

**TELL CITY-TROY TOWNSHIP SCHOOL CORPORATION
REGULAR MEETING OF THE BOARD OF SCHOOL TRUSTEES
TUESDAY AUGUST 10, 2021
TELL CITY HIGH SCHOOL AUDITORIUM
900 12TH STREET, TELL CITY, INDIANA 47586
6:30 P.M.**

**Pledge of Allegiance/Moment of Silence:
Call to Order:**

Roll Call: Tony Thomas X Rick May X Linda Mattingly X Larry Goffinet X Jim Whalen X

- 1. Adoption of the Agenda of Tuesday August 10, 2021 M LG V 5-0**

- 2. Reports:**
 - a. William Tell Elementary**
 - b. Tell City Jr.Sr. High School**
 - c. Report from the County Redevelopment Commission:**
 - d. Corporation Covid-19 Update:**

- 3. Communications from the Public: Speaking were Andy Schroeder, Megan Fritchley, Julie Hess, Kristi Gogel, Kelli Harding, and Brittany Beier.**

- 4. Consent Agenda: M RM V 5-0**
 - a. Approval of the minutes of the 07.13.21 Exec Session**
 - b. Approval of the minutes of the 07.13.21 Regular Meeting**
 - c. Approval of the minutes of the 07.27.21 Special Meeting**
 - d. Approval of the Claim Docket**
 - e. Resignations, Retirements, Terminations**

Motion is to approve the consent agenda as presented.

5. Old Business:

6. New Business:

- a. 1028 Hearing: Phase 1 Building Maintenance and Renovation M RM V 5-0**

This hearing is for a bond issuance of \$2,665,000 (est) for projects (the "Project") identified by our Building Assessment performed by Lancer+Beebe, LLC and include:

1. Replace Flat Roof and Fascia at Tell City JSHS (\$1,300,000-\$1,800,000)
2. HVAC/Plumbing/Electrical Maintenance at WTE (\$500,000-\$665,000)

*Issuance amount is estimated, and WTE roof is projected to be replaced using ESSER3 funding. It was asked if any of the monies set aside for renovation would be used to address handicap accessibility. It was stated that as areas were updated, then those issues would be addressed.

Motion to close the meeting was made by LM, passing 5-0

b. Lease Hearing: Phase 1 Building Maintenance and Renovation

M LM

V 5-0

This is a hearing on the entry by the School Corporation into an amendment to the existing financing lease with the Tell City-Troy Township School Building Corporation. The financing for the Project will be completed through a lease financing with the Building Corporation and this is an initial authorizing step. No comments were made, motion to close TT Vote 5-0.

c. Consideration and Adoption of the 1028 Resolution

M JW

V 5-0

This is an approval of the Project. This is required under Indiana Code since the Project is expected to cost more than \$1,000,000. Motion was to approve and adopt the resolution as presented.

d. Consideration and Adoption of the Lease Approval Resolution to execute the Lease Amendment

M RM

V 5-0

This is the initial action needed for the lease bond financing. This Resolution approves the Lease Amendment, directs the execution of the Lease Amendment and preliminarily approves the issuance of the bonds. Motion was to approve and adopt the Lease Amendment as presented.

e. William Tell Elementary School

M LG

V 5-0

- | | |
|---|----------------------|
| 1. Gym Duty a.m. (\$1200) | 1. Sam Rogers |
| 2. Cafeteria Duty a.m. (\$1200) | 2. Kelsey Fortune |
| 3. Spellbowl Coach (\$900) | 3. Stacy Kreilein |
| 4. School Improvement Team (\$280) | 4. Sarah Elrahnjaoui |
| 5. Yearbook (\$950) | 5. Jill Lacy |
| 6. Yearbook (\$950) | 6. Kelsey Fortune |
| 7. School Counselor (\$38,750 Base Pay, \$4,000 Masters) | 7. Nakaa LeClere |
| 8. On Target Director | 8. Jackie Jarboe |
| 9. On Target Supervisor | 9. Auburn Allen |
| 10. On Target Supervisor | 10. Baylee Bryant |
| 11. On Target Assistant | 11. Sadie Bratcher |
| 12. On Target Assistant | 12. Emma Whalen |
| 13. On Target Assistant | 13. Kaitlyn Strobel |
| 14. Program Assistant | 14. Jamie Thorn |
| 15. ESSERII Funded Position Student Support Interventionist | 15. Haley Rugenstein |

