

**ROSSVILLE CONSOLIDATED
SCHOOL DISTRICT
BOARD OF EDUCATION**

SEPTEMBER 8, 2020 7:00 P.M.

1

Call to Order
Mr. Hufford



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Approval of Minutes

Consideration of Claims & Payroll

• August 18, 2020 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: Mike Emens 2nd by: Nathan McCullough
Motion Passed: Hufford, Root, Emens, McCullough, Jacoby



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Budget Basics – 4 Funds

There are four separate funds that make up the Rossville Consolidated School Corporation budget.

EDUCATION FUND

Used for education related expenses: Teachers, Support Staff and Building Administrator's salaries, benefits, supplies, etc.

OPERATIONS FUND

Expenses not allocated to student instruction and learning. This includes Maintenance/Custodial expenses, Utilities, Central Administration, Transportation Cost, School Plant Operations, School Bus Replacement, Technology Services, and Purchased Supplies/Equipment.

DEBT SERVICE

Used for all payment of debt incurred by the corporation.

RAINY DAY FUND

Repair or replacement due to failure of any part of any structure or equipment, or any other emergency.

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FUND SOURCE

STATE FUNDS

Education Fund & Operation Fund
(monthly Transfers from Education Fund)

LOCAL PROPERTY TAX

Operations Fund
(Monthly transfers from
Education Fund & Levy Funds)

Debt Service Fund
(Expense Driven)

TRANSFERS OF UNUSED & UNENCUMBERED TAX FUNDS

Rainy Day Fund

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State Supported Funds Education & A Portion of Operation Funds

The amount of revenue generated for the Education Fund and a portion of the Operation Fund (via transfer from the Education Fund) comes from State Tuition Support and miscellaneous revenue.

★ State Tuition Support

- September ADM Pupil Count
- February ADM Pupil Count
- Academic Honors Diplomas
- Special Education Count
- Career and Technical Education Count

★ Miscellaneous Revenue

- Fees
- License Excise Tax
- Commercial Vehicle Tax
- Financial Institution Tax
- Local Option Income Tax Replacement

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Education Fund Budget Expenditures

Education Fund

- The Education Fund Budget is built around expenses and a review of six years of expenditure history.
- The most extensive calculation is the cost of employees. Their salary/wage and benefit estimated cost is determined for the 2021 calendar year by taking a portion of their 2020-2021 cost, coupled with a portion of the employee's 2021-2022 cost. Dr. Hanna looks at the following cost to determine a budgeted amount.

Name (17 Pays)	20-21 Base Salary	20-21 Projected Increase	20-21 Projected Comp. Inc.	20-21 Add. Comp.	20-21 Health Ins.	20-21 Life Ins.	20-21 LTD	20-21 TRF or PERF	20-21 FICA	19-20 Annuity
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Name (9 Pays)	21-22 Base Salary	21-22 Projected Increase	21-22 Projected Comp. Inc.	21-22 Add. Comp.	21-22 Health Ins.	21-22 Life Ins.	21-22 LTD	21-22 TRF or PERF	21-22 FICA	20-21 Annuity
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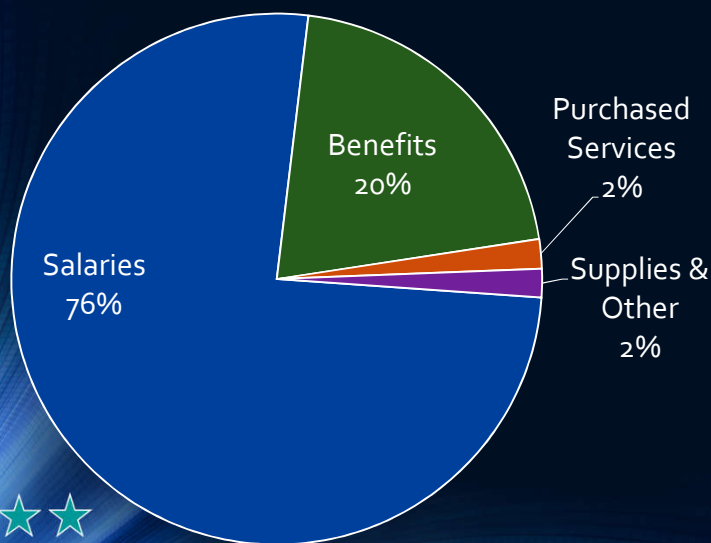
Name (26 Pays)	2021 Salary	2021 Health Ins.	2021 Life Ins.	2021 LTD	2021 TRF or PERF	2021 FICA	2021 Annuity
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Worksheet =
35 Columns
660 Rows

