

**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, 2023
6:30 PM**

EXECUTIVE SESSION

5:30 PM

Superintendent's Office

1. Where authorized by federal or state statute.
3. For discussion of the assessment, design, and implementation of school safety and security measures, plans and systems.
5. To receive information about and interview prospective employees.
9. To discuss a job performance evaluation of individual employees. This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process.

REGULAR MEETING

6:30 PM

Superintendent's Office Board Room

I. CALL TO ORDER _____ PM Eric Retter

II. APPROVAL OF THE AGENDA

Motion: _____ Second: _____ Vote: _____

III. MINUTES – Regular Meeting, November 13, 2023 Don Pruitt

Motion: _____ Second: _____ Vote: _____

IV. PRESIDENT'S BUSINESS

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

The School Board recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on corporation matters. Board Policy 0167.3 shall govern public participation at board meetings and the presiding officer shall administer the procedures.

V. A. ACCOUNTS PAYABLE VOUCHERS and CASH BALANCE

Approve payroll voucher date and amount.

November 22, 2023 Payroll Voucher in the amount of: \$167,358.82.
December 6, 2023 (TAG) Payroll Voucher in the amount of: \$17,665.07.
December 7, 2023 Payroll Voucher in the amount of: \$148,308.31.

B. Accounts Payable Vouchers and Cash Balance

APV's numbered ____ through ____ in the amount of \$.

November 30, 2023 Cash Balance Education Fund: \$____.
November 30, 2023 Operations Fund \$____.

Motion: _____ Second: _____ Vote: _____

VI. NEW BUSINESS

A. Business Items

1. Superintendent requests permission for the Treasurer to make year-end transfers within each fund so that no line item has a negative balance.

Motion: _____ Second: _____ Vote: _____

2. Superintendent requests permission to Pay Accounts Payable Vouchers prior to December 31, 2023. (A separate docket will be presented for board approval on January 9, 2024).

Motion: _____ Second: _____ Vote: _____

3. Superintendent recommends approval of the Resolution to transfer unencumbered funds from the Operations Fund, Operations Fund up to but not to exceed \$65,000.00, to the Rainy Day Fund.

*Central Office will not know the exact amount until the books are closed on December 31, 2023.

Motion: _____ Second: _____ Vote: _____

4. Superintendent recommends adding Kelly Isenbarger as an authorized signatory of the elementary Merchants Bank of Indiana Checking account.

Motion: _____ Second: _____ Vote: _____

5. Superintendent requests permission to proceed forward with a purchase agreement to purchase the home owned by Jasmine and Bryan Martzell located at 310 North Franklin Street, Lynn IN for a price of \$89,000.00. The purchase agreement will be written by school corporation attorneys, Church-Church-Hittle & Antrim with stipulations. Two appraisals were obtained by Flesher Brothers Auctioneering (\$83,000) & Real Estate and Associated Appraisers (\$95,000). Additionally, the Superintendent requests permission to proceed with a survey of the property to be conducted by Mote & Associates to parcel off the acreage from the home.

Motion: _____ Second: _____ Vote: _____

6. Preschool Handbook Update

Superintendent recommends approval of the updated Preschool Handbook as presented.

Motion: _____ Second: _____ Vote: _____

B. Personnel

Superintendent recommends approval for the following personnel items. All documentation with the amounts to be paid, limited background checks and recommendations has been received.

1. Corrections to be made from Principal's original ECA recommendations:
 - a. Tiffany Bowman as Elementary 6th Grade Camp Coordinator
 ½ Coach
 - b. Tammy Clements as JH Fine Arts Academic Team Coach
 - c. Tammy Clements will not be teaching Economics as an AP class.
 - d. Shawna Markley as Elementary 6th Grade Camp Coordinator
 ½ Coach
 - e. Shawna Markley as Elementary Spell/Math Bowl Comp. Host
 - f. Jessica Rice as JH and HS Fine Arts Academic Team Coach
 - g. Katie Uppfalt as AP Physics Stipend
2. Approve Montana Davis to be hired as a Maternity Substitute teacher for Mrs. Fry at Randolph Southern High School from January 3, 2024 through April 1, 2024 (55 days). Her rate will be \$125.00 per day.
3. Approve Shi Fry's maternity leave request. Mrs. Fry plans to work until delivery. Her estimated due date is January 14, 2024. Her tentative return date would be April 1, 2024.
4. Approve Dakota King to be hired as a 2nd Grade Temporary teacher at Randolph Southern Elementary from October 30, 2023 through

December 21, 2023 (30 days). Her daily rate will be \$125.00 per day.

