

OREGON-DAVIS SCHOOL CORPORATION

**Thursday, February 20, 2014
Regular School Board Meeting, 5:30 PM**

**Susan G. Rowles Board Room, Administration Building, 5998 North 750 East, Hamlet, IN
46532**

The Board of School Trustees of the Oregon-Davis School Corporation met in Regular Session on Thursday evening, February 20, 2014 at 5:30 PM in the Susan G. Rowles Board Room of the Administration Building, pursuant to the rules of the Board.

1.0 Call to Order

1.01 Welcome by Mr. Lawrence. Those in attendance: Chris Lawrence, Andrea McIntosh, Kurt Hayes, Shirley Budka, Lee Nagai, Mr. Briles, Mr. Pletcher, Mrs. Miller, Mrs. McLiver, recording secretary.

1.02 Pledge of Allegiance led by Mr. Lawrence

1.03 Recognition of Visitors - none

Mr. Lawrence then asked for a motion to add the addendum Items 2.07 and 3.06 to the agenda. Motion made by Mr. Nagai, seconded by Mrs. Budka. Motion passed 5-0.

2.0 Consent Agenda

2.01 Agenda - February 17, 2014

2.02 Minutes - January 20, 2014

2.03 Financial Reports - Appropriations and Fund Reports

2.04 Vendor Claims - \$325,279.71

2.05 Payroll Claims - \$307,560.49

2.06 Programs - none

2.07 Resignations and Non-Renewals - Technology Director - Kevin Kajer

2.08 Retirement - Elementary Teachers - Mrs. Underwood, Mrs. Ambrose, Mrs. Ferch

2.09 Employment and Transfers - Varsity Volleyball - Bruce Johnson
5th/6th Grade Cheer Coach - Gabrielle Kinder

2.10 Leave Notices - 1/22 - Henry Pimentel-Textbook Caravan (Merrillville)

1/28 - Nate Dale - Textbook Caravan (South Bend)
2/3 - Robyn Healey - New Tech Mtg. of the Minds (Niles)
2/4 - Nate Dale - New Tech Mtg. of the Minds (Niles)
2/13 - Becky Asher - Purdue College of Education (W. Lafayette)
2/20 - Tim Pletcher - Bullying Prevention K-8 (Mishawaka)
4/24 - Sharri Shively - Summer Food Serv. Prog. Workshop

Field Trip Notices - 2/26 - 9-12 Band/Drama - Cadillac Palace Theater, Chicago, IL
4/16 - Spanish Club - Don Quijote Restaurant
5/14 - Fifth Grade - Shedd Aquarium, Chicago, IL

2.11 Use of Facilities - Mr. Todd Briles - swimming pool - dates to be determined monthly organizations within school will vary

Motion to accept consent agenda made by Mrs. Budka, seconded by Mr. Nagai.
Discussion followed concerning snow days which appears on the agenda under Item 3.04.
Teachers Association has been informed that those days are for educational purposes not fun days. A special presentation will be planned for the retiring teachers. Vote 5-0.

3.0 Discussion/Action Items

3.01 Consideration of approving the proposed 2014-2015 School Corporation Calendar.
Motion made by Mrs. McIntosh, seconded by Mr. Nagai. Discussion followed about why we start in the middle of the week. It makes a smoother start for the students and cuts down on discipline and attendance issues. It also gives the students in the higher grades the opportunity to get their materials over the weekend and start fresh on Monday. Also our students that attend vocational and special education classes at other schools do not miss out on days since those schools are in session then. The Teacher's Association also has to agree to the calendar before it is presented. Moving forward with calendars, any day that is Good Friday, Presidents Day, any day that we are off will be potential make up days. Motion passed 5-0.

3.02 Consideration of approving flat fee for Newby, Lewis, Kaminski and Jones as per 7/27/12 document. Motion made by Kurt Hayes, seconded by Mr. Nagai. Motion passed 5-0.

3.03 Consideration of approving the following Neola policies to update Board Bylaws, Policies and Administrative Guidelines according to current law as attached.

Bylaw 0151.1 - Board of Finance of the Oregon-Davis School Corporation (revised)
Policy 1630.01 - Family and Medical Leave of Absence ("FMLA") (new)
Policy 1662 - Anti-Harassment (New)
Policy 3362/4362/5517 Anti-Harassment (Revised)
Policy 3419.01/4419.01 - Privacy Protections of Self-Funded Group Health Plans (revised)
Policy 3419.02/4419.02 - Privacy Protections of Fully Insured Group Health Plans (revised)
Policy 3430.01/4430.01 - Family and Medical Leaves of Absence ("FMLA") (revised)
Policy 5111 - Determination of Legal Settlement and Eligibility for Enrollment of Students Without Legal Settlement in the Corporation (revised)
Policy 5517.01 - Bullying (revised)

