

May 9, 2016

The regular meeting of the Board of School Trustees was called to order at 6:30 p.m. by Mrs. Shuey. Mrs. Shuey led the Board and audience in the Pledge of Allegiance. All Board members were present except Ms. Rice. Also present were Mr. Watkins, Mr. Hanson, Mr. Hall, Mrs. Watkins, Mr. Cary, Mr. Miller, Mrs. Minard, Mrs. Hopkins, several teachers, a patron, and a local news media representative.

On motion by Mr. Stanton, seconded by Mr. Wagner, the Board unanimously approved the public agenda, the memorandum of April 18, and the personnel report with one change to a discussion item rather than vote - IV. Program, B. New Policy Recommendations.

PERSONNEL

A. RESIGNATIONS/RETIREMENTS/TERMINATIONS

1. Courtney England - resignation - 1<sup>st</sup> grade instructional assistant effective May 25, 2016
2. Mike Herrell - resignation - PHS cross country coach and PHS track and field coach effective end of 2015-16 school year

B. LEAVES

1. Paid 3-day certified suspension effective May 2-4, 2016

C. RECOMMENDATION FOR CERTIFIED POSITIONS

1. Eric Thompson - 6<sup>th</sup> grade teacher
2. Holly Thompson - Blair Pointe counselor, 200-day contract
3. Summer School recommendations:
  - IREAD** - Dennett Roettger
  - Elmwood summer reading** - Lori Badry, Joanna Cousins, Stacy Makowski, Robin Roush, Abby Schwenk, Jo Touloukian, and Sheila Weeks
  - Jump Start** - 3<sup>rd</sup> grade Lori Badry, 4<sup>th</sup> grade David Weeks, 5<sup>th</sup> grade Teresa McCain and Misty Russell, 6<sup>th</sup> grade Clint Mathews and Leslie Murphy
  - PJHS Jump Start** - Aryn Freels, Angie Legg, Christina Overdorf, and Tricia Sederholm
  - PHS** - Kylie Reading, Eric Isenburg, Randy Lancaster, and Bob Prescott

D. RECOMMENDATION FOR CLASSIFIED POSITIONS

1. Summer School recommendations:
  - IREAD** - Sandy Zak
  - Elmwood summer reading** - Kim Fuqua, Sue Hollenback, Laura Hughes, Angie Marburger, Mary Miller, Tracy Renfrow, Pam Shrock, and Yolanda Shuler
  - Jump Start** - 3<sup>rd</sup> grade Judy Wylam, 4<sup>th</sup> grade Yolanda Shuler, 5<sup>th</sup> grade Cara Wilcox, 6<sup>th</sup> grade Tracy Renfrow

E. RECOMMENDATION FOR EXTRA-CURRICULAR POSITIONS

1. Eric Thompson - boys' varsity head basketball coach, two-year contract
2. Doug Muzzillo - PJHS tennis (lay) coach
3. Tony Martino - PJHS assistant tennis (lay) coach
4. Chelsea Wilkinson - PJHS cross country (lay) coach
5. Abby Schwenk - PJHS cross country assistant coach
6. Takyia McCord - 8<sup>th</sup> grade head volleyball (lay) coach
7. Kristen Unger - 7<sup>th</sup> grade head volleyball coach
8. Reuben Dilworth - 8<sup>th</sup> grade head football (lay) coach
9. Jeff Dicken - 8<sup>th</sup> grade assistant football (lay) coach
10. Shawn Dwyer - 7<sup>th</sup> grade head football (lay) coach
11. Jason Nero - 7<sup>th</sup> grade assistant football (lay) coach

F. REQUEST FOR CONFERENCE - no business

G. DONATIONS

1. \$100 - PHS baseball general use from Irving Materials Inc. (IMI)

I. PUBLIC COMMENT - no comments.

II. RECOGNITIONS and BLACK AND GOLD AWARDS - Mr. Watkins stated the softball team took a trip to Purdue on May 7. On their way home the bus had a flat tire. Jack Holderman was called to get the team. It was a very late night. Mr. Watkins stated he appreciated Mrs. Wyant and her husband, Mr. Brimbury, and Mr. Holderman for their extra efforts.

Mr. Watkins gave a shout out to Jason Gornto, the PHS Swing Choir, and the chaperons for their recent trip to New York City and the choir's performance at Carnegie Hall.

