

01-13

MARION COMMUNITY SCHOOLS
MARION, INDIANA
MINUTES OF THE ORGANIZATIONAL MEETING & REGULAR MEETING OF THE BOARD OF
SCHOOL TRUSTEES
January 9, 2013

The Board of School Trustees of Marion Community Schools met in a combined organizational & regular meeting on Wednesday, January 9, 2013, in the Board Room of the Education Service Center, 1240 South Adams Street, Marion, Indiana, at 6:03 p.m.

Board members present:

Mr. Aaron Vermilion	President (2012)
Mrs. Katie Morgan	1 st Vice President (2012)
Mr. Greg Kitts	2 nd Vice President (2012)
Dr. Harry Hall	Member
Mr. Scott Morgan	Member
Mrs. Cathy Moritz	Member
Mrs. Pam Hutchison	Member

Board member absent:

None

Also present:

Mr. Steve Edwards	Superintendent
Dr. Ken Folks	Assistant Superintendent for Instruction
Mr. Jim McWhirt	Business Manager
Mrs. Amanda McCammon	Director, Tucker Career & Tech. Ctr.
Mrs. Lisa Graham	Director of Special Services
Mr. Tom Hunt	MCS Legal Counsel

Distinguished Guests:

Mr. John Butcher	MTA President
Ms. Stephanie Holcomb	MTA Representative
Mr. Derek Beigh	Reporter, Chronicle-Tribune
Ms. Layla Price	WBAT-WCJC-WXXC Radio

Spectators/Patrons	15
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I. CALL TO ORDER

Mr. Edwards, Superintendent, called the meeting to order. The Pledge of Allegiance to the Flag was given. There was a moment of silence.

SWEARING IN OF BOARD MEMBERS

The Honorable Judge Tom Hunt gave the Oath of Office to Mrs. Pam Hutchison and Dr. Harry Hall. Mr. Aaron Vermilion received his Oath of Office on January 4, 2013 from the Clerk of the Courts, J. Mark Florence.

II. ELECTION OF OFFICERS

A. PRESIDENT

It was the responsibility of the Superintendent to preside over this portion of the meeting until the election of the Board President for the calendar year 2013 was completed. Mr. Edwards asked for nominations from the Board for the position of Board President.

Dr. Hall nominated Mrs. Morgan for the office of Board President. Mr. Murphy seconded the nomination. There being no further nominations, the nominations for President were closed. Mrs. Morgan became President of the Board for the year 2013 with a unanimous vote; Mrs. Morgan abstained from the vote.

B. 1ST VICE PRESIDENT

Mrs. Morgan asked for nominations from the Board for the office of 1st Vice President.

Mr. Murphy nominated Mr. Kitts for the office of 1st Vice President. Mr. Vermilion seconded the nomination. There being no additional nominations, the nominations for 1st Vice President were closed. Mr. Kitts became 1st Vice President of the Board for the year 2013 with a unanimous vote; Mr. Kitts abstained from the vote.

C. 2ND VICE PRESIDENT

Mrs. Morgan asked for nominations from the Board for the office of 2nd Vice President.

Mr. Vermilion nominated Mr. Murphy for the office of 2nd Vice President. Dr. Hall seconded the nomination. There being no additional nominations, the nominations for 2nd Vice President were closed. Mr. Vermilion became 2nd Vice President of the Board for the year 2013 with a unanimous vote; Mr. Vermilion abstained from the vote.

D. SECRETARY OF THE BOARD

Mrs. Morgan asked for nominations from the Board for the office of Secretary of the Board.

Mrs. Moritz nominated Dr. Hall for the office of Secretary of the Board. Mr. Vermilion seconded the nomination. There being no additional nominations, the nominations for Secretary of the Board were closed. Dr. Hall became Secretary of the Board for the year 2013 with a unanimous vote; Dr. Hall abstained from the vote.

III. AUTHORIZE THE PRESIDENT OF THE BOARD TO APPOINT BOARD MEMBERS TO ANY NECESSARY COMMITTEES.

The By-Laws state that at the organizational meeting, the Board shall authorize the President of the Board to appoint Board members to any necessary committee.

