The Board of School Trustees of South Vermillion Community School Corporation held a regular school board meeting on Monday, January 15, 2018 immediately following the special session board of finance meeting at the Superintendent’s Office. Members present were Mr. Cuel, Mr. Hawkins, Mr. West, Mrs. Hill, Mrs. Ave, and Mrs. Corado. Mr. Chapman, Mrs. Guinn, and Mrs. Farrington were also present.

AGENDA

I. Recommendation to approve agenda

Mr. Hawkins made a motion to approve the agenda and addendum and Mrs. Hill seconded the motion. Motion carried 6-0.

II. First Call for Citizen Comments – Agenda Items Only

Mrs. Wright, SVEA President, expressed her concerns about 2-hour delays and the expectations of teachers and why the change. Mr. Cuel asked what about the students who want to come in for help. Mrs. Wright stated if a student comes in early they stay with the building principal. She said they do not come to the classroom. She said kids are not coming early and not being babysat. She said they are not expected to come early and parents need to make other arrangements. She said breakfast starts 2 hours later. She said as far as she knows, students do not come early on 2-hour delays or come to the classroom.

III. Consent Agenda

A. Minutes of executive session school board meeting on December 18, 2017, regular session school board meeting on December 18, 2017, annual reorganization school board meeting on January 4, 2018, public hearing on January 4, 2018 and special session school board meeting on January 4, 2018

Mr. Hawkins made a motion to approve the minutes of the executive session school board meeting on December 18, 2017, regular session school board meeting on December 18, 2017, annual reorganization school board meeting on January 4, 2018, public hearing on January
4, 2018 and special session school board meeting on January 4, 2018 and Mrs. Corado seconded the motion. Motion carried 6-0.

B. Finance/Claims #40209 – #40313

Mr. Hawkins made motion to approve claims #40209 – #40313 and Mrs. Ave seconded the motion. Motion carried 6-0.

C. Personnel
   a. Retirements/Resignations/Terminations/Leaves
      i. Administrative
      ii. Certified Staff
      iii. Classified Staff
          1. Sara Shannon, Central Elementary, Library Aide, Leave of Absence, Effective January 12, 2018 to on or about February 2, 2018
   b. Recommendations
      i. Administrative
      ii. Certified Staff
      iii. Classified Staff
   c. Extra Curricular
      i. Certified Staff
      ii. Classified Staff/Lay Staff
          1. Trina Francis, Ernie Pyle Elementary School, After Hours Technology Assistant, Effective January 3, 2018
          2. Kris Lawson, South Vermillion High School, Assistant Cheer Coach, Remainder of the 2017-18 school year

Mr. Hawkins asked what the responsibility of the technology assistant is. Mr. Chapman stated they are to help the teachers with issues they have with their laptops, IPads and any IT issues in the classroom. Mrs. Corado asked if they helped students, as well. Mr. Chapman stated yes they do. They help during the school day and after the school day when needed.

Mr. Hawkins made a motion to approve the personnel report as presented and Mrs. Hill seconded the motion. Motion carried 6-0.

IV. Presentation/Reports

A. Curriculum, Instruction and Assessment Update – Dr. Jennifer French

Dr. French stated she met with all the elementary teachers recently and was able to get a feel for the strengths and weaknesses in their curriculum program. The main concerns were handwriting, science and social studies. Writing is at the bottom of the list for the curriculum program. At the elementary level, there is a 90 minute reading block everyday for reading only. She said when she talks
about writing it’s referring to composition writing, teaching of writing process and writing paragraphs, stories and essays. The national average is 20 minutes a day for writing. One of the first steps is to revise the master schedule to allow for more time in the day for the teachers to teach writing. She said she is also looking at the state standards outline skills for every grade level. She met last week with the high school English Teachers and discussed each grade level and writing stamina and the process will continue with the middle school and elementary teachers. The information will be shared in Google Drive with all teachers. The goal is to fill the gaps in writing. Mrs. Corado asked if it was handwriting and Dr. French stated this is composition writing. She stated there is also a concern about handwriting. There is no curriculum for handwriting. Dr. French stated she would like to develop a handwriting curriculum for grade K-3 with second semester of 2nd grade transitioning to cursive writing. Every teacher will teach the same way with the formation of letters. Mr. Hawkins asked if we have some teachers who teach handwriting to a greater extent than others. Dr. French stated we do. Mrs. Ave asked if you have looked at the writing scores. Dr. French stated the scores are low in writing. Dr. French stated there is a correlation with poor handwriting and composition writing. If your handwriting is weak, usually your composition writing is weak. Mrs. Hill asked if you plan to back away from the use of IPads. Dr. French stated she didn’t think there would really be a need for that. Dr. French said keyboarding may also be introduced in grade four. This will help with the online testing. Mr. Cuel stated he thought the State took handwriting out. Dr. French said they did, but they are starting to bring it back. Mr. Hawkins stated with the 90-minute reading block how will you schedule. Dr. French stated in grades K-3 the 90-minute reading block has to be uninterrupted which presents a lot of challenges. It will have to be additional time and outside the 90-minutes. Mr. Chapman stated manuscript and cursive writing were a part of the curriculum years ago. The issue is at the middle school. Teachers are really having a difficult time reading the student’s handwriting. Mr. West asked how do we measure success. Dr. French said it’s a success if you can read the student’s writing. It will be implemented in the Fall.