Mr. Watkins commented on the Governor's visit to PHS last week to visit the PLTW and our in-house vocational program. He said the Governor stayed longer than scheduled because his wife wanted to tour our art galleries. He said they were able to view the senior art work as it was set up for the senior show that evening. He added the Governor was very impressed with our high school and programs.

Mr. Watkins congratulated Tim and Kecia Jackson as their daughter Avery is the 2016 Miami County Lilly Scholar and the 2016 Cole Porter Scholarship recipient.

Mr. Watkins gave a shout out to Coach Malone, his assistant coaches, and the Peru boys' track team. They are the Miami County track champions!

III. RECOGNITIONS 2015-16 RETIRING TEACHERS - Mr. Watkins presented the five retiring teachers with our traditional retirement bell. Jeryl Buffington (1<sup>st</sup> grade), Lance Berryman (6<sup>th</sup> grade), Deb Fulton (PJHS SpEd), Jolene Jorgensen (2<sup>nd</sup> grade), and David Oresik (Elm. SpEd). He noted these five teachers have a combined 142 years of teaching service at Peru Community Schools. The teachers were all very appreciative of the opportunity to teach at Peru Community Schools. Mr. Watkins stated positions can be replaced, but the expertise and the life of the children cannot be replaced. He addressed the teachers stating "you have touched lives and made an influence that you don't even know."

IV. PROGRAM

A. SUMMER ART PROPOSAL RECOMMENDATION - Mrs. Watkins requested the Board approve the 30<sup>th</sup> summer art program which will be paid for with the G/T grant budget. She stated she challenged Chelsea Wilkinson three years ago to focus on literature as well as art. She noted PJHS students come to help and mentor the younger students. She stated the G/T summer art class gives students an opportunity to excel in art and not just in the books. She noted the class would begin June 6 through June 17 for three hours each day. Breakfast and lunch will be served to the students. Dr. Quin asked about costs and the number of students. Mrs. Watkins stated there is no cost to the students and they do try to limit the number of students to 30 as Ms. Wilkinson is the only teacher. Mrs. Watkins stated the literature component had to be added to the program as another learning tool had to be added to be compliant with the grant. Mr. Stanton moved to approve the summer art proposal, seconded by Dr. Quin, unanimously approved.

B. NEW POLICY RECOMMENDATIONS - Mr. Hall reviewed two new policies mandated by the State Board of Accounts. He stated the emphasis is on accountability and internal controls. We are required to put some internal control into policy. He stated there is a paradigm shift where direct responsibilities are put onto the School Board. He stated the internal control system will be reviewed annually at the Board of Finance meeting. He noted we must chart out how we do things and how we account for the different components of internal controls. He noted this will have to be accomplished with a limited number of staff and who checks whose work. The second piece of materiality is a directive from state examiner. He stated our discretion is at value we set the dollar amount on where we are required to report. He noted the conversation amongst his counterparts is anywhere between \$500 and \$10,000. He recommended \$1,000 in cash value and non cash value. Mr.

Hanson pointed out we can act on less than \$1,000, but we have to report at \$1,000. Mr. Hall stated this item will be brought back to the Board at the June meeting for consideration of adoption. He noted these policies must be in effect by July 1. Mr. Comerford asked if the State Board of Accounts has a template so we do not have to reinvent the wheel. Mr. Hall responded they do not. He added he has a skeleton of what they did at their last audit. Mr. Hanson added he has the data accountability for technology in place so it will be a matter of transforming it to the template so the reporting is consistent. Mr. Comerford asked Mr. Hall if he will have a committee to review. Mr. Hall stated the policy assigns that task to the Board of Finance so realistically it will have to be brought to the Board before that so there is time to review and evaluate it.

