

NORTH CENTRAL PARKE COMMUNITY SCHOOL CORPORATION

Minutes of the Regular Board Meeting Wednesday, December 16, 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, December 16th. The following Board members were present: Scott Ramsay, Kim Cooper, Mike Neeley, Gina Sunderman, Jim Wrightsman, Rusty Akers and Brandi Vandivier. Others in attendance included Karen Barnes, Debbie Hicks, Vonessia Harmon, Tori Harmon, Jana Crites, Jennifer Simpson, Reece Simpson, Anthony Wood, Angie Neeley, Janice Neeley, Molly Blystone, Rena' Uplinger, Jane McMullen, Kristy Thomann, Rebecca Cory, Zach Jones and Mark Spelbring.

President Scott Ramsay called the meeting to order and started out with a recognition of retirement for board member Mike Neeley. Mike has served on the North Central Parke CSC School Board for the past four years. Prior to that he was a member of the Rockville Community School Corp Board of Trustees for four years as well. Mike introduced his wife, Janice, daughter Jennifer Simpson, daughter-in-law Angie Neeley, grandson Reese Simpson and Anthony Wood. The board presented Mike with a plaque in appreciation for his time on the board and a cake and punch reception.

Review and Revision of Agenda

Superintendent Schimpf indicated that there are two items in miscellaneous business in regards to Workman's Comp Insurance for the following year and an additional custodial position.

Approval of Minutes

The November 11th Regular Session Board Meeting Minutes were reviewed. A motion was made by Rusty Akers and seconded by Kim Cooper with the board voting 7-0 to approve. The November 18th Special Session and Executive Session Minutes were reviewed. Gina Sunderman made the motion to approve and Brandi Vandivier had the second with a 7-0 board vote.

Financial Business

Superintendent Schimpf noted there were additional claims in payroll for coaches and that teacher's stipends are paid out during this time of year along with vocational school payments and special education payments as well. Jim Wrightsman made a motion and Rusty Akers seconded with the Board voting 7-0 to approve the Payroll and Claims.

	<u>Prev. Yr.</u>	<u>Prev Month</u>	<u>Current Month</u>
Tot. Net Payroll	\$399,952.91	\$380,171.91	\$438,345.74
Tot. Net Claims	\$661,312.68	\$752,391.59	\$1,114,408.48
	=====	=====	=====Total
	\$ 1,061,265.59	\$1,132,563.50	\$1,552,754.22

Financial Reports

Superintendent Schimpf noted there was nothing out of the ordinary. He would like to have a summary for the board in January to look at cash balances and account balances at that time. Kim Cooper made the motion to approve and Gina Sunderman had the second with a 7-0 vote by the board.

ECA

Mr. Schimpf indicated that with the current situation of allowing limited number of spectators at athletic events, the account balances will likely start to decline, which is not typical in a normal year. Mike Neeley made the motion and Jim Wrightsman made the second with the board voting 7-0.

Utilities

The Board reviewed the utility cost summary. Superintendent Schimpf commented on the utility cost and the upcoming projects to help in decreasing costs, such as LED lighting and future opportunities to help in reducing the usage.

Authorization to Pay End-of-Year Claims

Superintendent Schimpf requested authorization from the board to pay end of year claims up to December 31, 2020, prior to Board approval. This is something that is done every year at this time. A complete accounting of all claims paid will be provided at the next regularly scheduled meeting of the Board of Trustees. Rusty Akers made the motion and it was seconded by Mike Neeley with a 7-0 board vote.

Recommendation to Transfer Funds to Rainy Day Fund

It was recommended to the board to transfer \$100,000.00 to the Rainy-Day Fund. This is typically done at the end of the calendar year when possible. The transfer would be made from the Operations Fund and a signed resolution will be made part of these minutes. Rusty Akers made the motion to approve and the second was made by Gina Sunderman with the board voting 7-0.

