

NORTH CENTRAL PARKE COMMUNITY SCHOOL CORPORATION

Minutes of the Regular Board Meeting Wednesday, July 15, 2020

Call to Order

The North Central Parke Community School Corporation Board of School Trustees met in a regular session board meeting at 6:00 p.m. on Wednesday July 15th. The following Board members were present: Kim Cooper, Mike Neeley, Brandi Vandivier, Rusty Akers. Jim Wrightsman and Scott Ramsay arrived late. Gina Sunderman was absent. Others in attendance included Karen Barnes, Vonessia Harmon, Debbie Hicks, Shane Vandivier, Rena' Uplinger, Jeff McCoy, Roberta Hobbs, Lori Brown, Dwight Ashley, Kristin Robinson, Jenny Benjamin, Scott Schulz, Jana Crites, Rebecca Cory, Audra Long, Penny Davies, Ashley White, Danika Craycraft, Terri Veach, Carole Sturmer, Meghan Bridge, Beth Faust, Lisa Wrightsman, Sandy Thurman, Olivia Kessinger, Jeff Kessinger, Elise Mauntel, Mike Mauntel, Pam Hobbs, Jennifer Schlatter, Erin McCoy, Alicia Mathis, Amanda Martin, Cameron Martin, Molly Blystone, Cena Chaplain, Tracey Stone, Steven Hartman, Tera Reath, Mark Spelbring, Alexa Tyrrell, Jerry Mullins, and Kori Thornton.

Review and Revision of Agenda

Superintendent Schimpf had several additional items to add to the Miscellaneous agenda. They included two maturity leave requests, a new hire for the Rockville Elementary Cafeteria, Textbook adoption, permission to pursue an additional SLP for two days a week and approval of a sub for a 10-week maturity leave.

Approval of Minutes

Rusty Akers started the meeting in the absence of President Scott Ramsay with the approval of minutes. The board reviewed the Regular Session Board Meeting Minutes from June 17th and with a motion by Mike Neeley and second by Kim Cooper with a 4-0-1 vote, Jim Wrightsman abstaining. On the June 17th Executive Session there was a correction. It needed added that Jim Wrightsman was absent from that meeting. With that correction added a motion was made by Kim Cooper and seconded by Mike Neeley and the board voted 4-0-1 with Jim Wrightsman abstaining. The July 7th Special Session meeting minutes were approved with a motion by Brandi Vandiver and a second from Jim Wrightsman with a 5-0 board vote. The July 7th Executive Session meeting minutes had a correction. Dwight Ashley needed to be added to those attendance. With that correction, a motion was made by Jim Wrightsman and a second made by Brandi Vandivier with a 5-0 board vote.

Financial Business

Mr. Schimpf noted that the claims were up this month due to Debt Services payment, but payroll was consistent. Brandi Vandivier made a motion and Jim Wrightsman second with the Board voting 5-0 to approve the Payroll and Claims.

	<u>Prev. Yr.</u>	<u>Prev Month</u>	<u>Current Month</u>
Tot. Net Payroll	\$ 350,384.85	\$355,323.85	\$346,914.46
Tot. Net Claims	\$1,500,304.40	\$585,813.87	\$1,198,502.94
	=====	=====	=====Total
	\$ 1,850,689.25	\$921,137.72	\$1,545,417.40

Financial Reports

Superintendent Schimpf commended that the Annual Financial Report and Form 9 have been recorded and copies are available at central office. Kim Cooper made the motion to approve and Mike Neeley made the second with a 5-0 vote from the board.

ECA

Extra-Curricular Monthly Financial Reports were approved on a 5-0 vote. The motion was made by Brandi Vandivier and seconded by Jim Wrightsman.

Utilities

The Board reviewed the utility cost summary. Mr. Schimpf noted we continue to go down as far as percentages and are saving money with buildings being closed up. No action was required as approval to pay coincided with approval of claims.

Requests and Communications

There were no Requests and Communications.

Personnel Report

The board approved the resignation from Faith York as Life Skills instructor at TRES effective 7/8/20. Jim Wrightsman made the motion and Mike Neeley made the second with a 5-0 vote.

