

January 8, 2018

The Board of Finance annual meeting was called to order at 6:20 p.m. by Mrs. Shuey. Indiana law requires the Board of Finance to meet annually after the first Monday in January and on or before the last day of January. Mr. Hall stated the officers elected may stay the same which are Mrs. Shuey as president and Mr. Comerford as secretary. Mr. Hall reviewed the finances and investment report as required by IC 5-13-7-7 noting there are very few changes. He stated we moved our banking from PNC to Crossroads Bank. In so doing, we will realize a savings of \$20,000 in fees and interest rate. He noted the duty of the Board is to review the Board policy. There were no questions on the policy, however, there was a correction on the date. Mr. Hall stated bank 1 PNC will be closed. He also noted the CD at First Bank of Berne is up for renewal. In terms of interest rates, he reported the Federal Reserve voted in December to maintain the federal funds rate in a target range of 1-1/4% to 1½%. He informed the Board there are no checks from 2015 to void. He then referred to the internal control policy sent to the Board in December. He noted it is a working document last updated in December with minor tweaks. He asked if there were questions. Dr. Quin asked what changes were made. Mr. Hall responded a lot of time was spent on food services. Mr. Comerford asked if every area had been tested. Mr. Hall replied they have not had time to do an internal audit. Mr. Comerford responded he would like to be proactive and not be written up. Mr. Hall asked for a motion to approve the report and affirm the investment policy. Mr. Comerford moved to approve the recommendation, seconded by Mr. Wagner, unanimously approved. Mr. Mullett moved to close the Board of Finance meeting, seconded by Ms. Rice, unanimously adjourned.

The regular meeting of the Board of School Trustees was called to order at 6:39 p.m. by Mrs. Shuey. Mrs. Shuey led the Board and audience in the Pledge of Allegiance. All Board members were present. Also present were Mr. Watkins, Mr. Hanson, Mr. Hall, Mrs. Minard, Mrs. Mongosa, and a news media representative.

#### BOARD REORGANIZATION

Mr. Watkins chaired the meeting for the election of Board President. He opened the floor for nominations for the office of President. Mr. Wagner nominated Mrs. Shuey. Mr. Comerford moved to close nominations, nominations were closed. Mrs. Shuey was approved as the Board President by a vote of 5-1-1 (Dr. Quin abstained and Mrs. Shuey abstained). Mr. Watkins congratulated Mrs. Shuey and turned the order of the meeting to her to continue with the election of officers. Mrs. Shuey thanked the Board.

Office of Vice President - Mr. Wolfe nominated Dr. Quin. Dr. Quin declined the nomination. Mr. Mullett nominated Mr. Comerford. Mr. Mullett moved to close nominations, unanimously closed. Mr. Comerford nomination was unanimously approved.

Office of Secretary - Ms. Rice nominated Mr. Wagner. Nominations were closed by Mr. Mullett, unanimously closed and approved.

Heartland Career Center Board Representative - Mr. Comerford nominated Mr. Wagner to continue. Ms. Rice moved to close nominations, unanimously closed and the nomination was approved.

Athletic Board Representative (2) - Mr. Wolfe stated he would like to be considered for the Athletic Board. Dr. Quin nominated Mr. Wolfe. Ms. Rice nominated Mr. Comerford. Dr. Quin moved to close nominations. Mr. Wolfe and Mr. Comerford were unanimously approved as the Athletic Board representatives.

Peru Park Board Representative - Dr. Quin stated he has served for five years and would like someone else to be the representative. Mr. Comerford nominated Mr. Mullett as the Park Board rep. Mr. Wagner moved to close nominations, unanimously closed and the nomination was unanimously approved.

Art Collection Advisory Board Representative - Dr. Quin nominated Ms. Rice. Mr. Wagner moved to close nominations, unanimously closed and the nomination was unanimously approved.

ISBA Legislative Representative - Mr. Comerford nominated Mrs. Shuey. Mr. Mullett moved to close nominations, unanimously closed and the nomination was unanimously approved.

Treasurer and Deputy Treasurer - Mr. Watkins recommended Mr. Hall continue as treasurer and Mrs. Mongosa as deputy treasurer. Mr. Comerford moved to accept the nominations, seconded by Ms. Rice, unanimously approved.

Committees - Mrs. Shuey stated at another time she will meet with Mr. Watkins to assign committee members. Mr. Mullett and Mr. Wagner volunteered to continue serving on the negotiation team. She stated if anyone would like to volunteer to serve on any committee to please let her know.

School Board Attorney - Mr. Watkins recommended Mr. Stephen Downs continue as the Board attorney. He stated he is happy with Mr. Downs' services. Ms. Rice moved to approve the continuation of Mr. Downs, Mr. Mullett seconded the motion, unanimously carried.