Recommendation to Approve Non-Reverting Appropriations

Superintendent Schimpf recommended the board to authorize the following list of 2020 appropriations to continue as non-reverting appropriations in the 2021 Operations Fund budget. The projects were not completed in 2020 and the appropriations should remain available until the projects are complete. The total dollar amount for the projects listed below is \$740,000.00 Brandi Vandivier made the motion and Mike Neeley seconded it with a 7-0 board vote.

\$400,000.00	Auto Shop/Vocational Classrooms	0300-45100-450-6654-3
\$ 35,000.00	PHHS Architectural Services	0300-43000-319-6654-3
\$300,000.00	TRES HVAC System	0300-45100-450-6647-3
\$ 5,000.00	RES Classroom Furniture	0300-47000-611.01-6645-3

Authorization to Approve Appropriation Transfers

It was recommended to the board to authorize approval for appropriation transfers. This is to transfer within individual funds to balance appropriation line items and require no additional dollars. This assures that no budget line has a negative balance at the end of the year. A complete listing of the appropriations will be presented at the January meeting. With a motion by Jim Wrightsman and second by Rusty Akers, the board voted 7-0 to approve.

Requests and Communications

None

Personnel Report

The following recommendations to approve resignations were presented to the board:

Superintendent Schimpf asked the board to accept the resignation of Andrea Leyva as a 4-hour temporary school year custodian at TRES effective 11/24/2020. Mike Neeley made the motion and the second was by Brandi Vandivier. The board voted 7-0.

The board was asked to accept the resignation of Tina Wilson as the Secretary at TRES. The board expressed their appreciation for the job Tina did as the Secretary at Turkey Run and noted that she will be missed in that position. Brandi Vandivier made the motion to accept and Mike Neeley had the second with a board vote of 7-0.

The following recommendations to approve Certified Staff were presented to the board:

The board was asked to approve Mindy Earley as a Title I Teacher at TRES. She is currently an IA at TRES, she will be applying for an emergency license and her salary schedule will be a level A.

This position will be effective 01/04/2021. Rusty Akers made the motion and Kim Cooper seconded with board voting 7-0.

It was recommended that Brittany Hill be moved to RES as a Title I teacher from her current position as IA at TRES. She will be applying for an emergency license and her salary schedule will be a level A with this position being effective 01/04/2021. Gina Sunderman made the motion and it was seconded by Rusty Akers with a 7-0 board vote.

Superintendent Schimpf asked the board to transfer 3rd grade RES teacher Brooke Busenbark to Behavior Specialist at RES. Her salary will remain the same with the transfer being effective 01/04/2021. Jim Wrightsman made the motion and Mike Neeley seconded with the board voting 7-0.

The board was asked to approve Kaitlyn Noerenberg as the 3rd grade teacher (Mrs. Busenbark's classroom) at RES. She has currently been working a maternity leave this past semester at RES and will continue to be paid as a Level A on the salary schedule. This position will take effect 01/04/2021. The motion was made by Rusty Akers with the second by Gina Sunderman. The board voted 7-0 to accept.

Mr. Schimpf recommended Hannah Farrowwooden to the position of Preschool Teacher at RES. She is currently an IA for the Preschool class. She will be applying for an emergency license and will be placed as a Level A on the salary schedule. This will be effective 01/04/2021. Mike Neeley made the motion to accept and Gina Sunderman had the second with a 7-0 vote by the board.

It was recommended to approve the transfer of TRES Special Education Teacher Abigail Powell to TRES Life Skills Teacher. Ms. Powell's salary will remain the same with this transfer effective 01/04/2021. The motion was made by Brandi Vandivier and seconded by Kim Cooper with the board voting 7-0.

The following recommendations to approve Non-Certified staff were presented to the board:

The board was asked to approve Susan Morris as a 4-hour custodian at TRES. This is a temporary custodial position salary and benefits are listed in the Non-Certified Handbook. This will be effective 01/04/2021. Rusty Akers made the motion to approve and Jim Wrightsman had the second with the board voting 7-0.

