

TCSC School Board Meeting

Community Room, 817 South Main Street, Tipton, IN 46072
Tuesday, January 11, 2022
6:30pm - 7:30pm

Present: Dawn Benefiel, Administrative Assistant; April Overdorf, Board Secretary; Gary Plumer, Board President; Chris McNew, Board Member; Dr. Ryan Glaze, Superintendent; Andrea Campbell, Board Member; Jennifer Humrichous, Board Member; Amber Rodibaugh, Board Member; Susan Sloan, Board Member; Scott Jaworski, Director of Student Achievement and Learning; Shayne Clark, Director of Student Services

1 Call to Order/Welcome

Gary Plumer, Board President

Minutes:

The meeting was called to order at 6:30 PM by Mr. Plumer.

2 Pledge of Allegiance

Minutes:

Mrs. Overdorf led the Pledge of Allegiance.

3 Approval of Consent Agenda Items

Gary Plumer, Board President

A member of the Board may request any item to be removed from the consent resolution and defer it for a specific action and more discussion. No vote of the Board will be required to remove an item from the consent agenda. A single member's request shall cause it to be relocated as an action item eligible for discussion. Any item on the consent agenda may be removed and discussed as a nonaction item or be deferred for further study and discussion at a subsequent Board meeting if the Superintendent or any Board member thinks the item requires further discussion. (ByLaw 0166.1)

It is recommended that the following Consent Agenda Items be approved:

Approval of the Agenda

Approval of Minutes

- December 14, 2021, Regular Session
- December 14, 2021, Public Hearing
- January 5, 2022, Executive Session

Approval of Claims

- December 24, 2021, Payroll Claim
- December 17, 2021, Payroll Claim
- January 7, 2022, Payroll Claim
- January 2022 Accounts Payable Claims

Approval of Personnel Report

- January 2022 Personnel Report

Approval of Field Trips (Overnight and/or Out-of-State)

- None.

Approval to Accept Donations

- None.

Motioned: Andrea Campbell

Seconded: April Overdorf

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		
Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		

4 Reorganization of the Board

Minutes:

4.1 Election of Officers

Minutes:

Mrs. Rodibaugh made the Recommendation to keep the current officers for 2022.

- Gary Plumer, President
- April Overdorf, Vice President
- Jennifer Humrichous, Board Secretary

Result: Approved

Motioned: Amber Rodibaugh

Seconded: Chris McNew

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		
Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		

4.2 Appointment of Treasurer and Executive Secretary of the Board

Minutes:

It was recommended to approve:

- Amy Phillips, Treasurer of the Board
- Dawn Benefiel, Executive Secretary of the Board

Result: Approved

Motioned: Amber Rodibaugh

Seconded: April Overdorf

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		
Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		

4.3 Establishment of Meeting Date and Time

It is recommended that we maintain our current meeting date and time of the second Tuesday of each month at 6:30 PM.

Minutes:

It was recommended the move the July meeting to July 21, 2022 due to conflicts with the Tipton County 4-H Fair.

Result: Approved

Motioned: Amber Rodibaugh

Seconded: Jennifer Humrichous

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		
Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		

5 Board of Finance Meeting (see separate agenda)

Minutes:

The Regular Session was recessed at 6:35 PM to open the Board of Finance Meeting.

The Regular Session was resumed at 6:53 PM.

6 Superintendent's Report

Dr. Ryan Glaze, Superintendent

MLK Day

Welding Booths at THS

Class of 2023 Rising Stars-Drew Stillson, Abby Phillips, Ashlee Schram, and Evan Long-Sponsored by Indiana Association of School Principals to recognize juniors for academic achievement.

Minutes:

Dr. Glaze thanked those who made the project possible including Jessica Mars, Eric Johnson, Mark Webster, Dan Benefiel and the Tipton High School Welding Students.

6.1 Spotlight on Schools

Carrie Capshaw and Christine Nichols

SFS Pathways Software

Minutes:

Mrs. Nichols and Mrs. Capshaw presented to the Board the new program being used in the high school. This helps make sure the students are on track for the diploma track that they have chosen.