5. Approve Kelly Miller as a Volunteer Girls Assistant 7th and 8th Grade Basketball Coach for the 2023-24 school year.
6. Approve Melissa Mosier request for unpaid leave until 1-1-2024. Medical documentation was provided to Central Office.
7. Approve Don Pruitt as a Volunteer Boys Assistant Varsity Basketball Coach for the 2023-24 school year.
8. Approve Andrew Tillson as Girls 6th Grade Basketball Coach for the 2023-24 school year per the Master Contract.

Motion: _____ Second: _____ Vote: _____

C. Fundraisers

Superintendent recommends the approval of the following fund raising requests:

1. Art Clubs request rent a booth at the RS Winter Craft Show on January 28, 2024 and sell jewelry and arts and crafts projects. Funds raised will go towards the operating budget for supplies and possible field trips. Anticipated income: \$25.00-\$100.00. Contact person: Jessica Rice.
2. Elementary Library's request to hold a book fair from January 22, 2024 through January 26, 2024. Funds raised will be used to purchase more books. Anticipated income: \$900.00. Contact person: Suzanne Robinson.
3. JH Cheers request to hold a fill a calendar fundraiser from December 18, 2023 to January 19, 2024. Funds raised will be used to purchase uniforms. Anticipated income: \$400.00. Contact person: Shi Fry.
4. Prom's request to sell laundry detergent through the end of November 2023. Funds raised will go towards the Prom budget. Anticipated income: \$1000.00. Contact person: Laura McReynolds.

5. RSE PTO's request to sell Perfect Pastries and World's Finest Chocolates. Funds raised from these fundraisers will be used for incentive trips, group shirts and smartboards/technology. They will begin selling the Perfect Pastries at the end of November through the beginning of December by online orders and paper forms. Anticipated income: \$3,000.00. The World's Finest Chocolate fundraiser will begin mid-February by selling boxes of candy bars. Anticipated income: \$5,000.00. Contact person: Alix Tillson.
6. Spirit Club/Student Councils request to hold a Winter Formal on January 20, 2024 in the high school cafeteria. Funds raised will be used for general expenses. Anticipated income: \$100.00. Contact person: Shi Fry.
7. Student Councils request to hold a Hoco Dance on February 9, 2024 in the high school cafeteria. Funds raised will go towards the operating budget. Anticipated income: \$150.00. Contact person: Shi Fry.
8. 8th Grade Trip's request to hold a fill a calendar fundraiser from mid-December through the end of January. Funds raised will go towards the trip. Anticipated income: \$3,000.00. Contact person: Zoe Fisher.

Motion: _____ Second: _____ Vote: _____

D. Facility Use Requests

Superintendent recommends the approval of the following facility use requests:

1. Laura McReynolds and Katey Bebout request the use of the high school cafeteria and possibly gym on January 28, 2024 from 6:00 AM to 2:00 PM to hold a Winter Craft Show for a fundraiser for Prom. This will be held in conjunction with the Farm Toy Show. There will be a \$2.00 admission fee.

Motion: _____ Second: _____ Vote: _____

E. Field Trips

Superintendent recommends the Board of School Trustees approve the following out of State Field Trip:

1. Zoe Fisher requests to take the 8th grade class to Hershey, PA from April 10, 2024 to April 13, 2024. They will depart RSHS at 8:00 AM on April 10, 2024 and return to the school on April 13, 2024 at 5:00 PM.

