

# **OREGON-DAVIS SCHOOL CORPORATION**

**Monday, June 12, 2017  
Regular School Board Meeting, 6:30 PM**

**Susan G. Rowles Board Room, Administration Building, Oregon-Davis School Corporation, 5998 North 750 East, Hamlet, IN 46532**

The Board of School Trustees of the Oregon-Davis School Corporation met in Regular Session on Monday evening, June 12, 2017 at 6:30 PM in the Susan G. Rowles Board Room of the Administration Building, pursuant to the rules of the Board.

## **1.0 Call to Order**

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1.01 Welcome - by Chris Lawrence. In attendance, Chris Lawrence, Kurt Hayes, Shirley Budka, Annette Ferch, Tim Pletcher, Bill Bennett, Pam Varchetto (The Leader), Dr. Harman, Julie McLiver. Absent Andrea McIntosh

1.02 Pledge of Allegiance - led by Mr. Lawrence

1.03 Recognition of Visitors - no visitors

## **2.0 Consent Agenda**

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2.01 Agenda - June 12, 2017

2.02 Minutes - May 15, 2017

2.03 Financial Reports - Appropriations, Fund, Revenue, Deduction Check Posting Report

2.04 Vendor Claims - \$306,147.04

2.05 Payroll Claims - \$394,762.71

2.06 Programs

2.07 Resignations and Non-Renewals - Jr/Sr High School English, Kody Rountree; Computer Technician, Devin Edwards; Jr/Sr High School Special Education Teacher, Hannah Shipley

2.08 Retirement

2.09 Employment and Transfers - Summer Custodial Position, Lindsey Barbknecht; summer Tech Assistant, Kay Marsh; Summer Custodial Position, Kim Berg; SCYC Food Service, Elizabeth Chastain; PASS Coach, Nancy Noble.

2.10 Leave Requests and Field Trip Requests

### Leave Requests

May 17, Maggie Vogel, Linda Bajgrowicz, Cubs Club Field Trip  
9/25/17 - 1/3/18, Melissa Edwards, Maternity Leave

2.11 Use of Facilities - 6/28 Starke Co Economic Development Foundation, cafeteria

Mr. Lawrence asked for a motion to approve the Consent Agenda. Motion was made by Mrs. Budka and seconded by Mrs. Ferch. Motion was passed 4-0.

### **3.0 Discussion/Action Items**

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3.01 Second Reading on Elementary and Jr/Sr High School Handbooks

Motion was made by Mr. Hayes and seconded by Mrs. Budka. There was no discussion. Corrections have been made. Motion passed 4-0.

3.02 Reduction in Force. Motion was made by Mrs. Ferch and seconded by Mr. Hayes. This is a personnel issue that was determined by enrollment. Motion passed 4-0.

3.03 Recommendation to approve SAE program for summer 2017. Motion made by Mrs. Budka and seconded by Mrs. Ferch. Initially 20 students showed interest in this program. Motion passed 4-0.

3.04 Recommendation to approve Business Associates Agreement with HealthLinc. Motion made by Mr. Hayes, seconded by Mrs. Ferch. This agreement involves protected health information and HIPPA security and privacy regulations. Motion passed 4-0.

3.05 Recommendation to approve Resolution #01-17, Materiality and Acceptable Risk Procedures. Motion made by Mrs. Budka, seconded by Mrs. Ferch. This resolution has been reviewed by our legal counsel, Mr. Kaminsky, and is required for internal controls. Motion passed 4-0.

3.06 Recommendation to approve Resolution #02-17, Adopt Internal Controls. This resolution has been reviewed by our legal counsel and is required for internal controls. Motion made by Mrs. Ferch, seconded by Mrs. Budka. Motion passed by 4-0.

3.07 Recommendation to approve Resolution #03-17, Bonding. This resolution has been reviewed by our legal counsel and is required for internal controls. Motion made by Mr. Hayes, seconded by Mrs. Ferch. Motion passed 4-0.

3.08 Recommendation to approve Ethnic Studies and Indiana Studies Courses. Motion made by Mrs. Budka, seconded by Mrs. Ferch. Mr. Pletcher did a very good job providing the information for the packet. This is a course that is now required by law and this action will put the corporation in compliance with this new law. Motion passed 4-0.