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2021 EDUCATION FUND EXPENSES



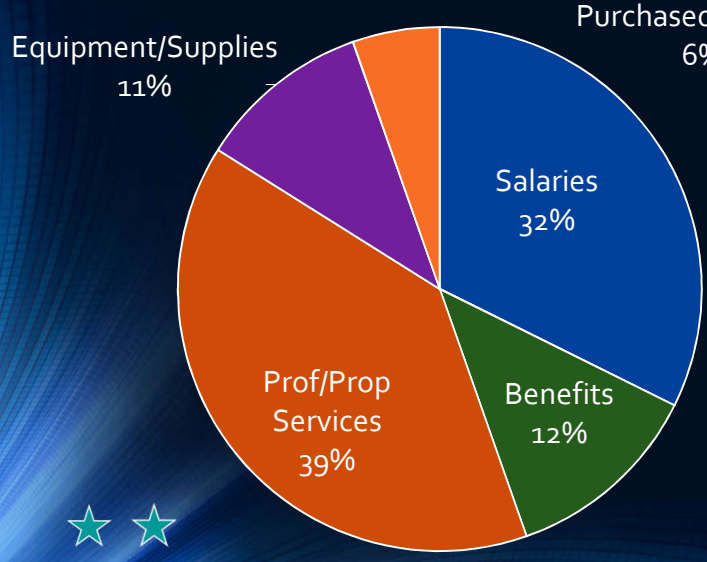
Salaries	4,082,510
Benefits	1,195,930
Purchased Services	97,930
Supplies & Other	95,100
TOTAL	5,460,880

The Education Fund Budget is built around anticipated expenses.



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2021 OPERATIONS FUND EXPENSES

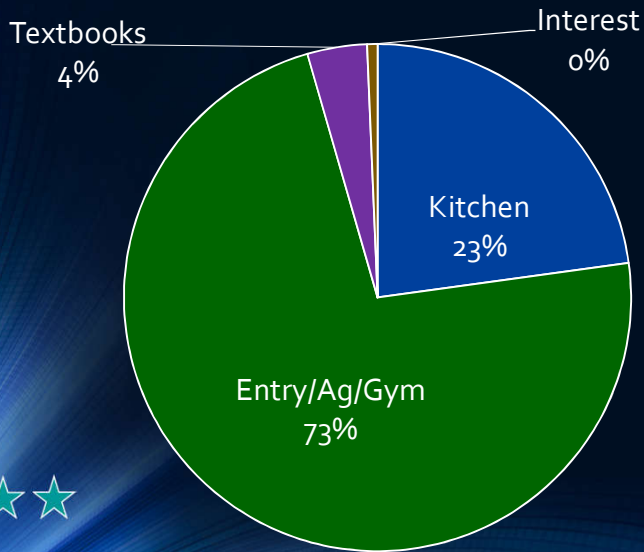


Salaries	787,090
Benefits	299,710
Prof/Prop Services	956,700
Equip./Supplies	260,900
Purchased Serv.	131,000
TOTAL	2,435,400

The Operations Fund Budget is built around anticipated expenses.



2021 DEBT SERVICE FUND



Lease-rental	
Kitchen/Café – 2012	255,534
Entry/Ag/Gym – 2018	814,500
Unreimbursed Textbooks	42,690
Interest on Temp. Loan	7,276
TOTAL EXPENSE	1,120,000



2021 RAINY DAY FUND



<u>Rainy Day Fund</u>	<u>185,000</u>
TOTAL	185,000



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New Business – Financial Item Public Hearing on School Budget

- According to House Enrollment Act 1003 – School Corporation Expenditure Targets requires a each school corporation to specify information concerning transfers from the Education Fund to the Operation Fund during the budget year and acknowledge at its budget hearing whether the transfers for the current year exceed 15 percent of the total revenue in the Education Fund.
- The district currently transfers up to 15 percent of the basic grant revenue from the Education Fund to the Operations Fund.
- At the adoption meeting on October 6, 2020, the board will consider a resolution for the 2021 Budget to transfer up to 15% of the Education Fund to the Operations Fund.



