

**MINUTES OF THE WORK SESSION OF THE BOARD OF SCHOOL TRUSTEES**

**MILAN COMMUNITY SCHOOL CORPORATION**

**AUGUST 19, 2013**

**The Board of School Trustees met for a budget review work session at 6:00 p.m. on Monday, August 19, 2013. Attending were Board members Timothy Tuttle, Edward Amberger, Gregory Lewis, Jason Honeycutt and Randy Kirk. Also attending was Superintendent Paul Ketcham. President Timothy Tuttle presided. The meeting opened with the Pledge of Allegiance.**

**Mr. Ketcham highlighted the 2014 funding for the Board. He noted debt service, transportation, bus replacement and the rainy day funds were in good condition, but due to a change in state funding, the general fund's cash balance needed to be addressed. He explained the new state funding formula would decrease our cash flow for 2014 by approximately \$250,000, plus the teacher step raises would cost another \$50,000. He noted we would finish 2013 in the black, but would need to make adjustments so as not to be deficit in 2014. He stated we needed to increase our enrollment by offering the best quality education to area students and enticing them to enroll at Milan. Mr. Tuttle stated it was a blessing we presently have a considerable cash balance and the rainy day fund, so with good planning we can offset a deficit without major impact.**

**Mr. Kirk motioned to adjourn the meeting. Seconded by Mr. Amberger. Motion carried 5-0. Meeting adjourned. 6:13 p.m.**

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF SCHOOL TRUSTEES**

**MILAN COMMUNITY SCHOOL CORPORATION**

**AUGUST 19, 2013**

The Board of School Trustees met in regular session at 7:00 p.m. on Monday, August 19, 2013. Attending were Board members Timothy Tuttle, Edward Amberger, Gregory Lewis, Jason Honeycutt, and Randy Kirk. Also attending was Superintendent Paul Ketcham. President Timothy Tuttle presided. The meeting opened with the Pledge of Allegiance.

Mr. Amberger motioned to approve the minutes of the regular meeting on July 15, 2013, and the executive sessions on August 1, 2013 and August 8, 2013. Seconded by Mr. Lewis. Motion carried 5-0.

**Comments from Patrons/Staff: None**

**Old Business: None**

**New Business:**

Mr. Lewis motioned to approve the following lease agreements: Rescue 30 to use the middle school parking lot from 4:00 – 8:00 p.m. on September 14<sup>th</sup>, for a fundraiser for Johnathon Baas. There will be no charge; Tracey Gobel to use the elementary facilities for Indianettes' practice on Wednesdays from 3:00 – 5:00 p.m., except for November 6<sup>th</sup>. This agreement is in effect until the end of December, 2013. If Mrs. Gobel wishes to continue to use the facilities in 2014, she will need to submit a new request; and St. Nicholas to use the elementary gym on various dates and times for volleyball and basketball games. Seconded by Mr. Honeycutt. Motion carried 5-0.

Mr. Amberger motioned to approve the following fundraisers: The girls' softball team to conduct a 50/50 split the pot raffle at all home varsity football and basketball games; and the elementary PTO to have the elementary students sell items from '*Believe Kids*' from September 13<sup>th</sup> – October 2<sup>nd</sup>. Seconded by Mr. Kirk. Motion carried 5-0.

Mr. Lewis motioned to approve a \$24,000 Common School Technology Loan. Seconded by Mr. Kirk. Motion carried 5-0.

Mr. Lewis motioned to approve requests from the three principals to attend the IASP Fall Conference from November 24-26, 2013. Seconded by Mr. Amberger. Motion carried 5-0.

