

**KNOX COMMUNITY SCHOOLS  
SCHOOL BOARD MEETING  
ADMINISTRATIVE OFFICE  
6:30 P.M. TUESDAY, SEPTEMBER 18, 2018  
MINUTES**

<b>AGENDA</b>	<b>MOTION</b>	<b>SECOND</b>	<b>VOTE</b>
1. CALL TO ORDER			
2. PLEDGE OF ALLEGIANCE			
3. PRAYER BY PASTOR JAMES ADCOCK			
4. ADOPTION OF AGENDA	<b>Mr. Yankauskas</b>	<b>Mr. Bennett</b>	<b>6-0</b>
The chair entertained a motion to adopt the Agenda for the September 18, 2018, regular meeting as presented. #8 item D was removed from the agenda. This item was voted on at the last Board meeting and was inadvertently put on the September 18, 2018 agenda.			
5. PUBLIC COMMENTS			
The Board President entertained comments from patrons on items not on the prepared agenda. There were no public comments.			
6. MINUTES FROM AUGUST 21, 2018, REGULAR BOARD MEETING AND EXECUTIVE SESSION AND AUGUST 29, 2018, EXECUTIVE SESSION MINUTES	<b>Mr. Fletcher</b>	<b>Mr. Kemble</b>	<b>6-0</b>
7. PERSONNEL REPORT			
A. Extracurricular Appointment			
The Superintendent recommended the Board approve the extracurricular appointment as listed on the personnel report.			
	<b>Ronald Wintczak</b>	<b>KMS Head Wrestling Coach</b>	<b>January 14, 2019</b>
B. FMLA Leaves			
The Superintendent recommended the Board approve the FMLA leaves as listed on the personnel report.			
	<b>Jana Hazelton</b>	<b>Preschool Teacher</b>	<b>Approximately January 20, 2019 Return date March 4, 2019 (6 weeks)</b>
	<b>Debra Bailey</b>	<b>KMS Special Needs Para.</b>	<b>September 10, 2018-TBD</b>
C. New Hires			
The Superintendent recommended the Board approve the new hires as listed on the personnel report.			
	<b>Austin Williams</b>	<b>Substitute Custodian</b>	<b>August 24, 2018</b>
	<b>Coren Meister</b>	<b>Substitute Teacher</b>	<b>September 18, 2018</b>
	<b>Linda Peterson</b>	<b>Substitute Teacher</b>	<b>September 18, 2018</b>
	<b>Dylan Short</b>	<b>Asst. 7<sup>th</sup> Grade Boys Basketball</b>	<b>September 13, 2018</b>

D. Resignations

The Superintendent recommended the Board approve the resignations as listed on the personnel report.

<b>Rockford Miller</b>	<b>KHS Evening Custodian</b>	<b>August 31, 2018</b>
<b>Jami McDaniel</b>	<b>KMS Secretary</b>	<b>September 20, 2018</b>
<b>Kyle McCan</b>	<b>7<sup>th</sup> Grade Asst. Boys Basketball</b>	<b>September 7, 2018</b>
<b>Heather Selmer</b>	<b>6<sup>th</sup> Grade Girls Basketball Coach</b>	<b>September 12, 2018</b>
<b>Kenny Norris</b>	<b>KMS Track Coach</b>	<b>September 14, 2018</b>

E. Transfer

The Superintendent recommended the Board approve the transfer as listed on the personnel report.

<b>Shauna Williams</b>	<b>Food Service to KMS Para</b>	<b>September 20, 2018</b>
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F. Appointments

The Superintendent recommended the appointments as listed on the personnel report.

<b>Sue Slone</b>	<b>KMS After School Math Interventionist</b>	<b>September 17, 2018</b>
<b>Hayley Windbigler</b>	<b>KHS After School LA Interventionist</b>	<b>September 24, 2018</b>
<b>Charles Ratliff</b>	<b>KHS After School LA Interventionist</b>	<b>September 24, 2018</b>
<b>Diana Hall</b>	<b>KHS After School Math Interventionist</b>	<b>September 24, 2018</b>
<b>Carole Surfus</b>	<b>KHS After School Math Interventionist</b>	<b>September 24, 2018</b>

Mrs. Ritchie asked how the students will be selected and made aware of the after school intervention program.

Dr. Ratliff said that teachers will recommend students who would benefit from the program.

Dr. Ratliff & Mr. Skelly stated that having it after school should be easier for some students to participate and the Corporation will provide transportation.

G. Retirement

The Superintendent recommended the Board approve the retirement as listed on the personnel report.

