

MARION COMMUNITY SCHOOLS  
MARION, INDIANA  
MINUTES OF THE REGULAR MEETING OF THE BOARD OF SCHOOL TRUSTEES  
March 14, 2012

The Board of School Trustees of Marion Community Schools met for a regular meeting on Wednesday, March 14, 2012, in the Board Room of the Education Service Center, 1240 South Adams Street, Marion, Indiana, at 6:00 p.m.

Board members present:

Mrs. Katie Morgan	1 <sup>st</sup> Vice President
Mr. Greg Kitts	2 <sup>nd</sup> Vice President
Mrs. Cathy Moritz	Secretary
Mr. Mike Luce	Member
Mr. Scott Murphy	Member
Mr. Aaron Vermilion	Member

Board members absent:

Dr. Harry Hall	President
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Also present:

Mr. Steve Edwards	Superintendent
Dr. Ginger Studebaker-Bolinger	Assistant Superintendent for Personnel
Mr. Jim McWhirt	Business Manager
Mr. Barry Stone	Secondary Instructional Coordinator
Mrs. Amanda McCammon	Director, Tucker Career & Technology Center
Mr. Troy Freeman	Director of Support Services
Dr. June Robinson	Director of Special Services
Mrs. Melissa Jessup	Head Start Program Manager

Distinguished Guests:

Ms. Stephanie Holcomb	MTA Representative
Ms. Sarah Jones	MTA Representative
Mr. Derek Beigh	Reporter, Chronicle-Tribune
Ms. Julia Cline	WBAT-WCJC-WXXC Radio

Spectators/Patrons	34
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**I. CALL TO ORDER**

Mrs. Katie Morgan, 1<sup>st</sup> Vice President, called the meeting to order. The Pledge of Allegiance to the Flag was given. There was a moment of silence.

**II. CONSENT AGENDA**

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

- 12-047 MINUTES OF THE EXECUTIVE SESSION HELD FEBRUARY 22, 2012
- 12-048 MINUTES OF THE REGULAR MEETING HELD FEBRUARY 22, 2012
- 12-049 PERSONNEL REPORTS
- 12-049.1 ADDENDA PERSONNEL REPORT
- 12-050 MARION COMMUNITY SCHOOLS EXPENDITURE APPROVAL LIST
- 12-051 FINANCIAL REPORTS
- 12-052 REQUEST FOR APPROVAL OF OVERNIGHT FIELD TRIP – MHS
- 12-053 REQUEST TO ACCEPT DONATIONS - MHS

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

**12-047 MINUTES OF THE EXECUTIVE SESSION HELD FEBRUARY 22, 2012**

Mr. Edwards recommended approval of the minutes of the executive session held Wednesday, February 22, 2012.

**12-048 MINUTES OF THE REGULAR MEETING HELD FEBRUARY 22, 2012**

The Superintendent recommended approval of the minutes of the regular meeting held Wednesday, February 22, 2012 at 6:00 p.m.

**12-049 PERSONNEL REPORTS**

The Personnel Reports consisted of:

**MARION COMMUNITY SCHOOLS  
PERSONNEL REPORTS**

**3/14/12**

**BARGAINING UNIT REPORT**

**Additional Assignment**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Deborah Butts	Justice Marshall, ISTEP Tutoring	2/7/12
Alicia Crouch	Kendall, ISTEP Tutoring	2/7/12
Kirsten Edstrom	Justice Marshall, ISTEP Tutoring	2/7/12
Cynthia Edwards	Justice Marshall, ISTEP Tutoring	2/7/12
Becky Fenwick	Justice Marshall, ISTEP Tutoring	2/7/12
Erin Foster	Justice Marshall, ISTEP Tutoring	2/7/12
Doug Haviland	Justice Marshall, ISTEP Tutoring	2/7/12
Lorie Layman	Justice Marshall, ISTEP Tutoring	2/7/12
Michele Lazarek	Kendall, ISTEP Tutoring	2/7/12
Ann Lewis	Justice Marshall, ISTEP Tutoring	2/7/12
Taryn Masiongale	Justice Marshall, ISTEP Tutoring	2/7/12
Cheryl Moore-Beyioku	Justice Marshall, ISTEP Tutoring Substitute	2/7/12

Amanda Myrick	Justice Marshall, ISTEP Tutoring	2/7/12
Tony Porter	Justice Marshall, ISTEP Tutoring	2/7/12
Amy Rayment	Justice Marshall, ISTEP Tutoring	2/7/12
Karen Richards-Fall	Justice Marshall, ISTEP Tutoring	2/7/12
Judy Shepard	Justice Marshall, ISTEP Tutoring	2/7/12
Kay Vardaman	Justice Marshall, ISTEP Tutoring	2/7/12

