

**Southwestern Jefferson County Consolidated School Corporation
239 S. Main Cross Street
Hanover, Indiana 47243**

January 5, 2016

Finance Meeting

The School Corporation Board of Trustees conducted their annual Finance Meeting on Tuesday, January 5, 2016 at 5:00 p.m. in the Elementary Board Meeting Room located at 273 S. Main Cross Street, Hanover, Indiana 47243.

The following members of the Board of School Trustees were present:

Mrs. Jodi Gray, President

Dr. Michael Hicks, Vice-President

Mr. John Jones, Member

Mr. Rick Stockdale, Member

Mrs. Lacie Deputy, Secretary

Resolution 2016-07 (Establishment of Board of Finance for 2016)

Mr. T. Jones read Resolution 2016-07. Upon a motion made by Mr. J. Jones, seconded by Mr. Stockdale, the board voted by roll call vote, 5-0, and the motion carried to authorize the entire Board of Trustees to serve as the Board of Finance for the calendar year 2016.

Public Depositories Report

Laura Boldery, Corporation Treasurer, presented the Public Depository Report to the Board. She stated that we are allowed by Indiana law to designate any public depository that is on the approved State Depositories List within the school corporation district. Our Depositories for 2015 were: River Valley Financial Bank – Primary Account and Overnight Investing and MainSource Bank – Overnight Investing. We keep approximately \$500,000 in the MainSource account and all interest is deposited in our General Fund. We earned \$338.59 in interest in 2015. Our main checking account is kept at River Valley Financial Bank. We earned \$10,575.58 in interest in 2015.

Upon a motion made by Mr. Stockdale seconded by Mrs. Deputy, the Board voted, 5-0, and the motion carried to continue with River Valley Financial Bank as our main Depository and MainSource Bank as the second Depository for 2016.

Cash Balance Report

Laura Boldery presented the Cash Balance Report. She stated that our General Fund cash balance has stayed close to the 10% proposed in Board Policy. Our cash balance on January 1, 2016 was \$548,234.52, which is a 5% balance. We have been very conservative with our spending from the General Fund and will continue to do so in 2016. Our cash balance has dropped. Every 7 or 8 years we have 27 pays instead of 26 pays. Not knowing what the 2016 budget is going to be, we chose to use the appropriations and cash from the 2015 budget and have the 1/1/16 payroll deposited on 12/30/15. The payroll was approximately \$300,000.00, which dropped us from an 8% cash balance to the 5% cash balance. This does not give employees an extra pay, it is only a budget issue. We will try very hard this year to get back to maintaining a 10% cash balance.

Investment Policy

In January, 1997 an Investment Policy was adopted allowing the Treasurer to enter into repurchase agreements and investment agreements, however, and whenever she sees the need. This policy is still in effect. Mrs. Gray read the Investment Policy. Upon a motion made

by Mr. J. Jones, seconded by Mr. Stockdale, the Board voted, 5-0, and the Investment Policy was re-approved.

Resolution 2015-07 is a two year resolution effective until January 2017. No action was taken.

Adjournment

Upon a motion made by Mr. J. Jones, seconded by Mr. Stockdale, the Board voted, 5-0, and the meeting was adjourned.

Regular Meeting

The School Corporation Board of Trustees conducted their Regular Board Meeting on Tuesday, January 5, 2016 at 5:15 p.m. in the Elementary Board Meeting Room located at 273 S. Main Cross Street, Hanover, Indiana 47243.

The following members of the Board of School Trustees were present:

Dr. Michael Hicks	Mrs. Jodi Gray
Mr. John Jones	Mrs. Lacie Deputy
Mr. Rick Stockdale	

Reading of the Corporation Vision and Mission Statement

Vision – An Educated Community of Higher Character

Mission Statement

The mission of the Southwestern Schools is to provide all students an equal opportunity for exceptional success within a safe and secure learning environment.

Audience Call

None.

Election of Officers for the period of January 1, 2016 through December 31, 2016

President – Jodi Gray

Upon a nomination and motion made by Mr. J. Jones, seconded by Dr. Hicks, the Board voted, 4-0-1 (Mrs. Gray abstained), and the nomination carried to approve Mrs. Gray as president.

Vice President – Dr. Michael Hicks

Upon a nomination and motion made by Mr. Stockdale, seconded by Mrs. Deputy, the Board voted, 4-0-1 (Dr. Hicks abstained), and the nomination carried to approve Dr. Hicks as the vice-president.

