

TCSC School Board Meeting

Community Room, 817 South Main Street, Tipton, IN 46072
Tuesday, June 10, 2025
6:30pm - 7:30pm

Present: Tamera Brown, Board Member; Kimberly Fague, Board Member; Beth Woelfert, Board Member; Jennifer Humrichous, Board Vice President; Andrea Campbell, Board Secretary; Robert Cochrane, Board President; Eric Underwood, Board Member; Dr. Ryan Glaze, Superintendent; Brook Cleaver, Corporation Treasurer; Dawn Benefiel, Administrative Assistant

Absent: Scott Jaworski, Assistant Superintendent

1 Call to Order

Robert Cochrane, Board President

Minutes:

Mr. Cochrane called the meeting to order at 6:30 PM.

2 Pledge of Allegiance

Minutes:

The Pledge of Allegiance was led by Mrs. Campbell.

3 Vision Statement

Robert Cochrane, Board President

4 Tell Me Something Good

Robert Cochrane, Board President

Minutes:

- THS Graduation went very well. Thank you for all the work that goes into making that day a success! Mrs. Kesterson did an outstanding job of getting everything ready and made it a special day for all of the students and their families.
- THS Track Coaches...thank you for an excellent season.
- Tipton High School Boys' Basketball Youth Camp was a great success with new THS Coach Tommy Newton. Thank you for a great camp!

5 Blue Future Awards

Dr. Ryan Glaze, Superintendent

Deb Kuhn and Jennifer Cox recognized by Rob Cochrane

6 Comments from the Community

Robert Cochrane, Board President

Minutes:

None.

7 Consent Agenda

Robert Cochrane, Board President

Approval of the Agenda

Approval of Minutes

- Regular Session, May 13, 2025
- Public Hearing, May 13, 2025
- Executive Session, May 29, 2025

Approval of Claims

- Payroll Claims, May 23, 2025
- Payroll Claims, June 6, 2025
- Account Payable Claims, June 2025

Approval of Personnel Report

- Personnel Report, June 2025

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

- None.

Approval to Accept Donations

- Blackbaud Giving Fund, \$40.00
- GSA Scholarship Donation, \$500.00
- Charitable Lunch Donations, \$300.00

Result: Approved

Motioned: Jennifer Humrichous

Seconded: Andrea Campbell

Voter	Yes	No	Abstaining
Tamera Brown, Board Member	X		
Kimberly Fague, Board Member	X		
Beth Woelfert, Board Member	X		
Jennifer Humrichous, Board Vice President	X		
Andrea Campbell, Board Secretary	X		
Robert Cochrane, Board President	X		

Eric Underwood, Board Member	X		
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Attachments:

[PUBLIC HEARING MINUTES 5.13.2025.pdf](#)
[REGULAR SESSION MINUTES 5.13.2025.pdf](#)
[EXECUTIVE SESSION MINUTES 5.29.2025.pdf](#)
[PAYROLL CLAIM 6.6.2025.pdf](#)
[PAYROLL CLAIM 5.23.2025.pdf](#)
[A/P Claims June 2025.PDF](#)
[Donation Report May 2025.PDF](#)
[PERSONNEL REPORT JUNE 2025.pdf](#)

8 Superintendent's Report

Dr. Ryan Glaze, Superintendent

Minutes:

Dr. Glaze thanked the coaches for all of the summer camps they have going on for the students.

Dr. Glaze also updated the Board on upcoming events.

A special note on Graduation: Thank you Mr. Leach and the HS Administration Team as well as Mrs. Kesterson and Mrs. Wright for all of their hard work on making it a great day for students and their families.

Attachments:

[Board Meeting June 2025.pdf](#)

8.1 Spotlight on Schools

Tipton High School Calming Room and Emotional Support Dog Presentation

Minutes:

Mrs. Fernung presented to the Board about the Emotional Support Program at Tipton High School. This emotional support includes the new Calming Room as well as emotional support dogs. This has been a outstanding program for the students as well as the staff.

Mrs. Capshaw presented information about the emotional support dog, Indy. Indy visits the students and is available to help if needed.

8.2 Department Reports

Assistant Superintendent, Scott Jaworski
 Director of Food Service, Adam Proulx
 Director of Technology, Steven Gingerich

Attachments:

[Technology Report June 2025.pdf](#)
[Assistant Superintendent Report June 2025.pdf](#)
[Food Service Report June 2025.pdf](#)

8.3 Financial Report

Brook Cleaver, Corporation Treasurer

For May, we ended the month with balances as follows:

Education Fund - \$928,683.08
Operations Fund - \$1,500,818.04
Debt Service - \$2,357,218.47
Rainy Day Fund - \$2,003,833.41

We secured an advance draw on property taxes from the county. We received \$1,576,505.17 for operations and \$1,566,113.42 for debt service. Interest earnings were \$13,219.64. We will be making our first debt services payments for the year by the end of June.