**Addenda Position Resignation**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Kimberly Blackmon	McCulloch, 8 <sup>th</sup> Grade Track Coach	3/6/12

**Addenda Position Recommendation**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Fred Johnson	MHS, Assistant Softball Coach	For the 2011-2012 School Year
Irene Whittington	MHS, Junior High/Intermediate Girls Swim Coach	2/29/12

**Family Medical Leave**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Carey Byrd	McCulloch/MHS, Science	From 3/5/12 through 6/5/12
Diana Gough	Kendall, Grade 4	From 2/17/12 through 5/24/12

**Resignation**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Monica Fearnow	Frances Slocum, Grade 1	The Last Day for Professional Staff for the 2011-2012 School Year

**Unpaid Leave of Absence**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Ceola Friday	Riverview, Kindergarten	4/13/12

**CLASSIFIED REPORT**

**Change in Assignment**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Cathy Black	From Kendall, Kitchen Assistant to	3/7/12

	Riverview, Kitchen Assistant	
Kimberly Blackmon	From Substitute Teacher to Tucker, Academic Support Specialist	3/15/12
Shirley Butler	From Transportation, Bus Driver to Transportation, Substitute Bus Driver	2/13/12
Steve Carothers	From Transportation, Bus Driver to Transportation, Substitute Bus Driver	2/13/12
Sarah Furnish	From Riverview, Kitchen Assistant to Kendall, Kitchen Assistant	3/7/12
Wes Harmon	From Transportation, Bus Aide w/CDL to Transportation, Substitute Bus Driver	3/5/12
Tina Keaffaber	From McCulloch, Kitchen Assistant to Food Service Substitute	3/26/12
Ramona Johnson	From Justice Marshall, Academic Lab Specialist to Justice Marshall, Secretary	2/24/12

**New Employee**

<b>Name</b>	<b>Building &amp; Assignment</b>	<b>Effective Date</b>
Julie Coryea	Justice Marshall, Secretary	3/15/12
Tesa Fields	Kendall/Justice Marshall, School Nurse	4/2/12
Tracy Hammel	Frances Slocum/McCulloch, School Nurse	4/9/12

**Family Medical Leave**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Jaimie Seward	MCS Early Childhood Center, Head Start Mental Health Coordinator	2/13/12 through 3/23/12

**Leave of Absence**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Madeline Foudray	Transportation, Bus Driver	1/5/12 through 3/5/12
Arthur Jones, Jr.	Transportation, Bus Driver	2/13/12 (1/2 day) and 2/14/12 through 2/17/12
Tina Keaffaber	McCulloch, Kitchen Assistant	3/8/12
Jennifer Shrout	Allen, Kitchen Assistant	2/9/12
Candy White	Kendall, Kitchen Assistant	2/27/12 through 3/16/12

**Retirement**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Marie Mooney	Frances Slocum/McCulloch, School Nurse	3/23/12

**Resignation**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Steve Douglas	Transportation, Bus Driver	2/24/12
Nedra Himelick	Riverview, Kitchen Assistant	2/29/12

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

**12-049.1 ADDENDA PERSONNEL REPORT**

The Addenda Personnel Report consisted of:

**MARION COMMUNITY SCHOOLS  
ADDENDA  
PERSONNEL REPORT**

**3/14/12**

**BARGAINING UNIT REPORT**

**Addenda Position Termination**

<b>Name</b>	<b>Building and Assignment</b>	<b>Effective Date</b>
Keenan Leichty	MHS, Assistant Boys Track Coach	3/13/12

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

**12-050 MARION COMMUNITY SCHOOLS EXPENDITURE APPROVAL LIST**

The Expenditure Approval List for 2/1/12 through 3/14/12 was presented. The report included accounts payable claims #80,461 through #80,482; and #80,485 through #80,672, for a total of 210 accounts payable claims. The total dollar amount of claims was \$1,208,480.77 of that amount \$532,998.01 was expended from the General Fund. The Superintendent recommended approval of the expenditure approval list. (**Exhibit "A"**)

**12-051 FINANCIAL REPORTS**

The Fund Summary report and the 2012 Expenditures Report were presented to the Board for approval.

**12-052 APPROVAL OF OVERNIGHT FIELD TRIP REQUEST – MARION HIGH SCHOOL**

The administration recommended approval of the overnight field trip request for the Marion High 26<sup>th</sup> Street Innovations and Sweet Inspirations to attend the 2012 Holiday World Music Festival in Santa

Clause, Indiana. The group will leave Marion High School on Friday, May 11, 2012 at approximately 12:00 p.m. and return on Sunday, May 13, 2012 at approximately 2:00 a.m. Transportation will be provided by Marion Community Schools. There will be approximately 60 students participating and 10 adult chaperones.