3.09 Recommendation to approve for purchase instructional materials for the Introduction to Housing & Interior Design course. Motion made by Mrs. Ferch, seconded by Mr. Hayes. Dr. Harman noted that we are trying to get away from calling materials textbooks. Instructional materials includes books, one to one devices and online resources. For this course there was

not a digital version available. The amount of purchase approved was \$1662.60. Motion passed 4-0.

3.10 Recommendation to approve for purchase science instructional materials. Motion was made by Mrs. Ferch, seconded by Mr. Hayes. Some of the items are a two for one deal. If you purchased the digital version you receive the textbooks. The junior high total was \$6,852.60, biology and chemistry is \$6,843.24. Materials for ICP are not new, just replacements for lost and damaged books. Motion passed 4-0.

#### **4.0 Other Business Items**

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#### **5.0 Curriculum**

5.01 Report on Jump Start - Dr. Harman reported that Jump Start will be from July 24-August 4 from 8 am - 12 noon. Communication will be sent out to parents as the principals are working on class lists. Transportation will be provided and lunch will be served to students before they go home. In the July board meeting recommendations for staffing will be brought to the Board. In the elementary they are hoping for 45 students from 1st to 5th grade. The Elementary will have a Jump Start especially for Kindergarten to hopefully get all of the kindergarten students involved to help them adjust to separation from parents and home and adjusted to the school routine. This is being made possible through a grant for the community foundation and the Hardesty family.

The Junior High is looking at bring in seventh grade for Jump Start to help that transition also. This will be promoted through an all-call, emails and Facebook.

#### **6.0 Informational Agenda Items**

6.01 Superintendent/Principal Reports - Dr. Harman passed out the budget snapshot to the Board. He reminded them that the goal is to keep expenses at 8% per month so at this point they should be around 40%. He said the corporation is doing very well at watching expenditures.

A new state law requires expanded background checks for current employees every five years. It will be up to the Board if they choose to update policy to reimburse employees after they get the background check. Dr. Harman will send the board an FAQ sheet on these requirements.

The State Board of Accounts have concluded their audit and will be requesting an exit interview in the next two weeks. As soon as Dr. Harman has the dates they are looking at he will pass that information on to the Board.

Three students in the Auto Tech program at Skill have been taking exams to pass ASE certifications. Quentin Luse has passed 13 ASE certifications. Anthony Menze has passed 4 ASE certifications.

Summer is a very busy time. The custodians are busy starting their cleaning. Autism camp started this week at the Elementary. The principals are busy planning for Jump Start.

Fair starts July 10th and plans are in the works on upgrading the school's booth this year.

Dr. Harman also reported on the Alumni Banquet he attended. There were approximately 165 that attended. The food and entertainment was very good. At the banquet Dr. Harman offered to the senior citizens a Gold Card. Any senior over 60 can apply for a free card that will get them into athletic events, band concerts, any home event (excluding tournaments). On the application they are gathering emails so Dr. Harman can keep individuals updated with the positive things happening at Oregon-Davis with a Bobcat Blast email.

Mr. Pletcher thanked the Board for their attendance at the commencement ceremony. An outline of the plan for professional developments is in place, and work will be continuing on curriculum mapping and developing quality assessments.

Mr. Bennett thanked the Board for attending the sixth grade celebration. He also expressed the appreciation of the Autism staff for allowing them to use the facilities and how flexible our staff has been. He also shared that just today, the autism staff called and asked food service if they would just set out their lunch because they were going to be late getting back from their field trip. Mr. Bennett went and talked to Liz Chastain to ask her to set out the lunches and she stayed so that their lunch would still be warm when they got there. This is the kind of positive action that makes a big impression on those coming into our schools from outside our district.

Dr. Harman reminded everyone that the next board meeting will be July 17th.

6.02 Board Member Reports - none

6.03 Staff Member Reports -none

6.04 Requested Visitor Participation- none

6.04 Adjournment - Motion for adjournment was made by Mrs. Budka, seconded by Mrs. Ferch. Motion passed 4-0. Meeting adjourned at 7:00 PM

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Minutes recorded by Julie McLiver