- C. GUIDE TO STUDENTS AND PARENTS - Mr. Miller, PHS Assistant Principal, has worked with the assistant principals to come up with proposed and mandated changes in the General Assembly and IHSAA to the 2016-17 guide. He reviewed the changes and new language noting many changes were made due to the change in scheduling from trimester to semester at the secondary level. Mr. Watkins asked the Board to review the changes and contact him or Mr. Miller with questions. Mr. Hanson noted we added a transportation policy. Mr. Miller stated there is an accountability procedure for the high school with drivers' licenses as well. Mr. Hanson said procedures for the bus cards at Elmwood and Blair Pointe were put into writing and included. Mr. Watkins noted this is a discussion item this evening. Approval will be requested at the June meeting.
- D. BOARD 1<sup>ST</sup> QUARTER ATTENDANCE REPORT - Mr. Watkins shared the first quarter report. He stated we are fortunate to have a very caring Board. He stated he appreciated their time, effort, and service. Total hours for the quarter were 117 hours. Mrs. Shuey thanked the Board as well. A copy is in Supplementary Minute book #14, page 42.
- E. PERU LIBRARY BOARD REAPPOINTMENT - Mr. Watkins requested the Board approve the recommendation of Maryann Farnham, Director of the Peru Public Library, to reappoint Anna Jo McKaig to a four-year term on the library board. This term will expire on May 31, 2020. Mrs. McKaig has been instrumental as an officer of the Board of Trustees and invaluable during the renovation project. She would like to see the project to fruition. On motion by Mr. Stanton, seconded by Mr. Comerford, the Board unanimously approved the request.

V. BUDGET

- A. CLAIMS - Mr. Hall presented and reviewed claims. He stated we had some damage due to high winds at the high school on the track and fence. Mr. Comerford asked about our policy for reimbursement of mileage. Mr. Hall replied he would have to look at the policy but he does sign off on each claim. He stated the reimbursement rate is 40.5 cents per mile. Mr. Watkins stated the events are itemized and educationally related. Mr. Hall stated the claims are typically filed once a year. Mr. Comerford questioned the claim for the repair to the holes in the roof at PHS and if that should be under warranty. Mr. Hall responded he did not know and would have to look into that claim. Mr. Comerford also asked what the claim Indiana HRA Meritain for \$17,000. Mr. Hall responded Mrs. Hopkins could better explain that claim. Mrs. Hopkins stated that is the health retirement account we use for the teachers where .5% of their contract amount is put into the account the first half of the year plus another .5% the second half of the year. This funds their medical reimbursement expenses for medical, dental, and vision once they retire. Dr. Quin questioned the asbestos claim asking if we had asbestos. Mr. Hall responded we have some but it is encapsulated. The claim is for an inspection we have done twice a year. Mr. Stanton moved to approve the claims as presented, seconded by Mr. Comerford, unanimously approved.

GENERAL FUND	340,573.01
DEBT SERVICE	1,500.00
CAPITAL PROJECTS	56,483.88
TRANSPORTATION OPERATING FUND	4,881.12
TRANSPORTATION BUS REPLACEMENT	226.00
POST-RETIREMENT/SEVERANCE FUND	10,866.56
SCHOOL LUNCH FUND	44,508.79
DONATION/SPECIAL ED TEACHERS	300.25
PARENT/STUDENT ACTIVITIES FUND	313.66
GIFTED AND TALENTED 15/16	22.00
TITLE I 2015-16	2,596.76
PARENT NURTURING PROGRAM	676.23
TITLE II 2015-16	4,634.11
GROUP INSURANCE	15,032.52
FRINGE BENEFITS	<u>209,914.46</u>
TOTAL	\$ 692,529.35

B. FUND MONITORING REPORT - Mr. Hall reviewed the fund monitoring report for the month of April. He pointed out in school lunch we are still holding a small surplus for year to date. In the Rainy Day fund there is the \$87,128 transfer from the pension debt service account. He stated in bus replacement there is \$18,789 receipt. Part of the restructuring of W-MAP is we will not be assessed a fee for transporting students. Our share for what they sold those buses for is \$17,000. Mr. Hall stated in transportation with the \$75,000 interfund loan we are at a \$62,000 cash balance through the end of April. Capital projects is doing okay. The general fund shows three pays in the month of April which makes the disbursement side looked bad. In terms of cash balance, 6.8% is the low point for the year that will recover over the summer with classified employees not working. He stated we will also have a \$720,000 payment that will come from the debt service fund to the general fund to repay what the state deducts off our tuition assistance for the common school loan. Mr. Comerford moved to approve the fund monitoring report, seconded by Mr. Wagner. Mr. Wolfe asked if we will be making a deposit into the rainy day fund this year. Mr. Hall stated we should be able to do that in December. The motion was unanimously approved.