Board Policy #2340 requires Board approval for school sponsored out-of-state student trips and/or overnight field trips. The Superintendent recommended approval of the field trip request as part of the Consent Agenda Items.

**12-053 REQUEST TO ACCEPT DONATIONS – MARION HIGH SCHOOL**

The administration recommended the Board approve the acceptance of several donations made to Marion High School for the varsity cheerleading squad, a total of \$2,950 as well as a \$50.00 donation to the Black History Club.

Mr. Murphy entered a motion to approve the Consent Agenda items 12-047 through 12-053. After a second by Mr. Luce, the motion passed with a unanimous vote.

**III. ACTION**

**12-054 DISTRICT PRINTER/COPIER LEASE AGREEMENT**

Mr. McWhirt received proposals from four vendors for copier and printer equipment throughout the district. After reviewing the bid information, Mr. McWhirt made the recommendation that the Board give him approval to accept the proposals of Van Ausdall & Farrar for a new 60-month lease for copying equipment, which includes the agreement for copier services and supplies, and a 12-month agreement for them to provide service and supplies for the corporation's printers. The new agreement will save the district over \$8,000 a month.

**(Exhibit "B")**

Mr. Murphy entered a motion to approve the District Printer/Copier Lease Agreement, as presented. After a second by Mr. Luce, the motion passed with a unanimous vote.

**IV. DISCUSSION/INFORMATION**

**12-055 STATE APPROVAL OF 2012 BUDGET**

The Department of Local Government Finance (DLGF) has sent us their final approval of our 2012 budget, including assessed valuation, budgets, levies, and tax rates. There were no major surprises. Mr. McWhirt summarized the information:

**Assessed Valuation:**

2011 – 1,051,574,962

2012 – 1,055,700,521 (increase of 4,125,559, which is 0.39%)

Note: I used 946,500,000 to calculate the rates I asked you to adopt for all funds, except the Capital Projects Fund. I used 999,000,000 for the Capital Projects Fund.

**2012 Budgets:**

<u>Fund</u>	<u>Adopted</u> <u>Locally</u>	<u>DLGF</u> <u>Approved</u>	<u>Amount</u> <u>Anticipated</u>	<u>2011</u>
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General	32,459,000	32,459,000	32,459,000	32,934,000
Debt Service	1,808,777	1,808,777	1,808,777	1,808,574
Severance Debt Service	1,284,332	1,284,332	1,284,332	1,283,548
Capital Projects	4,011,070	4,011,070	4,011,070	4,719,500
Transportation	2,379,600	2,379,600	2,379,600	2,215,000
Bus Replacement	<u>0</u>	<u>0</u>	<u>0</u>	<u>505,000</u>
Totals – All Funds	<u>41,942,779</u>	<u>41,942,779</u>	<u>41,942,779</u>	<u>43,465,622</u>

Note: I am pleased that our budgets were approved in the amounts that I expected. Remember that it is possible that I will come to you later in the year to approve additional appropriations, especially for the General Fund, due to staffing and programmatical changes that occur after we developed and adopted the 2012 budget.

**2012 Tax Levies:**

<u>Fund</u>	<u>Adopted Locally</u>	<u>DLGF Approved</u>	<u>Amount Anticipated</u>	<u>2011</u>
General	0	0	0	0
Debt Service	1,936,801	1,661,673	1,888,052	1,385,635
Severance Debt Service	1,422,834	1,298,512	1,422,834	1,424,884
Capital Projects	4,980,000	2,946,460	2,950,046	4,090,627
Transportation	2,116,385	2,035,391	2,029,360	1,919,124
Bus Replacement	<u>1,985,361</u>	<u>111,904</u>	<u>135,361</u>	<u>483,724</u>
Totals – All Funds	<u>12,441,381</u>	<u>8,053,940</u>	<u>8,425,653</u>	<u>9,276,994</u>

Note: The DLGF did not permit us to neutralize the levy required for the Severance Debt Service Fund by using an inflated levy for the Bus Replacement Fund, as we had done in previous years. That cost us a total of 1,298,512 in total levy – 1,000,804 in the Capital Projects Fund and 297,708 in the Bus Replacement Fund. (That was expected.)

Note: The DLGF calculated the maximum tax rate for the Capital Projects Fund in a different manner for 2012 than it has done in previous years. This unexpected change reduced the levy we are allowed to collect by 143,575. (This is a state-wide issue being reviewed by the General Assembly.)

