

**Board of School Trustees Regular Meeting Minutes
Hamilton Community Schools
903 South Wayne Street
Hamilton, IN 46742**

Date Posted: December 9, 2021

Meeting Date: December 13, 2021

Meeting Time: 6:30 p.m.

Location: Hamilton Community Media Center

***MEMORANDUM OF MEETING**

Those present representing the Hamilton Community Schools Board of School Trustees: President, Jeremy Hill; Vice President, Stacy Shull; and Members: April Holden and Lee Stoy.

Absent: Secretary, Jamy Merritt;

Representing the administration: Superintendent, Anthony Cassel; Treasurer, Brittany Taylor; K-5 Principal, Kristyn Watkins; and 6-12 Principal, Greg Piatt

Visitors in attendance: None

| <u>Motion made by</u> | <u>Second</u> | <u>Vote</u> | |
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| | | | 1. Welcome and call to Order – Mr. Jeremy Hill at 6:30 p.m. |
| | | | 2. Student of the Month – postponed until January’s Board meeting. |
| | | | 3. Pledge of Allegiance – Mr. Anthony Cassel |
| SS | LS | 4-0 | 4. Approval of the Consent Agenda – <i>MOTION NEEDED</i> |
| | | | 5. Patron Participation – Mr. Hill, Vice President none |
| SS | LS | 4-0 | 6. Consent Agenda– <i>MOTION NEEDED</i> a. Claims Docket b. Approval Minutes i. Regular Board Meeting, November 15, 2021 c. Personnel Report <u>Resignations:</u> Rachel Ort, Long-Term Maternity Leave, Dec 3, 2021 <u>New Hire:</u> Cheryl Kooistra, Kitchen Substitute, Dec 5, 2021 Jeri Steury, Part-Time to Full-Time Instructional Asst. Dec 5, 2021 Maddie Hamilton, moved to Longtime Maternity Position, Dec 5, 2021 Whitney Moughler, Instructional Asst. Temporary, Dec 5, 2021 |

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| | | | d. Receipt of Funds: none |
| SS | AH | 4-0 | <p>7. New Business – <i>ACTION ITEMS Motions Needed</i></p> <p>a. Teacher Appreciation Grant (TAG) Recommended the Board allow the superintendent to award Teacher Appreciation Grand dollars to 21 teachers who are eligible for the award. Each teacher will receive \$625.50, less benefits, on the December 20, 2021 paycheck.</p> <p>b. Year End Payroll and Claims/Cash Transfers As the calendar year comes to a close, it will be necessary to process claims and payroll in order to complete tasks for year-end processes. Additionally, these tasks will also need to be completed prior to the next board meeting on January 10, 2022. Any fiscal tasks completed to close the year will be shared with the board at the next meeting. It is recommended that permission be granted in order to process the payroll and claims necessary to close the year.</p> <p>c. Resolution for Transfer of Funds from Education to Operation Fund 2022: It is recommended that the Board of School Trustees authorize the Treasurer of the Hamilton Community School Corporation to transfer up to \$285,000.00 of the Annual tuition support amount from the Education Fund to the Operations Fund in order to reimburse the operations fund for expenses that are not allocated to student instruction and learning beginning June 1, 2022 and recurring Semi-Annually until a new resolution is passed by the Board of School Trustees.</p> <p>d. Resolution for Transfer of Funds to Rainy Day Fund: It is recommended that the Board of School Trustees authorize the Treasurer of the Hamilton Community School Corporation to transfer up to \$293,049.00 of the Education Fund to the Rainy day Fund. It is recommended that the Board of School Trustees authorize the Treasurer of the Hamilton Community School Corporation to transfer up to \$295,958.00 of the Operation Fund to the Rainy day Fund</p> |
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| | | | <p>8. SUPERINTENDENT’S REPORT – Mr. Anthony Cassel</p> <ul style="list-style-type: none"> • New Scoreboard, donated by Farmers State Bank, have arrived. One of the scoreboards was sent back due to shipping damages. • LED lighting project for the school is underway with the lights being manufacture and project should be completed by the end of January. • Lease for tennis court lights has been approved. |

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| | | | <ul style="list-style-type: none"> Surveys have been completed for 8 acres of property west for the school to be used for the solar array project. Marilyn and Frank Presley signed land purchase and awaiting closing date. |
| | | | <p>9. ADMINISTRATORS' REPORT Given the night off to spend time with family.</p> |
| | | | <p>10. TREASURER'S REPORT – Mrs. Brittany Taylor State Board of Accounts Audit for 2018-2019 is complete and awaiting the final report.</p> |
| | | | <p>11. SCHOOL BOARD MEMBER COMMENTS none</p> |
| SS | AH | 4-0 | 12. ADJOURNMENT by Mr. Hill at 6:40 pm |

January 10, 2022 Meeting at 6:30 p.m.

Respectfully submitted,

Hamilton Community Schools
Board of School Trustees

Jeremy Hill, President

Stacy Shull, Vice President

Jamy Merritt, Secretary

April Holden, Member

Lee Stoy, Member