

a. School Finance Presentation **Informational**

Jennifer Hudson from London Witte Group and Jay Ryals from Fifth Third Bank are here to present an update on our outstanding debt and the potential for how it impacts the corporation. The corporation debt schedule was reviewed, and timelines were presented for when the corporation could re-issue debt for capital improvements.

b. Resignations and Retirements **M LG S LM V 4-0**

- | | |
|--------------------------|-------------------|
| 1. WTE Program Assistant | 1. Alicia Wiseman |
| 2. WTE Cafeteria Manager | 2. Jo Van Winkle |
| 3. WTE Program Assistant | 3. Caley Hutchins |

Mrs. Wiseman's resignation was effective 01-18-19. Mrs. Van Winkle's retirement will be effective 12-31-2019. Mrs. Hutchins has provided 2 weeks notice from Friday 2-1-19. Motion was made to accept these together.

c. William Tell Elementary School **M LM S LG V 4-0**

- | | |
|----------------------|-------------------|
| 1. On-Target Worker | 1. Jeri Hedinger |
| 2. Program Assistant | 2. Whitney DuPont |

The on-target position fills a vacancy created by utilizing the current on-target worker as a substitute for maternity leave (she is a retired, licensed teacher). Both background checks were provided.

d. Tell City Jr-Sr High School **No Action**

e. Athletics **No Action**

f. Resolution to Transfer Amounts From the Education fund to the Operations Fund. **M TT S LG V 4-0**

In the creation of the two new accounts by the State, the corporation is allowed to transfer money from the Education fund to Operations fund to cover items that were once considered General Fund Expenses but are now found in Operations. This resolution is to transfer \$150,000 dollars monthly and retroactive to January of this school year from Education to Operations fund to cover expenses. The total amount to be transferred is \$1,800,000.00. LG asks if everyone is doing it and the amount, and it was explained that this is due to the recent creation of the two new accounts and the state moving items from the general fund to operations. The amount transferred varies based on the school, state average is around 17% and TCTTSC is just over 15%.

g. New Position: Corporation Media, Technology, and eLearning Specialist **M LM S TT V 4-0**

The resignation of the Corporation Asst. Computer Tech (housed at the JSHS) has been investigated to find a knowledgeable, affordable replacement. Three companies were

contacted to propose staffing the vacancy, however all estimates came in at a cost that exceeded (and in some cases substantially exceeded) hiring and training our own person. We then began discussing current staff, and the potential of reclassifying existing personnel to meet our current and future needs. It is our belief that we need not only someone able to fix the building tech, but also able to work with teachers in Google classroom, developing online lessons and assessments, coordinate the buildings in corporation initiatives, and serve as a boots on the ground testing coordinator for iLearn, iReady, iRead, and whatever else the state throws at us. I contacted the DOE regarding our media specialist, as we are required to have one licensed, certified media specialist for the corporation. The DOE confirmed (email included) that as long as the individual is licensed and oversees the program they can serve multiple roles.

I am therefore requesting the Corporation Media Specialist position be renamed Corporation Media, Technology, and eLearning specialist, and the job description be updated as included in the packet. As the position will require work outside of the normal teacher contract of 182 days, I am recommending an extension of 28 days paid at a rate of \$250 per day. I am also recommending a stipend of \$3000 for serving as corporation test coordinator, a position currently held by an administrator. To facilitate this position being able to meet with teachers from both buildings and maintain the infrastructure of TC JSHS, I recommend the hiring of a 5.5 hour aide to be stationed in the JSHS media center and request that position be posted immediately.

This position has been discussed with the administration, CTA leadership, and media specialist. All parties support this reclassification.