It was recommended to the board to approve Chase Nichols, a former student teacher at PHMS and TRES, to the position of substitute teacher during Pamela Hobbs approved leave of absence from November 18, 2020 -March 9,2021. Mr. Nichols currently has a sub license and will receive

regular sub pay during this leave. A motion was made by Rusty Akers and seconded by Gina Sunderman with a 7-0 board vote.

The following ECA positions were presented to the board for approval:

Parke Heritage High School:

Kevin Roach Academic Coach- Social Studies (removing Melanie Miller)

Parke Heritage Middle School:

Jeff Ramey Baseball Coach
 Heather Clinghan Softball Coach
 Chase Nichols Co-ed Track Coach
 Kara Burgess Co-ed Asst Track Coach
 Grant McVay Co-ed Golf Coach
 Samantha Gregg Girls 6th Grade Volleyball
 Mike Slater Girls Tennis Coach

A motion was made by Kim Cooper and seconded by Brandi Vandivier to approve these positions. The board voted 7-0 to approve.

Old Business

None

New Business

Donations:

With a motion by Mike Neeley and second by Gina Sunderman the board voted 7-0 to accept the following donations:

SCHOOL	DONOR	AMOUNT	ACCOUNT
TRES	Parke Co Treasurer	\$1,000.00	Red Ribbon Week
RES	International Paper	\$1,780.00	Lishin- Classroom Supplies
RES	International Paper	\$1,700.00	Lance- Classroom Supplies
RES	PCCF- John & Karen Stutler Family Heritage Fund	\$120.00	Sherri Paxton- Math Manipulatives
TRES	PCCF- John & Karen Stutler Family Heritage Fund	\$150.00	Loudermilk Art Materials
TRES/RES	PCCF- John & Karen Stutler Family Heritage Fund	\$500.00	Harpold- Stack Fitness
TRES	PCCF- John & Karen Stutler Family Heritage Fund	\$189.00	Conley- Letters Home Project
RES	PCCF- Mathas Memorial Fund	\$250.00	Maria Sturmer- Student Engagement

TRES	PCCF-Mathas Memorial Fund	\$294.00	Bridge- Letters Alive Rug and Accessories
PHHS	Parke Co Treasurer	\$1,000.00	Red Ribbon Week
TRES	International Paper Foundation	\$1,700.00	Leadership in Me Program
TRES	Walmart	\$500.00	TRES Student Activity
PHHS	PCCF Marivn & Marily Rode Family Heritage Fund	\$2,000.00	HS Prom - help with prom
PHHS	WorkForce	\$500.00	HS JAG Class
RES	Coca-cola Give	\$95.68	RES Robotics
PHHS	Marshall Feed and Grain	\$50.00	HS FFA
PHHS	PCCF Superior Lithoplate Heritage Fund	\$500.00	HS Drama Play
TRES	Western Indiana Community Foundation	\$446.19	TRES Student Activity (water bottles)
PHHS	Caseys General Stores	\$1,000.00	HS Baseball
PHHS	In Memory of Norm Ricketts	\$35.00	HS Girls Basketball
RES/TRES	Otterbein United Methodist Church	\$50.00	Cafeteria Donation-Student Lunches
TRES	Western Indiana Community Foundation	1910.63	TRES shade pavilion
NCP	Anita Howard- Colten Howard Memorial	126.15	NCP Past Due Student Lunch Accounts

Total monetary donations this month of: \$15,896.65

The following Fundraisers were submitted for approval by the board:

Club/Organization	Sponsor	Description	Goal
PHHS Athletics	Rich Schelsky	PH Apparel	\$1000-\$2000
PHMS Athletics	Jeff McCoy	Discount Cards	\$2000
PHHS Dance	Amanda Games	T-Shirt Sales	\$500

A motion was made by Brandi Vandivier and seconded by Kim Cooper with the board voting 7-0 to approve the Fundraisers.

