

**Welcome  
To a Meeting of the  
Board of School Trustees  
Randolph Southern School Corp  
One Rebel Drive  
Lynn, IN 47355**

**A G E N D A  
  
MONDAY  
December 11, 2017  
7:30 PM**

**EXECUTIVE SESSION**

**6:30 PM**

**Administrative Office, 1 Rebel Drive  
Enter Door 5**

- 5. To receive information about, and interview prospective employees**

**REGULAR MEETING**

**7:30 PM**

**Administrative Office, 1 Rebel Drive  
Enter Door 5**

- I. CALL TO ORDER      Time: \_\_\_\_\_      Janet Caudle
- II. MINUTES  
                                 Regular Meeting, November 13, 2017      Eric Retter
- Motion: \_\_\_\_\_      Second: \_\_\_\_\_      Vote: \_\_\_\_\_
- III. PRESIDENT'S BUSINESS      Janet Caudle

PATRONS, STAFF AND STUDENTS MAY IDENTIFY ANY AGENDA ITEM THEY WISH TO ADDRESS AT THIS TIME.

Monte D. Cowen Commemorative Resolution

IV. OLD BUSINESS

Janet Caudle

V. ACCOUNTS PAYABLE VOUCHERS

Accounts Payable Vouchers are presented for November 13, 2017 through December 11, 2017.

General Fund Cash Balance as of November 30, 2017: \$652,895.56.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

VI. NEW BUSINESS

A. BUSINESS

Superintendent requests permission for the Treasurer to complete the following year-end accounting procedures:

- 1. Make year-end transfers within each fund so that no line item has a negative balance.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

- 2. Pay Accounts Payable Vouchers prior to December 31, 2017. (A separate docket will be presented for board approval on January 8, 2018.)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

- 3. Make transfers to the Rainy Day Fund as listed:
  - a. Transportation Fund up to but not to exceed \$50,000.00.
  - b. School Bus Replacement Fund up to but not to exceed \$50,000.00.
  - c. Capital Projects Fund up to but not to exceed \$50,000.00.

\*\*Central Office will not know the exact amounts until the books are closed on 12/31/2017.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

B. Personnel

Superintendent recommends the approval of the following personnel items. New hires are contingent upon a clear expanded criminal history check and applicable employment forms:

1. Chris Retter as Volunteer Assistant Boys Basketball Coach
2. J.C. Price as Volunteer Assistant Boys Basketball Coach
3. Ralph Dalzell, Jr. as 5<sup>th</sup>/6<sup>th</sup> Grade Boys Basketball Coach @ \$522
4. Ravena Allen as High School Para-professional/Bi-Lingual Assistant @ \$10.15 per hour for 7 hours a day and benefits per the Non-Certified Handbook.
5. Jenna Marquis, Cafeteria Director, requested an H.S.A. account contribution of \$2250 to be taken from the Cafeteria Account each year. The benefit was discussed at the time of employment but not requested.
6. Wendy Harris request for FMLA with anticipated return date of February 28, 2018.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

C. Fundraisers

Superintendent recommends the Board of School Trustees approve the following fund raising requests:

1. Cheerleaders to sell candles from November 20 to December 8, 2017 to raise funds for camps and gear. Anticipated income of \$1000. Lisa House, Contact Person.
2. Boys Basketball to sell fan gear for purpose of purchasing player gear from November 15 to December 15, 2017. Anticipated income of \$1000.
3. Santa Shop in Elementary Library from December 4 through December 15, 2017 for purchasing extra library books. Anticipated income of \$1000 to \$1500. Suzanne Robinson, Contact Person.

4. Actual Income for Highlighter Dance sponsored by the Spirit Club on November 17<sup>th</sup> was \$185. Anticipated income was \$150. Lauren Day, Contact Person.
5. Actual Income of Bowl-a-Thon on November 19<sup>th</sup> was \$196. Anticipated Income was \$600. Jeff Ison, Contact Person.
6. Actual Income of 8<sup>th</sup> Grade Laundry Detergent Sale was \$1612.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

D. Facility Use Requests

E. Field Trips

F. Curriculum

G. Board Policy

1. Superintendent presents the following board policies for first reading:

Administration, 1220, 1521, 1521A; Programs, 2221, 2262, 2623.01; Professional Staff, 3121, 3121A, 3131, 3220.01; Classified Staff, 4121, 4121A; Students, 5200, 5330, 5350, 5460, 5630.01(V1), 5730; Finances, 6152; Operations, 8120, 8121, 8330, 8462, 8600, 8600C, 8800.

\*A summary of Policy changes is in the Board Packet.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

H. School Board

I. Job Descriptions

J. Donations

Donation from Dot Foods

Superintendent recommends the Board of School Trustees accept a \$500 donation from Dot Foods in Cambridge City, IN to be utilized as the school deems necessary. The funds will be deposited in the General Fund.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

K. General

VII. PRINCIPAL REPORT

A. High School

1. Congratulations to Emma Keesling for selection as the 2017 Lilly Scholar.
2. Congratulations to Zoe Fisher for selection as an Alternate for the 2017 Lilly Scholar award.

B. Elementary

VIII. SUPERINTENDENT REPORT

A. Annual Christmas Breakfast for all staff members is tomorrow, Tuesday, December 12, 2017 at 7:30am in the High School Cafeteria.

B. December Tax Settlement was:

Debt Service: \$237,568.69	Capital Projects: \$240,117.90
Transportation: \$167,913.05	Bus Replacement: \$50,827.03
Total: \$696,426.67.	

C. Maintenance Report

D. Tuition Support Adjustments for FY2018

E. The Lynn Lions Club has been approved to use the Elementary Gymnasium and Cafeteria on Sunday, January 28, 2018, for their annual Farm Toy Show which will also include a craft bazaar.

F. Band Room water line update.

G. ADM Count Day

2017-2018 Official Count Day is September 15, 2017.

		8/8/17	9/15/17	10/5/17	11/7/17	<b>12/7/17</b>			
K	41	46	46	44	47	<b>48</b>			
1	31	31	32	31	30	<b>30</b>			
2	37	38	39	38	41	<b>40</b>			
3	38	37	38	38	40	<b>39</b>			
4	44	42	43	41	40	<b>40</b>			
5	34	39	40	39	40	<b>39</b>			
6	43	46	48	48	50	<b>49</b>			
Total	268	279	283	279	288	<b>285</b>			
7	34	38	39	39	40	<b>39</b>			
8	43	45	45	45	43	<b>43</b>			
9	50	37	37	36	36	<b>37</b>			
10	50	42	47	46	46	<b>47</b>			
11	33	48	50	49	49	<b>49</b>			
12	31	45	44	45	45	<b>45</b>			
HS Total	241	255	262	260	259	<b>260</b>			
Elm Total	268	279	283	279	288	<b>285</b>			

Corp. 509    534    542    539    547    **549**

IX. FACULTY, STAFF and/or STUDENT COMMENTS

X. PATRON COMMENTS

XI. BOARD COMMENTS

XII. ADJOURNMENT

Motion:

Second:

Vote:

Time:

**NEXT REGULAR MEETING, JANUARY 8, 2018  
7:30 PM, RSSC Administrative Office**