6.2 Department Reports

Student Achievement and Learning, Scott Jaworski

Student Services and Transportation, Shayne Clark

Food Services, Adam Proulx

Technology, Steven Gingerich

Minutes:

Mr. Jaworski presented information to the Board the NWEA data.

6.3 Financial Report

Dr. Ryan Glaze, Superintendent

For 2021, we have ended the year with a cash balance of \$209,974 in Education Fund, \$1,900,217 in the Operation Fund, \$916,866 in the Debt Service, and \$2,511,814 in the Rainy Day Fund. We did not need to borrow from the Rainy Day fund to cover our expenses in the education fund. With the exception of the education fund, all other cash balances are strong as we move into the 2022 budget.

6.4 Consideration to approve the advertisement of bids for mowing/trimming service.

Dr. Ryan Glaze, Superintendent

Our current vendor contract for mowing/trimming service ended 12/31/2021. The mowing service bid specifications will be advertised twice in the local paper and must be submitted by January 31 by 1:00PM. The successful bid will be approved at the February monthly Board meeting. In order to attain the best bid and increase interest in the bidding process, the Board is encouraged to entertain a two year package.

It is recommended the Board of Trustees approve the advertisement of bids for lawn/trimming service for 2022 and 2023.

Result: Approved

Motioned: April Overdorf

Seconded: Jennifer Humrichous

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		
Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		

6.5 Other

Dr. Ryan Glaze, Superintendent

- Naming Rights for TCSC Greenhouse

Minutes:

Total Seed was awarded the naming rights for the TCSC Greenhouse. This will be known as Total Seed Production Greenhouse. There will be a lighted sign installed at the Total Seed Production Greenhouse. Tipton Community School Corporation thanks Total Seed Production for their continued support of the students and staff of TCSC.

6.6 School Board Recognition

Dr. Ryan Glaze, Superintendent

Minutes:

Mayor Dolezel presented the Board the Proclamation recognizing the Board of Education.

7 Old Business

Board President

Minutes:

None.

8 New Business

Board President

8.1 Consideration to approve Substitute Teacher Pay Rate Changes.

In order to increase the number of subs available and to incentivize the number of days substitutes are willing to fill open positions at TCSC we are asking the board to consider the following changes in the daily substitute teacher pay rates. Daily Rate Increases \$110.00 (for retired TCSC Teachers), \$100 (for subs with a bachelor's degree), and \$85 (for subs with a HS diploma/GED). Other Incentives include free adult lunch from our cafeteria and bonus system tied to the number of days each month an individual will sub in TCSC buildings of \$80 if a subs works 6-9 days a month and \$100 if a sub works 10 or more days a month. This proposal will increase our overall substitute budget approximately \$13,000 (including Will Sub's surcharge).

It is recommended the Board of Trustees approve the pay increases as written.

Result: Approved

Motioned: Chris McNew

Seconded: Jennifer Humrichous

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		
Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		

8.2 Consideration to approve Mileage Rate Reimbursement for 2022

As of January 1, 2022, the federal mileage rate reimbursement increased 2.5 cents to 58.5 cents a mile. This is the rate TCSC employees can use to reimburse travel related to professional development and meeting not held on the TCSC campus. The recommendation before you is to increase the TCSC mileage reimbursement to the 2022 federal rate of 58.5 cents per mile.

Result: Approved

Motioned: Jennifer Humrichous

Seconded: April Overdorf

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		

Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		

8.3 Consideration to approve the renewal for Workers' Compensation Insurance.

For the last few years, TCSC has been a part of a "self-insurance" group through the ISESC Group. This policy is designed for schools who have had a high claim history due to Worker's Compensation claims. During the time using the policy, TCSC has incurred annual expenses as great as \$182,000 and as small as \$4,000. With self insurance it is hard to predict expenditures and makes budgeting difficult. Since our claims history has improved we are now eligible to move to a more traditional Worker's Compensation Policy the cost of the policy is \$42,517 with Accident Fund. Accident fund is the recommendation of our agent Rob Steihl, from Assured Partners.