Recommendations 1-6 are current employees with background checks on file. Nakaa's check is in process and is expected to be completed by 08/16/21. Auburn's background check is complete, Bryant is due any day. The three OT Assistants are high school students- no background checks. Jamie Thorn is a former employee with a check on file. Motion is to approve the group.

f. Tell City JSHS

M Rm

V 5-0

- | | |
|---|--------------------|
| 1. Criminal Justice Instructor (1 period per day) | 1. Derrick Lawalin |
| 2. Assistant Secretary | 2. Shauna Combs |

Both applicants have completed background checks in your packet. Motion is to approve both recommendations.

g. Athletics

M TT

V 5-0

- | | |
|---|----------------------|
| 1. Volunteer Soccer Coach | 1. Sam Rogers |
| 2. Volunteer Football Coach | 2. Coy Zuelly |
| 3. Volunteer Football Coach | 3. Zeth Young |
| 4. Volunteer Football Coach | 4. Alex Hermann |
| 5. Volunteer Football Coach | 5. Carson Leiberling |
| 6. Volunteer Football Coach | 6. Matt Leistner |
| 7. Volunteer Football Field Maintenance | 7. Ralph Lindauer |

Sam and Zeth are employees with background checks on file. The others have been included for review. Motion is to approve the recommendations as a group.

h. TAG Approval

M LM

V 5-0

3220.01 - TEACHER APPRECIATION GRANTS

The School Board shall adopt an annual policy concerning the distribution of teacher appreciation grants. This policy shall be submitted to the Indiana Department of Education (IDOE) along with the School Corporation's staff performance evaluation plan online as one (1) document by September 15th of each year.

Definitions:

For purposes of this policy, the following definitions apply:

The term "teacher" means a professional person whose position with the Corporation requires a license (as defined in I.C. 20-28-1-7) and whose primary responsibility is the instruction of students.

The term "license" refers to a document issued by the IDOE that grants permission to serve as a particular kind of teacher. The term includes any certificate or permit issued by the IDOE.

Distribution of Annual Teacher Appreciation Grants:

Teacher appreciation grant funds received by the Corporation shall be distributed to licensed teachers who meet the following criteria:

- A. employed in the classroom (including providing instruction in a virtual classroom setting);
- B. rated as Effective or Highly Effective on their most recent performance evaluation; and
- C. employed by the Corporation as of December 1st of the year in which the teacher appreciation grant funds are received by the Corporation.

The Corporation shall distribute the teacher appreciation grant funds as follows:

The Corporation shall not allocate a percentage of the Teacher Appreciation Grant funds received to provide a supplemental award to each teacher with less than five (5) years of service who is rated as highly effective or effective on the most recent performance evaluation.

- A. A cash stipend as determined by the Superintendent shall be distributed to all teachers in the Corporation who are rated as Effective; and
- B. A cash stipend in an amount that is twenty-five percent (25%) more than the stipend given the teachers rated as Effective shall be distributed to all teachers in the Corporation who are rated as Highly Effective.

If the Corporation is the local educational agency (LEA) or lead school corporation that administers a special education cooperative or joint services program or a career and technical education program, including programs managed under I.C. 20-26-10, 20-35-5, 20-37, or I.C. 36-1-7, then it shall award teacher appreciation grant stipends to and carry out the other responsibilities of an employing school corporation under this section for the teachers in the special education program or career and technical education program with respect to the teacher appreciation grant funds it receives on behalf of those teachers.

A stipend to an individual teacher in a particular year is not subject to collective bargaining but is discussable and is in addition to the minimum salary or increases in the salary set under I.C. 20-28-9-1.5.