Mr. Vermilion entered a motion to approve giving the Board President authority to appoint board members to committees. After a second by Mrs. Moritz, the motion carried unanimously.

IV. BOARD OF SCHOOL TRUSTEES 2013 MEETING SCHEDULE

The proposed meeting schedule was presented to the Board for approval.

Mr. Vermilion entered a motion to approve the 2013 Meeting Schedule, as presented. After a second by Mrs. Moritz, the motion carried unanimously. (**Exhibit "A"**)

V. CONSENT AGENDA

Mr. Edwards requested approval of the Board for the Consent Agenda Items as follows:

- 13-001 MINUTES OF THE EXECUTIVE SESSION HELD DECEMBER 19, 2012*
- 13-002 MINUTES OF THE REGULAR MEETING HELD DECEMBER 19, 2012*
- 13-003 PERSONNEL REPORTS*
- 13-003.1 ADDENDA PERSONNEL REPORT*
- 13-004 RESOLUTION FOR ADMINISTRATION TO PROCEED WITH AND PURSUE
REGULAR RECURRING GRANTS*
- 13-005 MARION COMMUNITY SCHOOLS EXPENDITURE APPROVAL LIST*
- 13-006 2013 UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENTS*
- 13-007 FINANCIAL REPORTS*

Any Board member may request to breakout any consent agenda item and conduct a separate vote.

13-001 MINUTES OF THE EXECUTIVE SESSION HELD DECEMBER 19, 2012

Mr. Edwards recommended approval of the minutes of the executive session held Wednesday, December 19, 2012.

13-002 MINUTES OF THE REGULAR MEETING HELD DECEMBER 19, 2012

The Superintendent recommended approval of the minutes of the regular meeting held Wednesday, December 19, 2012 at 6:00 p.m.

13-003 PERSONNEL REPORTS

The Personnel Reports consisted of:

ADMINISTRATIVE REPORT

Resignation

Name	Building and Assignment	Effective Date
Stephen L. Edwards	ESC, Superintendent	6/30/13

BARGAINING UNIT REPORT

Resignation

Name	Building and Assignment	Effective Date
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Michele Deavers	Allen, Grade 1	12/20/12
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CLASSIFIED REPORT

Unpaid Leave of Absence

Name	Building & Assignment	Effective Date
Alma Coffey	McCulloch, Custodian	From 12/10/12 through 2/9/13
Pamela Oliver	MHS, Food Service Assistant	From 12/12/12 through 1/2/13

Effective Date Established

Name	Building and Assignment	Effective Date
Patricia Gibson	ESC, Director of Communications	1/14/13

Addenda Position Recommendation

Name	Building and Assignment	Effective Date
Esley Isaac McClung, Jr.	Justice Marshall, 6 th Grade Boys Basketball Coach	For the 2012-2013 School Year
Amy Miles	Justice Marshall, 6 th Grade Girls Basketball Coach	For the 2012-2013 School Year

The Superintendent recommended approval of the Personnel Report, as presented.

13-003.1 ADDENDA PERSONNEL REPORT

The Addenda Personnel Report consisted of:

**MARION COMMUNITY SCHOOLS
ADDENDA
1/9/13**

BARGAINING UNIT REPORT

Addenda Position Resignation

Name	Building and Assignment	Effective Date
Thomas Barnes	MHS, Head Varsity Softball Coach	1/4/13

CLASSIFIED REPORT

Unpaid Leave of Absence

Name	Building & Assignment	Effective Date
Arthur Lee Jones, Jr.	Transportation,	2/4/13 through 2/15/13

New Employee

Name	Building and Assignment	Effective Date
Erin Dale	Tucker, LPN Instructor (part-time)	1/14/13

Brandy LoPilato	Tucker, LPN Instructor	1/14/13
Amber Miller	Riverview, Recess Monitor	1/10/13
Arletha Smith	Tucker, Director of the LPN Program	1/14/13

The Superintendent recommended approval of the Addenda Personnel Report, as presented.

