

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

**Date Posted:** July 14, 2021

**Meeting Date:** July 19, 2021

**Meeting Time:** 6:30 p.m.

**Location:** Board Room, Hamilton Jr./Sr. High School

**\*MEMORANDUM OF MEETING**

**Those present representing the Hamilton Community Schools Board of School Trustees:**

President, Jeremy Hill; Vice President, Stacy Shull; Secretary, Jamy Merritt; and Member, April Holden

**Absent:** Member, Lee Stoy

**Representing the administration:** Superintendent, Anthony Cassel; Treasurer, Brittany Taylor

**Visitors in attendance:** Kathryn Bassett, KCP Reporter and Ashley Strack, Grade 3 Teacher

<u>Motion made by</u>	<u>Second</u>	<u>Vote</u>	
			1. Welcome and call to Order – Mr. Jeremy Hill at 6:30 p.m.
			2. Pledge of Allegiance – Mr. Anthony Cassel
SS	JM	4-0	3. Approval of the Consent Agenda – <i>MOTION NEEDED</i>
			4. Patron Participation – Mr. Hill, Vice President none
SS	JM	4-0	5. Consent Agenda– <i>MOTION NEEDED</i> a. Claims Docket b. Approval Minutes i. Regular Board Meeting, June 21, 2021 c. Personnel Report <u><b>New Hire:</b></u> Kim Cool, Custodian, July 1, 2021 Sandi Hesterman, Elementary Instructional Assistant (3 year grant funded), effective August 8, 2021 Dawn Shank, Elementary Instructional Assistant (3 year grant funded), effective August 8, 2021 Jeremy Banks, Head Boys Basketball Coach, effective July 19, 2021 Adam Cool, hours increase to 40 from 35, effective July 15, 2021

			<p><b><u>Resignation:</u></b> Dawn Shank, Cafeteria, effective August 5, 2021</p> <p><b><u>Maternity Leave Request:</u></b> Rachel Etzler, Approximate August 25, thru November 1, 2021</p> <p>d. Receipt of Funds: none</p>
SS	JM	4-0	<p>6. New Business – <i>ACTION ITEMS Motions Needed</i></p> <p>i. Transfer Enrollment Requirement: Recommend the board approve the following grade level caps for consideration where transfer students are involved: grade levels K-1 cap set to 50 students; Grade Levels 2-5 cap set to 40 students; and grade levels 6-12 cap set to 40 students. This would cap the elementary enrollment at 260 students and Jr./Sr. high enrollment at 280 students. These combined totals would allow for a corporation enrollment of 540. Academic needs could be met for the 2021-2022 school year with current staffing.</p>
SS	JM	4-0	<p>ii. Permission to Advertise Annual Financial Report Fiscal Year 2020 must publish the Annual Financial Report between August 1 and August 15 of the calendar year. Recommend permission be given to publish the 2020 Annual Financial Report.</p>
SS	JM	4-0	<p>iii. Permission to Advertise 2022 Budget must be advertised one time in two publications. Recommend permission be given to publish the 2022 budget.</p>
SS	JM	4-0	<p>iv. Approval of Elementary Handbook has been update with minor changes concerning students needing to be pick-up during school hours to be picked up at Door 4 near the elementary office. Recommend the board approve the 2021-2022 Elementary School Handbooks as presented.</p>
SS	JM	4-0	<p>v. Approval of Jr/Sr. High School Handbook has been updated with minor changes concerning: addition information on the attendance policy, explanation of the attendance codes, and extra-curricular absence policy. Recommend the board approve the 2021-2022 Jr/Sr. High School Handbooks as presented.</p>
SS	JM	4-0	<p>vi. Approval of Revised MidAmerican Contract Recommended the board approve the Revised Mid-America Contract for two employees from 3 employees as presented.</p>
SS	JM	4-0	<p>vii. Hamilton Community Schools Reentry Plan 2021-2022 The Hamilton Community schools will follow state and federal mandates. Currently, that means masks for unvaccinated individuals is recommended, but not required. Masks must be worn on school buses due to a federal mandate. State and federal mandates may continue to change. Recommend the board approve the 2021-22 School Reopening</p>

SS	JM	4-0	<p>Plan starting August 11, 2021 as presented.</p> <p>viii. Hamilton Community Schools Early Release Plan 2021-2022 Hamilton Community Schools would like to provide early release days for Teacher Professional. The proposed plan is to have early release days the first and third Wednesday of the month (updated 2021-2022 calendar provided). Parents were surveyed and 94.2% families could make early release work. Recommend the board approve the School Early Release Plan 2021-2022 as presented.</p>
			<p>7. SUPERINTENDENT’S REPORT – Mr. Anthony Cassel</p> <ul style="list-style-type: none"> <li>• 2021 Model School Conference in Nashville, TN attended by 34 staff members has energized the staff to a new level. Met at the end of the day to debrief, had side conversations on presentations, and discuss what can be brought back to Hamilton Schools. Challenging the staff and students to get better every day. Plan to present at the August Board Meeting.</li> <li>• Student enrollment is on the rise and actual counts will be reported at the August Board meeting.</li> <li>• Plans to utilize the Board room as an area for all teacher to use for planning, collaborating, professional development resource center and a quiet space. Moving forward, the board meetings will be held in the media center.</li> <li>• Summary of other projects: Front doors installation will begin in August, tennis court estimation cost \$500,000 - \$550,000 which is workable with current funding, waiting for Freezer and Cooler delivery date, 200 ton of playground mulch has been delivered, Pre-school playground fencing will be installed end of July, yellow lines in the parking areas have been painted, elementary outside pillars have been painted blue to match the high school buildings, holding on replacing score boards until funding is received, open gym days have been attended all summer, and looking at 2022 club opportunities for students participation, examples fishing, archery.</li> </ul>
			8. ADMINISTRATORS’ REPORT
			9. TREASURER’S REPORT – Mrs. Brittany Taylor Busy with state reports. Lunch payout was \$15,900, less than it has been.
			10. SCHOOL BOARD MEMBER COMMENTS
SS	JM	4-0	11. ADJOURNMENT by Mr. Hill at 7:14 p.m.

**Monday, August 16, 2021 Meeting at 6:30 p.m.**

Respectfully submitted,

Hamilton Community Schools  
Board of School Trustees

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Jeremy Hill, President

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Stacy Shull, Vice President

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Jamy Merritt, Secretary

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April Holden, Member

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Lee Stoy, Member