The Corporation shall distribute all stipends from a teacher appreciation grant to individual teachers within twenty (20) business days of the date the IDOE distributes the teacher appreciation grant funds to the Corporation.

This policy shall be reviewed annually by the Board and shall be submitted to the IDOE annually by the Superintendent as indicated above.

Revised 1/9/18

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Once approved, this document is sent to the IDOE. Motion was to reaffirm the policy as provided.

i. Staff Performance Evaluation Plan **M LG V 5-0**

You have been provided with the staff performance evaluation plan, known as the TER (Teacher Effectiveness Rubric). This is a collaborative document developed between the teacher's union and the administration. It is submitted annually for your review and to the IDOE. Motion is to approve the TER.

j. Dual Credit Agreement **M LG V 5-0**

Madalyn Dawson is entering a Masters of History and Higher Education program that will allow her to teach dual credit for us. Pursuant to our agreement for dual credit certification, the corporation will pay \$1000 per course successfully completed, and when she finishes the program she will be eligible for the Masters base pay increase of \$4000. Her application is included in the packet. Motion is to approve Madalyn pursuing this degree.

k. Master's Completion **M LM V 5-0**

Malcolm Webb has completed his Master's in Administration for Building Level Supervision. He has worked with the administration of the JSBS and is requesting the Master's pay increase per The board agreement to provide a one-time base pay increase of \$4000.00 to an individual completing an approved Master's program.

The corporation will award supplements to teachers earning a degree in an approved area per IC 20-28-9-1.5 or in Administration or Counseling. It is understood that those individuals obtaining advanced degrees may be required to perform tasks associated with those degrees. It is also understood that this occurs only after the attainment of one Master's Degree; multiple degrees will not

result in multiple stipends. Those teachers already on the Master's schedule (obsolete) do not qualify for this base pay increase.

To receive this increase the teacher must provide evidence of completion prior to July 31. Documentation must be accepted within 1 year of completion of the degree.

He and Mr. Hollinden have provided a schedule of events which he will supervise, similar to Mrs. Keown who was awarded this bump last year. Motion is to approve the base increase as described above.

I. Band Volunteers

M RM

V 5-0

1. Leslie Wilkins

2. Lee McKeehan

3. Jon Kleuh

4. Amy Kleuh

5. Jolene Swaney

6. Michelle Rockwell

7. Tim Rockwell

8. Amanda Goffinet

9. Nick Goffinet

10. Katie Danner

11. Chris Hollinden

12. Kathleen Hollinden

13. Andrea Roberts

All background checks have been completed for these individuals. Motion is to approve the group.

m. Overnight Field Trips

M LM

V 5-0

The Cross Country team is requesting two overnight trips in September. The first trip is on September 3 and 4 for a race hosted by Columbus North. The second trip is September 10 and 11 for a race in Brown County. These are regular trips (pre-covid). Students are covering the cost of the stay. Athletics and CC Booster money may be used to supplement if necessary. All proper medical releases will be on file prior to the trips. Motion is to approve the trips as presented.

n. Recommendation for TIF Allocation

M LM

V 5-0

I am recommending the replacement of the Fire Detection and reporting equipment at both buildings with this year's allocation. Both systems are functional, but have not been updated in many years (WTE is original). The technology and reporting has evolved substantially, and these upgrades will help us continue to keep students safe well into the future. You have been provided with the four estimates received. Motion is to approve the recommended use.

o. Permission to Release RFQ: Serving Lines

M RM

V 5-0

We have been authorized to update and upgrade our kitchens using ESSER2 funding. These upgrades will allow us to continue to serve food to our students during the pandemic. They will make serving and cleaning more efficient and economical. The RFQ is for the major components of the upgrade, the serving lines. It has been provided for your review. Recommendation is to release the RFQ as presented.

p. Policies and NEOLA Update 33, No.2 (Second Read)

M LG

V 5-0

NEW **SPECIAL UPDATE Received after the other policies were presented.**

Bylaw 0164.5 Member Participation in Meetings Through Electronic Means of Communication (NEW)

HEA 1437, enacted by the General Assembly in its Spring 2021 Legislative Session, provides specific conditions related to the participation by School Board members in Board meetings by electronic communication. This new Bylaw addresses the required conditions and offers

options to address those areas, as allowed by HEA 1437, where local Boards may add their own specifications. This Bylaw provides legal means by which Board members may attend Board meetings by electronic communication when the Board is not subject to an emergency governmental order.