Motion: _____ Second: _____ Vote: _____

- F. Curriculum
- G. Board Policy
- H. School Board
- I. Job Descriptions
- J. Donations

Superintendent recommends approval of the following donations:

1. Lynn Friends Church made a \$100.00 donation to Girls Basketball.
2. Merchants Bank made a \$1,000.00 donation towards the 5th grade "Farm to Fork" program to help pay for all the kids' 4-H enrollment fees and supplies. They are also going to do a finance lesson related to Ag with the students as well.

Motion: _____ Second: _____ Vote: _____

- K. General

VII. SUPERINTENDENT REPORT

- A. Teacher Appreciation Grant (TAG) Distribution. The IDOE distributed \$17,661.55 to RSSC for the TAG. RSSC has 11 Highly Effective (HE) teachers and 16 Effective (E) teachers That qualified for the grant. HE teachers will receive \$640.04 and E teachers will receive \$512.03. FICA/MED and TRF will be deducted from each teacher's allocation amount.
- B. Reconciliation DOE 54 Report.
- C. RoofSMART Service Quality Assurance Warranty Report.

- D. HEA 1260 Compliance Report Submitted. IC-20-26-17 requires school corporations to limit the school's share of the cost of employees' health care coverage not to exceed the State's cost by more than 12%. RSSC's contribution was \$11,836.99 and the State's average contribution was \$16,155.82. RSSC is well below the State Average and in compliance.

- E. Cigna & East Central Indiana School Trust Consortium Cost/Benefit Comparison

During negotiations, the CTA requested the school corporation investigate a health insurance premium cost and benefit comparison between Cigna and the East Central Indiana Trust managed by Brown & Brown. Dr. Bowsman requisitioned paid claims history from Cigna and submitted to Brown & Brown for review. Brown & Brown provided a comparison of current rates and benefits. The report is attached. East Central Indiana Trust has a \$5,000 application fee if the school corporation is interested in applying to become a trust member. East Central's member school corporations have the final decision on any application submitted. The consortium's renewal date is 1-1-24 while RSSC is 7-1-24. East Central Indiana Trust has a clinic in Cambridge City and access to six (6) others located in Alexandria, Liberty, Winchester, Peru, Yorktown, and Muncie. Eligible employees may utilize the services of these clinics at no cost.

East Central Indiana School Trust Members:

Blackford, Centerville, Eastern Hancock, Cowan, Daleville, East Central Educational Service Center, Fayette County, Wes-Del, Nettle Creek, Northeastern Wayne, and South Henry.

- F. Maintenance Report

- G. IDOE Teacher Salary & Benefit Report

- The IDOE issued its annual report on average teacher salaries and benefits for FY2023.
- RSSC expended 53.77% of State Tuition support toward teacher salaries. The average for all schools was 46.44%. School corporations must expend 45%.
- RSSC expended 71.26% of State Tuition support toward teacher salaries and benefits. The average for all schools was 62.03%.

- H. RSSC received its fall tax distribution on December 1st.
Debt Service Fund = \$278,688.04
Operations Fund = \$529,969.24

**Indiana State Board of Accounts audit deducted \$29,421 from Operations Fund for the audit completed from 1-1-23 to 2-1-23 to equal \$500,548.24

I. ADM Count

ADM Count Day 2023-2024 Official Count Day – October 2, 2023

Grade Level	9/07/23	10/02/23	11/09/23	12/07/23
Pre-K=36				
K	43	43	42	43
1	39	39	38	38
2	34	34	34	34
3	43	43	42	42
4	30	30	30	30
5	31	32	31	32
6	40	40	39	39
Total	260	261	256	258
7	31	31	31	31
8	37	36	36	36
9	39	37	38	38
10	34	34	35	36
11	36	36	36	34
12	39	37	35	35
HS Total	216	211	211	210
Corp Total	476	472	467	468

VIII. K-12 PRINCIPAL REPORT

IX. FACULTY, STAFF and/or STUDENT COMMENTS

X. PATRON COMMENTS

XI. BOARD COMMENTS

XII. ADJOURNMENT _____ PM

Motion: _____ Second: _____ Vote: _____

NEXT REGULAR MEETING: January 8, 2024, 6:30 PM

Superintendent's Office Board Room