

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

**Date Posted:** January 13, 2020

**Meeting Date:** January 20, 2020

**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, Mark Gould; Vice President, Jeremy Hill; Secretary, Stacy Shull; and Member: Jamy Merritt and Lee Stoy.

**Absent:**

**Representing the administration:** Superintendent, Anthony Cassel; K-6 Principal, Kristyn Watkins; and Business Manager/Treasurer, Brittany Taylor

**Visitors in attendance were:** Kathryn Bassett, KPC News, Richard Justice.

<u>Motion made by</u>	<u>Second</u>	<u>Vote</u>	
			1. CALL TO ORDER by President Mr. Gould at 6:30 p.m. <b>MISSION: Engaging today's learners to be tomorrow's leaders.</b> <b>VISION: Small school, small town, BIG dreams!</b>
			2. STUDENT OF THE MONTH Honored students for the month of January are Robert Bonham from Mrs. Book's 5 <sup>th</sup> grade, Mackenzy Garman from Ms. Headley's 5/6 <sup>th</sup> grade, Audrey Mapes from Ms. Lawson's 8 <sup>th</sup> grade Spanish class, and Krysta Mullen in 9 <sup>th</sup> grade.
JH	LS	5-0	3. APPROVAL OF CONSENT AGENDA

			4. PATRON PARTICIPATION: None.
JH	SS	5-0	<p>5. CONSENT AGENDA</p> <p>Treasurer, Mrs. Brittany Taylor reported end of year budget information:</p> <ul style="list-style-type: none"> <li>i. Received a bill from Steuben and Dekalb counties for the election ballot to include the Referendum vote, totaling \$2,700.</li> <li>ii. Transferred \$370,723.20 to the Rainy Day Fund from Educational and Operational funds.</li> <li>iii. As of December 31, 2019, before the transfer of funds, the school was at 60% of appropriations spent from the Education Fund and 72% of appropriations spent from the Operation Fund.</li> </ul> <ul style="list-style-type: none"> <li>a. Claims Docket</li> <li>b. Approval of Minutes <ul style="list-style-type: none"> <li>i. Regular Meeting, December 16, 2019 minutes</li> <li>ii. Organization Meeting, January 13, 2020 minutes</li> </ul> </li> <li>c. Personnel Report: <ul style="list-style-type: none"> <li>New Hire: <ul style="list-style-type: none"> <li>• Crystal Hurraw, Bus Driver position effective February 6, 2020</li> <li>• Julie Buss, additional hours to meet requirements effective January 21, 2020</li> </ul> </li> </ul> </li> <li>d. Receipt of Funds: <ul style="list-style-type: none"> <li>i. \$100 for Cafeteria Angel Fund – LuAnn Schaar</li> <li>ii. \$100 for BASE Supplies – Homemaker Club</li> </ul> </li> </ul>
JH	SS	5-0	<p>6. NEW BUSINESS</p> <ul style="list-style-type: none"> <li>a. First Reading NEOLA Volume 32 No. 1</li> <li>b. Senior Chicago Overnight Proposal – Senior class, of 12 students, would like to take an overnight trip to Chicago this year. Mr. Mike Smith, class sponsor plans to attend the February Board meeting with a presentation of planned events.</li> <li>c. Substitute Pay Proposal – HCS struggles to find teacher subs. The current sub pool with Kelly Services is quite small. Looked at sub pay from area schools and we would like to be more competitive with pay. Consider approval of Substitute Pay Proposal to increase sub pay from a flat rate of \$65 to a tiered rate of \$75 for Non-Cert sub, \$80 for Certified sub, and \$85 for Retired Cert sub.</li> </ul>
			7. SUPERINTENDENT’S REPORT

			<ul style="list-style-type: none"> <li>• New Cabinet Meetings with Principals Mrs. Watkins, Mr. Piatt, Treasurer Mrs. Brittany Taylor, Deputy Treasurer Ms. Claire Smith and Athletic/Maintenance Director Mr. Brad Hennessey will meet the second Monday of the month. Informative information from these meeting will be presented at upcoming School Board meeting.</li> <li>• Went through a list of completed projects last week with EMCOR. Training was done on controls with Mr. Brad Hennessey. EMCOR has a few things to clean up/fix before they are officially done. The HVAC Project may come in under budget, possibly use remaining funds to retro fit front gym with air conditioning units.</li> <li>• Fire Marshal showed up last week and left a list of minor items to correct within 2 weeks. There are somethings in classrooms need to be corrected as well. Examples: need to use fire retardant material for furniture and curtains, keep emergency windows clear and items may be stored no higher than 3 blocks from ceiling.</li> <li>• Basketball Camp was attended by 31 elementary students on the first day. This camp will run 8 weeks to help build fundamentals and interest in basketball.</li> <li>• Technology News, prepping new “switches” to be installed and it will take several months for prep work to be completed. Currently working on new access points, creating standardize email groups, researching device insurance for our families, and gathering information on costs of computer bag/backpacks to protect student chrome books. Mr. Shafer, Mrs. Karas, and Ms. Merritt will be attending a Power School user group conference in March.</li> <li>• Gathering vision/dental insurance quotes, there is a lot of interest from the staff. A full presentation will come when information has been collected.</li> </ul>
			<p>8. ADMINISTRATORS’ REPORT</p> <p>Mr. Cassel, 7-12 Principal reported new semester and quarter 3 has started, middle school students toured IMPACT Institute, Girls basketball wrapping up in two weeks and will not participate in sectional this year, a bulk of girls games have been against JV teams. Lastly, Hamilton Boys Basketball is in full swing.</p> <p>Mrs. Watkins shared the elementary student have completed NWEA and DIBLES assessment testing and results are pleasing. Started the 14 week ILEARN enrichment programs. Mrs. Leitzel will teach the Math program and Mrs. Richter will teach the Reading program. Starting second round of observation focusing on Domain One purposeful planning and differentiated instruction. Also Domain Two effective instruction with depth of knowledge and responses from students. Planning the</p>

			Valentine's Dance to be held on Friday, February 7 <sup>th</sup> from 5:30 to 7:30. This event is open to the community.
			9. TREASURER'S REPORT See above prior to Claims. Mrs. Taylor would like to add that she is waiting the new additions to Form 9. This is the final paperwork needed to close the books for 2019.
			10. SCHOOL BOARD MEMBER COMMENTS Mr. Lee Stoy thanked Mr. Cassel and the administrative staff for their fiscal responsibility and bringing back the Rainy Day Fund. Thanked the staff for using PowerSchool to keep up-to-date with the communication tool for parents and we are doing an outstanding job.
JH	LS	5-0	11. ADJOURNMENT at 7:15 p.m.

**Upcoming Events:  
February 17, 2020 Meeting at 6:30 p.m.**

Respectfully submitted,

Hamilton Community Schools  
Board of School Trustees

\_\_\_\_\_  
Mark Gould, President

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Jeremy Hill, Vice President

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Stacy Shull, Secretary

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Jamy Merritt, Member

Lee Stoy, Member

\*Memorandum of Meeting reflects date, time and location of meeting; members of the governing body recorded as either present or absent; general substance of all matters discussed, proposed, decided; record of all votes taken, by individual members if there is a roll call.