

MINUTES OF THE REGULAR MEETING OF THE BOARD OF SCHOOL TRUSTEES

MILAN COMMUNITY SCHOOL CORPORATION

DECEMBER 21, 2015

The Board of School Trustees met in regular session at 7:00 p.m. on Monday, December 21, 2015. Attending were Board members Gregory Lewis, Timothy Tuttle, Edward Amberger, Jason Honeycutt and Michael Brandes. Also attending was Superintendent Paul Ketcham. President Gregory Lewis presided. The meeting opened with the Pledge of Allegiance.

Mr. Tuttle motioned to approve the minutes from the November 16, 2015 regular meeting. Seconded by Mr. Brandes. Motion carried 5-0.

Comments from Patrons/Staff: None

Old Business: None

New Business:

Mr. Amberger motioned to authorize a resolution permitting corporation treasurer, Gretchen Berger, to continue paying 2015 bills from the 2015 appropriations through the end of 2015 and to encumber appropriations for bills created in 2015 and payable in 2016. Seconded by Mr. Honeycutt. Motion carried 5-0.

Due to State regulations mandating the Board to reorganize before the 15th of January, Mr. Brandes motioned to move the January meeting to the 11th, which is the second Monday of the month. The reorganization meeting will take place at 7:00 p.m. with the regular meeting to follow. Seconded by Mr. Amberger. Motion carried 5-0.

Mr. Honeycutt motioned to approve a revision to Policy #6261 – Friday Afternoon School/After School Detention. The policy will now be ‘After School Detention’ and all references to the elementary school will be deleted. The policy shall read: “MILAN HIGH SCHOOL AND MILAN MIDDLE SCHOOL - After School Detention (ASD) is a disciplinary step taken as a way of correcting inappropriate behavior yet allowing the student to remain in his/her regular classes. Students assigned to ASD detention are to report to ASD on the appointed date and time. They will be dismissed at the time ASD is scheduled to end. These times will be strictly observed. The following

rules will be observed: 1. Students are to remain on task. Radios and/or tape players are not allowed. 2. If a student violates any rule, he/she will receive a warning. Upon any further violation, he/she will be dismissed from ASD and may receive an out-of-school suspension.* 3. Students are to be on time, bring proper materials or homework and exhibit proper classroom behavior. 4. Coats, books, etc., must be brought to ASD. Students will leave directly from ASD. They will not be permitted to go to their lockers. 5. Failure to report to assigned detention may result in out-of-school suspension.* The only valid reason for missing detention would be a non-attendance to school the day of the detention, administrative removal, or a medical statement from a physician for the afternoon of the assigned detention. Medical statements must be received within two (2) school days upon the student's return to school. In these cases, the student will be assigned to the next available ASD detention. 6. A senior student who is assigned an ASD must serve the detention before he/she will be allowed to participate in graduation exercises. An undergraduate student who does not serve assigned ASD before the end of the school year, will make up the ASD the following school year. (*See Policy #6264)” Seconded by Mr. Tuttle. Motion carried 5-0.

Mr. Brandes motioned to approve new Policy #6264 which reads: “RCATS (Ripley County Alternative to Suspension) - RCATS is a countywide program approved by the Board of School Trustees on October 19, 2015, that provides an alternative to out of school suspension whereby students are required to report to the Tyson Activity Center in Versailles, Indiana to serve their suspended day(s). RCATS is a collaboration of Ripley County Schools with the support of the Ripley County judges, prosecutor and probation department. Students in grades six through twelve placed on short term (1-10 days) out of school suspension are subject to assignment to RCATS at the discretion of the school principal. Parents are responsible for transportation to the program. The RCATS program hour are 8:30 a.m. – 2:30 p.m. and consists of morning completion of class work, a supervised lunch period, and afternoon community service. Students are required to report with all necessary materials (including Chromebook) for the completion of class work. Students are also required to bring a sack lunch. Since this is an alternative educational placement, student attendance is mandatory. Failure to report to RCATS, and behave in an appropriate manner while in attendance,

could result in the student and parents being summoned to appear in court. While attending RCATS, students will receive full credit for completed classwork. Specific information on RCATS will be provided to the student and parents at the time of suspension.” Included in the motion is permission for Mr. Langferman and Mr. Murphy to change their student handbooks to reflect this new policy. Seconded by Mr. Amberger. Motion carried 5-0.

Mr. Tuttle motioned to approve a revision to policy #4500 Substitute Teachers that changes the age requirement to permit substitutes under the age of 21 to be eligible at the elementary school level. Seconded by Mr. Honeycutt. Motion carried 5-0.

Mr. Amberger motioned to approve revisions to the lease agreements for MIST and South Ripley Schools as follows: Milan USA swim team to use the pool for practice from October 6 – March 20. The previous approved lease stated Mr. Prifogle had given MIST the time slot of 5:40 p.m. – 8:00 p.m. at no charge. The revised lease is under Milan USA Swim Team. They will have use of the hallway for warm ups from 5:30 p.m. – 5:40 p.m., then the pool until 7:30 p.m. Two lanes will be open at 7:15 p.m. for South Ripley swimmers. Milan reserves the right to change times and dates if a school function occurs. South Ripley’s previous lease allotted them use of the pool from 7:40 p.m. – 9:30 p.m. The revised lease will permit them stretching in the hallway from 7:00 p.m. – 7:15 p.m., use of 2 lanes at 7:15 p.m. and then full pool use from 7:30 p.m. until 9:15 p.m. Seconded by Mr. Brandes. Motion carried 5-0.