<b>Frank Adamiec</b>	<b>Maintenance Director</b>	<b>December 31, 2018</b>
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**The Superintendent recommended the Board approve items A, B, C, D, E, F & G**

**Mrs. Ritchie      Mr. Yankauskas      6-0**

8. BUSINESS

A. Treasurer's Report

The Corporation deputy treasurer was available to answer questions regarding the treasurer's report.

B. Vendor Usage Report

The Corporation treasurer presented a vendor usage report to the Board.

C. Claims

**Mr. Bennett      Mr. Fletcher      6-0**

The Superintendent recommended the Board approve claims numbered 846-960 and food service claims 1087-1101.

- D. Permission to Advertise the 2019 Corporation Budget **Removed from agenda.**  
The Superintendent recommended the Board approve permission to advertise the 2019 Corporation budget.
- E. NEOLA Policies **Mr. Bennett Mr. Yankauskas 6-0**  
The Superintendent recommended the Board approve the revisions to NEOLA policies. These policies were discussed and reviewed at the August 21, 2018 Board meeting.
- Policy 1422-Nondiscrimination & Equal Employment Opportunity  
Policy 1662-Anti-Harassment  
Policy 2260-Nondiscrimination & Access to Equal Educational Opportunity  
Policy 3122-Nondiscrimination & Equal Employment Opportunity  
Policy 3362-Anti Harassment  
Policy 4122-Nondiscrimination & Equal Employment Opportunity  
Policy 4362-Anti-Harassment  
Policy 5517-Anti Harassment  
Policy 2700-Annual Performance Report  
Policy 3120-.04-Employment of Substitutes  
Policy 3131-Reduction in Force (“RIF”) in Certified Staff  
Policy 4162-Drug & Alcohol Testing CDL Holders & Other Employees Who Perform Safety Sensitive Functions  
Policy 5630.01 (V1)-Use of Seclusion & Restraint with Students  
Policy 5630.01 (V2)-Use of Seclusion & Restraint with Students  
Policy 6610-Extra-Curricular Funds  
Policy 7510-Use of Facilities  
Policy 7530.02-Staff Use of Personal Communication Devices  
Policy 8315-Information Management
- F. Affidavit for Payment **Mr. Fletcher Mr. Bennett 6-0**  
The Superintendent recommended the Board approve the affidavit for payment as listed on page 90.
- G. Donations to the Graphic Arts Department **Mr. Kemble Mrs. Ritchie 6-0**  
The Superintendent recommended the Board approve the donations to the graphic arts department as listed on page 92. Compliance Signs-Sterling/Chadwick donated a Roland wide body printer and Cut Card Stocu donated paper.
- H. Culinary Arts Donation **Mr. Fletcher Mr. Bennett 6-0**  
The Superintendent recommended the Board approve the \$1,500.00 donation to the culinary arts class from Bill & Flo Boldt on behalf of the McDonald’s Foundation. The MAC Grant, “Make Activities Count” will be awarded annually.
- Dr. Reichhart thanked McDonald’s for the donation.
- I. School Resource Officer Update  
The Superintendent updated the Board regarding a school resource officer.
- Dr. Reichhart stated that he has had a discussion with Sheriff Dulin and the county doesn’t have the funds available at this time.

Dr. Reichhart said that he met with Mayor Estok and Police Chief Harold Smith and discussed the possibility of the City helping to assist with funding for a resource officer. He stated that a proposal was made and he is waiting to hear back from the City to see if they can help.

- J. Architect **Mrs. Ritchie Mr. Kemble**  
The Superintendent recommended the Board choose an architect or request a proposal for choosing an architect to develop plans for future construction in KCSC.

Mr. Bennett suggested the Board approve Schmidt & Associates.

Dr. Reichhart stated that Schmidt & Associates would assist the Board in finding out what concerns the community has and engaging the public in any future discussions.

Dr. Reichhart stated that he would recommend the first motion be amended to reflect that the Board is selecting Schmidt & Associates.

Amended motion to recommend Schmidt & Associates. **Mrs. Ritchie Mr. Kemble 6-0**

- K. NEOLA Policy 2340  
The Superintendent read and discussed NEOLA policy 2340 regarding field trips and other corporation sponsored trips.

Dr. Reichhart stated that the current policy says the Board must approve all field trips. He said that most Corporations allow the Superintendent to approve all field trips other than out of state or overnight field trips.

The Board agreed that the Superintendent should have the authority to approve field trips other than those being taken out of state or overnight.

