

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

**January 9, 2017**

**Finance Meeting**

The School Corporation Board of Trustees conducted their annual Finance Meeting on Monday, January 9, 2017 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  
Mrs. Lacie Deputy

Mr. John Jones  
Mrs. Narci Burress

Mr. Rick Stockdale

**Resolution 2017-06 (Establishment of Board of Finance for 2017)**

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 2017.

**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 2016 were: German American 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 \$338.83 in interest in 2016. Our main checking account is kept at German American Bank. We earned \$9,148.78 in interest in 2016.

Upon a motion made by Mr. Stockdale, seconded by Mrs. Deputy, the Board voted, 5-0, and the motion carried to continue with German American Bank as our main Depository and MainSource Bank as the second Depository for 2017.

**Cash Balance Report**

Laura Boldery presented the Cash Balance Report. She stated that our General Fund cash balance had stayed close to the 10% proposed in Board Policy until January, 2016 when it dropped to 5%. The State recommends having 8-10% of your budget as a beginning and ending cash balance. Our cash balance on January 1, 2017 was \$106,851, which is a 1.07% balance.

We have been very conservative with our spending from the General Fund and will continue to do so in 2017. Our cash balance has dropped but so did our 2016 budget. For many years we maintained a \$300,000 Rainy Day Fund. In 2013 our cash balances in the taxable funds was healthy enough that we were able to put an additional \$700,000 into the Rainy Day Fund. The time has come that budget cuts are forcing us to put some of the Rainy Day Funds back into some of the taxable funds. That is why it was put there when we could. The Rainy Day is here and I don't see it getting any better. Our expenses keep going up and our income and budget appropriations keep getting less. The Budget and Cash needs to remain at a good percentage to help avoid RIF's. There will be no money coming into the General Fund until January 15, 2017. We have a payroll on January 13, 2017. You gave me approval at the last

Board meeting to move money from the Rainy Day Fund if needed. I will be moving \$500,000 into the General Fund prior to the January 13 payroll. The 2017 budget has not been approved by DLGF as of this date.

### **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.

Resolution 2017-07 is a two year resolution effective until January 2019. Upon a motion made by Mrs. Burress, seconded by Mrs. Deputy, the Board voted by roll call vote, 5-0, and Resolution 2017-07 was approved.

### **Adjournment**

Upon a motion made by Mr. J.Jones, seconded by Mr. Stockdale, the Board voted, 5-0, and the meeting was adjourned at 5:15 p.m.

### **Regular Meeting**

The School Corporation Board of Trustees conducted their Regular Board Meeting on Monday, January 9, 2017 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:

Mrs. Jodi Gray	Mrs. Narci Burress
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**

Andrew Pretorius asked that the school website be updated with board meeting dates and minutes.

### **Oath of Office**

Mrs. Laura Boldery administered the Oath of Office to Mrs. Jodi Gray and Mrs. Narci Burress.

### **Election of Officers for the period of January 1, 2017 through December 31, 2017**

Mr. J. Jones nominated Mrs. Gray for President. Mr. Stockdale nominated Mr. J.Jones for Vice President. Mr. Stockdale nominated Mrs. Deputy as Secretary. Upon a motion made by Mrs. Burress, seconded by Mr. Stockdale, the Board voted, 5-0, and the nomination carried to approve the following appointments:

- President – Mrs. Jodi Gray
- Vice President – Mr. John Jones
- Secretary – Mrs. Lacie Deputy

### **Trustee/Superintendent Appointments**

Upon a motion made by Mr. J.Jones, seconded by Mr. Stockdale, the board voted, 5-0, to make the following appointments for 2017:

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 – Jody Gray and Rick Stockdale  
Negotiation Committee – John Jones and Narci Burress  
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 Mrs. Deputy, seconded by Mrs. Burress, the board voted, 5-0, to appoint Susan Traynor Chastain as the Corporation attorney for the 2017 calendar year.

### **Appointment of School Corporation Treasurer/Assistant Treasurer/Deputy Treasurer**

Upon a recommendation by Mr. T. Jones and a motion made by Mrs. Burress, 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 2017 calendar year.

### **Establishment of Regular Monthly Meeting Dates & Times**

Upon a motion made by Mr. Stockdale, seconded by Mrs. Deputy, the board voted, 5-0, to approve the following regular monthly board meeting dates and times for 2017:

Tuesday, January 9 - @ 5:00 p.m. - Organization Meeting  
Monday, February 13 @ 5:00 p.m.  
Monday, March 27 @ 5:00 p.m.  
Monday, April 24 @ 5:00 p.m.  
Monday, May 22 @ 5:00 p.m.  
Monday, June 26 @ 5:00 p.m.  
Monday, July 24 @ 5:00 p.m.  
Monday, August 28 @ 5:00 p.m.  
Monday, September 25 @ 5:00 p.m.  
Monday, October 30 @ 5:00 p.m.  
Monday, November 27 @ 5:00 p.m.  
Monday, December 18 @ 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 Mrs. Burress, seconded by Mrs. Deputy, 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 Mr. Stockdale, seconded by Mr. J. Jones, the board voted, 5-0, to approve the use of The Madison Courier to receive legal advertisement for the 2017 calendar year.

### **Presentation of Uniform Conflict of Interest Disclosure Statements**

Conflict of Interest Disclosure Statements were presented for approval on Wanda Spurgeon, Cafeteria Director, Laura Boldery, Assistant to the Superintendent / Corporation Treasurer, John Jones, School Board Member, and Rick Stockdale, School Board Member for the 2017 calendar year. Upon a motion made by Mrs. Burress, seconded by Mrs. Gray, the board voted, 3-0-2 (Mr. Stockdale and Mr. J. Jones abstained) to approve the Conflict of Interest Statements presented.