Result: Approved

Motioned: Amber Rodibaugh

Seconded: Susan Sloan

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		
Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		

8.4 Consideration to Pay 12 Month Classified Employees for Unused Vacation Days

The classified employee handbook allows for twelve month employees to receive payment in lieu of days for up to 5 unused vacation days during a calendar year. Payment is based on the employees daily rate multiplied by the number of unused days (up to 5).

It is recommended the Board of Trustees approve payment for unused vacation days for the 3 employees listed in the attached memo.

Result: Approved

Motioned: Andrea Campbell

Seconded: Chris McNew

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		
Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		

8.5 Consideration to approve plans and specifications for the 2022 Outdoor and Extra-Curricular/Co-Curricular Facility Improvement Project

In your board packet is the near complete plans for the Outdoor and Extra-Curricular/Co-Curricular Facility Improvements. All documents are part of your packet with the exception of the Site Plan which is too large to upload. In order maintain our completion timeline, the board of trustees will need to approve the near complete plans at tonight's meeting. It is recommended the board of trustees approve these near complete plans as written with the understanding that some changes may be made before they are sent to bid.

Result: Approved

Motioned: Amber Rodibaugh

Seconded: Andrea Campbell

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		
Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		

8.6 Bus Driver ECA Pay Rate Increase

In late 2021, the Board of Trustees approved and a 6% raise for hourly employees. In order to remain competitive with surrounding districts this 6% increase should also include what is paid to our bus drivers who drive extra curricular events and activities for the corporation. The current pay scale is below is:

Athletic, ECA & Field Trip Pay

(Monday - Friday Pay). \$25.00 (Minimum up to 2 hours). \$12.50 per hour thereafter

Athletic, ECA, & Field Trip Pay

(Saturday, Sunday & Holiday Pay) \$75.00 (Minimum up to 6 hours). \$12.50 per hour thereafter

Six percent added to the hourly rate is a 75 cent increase for a total of \$13.25 an hour. Six percent added to the trip rate would increase Monday-Friday rate to \$26.50 and for Saturday, Sunday, & Holiday to \$79.50. We are appreciative of our bus drivers who are willing to drive these events and it is recommend the board of trustees approve the increase effective January 12, 2022

Result: Approved

Motioned: Chris McNew

Seconded: Jennifer Humrichous

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		
Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		

8.7 Appointment of Robert Schultz to the Tipton Community School Corporation Building Corporation Board of Directors

Board President

The Tipton Community School Building Corporation Board of Directors is a three member board appointed by the TCSC Board of Trustees. Current members are Tom McKinney, President, David Lacey, Secretary, and Ron Warner, Member. Mr. Warner no longer lives in the district and is no longer eligible for appointment. Since the Building Corporation plays a vital role in the upcoming building projects a complete board is necessary to ensure a quorum of members are in attendance. It is recommended the board of trustees appoint, Dr. Robert Schultz as a member of the Tipton Community School Building Corporation Board of Directors.

Result: Approved

Motioned: Andrea Campbell

Seconded: April Overdorf

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		
Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		

9 Other Matters to Come Before the Board

Board President

Minutes:

Green house naming rights to Total Seed.

Motioned: Amber Rodibaugh

Seconded: April Overdorf

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		
Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		

9.1 Advisory Committees

Board President

January 17 Business Affairs

February 14 Branding/Public Relations

March 14 Facilities/Technology

9.2 Schedule of Events

Board President

January 17-MLK Day-No School

January 19-Tipton Academy

February 1-Spring ADM

February 8-Monthly Board of Trustees Meeting

10 Comments from Community

Board President

Minutes:

- Mrs. Leffler presented to the Board her concerns about staff spirits being low. She encouraged the Board and Administration to inquire and ask what can be done to help.

11 Adjournment

Board President

Minutes:

The meeting was adjourned at 7:56 PM.

Result: Approved

Motioned: Jennifer Humrichous

Seconded: April Overdorf

Voter	Yes	No	Abstaining
April Overdorf, Board Secretary	X		
Gary Plumer, Board President	X		
Chris McNew, Board Member	X		
Andrea Campbell, Board Member	X		
Jennifer Humrichous, Board Member	X		
Amber Rodibaugh, Board Member	X		
Susan Sloan, Board Member	X		