- L. School Safety **Mrs. Ritchie Mr. Kemble 6-0**  
The Superintendent recommended accepting metal detectors from the State of Indiana at no cost to the school district.

Dr. Reichhart stated that the second opportunity for the metal detectors will be offered and he wants the Corporation to be ready.

9. COMMENTS OR QUESTIONS FROM ADMINISTRATORS & THE BOARD

Mr. Skelly stated that KMS is enjoying Homecoming week.

Mr. Skelly said the Student Wise program with Porter Starke is working out very well and he thanked Miss Hensley for her assistance with this program.

Mr. Skelly congratulated FACS teacher, Sherry Wakal, for being approved for a grant from the Starke County Community Foundation for the purchase of six (6) new stand-up KitchenAid mixers.

Mr. Skelly thanked the technology and maintenance departments for getting the 5<sup>th</sup> grade teachers set up with the proper technology.

Mr. Skelly stated that the 8<sup>th</sup> grade took a field trip to REMC. He said that REMC reported this was the largest and most well-behaved group they have ever had.

Mr. Skelly reported that the 7<sup>th</sup> grade students are working with Judy Caudill and 1<sup>st</sup> Source Bank on financial planning strategies.

Mr. Skelly said that Manufacturer's Day will be October 4<sup>th</sup> and Knox will be hosting.

Dr. Ratliff reported on the Homecoming activities for the week.

Dr. Ratliff stated that the ASVAB test will be administered week after next.

Dr. Ratliff said that College Go week is coming up.

Dr. Ratliff reported that the Bowen Center paperwork has been distributed and the program should be up and running next week.

Dr. Ratliff thanked Frank Adamiec for his years of service and stated that he will be missed.

Mr. Owens informed the Board that he decided to move Senior Night to Sept. 28<sup>th</sup>. He stated that because Caston has only sixteen (16) football players, he was concerned they might cancel and he wanted to make sure the seniors were given an opportunity to be recognized.

Mr. Owens stated that the boys' tennis team won their conference.

Mr. Owens reported that Lindsay Simpson committed to Indiana Tech to play basketball on a full scholarship.

Mrs. Tarnow reported that the new pick up procedure is working beautifully. She said they average one hundred (100) cars and it takes about thirteen (13) to fourteen (14) minutes to dismiss.

Mrs. Tarnow thanked Traffic Control Specialist for supplying the safety cones.

Mrs. Tarnow thanked the KCES staff members and Dr. Reichhart for assisting with this new procedure. She also thanked the families for being so supportive.

Mrs. Tarnow reported on the positive behavior celebration at the end of the month. She explained that students who have not been sent to the office for discipline referrals are allowed to participate in the celebration. Mrs. Tarnow stated that 96% of the KCES students were allowed to participate. She said the KCES staff have really taken a lot of time to incorporate the good behavior program into the school day.

Mrs. Tarnow reported on the active shooter tabletop workshop conducted by Lance Bella from Vertex Tactical.

Dr. Reichhart stated that Good Oil donated money to each of the three (3) school districts and we will use it to pay for this program.

Miss Shidaker reported on a conference she and several teachers attended in Plymouth today on preparing students for the ILEARN test.

Mr. Dulin said schools are safer now than they used to be.

Mrs. Ritchie discussed going back to two (2) Board meetings a month. She said even if they have a meeting where administrators do not need to attend. Mrs. Ritchie said that with only one (1) meeting a

month she feels out of the loop even though the Board receives updates from the Superintendent and principals.

Mr. Bennett reported on a session at the ISBA conference that stated 30% of the jobs today are considered gig jobs and how things have evolved. He said it enlightened the Board.

Discussion was held and several board members would prefer that both meetings be held on Tuesdays to avoid scheduling conflicts.

Dr. Reichhart suggested that the Board keep the same meeting schedule for November and December because of holidays and then after the first of the year they can reorganize the meeting schedules. The Board agreed that would be best.

Dr. Reichhart thanked the Board for attending the ISBA conference. He said that the conference next year is at the end of September.

Dr. Reichhart reported that there is approximately \$60,000.00 left in the bond project. He also stated that he is expecting a rebate from NIPSCO and EMCOR may be coming in under budget.

Dr. Reichhart thanked Mrs. Tarnow and Mr. Masson on the new pick up procedure.

10. ADJOURNMENT

**Mr. Bennett**

**Mr. Fletcher 6-0**

The next Regular Board Meeting will be October 2, 2018, beginning at 6:30 p.m. This will be the public hearing on the 2019 Corporation budget.