

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

MILAN COMMUNITY SCHOOL CORPORATION

JUNE 20, 2016

The Board of School Trustees met in regular session at 7:00 p.m. on Monday, June 20, 2016. Attending were Board members Edward Amberger, Michael Brandes, Timothy Tuttle and Gregory Lewis. Jason Honeycutt was absent. Also attending was Superintendent Paul Ketcham. Vice-President Edward Amberger presided. The meeting opened with the Pledge of Allegiance.

Mr. Brandes motioned to approve the minutes from the May 16, 2016 regular meeting and the special session on May 25, 2016. Seconded by Mr. Lewis. Motion carried 4-0.

Comments from Patrons/Staff: None

Old Business: None

New Business:

Mr. Tuttle motioned to approve Mr. Ketcham's resolution request to transfer \$150,000 from the transportation fund to the rainy day fund. Seconded by Mr. Brandes. Motion carried 4-0.

Mr. Tuttle motioned to approve a \$200.00 donation from the 2 Out Storm organization that used the Activity Center in January and February for their softball practices. Seconded by Mr. Lewis. Motion carried 4-0.

Mr. Lewis motioned to approve the proposal for a two year kindergarten readiness program. Mr. Ketcham noted the initial program will begin with twenty students who are four years old as of August 1<sup>st</sup>. He noted all conditions of our early entrance policy will be followed. Seconded by Mr. Brandes. Motion carried 4-0.

Mr. Lewis motioned to approve the K-12 student book fees for 2016-17 as presented by the building treasurers. Highlights are: Kindergarten - \$87.25; 1<sup>st</sup> Grade - \$160.25; 2<sup>nd</sup> Grade - \$147.75; 3<sup>rd</sup> Grade - \$159.25; 4<sup>th</sup> Grade - \$151.50; 5<sup>th</sup> Grade - \$151.50; Elementary Special Needs - \$30.00; 6<sup>th</sup> -8<sup>th</sup> Grades - \$149.00 base fee with \$20.00 fee for band/choir; and 9<sup>th</sup> - 12<sup>th</sup> \$146.00 base fee with extra fees for band, choir and AP and Career Center courses. Seconded by Mr. Tuttle. Motion carried 4-0.

Mr. Lewis motioned to approve the following conference requests: Noel Houze to attend an Advanced SRO Training conference from August 8-10, 2016 in New Castle – corporation cost \$505.00;

**Ginny Shannon to attend a Director Refresher Training Course for the Meal Magic program on July 15, 2016 in Grand Haven, Michigan – cafeteria cost \$458.40; and Pat Murphy to attend the IASP Fall Conference from November 20-22, 2016 in Indianapolis – corporation cost \$551.00. Seconded by Mr. Brandes. Motion carried 4-0.**

**Mr. Brandes motioned to approve a field trip request from Stefani Bedel to take the high school band on tour to Nashville, Tennessee from April 27-29, 2017. Seconded by Mr. Tuttle. Motion carried 4-0.**

**Mr. Lewis motioned to approve the following fundraisers: (1) request from Stefani Bedel to permit the high school band to sell magazine subscriptions from August 24 – September 7, 2016; (2) request from Stefani Bedel to permit the high school band to sell \$1.00 raffle tickets from February 1-15, 2017; and (3) request from Carla Thomas and Alyssa Parr to hold the annual Craft Fair on November 19, 2016. Seconded by Mr. Tuttle. Motion carried 4-0.**

**Mr. Ketcham presented a kitchen policy proposal from Ginny Shannon and Amy Fox for the Board’s consideration. Mr. Ketcham stated there is already a corporation policy to address some of the issues in the this policy, but the two ladies would like to expand on the regulations for use of kitchen facilities. He will take the proposal under advisement and make a recommendation at the July meeting.**

**Superintendent’s Report:**

**Mr. Ketcham stated Milan Schools had been recognized by State Superintendent Glenda Ritz for the implementation of the ‘Promising Practice of Building Capacity with Teacher Leaders’. He congratulated the teachers and administrators for their hard work and diligence to make this program a success.**

**Personnel:**

**Mr. Ketcham reported he had accepted the resignation of Melody Barber as a high school custodian, effective May 19, 2016.**

**Mr. Lewis motioned to approve the retirement of high school cafeteria employees, Margaret Lochard and Cathy Minger after 25 years of service for each. Their last day to work was May 24, 2016. Seconded by Mr. Brandes. Motion carried 4-0.**

**Mr. Brandes motioned to approve the three year contract addendum to Dr. Thomas Reale's contract as assistant superintendent/transportation director. His base salary will be \$84,020.**

**Seconded by Mr. Tuttle. Motion carried 4-0.**

**Mr. Lewis motioned to approve the recommendation of Mr. Langferman to employ Luke Williams as a high school social studies teacher and as the boys' freshman basketball coach. Seconded by Mr. Tuttle. Motion carried 4-0.**

**Mr. Lewis motioned to approve the recommendation of Mr. Ketcham to employ Stephanie Schwing-Stamper as the Jr.-STARS grant funded social worker at the elementary school and middle school for the 2016-17 school year. Seconded by Mr. Tuttle. Motion carried 4-0.**

**Mr. Tuttle motioned to approve the recommendation of Mr. Ketcham to employ Jessica Engleking as a special needs mild intervention/emotionally handicapped teacher for 2016-17 school year. Ms. Engleking will spend the mornings at the elementary school and the afternoons at the middle school. He noted a decrease in caseload determined the placement of this teacher. Seconded by Mr. Brandes. Motion carried 4-0.**

**Mr. Tuttle motioned to approve Mrs. Rogers' recommendation to employ Christine Roell as an instructional aide for the readiness kindergarten classroom. Seconded by Mr. Brandes. Motion carried 4-0.**

**Mr. Lewis motioned to approve the following recommendations of Ginny Shannon and Amy Fox for cafeteria employees at the high school: Donna Ertel – head cook full time, Jill Mitchell –full time, Rena Gardner – full time (from current part time position), Darlena Miller – part time, Lennice Lynd – part time, and Tasha Bledsoe – part time. Seconded by Mr. Brandes. Motion carried 4-0.**

#### **Claims and Financial Report:**

**Mr. Tuttle motioned to approve vendor checks #39135 through #39217, deposit advice #55493 through #56089, and the financial report. Seconded by Mr. Brandes. Motion carried 4-0. Mr. Ketcham informed the Board last year at this time, the Duke Energy bill was \$22,110 and this year it is \$16,163. He will keep the Board updated on the guaranteed savings program by Trane.**

#### **President's Prerogative:**

**Mr. Ketcham stated the administrators were hard at work getting ready for the new school year. He congratulated Mr. Williams on his new position and wished everyone an enjoyable summer.**

**Mr. Lewis welcomed all the new employees and thanked Mrs. Lochard and Mrs. Minger for their many years of service.**

**Mr. Tuttle dittoed what Mr. Lewis said and welcomed Mr. Williams.**

**Mr. Brandes thanked everyone for attending and gave special thanks to Mrs. Lochard and Mrs. Minger, wishing them a happy retirement. He expressed condolences to the family of former Board member Barter Dobson on his passing, noting his son, Richard, recently retired from teaching at Milan for over 30 years.**

**Mr. Amberger stated it has been a really good school year, thanked the Rising Sun Foundation for everything they had done for the schools, thanked the retirees for their service, welcomed Mr. Williams, and wished everyone a safe summer.**

**Mr. Brandes motioned to adjourn the meeting. Seconded by Mr. Tuttle. Motion carried 4-0. Meeting adjourned 7:24 p.m.**