

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

**MILAN COMMUNITY SCHOOL CORPORATION**

**MARCH 10, 2014**

**The Board of School Trustees met in regular session at 7:00 p.m. on Monday, March 10, 2014, at Milan Elementary School. Attending were Board members Timothy Tuttle, Gregory Lewis, Randy Kirk and Jason Honeycutt. Edward Amberger 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 and the executive meetings on February 10, 2014. Seconded by Mr. Kirk. Motion carried 4-0.**

**Comments from Patrons/Staff:**

**Mr. Ketcham proudly introduced middle school principal, Pat Murphy. Mr. Murphy stated he was there to have teachers and students give an overview and demonstrate the awesome technology that was taking place at Milan Middle School. Sheri Cunningham, 6<sup>th</sup> grade teacher, had her students Talon Gobel, Madison Welch, and Steven Lear display their Prezi presentations to the audience. She noted this is a technique that is similar to Powerpoint, but the information is stored in a 'cloud' which provides infinite space. Brandy Hicks,**

**Old Business: None**

**New Business:**

**Mr. Lewis motioned to approve a field trip request from Stefani Bedel to take the band on tour to Branson, Missouri from April 23 – 26, 2014. Seconded by Mr. Amberger. Motion carried 3-0.**

**Mr. Amberger motioned to approve a conference request from Dr. Reale to attend the STAI conference in Ft. Wayne from June 18-20, 2014. Seconded by Mr. Lewis. Motion carried 3-0.**

**Mr. Amberger motioned to approve a lease agreement from Bridget Back on behalf of *The Good News Club* to use the elementary building for their activities on April 3, 17, 24, May 1, 8, and 15, at no charge. Seconded by Mr. Lewis. Motion carried 3-0.**

**Mr. Lewis motioned to approve a superintendent evaluation assessment tool as presented by Mr. Ketcham. The tool clearly outlines what is expected of the superintendent and will allow feedback on how he is doing. Seconded by Mr. Amberger. Motion carried 3-0.**

**Mr. Lewis motioned to approve a fundraising request from the elementary PTO to sell *Little Caesar* pizza kits from February 21 - March 12, 2014. Seconded by Mr. Amberger. Motion carried 3-0.**

**Mr. Lewis motioned to approve a revision to Policy #4400 to read: “*Reduction in Force-Recall Policy* (A.) Considerations for Reductions – When in the judgment of the Board and the superintendent it is necessary to reduce the number of teachers, the following guidelines will apply. Should any of the guidelines prescribed herein be inconsistent with Indiana law, that guideline will be superseded by law; however the remainder of this policy will remain in full force and effect. (B.) Preliminary Determination – The superintendent will meet with the Milan Community School Corporation Milan Education Association for the purpose of discussing any proposed reduction in the certified staff. If there is a need to make a reduction in force (RIF) in a particular teaching area, the following order of determination will be utilized when making the reduction selection as dictated by IC 20-28-7.5-1(d): 1. The results of an evaluation conducted under IC 20-28-11.5; 2. The academic needs of the school: license in difficult staffing areas or multiple licenses; 3. The assignment of instructional or extracurricular leadership roles; these will be roles that have been accepted as a unit in the compensation model; 4. The number of years spent as a teacher in a specific school at Milan Community School Corporation; and 5. The date of earliest hire as a teacher at Milan Community School Corporation. (C.) Hiring Procedures Following a Reduction in Force – Should a need arise to hire a teacher position in an area that has been the focus of a RIF, the best applicant for the position will be hired. A teacher who has been rified (RIF) is welcome to apply for the position, but the best individual available will be selected to fill the position”. Motion seconded by Mr. Amberger. Motion carried 3-0.**

**Mr. Ketcham stated due to the unprecedented inclement weather and missing so much school, he is requesting the Board approve using February 14<sup>th</sup> and 17<sup>th</sup> as snow make up days. He noted it was**

**important to maximize ISTEP study time, therefore the request. Mr. Amberger motioned to approve the request for make-up days. Seconded by Mr. Lewis. Motion carried 3-0.**

**Mr. Lewis motioned to accept the \$8000 grant from the NRA for the archery club. Seconded by Mr. Amberger. Motion carried 3-0.**

**Superintendent's Report:**

**Mr. Ketcham stated we have currently missed 9 days of school. The State has waived January 6<sup>th</sup> and 7<sup>th</sup>, but we still have 7 days to make up. Presently, make up days will be February 14 and 17, plus the first week of Spring Break – March 17-21.**

**Mr. Ketcham stated sometime soon he plans to hold a public forum on early student release on Wednesday's to hold professional development for the staff.**

**Mr. Ketcham thanked the members of Team Ripley and the administrators for their work on writing a \$100,000 grant to the department of education for technology.**

**Personnel:**

**Mr. Lewis motioned to approve the retirement of middle school teacher, Linda Oelker, effective December 9, 2013; and elementary physical education teacher, Holly Noel, effective the end of the 2013-14 school year. Seconded by Mr. Amberger. Motion carried 3-0.**

**Mr. Amberger motioned to approve the employment of Cody Drake as a student specific special needs instructional aide at the elementary for the remainder of the 2013-14 school year. Mr. Ketcham stated this hiring was in the best interest of the school. Seconded by Mr. Lewis. Motion carried 3-0.**

**Mr. Amberger motioned to approve a maternity leave request from middle school instructional aide, Brittany Miller, from March 24, 2014 until the end of the 2013-14 school year. Seconded by Mr. Tuttle. Motion carried 3-0.**

**Upon the recommendation of Dr. Reale, Mr. Amberger motioned to approve Irene Thielmann and Todd Callahan as substitute bus drivers. Seconded by Mr. Lewis. Motion carried 3-0.**

**Upon the recommendation of Mr. Langferman, Mr. Lewis motioned to employ Melissa Wheeler to fill the special needs instructional aide position vacated last month by Mindy Hauser. Seconded by Mr. Amberger. Motion carried 3-0.**

**Mr. Amberger motioned to approve the following administrative contract amendment recommendations from Mr. Ketcham, effective immediately: (1) The Corporation will pay for a health insurance family plan C (minus \$1.00) for the superintendent, the building principals and the athletic director. (2) Mrs. Rogers will receive a \$1000 raise, bringing her salary to \$83,000. (3) Mr. Murphy will receive a \$1000 raise, bringing his salary to \$81,000. (4) Mr. Prifogle will receive a \$1000 raise, bringing his salary to \$69,000. Seconded by Mr. Lewis. Motion carried 3-0.**

**Claims and Financial Report:**

**Mr. Lewis motioned to approve vendor checks #36759 through #36841, deposit advice #44115 through #44482, and the financial report. Seconded by Mr. Amberger. Motion carried 3-0.**

**President's Prerogative:**

**Mr. Ketcham thanked Mrs. Rogers, her staff, the students, the archery sponsors and the archery team for their attendance at the meeting.**

**Mr. Lewis thanked everyone for attending. He stated the future is to make sure all the students have a technology device in their hands for learning purposes.**

**Mr. Tuttle congratulated the elementary team for their technology strides and the archery team for their grant.**

**Mr. Amberger motioned to adjourn the meeting. Seconded by Mr. Lewis. Motion carried 3-0.**

**Meeting adjourned 7:45 p.m.**