HEA 1437 requires a Board to adopt a policy to address procedures that allow Board members to participate in Board meetings by electronic communication. Therefore, it is recommended this Bylaw should be adopted to provide direction to members and allow for the flexibility of members attending Board meetings by electronic communication.

Bylaw 0164.6 Meetings During Declared Disaster Emergencies (NEW)

HEA 1437 also creates a new code section, Ind. Code 5-14-1.5-3.7, which provides for the participation of all Board members via electronic communication when the Governor declares a disaster emergency or the executive of the local governmental unit declares a local disaster emergency. The new Bylaw addresses the requirements for Board members to participate via electronic communication when a disaster emergency/local disaster emergency is in effect.

It is recommended that the Board adopt this new bylaw to keep its policies current and permit the Board to continue meeting without delay during disaster emergencies.

Bylaw 0164.4 Meeting of the Board Defined (Revised)

This Bylaw has been revised to comply with HEA 1437, which gives Boards the authority to allow members to participate in Board meetings through electronic communication even when not subject to an emergency governmental order.

This Bylaw should be recommended to the Board for adoption in coordination with the adoption of the new Bylaw 0164.5. The Board should adopt the Bylaw to maintain congruence of the definition of Board meeting and the new provision allowed by HEA1437.

Bylaw 0167.1 Voting (Revised)

This Bylaw also has been revised to comport with HEA 1437 by setting forth the requirements for voting when a Board member participates by electronic communication.

This Bylaw should be recommended to the Board for adoption in coordination with the adoption of the new Bylaw 0164.5 and the new Bylaw 0164.6. The Board should adopt the Bylaw to maintain compliance with the laws governing voting at Board meetings and the changes in the law effected by HEA 1437.

Bylaw 0112 - Purpose (Revised)

This Bylaw has been revised to provide two options. One option is for school corporations that accept transfer students pursuant to Board Policy 5111. The other option is for those school corporations that elected not to accept transfer students per Board Policy 5111.

Policy 1220 - Employment of the Superintendent (Revised)

Policy 3120 - Employment of Professional Staff (Revised)

Policy 4120 - Employment of Support Staff (Revised)

These policies have been revised to update the language in the anti-nepotism provisions regarding family members and to add an optional non-fraternization provisions. Further, Board Policy 1220 has been revised to add an anti-nepotism provision not previously included. Additionally, Board Policy 3120 has been revised to reflect that the qualifications for teachers have changed due to the passage of the Every Student Succeeds Act (ESSA), including that the requirement of highly qualified teachers applies only to Title I teachers.

Policy 2240 - Controversial Issues (Revised)

Because we have seen an increase in the discussion of controversial issues in the classroom, it was time to update this policy, last revised in 1993. The proposed revisions are intended to limit discussion of controversial issues to topics related to the curriculum and to remind teachers of the importance of maintaining the role of exemplar when expressing personal opinions in the classroom.

Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities (Revised)

This policy has been revised to reflect the recognized definition of “Rape” as of January 2021, deleting the original reference to the definition required by the Clery Act at the time of the release of the regulations in May 2020. The revised definition is that provided by the National Incident-Based Reporting System (NIBRS). Also, there is a suggested revision in the Appeals section of the policy. While the current regulation does not specifically address the implementation of remedies during the appeals process, it seems to be inappropriate to impose disciplinary sanctions while an appeal is pending.

