

01-14

MARION COMMUNITY SCHOOLS  
MARION, INDIANA  
MINUTES OF THE ORGANIZATIONAL MEETING & REGULAR MEETING OF THE BOARD OF  
SCHOOL TRUSTEES  
January 15, 2014

The Board of School Trustees of Marion Community Schools met in a combined organizational & regular meeting on Wednesday, January 15, 2014, in the Board Room of the Education Service Center, 1240 South Adams Street, Marion, Indiana, at 6:01 p.m.

Board members present:

Mrs. Katie Morgan	President (2013)
Mr. Greg Kitts	1 <sup>st</sup> Vice President (2013)
Mr. Scott Murphy	2 <sup>nd</sup> Vice President (2013)
Dr. Harry Hall	Secretary (2013)
Mrs. Cathy Moritz	Member
Mrs. Pam Hutchison	Member

Board member absent:

Mr. Aaron Vermilion	Member
---------------------	--------

Also present:

Mr. Brad Lindsay	Superintendent
Ms. Amy Rauch	Assistant Superintendent/Chief Academic Officer
Mr. Chris Hoke	Executive Director of Business Affairs/CFO
Mrs. Brenda McVicker	Director of Elementary Education
Mr. Troy Freeman	Director of Support Services
Mrs. Patricia Gibson	Director of Communications
Mrs. Lisa Graham	Director of Special Services

Media/Distinguished Guests:

Ms. Jillian Fellows	Reporter, Chronicle-Tribune
Ms. Charlee Vaughan	Reporter, WBAT-WCJC Radio
Mr. Ben Middelkamp	Reporter, The Fortress
Mr. John Butcher	MTA President

Spectators/Patrons	3
--------------------	---

**I. CALL TO ORDER**

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

## **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 2014 was completed. Mr. Lindsay asked for nominations from the Board for the position of Board President.

Mrs. Morgan nominated Mr. Kitts for the office of Board President. Dr. Hall seconded the nomination. There being no further nominations, the nominations for President were closed. Mr. Kitts became President of the Board for the year 2014 with a unanimous vote; Mr. Kitts abstained from the vote.

### **B. 1<sup>ST</sup> VICE PRESIDENT**

Mr. Kitts asked for nominations from the Board for the office of 1<sup>st</sup> Vice President.

Mrs. Morgan nominated Mr. Murphy for the office of 1<sup>st</sup> Vice President. Mrs. Hutchison seconded the nomination. There being no additional nominations, the nominations for 1<sup>st</sup> Vice President were closed. Mr. Murphy became 1<sup>st</sup> Vice President of the Board for the year 2014 with a unanimous vote; Mr. Murphy abstained from the vote.

### **C. 2<sup>ND</sup> VICE PRESIDENT**

Mr. Kitts asked for nominations from the Board for the office of 2<sup>nd</sup> Vice President.

Mrs. Morgan nominated Dr. Hall for the office of 2<sup>nd</sup> Vice President. Mr. Murphy seconded the nomination. There being no additional nominations, the nominations for 2<sup>nd</sup> Vice President were closed. Dr. Hall became 2<sup>nd</sup> Vice President of the Board for the year 2014 with a unanimous vote; Dr. Hall abstained from the vote.

### **D. SECRETARY OF THE BOARD**

Mr. Kitts asked for nominations from the Board for the office of Secretary of the Board.

Mrs. Morgan nominated Mrs. Moritz for the office of Secretary of the Board. Mrs. Hutchison seconded the nomination. There being no additional nominations, the nominations for Secretary of the Board were closed. Mrs. Moritz became Secretary of the Board for the year 2014 with a unanimous vote; Mr. Moritz 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.

Dr. Hall entered a motion to approve giving the Board President authority to appoint board members to committees. After a second by Mr. Murphy, the motion carried unanimously.

#### **IV. BOARD OF SCHOOL TRUSTEES 2014 MEETING SCHEDULE**

The proposed meeting schedule was presented to the Board for approval. It was the consensus of the Board that since the January 8<sup>th</sup> meeting had to be moved to January 15<sup>th</sup> due to the severe weather we experienced, it was not necessary to hold a meeting on January 22<sup>nd</sup>. The 2014 meeting schedule was modified to eliminate the meeting on January 22<sup>nd</sup>.

Mrs. Morgan entered a motion to approve the 2014 Meeting Schedule, as modified. After a second by Dr. Hall, the motion carried unanimously. (Exhibit "A")

#### **V. CONSENT AGENDA**

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

- 14-001 MINUTES OF THE REGULAR MEETING HELD DECEMBER 18, 2013
- 14-002 PERSONNEL REPORTS
- 14-002.1 ADDENDA PERSONNEL REPORTS
- 14-003 RESOLUTION FOR ADMINISTRATION TO PROCEED WITH AND PURSUE  
REGULAR RECURRING GRANTS
- 14-004 MARION COMMUNITY SCHOOLS EXPENDITURE APPROVAL LIST
- ~~14-005 2013 UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENTS~~
- 14-006 FINANCIAL REPORTS
- 14-006.1 APPROVAL FOR PAYMENT OF CLAIMS

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

#### **14-001 MINUTES OF THE REGULAR MEETING HELD DECEMBER 18, 2013**

The Superintendent recommended approval of the minutes of the regular meeting held Wednesday, December 18, 2013 at 6:00 p.m.