Schedule of Board Meetings - Mr. Watkins proposed to continue with one meeting a month, on the second Monday of each month, except for the month of October as the third Monday due to fall break. Mrs. Shuey stated a second meeting in July and December are included in the schedule if needed. On motion by Mr. Mullett, seconded by Mr. Wagner, the Board unanimously accepted the meeting calendar.

On motion by Mr. Comerford, seconded by Ms. Rice, the Board approved the agenda, the memorandum of December 11, and the personnel report by a vote of 6-1 (Dr. Quin abstained).

#### PERSONNEL

##### A. RESIGNATIONS/RETIREMENTS/TERMINATIONS

1. Brittany Parkman - resignation - PHS resource math aide, effective December 22, 2017
2. Cassandra Coram - resignation - PHS transition room aide, effective December 31, 2017

##### B. LEAVES

1. Tracy Renfrow - Blair Pointe instructional aide, January 8 - April 13, 2018 to complete student teaching at PCS

##### C. RECOMMENDATION FOR CERTIFIED POSITIONS

1. Romison Saint-Louis - PHS PE teacher and head football coach. (Permission was granted at the December 11 meeting to hire individual.) Mr. Saint-Louis has been placed on the salary schedule at 8 year's experience at \$42,000 with a \$3,000 one-time signing bonus from the Retention & Recruitment Grant. He was offered \$8,000 per year for a two-year contract as head football coach for 2018-19 and 2019-20 school years.

##### D. RECOMMENDATION FOR CLASSIFIED POSITIONS

1. Ashley Hiers - Elmwood instructional aide
2. Bryan Maggart - Blair Pointe special education aide (Permission was granted at the December 11 meeting to hire an individual.)
3. Victoria Ambrose - Blair Pointe temporary 3<sup>rd</sup> grade instructional aide
4. Rosie Sharp - Blair Pointe temporary 4<sup>th</sup> grade Academy aide
5. Angela Ebert - Blair Pointe music aide beginning January 8 until position is filled.
6. Permission to hire PHS resource math aide
7. Permission to hire PHS transition room aide

##### E. RECOMMENDATION FOR EXTRA-CURRICULAR POSITIONS

1. Mike Gapski - JV head softball (lay) coach
2. Josh Ulery - JV head baseball (lay) coach
3. Shawn Dwyer - JV assistant baseball (lay) coach
4. Brad Townsend - volunteer baseball assistant
5. Jody Beauchamp - volunteer baseball assistant
6. Jeff Dicken - volunteer baseball assistant
7. Alex Dicken - volunteer baseball assistant
8. Ron Whitney - boys' assistant varsity track (lay) coach
9. Sidney Fuller - girls' assistant varsity track (lay) coach
10. Gayle Raber - PJHS head softball (lay) coach
11. Blane Holland - PJHS assistant softball (lay) coach
12. Aaron Uttinger - PJHS volunteer softball assistant
13. Brad Eaglin - PJHS volunteer softball assistant

F. REQUESTS TO ATTEND CONFERENCES - no business

G. DONATIONS

1. \$400 - \$100 each guidance department for students in need of clothes and shoes - Phi Delta Kappa local fraternity

I. PUBLIC COMMENT - No comments.

II. RECOGNITIONS

Mr. Watkins gave special recognition to our crisis team for their outstanding work and compassion with staff and students due to the unfortunate death of a Blair Pointe student involved in a family vehicle accident on the way to school the week before Christmas break. He thanked Jessica Jones, Holly Thompson, and Jami Edwards, the community, several church counselors, our administrators, and staff for their combined efforts. He stated our continued thoughts and prayers are with the Buffington family as they continue to deal with this tragedy and heal.

III. PROGRAM

A. STATE OF THE CORPORATION ADDRESS - Mr. Watkins stated 2032 students, 125 highly educated certified staff, and more than 175 classified staff have chosen PCS. He gave an outline of his key successes and direction for the school corporation for the new year. He stated he would like to make this an annual address. He reviewed our mission and vision statements adding it is not about if people know your vision and mission statements, but do they believe it? He reviewed the successes of the school corporation: maintaining highest iRead scores, consistently at the top of surrounding schools in ISTEP scores/building grades, transitioning to a 1-1 computer and blended learning environment, state recognition for AP/Dual Credit percentages, state and national awards for our fine arts programming, championship athletic programs, and highest graduation rate in the county. He stated that speaks highly of all of our staff. Mr. Watkins added he is not satisfied noting there are areas he feels we can improve in our leadership. He shared a brief evaluation of our six areas of focus.

*Leadership:* We have 77 years of Board member experience sitting at the table this evening. He commended the Board for that. He noted our administrative team has more than 81 years of administrative experience at Peru alone. The administrators also have 76 combined years of teaching experience at Peru.

