

**KNOX COMMUNITY SCHOOLS
SCHOOL BOARD MEETING
ADMINISTRATIVE OFFICE
6:30 P.M. TUESDAY, APRIL 17, 2018
AGENDA**

	AGENDA	MOTION	SECOND	VOTE
1.	CALL TO ORDER			
2.	PLEDGE OF ALLEGIANCE			
3.	PRAYER BY PASTOR JAMES ADCOCK			
4.	ADOPTION OF AGENDA	_____	_____	_____
5.	PUBLIC COMMENTS The Board President will entertain comments from patrons on items not on the prepared agenda. During the meeting no action will be taken on any item presented.			
6.	MINUTES FROM MARCH 20, 2018 REGULAR BOARD MEETING AND EXECUTIVE SESSION AND APRIL 2, 2018 WORK SESSION/EXECUTIVE SESSION			
7.	PERSONNEL REPORT	_____	_____	_____
	A. New Hires			
	Dylan Short	Substitute Teacher	April 17, 2018	
	Dawn Bailey	Business Manager/Corp. Treasurer	April 9, 2018	
	B. Medical Leave/FMLA			
	Jack Fogarty	Elementary Custodian	March 19, 2018-TBD	
	The Superintendent recommends the Board approve items A & B as listed on the personnel report.			
8.	BUSINESS			
	A. Treasurer's Report			
	B. Vendor Usage Report			
	C. Claims	_____	_____	_____
	D. Approval of Bids	_____	_____	_____
	E. Building Projects Claims	_____	_____	_____
	F. Park Board Presentation			
9.	INSTRUCTION			
	A. Starke County Community Foundation's Hardesty Memorial Endowment			
	B. Relocation of 5 th Grade Classes	_____	_____	_____
10.	COMMENTS OR QUESTIONS FROM ADMINISTRATORS & THE BOARD			
11.	ADJOURNMENT _____ Time	_____	_____	_____

The next Board Meeting will be Tuesday, May 15, 2018, beginning at 6:30 p.m.

What is a board meeting?

Each board meeting is brought to order for the purpose of conducting business by the School Board, as it is outlined on its agenda. The meetings begin with a welcome from the presiding officer, the Pledge of Allegiance and an opening prayer. Following reports and discussion items, the Board takes action on recommendations, and in so doing, establishes direction and objectives for the administration.

Board members have often had opportunities to discuss recommendations in previous board meetings. They also receive background information from the superintendent before most recommendations are made. It is important that you be aware of this, because sometimes persons form the impression that the Board acts upon its business very quickly. In fact, the Board has had previous opportunities to study the recommendations before any action is taken.

What are the obligations of a school board at a meeting?

School boards have been established by the State of Indiana to discharge the important responsibilities delegated to them by the state legislature. School board members are officers of the State who are elected locally. Meetings of the Board must be conducted in public, but they are not public meetings or public forums.

The Agenda

Copies of the agenda for the meeting are made available for visitors when they enter the Board Room. A meeting notice is posted in the entrance to the building.

Items are placed on the agenda by the Superintendent and the Board President the week before a board meeting. If community citizens wish to have an item placed on the agenda, they must request consideration by calling the Superintendent by the end of the work day on the Tuesday prior to the Board meeting.

Agendas are published, in accordance to IC 5-14-1.5-5. The Board formally adopts an agenda, and occasionally deletes or amends items as they appear on the published agenda. However, once the agenda is published, the Board does not add any item.

How can a citizen be involved in a meeting?

As an individual citizen, you may be involved in the board meeting in the following ways:

1. On each agenda there is a section titled “**Public Comments.**” The Board president will invite anyone present to address the Board and express opinions or facts on any issue as a result of **a comment card submitted to the executive secretary prior to the meeting.** However, if questions, concerns, or issues are raised which do not appear later in the agenda, the Board will not take action unless an emergency exists. A summary of the comments will be entered into the minutes of the meeting and could be addressed by the Board at a later meeting.
2. Request a place on the agenda to personally present an item for Board consideration. This must be done by contacting the Superintendent before the end of the work day on Tuesday before the meeting.

At most meetings, the Board sets no guidelines restricting the presentation of any speakers. The Board president, however, reserves the right to require that speakers follow guidelines, as established in Board By Law 0167.3, “Public Participation at Board Meetings.” Public comments on personnel cannot be allowed due to legal liability for both the citizen and the school district.

The Board Room

The Board Room has been thoughtfully planned to accommodate the function of the Board during its regular meetings. You will notice that the Board sits at a “U” shaped table. This configuration is designed so that as they discuss questions, they are able to have eye contact with one another. Name plates appear before each Board member so that members of the audience are able to identify speakers during the meeting.

The Board Room is equipped for audio-visual presentations and is large enough for approximately 45 patrons at a meeting. Occasionally, board meetings are relocated to the high school cafeteria to accommodate larger audiences. The secretary records minutes for the Board at each meeting. There are chairs available for public use.