

MINUTES OF THE REGULAR MEETING OF THE BOARD OF SCHOOL TRUSTEES

MILAN COMMUNITY SCHOOL CORPORATION

MARCH 11, 2013

The Board of School Trustees met in regular session at 7:00 p.m. on Monday, March 11, 2013. Attending were Board members Timothy Tuttle, Gregory Lewis, Randy Kirk, and Jason Honeycutt; Edward Amberger was absent. Also attending was Superintendent Dr. Thomas Reale and school attorney Larry Eaton. President Timothy Tuttle presided. The meeting opened with the Pledge of Allegiance.

Mr. Honeycutt motioned to approve the minutes of the regular and executive meetings on February 11, 2013, and the executive sessions on February 15, 2013, and February 25, 2013. Mr. Honeycutt requested an amendment to the February 11, 2013 regular session minutes to reflect Mr. Amberger made the motion to approve the graduation waiver, not Mr. Honeycutt. Seconded by Mr. Kirk. Motion carried 4-0.

Comments from Patrons/Staff: None

Old Business:

Mr. Lewis motioned to approve Policy #8330 – Working Hours for Salaried Employees, which states: “Except as stated otherwise in Board policy or contract, all certified and classified personnel who are employed by the Milan Community School Corporation on a salaried basis shall work eight hours per day, exclusive of lunch.” Seconded by Mr. Kirk. Motion carried 4-0.

Mr. Kirk motioned to approve Policy #8116 - *Bed Bug*, which states: "In the event an insect suspected of being a bed bug is found on a student:

1. The student should be discreetly removed from the classroom. The school nurse or other qualified staff will examine the student’s clothing and other belongings including books, backpacks, gym bags, etc. Any bugs found will be removed and collected for identification.
2. Students who are suspected of having a case of bed bugs may have their personal items. (i.e. backpacks, coats, hats, books) separated and sealed outside of their classrooms for prevention purposes.
3. Bed bug specimens should remain as intact as possible.
4. Specimen will be confirmed by MCSD pest control director for proper identification.
5. If a confirmed bed bug is found on a student, the school principal or nurse will contact the student’s parent or guardian to inform them of the bed bug presence on their child.
6. A bed bug inspection form and educational materials will be provided to the family.

7. **Students will not be excluded from school due to bed bugs unless repeated unsuccessful efforts have been made to remedy an infestation. Repeated cases will be managed on an individual basis.**
8. **The school nurse will continue to monitor students confirmed of having a bed bug present on clothes or belongings.**
9. **The school nurse or principal will notify building maintenance/pest control director to have classrooms and the student's bus inspected/treated per school guidelines.**

In the event an insect suspected of being a bed bug is found in a classroom or on a bus:

1. **Collect the specimen, keeping it as intact as possible**
2. **Specimen will be confirmed by MCSC pest control for proper identification.**
3. **If a confirmed bed bug was found, the school nurse or principal will notify building maintenance/pest control director to have the classroom or bus inspected/treated per school guidelines.**
4. **Custodial staff will be notified of exposed areas. Custodial staff will monitor daily during normal cleaning duties paying special attention to cracks and crevices.**
5. **If bed bugs are found repeatedly in a particular classroom, the room will be inspected by a licensed pest control professional or Indiana State Health Department Entomologist.**
6. **Pesticide application will follow all Indiana State Regulations for pest management.:**

Seconded by Mr. Honeycutt. Motion carried 4-0.

New Business:

Dr. Reale informed the Board that The Friendship State Bank and United Community Bank are used as depositories for Corporation monies. He noted UCB is used for check-writing purposes, but most money is kept at Friendship State Bank to earn a higher rate of interest. Money is then transferred to UCB as needed.

Mr. Lewis motioned to approve two conference requests: (1) Trina Schutte to attend the HANDS in Autism Training from June 10-14; the corporation will pay her mileage only; and (2) Alicia Holtkamp to attend the ISHA Convention in Indianapolis from April 4-6, with a cost to the corporation of approximately \$296.34. Seconded by Mr. Kirk. Motion carried 4—0.

Dr. Reale presented Policy \$4210 – *Certified Staff Work Hours & Work Year* to the Board for a first reading. Dr. Reale explained that by law a Board policy to replace the language in the teachers' contract needs to be in effect by June 30, 2013. He explained presently teachers typically work 35 hours per week, but allowances need to be made for staff development and teacher collaboration. Therefore, the new policy would mandate a 37 hour work week. He asked the Board to study the policy and vote on it next month. Mr. Kirk stated he did not want to approve such a policy which would add time to the teacher work day; he wanted to leave it at 35 hours. Dr. Reale attempted to

explain the necessity of adopting a policy of some kind, but Mr. Kirk became irritated and argued against the new policy. He threatened to call the police and have Dr. Reale removed from the meeting. Mr. Tuttle asked Mr. Eaton for his opinion of the policy and Mr. Eaton agreed with Dr. Reale. Mr. Tuttle stated a work session would be held with the principals to get their feedback on the policy.