Sam Spurr submitted his resignation as Auto Tech teacher at PHHS effective 7/8/20. On a motion by Mike Neeley and second by Kim Cooper, the board voted 5-0 to approve.

A resignation was submitted by Susan Wagoner, an RES Cafeteria Cook effective 7/7/20. Jim Wrightsman made the motion to approve and Kim Cooper made the second with the board voting 5-0 to accept.

The last resignation was submitted by Barbara Schouten as Mid-Bus driver/ Special Needs at RES effective 6/25/20. Mike Neeley made the motion to accept and the second was by Brandi Vandiver with a 5-0 board vote.

Superintendent Schimpf made the recommendation to hire Josh Kimbro as full-time custodian at PHHS. He will replace the position vacated by Rick Akers. This is a daytime position effective 7/16/20. Brandi Vandiver made the motion and Jim Wrightsman gave the second with a board vote of 5-0.

It was recommended to the board to hire Mary Sloan as a 5-hour cafeteria cook for PHHS effective 8/10/20. Kim Cooper made the motion and Mike Neeley made the second with a 5-0 vote to approve.

Mr. Schimpf recommended to the board to approve some position transfers to get the best available for the kids. It was recommended to move Colanna Crowder from a 5.75 hrs. cafeteria cook from the TRES campus to a 5.75 hrs. Cafeteria Cook at the RES campus effective 8/6/20. A motion was made by Kim Cooper and the second was by Jim Wrightsman with a 5-0 vote approval by the board.

The next cafeteria position was for Kim Harvey to be approved to transfer from Cafeteria Cook 5.75 hrs. from PHHS to Cafeteria Site Manager 8.00 hrs. at RES. Brandi Vandiver made the motion to approve and Jim Wrightsman made the second and the board voted 5-0.

Superintendent Schimpf also recommended that the following cafeteria workers have their hours increased. Sondra Gleason at the TR Campus from 2.75 hrs. to 3.00 hrs. effective 8/10/20 and Evelyn Smiley at the RES Campus from 5.00 hrs. to 5.75 hrs. effective 8/06/20. Mr. Schimpf explained that we are moving some people around and increasing some hours to be more efficient and basically cut two positions that were 2.75 hours. This will help the cafeteria funds which has been struggling along with raising the lunch prices by 10 cents which is the maximum amount that is allowed in a years' time. Superintend Schimpf is hopeful that in doing these moves that we are recalibrating the operation and streamlining it to be more effective. Rusty Akers asked with the COVID -19 situation, and more pressure on the cafeteria, should we be increasing the hours more and if the cafeteria cannot fund their workers, where will those funds come from if the corporation has to assist in that? Mr. Schimpf explained that in meeting with Tammy Breedlove, Food Services Director, and Vonessia Harmon, NCP Treasurer, that they felt that this is a sufficient number of staff and hours for the current enrollment. As far as the financial side, Mr. Schimpf stated he is looking to move \$20,000.00 from the CARES Act to the cafeteria fund, but is waiting until next month to address that to also consider what the amount might be in rainy day. There is also the potential of collecting monies from FEMA, so with the potential of FEMA, Cares Act and Rainy Day he is hoping to get the cafeteria back on track. The motion was made by Brandi Vandiver and seconded by Mike Neeley. The board voted 5-0 to accept.

Superintendent Schimpf recommended to the board to approve a ½ time nurse position for the 2020-2021 school year. With the consideration of the pandemic and the need to have certified nurses available at each building, he recommended having this position added and paid out of the CARES Act Funding at an hourly rate of \$24.50 per hour for no more than 4 hours per day. There were some concerns among board members as to why we are not looking at a full-time position for a nurse and that the other half of the position would be as an aide and the possibility of using them as a nurse during that time but paying them as an aide. Kim Cooper stated she was in support of a full-time position. Rusty Akers had some questions on the salary and if it would be different if you went to a full-time position. After much discussion between the board and comments from the public a motion to add the ½ time nurse position was made by Mike Neeley and seconded by Brandi Vandiver. The board voted 4-1 to approve with Kim Cooper opposing.