*Academics:* PCS has always prided itself in having highly rated buildings by the DOE. Our iRead scores have led the county for several years in the high 90's. PHS was recently honored by the State for dual credit percentages. Our graduation rate leads the county in the high 90's.

*Athletics and Fine Arts:* We have individuals who are achieving high awards and scholarships for schooling. We have students who are receiving recognition and scholarships for their work.

*Fiscal state of the corporation:* We do have a 10% cash balance. We have been putting money into our Rainy Day fund. We have been able to give raises.

*Buildings, Grounds and Technology:* Our athletic area at the north complex is coming along. The softball field will be ready for the 2017-18 season. We have added new playgrounds and basketball goals at Elmwood and Blair Pointe. We have updated our libraries at PJHS and PHS. We recently added Canvas, a learning management system used throughout the corporation. We are one-to-one with our computer devices in grades K-12.

*Climate and culture:* Are our employees and students happy and satisfied? Yes. We are attracting students throughout Miami County. We are proud to give raises the past two years to keep a highly qualified staff.

He asked, "Where are we going?" He outlined our strategic goals for 2018 and beyond.

1. PCS will provide a safe, positive and effective learning environment(s) for all students and staff.
2. PCS will ensure educational excellence and equity for every student.
3. PCS will strengthen school, family, and community engagement.
4. PCS will support an effective, integrated technology infused climate for management, communication, and classroom instruction.
5. PCS will cultivate and improve upon our Response to Intervention (currently SAIP) practices and expand student interventions for academic, behavioral, and social growth.
6. PCS will fully implement the new Indiana Graduation Pathways requirements and strive for 100% graduation.
7. PCS will maintain fiscal integrity and competitiveness in wages, salary, and benefits for all employees.

Mr. Watkins stated he wants to stretch us, inspire, and grow. He wants PCS to turn our good programs into great programs. He stated he is looking forward to working with the Board to continue to achieve. He closed with an African Proverb, "If you want to go fast, go alone. If you want to go far, go together."

- B. CONFLICT OF INTEREST DISCLOSURE AND CONFIDENTIALITY STATEMENTS - Mr. Watkins stated as per statute any Board members or administrators who have a potential conflict of interest must complete a Conflict of Interest Disclosure Statement. As per annual practice it is important for PCS staff members in positions of influence to disclose potential conflicts of interest. Mr. Watkins stated he received signed forms from Mrs. Shuey, Mr. Mullett, himself, Mr. Hanson, Mr. Hall, Mr. Frye, Mr. Prescott, Mr. Brimbury, and Mrs. Watkins. The forms will be filed with the Clerk of the Court.
- C. BOARD PARTICIPATION REPORT - Mr. Watkins stated we have a fantastic Board and he appreciates their hours and dedication. He stated the Board spent 238.5 recorded hours during the 4<sup>th</sup> quarter in Board activity and committee meetings. A copy is in Supplementary Minute Book #14 page 74. Mrs. Shuey thanked the Board for their extra work and participation.
- D. NEOLA SECOND READING - Mr. Watkins requested adoption of the policies reviewed at the December meeting. He noted he reviewed po 3121 and po 3131 with Mr. Thompson, PCEA President, at a meet and discuss session.
  - po 2262 - Latch-Key Program
  - po 3121 - Personal Background Checks, References, and Mandatory Reporting of Convictions and Substantiated Child Abuse and Arrests
  - po 3131 - Reduction in Force (RIF) in Certificated Staff
 Mr. Mullett asked who was policing the Latch Key program. He noted in previous years there were issues with accounting for the students. Mr. Hanson stated as a YMCA Board member he knows many of those issues have been cleaned up. Mr. Watkins noted he will sit down with Mr. Demchak and review the policy and procedures. On motion by Ms. Rice, seconded by Mr. Mullett, the Board unanimously approved the policies as presented.
- E. W-MAP JOINT SERVICE AGREEMENT SECOND READING - Mr. Watkins reviewed the agreement that was revised by the W-MAP Governing Board concerning allowing Manchester School Corporation back into the coop. He reminded the Board he presented the agreement at the November meeting as a first reading. Mr. Mullett moved to approve the agreement, seconded by Mr. Wagner. Mr. Watkins noted all the participating corporations will vote on the agreement at their January meeting. The Board unanimously approved the agreement. A copy is in Supplementary Minute Book #14, page 75.
- F. PHS NEW COURSE RECOMMENDATIONS - Mr. Hanson recommended the Board approve the 13 new courses to the high school curriculum

that Mr. Frye reviewed at the December Board meeting. Those courses include: ACP Speech P155/S121 Public Speaking, Literacy Ready, Expository Writing, Composition, Novels, Short Stories, Film Literature, Math Ready, Biology II/Ivy Tech, M118 Mathematics Finite, Math M119 Brief Survey of Calculus, Math M211/215 Calculus I, Math M212/216 Calculus II. Mr. Hanson reminded the Board if there are not sufficient numbers for a class, typically 15 students, the class will not be scheduled. He added all the course descriptions come from the state. No additional staff members will need to be hired to teach these classes. On motion by Mr. Wagner, seconded by Dr. Quin, the Board unanimously approved the new courses.