13-004 RESOLUTION FOR ADMINISTRATION TO PROCEED WITH AND PURSUE REGULAR RECURRING GRANTS

It is necessary for the administration to obtain Board approval for the pursuit and acceptance of various grant funds in a timely manner. There are a number of grant funds that are regular and recurring to the Marion Community Schools in its normal mode of business. It is in the public's best interest to maintain and pursue these grants for the continuance of the educational system in the Marion community. Approval of this resolution grants permission to pursue and accept the normal recurring state and federal grants listed as well as pursue other non-recurring grants of an amount less than \$1,000.00 not requiring matching funds without prior Board approval. The Superintendent recommended approval of the resolution. **(EXHIBIT "B")**

13-005 MARION COMMUNITY SCHOOLS EXPENDITURE APPROVAL LIST

The Expenditure Approval Lists for 12/7/12 through 1/4/13 was presented. The report included accounts payable claims #84,143 through #84,414; for a total of 272 accounts payable claims. The total dollar amount of claims was \$3,817,785.03; of that amount \$786,216.84 was expended from the General Fund. The Superintendent recommended approval of the expenditure approval list. **(Exhibit "C")**

13-006 2013 UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENTS

Board members and administrators who may take action that will result in an increase in their income or net worth or that of a spouse or dependent have a conflict of interest subject to disclosure. A signature is required on item #10 of a completed Uniform Conflict of Interest Disclosure Statement. Three (3) Board members, Dr. Harry Hall, Mrs. Cathy Moritz and Mr. Aaron Vermilion have filed with the Marion Community Schools.

The Board must accept the disclosure statements in a public meeting. The statements will be filed with the State Board of Accounts and the Grant County Clerk as required by Indiana Statute. The Superintendent recommended acceptance of the attached Uniform Conflict of Interest Disclosure Statement. **(EXHIBIT "D, E, and F")**

13-007 FINANCIAL REPORTS

Mr. Jim McWhirt, Business Manager, presented an Analysis of the 2012 Local Tax Revenue as well as the Fund Summary report and a 2012 Expenditure report.

Dr. Hall entered a motion to approve the Consent Agenda items 13-001 through 13-007. After a second by Mrs. Moritz, the motion passed with a unanimous vote.
(Exhibit "G")

Mr. Murphy entered a motion to approve the Consent Agenda item 13-003.1. After a second by Mrs. Moritz, the motion passed with a unanimous vote.

VI. ACTION

13-008 APPOINTMENT OF BOARD ATTORNEY

Mr. Edwards recommended that the law firm of Kiley, Harker and Certain be retained to serve as the corporation legal counsel for the calendar year 2013. It was agreed that Kiley, Harker, and Certain will represent Marion Community Schools in all legal matters assigned to them. **(Exhibit “H”)**

Mr. Murphy entered a motion to approve the recommendation for corporation counsel for the calendar year 2013. After a second by Mr. Vermilion, the motion passed with a unanimous vote.

13-009 APPOINTMENT OF TREASURER AND DEPUTY TREASURER

The Marion Community Schools By-Laws state the Treasurer and Deputy Treasurer will be appointed at the Board reorganization meeting on an annual basis. Mr. Edwards recommended that the Board appoint Mr. Jim McWhirt as the Treasurer for the Marion Community Schools and Mrs. Patty Nauman as Deputy Treasurer.

Mr. Murphy entered a motion to approve the appointment of the Treasurer and Deputy Treasurer for the calendar year 2013. Following a second by Mrs. Moritz, the motion carried unanimously.

13-010 APPOINTMENT OF SCHOOL PHYSICIAN

The Superintendent recommended the Board approve continuing the services of Dr. Jeffrey Bragg as School Physician for the 2013 calendar year. Dr. Bragg will be employed as the medical director for the school corporation for a twelve (12) month period beginning January 1, 2013, and ending December 31, 2013, per the terms of the contract. **(Exhibit “I”)**.

Dr. Hall entered a motion for Dr. Bragg to continue his services as the school physician for calendar year 2013. After a second by Mr. Murphy, the motion carried unanimously.

13-011 RESOLUTION TO APPROVE 2012 APPROPRIATION TRANSFERS

One of the routine year-end budgetary procedures is to eliminate any negative appropriation account balances by transferring from accounts that have surplus balances. Many of the transfers that occur are within major budget classifications. However, due to available account balances sometimes it is necessary to make the transfers from accounts in another major budget classification. The transfers between major budget classifications require the approval of the Board of School Trustees.