Mr. Schimpf requested permission to vet new hires and have them approved at the following board meeting to have everyone in place and ready for the upcoming school year. This has been the practice in the past. Rusty Akers commented that the board is usually sent an email with the information and stated they would want that to continue. A motion was made by Mike Neeley and a second was made by Jim Wrightsman with a 5-0 vote.

Permission to accept transfer students was next on the agenda. Again, Superintendent Schimpf ask to accept any transfer students and have them approved at the following board meeting so that they would be registered for school and this would keep us for approving after they have already attended school with NCP for a period of time. Some questions were asked about students wanting to transfer from outside our district. It was also asked about the board being notified on every transfer prior to the student starting school through email similar to new hires. After much discussion on what defines a “Hot Spot” and if a student should be quarantined for a certain amount of time before being allowed to attend school from a “Hot Spot” area, Mike Neeley made a motion to allow permission to the Superintendent to accept transfer students and it was seconded by Jim Wrightsman with a 5-0 vote from the board.

Old Business

Superintendent Schimpf updated the board on the bleachers at PHMS from last month. It was discussed that the bleachers at the Middle School were unsafe and needed to be replaced. Since that time information for different options has been obtained and was presented to the board for consideration. The first option was to leave the stands as they are and move all home games for this year to another location. It was communicated from the Middle School Athletic Director, Jeff McCoy that there are only 3 home football games scheduled at PHMS this year. The second option would be to purchase smaller bleachers at a cost not to exceed \$18,000.00 for the removal, purchase and installation. On a motion made by Mike Neeley and seconded by Kim Cooper, the board voted 5-0 to purchase the smaller bleachers for the PHMS football field.

New Business

Superintendent Schimpf presented the NCPCSC 2020-2021 Reopening Plan in a slide presentation along with summary handouts available to those in attendance at the meeting. After going over the plan, discussion on wearing masks in school along with during transport of students on the buses, availability of water not through water fountains, virtual school, sanitation of the buildings, classrooms from a teacher standpoint if quarantined for one reason or another, subs for classrooms and numerous other questions were held between board members and those in attendance. The board stated that this is not a perfect plan and that there will be changes to it throughout the year in accordance with the State of Indiana and the Parke County Health Department. The main concern is to get the students back to school while keeping them and the staff safe so that they can receive a quality education. A motion to accept the Reopening Plan with changes requiring the students to wear masks during transport on a school bus and during passing periods in the halls was made by Brandi Vandivier and seconded by Kim Cooper. The board voted 4-2 (Scott Ramsay arrived during this discussion) to accept the plan with Mike Neeley and Scott Ramsay opposing the requiring of masks.

With a Motion by Rusty Akers and seconded by Jim Wrightsman the board voted 6-0 to accept the following donations:

<u>School</u>	<u>Donor</u>	<u>Amount</u>	<u>Account</u>
NCP	Rockville Rotary	\$250.00	Education Fund-HS Interact
NCP	Otterbein United Methodist	\$150.00	RES Cafeteria Donation
PHHS	Thirty-Six Saloon	\$4,000.00	PHHS Football Lockers

For a grand total donated this month of \$4,400.00.

On a motion from Jim Wrightsman and seconded by Kim Cooper the board approved the following student transfers for the 2020-2021 school year on a 6-0 vote.

<u>Student</u>	<u>Grade</u>	<u>From</u>	<u>To</u>
Emma Sorrels	8	Fountain County	PHMS
Maryssa Jo King	8	South Newton	PHMS

Recommendation to allow student drivers to drive to vocational school was presented to the board for approval. This would offer greater flexibility for students and families regarding transportation to and from school. Parents will be required to sign permission forms for students and students must have a valid driver’s license. A motion was made by Mike Neeley to approve with a second by Rusty Akers. The board voted 6-0.

Administrative contracts were up for approval this year for Kristin Robinson, Dwight Ashley and Scott Schulz. The salary amounts will be consistent with those from the prior contract year, however, this may be revisited after teacher negotiations.

Superintendent Schimpf recommended the board approve Kristin Robinson as Rockville Elementary Principal on a 3-year contract for a period of 202 days per year at an amount of \$71,875.00 per year. Rusty Akers made the motion and it was seconded by Kim Cooper with a vote of 6-0.