Mr. Lewis motioned to approve a modification to the job description for the band director. This change is suggested by band director, Stefani Bedel and A.D. John Prifogle. It will add girls' varsity basketball games to the band schedule in order to be in compliance with Title IX. The pep band will play at ten varsity basketball games (boys' and/or girls'), plus two playoff games. Seconded by Mr. Tuttle. Motion carried 4-0.

Dr. Reale introduced Nate Wolske of Five-Star Technology Solutions who made a presentation to the Board. Mr. Wolske gave Board members an information packet about his company that proposed to provide technology services in lieu of the employment of a technology director. He stated using his company would be cost effective and was unanimously supported by the Milan principals. Mr. Lewis stated he would like to discuss the company with other school districts that use the service, such as South Ripley and Decatur County. Mr. Kirk motioned to table a decision until further discussion. Seconded by Mr. Honeycutt. Motion carried 4-0.

Dr. Reale presented a contract submitted by Mr. Prifogle to rebuild the track this summer. He explained Mr. Prifogle had gotten three quotes for the job and would like to award the bid to *Tennis Court & Track Construction* from Westport, Indiana. The cost will be \$108,320.00 and is part of the 2013 CPF plan. Mr. Kirk motioned to approve the contract. Seconded by Mr. Honeycutt. Motion carried 4-0.

Superintendent's Report:

Dr. Reale gave an update on bus routes, stating data had been collected over the past couple of weeks and the number of riders has remained stable. He gave a snapshot of riders from the last week when most winter sports were completed.

Dr. Reale presented a cost analysis concerning coverage of the algebra classes for the 2013-14 school year. He submitted a letter of letter of recommendation from high school principal, Mr.

Ketcham, to employ a retired math teacher to return for a half-day of teaching versus hiring a person for one period per day. Dr. Reale noted it would cost approximately \$29,500 to employ a half-day teacher, which encompasses salary and paying 65% of a health insurance plan. This would allow all middle school math teachers to remain in their own building and Dr. Reale would not be teaching a German class. He asked the Board to vote to pursue this option and create the position. Mr. Honeycutt stated it seemed like a lot of money for a half-day teacher. Mr. Kirk wanted to pursue another solution that would not be as expensive. He also stated he did not necessarily want to add weight lifting classes to the high school schedule. Mr. Lewis motioned to pursue the recommendation with possible alternatives, with Dr. Reale bringing a candidate and cost to a future meeting. Seconded by Mr. Honeycutt. Motion carried 3-1, with Mr. Kirk opposed.

Personnel:

Dr. Reale informed the Board he had accepted the retirement of Richard Koch as a high school math teacher effective the end of the 2012-13 school year.

Dr. Reale informed the Board he had accepted the resignations of Paul Ketcham as the high school principal and Brian Sturgeon as the Director of Technology, both effective June 30, 2013.

Mr. Lewis motioned to approve the following extracurricular recommendations: Marty Layden as girls' varsity track coach, Steven Stirn as reserve baseball coach, Andrew Moore as boys' middle school track coach, and Jennifer Wullenweber as girls' middle school track coach. Seconded by Mr. Kirk. Motion carried 4-0.

Mr. Lewis motioned to approve a maternity leave for elementary instructional aide Rebecca Herrick from April 3, 2013, until the end of the school year. Seconded by Mr. Kirk. Motion carried 4-0.

Mr. Lewis motioned to approve Brenda Coleman as a substitute instructional aide during Rebecca Herrick's maternity leave. Seconded by Mr. Honeycutt. Motion carried 4-0.

Claims and Financial Report:

Mr. Kirk motioned to approve vendor checks #35706 through #35804, deposit advice #39916 through #40283, and the financial report. Seconded by Mr. Honeycutt. Motion carried 4-0.

President's Prerogative:

Dr. Reale asked for thoughts and prayers for the South Ripley community during their recent student tragedy.

Mr. Honeycutt thanked everyone for attending and wished for a safe Spring Break.

Mr. Lewis asked for prayers for South Ripley.

Mr. Tuttle dittoed Mr. Lewis and Mr. Honeycutt.

Mr. Honeycutt motioned to adjourn the meeting. Seconded by Mr. Kirk. Motion carried

4-0. Meeting adjourned at 8:05 p.m.