#### **14-002 PERSONNEL REPORTS**

The Personnel Reports consisted of:

### **MARION COMMUNITY SCHOOLS PERSONNEL REPORTS**

1/15/14

#### **BARGAINING UNIT REPORT**

##### **Additional Assignment**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Amber Basinger	Allen, After School Tutor	For 2 <sup>nd</sup> Semester of the 2013-2014 School Year

##### **New Employee**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Ashley McLaurin	McCulloch, Biology	1/6/14 – pending successful completion of the hiring process

**CLASSIFIED REPORT**

**New Employee**

Name	Building and Assignment	Effective Date
Susan Delauter	Frances Slocum, Library Coordinator	1/7/14

**Change in Assignment**

Name	Building and Assignment	Effective Date
Morgan Vice	From Food Service Substitute to McCulloch, Kitchen Assistant	1/9/14

**Unpaid Leave of Absence**

Name	Building and Assignment	Effective Date
Pam Billtner-Yoder	Riverview, School Nurse	1/6/14
Timothy Dayton	McCulloch, Custodian	12/27/13 through 3/31/14
Richard LeFavour	McCulloch, Lead Custodian	12/10/13 through 1/7/14

**Family Medical Leave**

Name	Building and Assignment	Effective Date
Richard LeFavour	McCulloch, Lead Custodian	11/26/13 through 12/9/13

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

**14-002.1 ADDENDA PERSONNEL REPORT**

The Addenda Personnel Report consisted of:

**MARION COMMUNITY SCHOOLS  
 ADDENDA  
 PERSONNEL REPORTS**

**1/15/14**

**BARGAINING UNIT REPORT**

**Addenda Position Resignation**

Name	Building and Assignment	Effective Date
Amy Miles	MHS, Head Varsity Softball Coach	1/13/14

**CLASSIFIED REPORT**

**Change in Assignment**

Name	Building and Assignment	Effective Date
------	-------------------------	----------------

Loreen Black	From Substitute Teacher to MHS, Instructional Educational Assistant	1/21/14
Tammy Bunker	From Transportation, Bus Aide to MHS, Instructional Educational Assistant	1/21/14

**Resignation**

Name	Building and Assignment	Effective Date
Alyce Bathgate	MHS, Instructional Educational Assistant	1/17/14
Miranda Walker	Riverview, Academic Lab Specialist	1/21/14

**Unpaid Leave of Absence**

Name	Building and Assignment	Effective Date
Elizabeth Maguire	Riverview, Recess Monitor	1/7/14 through 1/21/14

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

**14-003 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")**

**14-004 MARION COMMUNITY SCHOOLS EXPENDITURE APPROVAL LIST**

The Expenditure Approval Lists for 12/20/13 through 1/8/14 was presented. The report included accounts payable claims #88,704 through #88,706; #88,711 through #88,718; 88,722 through #88,722; #88,729 through #88,892; and #88,894 through #88,995; for a total of 176 accounts payable claims. The total dollar amount of claims was \$1,148,453.89; of that amount \$349,936.36 was expended from the General Fund. The Superintendent recommended approval of the expenditure approval list. **(Exhibit "C")**

**14-006 FINANCIAL REPORTS**

Mr. Chris Hoke, Business Manager, presented an Analysis of the 2013 Local Tax Revenue as well as the Fund Summary report and a 2013 Expenditure report.

**14-006.1 APPROVAL OF PAYMENT OF CLAIMS**

Mr. Hoke asked the Board for approval to prepare claim dockets and pay the corporation's bills on the normal schedule (the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of each month) during the months of January, March, October, November, December, 2014. **(Exhibit "D")**

Mrs. Morgan entered a motion to approve the Consent Agenda items 14-001 through 14-006.1. After a second by Mr. Murphy, the motion passed with a unanimous vote. Mrs. Hutchison abstained from item 14-001.

## **VI. ACTION**

### **14-007 APPOINTMENT OF BOARD ATTORNEY**

Mr. Lindsay recommended that the law firm of Kiley, Harker and Certain be retained to serve as the corporation legal counsel for the calendar year 2014. It was agreed that Kiley, Harker, and Certain will represent Marion Community Schools in all legal matters assigned to them. (Exhibit "E")

Mr. Murphy entered a motion to approve the recommendation for corporation counsel for the calendar year 2014. After a second by Mrs. Moritz, the motion passed with a unanimous vote.

### **14-008 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. Lindsay recommended that the Board appoint Mr. Chris Hoke as the Treasurer for the Marion Community Schools and Mrs. Patty Nauman as Deputy Treasurer.