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New Business – Financial Item Public Hearing on School Budget

- The 2021 School Budget, 2021 School Bus Replacement Plan, and 2021-2023 Capital Projects Plan were advertised on the Department of Local Government Finance website and the school district's website. The budget as presented is scheduled for adopted at the meeting on October 6, 2020.
- The public is afforded the opportunity to be heard concerning the proposed budget.
- This time is set aside for public testimony.

Time is set aside for public testimony on the budget. The testimony is limited to the 2021 School Budget, the 2021 School Bus Replacement Plan, and the 2021-2023 Capital Projects Plan.



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New Business – Financial Item Public Hearing on Additional Appropriations

- The public is afforded the opportunity to be heard concerning the proposed additional appropriations to the 2020 Budget.
Debt Service Fund - \$250,000
Education Fund - \$100,000
- The additional appropriations were advertised in the *Times* and the *Carroll County Comet* on August 26, 2020.
- This time is set aside for public testimony.

Time is set aside for public testimony on the additional appropriations. The testimony is limited to the additional appropriations as presented.



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New Business – Financial Item Public Hearing on Additional Appropriations

- Dr. Hanna is recommending the resolution for the additional appropriations for the 2020 budget year as set forth by the advertisements in the *Times* and *Carroll County Comet*, and providing time for public comment, be approved.

Motion made to approve the additional appropriations as presented.

Motion by: Jennifer Jacoby 2nd by: Nathan Root

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



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New Business - Financial Item Consideration of Surety Bond

- The school corporation has several employees bonded because of their duty assignments.
- Dr. Hanna is requesting the Board authorize and approve a bond for the following employees for the amount indicated:
 - ★ Mandi Pennington as Treasurer is bonded for \$50,000,
 - ★ Casie Trent as Deputy Treasurer is bonded for \$50,000,
 - ★ Irma Goris as ECA Treasurer is bonded for \$30,000; and
 - ★ Carla Elliott as Food Stamp Manager is bonded at \$10,000.

Motion made to approve the surety bonds as presented.

Motion by: Nathan McCullough 2nd by: Jennifer Jacoby

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

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New Business – Financial Item

Consideration of Transfer Students

- Section 516 requires that the Board of Education approve all transfer students.
- Dr. Hanna is presenting all transfer students for consideration and recommending approval of the transfers.

Motion made to approve the transfer students as presented.

Motion by: Mike Emens 2nd by: Nathan Root
Motion Passed: Hufford, Root, Emens, McCullough, Jacoby



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New Business – Personnel Item

Consideration of Appointments

- ★ Dr. Hanna is recommending Mr. Randy Voyles as a second shift Custodian. Due to Mr. Voyles vast custodial experience he will be a Tier I level and compensated as per the Handbook for Classified Staff – Custodian. Mr. Voyles will begin on September 21, 2020.
- ★ Mr. Dennison is recommending Miss Leila Barker to cover an FMLA leave request from November 30, 2020 through March 5, 2021.

Motion made to approve the personnel items as presented.

Motion by: Nathan Root 2nd by: Mike Emens
Motion Passed: Hufford, Root, Emens, McCullough, Jacoby



New Business – Policy Item

Consideration of 633 - Video Surveillance

- This policy authorizes the use video cameras on district property to ensure the health, welfare, and safety of all, staff, students, and visitors, and to safeguard district facilities and equipment. Video cameras may be used in locations as deemed appropriate by the superintendent.
- Recorded information from these cameras showing students, shall be treated as an education record when the recording is used in the discipline of students and shall not be produced outside of the school district except pursuant to a subpoena, court order, or release in accordance with the Family Educational Rights & Privacy Act.
- Recorded information from these cameras showing employees engaging in conduct which violates school rules or state law shall be treated as personnel file information under the Indiana Access to Public Records Act.
- The video recordings shall be maintained for 30 days after the date of the recording.
- This policy replaces Section 633 – Electronic Monitoring Policy.

