

**Minutes of the
Salem Community Schools
Board of School Trustees
Salem Administration Building
September 12, 2022**

The Board of School Trustees of Salem Community Schools met in executive session on Monday, September 22, 2022 at 5:30 p.m. at the Salem Administration Building 500 N. Harrison Street, Salem, IN 47167. This meeting was held in accordance to **IC 5-14-1.5-6.1(b)(2)(3)** for discussion of the assessment, design, and implementation of school safety and security measures, plans, and systems and **IC 5-14-1.5-6.1(b)(2)(9)** to discuss a job performance evaluation of individual employees. This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process.

Those present for the executive session were:

President Rodney Brough, Vice-President/Secretary Becky White, board Members Mark Day Allison Ezzell, and Becky Humphrey. Also in attendance were Superintendent Dr. Richard Rutherford, and Assistant Superintendent Dr. Kim Thurston and School Attorney Tom Scifres No other business was discussed and the meeting adjourned at 6:30 p.m. Board members Ray Oppel and Steve Motsinger were absent..

President Rodney Brough asked all in attendance to stand and join the board in saying the Pledge of Allegiance.

President Brough called the regular meeting to order at 6:30 p.m. those in attendance with President Brough were Vice- President/Secretary Becky White, , Becky Humphrey, Mark Day and Allison Ezzell. Also in attendance were Superintendent Dr. Richard Rutherford, Assistant Superintendent Dr. Kim Thurston, School Attorney Tom Scifres and Recording Secretary Jana Hayes. Board members Steve Motsinger and Ray Oppel were absent.

President Brough stated a quorum was present.

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Minutes:

Allison Ezzell made a motion to approve the minutes of the Executive and Regular Session of August 8, 2022. Becky white made a second to the motion. Motion passed 5-0.

Agenda:

President Brough asked the board to approve the agenda as presented. Allison Ezzell made the motion to approve the agenda as presented. Becky Humphrey made a second to the motion. Motion passed 5-0.

Claims:

Mark Day made a motion to approve the claims to date. Becky White made a second to the motion. Motion passed 5-0.

Approval of ECA and Personnel Recommendations:

Harriett Jean Elgin/ Resignation from SCS Bus driver
Bonnie Jarvis/ Resignation from SHS Attendance Secretary
Ashley Stroud/ Resignation from BSE K-2 Multicat-Teacher
Donna Conrad/Resignation from BSE Special Education Teacher
Angela Isom/ New Hire SCS Bus Monitor
Tory Kersey/ New Hire BSE Instructional Assistant
William Wells/SHS Sub- Custodian to Full-Time Custodian
James "Ed" Jordan/ New Hire SCS Sub Bus Driver
Anita Terrell/ New Hire SCS Sub Bus Monitor
Terry "Joey" Wheeler/ SCS Sub Bus Driver to Full-Time Bus Driver
Mark Carter/ SHS After School Detention Supervision
Jennifer Martin/Lori Hazelip/Chris Mahuron/ Frank Myszak
SHS Homebound Instructors
REACH Grant Instructors
Alex Davidson/ Maternity Leave
Nathaniel Kraft/ Volunteer Assistant HS Cheer
Jessi Batt/ Volunteer Assistant Girls Soccer
Kyle England/ Volunteer Assistant Soccer Coach
Jeff Pickerell/Volunteer Assistant 6th Grade Girls Basketball
Ally Goen/ Volunteer Assistant MS Volleyball Coach
Bella Goen/ Volunteer Assistant MS Volleyball Coach
Clinton Blankenbaker/ Volunteer Assistant HS Football Coach
Nate Cooper/ Volunteer Assistant HS Football Coach
Natalie Dean/ Volunteer Assistant HS Girls Basketball Coach

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Dani Sabens/ Volunteer Assistant MS Cross Country Coach
ECA Recommendations
Brett Miller, Chris Catlin & Angie Snelling/ SMS After School Detention

Allison Ezzell made the motion to approve the ECA and Personnel Recommendations as presented
Becky White made a second to the motion. Motion passed 5-0.

DONATIONS:

Consider Approval of a donation to Salem Middle School for the following donations
Fox Purlee- \$50.00 Amazon Gift Card and Anita Sturgeon- \$100.00. these donations have
been requested to be used towards our Cubs Caring Closet.

Consider Approval of a donation to the Salem Middle School for \$50.00 from Eddie
Gilstrap Motors for the SMS Football account.

Consider Approval of a donation to the Salem Middle School for \$175.00 from Dowling
Family Photo for the 6th, 7th and 8th grade volleyball ECA accounts

Consider Approval of a donation to Salem Middle School for \$20.00 from an anonymous
donor for the Cubs Caring Closet.