Based on the cost of the previous non-certified position, this position saves over \$12,000 annually (not including benefits) and provides a knowledgeable resource to the teachers as we move forward with eLearning, one-to-one education, and ever changing technology. GJ adds that this change will put a high quality, knowledgeable person in the position and will be a true asset to the corporation. LG asks if the intent is to move the current media specialist, and the answer is yes. GJ also states Kelly has been doing the job since before October, and knows what is needed to be successful.

h. Vol. 31 No.1 Policy Updates- First Read

No Action

Policy 1430 – Leaves of Absence - Revised

Policy 3430 – Leaves of Absence - Revised

Policy 4430 – Leaves of Absence - Revised

Policy 1520.08 – Employment of Personnel for Extracurricular Activities – Revised

Policy 3120.08 – Employment of Personnel for Extracurricular Activities – Revised

Policy 4120.08 – Employment of Personnel for Extracurricular Activities - Revised

Policy 1521 – Personal Background Checks, References, and Mandatory Reporting of Convictions and Substantiated Child Abuse () and Arrests – Revised

Policy 3121 – Personal Background Checks, References, and Mandatory Reporting of Convictions and Substantiated Child Abuse () and Arrests – Revised

Policy 4121 – Personal Background Checks, References

Policy 2221 – Mandatory Curriculum – Revised
Policy 2370.03 – Indiana Course Access Program - New
Policy 2414 – Reproductive Health and Family Planning and Human Sexuality Instruction – Revised
Policy 2462 – Dyslexia Screening and Intervention – New
Policy 2700 – Annual Performance Report – Revised
Policy 3120.07 – Employment of Casual Resource Personnel – Revised
Policy 3139 – Staff Discipline - Revision
Policy 3141 – Suspension of Teachers Without Pay - Revised
Policy 3220.02 – Supplemental Payments for Teachers - New
Policy 3431 – Administrative Leave of Absence with Pay or Temporary Administrative Reassignment of Teachers – New
Policy 5112 – Entrance Requirements - Revised
Policy 5330 – Use of Medications - Revised
Policy 5340.01 – Student Concussions and Sudden Cardiac Arrest – Revised
Policy 5350 – Student Suicide Awareness and Prevention - Revised
Policy 5460 – Graduation Requirements - Revised
Policy 5517.01 – Bullying - Revised
Policy 5771 – Search and Seizure - Revised
Policy 6111 – Internal Control Standards and Procedures - Revised
Policy 6210 – Fiscal Planning - Revised
Policy 6212 – Cost-Savings Incentive Program - Revised
Policy 6620 – Petty Cash – Revised (Technical Correction – IC change)
Policy 6621 – Operations Cash Change Fund - Revised
Policy 6655 – School Technology Fund - Delete
Policy 6800 – System of Accounting - Revised
Policy 7440 – Facility Security Program - Revised
Policy 8340 – Letter of Reference or Employment Reference - Revised
Policy 8455 – Coach Training - Revised
Policy 8462 – Child Abuse and Neglect - Revised
Policy 8500 – Food Services Program - Revised
Policy 8600 – Transportation - Revised
Policy 9160 – Public Attendance at School Events - Revised

ADMINISTRATIVE GUIDELINES

AG 1521 – Personal Background Check - Revised
AG 3121 – Personal Background Check - Revised
AG 4121 – Personal Background Check - Revised
AG 2221 – Mandatory Curriculum - Revised
AG 2414 – Reproductive Health and Family Planning and Instruction on Human Sexuality – Revised
AG 5112A – Admission to Kindergarten – Revised
AG 5112B – Procedure for Determining Placement in Kindergarten or First Grade – Replacement
AG 5112C – Appeal for Early Entrance to Kindergarten – Revised
AG 5330 – Use of Medication - Revised

- AG 5460 – Graduation Requirements - Revised
- AG 5460B – Core 40 Opt-Out Process - Delete
- AG 7440 – Facility Security – Revised
- AG 7440A – Metal Detector Search Procedures – Replacement
- AG 7440B – Metal Detector Search Procedures – Deleted
- AG 8462 – Child Abuse or Neglect – Revised

FORMS

- Form 2414 F1 – Notification on Reproductive Health and Family Planning Program and Consent for Human Sexuality Instruction - Revised
- Form 2414 F2 – Confirmation Checklist Reproductive Health and Family Planning Program and Instruction on Human Sexuality - Revised

GJ questions what supplemental payments for teachers covers, and it was explained that this allows us to make payments based on corporation requests or any odd jobs that the corporation would require without bargaining.