Attachments:

[Fund Report 5-31-25.PDF](#)
[May 2025 Revenue Report.PDF](#)
[Appropriation Report 5-31-25.PDF](#)
[Expenditure Acct History Report Totals 5-31-25.PDF](#)
[Expenditure Account History Report Detailed 5-31-25.PDF](#)
[Education Cash Flow Projection May 2025.xlsx](#)
[Operations Cash Flow Projection May 2025.xls](#)
[Tipton Transfer Report YTD Figures 5-31-25 1 .xlsx](#)
[Monthly Financials 5-31-25.xlsx](#)
[Fund Balance Charts 5-31-25.xlsx](#)

8.4 Other

9 Old Business

Robert Cochrane, Board President

9.1 Second Reading and Adoption for Batch #5 of CCHA Board Policy, Administrative Guidelines, and Forms

Robert Cochrane, Board President

Batch #5

D225 Employee Ethics

D275 Drug Free Workplace

D300 Controlled Substance Policy for CDL and Safety-Sensitive Positions .

D300-E Certificate of Receipt Form

D325 Personal Background Checks and Mandatory Reporting

D375 Staff Discipline

D400 Family and Medical Leaves of Absence ("FMLA")

D400-R FMLA (AG)

D450 Resignation

D475 Justifiable Decrease

D475-R Justifiable Decrease (AG)

E125 Promotion, Placement and Retention of Students

Retired Policies 1200, 2411, 3210, 3122.01, 3170, 4122.01, 4170, 4162, 1520.08, 1521, 2315, 3120.08, 3121, 4120.08, 4121, 8120, 8121, 8121.01, 3139, 1630, 1630.01, 3430.01, 4430, 4430.01, 3140, 4140, 3131, 4131, 5410

Result: Approved

Motioned: Andrea Campbell

Seconded: Kimberly Fague

Voter	Yes	No	Abstaining
Tamera Brown, Board Member	X		
Kimberly Fague, Board Member	X		
Beth Woelfert, Board Member	X		
Jennifer Humrichous, Board Vice President	X		
Andrea Campbell, Board Secretary	X		
Robert Cochrane, Board President	X		
Eric Underwood, Board Member	X		

10 New Business

Robert Cochrane, Board President

10.1 First Reading for Batch #6 of CCHA Board Policy, Administrative Guidelines, and Forms

Robert Cochrane, Board President

Batch #6

C225 Parental Access to Instructional Materials and Surveys

C225-R Grievance Procedure

C475 School-Sponsored Publications and Productions

C500 School Trips and Privately Sponsored Activities Involving School Corporation Employees and Students

C500-E Chaperone Code of Conduct Form

C575 Homework

D175 Board-Staff Communications

D350 Fitness for Duty Leaves and Examinations

D425 Employee Benefits

D525 No Distracted Driving

H250 School Library Material Removal Request .

H250-E School Library Material Removal Request Form

Retired Policies 2330, 2416, 3122, 4122, 5722, 2340, 8640, 1460, 1461, 3160, 3161, 4160, 4161, 3421, 4421

10.2 Approval of Bids for the THS Reroofing Project

Robert Cochrane, Board President

Bids for the THS Reroofing Project were advertised in the Kokomo and Tipton Tribunes on May 14th

and 21st-with sealed bids due on June 4, 2025. RLTurner along with 4021 Architecture reviewed all bids and determined Hinshaw Roofing and Sheet Metal as the successful bidder. RLTurner is here at the meeting and will present the budget to the Board. It is recommended the Board accept the budget as recommended from RLTurner.

Result: Approved

Motioned: Jennifer Humrichous

Seconded: Tamera Brown

Voter	Yes	No	Abstaining
Tamera Brown, Board Member	X		
Kimberly Fague, Board Member	X		
Beth Woelfert, Board Member	X		
Jennifer Humrichous, Board Vice President	X		
Andrea Campbell, Board Secretary	X		
Robert Cochrane, Board President	X		
Eric Underwood, Board Member	X		

Attachments:

[25-08 - THS Roofing Replacement Project - GMP Budget.pdf](#)

10.3 Approval of TCSC Staff Handbooks

Robert Cochrane, Board President

Staff handbooks are updated and presented annually for approval by the TCSC Board of School Trustees. There are changes regarding social media policy and annual sign-off of Technology Responsible Use Form. Approval is recommended for the Handbooks for Certified and Classified Personnel, Transportation, and Food Service Staff.