V. Discussion Agenda

A. Staff Responsibilities when School is Delayed
Mr. Chapman a document has been provided for guidance for all staff when there is a delay. He stated he does not expect any staff member to venture out if the conditions are too dangerous. They do need to contact their supervisor. He stated staff should use common sense when travelling to their buildings. He said if conditions are hazardous and unsafe, do not travel. He said he does not want to put anyone in danger, but we do have an obligation. He said students do arrive early on 2 hour delays. Parents drop kids off when they have to go to work because they have to go to work to survive. Mr. Cuel said he sees it at Central. The document is merely a guide and it is
not binding, so everyone understands. It will not reflect badly on evaluations. If hourly employees can not make it in due to the weather, they have the opportunity to make up their time during the pay cycle. Mrs. Corado asked if this was new. Mr. Chapman stated we have been doing it for a couple of years. He said I understand teachers are contractual. He said safety comes first. Mrs. Ave stated it seems like the teachers are feeling it’s different. Mr. Chapman stated he had the discussion with the SVEA last week. He stated there are emails and memos every year. Mr. Cuel asked it custodians are told the same thing. Mr. Chapman stated they are. Mrs. Hill asked if the staff is expected to be there then what are they suppose to be doing, like the teacher if the students aren’t there. Mrs. Ave stated the teachers would have things they could be doing. Mrs. Ave stated if we set a policy that the teachers have to be there then are we encouraging the early drop off for kids. Mr. Chapman stated we are not talking policy; we are talking guidance. Mrs. Ave stated she did not realize kids were dropped off early. Mr. Cuel said he sees it at Central. Mr. Chapman stated he sees in the two buildings here. He said there are custodians, if there are no other staff to let them in. Mr. Hawkins stated that if we would make this policy, his concern would be parents would drop their kids off because someone is there. Mr. Chapman stated this is just a guidance. Mrs. Ave stated this is different that the teachers are expected to be there. Mrs. Corado stated we had the same situation with classified staff a few years ago. Mrs. Ave asked if the time could be made up for classified staff. Mr. Chapman stated it’s up to the building principal and as long as they are doing work that applies to their job classification. Mr. Chapman stated this document is a guide and if you as an individual do not feel it is safe to travel, then contact your supervisor. Mr. Cuel stated if the county closes the roads, then you do not have a choice. Mr. Chapman stated anytime we have a delay or close school, he consults Sherriff Mike Phelps. He said this is just guidance. Mrs. Corado stated this is no different than in the past, but now we have a guide. Mr. West stated we do need something in place to give us direction. Mr. Chapman stated there is no guidance from the State other than getting rid of 2-hour delays. Mrs. Ave stated the State doesn’t like the delays. Mr. Chapman stated the State doesn’t like the delays because it is done too often. Mr. Hawkins stated you are the superintendent and you’ve put a guide in place for staff. It’s not policy. Mr. Chapman stated we have a number of parents who have to drop off their kids, so they can go to work to make a living. He said we are not going to turn a kid away.

VI. Decision

A. Recommendation to approve modifications to the Superintendent’s contract
Mr. Hawkins made a motion to approve the modifications to the Superintendent’s contract and Mr. Hill seconded the motion. Motion carried 6-0.

B. Recommendation to retain the services of Dan Rawlins of InterDesign to serve as the Design Criteria Developer for the 2018 Capital Improvement Projects

Mr. Chapman stated as we move forward with the 2018 capital improvement projects we need to retain the services of Dan Rawlins as the Design Criteria Developer. Mr. Rawlins served in the same capacity during the 2015-16 capital improvement projects. In your packet is a detail information.

Mr. Cuel made a motion to retain the services of Dan Rawlins of InterDesign to serve as the Design Criteria Developer for the 2018 Capital Improvement Projects and Mrs. Ave seconded the motion. Motion carried 6-0.

C. Recommendation to appoint the Technical Review Committee for the 2018 Capital Improvement Projects

Mr. Chapman as a part of the capital improvement process the Design Criteria Developer will provide guidance and oversight which will include the composition of a Technical Review Committee. By State law, the committee must be comprised of at least 3 members with a minimal of one member from the school corporation and two technical members. The recommendation for the Technical Review Committee are Dave Chapman and Cindy Guinn representing the school corporation, Bruce West representing the school board, and Dan Rawlins and Bill Shepler representing the technical members. Dan and Bill will not be able to provide a request for proposal for the project.

Mrs. Ave made a motion to appoint the Technical Review Committee for the 2018 Capital Improvement Projects and Mrs. Hill seconded the motion. Motion carried 6-0.