IV. BUDGET

A. CLAIMS - Mr. Hall presented and reviewed the claims for Board approval. Mr. Comerford moved to approve the claims as presented, seconded by Ms. Rice, unanimously approved as follows:

GENERAL FUND	83,875.08
DEBT SERVICE	917,250.00
CAPITAL PROJECTS	39,674.48
TRANSPORTATION OPERATING FUND	18,226.78
CONSTRUCTION 2016 GO BOND	275,975.00
SCHOOL LUNCH FUND	48,176.64
INSURANCE WELLNESS CLINIC	145.96
PBIS	282.39
N. CENTRAL IN LITERACY CONSORT	1,584.96
FORMATIVE ASSESSMENT GRANT	14,025.00
GIFTED TALENTED FUND 08/09 GRANT	1,330.82
TECHNOLOGY FUND	18,574.91
COLLEGE SUCCESS COALITION	22.52
TITLE I 2017/18	144.93
PARENT NURTURING PROGRAM	1,139.74
TITLE II GRANT CFRDA 84.367A	2,666.32
FRINGE BENEFITS	246,404.12
TOTAL	<u>\$ 1,669,499.65</u>

B. FUND MONITORING REPORT - Mr. Hall reviewed the fund monitoring report for the calendar year which is also the fiscal year. He noted there was a 10.3% cash balance in the general fund at the end of the year. Mr. Hall stated the budget collected was 99.7%, noting he missed the teacher performance grant of \$80,000. The general fund disbursements were 99.8%. He stated the tax supported funds were at 86% receipts for the year. He noted the effect of the circuit breaker is evident. Mr. Hall reported the transportation fund was 94.8% including a W-MAP payment. He stated the transfer into the Rainy Day fund is \$155,630. He added the Transportation and Debt Service funds disbursements were 100%. Mr. Hall stated the school lunch fund continues to be problematic and will continue to be addressed. Ms. Rice moved to approve the fund monitoring report, seconded by Mr. Wagner. Mr. Comerford asked if the negative balance for food service vendors is due to non-competitiveness or if we do comparative pricing. Mr. Hall replied there are not many vendors who carry everything but we do attempt to compare as much pricing as possible. The Board unanimously approved the motion.

V. OPERATIONS AND TECHNOLOGY - no business

VI. BOARD AND ADMINISTRATION COMMENTS

A. SUPERINTENDENT -

Mr. Watkins congratulated the boys' basketball team for winning the Holiday Classic Tournament for the fifth consecutive year. He also extended kudos to Mr. Badry, athletic trainer, for his attentiveness not only to our own athletes but also the visiting teams.

Mr. Watkins noted our highly ranked and successful wrestling team continues to be successful.

Mr. Watkins gave a shout out to Mike Applegate and the Kicks for Kids program. They had another successful shoe drive and raised over \$1,800 and received 110 plus pairs of shoes!

Mr. Watkins gave a shout out to Christa Crabill and Jami Edwards. They were instrumental in collecting over 12,000 canned food items for our local food pantry. He stated it is unbelievable how giving our students and parents are for those in need.

Mr. Watkins thanked the Knights of Columbus for their annual Tootsie Roll drive. They raised \$1,292.44 to support our special education program. Lizzy Makin was at their recent meeting to represent Peru and accept the donation.

Mr. Watkins also thanked the Board for their service to Peru Community Schools and this community.

Mr. Hanson noted we had a first year teacher lose everything (house and all contents, garage, and vehicles) in a house fire the week before the Christmas break. He reported in less than a few days, our staff raised over \$3,000 plus 1½ truck load of supplies.

Mr. Hanson stated an eLearning day will be scheduled for this weekend to make up today's missed school due to weather.

- B. BOARD - Mr. Wagner noted Heartland Career Center cash rents property and with that money will award seven \$1,000 scholarships. He stated the Honeywell Center will choose the recipients. The money will be sent directly to the university or college the student chooses.

Mrs. Shuey stated the February 12 meeting will be at Blair Pointe. She thanked the Board for volunteering for the various Board positions.

VII. ADJOURNMENT

With no further business to discuss, Mr. Mullett moved to adjourn the meeting at 8:04 p.m.

Secretary,

Charles Wagner

/mm