

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

**Date Posted:** June 9, 2020

**Meeting Date:** June 15, 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; and Members: Jamy Merritt and Lee Stoy.

**Absent:** Secretary, Stacy Shull

**Representing the administration:** none

**Visitors in attendance were:** Kathryn Bassett, KCP News

<u>Motion made by</u>	<u>Second</u>	<u>Vote</u>	
			<b>1. Welcome and call to Order – Mr. Mark Gould at 6:30 p.m.</b>
JH	LS	4-0	2. Approval of the Agenda – <i>MOTION NEEDED</i>
			3. Patron Participation – Mr. Mark Gould, President None
JH JH	LS LS	4-0 4-0	4. Consent Agenda – <i>MOTION NEEDED</i> <ul style="list-style-type: none"><li>a. Claims Docket</li><li>b. Approval Minutes<ul style="list-style-type: none"><li>i. Regular Meeting, May 18, 2020</li><li>ii. Executive Session May 29, 2020</li><li>iii. Special Session June 4, 2020 with the correction of Mark Gould present for meeting.</li></ul></li><li>c. PERSONEL REPORT:<ul style="list-style-type: none"><li><b><u>New Hires:</u></b> Emma Lucas, 6-7-8 English, Effective May 19, 2020 Alisa Hochstetler, Jr/Sr. High Math, Effective May 22, 2020 Ashley Strack, Elementary Teacher, Effective June 12, 2020</li><li><b><u>Leave of Absence:</u></b> Michelle Warner, Elementary Special Ed, Tentative Sept 4, 2020 Maternity Leave</li></ul></li></ul>
JH	LS	4-0	

JH	LS	4-0	<p><b><u>ECA Hire:</u></b> Emma Lucas, Head Volleyball Coach, Effective June 2, 2020</p> <p><b><u>Retirement Incentive Package:</u></b> Mindy Stevens, Elementary Teacher, Effective June 5, 2020 Frances Gould, Elementary Teacher, Effective June, 5 2020</p>
JH	LS	4-0	<p>d. RECEIPT of FUNDS: Hamilton Lake Association - \$200.00 for the Marine Monitor Newspaper. Hamilton Fish and Game - \$150.00 for the Athletic Dept.</p>
JH	LS	3-0	
JH	LS	MG abstained 4-0	
JH	LS	4-0	<p>5. New Business – <i>ACTION ITEMS</i></p> <p>a. Approval of Jr./Sr. High School Student Handbook Board members were asked to review the highlighted changes made to the Jr./Sr. High Handbook. Majority of changes dealt with cell phone usage with in the building. Recommended that the updates to the Jr./Sr. High School Student Handbook be approved as presented.</p>
JH	LS	4-0	<p>b. Recommendation the Board of School Trustees of Hamilton Community Schools approve the transfer of funds to the following accounts. Transfer up to \$50,000 Education Fund to Cafeteria Fund to bring the balance in the cafeteria fund to zero.</p>
			<p>6. SUPERINTENDENT’S REPORT – Mr. Anthony Cassel</p> <ul style="list-style-type: none"> <li>• Virtual Summer school is going well with student/teacher participation.</li> <li>• The Model Classroom conference scheduled for June 28-July 1 in Orlando, FL was replaced with a virtual conference that 20 plus teachers will be participating. Available grant money will pay for a Model School Consultant to work with our staff members during 2020-2021 scheduled professional development days.</li> <li>• Met with area Superintendents and the DeKalb Board of Health today to discuss what procedures need to be put in place for 2020/2021 school year based on the CDC recommendations. Plan to send out surveys to parents for their input. Three plans will be presented at the July 20, 2020 Regular Board Meeting for approval.</li> <li>• HVAC is in the final stages of the air-conditioning project in the main gymnasium. Air-conditioning sleeve in the gym are in place.</li> <li>• 2021 Budget is the next project on the list of items for completion.</li> </ul>

			7. TREASURER’S REPORT – Mrs. Brittany Taylor Will begin work on the 2021 School Budget.
			8. SCHOOL BOARD MEMBER COMMENTS <ul style="list-style-type: none"> <li>• Mr. Lee Stoy thanked Mrs. Frances Gould and Mrs. Mindy Stevens for their years of service to Hamilton Community Schools.</li> <li>• Mr. Lee Stoy had some concerns of the deficit in the Cafeteria Fund that accumulates over several year then needing funds transferred from one account to another. Mrs. Brittany Taylor stated there will always be a shortage of funds in the Cafeteria account and over the next couple of years the necessary funds will be transferred by the end of June, instead of waiting several years for the deficit to grow. Mr. Cassel added that the corporation is currently finding way to decrease this deficit of funds in future years.</li> <li>• Mr. Anthony Cassel shared that we are operating at 70-75% of our appropriation of funds leaving 25% for unexpected needs such as several lights in the main gym will need to be replaced.</li> </ul>
			9. ADJOURNMENT by Mr. Gould at 7:00 p.m.

Respectfully submitted,

Hamilton Community Schools  
Board of School Trustees

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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

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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.