Mr. Honeycutt motioned to approve a request from Josie Weiler for her and Shannon Morris to take 15-30 FCCLA members to the convention in Indianapolis from February 25-27, using 2 mini-buses. They will miss 2 days of school. Seconded by Mr. Tuttle. Motion carried 5-0.

Mr. Ketcham stated two years ago, the Board voted to change our liability insurance and our workers’ compensation insurance to a different company. He presented the renewal agreement to the Board for their approval. He noted we are saving money with the new company. Mr. Brandes motioned to approve the renewal of the workers’ compensation agreement with Indiana School’s Educational Service Centers. Seconded by Mr. Amberger. Motion carried 5-0.

Mr. Ketcham stated we had been awarded two grants from the Rising Sun Foundation and

asked for approval of the grants. The first grant is \$16,236 for new lights at the softball field; and the second is \$7,670 for a new timing system at the pool. Mr. Amberger motioned to approve acceptance of the grants. Seconded by Mr. Tuttle. Motion carried 5-0.

Superintendent's Report:

Mr. Ketcham reported we had been awarded a \$50,000 school safety grant for the second year. Half of the grant money will go toward the salary of our school resource officer and the other half will be used to purchase safety equipment. He noted last year new entry systems were purchased for the schools and this year the camera systems will be updated.

Personnel:

Mr. Honeycutt motioned to add a personnel item to the agenda. Seconded by Mr. Brandes. Motion carried 5-0.

Mr. Ketcham stated he had accepted the resignation of Mandy Hughes as elementary school nurse effective December 10, 2015. He also stated he had received and accepted a letter of resignation from Lisa Briggs, effective December 18, 2015. He read Mrs. Briggs letter into the minutes: “ Mr. Ketcham, I write this letter to announce my formal retirement from Milan Community Schools as a sixth grade teacher at Milan Middle school effective as of January 4, 2016. I have enjoyed teaching at Milan for the last thirty and a half years. It has been both a rewarding and a memorable experience. I have always tried to give my students 100% of my knowledge and attention to help them to excel in their educations. Over the years, I have been fortunate to work with the most amazing, dedicated, and caring support staffs and teaching staffs ever assembled. I would like to take this opportunity to thank all my colleagues for their support and friendship throughout my tenure. The relationships I have formed here over the years will not soon be forgotten. I am willing to meet with and help my replacement in any way to prepare for the remainder of the 2015-2016 school year. A smooth transition for my current students to a new classroom teacher and teaching style is my utmost desire. I would like to thank both you, and the members of the school board, for giving me the opportunity to serve the students of Milan. It has truly been an honor. I am so very proud to say that I am retiring from a school corporation which has always put students first. I wish Milan Community Schools

continued growth and success in the future. Yours respectfully, Lisa Briggs". Mr. Brandes motioned to approve the retirement of Mrs. Briggs. Seconded by Mr. Tuttle. Motion carried 5-0.

Mr. Tuttle motioned to approve Mr. Langferman's recommendation to employ Christina (Tina) Mutz for the position of high school guidance director. Mr. Ketcham stated Mrs. Mutz is a 2002 graduate of Milan High School. Seconded by Mr. Amberger. Motion carried 5-0.

Mr. Amberger motioned to approve Mrs. Rogers' recommendation to employ Tamra Jutzi for the elementary school nurse with a begin date of December 11th; and Brian Henkel's recommendation to employ Joe Thomas as a substitute custodian. Seconded by Mr. Honeycutt. Motion carried 5-0.

Mr. Brandes motioned to approve Coach Blankinship's and Mr. Prifogle's recommendations for the following boys' basketball coaching positions: JV – Drew Young; 9th grade – Ethan Voss; 8th grade – Randy Combs; 7th grade – Jeff Stutler and 6th grade – Dan'l Yorn; and Mr. Prifogle's recommendation for Bryan Beeler as girls' 8th grade basketball coach. Seconded by Mr. Amberger. Motion carried 5-0.

Claims and Financial Report:

Mr. Tuttle motioned to approve vendor checks #38676 through #38765, deposit advice #52889 through #53507, and the financial report. Seconded by Mr. Honeycutt. Motion carried 5-0.

President's Prerogative:

Mr. Ketcham welcomed Mrs. Mutz stating his opinion she will do an outstanding job, and wished everyone Happy Holidays.

Mr. Brandes thanked the patrons for attending the meeting and thanked Mrs. Briggs for her many years of service.

Mr. Honeycutt thanked everyone for attending and wished everyone a Merry Christmas.

Mr. Amberger thanked patrons for attending, thanked Mrs. Briggs for her service, and stated his appreciation to the Rising Sun Foundation. He stated we have been very fortunate and received numerous grants from the RSF, which has helped our schools our tremendously.

Mr. Tuttle dittoed what other members stated, thanked Mrs. Briggs, and welcomed Mrs. Mutz. He thanked the Rising Sun Foundation and wished everyone a Merry Christmas.

Mr. Lewis thanked the Rising Sun Foundation and thanked the community for all they had done for the schools. He wished Mrs. Briggs and all past employees a happy retirement and welcomed all new employees. He wished everyone a happy and warm Christmas.

**Mr. Amberger motioned to adjourn the meeting. Seconded by Mr. Tuttle. Motion carried 5-0.
Meeting adjourned 7:26 p.m.**