**2012 Tax Rates:**

<u>Fund</u>	<u>Adopted Locally</u>	<u>DLGF Approved</u>	<u>Amount Anticipated</u>	<u>2011</u>
General	0.0000	0.0000	0.0000	0.0000
Debt Service	0.2046	0.1574	0.1890	0.1292
Severance Debt Service	0.1503	0.1230	0.1424	0.1355
Capital Projects	0.4985	0.2791	0.2953	0.3890
Transportation	0.2236	0.1928	0.2031	0.1825
Bus Replacement	<u>0.2098</u>	<u>0.0106</u>	<u>0.0135</u>	<u>0.0460</u>
Totals – All Funds	<u>1.2868</u>	<u>0.7629</u>	<u>0.8433</u>	<u>0.8822</u>

Note: The DLGF calculated the maximum tax rate for the Capital Projects Fund in a different manner for 2012 than it has done in previous years. This unexpected change reduced our maximum tax rate by .0136.

Note: The tax rates are a little better than I expected because our assessed valuation was higher than I expected. That is a good thing! We actually had an increase in our assessed valuation for the first time since 2008.

### **Summary:**

Mr. McWhirt stated that overall he was pleased with the results of the 2012 budgeting process. He still has concerns, however, with:

- The neutralization issue. This is still a major concern going forward. The General Assembly's attempt to resolve the issue is not adequate for us.
- The manner in which the DLGF is beginning to calculate the maximum tax rate of the Capital Projects Fund.

### **12-056 ANNUAL PERFORMANCE REPORT SUMMARY**

Mr. Edwards reviewed the annual performance report figures for last school year.

### **12-057 SOCIAL MEDIA PRESENTATION**

Mr. Barry Stone and Ms. Sarah Richards gave a presentation on the use of social media as a means to communicate to parents and the public and to promote the district.

### **12-058 REVISIONS TO POLICY #3220 – TEACHER EVALUATION – FIRST READING**

Proposed revisions to Policy #3220 – Teacher Evaluation were reviewed with the Board, for first reading only.

## **V. PUBLIC COMMENTS**

Ms. Christina Smith from IKON Office Solutions addressed the Board with regard to the proposed district printer/copier lease agreement.

Mr. Dan Young from Van Ausdall & Farrar also addressed the Board with regard to the proposed district printer/copier lease agreement.

Current and graduated students from the Tucker LPN Program addressed the Board with regard to the LPN Program. They were: Ms. Timber Ross, Ms. Sandy Waithira, Ms. Shannon Campbell, Ms. Kim Stone, and Ms. Annette Hahn.

## **VI. MARION TEACHERS ASSOCIATION COMMENTS**

There were no comments from the Marion Teachers Association.

## **VII. SUPERINTENDENT COMMENTS**

Mr. Edwards thanked the LPN students for their respectful plea for the continuation of the LPN program. In the near future there will be a meeting coordinated by the Chamber for medical providers in the area and the school district to discuss the LPN program in our community. The quality of the program and finances are the primary concerns.



**VIII. BOARD COMMENTS**

Mr. Murphy thanked everyone for coming to tonight's meeting. The quality of the LPN program is the most important piece in his mind. He recently spent some time with Mrs. Amanda McCammon, Director of Tucker, and got more clarification on the issues of the program. He appreciated everyone's input tonight and Mrs. McCammon's leadership as well.

Mr. Luce commented that the information tonight from the LPN students was helpful and the manner in which it was presented was appreciated. There was a recent editorial in the newspaper from Mrs. Carol Sector which was complimentary to Kendall Elementary staff for how they were assisting a family in need. He also congratulated Miss Emily Murphy, a MHS freshman gymnast and her family on her participation in the Gymnastic Sectional and Regional.

Mr. Vermilion stated that the comments from the LPN students were very respectful and helpful. He applauded Mr. Edwards for everything he's done, meeting with the healthcare community and meeting with the LPN staff and students.

Mr. Kitts appreciated everyone coming out. No decision has been made, we are just evaluating the program. He also thanked all those who gave donations to Marion High School this past month. The social media presented was great.

Mrs. Morgan thanked the LPN students for their respectful comments. Hearing their stories was much appreciated. The social media presentation was very exciting and a great idea. The first round of ISTEP+ testing is now completed. She thanked the administration and staff for coordinating and transporting students to the after school tutoring program before ISTEP+ testing. This was a great opportunity for our students.

**IX. ADJOURNMENT**

The next scheduled meeting of the Board of School Trustees will be a regular meeting to be held on Wednesday, March 21, 2012, at 6:00 p.m. in the Board Room of the Education Service Center. There being no further comments, Mrs. Morgan adjourned the meeting at 7:30 p.m.

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Dr. Harry Hall, President

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Katie Morgan, 1<sup>st</sup> Vice President

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Greg Kitts, 2<sup>nd</sup> Vice President

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Cathy Moritz, Secretary

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Aaron Vermilion, Member

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F. Michael Luce, Member

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Scott Murphy, Member