Policy 4425 - Nursing Mothers (New)

This new policy has been added pursuant to the provisions of Federal law that require a Corporation to permit additional unpaid break time for support staff members for the purpose of breastfeeding or to express milk.

Policy 4430 - Leaves of Absence (Technical Correction)

This policy has been modified to correct a word misplacement in the prior version.

Policy 5111 - Determination of Legal Settlement and Eligibility for Enrollment of Students without Legal Settlement in the Corporation (Revised)

This policy has been revised to include information regarding the verification of Indiana residency documentation required by the Indiana Department of Education (IDOE). This information is to be collected for each student submitted for the State Average Daily Membership (ADM) count. The collected information is to be retained in the student file for each counted student.

Policy 5410 - Promotion, Placement and Retention (Revised)

This policy has been revised to clarify that the Corporation has an obligation to ensure any decision regarding retention is made in accordance with the student's IEP or service plan, per State law, in addition to providing for an option that requires those decisions be made by the case conference committee if the Corporation prefers.

Policy 6250 - Required ADM Counts for the Purpose of State Funding and Verification of Residency for Membership (Revised)

This policy has been revised to incorporate the requirements for verification of Indiana residency listed in the August 27, 2020 memorandum issued by the IDOE, which provided guidance on this subject.

Policy 7440.01 – Video Surveillance and Electronic Monitoring (Revised)

Due to the significant increase in the use of virtual/online learning, this policy has been issued to allow a Corporation to use pre recorded lessons or observations of online or virtual learning sessions as part of an employee's evaluation, subject to discussion with the exclusive representative of the Corporation's teachers prior to adoption of this policy.

Policy 7450 - Property Inventory (Revised)

Policy 7455 - Accounting System for Capital Assets (Revised)

In December 2014, the U.S. Department of Education (ED) released the newly updated Education Department General Administrative Regulations (EDGAR). This major rewrite of the regulations was issued after nearly 40 years of very little change in the compliance measures that federally funded programs must meet. The regulations covered the application process, financial management, procurement, inventory management, time and effort accountability, cost allowability, record retention, and program oversight.

Policy 7530.02 - Staff Use of Personal Communication Devices (Revised)

The policy has been revised to comply with House Enrolled Act (HEA) 1070 (2020) and I.C. 9-21-8-59. Some options in the policy in the subsection entitled "Safe and Appropriate Use of Cell Personal Communication Devices, Including Cell Phones" have been removed and replaced with required language that complies with the above-cited HEA and Indiana Code provision.

Policy 8500 – Food Services (Revised)

This policy has been revised to add the emphasis being sought by the United States Department of Agriculture (USDA) to prohibit stigmatizing students who lack the funds to pay for their meal or have unpaid meal charges.

Policy 8510 - Wellness (Revised)

Revisions to this policy reflect updated requirements for evaluation and review of Corporation wellness policies (at least every three years) and the updated regulations issued by the U.S. Department of Agriculture (USDA). These regulations provide the basis for USDA review and

monitoring of Corporation compliance with the Health and Hunger-Free Kids Act. WELLSAT:3.0 is the assessment tool widely used to audit school wellness policies.

Policy 8606 - Bus Drivers and Cellular Telephone Use (Revised)

Policy 1422.02 - Nondiscrimination Based on Genetic Information of the Employee (Replacement)

Policy 3122.02 - Nondiscrimination Based on Genetic Information of the Employee (Replacement)

Policy 4122.02 - Nondiscrimination Based on Genetic Information of the Employee (Replacement)

To maintain consistency in procedures for complaints of discrimination and the grievance process, the policies, administrative guidelines and forms related to discrimination on the basis of genetic information of an employee have been revised to comport with the new Title IX policy, administrative guidelines and forms. Because of the number of revisions involved, these have been issued as replacement policies.

The revisions to these policies should be recommended by the Superintendent for adoption by the Board, and the Board should adopt these policies to maintain consistency in its policies.