It was recommended to the board to approve the following Student Transfers:

Grade	From	To

2nd	Vigo, Greencastle(2)	RES
7th	North Putnam	PHMS
8th	North Putnam	PHMS

A motion was made by Rusty Akers and seconded by Jim Wrightsman with the board voting 7-0 to approve.

Calendar

Superintendent Schimpf presented to the board the 2021-2022 Corporation Calendar. Some of the changes from the prior year are the omission of flex days and eLearning days. There will be additional discussion with the teachers, and the calendar will be revisited if discussions prove that changes are necessary. Rusty Akers made the motion to approve as is with the possibility to be revisited at the January meeting. Kim Cooper made the second and the board voted 6-1 with Brandi Vandivier opposing.

Rainy Day Expenditures

It was recommended to the board to approve Rainy Day Fund Expenditures. The expenditures will be to the NCP Textbook Account (books) and the Education Fund (fees) for Kindergarten textbook rental and fees. RES kindergarten books/fees \$3,256.23 and TRES Kindergarten books/fees \$2,398.30 for a total of \$5,654.53. A motion was made by Jim Wrightsman and seconded by Rusty Akers with the board voting 7-0.

Superintendent Contract

The Superintendent Contract was presented for public hearing with the opportunity for public comments. The board indicated they would like to adjust the contract in the form of a 2% raise, with an extension resulting in a new end date of June 30, 2023. The hearing was closed with no public comment. The board will vote on the new contract during the January 2021 meeting.

COVID-19 Employee Compensation

Superintendent Schimpf recommended to the board to approve an updated policy concerning Employee Pay during COVID-19. The board was presented with the following revision:

An employee who:

1. is subject to Federal, State, or local quarantine or isolation order related to COVID-19;
2. has been advised by a health care provider to self-quarantine related to COVID-19;
3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);

5. is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons; or
6. is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services

be paid in full for a maximum of 10 work days over the course of the 2020-2021 school year. It is recognized that some employees will have already reached the 10-day maximum prior to January of 2021 and subsequently will need to utilize accumulated sick days if they wish to obtain full compensation for future absences. Anyone who has already gone over the 10-day limit, will not be penalized for days beyond the limit used prior to January 1, 2021.

A motion was made by Rusty Akers and seconded by Mike Neeley with the board voting 7-0 to approve this revision.

Miscellaneous Business

Superintendent Schimpf presented the board with insurance quotes for the upcoming year which will be part of these minutes. Mr. Schimpf asks the board for approval to make the decision regarding the best option for the corporation after receiving the final updated quotes that will include additional claims from the month of December. These two claims will cause an increase in the quotes for Workman's Compensation Insurance; however, it is necessary to update policies prior to January 1. A motion was made by Jim Wrightsman and seconded by Mike Neeley with a 7-0 vote to approve.

It was recommended to the board to add an additional position of full-time substitute custodian. This position will be paid out of CARES ACT dollars until those funds are exhausted. Gina Sunderman made the motion and Kim Cooper had the second with the board voting 7-0 to approve.

Superintendent's Report

Superintendent Schimpf updated the board on Covid-19. As of this meeting it is expected to have all students and staff back to school on January 4, 2021 for the second semester. The nurses will continue to update the spreadsheet and request that families continue to report to the school to be able to provide contact tracing. There are still two staff members positive with seven staff members quarantined.

Quarantine Procedures are being discussed with the local health department weekly, but the CDC has not made any changes to those procedure. Virtual options will be available for the second semester, but consistency will be needed and monitored.

Bus contracts are still being discussed and routes are being looked at for the best possible options. Those will hopefully be presented to the board at the February meeting.

Comments from the Public

None

Future Meeting Dates

January 13, 2021 at Parke Heritage High School

Adjournment

The regular session was adjourned at 7:04 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:

Gina Sunderman, Secretary