

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

**MILAN COMMUNITY SCHOOL CORPORATION**

**JULY 18, 2016**

**The Board of School Trustees met in regular session at 7:00 p.m. on Monday, July 18, 2016. Attending were Board members Jason Honeycutt, Edward Amberger, Michael Brandes, and Gregory Lewis. Timothy Tuttle was absent. Also attending was Superintendent Paul Ketcham. President Jason Honeycutt presided. The meeting opened with the Pledge of Allegiance.**

**Mr. Lewis motioned to approve the minutes from the June 20, 2016 regular meeting. Seconded by Mr. Brandes. Motion carried 4-0.**

**Comments from Patrons/Staff: None**

**Old Business:**

**Mr. Amberger motioned to approve the three student handbooks as presented at the June 20, 2016 meeting. Seconded by Mr. Lewis. Motion carried 4-0.**

**Mr. Lewis motioned to table the kitchen use policy proposal presented last month by Ginny Shannon and Amy Fox, until August. Mr. Ketcham stated he needs to discuss this proposal with the two ladies to make sure there is no redundancy with current corporation policy.**

**New Business:**

**Mr. Brandes motioned to grant Mr. Ketcham permission to advertise, interview and/or hire any positions that may become vacant between now and the August meeting. Seconded by Mr. Amberger. Motion carried 4-0.**

**Mr. Amberger motioned to approve a conference request from Mr. Langferman to attend the IASP fall conference in Indianapolis from November 20-22, 2016 – cost to the corporation will be \$551.00. Seconded by Mr. Brandes. Motion carried 4-0.**

**Mr. Ketcham presented a three year Chromebook lease agreement with Providence Capital to the Board for their approval. It is similar to the previous agreement whereby we purchase 725 Chromebooks at a total cost of \$178,350.00. The payments are spread out over a three year period and paid through textbook rental. Mr. Lewis motioned to approve the agreement. Seconded by Mr. Amberger. Motion carried 4-0.**

**Mr. Ketcham presented a report from The SpyGlass Group from Cleveland, Ohio that reviews our telecommunications billings and makes recommendations for savings. If they are approved to complete the audit and implement their recommendations, they will charge a percentage of the savings cost as their fee. Mr. Ketcham stated there is a potential of \$1813.00 in savings, minus their percentage. He stated this is a one-time agreement, with a one-time exchange, and no contractual obligation. Mr. Lewis motioned for Mr. Ketcham to move forward with this project. Seconded by Mr. Amberger. Motion carried 4-0.**

**Mr. Brandes motioned to approve the following: (1) A lease request from Tracey Gobel to use the middle school gym on July 19 and 20, 2016 for a dance camp. She will be assessed a \$33.00 custodial clean up fee for the two days. (2) A lease request from Milan Aquatics to use the elementary cafeteria for their awards program and then the pool for an open swim on July 26, 2016 from 6:00 p.m. – 8:00 p.m. Custodial fees will be charged. Seconded by Mr. Amberger. Motion carried 4-0.**

**Mr. Brandes motioned to add a fundraising item to the agenda. Seconded by Mr. Amberger. Motion carried 4-0.**

**Mr. Lewis motioned to approve a fundraising request from varsity cheerleading sponsors, Judy White and Jennifer Wullenweber, to hold a yard sale and car wash, from July 21-23, 2016. Seconded by Mr. Brandes. Motion carried 4-0.**

#### **Superintendent's Report:**

**Mr. Ketcham presented a budget calendar to the Board for their information. Highlights include: August 15 – resolution to authorize adjustments to line 1 and 2 for 2016 & 2017 budgets; August 16 – tentative Board work session; August 19 – deliver budget Form 3, CPF and BRP to newspaper; and submit DLGF via Gateway – Form 3; August 23 and 25 – first publication; August 25 – submit Form 3 to county council for review; August 30 and September 1 – second publication; September 19 – public hearing for budgets, CPF and BRP, resolution and adoption CPF and BRP; September 27 & 29 publish *Notice of Adoption* of CPF in newspapers; October 6 – Request *Certificate of No Remonstrance* of CPF plan; October 17 – Adoption of budgets, levies and rates; and October 18 – file adopted copies with DLGF via Gateway.**

#### **Personnel:**

**Mr. Ketcham reported he had accepted the resignation Callie Jones as a high school cafeteria**

worker effective June 16, 2016, and David Arkenberg as an elementary special needs aide effective June 29, 2016.

Mr. Brandes motioned to approve an FMLA leave (maternity) for Shawna Potts from August 1 – September 9, 2016. Mrs. Potts will return to the classroom on September 12, 2016. Seconded by Mr. Amberger. Motion carried 4-0.

Mr. Amberger motioned to approve the recommendation of Mrs. Rogers to employ Patsy Holdsworth as a part time music teacher at the elementary. Seconded by Mr. Brandes. Motion carried 4-0.

Mr. Lewis motioned to approve a recommendation from Dr. Reale to pay an annual stipend of \$3000.00 to Susan Dudgeon for transportation assistance, since he will now be teaching five German classes and out of the Central Office for most of the day. Seconded by Mr. Brandes. Motion carried 4-0.

Mr. Amberger motioned to approve the following recommendations from Coach Langferman for the 2016-17 football season: Varsity Assistants: Kyle Sabol, Bryan Beeler, Ryan Marshall; Volunteers – Jeff Sharp, Tony Pennington and Mike Brandes; and Middle School Coaches – Rich Healy and Kevin Dines; and also Mr. Langferman’s recommendation for Brian Moline as the senior class co-sponsor. Seconded by Mr. Lewis. Motion carried 3-0-1, with Mr. Brandes abstaining.

Mr. Amberger motioned to approve a contract rollover from July 2016- June 2018 for Mrs. Rogers, Mr. Langferman, Mr. Murphy, and Mr. Prifogle, with a \$1500.00 raise in pay. Seconded by Mr. Lewis. Motion carried 4-0.

Mr. Lewis motioned to add Mr. Ketcham’s contract rollover to the agenda. Seconded by Mr. Brandes. Motion carried 4-0.

Mr. Lewis motioned to approve a contract rollover from July 2016-June 2018 for Mr. Ketcham. Seconded by Mr. Amberger. Motion carried 4-0.

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

Mr. Lewis motioned to approve vendor checks #39218 through #39290, deposit advice #56090 through #56349, and the financial report. Seconded by Mr. Brandes. Motion carried 4-0. Mr. Ketcham informed the Board our energy savings has been almost \$40,000 to date.

#### **President’s Prerogative:**

**Mr. Ketcham and Board members thanked the two patrons for attending the meeting.**

**Mr. Amberger motioned to adjourn the meeting. Seconded by Mr. Lewis. Motion carried 4-0. Meeting adjourned 7:21 p.m.**