It was recommended that Scott Schulz be approved as Parke Heritage Middle School Principal on a 1-year contract for a period of 217 days at an amount of \$85,115.00 per year. A motion was made by Mike Neeley and seconded by Brandi Vandiver on a 6-0 board vote.

Mr. Schimpf recommend the board approve Dwight Ashley as Parke Heritage High School Principal on a 3-year contract for a period of 217 days at an amount of \$91,066.00 per year. Rusty Akers made the motion and Brandi Vandivier seconded with a 6-0 vote from the board.

It was recommended to the board to approve the School Safety Officer Contracts. NCP is very fortunate to have the assistance of the Parke County Sheriff Department and the Rockville Police Department as partners in keeping our students safe and well educated. The contracts are renewed on a yearly basis. The contract with each entity would not exceed \$36,000.00 per entity per year or \$200.00 per day per entity. This is the same amount that was agreed to two years ago. Jim Wrightsman made the motion and the second was by Mike Neeley with the board voting 6-0.

Superintendent Schimpf asked the board for permission to apply for a safety grant. This is applied for each year through the State of Indiana. Last year we received funds of \$5,000.00 to complete a threat assessment which our local law enforcement personnel are completing. With a motion by Rusty Akers and seconded by Kim Cooper the board voted 6-0 to grant permission.

It was recommended that the board approve the Non-Teaching Handbook for the 2020-2021 school year. Information regarding compensation is updated after the teacher contracts are negotiated each year. Mr. Schimpf did draw attention to the last couple of pages that have been updated by Debbie Hicks, HR Department. Brand Vandiver made the motion and Rusty Akers with the second with a 6-0 vote.

A current bus driver list was presented to the board for approval. This is done each year prior to the new school year. Jim Wrightsman made the motion to approve and Kim Cooper seconded with a board vote of 6-0.

Superintendent Schimpf asked that the bus routes be approved for this year. There have not been any changes to the routes since the end of school last year, however routes may change in the future due to enrollment. The routes are created to address student safety first followed by

route efficiency. Erin McCoy did ask the board about Highway 41 being closed and if the buses are allowed to go through the covered bridges. Terri Veach, Transportation Secretary, stated that the transportation department would have to check on the weight allowed on those buses crossing Jackson Bridge along with the number of students that would be riding the bus at that time. If the buses are loaded, they are not allowed to travel over the covered bridges. Mike Neeley made the motion to approve the bus routes and Rusty Akers made the second with a board vote of 6-0.

It was recommended to the board to approve the fee schedule of the Pre-K Program along with the Daycare Program costs. General Education student in the Pre-K program will pay \$60.00 per week per child. Regular Education in Daycare Program will pay \$40.00 per week per child. If a parent has more than one child to enroll in the Parent Paid General Ed Pre-School/Day Care Program the payment will be as follows:

One student \$100.00 per week

Two students \$100.00 for 1st child and \$90.00 for 2nd child

Three Students \$100.00 for 1st child, \$90.00 for 2nd child and \$75.00 for 3rd child.

These charges have not changed from the prior school year. A motion to approve was made by Brandi Vandiver and a second was made by Jim Wrightsman with the board voting 6-0 to approve.

Superintendent Schimpf recommended to the board to waive the cost of the Kindergarten book rental fee. This has been done for a few years with the intent to provide incentive for families to send their students to our kindergarten classrooms, which we feel we do a great job of preparing students for their elementary experience. On a motion by Mike Neeley and second from Rusty Akers, the board voted 6-0.

Miscellaneous Business:

Genna Newnum, 2nd grade teacher at Rockville Elementary School has requested maternity leave for the first semester of the 2020-2021 school year. Mrs. Newnum will be using her leave days in alignment with the approved policies of the corporation. A motion was made by Brandi Vandiver and a second by Jim Wrightsman with a 6-0 vote.

Superintendent Schimpf asked the board to add an additional SLP position for two days a week. The case load has increased and Mr. Schimpf feels like we need additional help to handle this workload. Mike Neeley made the motion and Rusty Akers second with the board voting 6-0 for the Superintendent to pursue this option.