### **Performance Bonds**

The request for performance bond coverage for 2017 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 Mrs. Deputy, seconded by Mr. J. Jones, the board voted, 5-0, to approve the performance bonds as presented for the 2017 calendar year.

### **Mileage Rate**

The Internal Revenue Service has set the standard mileage rates for 2017 business miles driven at 53.5 cents. Upon a motion made by Mr. Stockdale, seconded by Mrs. Deputy, the Board voted, 5-0, and the motion carried to approve the mileage rate.

### **Approval of the December 12, 2016 Minutes**

Upon a motion made by Mr. J. Jones, seconded by Mr. Stockdale, the Board voted, 5-0, and the motion carried to approve the minutes for December 12, 2016 as presented.

### **Consideration of Claims**

Upon a motion made by Mrs. Burress, seconded by Mrs. Deputy, the Board voted, 5-0, and the motion carried to approve the payment of claims listed below.

All Fund Claims #6758 through #6858

Payroll Claims #672, #673 and #674

### **Merritt Alcorn – Envision Education Committee**

Mr. Alcorn spoke to the Board as a member of the Jefferson County Envision Education Committee. He explained that Envision is a citizen's driven effort to improve the quality of life in Jefferson County and that they identified education as a major topic of interest in Jefferson County and so they formed an Education Committee. He asked on behalf of the committee that the Board meet with Madison Consolidated Schools Board and a mediator and discuss how the two schools could pool their resources and assets to save the taxpayers money. He mentioned things such as sharing purchasing, transportation, curriculum and teachers. Mrs.

Gray stated that she appreciated him coming to speak to the Board but that Southwestern is not interested at this time.

Mr. Alcorn asked if he could come back in the future to discuss other topics and issues related to education in our community and Mrs. Gray welcomed him back.

### **DONATIONS**

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

\$2000.00 from German American Bank to be used as needed

\$1500.00 from Stanley Totten for Boys Basketball

\$500.00 from IKEC for Class of 2018

\$1000.00 from Arvin Sango for the High School Incentive Program

\$200.00 from Starkville Urology, Dr. Castleberry, MD for Middle School Girls Basketball

### **PERSONNEL**

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

- Resignation of Joey Ehlers as corporation bus driver, effective December 21, 2016,
- Retirement of Roy Hutchison as custodian, effective January 6, 2017,
- Employment of Kassie Schmidt as kindergarten teacher, effective January 4, 2017. Mrs. Schmidt will be paid according to the teacher contract,
- Employment of Bryan Crafton as corporation bus driver, effective January 4, 2017. Mr. Crafton will receive PERF and life insurance benefits and be paid according to the employee handbook.

### **CONFERENCE REQUESTS**

Upon a motion made by Mrs. Burress, seconded by Mrs. Deputy, the Board voted, 5-0, and the motion carried to approve the following conference requests:

- Wesley Powell to attend the Ag Teachers Workshop in Trafalga, IN on January 19, 2017. Total cost of \$60.00 to be paid from the general fund,
- Derik Hutton and Blake Gand to attend the IN High School Baseball Coaching State Conference in Indianapolis, IN on January 20-21, 2017. The conference price of \$155.00 to be paid through the Athletic Department and the substitute teacher is to be paid through the General Fund,
- Robert Green and Alyssa Richard to attend the IN High School Tennis Conference for Coaches in Carmel, IN on January 26-28, 2017. Total cost of \$510.00 to be paid through the Athletic Department and the General Fund,
- Robert Adams, Noelle Stockdale, Paula Waller, Alyssa Richard, Holly Sharp, Stephanie Schindler and Laura Scroggins to attend the Focus on Inclusion Conference in Indianapolis, IN on February 21-22, 2017. Total cost of \$3335.76 to be paid from the Title IIA Grant,
- Marla Arnold to attend the Building a Growth Mindset Classroom K-12 Professional Development Conference at the Wilson Center on April 12, 2017. Total cost of \$140.00 to be paid from the Title IIA Grant.

## **BUDGET/FINANCIAL**

Mrs. Laura Boldery presented Resolution 2017-05, Neutralization Reduction Resolution. It is needed to fund the 2017 Pension Bonds payment. The amount approved by DLGF for the 2017 Retirement/Severance Bond Fund must be transferred from other funds. This is the neutralization resolution required by DLGF. This is the second approval. Since then DLGF has contacted me and I have added that the approved amount will come from the Transportation Fund. Upon a motion made by Mrs. Burrell, seconded by Mr. Stockdale, the board voted by roll call vote, 5-0, and the motion carried to approve Resolution 2017-05.

Mrs. Boldery read an email from the State that stated that the FY18 and FY19 state revenue forecast should have new revenue and does not anticipate further budget cuts. She stated that this is great news if it does actually occur.

## **Audience Participation**

None.

## **Superintendent's Report**

- We had our first snow day on Thursday, January 5, 2017. We will make this day up on Monday, January 16, 2017.
- We previously discussed purchasing LED lights. We should have the quotes for this by the February board meeting.

## **Board Comments and Information**

Mr. J. Jones asked that the website be updated with current board minutes and board meeting dates.

## **Future Board Meetings**

Monday, February 13, 2017 @ 5:00 p.m.

Monday, March 27, 2017 @ 5:00 p.m.

## **Adjournment**

Upon a motion made by Mrs. Deputy, seconded by Mr. J. Jones, the Board voted, 5-0, and the meeting was adjourned at 5:54 p.m.

**Respectfully Submitted,**

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