteer Assistant – Jason Deboy 	<ul style="list-style-type: none"> • Track <ul style="list-style-type: none"> • Varsity Head Coach – Darrin Hauptert • Varsity Assistant – Jamie Brown • Varsity Assistant – Brienne Hauptert • Volunteer Assistant – Joe Clark • Middle School Boys – Griffey Saylor • Middle School Volunteer – Grant Clark • Volleyball <ul style="list-style-type: none"> • Varsity – Kathy Martin
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Motion made to approve the personnel items as presented.
 Motion by: Mike Emens 2nd by: Joe Mink
 Motion Passed: Hufford, Root, Mink, Emens

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New Business – Financial Item

Consideration of Change Order

- Tecton Construction Management’s original contract only covered the first phase of the project.
- They are proposing a change order which would combine all phases resulting in fewer bid events and a reduction in the expenditure of approximately \$138,000.
- Dr. Hanna is recommending approval of this change order due to the large savings that it will present.

Motion made to the change order as presented.
 Motion by: Mike Emens 2nd by: Joe Mink
 Motion Passed: Hufford, Root, Mink, Emens

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New Business – Miscellaneous Item

Consideration of Conflict of Interest Disclosure

- Indiana Law requires public servants that have a pecuniary interest in a contract or purchase if the contract or purchase will result in an increase in the income or net worth of the public servant or a dependent of the public servant to disclose in a conflict of interest statement.
- These documents for the public servants will be uploaded in the Gateway online system for the State Board of Accounts.

Motion made to approve the conflict of interest statements as presented.
 Motion by: Nathan Root 2nd by: Mike Emens
 Motion Passed: Hufford, Root, Mink, Emens

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New Business – Miscellaneous Item

Consideration of Overnight Field Trips

- ☆The Rossville FFA requested to attend a Leadership Development Workshop in Trafalgar, February 2-4, 2018. Dr. Hanna is requesting retroactive approval for this trip.
- ☆The Rossville FFA is requesting the overnight field trip to their annual ski trip at Timber Ridge Ski Area, in Paw Paw, Michigan, February 24-25, 2018. Dr. Hanna is recommending approval.
- ☆The Rossville Middle School Dance Team is requesting the opportunity to stay overnight in New Castle on March 9, 2018, and participate in the Indiana High School Dance Team Association State Championship on March 10, 2018. Dr. Hanna is recommending approval of the request.

Motion made to approve the overnight field trips as presented.
 Motion by: Nathan Root 2nd by: Joe Mink
 Motion Passed: Hufford, Root, Mink, Emens

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New Business – Miscellaneous Item Consideration of Out of State Conference

- Dr. Hanna is requesting to attend the Virtual Alabama School Safety Summit which will be held in Bessemer, Alabama on February 20-21, 2018.
- This program discusses and highlights new and innovative ways nSide can be utilized by K-12 schools, colleges, universities, and first responders.
- Rossville Schools utilizes nSide as one of our emergency tools to deal with crisis events.

Motion made to approve the Out-of-State conference as presented.
 Motion by: Mike Emens 2nd by: Joe Mink
 Motion Passed: Hufford, Root, Mink, Emens



Reports & Information Field Trip Reports

Group	Date of Trip	Activity	Location
Men of Integrity	February 7, 2018	Men's Choral Festival	West Lafayette
High School Choral Department	February 17, 2018	State Solo & Ensemble Contest	Indianapolis
Rossville FFA	February 21, 2018	National Dairy Judging Competition	Muncie
High School Jazz Band	March 3, 2018	2018 Ball State Jazz Festival	Muncie
8 th Grade	March 21, 2018	Sky Zone Trampoline Park/Conner Prairie	Fishers
5 th Grade	May 9, 2018	Career Day	Frankfort



Reports & Information Conference Requests

Staff Attending	Date of Conference	Conference Title	Location
★ Julia Touloukian ★ Sheila Oliver ★ Stephen Back ★ Katie Barrett	January 24, 2018	Supporting Mental Health Needs in School Setting	West Lafayette
★ Katie Camp ★ Jessica Herman ★ Christy Schaefer ★ Kim Zink ★ Ashley Pelling	January 31, 2018	Problem Solving Strategies in the Elementary Math Classroom	West Lafayette
★ Tracy Zehner	February 20, 2018	WVEC Grade Level Days – Elementary Music	West Lafayette



Reports & Information Conference Requests

Staff Attending	Date of Conference	Conference Title	Location
★ Tony Wiltse	February 24, 2018	IN-NELL Winter Workshop	Indianapolis
★ Marcus Painter	March 15, 2018	LeadIN: Indiana Digital Leaders Conference	Lowell
★ Tammy Melson ★ Chad Dennison	May 14 & 15, 2018	Indiana School Safety Specialist Training	Indianapolis



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.

Adjournment

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

Next Board Meeting

➤ March 6, 2018 – 6:30 p.m. Work Session
 7:00 p.m. Regular Session