

Executive Session

The Board of School Trustees of the Southwest School Corporation met in Executive Session on Wednesday, January 9, 2019, at 5:00 p.m. in the Southwest School Corporation Board Room, 1502 N. Section St., Sullivan, Indiana as per I.C. 5-14-1.5-6.1(b)(1) Where authorized by federal or state statute; I.C. 5-14-1.5-6.1(b)(2)(C) Implementation of security systems; I.C. 5-14-1.5-6.1(b)(3) For discussion of the assessment, design, and implementation of school safety and security measures, plans, and systems; I.C. 5-14-1.5-6.1(b)(6), With respect to any individual over whom the governing body has jurisdiction; I.C. 5-14-1.5-6.1(b)(9) To discuss a job performance evaluation of individual employees. All Board Members were present. Others present were Superintendent Chris Stitzle, Assistant Superintendent Jon Stuckey, and Attorney Katie Springer. The Executive Session was adjourned at 5:58 p.m.

No other items were discussed other than those advertised.

A T T E S T :

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Jon Bobbitt, Secretary

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Jerry Wilson, President

Call to Order

The Board of School Trustees of the Southwest School Corporation met in Regular Session on Wednesday, January 9, 2019, at 6:02 p.m. in the Southwest School Corporation Board Room, 1502 N. Section St., Sullivan, Indiana. All Board Members were present. Others present included Superintendent Chris Stitzle; Assistant Superintendent Jon Stuckey; Attorney Katie Springer; teacher Audrey Badger; Lynne Arnett, Mike Caton, Jeff Butler, and Hal Davis representing Sodexo; Treasurer Michele Hazelrigg; and Harold Bosstick representing the Sullivan Daily Times.

Swearing-In of Board Members Elect

The Honorable Robert E. Hunley II, Judge Sullivan Circuit Court was present to administer the Oath of Office to our newly elected Board Members – Mr. Mike Eslinger and Mr. Jerry Wilson. Superintendent Stitzle asked Judge Hunley to administer the “Oath of Office”. After the Oath of Office was given, the new members and Judge Hunley signed the Oath of Office.

Reorganization of the SWSC Board of School Trustees

Superintendent Stitzle stated that the Southwest School Corporation Board of School Trustees are required by law to hold a Reorganization Meeting to elect new officers. At this time, Mr. Stitzle asked current Board Vice President Wilson to begin the process of Reorganization by asking for nominations for a new President of the SWSC Board

Vice President Wilson asked for nominations for President of the Board. Barb Rotramel made a motion for Jerry Wilson to be the new SWSC Board President. Motion was seconded by Jon Bobbit, and approved upon a 4-0 vote of the Board.

President Jerry Wilson asked for nominations for Vice-President of the SWSC Board. Barb Rotramel was nominated for Vice-President. This was approved upon a motion by Mitzie Badger, second by Jon Bobbitt, and a 4-0 vote of the Board.

President Wilson asked for nominations for Secretary of the SWSC Board. Jon Bobbitt was nominated for Secretary. This nomination was approved upon a motion by Mitzie Badger, second by Mike Eslinger, and a 4-0 vote of the Board.

#### Appointment of Treasurer

Superintendent Stitzle noted that the Board needed to appoint a Treasurer. Michele Hazelrigg currently holds this position and he recommended her to continue in this role. Michele Hazelrigg was nominated as Treasurer. This nomination was approved upon a motion by Jon Bobbitt, second by Mitzie Badger, and a 5-0 vote of the Board.

#### Appointment of Deputy Treasurer

Superintendent Stitzle noted that the Board needed to appoint a Deputy Treasurer as well. Tracy Vandergriff currently holds this position and he recommended her to continue in that role. Tracy Vandergriff was nominated for Deputy Treasurer. This nomination was approved upon a motion Mitzie Badger, second by Mike Eslinger, and a 5-0 vote of the Board.

#### Adoption of Existing Bylaws and Policies for its own Operation and for Operations Conducted through the Corporation

Superintendent Stitzle stated that as a part of reorganization, the Board needed to adopt Existing Bylaws and Policies to govern direction of the Board. The Board has used NEOLA to update and maintain the many policies of the corporation. It was his recommendation that we continue with current policies and by-laws that have in place and at this time use NEOLA as the support company. This was approved upon a motion by Jon Bobbitt, second by Mitzie Badger, and unanimous vote of the Board.

#### Determination of Site, Time, and Date of Future Meetings

Superintendent Stitzle suggested that the Board keep the current site, time, and location for meetings. It was moved by Mitzie Badger, seconded by Jon Bobbitt, and approved by unanimous vote of the Board to hold Board Meetings in 2019 on the Third Wednesday of each month at 6:00 p.m. in the Southwest School Corporation Board Room located at 1502 N. Section St., Sullivan, IN 47882

#### Set Board Member Salaries

Superintendent Stitzle stated the maximum salary for the Board has been set by the State of Indiana at \$2,000.00. He said this has been the salary for the past several years for Board Members. The salary was set at \$2,000 for Board Members upon a motion by Mitzie Badger, second by Barb Rotramel, and unanimous vote of the Board.