Consider Approval of a donation to Salem Middle School for \$150.00 from John Jones for
The SMS Football account.

Consider Approval of a donations to the Salem High School Cheerleaders from Matthew Jones
for \$100.00, Rodney Wineinger Refrigeration for \$100.00 and El Camino's for \$100.00.
These donations are to be used towards purchasing uniforms

Consider Approval of a donation to Salem High School for \$100.00 from Laura Lee.
This donation is to be used as needed.

Consider Approval of a donation to Salem High School for \$400.00 from Bill Spencer-Pierce.
This donation is to be used as needed.

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Consider Approval of the following donations to Salem Middle School from Brad Singleton-\$50.00 and Shelbie Cowan-\$15.00. These donations have been requested to be used towards Our Cubs Care Closet.

Becky White made a motion to approve the donations as presented. Mark Day made a second to the motion. Motion passed 5-0

Comments from the Audience:

ACTION ITEMS:

Becky White made a motion to close the meeting and open the Public Hearing. Allison Ezzell made a second to the motion. Motion passed 5-0.

Conduct a Public Hearing for the 2023 Budget:

Dr. Thurston discussed the information pertaining to the 2023 Budget. A public hearing is an opportunity for the school board and community to receive information and ask questions prior to the school board being asked to adopt the 2023 Budget and accompanying resolutions during the October 3, 2022, school board meeting.

The calendar of advertisements and postings for the 2023 Budget, adopted by the school board on April 11, 2022. Through tonight, each of these advertisements have been posted on or before the time established for the public to access and review. The Capital Projects Plan for 2023-2025 and the Bus Replacement Plan for 2023-2027 are posted on the state Gateway site and the 2023 Budget Hearing Narrative September 12, 2022 2 SCS website for viewing. The Capital Projects Fund and Bus Replacement Fund no longer exist as of 2019. Public schools are still required to develop and advertise these plans because the requirement has not yet been removed from the Indiana Code by the state legislature. We now fund capital improvements and purchase buses through our Operations Fund. The Notice to Taxpayers, also referred to as Form 3 has been uploaded to the Gateway site and posted on the SCS website as well. That brings us to tonight with the public hearing and, after tonight to October 3, for

adoption of the 2023 budget. The number of days between advertisements, hearings, and adoption exceed the minimum number of days required by statute.

Our funds and the expenditure areas within those funds. The total 2023 budget is \$19,368,777.00. This reflects an increase of \$568,044 (3.02%) over last year. The Education Fund makes up 61.55% of the total budget or \$11,871,679.00. Expenses in the Education Fund are 2023 Budget Hearing Narrative September 12, 2022 3 those directly related to student instruction. Some of those expenses include teaching and instructional assistant costs, instructional supplies, staff development, along with our special education cooperative and the Prosser vocational/technical school expenditures. The Debt Service Fund is 14.23% of the total budget or \$2,745,563.00. The Debt Service Fund is utilized for payment of our bond issues for facility improvements. The Operations for 2023 is \$4,646,535.00 or 24.09% of the total 2023 budget. Expenses not directly related to student instruction are covered by the Operations Fund. Among those listed are custodial and transportation staff salaries. The central office staff also falls within the Operations Fund. Utilities, property casualty insurance, maintenance and repairs of the buildings are examples of Operations Fund expenditures as well. 2023 Budget Hearing Narrative September 12, 2022 4 The Rainy Day Fund is the smallest of the funds at \$105,000.00 or 0.13% of the total budget. In the past, this fund was used for the teacher buyout programs. Dr. Thurston explained We no longer have that obligation and are looking to build this fund over the next few years for unexpected expenses.?

Page 3. Is a copy of Budget Form 3, also referred to as the Notice to Taxpayers. As stated earlier, this has been posted on the state Gateway site and the SCS website. The notice contains important information for the community. It notifies readers of the date, time, and location of the public hearing and the adoption meeting. The Operations Fund maximum levy and property tax cap credit estimates are included in the notice. Typically, the tax cap estimate is higher than the amount certified in the 1782 Notice, at least we hope the advertisement is higher. The boxes at the bottom of the notice show the four funds, their totals, the amounts we are advertising for levies, higher than the DLGF estimates, the current 2023 Budget Hearing Narrative September 12, 2022 5 (2022) tax levies, and finally the percentage increase of the advertised amounts over 2022. Any Questions regarding the Notice to Taxpayers? Page 4. Past and Projected Levies/Tax Rates compares budget fund amounts, levies, and tax