D. Recommendation to retain the services of Dr. Brad Balch (ISU) as facilitator/consultant for the Strategic Plan process for the SVCS

Mr. Chapman stated as part of the on going effort to improve the corporation and one of the goals for 2018 a comprehensive strategic plan for the school corporation. Mr. Chapman is requesting to retain Dr. Brad Balch to serve as a consultant and facilitate the process for the corporation as we develop the roadmap to success. There is a slight change in his contract. Mr. Hawkins asked what the change was. Mr. Chapman stated the process and increase of about $700. Mrs. Hill asked if is was a 5-year plan. Mr. Chapman stated we are looking at a 5-10-year plan depending on the process. Mr. West
stated we had discussed board involvement and if it would be the entire board. Mr. Chapman stated at times we may only need 3-4 members, but there will be other times we will need the entire board either in a work session or executive session. Mrs. Ave asked if we there was a timeline. Mr. Chapman stated hopefully by late May, early June and the final document prepared by the start of the next school year. A lot of pre-planning has already happened.

Mr. Hawkins made a motion to retain the services of Dr. Brad Balch (ISU) as facilitator/consultant for the Strategic Plan process for the SVCS and Mrs. Ave seconded the motion. Motion carried 6-0.

E. Recommendation to approve the 2018-19 Academic Calendar

Mrs. Ave stated we only have 3 snow days built in and any additional snow days would be added to the end of the year. Mr. Chapman stated yes. Mr. West stated he had a few people who liked calendar “A”, but he understood we need to synchronize with the local corporations around us.

Mr. Hawkins made a motion to accept calendar “B” for the 2018-19 academic calendar year and Mrs. Corado seconded the motion. Motion carried 6-0.

F. Recommendation to develop and post “2” DonorsChoose projects in the spring and summer of 2018

Mr. Chapman stated Mrs. Cottom from the high school is making a request to raise money for science books for Forensics and one is for supplies for science class. Mrs. Corado stated this eliminates the students purchasing the items or fundraising for the items.

Mrs. Corado made a motion to develop and post “2” DonorsChoose projects in the spring and summer of 2018 and Mrs. Hill seconded the motion. Motion carried 6-0.

G. Recommendation to accept donations

a. South Vermillion Middle School
b. Ernie Pyle Elementary
c. South Vermillion High School

Mr. Hawkins made a motion to accept the various donations as presented and Mrs. Ave seconded the motion. Motion carried 6-0.

H. Recommendation to approve South Vermillion High School Field Trip, Robotics Club Competition at Clay City High School on February 17, 2018

Mr. Hawkins made a motion to approve South Vermillion High School Field Trip, Robotics Club Competition at Clay City High School on
February 17, 2018 and Mr. Cuel seconded the motion. Motion carried 6-0.

I. Recommendation to appoint Terri Williamson to the Clinton Public Library Board of Trustees from January 1, 2018 to December 31, 2021

Mr. Hawkins made a motion to appoint Terri Williamson to the Clinton Public Library Board of Trustees from January 1, 2018 to December 31, 2021 and Mr. Cuel seconded the motion. Motion carried 6-0.

VII. Second Call for Citizen Comments

Mrs. Wright stated her thought was if it’s not broke, why fix it. Second, never say a woman can’t keep her mouth shut because you, the board have hired people to watch children in the morning before the teachers take over. Mr. Chapman stated they are the morning supervision people.

VIII. Comments/Correspondence/Information

A. Superintendent

Mr. Chapman stated he wanted to thank Jason Tanselle, Jeff Qualkinbush and Dan Rawlins for their work. He said this was a good test tonight and glad we could still meet via technology. As of right now we will be using 2 of our snow make up days. He thanked the board for their leadership and support.

B. Board Members

Mrs. Hill stated she is looking forward to being a part of the strategic planning and thanked Dr. French for her report. Mr. Hawkins thanked Dr. French and Mrs. Wright for her comments. He congratulated Hailey Chubb on her scholarship. He congratulated the 3 wrestlers as WRC champions. Mrs. Ave thanked Dr. French for her report and is looking forward to the strategic planning. Mrs. Corado thanked Dr. French for her report and thanked Mrs. Wright for her comments. Mr. Cuel thanked Mrs. Wright for her comments, congratulated Halea Chubb and the congratulated the 3 wrestlers on their WRC win. Mr. West thanked Dr. French for her presentation and Mrs. Wright for her comments. He stated we had discussed updating the athletic handbook. Mr. Chapman stated the athletic council is meeting monthly. Mr. West stated we need to have policy & procedures in place for coaches who do not want to drive buses. He stated there also needs to be a handbook in place.

IX. Next Board Meeting – Tuesday, February 20, 2018
X. Adjournment

Mr. Cuel made a motion to adjourn the meeting and Mrs. Corado seconded the motion. Motion carried 6-0. The meeting adjourned at 8:36 p.m.
ADDENDUM

IV. Consent Agenda

C. Personnel

c. Extra Curricular
   ii. Classified Staff/Lay Staff
      3. Jake Kitchell, South Vermillion High School,
         Boys Basketball Volunteer Assistant Coach,
         Effective remainder of 2017-18