Policy 5630.01 - Use of Seclusion and Restraint with Students (revised)
Policy 6144 - Investment Income (revised)
Policy 6151 - Bad Checks and Uncollectable Debts (revised)
Policy 7217 - Possession of Firearms and Weapons by Visitors (revised)
Policy 7510.01 - Use of Corporation Physical Fitness Facilities (new)
Policy 8510 - Wellness (revised)
AG 1630.01 - FMLA Leave (new)
AG 1630.01B - FMLA Record keeping Requirements (new)
AG 1662 - Anti-Harassment (new)
AG 1662A - Reporting Threatening and/or Intimidating Behaviors (new)
AG 3362/4362/5517 - Anti-Harassment (revised)
AG 3419.01/4419.01 - Privacy Protections of Self-Funded Group Health Plans (revised)
AG 3430.01/4430.01 - FMLA Leave (revised)
AG 3430.01B/4430.01B - FMLA Record keeping Requirements (revised)
AG 5517.01 - Bullying (revised)
Form 1662 F1 - Report of Harassment (new)
Form 1662 F2 - Alleged Harassment Investigative Report (new)

Motion made by Mrs. McIntosh, seconded by Mr. Hayes. After a brief discussion on policies and the need for policies Mr. Lawrence called for a vote. Motion passed 5-0.

3.04 Consideration of approving snow-make up days as presented.

Motion made by Mr. Nagai, seconded by Mrs. Budka. Motion passed 5-0.

3.05 Consideration to approving Resolution #01-14 regarding deeding parcels of property to the Davis Township Trustees.

Motion made by Mrs. Budka, seconded by Mr. Nagai. Our attorney has made sure that the plats have been read correctly and that everything was done properly. The town's attorney is now going through the paperwork. Motion passed 5-0.

3.06 Consideration to approve addendum for current employees that have a twelve-month, 255-day contract to be re-issued with a 260-day contract.

Motion made by Mr. Nagai, seconded by Mr. Hayes. Twelve month contracts have 260 work days possible. Currently we can find no reason for 255 days for twelve month contracts. The school corporation does not shut down for five days. There is no financial impact to the corporation. It does create an accounting nightmare when someone leaves employment in the middle of the year and holidays have to be re-figured. Motion passed 5-0.

4.0 Other Business Items

5.0 Informational Agenda Items

5.01 Board Member Reports - Mr. Hayes complemented Hannah Clark on her performance of the National Anthem at a recent boys basketball game.

Mrs. McIntosh recognized and congratulated the 5th grade boys on winning their tourney and the 5/6th 7th and 8th did a sweep of their games-congratulations to them. She also said Mr. Dale has been doing an awesome job announcing the boys games. She also appreciated Ms. Vogel in participating with the pep band. Award of team ball given to student at the boys game was very nice. Congratulations to the girls for their sectional win and good luck to them as they continue on in the tournaments.

5.02 Superintendent/Principal Reports - Mr. Briles went over items he prepared for the board. First, Mr. Kajer's resignation—he has done a fantastic job for us and Kudos to him for his new job with Indiana University Medical Center in Indianapolis. There is also a job description he asked the board to look over that needs to be revised. Applicants will not be looked at until April. He asked board members to email him with any revisions on the job description they would like to be considered. Next, balanced calendar information and the community meeting on March 12th. This meeting will be at 6:00 in the cafeteria. Technology, schedules for next year and the balanced calendar will be discussed in this meeting. Preceding the meeting will be a free spaghetti dinner. The calendar start day is only 3 days before this year's calendar and 3 days after we were to end. With the intervention weeks in the calendar there will be built in possible make up days. The schools will coordinate their delays and cancellations within the county so they can stay on the same calendar. There is also a survey on the back that will be completed by those in attendance at the meeting. Spring Regional Meetings will be held during Spring Break. Mr. Briles will not be attending, if board members are interested in attending they just need to let Mrs. McLiver know so that registrations can be handled through the corporation. The next item shows that we did apply for a waiver for January 8th that was denied. The next item is the Homeland Security Grant. The form shows how they judge the grant. We are looking at replacing Freddie since he is retiring this school year. We also are partnering with Gibson Insurance to do a risk assessment of our corporation from top to bottom for free. We are also partnering with Vermillion Systems looking at how we can make our corporation one as far as fire, police, cameras, doors everything. The next item is the year evaluation with Wiers. Buses marked with yellow are being removed from the fleet and the cost savings is highlighted at the bottom of the sheet. One bus will be replaced according to the bus replacement plan. Also included are the notes from the meeting with Wiers. Our last health department inspections at the elementary indicated there was some dust on a fan in a non-food area, the high school had no violations. Mr. Briles also reported on potential vocational programs that could be brought on site. More information will be coming. Last thing on his agenda are congratulations to Julie and Dave on their new grand baby, and to Mr. Estok for the birth of his son. No information on the claim for the modular yet.

Mr. Pletcher - it is a whirlwind at the school right now with the girls winning sectional and the boys on a winning streak. They are preparing for testing. It was decided not to use Accuplacer right now but to just go with the ECA's only for now. March 11-12 & 13 will be ISTEP. The juniors and seniors have written encouraging letters to the seventh and eighth graders. He is trying to speak to every seventh and eighth grader to give them a personal encouraging message.

5.03 Staff Member Reports - none

5.04 Requested Visitor Participation - none

5.05 Adjournment - Mr. Lawrence asked for a motion of adjournment. Mr. Nagai made that motion, seconded by Mr. Hayes. Motion passed 5-0. Meeting was adjourned at 6:45 PM.

Kurt Hayes, Secretary

Minutes recorded by Julie McLiver