#### Appointment of Legal Counsel

Superintendent Stitzle stated that Katie Springer is currently the Legal Counsel for the Board and it was his recommendation that she continue in this role. Mr. Stitzle presented a contract for the Board's consideration and approval. Upon a motion

by Mitzie Badger, second by Jon Bobbitt, and unanimous vote of the Board, Katie Springer was appointed as Legal Counsel for the SWSC for 2019.

#### Consideration of any Additions or Deletions to the Agenda

Superintendent Stitzle asked for the following additions to the Agenda:

Addition – Routine Business Items by Consent – Letter F – Request – Gift Card Resolution – Terri Roberts and Tammy Young

This addition was approved upon a motion by Jon Bobbitt, second by Barb Rotramel and unanimous vote of the Board.

#### Approval of Minutes

Minutes for the Regular Meeting of the Regular Board Meeting of December 19, 2018, were approved upon a motion by Mitzie Badger, second by Jon Bobbitt, and unanimous vote of the Board.

#### Treasurer's Report and Approval of Claims

The Treasurer's Report for the period ending December 31, 2018, was presented to the Board. Superintendent Stitzle read the Treasurer's Report. Claims #29633 to #29666 in the amount of \$526,432.31 for the period of December 20, 2018, through December 31, 2018 were presented. The Treasurer's Report and Claims were approved upon a motion by Mitzie Badger, second by Jon Bobbitt, and unanimous vote of the Board.

#### Disposition of Routine Business Items by Consent

Mr. Stitzle presented the Board with the following Routine Business Items by Consent:

A. Personnel Recommendations

Shawn McKinney – SHS Asst. Baseball Coach

B. Approval of Substitute Teachers

- Kara Walters
- Alesha Arnett – Pending Receipt of Criminal History Check

C. Donations - **NONE**

D. Appointment of Amy Lueking to Sullivan County 4-H Council

E. Request – Leave of Absence – Courtney Hiatt

F. Request – Gift Card Resolution – Terri Roberts & Tammy Young

These items were approved upon a motion by Barb Rotramel, second by Mitzie Badger, and unanimous vote of the Board.

#### Appointment of Board Member as Legislative Liaison to ISBA

The ISBA requests a Board Member be appointed as the Corporation's Liaison in order to receive reports and materials from Association. During last calendar

year, Barb Rotramel served in this role. It was approved to reappoint Barb Rotramel to this position upon a motion by Mitzie Badger, second by Mike Eslinger, and unanimous vote of the Board.

#### Grant Permission for the Board President to Appoint Individual Board Members to any Necessary Committees or as Representatives to Various Organizations

Mr. Stitzle informed the Board that occasionally a Board Member or Members are needed to serve on committees or as representatives at meetings. In the past, the Board President has been given permission to make those appointments. This was once again approved upon a motion by Mike Eslinger, second by Mitzie Badger, and unanimous vote of the Board.

#### Permission to Publish Annual Performance Report

Each school corporation is required by law to publish their Annual Performance Report in the newspaper. This typically occurs in February. This permission to publish the Annual Performance Report was approved upon a motion by Mitzie Badger, second by Jon Bobbitt, and unanimous vote of the Board.

#### Awarding of Property and Casualty Insurance for 2019

Superintendent Stitzle presented the renewal information as provided by Springer Insurance.

- Renewal with WRM (Wright Risk Management), Hastings Mutual, Lloyd's – Provided by Springer Insurance - \$152,746 - Effective January 28, 2019 to January 28, 2020.
- Last year's cost was \$140,249. This an increase of \$12,497 or 8.9%.
- It was noted that more than \$6000 of the increase was due to an increase in worker compensation claims.

This renewal was approved upon a motion by Mike Eslinger, second by Jon Bobbitt, and unanimous vote of the Board.

#### Approval of Self-Insurance Resolution

Superintendent Stitzle presented the Board with a Self-Insurance Resolution for their approval. This was approved upon a motion by Jon Bobbitt, second by Barb Rotramel, and unanimous vote of the Board. A copy is attached to the Minutes.

#### Resolution to Authorize On-Time Transfer of Funds from Cash Balance of Education to Cash Balance of Operations Fund

Superintendent Stitzle presented the Board with a Resolution to Authorize One-Time Transfer of Funds From Cash Balance of Education Fund to Cash Balance of Operations Fund for their approval. This Resolution was approved upon a motion by Jon Bobbitt, second by Mitzie Badger, and unanimous vote of the Board.

#### Approval of Capital Improvements

Mr. Stitzle asked Board Permission to seek quotes for restroom upgrades at the baseball facilities. This was approved upon a motion by Jon Bobbitt, second by Mitzie Badger, and unanimous vote of the Board.

Miscellaneous Business

Reports by Administrators and/or Board Members

- Sodexo Update – Mike Caton and Lynne Arnett gave brief up-dates

Up-Coming Dates: Meetings, School Activities, Community Activities, Other

- Friday, February 15, 2019 – Winter Break – No School – Possible E-Learning Make-Up Date.
- Monday, February 18, 2019 – President’s Day – No School - Possible E-Learning Make-Up Date.
- Wednesday, February 20, 2019 – Board Meeting – 6:00 PM

Adjournment

Upon call for further business and there being none, the meeting was adjourned at 6:30 p.m.

A T T E S T :

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Jon Bobbitt, Secretary

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Jerry Wilson, President