Result: Approved

Motioned: Jennifer Humrichous

Seconded: Andrea Campbell

Voter	Yes	No	Abstaining
Tamera Brown, Board Member	X		
Kimberly Fague, Board Member	X		
Beth Woelfert, Board Member	X		
Jennifer Humrichous, Board Vice President	X		
Andrea Campbell, Board Secretary	X		
Robert Cochrane, Board President	X		
Eric Underwood, Board Member	X		

Attachments:

[Classified Handbook CAFETERIA May 2024.pdf](#)
[Classified Handbook Rev May 2025.pdf](#)
[TMS Staff Handbook 2025-2026.pdf](#)
[Memo TES Staff Handbook Changes 25-26 .pdf](#)
[TES Staff Handbook 2025-2026.pdf](#)
[2025-2026 Tipton High School Staff Handbook not approved .pdf](#)
[2025 Staff Handbook Memorandum.pdf](#)
[Board Memo TMS Handbook Changes 25-26.pdf](#)
[Transportation Handbook 2025-2026.docx .pdf](#)

10.4 Declaration of Surplus Equipment

Robert Cochrane, Board President

We ask for the school boards approval to declare surplus equipment from the high school FACS Lab and TMS STEM Lab. Much of the equipment is no longer usable. The memo attached describes the items declared surplus so they may be legally discarded.

Result: Approved

Motioned: Kimberly Fague

Seconded: Andrea Campbell

Voter	Yes	No	Abstaining
Tamera Brown, Board Member	X		
Kimberly Fague, Board Member	X		
Beth Woelfert, Board Member	X		
Jennifer Humrichous, Board Vice President	X		
Andrea Campbell, Board Secretary	X		
Robert Cochrane, Board President	X		
Eric Underwood, Board Member	X		

Attachments:

[Memorandum for Declaration of Surplus June 2025.pdf](#)

10.5 Permission to Close Out Tipton Middle and Elementary School ECA Funds

Robert Cochrane, Board President

The Indiana State Board of Accounts requires school board approval to close out extra curricular accounts that are no longer utilized or underutilized. Both the elementary and middle school have such accounts and are requesting permission to close the accounts and transfer the remaining funds (\$4,794.76 TMS and \$12.35 TES) to each school's Student Activities Account. Specific accounts and balances are shared in your board packet.

Result: Approved

Motioned: Jennifer Humrichous

Seconded: Kimberly Fague

Voter	Yes	No	Abstaining
Tamera Brown, Board Member	X		
Kimberly Fague, Board Member	X		
Beth Woelfert, Board Member	X		
Jennifer Humrichous, Board Vice President	X		
Andrea Campbell, Board Secretary	X		
Robert Cochrane, Board President	X		
Eric Underwood, Board Member	X		

Attachments:

[Extra Curricular Accounts no longer needed.pdf](#)

11 Other Matters to Come Before the Board

Robert Cochrane, Board President

Minutes:

Mr. Cochrane acknowledged the communication from the City of Tipton on Friday, June 6, 2025 at 5:00 PM. The City informed the Board and Dr. Glaze that they plan to construct the Baseball Complex at the former site. TCSC continues to support the local community and look forward to seeing the new complex in the Spring of 2026.

11.1 Advisory Committees

Robert Cochrane, Board President

September 15 Professional Learning Experiences

11.2 Schedule of Events

Robert Cochrane, Board President

June 19-Last day of summer school

July 8-Monthly Board Meeting

11.3 Executive Session with Policy Analytics After July Monthly Meeting

This executive session will be held to review recently enacted legislation by the Indiana General Assembly.

12 Adjournment

Robert Cochrane, Board President

Minutes:

Mr. Cochrane adjourned the meeting at 7:17PM.

Result: Approved

Motioned: Andrea Campbell

Seconded: Kimberly Fague

Voter	Yes	No	Abstaining
Tamera Brown, Board Member	X		
Kimberly Fague, Board Member	X		
Beth Woelfert, Board Member	X		
Jennifer Humrichous, Board Vice President	X		
Andrea Campbell, Board Secretary	X		
Robert Cochrane, Board President	X		
Eric Underwood, Board Member	X		