Secretary – Lacie Deputy

Upon a nomination and motion made by Mr. J. Jones, seconded by Mr. Stockdale, the board voted, 4-0-1 (Mrs. Deputy abstained), and the nomination carried to approve Mrs. Deputy as secretary.

Trustee/Superintendent Appointments

Upon a motion made by Mr. J. Jones, seconded by Dr. Hicks, the board voted, 5-0, to make the following appointments for 2016:

Madison Area Special Services Representative – Trevor Jones
Southeastern Career Center Board – Trevor Jones
Member of the Study Council – Trevor Jones
Wilson Education Center Governing Board – Trevor Jones
Policy Committee – Jodi Gray and Dr. Michael Hicks
Negotiation Committee – Dr. Michael Hicks and John Jones
Athletic Council for MS/HS – Rick Stockdale
Technology Committee – Lacie Deputy and John Jones

Appointment of School Corporation Attorney

Upon a recommendation by Mr. T. Jones and a motion made by Mr. J. Jones, seconded by Mr. Stockdale, the board voted, 5-0, to appoint Susan Traynor Chastain as the Corporation attorney for the 2016 calendar year.

Appointment of School Corporation Treasurer/Assistant Treasurer/Deputy Treasurer

Upon a recommendation by Mr. T. Jones and a motion made by Mr. Stockdale, seconded by Mrs. Deputy, the board voted, 5-0, to appoint Laura Boldery as Corporation Treasurer, Melissa May as Assistant Corporation Treasurer, and Linda Shepherd as Deputy Treasurer for the 2016 calendar year.

Establishment of Regular Monthly Meeting Dates & Times

Upon a motion made by Mr. J. Jones, seconded by Dr. Hicks, the board voted, 5-0, to approve the following regular monthly board meeting dates and times for 2016:

Tuesday, January 5 - @ 5:00 p.m. - Organization Meeting
Tuesday, February 16 @ 5:00 p.m.
Monday, March 28 @ 5:00 p.m.
Monday, April 18 @ 5:00 p.m.
Monday, May 23 @ 5:00 p.m.
Monday, June 27 @ 5:00 p.m.
Monday, July 25 @ 5:00 p.m.
Monday, August 29 @ 5:00 p.m.
Monday, September 26 @ 5:00 p.m.
Monday, October 31 @ 5:00 p.m.
Tuesday, November 28 @ 5:00 p.m.
Monday, December 19 @ 5:00 p.m.

Establishment of Board Members' Salary

According to Southwestern School Policy 2.09, when the board reorganizes, they are to set the annual trustee compensation, not to exceed \$2000, which is the maximum allowed by law. The board also receives a \$25.00 per meeting stipend to compensate for expenses for each meeting attended. Upon a motion made by Mr. Stockdale, seconded by Dr. Hicks, the board voted, 5-0, to set the board pay at \$2000 per year plus \$25.00 per meeting stipend.

Designation of Newspaper to Receive Legal Advertisement

Upon a recommendation by Mr. T. Jones and a motion by Mrs. Deputy, seconded by Mr. Stockdale, the board voted, 5-0, to approve the use of The Madison Courier to receive legal advertisement for the 2016 calendar year.

Presentation of Uniform Conflict of Interest Disclosure Statements

Conflict of Interest Disclosure Statements were presented for approval on Trevor Jones, Superintendent, Laura Boldery, Assistant to the Superintendent/Corporation Treasurer, John Jones, School Board Member, and Rick Stockdale, School Board Member for the 2016 calendar year. Upon a motion made by Dr. Hicks, seconded by Mr. J. Jones, the board voted, 5-0 to approve the Conflict of Interest Statements presented.

Performance Bonds

The request for performance bond coverage for 2016 was presented as follows:

Laura Boldery, Corporation Treasurer	\$100,000
Melissa May, Assistant Treasurer	\$ 50,000
Linda Shepherd, Deputy Treasurer	\$ 50,000
Wanda Spurgeon, Food Services Director	\$ 50,000
Dawn Moore, High School ECA Treasurer	\$ 50,000
Blanket Bond*	Undetermined

(*this includes anyone else handling funds)

Upon a motion made by Dr. Hicks, seconded by Mrs. Deputy, the board voted, 5-0, to approve the performance bonds as presented for the 2016 calendar year.