2462- reading specialist- are we getting it from the co-op. Question is will the co-op get one, or does each corporation have to provide one.

1521, 3021, Background checks- can employ as a substitute if check is not done. States that a teacher cannot be placed on teacher contract but could sub until such time that the background check is complete. LG asks if retro pay is a possibility; that is a board decision.

1430- similar language but has additional sections for administrative leave of absence. Superintendent will review and provide further detail.

Narcan policy uses two different names for the drug (same drug). We do not carry the drug, this just allows us to use it if we decide to. Current Narcan use is relegated to the TCPD/SRO.

2370.03- what is subdivision 3? Is this a typo?

i. Update on WTE Boiler/Pipe Replacement Informational

	Heating Degree Days			High School Usage			Elem Usage		
	2017 HDD	2018 HDD	% increase	2017	2018	% increase	2017	2018	% increase
Oct	255	314	23%	386	463	20%	56	40	-29%
Nov	549	738	34%	803	1111	38%	63	104	65%
Dec	932	770	-17%	1423	1217	-14%	156	109	-30%

The natural gas usage at WTE for OCT-DEC of 2017 and 2018 are provided as a glimpse in to the impact of our boiler/pipe project. You can see that overall we are seeing a decrease in usage as compared to the previous year. The one outlier at this time is November, however that was when the boilers were started up and calibrated, so more gas was used than normal. Another report will be presented in late spring so we can compare the coldest parts of the year. At this time it appears that we have greatly improved the efficiency of WTE.

j. eLearning Day Report Informational

We have had the option of eLearning days for some time, however I have been reluctant in their use. We often build in ample snow make-up days, and I wanted to ensure the

work was meaningful and appropriate. As some schools around us use these days, many parents asked why we did not, and that led the administration, CTA, and I to develop our procedures and expectations for eLearning days. We implemented our first on January 30 due to the extreme cold weather, and after providing 2 days advance notice to our teachers and families. January 31 the short surveys attached were sent to parents (via schoolmessenger), students, and teachers.

665 students responded, which is just under half of our students. The JSHS was better represented in the survey. 90% of students reported no problem accessing material, 86% reported being able to complete the material in a reasonable time. 90% of our students reported not needing teacher assistance or that the teacher replied quickly to questions. Of the students responding, 77% would support using eLearning again.

216 parents responded to the survey, with the majority of them being WTE parents. 83% reported no problem accessing material. Almost 90% agreed that the material was completed in the expected time, and over 82% reported no problems or swift response from teachers. 91% of parents approve use of eLearning days for snow, and 82% approve use of eLearning for teacher professional development (scheduling one day/semester)

73 (80%) teachers responded to the survey, 50/50 between the buildings. 92% stated they were able to create meaningful material with no problem. 86% indicated their students completed the material in the time allotted. 11% indicated no one contacted them for assistance, and 86% indicated they were able to quickly assist those that did. 93% of teachers would like to use eLearning days for weather, but only 78% would like to use them for professional development.

Overall we believe that our first eLearning day was successful. There is room for improvement, especially in grades K-2 as the students do require a bit more hands on assistance than some of our older students. Discussions are being held at the building levels and administratively to continue fine tuning our implementation, however I am pleased with the implementation of our first eLearning day.

k. Legislative Updates

M

S

V

Superintendent stated that the bills are all in a state of flux at the moment, but Speaker Bosma has ordered redevelopment language removed from all education bills effectively killing the chance for schools to have a voice on RDC's.

l. Library Board Appointment

Appointment

Mr. Jarboe appointed Ms. Miller to continue serving on the Library Board for the corporation.

5. Such Other Business As May Come Before the Board:

- a. Communications from the Superintendent
- b. Communications from the Board of School Trustees

Adjournment: Adjourned by Mr. Jarboe, 7:42 PM

1. Motion to Adjourn:

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