Policy 1623 - Section 504/ADA Prohibition Against Disability Discrimination in Employment (Revised)

Policy 3123 - Section 504/ADA Prohibition Against Disability Discrimination in Employment (Revised)

Policy 4123 - Section 504/ADA Prohibition Against Disability Discrimination in Employment (Revised)

To maintain consistency in procedures for complaints of discrimination and the grievance process, the policies, administrative guidelines and forms related to discrimination on the basis of disability in employment have been revised to comport with the new Title IX policy, administrative guidelines and forms. Because of the number of revisions involved, these have been issued as replacement policies.

The revisions to these policies should be recommended by the Superintendent for adoption by the Board, and the Board should adopt these policies to maintain consistency in its policies.

Policy 1662 - Anti-Harassment (Revised)

Policy 3162 - Anti-Harassment (Revised)

Policy 4162 - Anti-Harassment (Revised)

Policy 5517 - Anti-Harassment (Revised)

To maintain consistency in procedures for complaints of discrimination and the grievance process, the policies, administrative guidelines and forms related to harassment on the basis of a protected class have been revised to comport with the new Title IX policy, administrative guidelines and forms.

You will notice that a number of provisions/options pertaining to prohibited staff-student relationships have been omitted from the anti-harassment policies listed above, including references to the sexual

harassment of students and criminal sexual misconduct with minors. Because the policies referenced above exclude Title IX matters, which instead are addressed in Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, including the sexual harassment of students, those provisions are no longer applicable to the anti-harassment policies listed above. However, the omitted provisions/options will be incorporated into a new policy regarding staff-student relations that will be included in the next update to be released in the Fall of 2021.

The revised policies should be recommended by the Superintendent for adoption by the Board, and the Board should adopt these policies to maintain consistency in its policies.

Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity (Replacement)

To maintain consistency in procedures for complaints of discrimination and the grievance process, the policies, administrative guidelines and forms related to discrimination and harassment on the basis of a protected class have been revised to comport with the new Title IX policy, administrative guidelines and forms. Because of the number of revisions involved, this policy has been issued as a replacement policy.

The revisions to these policy should be recommended by the Superintendent for adoption by the Board, and the Board should adopt this policy to maintain consistency in its policies.

Policy 2260.01 – Section 504/ADA Prohibition Against Discrimination Based on Disability (Replacement)

Board Policy 2260.01 places particular emphasis on protections for students who are identified as having a disability under Section 504 and ADA, including accessibility to qualified individuals with regard to facilities, programs and activities, according to federal law. Revisions to this policy are based on recent Office for Civil Rights (OCR) investigations and reviews of compliance issues, particularly related to vocational education/Career-Technical education programs, with particular emphasis on vocational education. Other revisions have been made to address changes in the terminology used to refer to students with disabilities and to revise the Complaint and Grievance Procedure for the processing of complaints of discrimination or retaliation so this procedure is consistent with the other nondiscrimination and anti-harassment policies. Due to the significance of the revisions involved, this policy has been issued as a replacement policy. There was no discussion at this time.

Motion was to approve the new policies as indicated.

7. Such Other Business as May Come Before the Board

8. Adjournment:

a. 7:42, by T. Thomas.

In accordance with the Americans with Disabilities Act, if anyone wishes to attend, hear or present evidence at the public meeting on the above referenced matter(s), and is in need of reasonable accommodation, please contact the Office of the Superintendent of the Tell City-Troy Township School Corporation, so that accommodations can be made. The Superintendent may be contacted by mailing to Tell City-Troy Township School Corporation, 837 17th, Tell City, IN 47586, or by telephoning (812) 547-3300.

This meeting is a meeting of the School Board in public for the purpose of conducting the business of the Tell City-Troy Township School Corporation and is not to be considered a public community meeting. There will be time for public participation as indicated by agenda item "Communications from the Public."

These minutes have been approved by the Tell City-Troy Township School Board of Trustees.

Board Secretary

Date

CONSENT AGENDA INFORMATION:

- c. Tabby Goffinet has resigned as Secretary to the Athletic Director. Bree Dohoney has quit effective 7.27.21.