Mileage Rate

The Internal Revenue Service has set the standard mileage rates for 2016 business miles driven at 54.0 cents. Upon a motion made by Dr. Hicks, seconded by Mr. J. Jones, the Board voted, 5-0, and the motion carried to approve the mileage rate.

Approval of the December 14, 2015 Minutes

Upon a motion made by Mr. J. Jones, seconded by Dr. Hicks, the Board voted, 5-0, and the motion carried to approve the minutes for December 14, 2015 as presented.

Consideration of Claims

Upon a motion made by Mr. Stockdale, seconded by Dr. Hicks, the Board voted, 5-0, and the motion carried to approve the payment of claims listed below.

All Fund Claims #5065 through #5152

Payroll Claims #644 and #645

DONATIONS

Upon a motion made by Mr. J. Jones, seconded by Mr. Stockdale, the Board voted, 5-0, and the motion carried to approve the following donations:

\$2000.00 from River Valley Financial Bank to be uses as needed

\$675.00 from Gary Goode Trucking for MS Girls Basketball uniforms

CONFERENCE REQUESTS

Upon a motion made by Mr. J. Jones, seconded by Dr. Hicks, the Board voted, 5-0, and the motion carried to approve the following conference requests:

Yvonne Thomas, Nora Means, Sandy Risk, Kim McCane, Patti Frazier, Cheryl Watterson and Bridget Skvara to attend the Traditional Textbook Vendor Fair for Math in Clarksville, IN on February 1, 2016. There is no cost.

Jeff Bates to attend the AVID Directors Training in Oklahoma City, OK on February 2-5, 2016. The cost of \$1100.00 will be paid from the Title IIA Fund.

Don White and Michael Comer to attend the Hoosier Association of Science Teachers Convention in Indianapolis, IN on February 4-5, 2016. The cost of \$993.34 will be paid from the General Fund.

BUDGET/FINANCIAL

No report.

Audience Participation

None.

Superintendent's Report

- Upon a motion made by Mr. J. Jones, seconded by Mrs. Deputy, the Board voted, 5-0, to approve mileage reimbursement for a family afternoon pick up as stated in the child's IEP. The family will receive .54 cents per mile.
- Upon a motion made by Mr. J. Jones, seconded by Mr. Stockdale, the Board voted, 5-0, to approve the hiring of Mary Rose Carlow for homebound instruction duties. She will receive \$45.89 per hour for up to 4 hours per week.
- Upon a motion made by Mr. J. Jones, seconded by Mrs. Deputy, the Board voted, 5-0, to approve the hiring of Twila Osbourne for homebound instruction duties. She will receive \$15 per hour for up to 4 hours per week.
- Mr. Tingle asked for approval for an energy savings plan. The plan is to replace the current lightbulbs with LED lightbulbs around the outside of the middle and high school, the track area, circle drive area and the central office lot. It would include 46 LED bulbs. Duke Energy will provide us with a rebate of \$5520. Over time we feel that the new bulbs will save the corporation a lot of money. The total cost will be approximately \$28,000.00 which will come from our energy savings account. Upon a motion made by Mr. J. Jones, seconded by Dr. Hicks, the Board voted, 5-0, and the motion carried to approve the project.
- Over the winter break, Mr. Tingle discovered that our chiller had two coils that were leaking and they will need to be replaced before we start using the air conditioning again. The replacement will be approximately \$13,000.00.
- The elevator at the elementary school is going to need a lot more drilling than originally thought to repair it. The company is bringing in a drill team. This is going to make the job considerably more expensive than originally thought. We do not have a total cost at this time.
- Whiteboards were installed in all kindergarten and first grade rooms over the break.

- The new activity center is almost complete. There are just a few punch list items left to complete.
- Mr. T. Jones will talk to Mrs. Traynor-Chastain, our school attorney, about possible dates of the school board retreat. It was discussed and decided that February 8, 18, or 25 will work best for the board members. Mr. J. Jones will get back with the board members when a final date is set.

Board Comments and Information

None.

Future Board Meetings

Tuesday, February 16, 2016 @ 5:00 p.m.

Monday, March 28, 2016 @ 5:00 p.m.

Adjournment

Upon a motion made by Mrs. Deputy, seconded by Mr. Stockdale, the Board voted, 5-0, and the meeting was adjourned at 5:43 p.m.

Respectfully Submitted,

Mrs. Lacie Deputy, Secretary of the School Board of Trustees