

MINUTES OF THE REGULAR MEETING OF THE BOARD OF SCHOOL TRUSTEES

MILAN COMMUNITY SCHOOL CORPORATION

DECEMBER 16, 2013

The Board of School Trustees met in regular session at 7:00 p.m. on Monday, December 16, 2013. Attending were Board members Timothy Tuttle, Edward Amberger, Gregory Lewis, and Jason Honeycutt. Randy Kirk was absent. Also attending was Superintendent Paul Ketcham. President Timothy Tuttle presided. The meeting opened with the Pledge of Allegiance.

Mr. Lewis motioned to approve the minutes of the regular meeting on November 18, 2013.

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

Comments from Patrons/Staff: None

Old Business:

Mr. Ketcham stated he is still working on the high school special education room relocation project with the administrators and teachers. He noted the plan is to relocate the classroom back to where it originally was last year. This is an ongoing project and he will give the Board a definitive plan in January.

New Business:

Mr. Ketcham presented a 2014-15 school calendar to the Board for approval. He noted there would be three teacher work days before the first student day in order to better prepare teachers for the 1-1 initiative. Highlights of the calendar include: First Teacher Day – July 31; First Student Day – August 5; Labor Day – September 1 – No School; Fall Break – October 13-17; Thanksgiving Break – November 26-28; Christmas Break – December 22 – January 2; Teacher Half-Day - No Students – February 13; Presidents' Day – February 16 – No School; Spring Break – March 16-27 (16-20 used for make-up days); Good Friday - April 3 – No School; Memorial Day – May 25 – No School; Last Student Day – May 28; Teacher Half-Day – May 29; and Graduation – May 30. Mr. Amberger motioned to approve the calendar as presented. Seconded by Mr. Tuttle. Motion carried 4-0.

Mr. Lewis motioned to approve a lease agreement request from Kelly Stutler to use the high school and middle school gyms from March 14-16, 2014 for a girls' basketball camp. Ms. Stutler will be assessed custodial fees. Seconded by Mr. Honeycutt. Motion carried 4-0.

Mr. Tuttle presented a lease agreement to the Board between the school corporation and the town of Milan that states the school will lease the softball fields at the town park from the town of Milan for the next twenty years. There is no monetary charge, but the school will be responsible for maintenance and improvements on the field grounds and maintain liability insurance on the property. Mr. Ketcham stated the State Board of Accounts had questioned the yearly softball leases with the park board and therefore this was a logical solution for permanent improvements. Mr. Amberger motioned to approve the lease agreement. Seconded by Mr. Honeycutt. Motion carried 4-0.

Superintendent's Report:

Mr. Ketcham invited the Board and attending patrons to proceed to the middle school after the meeting where some of the teachers would be ready to give them hands-on experience with the iPads and Chromebooks that will used in the classrooms next year.

Personnel:

Mr. Ketcham informed the Board he had accepted the resignation of Irene Thielmann as the corporation bus driver of route #4 effective the end of the first semester.

Mr. Amberger motioned to approve the recommendation of Dr. Reale to employ David Allen as a corporation bus driver and the following reassignment of drivers – Luann Konradi to route #4, Carol Kimla to route #9 vacated by Mrs. Konradi, and David Allen to route #15 vacated by Mrs. Kimla. Seconded by Mr. Lewis. Motion carried 4-0.

Mr. Ketcham requested approval to extend the employment of Norma Newton as the data coordinator until the end of June 2014. He noted Mrs. Newton is an hourly employee working approximately 15 hours per week with no benefits. He stated she is an expert on PowerSchool for data management, makes sure State reports are filed in a timely fashion, serves as a substitute secretary in all buildings when necessary, and is an asset to the Corporation. Mr. Lewis motioned to extend the

employment term. Seconded by Mr. Amberger. Mr. Honeycutt questioned why Dr. Reale was not doing this job. Mr. Honeycutt felt this was in Dr. Reale's job description to attend to State reports. Mr. Ketcham explained he was working on a permanent plan for next year, but thought the extension for Mrs. Newton was necessary at this time. Motion carried 4-0.

Mr. Amberger motioned to approve Brian Crosley as a girls' middle school basketball coach. Seconded by Mr. Lewis. Motion carried 4-0.

Mr. Lewis motioned to approve a medical leave for Jennifer Block from December 31, 2013 until February 10, 2014 for knee replacement surgery. She will use her sick days during her leave. Seconded by Mr. Honeycutt. Motion carried 4-0.

Mr. Tuttle motioned to approve Amanda Kurtz as a long term sub to fill the medical leave of Jennifer Block. Mrs. Kurtz is currently an elementary Title I aide. Seconded by Mr. Honeycutt. Motion carried 4-0.

Claims and Financial Report:

Mr. Honeycutt motioned to approve vendor checks #36588 through #36672, deposit advice #43327 through #43764, and the financial report. Seconded by Mr. Lewis. Motion carried 4-0.

President's Prerogative:

Mr. Ketcham and Board members thanked patrons for attending and wished everyone Happy Holidays.

Mr. Amberger motioned to adjourn the meeting. Seconded by Mr. Honeycutt. Motion carried 4-0. Meeting adjourned 7:12 p.m.