Motion made to approve the policy at second reading as presented.

Motion by: Nathan Root 2nd by: Jennifer Jacoby
Motion Passed: Hufford, Root, Emens, McCullough, Jacoby



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New Business – Policy Item

Consideration of 530 – Attendance Policy

- The IDOE has recommended school corporation address attendance in virtual settings for SBOA audit purposes and for accurate ADM counts whenever those will take place this school year.
- Attendance/Instructional Time components were added to the policy and included In-Person Instruction, Virtual Instruction, and Remote Instruction.
- Dr. Hanna is recommending the policy for adoption.



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New Business – Policy Item

Consideration of Section 602 - Title IX Complaint Procedures

- Section 602 – Title IX Complaint Procedures require that any person who feels that the school corporation has discriminated against him/her on the basis of sex may use the complaint procedure explained within the policy or may file a complaint directly to the building principal or the Title IX Coordinator of the school corporation.
- The policy indicates that the filing of a complaint or otherwise reporting sexual discrimination will not reflect upon the individual's status nor will it affect future educational or employment opportunities for the individual.
- The school corporation's sexual harassment grievance procedure must be followed for complaints alleging sexual harassment.



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New Business – Policy Item

Consideration of Section 639 - Sexual Harassment Grievance Procedure

- New regulations on the investigation of sexual harassment under Title IX went into effect on August 14, 2020.
- The regulations require a separate grievance procedure for sexual harassment complaints and the investigations of those complaints.
- The sexual harassment grievance procedure is a required policy.
- The regulations require a presumption of non-responsibility of the alleged harasser by the Title IX Coordinator, investigator, and decision maker during the grievance procedure.
- If the disciplinary action recommended for an employee termination or suspension or expulsion for a student, statutory due process will need to be followed.

**Motion made to approve the board policies at first reading.
Motion by: Jennifer Jacoby 2nd by: Nathan Root
Motion Passed: Hufford, Root, Emens, McCullough, Jacoby**



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New Business - Policy Item

Consideration of Evaluation Plan Review

- The State of Indiana requires the governing body ensure the evaluation plan for all certificated personnel is in writing, and that the plan be explained to the governing body in a public meeting.
- Dr. Hanna has attached a copy of the evaluation plan which includes a plan cover sheet that discusses the location of the pertinent parts of the plan.
- A copy of the entire plan is uploaded to the Indiana Department of Education web site.

Motion made to approve the evaluation plan as presented.

Motion by: Nathan McCullough 2nd by: Mike Emens
Motion Passed: Hufford, Root, Emens, McCullough, Jacoby



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New Business - Miscellaneous Item

Consideration of the Clinton County Multi-Hazard Mitigation Plan

- Rossville Consolidated School District has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000.
- The Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan.
- The Clinton County Multi-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants

Motion made to approve the Clinton County Multi-Hazard Mitigation Plan as presented.

Motion by: Jennifer Jacoby 2nd by: Nathan McCullough
Motion Passed: Hufford, Root, Emens, McCullough, Jacoby



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New Business - Miscellaneous Item Declaration of Surplus/Obsolete Equipment

- Rossville Consolidated School District has a variety of equipment that is no longer in use and should be declared surplus or of no value.
- Surplus/obsolete 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 declaration of surplus/obsolete equipment and its disposal as presented.

**Motion by: Nathan Root 2nd by: Mike Emens
Motion Passed: Hufford, Root, Emens, McCullough, Jacoby**



Reports & Information Conference Report

Staff Attending	Date of Conference	Conference Title	Location
★ Jason Newhouser Kyle Etherington	September 11 & 12, 2020	Indiana H.S. Forensics Assoc. Coaches Clinic	Online



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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- **October 6, 2020 – 7:00 p.m. Regular Session**
2021 BUDGET ADOPTION
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Meeting Adjournment



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