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rates from 2021 to the advertised amounts for 2023. The total budget amount in 2021 was \$17,808,692.00. We are advertising a total budget amount of \$19,368,777.00 for 2023. That is an increase of \$1,560,085.00 (8.76%) over the two-year period. We are advertising an Operations Fund Levy higher than the Department of Local Government Finance is projecting. The levy and the rate will be reduced during the budget finalization process in Indianapolis in November and December. If we rely on the 5% Assessed Value Growth Quotient, the total tax rate could be 0.08 cents higher than where it currently is. If we rely on the assessed value figure we received from the courthouse, the final total tax rate for pay 2023 will be lower by as much as 0.10 – 0.12 cents. We advertise high historically to ensure we collect all the levy funds we are entitled to. 2023 Budget Hearing Narrative September 12, 2022 6

With the local property tax circuit breaker impacting us so negatively, we cannot afford to leave anything on the table. At the bottom of page 4. There is a green box illustrating the advertised and final tax rates for pay 2021 and pay 2022, along with the advertised rate for 2023. In 2021 and 2022, the final tax rate was certified \$0.14 lower than the advertised rate. We believe that certainly will be the case again in 2023. With the anticipated growth of assessed valuation around the state, we might expect an even greater difference to the good for 2023.

Revenue/Expenditure Projections for 7/1/22 through 12/31/2023, the eighteen month cycle that encompasses the public school budget process. The focus of this period is the last six months of the current year and the twelve months of the ensuing year. These are projections however, they are conservative projections based on our recent history. The figures come from the drafts of Budget Form 4B for each of funds. Various factors could impact these 2023 Budget Hearing Narrative September 12, 2022 7 figures in either a positive or negative manner. In the past, we have witnessed funding declines from the state during economic downturns. There is always the possibility an unexpected expense may arise involving equipment failure. These are projections however, I believe they are solid projections.

Any Questions regarding Revenue/Expenditures Projections?

Page 6. is from the first page of Budget Forms data entry on the state Gateway site. The Error Prevention Report is a tool provided by Gateway to allow users to check their work for procedural errors. After running an error audit, the only item showing is the Budget Ordinance/Resolution not being signed and submitted. That does not occur until the adoption of the 2023 budget during the October 3, 2022, school board meeting. This error audit does not mean the DLGF will certify the levies and rates submitted for Salem Community Schools. It simply means there are no errors in the process or data entry by the user that crosses the various forms. We typically receive a 1782 Notice or Budget Order 2023 Budget Hearing Narrative September 12, 2022 8 toward the end of December of the current year. Dr. Thurston asked if there were any questions regarding the Error Prevention Report? he concluded the public hearing, and thanked everyone for their attention.

Becky White made a motion to close the Public Hearing and open back up the regularly scheduled School Board Meeting. Allison Ezzell made a second to the motion. Motion passed 5-0.

Consider Resolution for Transfer of Funds in 2023-

This resolution sets the amount the school board approves for transfer each month from the Education Fund to the Operations Fund. Each school district in Indiana is permitted to transfer up to 15% of the annual revenue received in the Education Fund to the Operations Fund. Schools transferring more than 15% are scrutinized by the Distressed Unit Appeals Board (DUAB). The resolution before the board permits us to transfer an amount up to \$170,000.00 per month from the Education Fund to the Operations Fund or \$2,040,000. We anticipate this will be approximately 15.66% of anticipated Education Fund Revenue. If enrollment increases slightly over the projection, this will be below the 15% transfer. If enrollment drops below the projection, we will transfer less than the full \$2,040,000.00 The transfer makes up for a lack of funding in property tax dollars needed for custodial wages, supplies, and equipment as well as Administrative costs and equipment, largely due to the property tax circuit breaker. Again, the resolution does not bind us to the full amount but provides flexibility to transfer some or all the amount as needed.

Becky White made a motion to approve the Resolution for Transfer of Funds in 2023. Becky Humphrey made a second to the motion. Motion passed 5-0

Consider Resolution for Local Income Tax Monies in 2023-

This resolution allows for the allocation of the Local Income Tax (LIT) monies to the Operations Fund for 2023. We are anticipating \$237,227.00 in local income tax being received during 2023. This resolution permits the school district to receipt \$19,768.92 per month in the Operations Fund. This has been the school district's practice since the 2020 budget year.

Allison Ezzell made a motion to approve the Resolution for Local Income Tax Monies in 2023. Becky Humphrey made a second to the motion. Motion passed 5-0.

Consider Approval of the Affidavit for payment:

The Indiana State Board of Accounts recommends the School Board approve affidavits for payments prior to submission to U.S. Bank in Louisville. This affidavit for payment will be paid from the remaining funds from the 2018 Construction Fund. The affidavit is payment for \$25,519.00 to the SCR Group for replacement of rooftop hvac units at Salem Middle School and \$11,160.00 to Tyler Technologies for GeoTab Devices for tracking our school buses. There is \$59,134.00 remaining in the fund that can be used for unplanned repairs and maintenance while providing relief to the Operations Fund. Becky White made a motion to approve the affidavit for payment. Allison Ezzell made a second to the motion. Motion passed 5-0.