The “Transfer of Appropriations Resolution” summarizes the transfers between major budget classifications that were necessary to balance the 2012 appropriation accounts. The only funds involved were the General Fund and the Capital Projects Fund.

Mr. McWhirt recommended the Board adopt the resolution. **(Exhibit “J”)**

Mr. Kitts entered a motion to approve the Resolution to Approve 2012 Appropriation Transfers, as presented. After a second by Mr. Vermilion, the motion carried unanimously.

13-012 PROPERTY/CASUALTY LIABILITY INSURANCE RENEWAL

Mr. McWhirt provided information regarding the quotes obtained for the Property & Casualty Liability Insurance Renewal. Mr. McWhirt recommended the renewal of all line of coverage with Indiana Insurance for the plan year, effective January 15, 2013, at a total cost of \$594,246. **(Exhibit “K”)**

Dr. Hall entered a motion for approve the recommendation, as presented. After a second by Mr. Vermilion, the motion carried unanimously.

VII. DISCUSSION

13-013 LPN PROGRAM UPDATE

Dr. Folks presented an update on the status of the LPN Program to the Board. Dr. Folks reviewed the ten bullet points in the memo to the Board. There are currently 42 students registered in the LPN program. The Administration plans for the LPN program to resume on January 28. The projected capping date is February 11, 2013 with graduation to take place on September 28, 2013. The administration will continue to update the Board on the progress of the program. Legal counsel has been hired to help the Administration through the process. The counsel hired has experience working with the Indiana State Board of Nursing. Mrs. McCammon thanked the Board for their support of the program and the hard work of the Board to continue the program.

VIII. PUBLIC COMMENTS

Mr. Steven DeBoard, MCS parent, addressed the Board with concerns regarding the dress code policy.

IX. MARION TEACHER ASSOCIATION COMMENTS

Mr. John Butcher welcomed Mrs. Hutchison to the Board.

X. SUPERINTENDENT COMMENTS

Mr. Edwards welcomed Mrs. Hutchison to the Board and congratulated Mr. Vermilion and Dr. Hall on their reelection to the Board. Mr. Edwards commented that it is important to have good individuals step up to serve on the Board. Mr. Edwards thanked the Marion Chronicle Tribune; Editor, David Penticuff; and Education Reporter, Derek Beigh, for the series of articles on Marion High School. The information presented highlighted the positive gains at Marion High School and helped dispel misperceptions regarding the high school.

Mr. Edwards reported that two new individuals would be joining Marion Community Schools on Monday, January 14; Director of Communications, Patricia Gibson and Consultant, Dr. Betsy Biederstedt, Interim Principal for Allen Elementary School. A breakfast for Allen staff members will be provided on Friday, January 11, 2013 to offer time for the faculty and staff to meet Dr. Biederstedt. Mr. Edwards wished Mr. Scott Simpson well in his new position.

XI. BOARD COMMENTS

Mr. Kitts welcomed Mrs. Hutchison to the Board and commented that he expects great things for 2013. He stated that he felt the Director of Communications would be an asset to Marion Community Schools.

Mr. Vermilion also welcomed Mrs. Hutchison to the Board and stated that he looked forward to working with her.

Mrs. Hutchison commented that she knew she would be provided with a lot of information and when she feels comfortably informed she will join in commenting on Board items.

President Morgan welcomed Mrs. Hutchison to the Board. President Morgan also commended Mr. Vermilion for stepping up and leading the Board through a difficult time as the Board President in 2012.

XII. ADJOURNMENT

The next scheduled meeting of the Board of School Trustees will be a regular meeting to be held on Wednesday, January 23, 2013, at 6:00 p.m. in the Board Room of the Education Service Center. There being no further comments, President Morgan adjourned the meeting at 6:45 p.m.

Mrs. Katie Morgan, President

Mr. Greg Kitts, 1st Vice President

Mr. Scott Murphy, 2nd Vice President

Dr. Harry Hall, Secretary

Mrs. Pam Hutchison, Member

Mrs. Cathy Moritz, Member

Mr. Aaron Vermilion, Member