**Mr. Amberger motioned to approve a resolution authorizing Mr. Ketcham to attend the budget hearing and make appropriate changes as needed in our budget plan. Seconded by Mr. Kirk. Motion carried 5-0.**

**Mr. Kirk stated he wanted to make a motion to do away with the current field trip policy. He stated Mr. Ketcham could create a new one or just not have one. Seconded by Mr. Honeycutt. Motion carried 5-0.**

**Superintendent's Report:**

**Mr. Ketcham reminded the Board there would be a public budget hearing on September 16<sup>th</sup> at 6:30 p.m. prior to the regular board meeting and the budget adoption on October 21<sup>st</sup> at 6:45 p.m. prior to the regular meeting.**

**Mr. Ketcham stated school safety was a major concern. He noted as part of our safety plan, all doors at the school buildings have been lettered and copies of the 'letter outline' would be forwarded to the local police and fire departments. This should cut down on response time in case of emergency. He also noted he has contacted Sheriff Grills and is granting access to our building cameras to the Ripley County Sheriff's Department. He noted this move is another layer of protection and doesn't cost anything. He stated we are also cooperating with the state police and giving them permission to have police walk-throughs. This means when they are in the area, they are able to stop at the schools and interact with the students in the buildings.**

**Mr. Ketcham gave a 'prezi' web-based presentation to the Board outlining the technology vision for the corporation.**

**Personnel:**

**Mr. Ketcham reported he had accepted the following resignations: Gina Keller – elementary special education aide; Lois Collier – elementary cafeteria; Chris Schmaltz – bus driver; Marie Day – high school cafeteria; Mary Jane Beard – high school special education aide; Lisa Ludwig – elementary Title I aide; Josh Terwilleger – elementary special education teacher; and Mary Jo Reer – middle school special education aide.**

**Mr. Kirk motioned to approve the recommendations of Mrs. Rogers to employ Beth Mathes as an additional elementary teacher and Kristen Selmeier as a special education teacher to replace Josh Terwilleger. Seconded by Mr. Lewis. Motion carried 5-0.**

**Mr. Amberger motioned to approve the following: Mr. Langferman's recommendation to employ Wesley Hollingworth as a special education aide to replace Mary Jane Beard; Mr. Murphy's recommendations to employ Brittany Miller to replace Mary Jo Reer as a special education aide and Lisa Spangler to be the substitute teacher during Linda Oelker's medical leave; Mrs. Rogers' recommendations to employ Krystal McBride to replace Gina Keller as a special education aide and Amanda Kurtz to replace Lisa Ludwig as a Title I aide; Dr. Reale's recommendation to employ David Allen as a substitute bus driver; Ginny Shannon's recommendations to employ Lori Lewis and Wendy Gall for the elementary cafeteria to replace Shelly Hoffman and Lois Collier; and Tammy Bush's recommendation to employ Lori Elrod-Quatman to replace Marie Day in the high school cafeteria. Seconded by Mr. Kirk. Motion carried 5-0.**

**Mr. Lewis motioned to approve the following extracurricular recommendations: Steve Stock as varsity swim coach; Rick Shumate as a girls' golf volunteer assistant; Brad Goldsberry as a tennis volunteer assistant; Randy Combs, Bryan Beeler and Cliff Willoughby as assistant varsity football coaches; Jeff Sharp, Mike Brandes and Dan Craig as football volunteer assistants; Jessica Small Summers as co-sponsor of the senior class; Rebecca Low as freshman class sponsor; Brianna Kraushar as sophomore class sponsor and Pam Holbert and Lauren Siefert as co-sponsors of the middle school and high school SADD programs. Seconded by Mr. Honeycutt. Motion carried 5-0.**

**Mr. Kirk inquired as to the number of football players this year. Mr. Ketcham stated he would find out and let him know.**

**Mr. Lewis motioned to compensate Rick Koch at his daily rate after ten days of teaching, instead of the Board-approved rate. Mr. Koch is substituting for Alecia Fryman while she is absent on an extended medical leave. Seconded by Mr. Amberger. Motion carried 5-0.**

**Claims and Financial Report:**

**Mr. Lewis motioned to approve vendor checks #36197 through #36297, deposit advice #41828 through #42233, and the financial report. Seconded by Mr. Amberger. Motion carried 5-0.**

**President's Prerogative:**

**Mr. Ketcham thanked the community members for attending the meeting and stated school was off to a great start.**

**Mr. Lewis asked everyone to remember and pray for our staff members who were enduring medical issues.**

**Mr. Amberger motioned to adjourn the meeting. Seconded by Mr. Kirk. Motion carried 5-0. Meeting adjourned 7:23 p.m.**