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Fundraisers:

BSE Art Grade 3-5 Christmas Card Fundraiser
SMS and SHS Choirs- Butter Braids
Lions Unified- Carwash
Lions Unified T-shirt Sale with Lincks
SMS & SHS - Boys Tennis- Selling Cookie Dough
School Nutrition Program- T-Shirt & Sweatshirt sales through Lincks
ESPORTS - T-Shirts sales through Lincks

Allison Ezzell made a motion to approve the Fundraisers as presented. Becky White Made a second to the motion. Motion passed 5-0.

Consider Approval of an Out of State Field and Overnight Trip to Disney's Imagination Campus. Orlando, Florida/ March 25-31, 2023/ Mrs. Whitlatch and Mr. Lewis.

Allison Ezzell made a motion to approve the Fundraisers as presented. Becky Humphrey made a second to the motion. Motion passed 5-0.

Consider Approval of an Out of State Field and Overnight Trip to Disney's Imagination Campus. Orlando, Florida/ March 25-31, 2023/ Mrs. Whitlatch and Mr. Lewis

Allison Ezzell made a motion to approve the Out fo State Field Trip to Disney Imagination Becky White made a second to the motion. Motion passed 5-0

Consider recommendation of a fuel provider for “2022-2023”

We benefit from the Wilson Education Service Center bidding fuel and school buses for its members so we no longer incur the cost of advertising ourselves. There will be a recommendation to approve a bid for fixed pricing for diesel fuel and gasoline Monday night from Premier Energy, our long time fuel provider. The bid will not come in until Monday morning with the belief that the best pricing will be at the latest possible time to submit to the school board for approval. With the pandemic, we got away from fixed pricing largely because we used much less fuel with virtual learning. Now that we are back to in person learning, fixed pricing helps with budget planning and monitoring, and historically has provided better pricing, especially with the recent roller coaster trend in pump prices.

Mark Day made a motion to recommend a fuel provider for “2022-2023”
Becky White made a second to the motion. Motion passed 5-0.

Consider approval of useless and obsolete items from SMS Media Center:

Becky White made a motion to approve the items useless and obsolete from the SMS Media Center. Allison Ezzell made a second to the motion. Motion passed 5-0.

Items from Staff:

Athletic Director Hank Weedin told the board that coach Malloy had addressed them previously about adding a 5th grade team to the Middle School. Making the 5th graders the B Team. The reason for this is our numbers have dropped significantly over the past 10 years concerning the number of kids trying out for the 6th grade team. We used to have 25-35 kids trying out and those numbers have dropped dramatically to around 10-16 total. The girls team has had a few years recently where we only had 6-7 total girls.

We will now have 6th graders trying out for a dedicated 6th grade team and 5th graders trying out for a dedicated 5th grade team. This means that 5th graders cannot play on the 6th grade team (unless we

have a year in which we don't have enough 6th graders to fill a team) and 6th graders will not play on the 5th grade team

7 out of the 9 schools in our conference already do this. Most of the non-conference schools on our schedule also do this. Currently, we were playing our 6th grade B team against opposing 5th grade teams which contrary to what you would expect resulted in lopsided scores for us. Basically, our 6th grade B team was composed of kids who had little to no bball experience playing against another schools top 5th grade team who have most likely been playing together in travel ball since 2nd grade.

This is the only sport in which we are making this change. Our numbers for cheer and volleyball (the other 2 activities that 6th graders have dedicated teams for) don't warrant this as we usually have 20+ trying out each year for both of these.

Becky White asked Mr. Weedin to clarify that the 5th graders will not bump the 6th graders to play. Mr. Weedin said that is correct. Board member Becky White said she thought this would be a great thing.

Mr. Weedin said that the 5th and 6th would practice together. There will be Volunteer Assistants to help with the coaching.

Becky White made a motion to let the 5th Graders play with the 6th grade team. Allison Ezzell made a second to the motion. Motion passed 5-0.

VII. Superintendent's Report:

Dr. Rutherford told the board that J.D Wade-Swift got his drone out and videoed the pouring of the roof of the High School SafeRoom Project. JD Showed the video to the board. Dr. Rutherford also told the board that the first PLC of the year seemed to be a success. That was the 1hr. delay. He said it went well.

Positive Praises

Next Regular Monthly Meeting – October 3, 2022

Motion to Adjourn

Becky White made a motion to adjourn the meeting at 7:27 p.m Allison Ezzell made a second to the motion. Motion passed 5-0.

Rodney Brough – President

Becky White-Vice-President/Secretary

Steve Motsinger

Allison Ezzell

Becky Humphrey

Mark Day

Ray Oppel