Mrs. Morgan entered a motion to approve the appointment of the Treasurer and Deputy Treasurer for the calendar year 2014. Following a second by Mrs. Hutchison, the motion carried unanimously.

### **14-009 APPOINTMENT OF SCHOOL PHYSICIAN**

The Superintendent recommended the Board approve continuing the services of Dr. Jeffrey Bragg as School Physician for the 2014 calendar year. Dr. Bragg will be employed as the medical director for the school corporation for a twelve (12) month period beginning January 1, 2014, and ending December 31, 2014, per the terms of the contract. (Exhibit "F").

Mr. Murphy entered a motion for Dr. Bragg to continue his services as the school physician for calendar year 2014. After a second by Mrs. Moritz, the motion carried unanimously.

### **14-010 RESOLUTION TO APPROVE 2013 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 2013 appropriation accounts. The only funds involved were the General Fund and the Capital Projects Fund.

Mr. Hoke recommended the Board adopt the resolution. (Exhibit "G")

Mrs. Moritz entered a motion to approve the Resolution to Approve 2013 Appropriation Transfers, as presented. After a second by Mrs. Morgan, the motion carried unanimously.

## **VII. DISCUSSION**

### **14-011 RIVERVIEW ROOFING LPN PROGRAM UPDATE**

There are two sections of roofing that are in the budget to be completed in 2014 at Riverview Elementary School. Mr. Freeman discussed the projects and asked the Board for approval to move forward with bids for the design portion of the projects. The Board was in agreement to move forward with the bid of the design portion of the projects.

## **VIII. PUBLIC COMMENTS**

There were no public comments

## **IX. MARION TEACHER ASSOCIATION COMMENTS**

Mr. Butcher mentioned that starting with the February 12<sup>th</sup> board meeting, and every meeting thereafter, he will bring a district teacher to the meeting for recognition.

## **X. SUPERINTENDENT COMMENTS**

Mr. Lindsay thanked Mrs. Morgan for her excellent service as Board President. He congratulated Mr. Kitts on his election as Board President for 2014. The Superintendent acknowledged our staff and Mr. Freeman in particular, for the excellent work they did during the extreme weather conditions we had last week.

## **XI. BOARD COMMENTS**

Mr. Murphy thanked Mrs. Morgan, she did an outstanding job as Board President. He also appreciated the way Mr. Freeman and his team handled the severe weather conditions last week. Making decisions based on the safety of our students is the right thing to do.

Mrs. Morgan said it was her pleasure to serve on the Board. She knows that the next year under Mr. Kitts' leadership will be productive and professional. She also appreciated the administration's decisions during the extreme weather conditions and keeping our students and staff's safety as top priority.

Dr. Hall thanked Mrs. Morgan for the wonderful job she did and congratulated Mr. Kitts on his appointment. He appreciated the early notices the administration provided for school closings last week. Dr. Hall expressed his concern with the lack of city roads and sidewalks being cleared last week and he encouraged the city to develop plans to improve this.

Mrs. Hutchison also expressed her appreciation of Mr. Lindsay's early decisions to call off school. She has appreciated working with Mrs. Morgan her first year on the board.

Mrs. Moritz commended our staff on the great job they did cleaning the school sidewalks and parking lots.

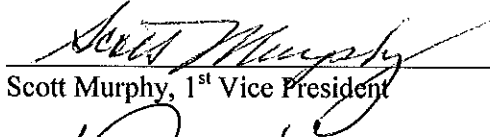
Mr. Kitts also thanked Mrs. Morgan for her service, and appreciated the Board voting him in as President for 2014. He welcomed Mr. Hoke to the corporation.

**XII. ADJOURNMENT**

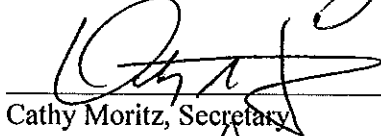
The next scheduled meeting of the Board of School Trustees will be a regular meeting to be held on Wednesday, February 12, 2014, at 6:00 p.m. in the Board Room of the Education Service Center. There being no further comments, President Kitts adjourned the meeting at 6:30 p.m.



\_\_\_\_\_  
Greg Kitts, President



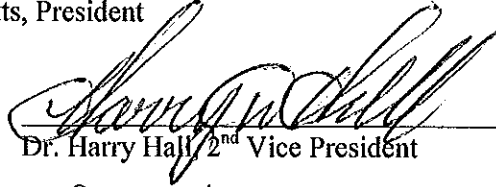
\_\_\_\_\_  
Scott Murphy, 1<sup>st</sup> Vice President



\_\_\_\_\_  
Cathy Moritz, Secretary



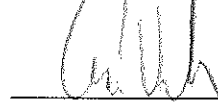
\_\_\_\_\_  
Katie Morgan, Member



\_\_\_\_\_  
Dr. Harry Hall, 2<sup>nd</sup> Vice President



\_\_\_\_\_  
Pam Hutchison, Member



\_\_\_\_\_  
Aaron Vermilion, Member