#### VI. OPERATIONS AND TECHNOLOGY

##### A. FACILITY USE REQUEST

1. Peru High School - Red Cross Emergency Shelter - in the event of a disaster the high school could be used as a temporary shelter. Mr. Watkins stated we do have the flexibility to limit access. He highly recommended approval of the agreement.

Mr. Wagner moved to approve the agreement, seconded by Dr. Quin. Dr. Quin asked to have a copy of the agreements prior to the meetings in the future. Mr. Hall stated we have a similar agreement with Miller's Merry Manor using Blair Pointe. Mr. Hanson added we also have an agreement with the circus building to use their facility if we would need to evacuate. The Board unanimously approved the agreement. A copy is in Supplementary Minute book #14, page 43.

B. RECOMMENDATION OF BOILER REPLACEMENT QUOTES - Mr. Hall presented the replacement quotes. He stated Benchmark Mechanical will install Bryan Steam boilers for the same price as the original quote of \$174,400 presented at the April meeting. Mr. Stanton moved to approve the quote, seconded by Mr. Wagner. Mr. Wolfe asked for the differential cost from the original boiler. Mr. Hall stated we do not get that kind of breakdown detail. Mr. Wolfe asked if we could buy the boiler directly from Bryan Steam and advertise to have a company install the boilers. He asked if that process would be cheaper. Mr. Hall responded we did that with air conditioning due to a time restriction. He added we are sales tax exempt whether we buy it directly or through the company installing it. The Board unanimously approved the motion.

#### VI. BOARD AND ADMINISTRATION COMMENTS

A. SUPERINTENDENT - Mr. Watkins thanked the Board and Mr. Hall for working together on the boiler replacements.

Mr. Watkins thanked the teacher, aides, tutors, custodians, tech personnel, lunch personnel, administrators, and counselors for their time and coordination during the testing period.

Mr. Watkins thanked Chuck Enyeart and maintenance staff for all they do.

Mr. Watkins thanked the assistant principals and counselors for their extra work the last three weeks of school. The students really need them toward the end of the year.

Mr. Watkins gave a big thank you to the Bengal Backers, Paul Forman, and Ann Martin for what they have done. They have done a lot to raise money for our kids. He stated he loves what they are doing.

Mr. Watkins thanked Mr. Hanson and building level administrators for the summer school organization. He stated without these remediation and enrichment efforts, we would not be the 'A' corporation we are today. He stated he appreciated the teachers giving their time and effort for their organization.

Mr. Watkins gave a shout out to Eric Thompson with his wife Holly and family. He stated in the consent agenda Mr. Thompson was approved as the new varsity boys basketball coach. Mr. Watkins stated we are very proud he chose to interview at Peru and come back. He stated Peru is lucky they have decided to come back. He has worked with both before and feels we are very fortunate to have them back. Mr. Thompson said his family is very appreciative the corporation considered having them back. He said they missed Peru and look forward to being back. Mr. Watkins invited everyone to the reception when the meeting is adjourned.

Mr. Watkins reminded the Board the last day of school for the students is May 25. Graduation is June 3.

Mr. Hanson stated last week was teacher appreciation week. Some of the teachers took the initiative to have the students write something nice about a teacher they appreciate. He read a couple of the writings of PJHS students. One was from Angie to Mrs. Louanne Berryman, her 5<sup>th</sup> grade teacher. Another letter was from MaKayla about Mrs. Ellen Terry at PJHS. Mr. Hanson stated Mr. Chris Psimos at Blair Pointe had several letters. He read a letter from Brooke about Mrs. Murphy her 6<sup>th</sup> grade teacher. He said the letters are posted on our website. He invited the Board to attend the Tiger Leadership breakfast where the senior leaders honor a teacher who has made a difference in their life.

B. BOARD -

Dr. Quin thanked Mr. Hall for reaching out and using local vendors when we can. It helps bring money back to ourselves and to our community.

Mrs. Shuey thanked Mr. Cary and his staff for the tour they gave Governor Pence and his wife. They were very complimentary of the school and programs.

Mrs. Shuey said Mr. Wolfe and herself had a great visit and lunch with the students at Cardinal Café. She said there are a lot of positive things going on within our schools.

VII. ADJOURNMENT

With no further business to discuss, Dr. Quin moved to adjourn the meeting at 7:47 p.m.

Secretary,

Tim Comerford

/mm