There were a few textbook cost additions to add to the approved list from the previous meeting. These were for additional new classes which include dual credit, CTE and high school credit for middle school students. It was noted that these are actual textbooks and not download options. Mike Neeley made the motion and seconded by Jim Wrightsman with a 6-0 board vote.

Lindsay Hathaway is requesting maternity leave for a ten-week period after the birth of her baby on or about Aug. 10th. Mrs. Hathaway will be using her leave days in alignment with the approved policies of the corporation. Rusty Akers made the motion and the second was by Kim Cooper with the board voting 6-0.

Superintendent Schimpf recommended that the board approve Jane Noel as the sub for Lindsay Hathaway's maturity leave. Jane would be paid \$70.00 per day for the first 14 days; on the 15th day she will be paid teacher pay due to the fact that she has a teaching license. Per 2019-2020 Master Contract her pay level will be a 15 on the salary schedule. Which equals \$253.81 per day. Mrs. Noel is a fully licensed SPED teacher so her level of expertise will be appreciated in this position. The motion was made by Mike Neeley to approve and the second by Brandi Vandiver with a 5-0-1 vote having Rusty Akers abstaining.

The final miscellaneous business is the approval of the board to hire Lynn Dust for the 5-hour RES cafeteria position. This would bring the cafeteria staff back to full capacity after transfers and adjustments. Rusty Akers made the motion and the Kim Cooper the second with the board voting 6-0.

Superintendent's Report:

Superintendent Schimpf noted that a number of topics were covered in the meeting in getting the students back to school in a fashion that is consistent with the expectations of our community and keeping the students safe along with staff. He thanked the Board for their work and support throughout this challenging year. Mr. Schimpf reminded the board some of upcoming events for the graduation commencement on July 24th at 7:00 pm and Jr/Sr Prom will be held July 25th at PHHS. With the State of Indiana still being at Phase 4.5, The Superintendent asked the board to reconsider the options of moving these events to an outdoor facility. Mike Neeley stated that he didn't think we had an option with what the Governor of Indiana has stated. Rusty Akers agreed with moving the graduation outside. It was also noted that graduation would have to be rain or shine event on the football field. Rusty Akers asked what the count of students that have signed up for the prom. Dwight Ashley noted that number was around 130 students. The board agreed that both events needed to take place outdoors at this time. Information on these changes will be sent to the parents via email and social media.

Comments from the Public:

Cena Chaplain commented that since it is requested to have the kids outside whenever possible, has the board considered getting some picnic tables. Scott Ramsay stated it may be something the administration would want to look into to.

Alicia Mathis asked if a student or teacher has allergies if they would get sent home every time they have a runny nose or sniffles and possibly be quarantined? Audra Long noted that they can have the doctor write a note that they have symptoms not related to COVID and they would be ok to return to school.

Beth Faust, teacher at Rockville Elementary School, had a question if her daughter’s classroom was quarantined for 2 weeks and she would have to stay home with her, therefore she would be out of her class for 2 weeks if the corporation is considering any type of permanent sub that is on standby? Mr. Schimpf stated that it would be hard to have sub to be on standby that would know how every single class is ran. If the teacher was home with their child, but still able to Zoom with their class along with a sub there to help the students, that may keep the class running smooth for those couple weeks. Scott Ramsay noted that it is hard to plan at this point on every scenario and there will be tough decisions to be made along the way.

Penny Davies, bus driver, expressed her appreciation to the board requiring face masks on the bus.

Mike Neeley added to close on a positive note that new, donated Goal Posts will be installed at the PHHS football on Thursday, July 16th.

Future Meeting Dates: The next regular meeting will be Wednesday, August 19, 2020 at 6:00 pm at Parke Heritage High School. A Special Meeting is scheduled for July 29th at 6:00 pm at Parke Heritage High School.

Scott Ramsay thanked everyone attending and for all they have done with planning and preparing for the upcoming school year. Our goal is to keep everyone as safe as possible.

Adjournment

The regular session was adjourned at 8:33 pm
North Central Parke Community School Corporation

Scott Ramsay, President

Jim Wrightsman, Member

Rusty Akers, Vice-President

Brandi Vandivier, Member

Kimberly Cooper, Member

Mike Neeley, Member

ATTEST:
_Absent _____
Gina Sunderman, Secretary