

MINUTES

REGULAR MEETING OF THE  
**SOUTH SPENCER COUNTY SCHOOL CORPORATION**  
BOARD OF SCHOOL TRUSTEES

NOVEMBER 10, 2014

VOL. 2014 NO. 11

SOUTH SPENCER COUNTY SCHOOL CORPORATION

Minutes of  
Regular Meeting of the  
Board of Education at the  
Lifetime Education Center  
321 So Fifth St.  
Rockport, IN 47635  
November 10, 2014

CALL TO ORDER: Meeting called to order by Jeff Roberts,  
at 7:00 P.M.

ROLL:	Mr. Jeff Roberts, President	Present
	Mr. David Hemmer, Vice President	Present
	Mr. Barbara Tuley, Secretary	Present
	Mr. George Schwoeppe, Member	Present
	Mr. Derek Allen, Member	Present
	Mrs. Candis Haskell, Superintendent	Present
	Mr. Eric Ayer, Attorney	Present

NEWS MEDIA:	Journal Democrat	Present
	Spencer County Leader	Present

REGULAR MEETING OF THE BOARD – NOVEMBER 10, 2014 - 7:00 PM. IN THE BOARD ROOM OF THE A.H. KENNEDY LIFETIME EDUCATION CENTER.

2014-201 **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

The meeting was called to order by School Board President, Jeff Roberts. Everyone stood and joined together for the Pledge of Allegiance.

2014-202 **ADOPTION OF AGENDA**

The agenda of the November 10, 2014 regular Meeting of the Board of School Trustees was approved as presented.

Motion: George Schwoeppe  
Second: David Hemmer  
Vote: 5 – 0

2014-203 **APPROVAL OF MINUTES**

The October 13, 2014 Regular Meeting minutes and Executive Session minutes of the Board were approved as presented.

Motion: Derek Allen  
Second: Barbara Tuley  
Vote: 5 – 0

2014-204 **SUPERINTENDENT'S REPORT**

- November 11<sup>th</sup> is Veteran's Day – schools will be having ceremonies; the public is encouraged to attend.
- November 22<sup>nd</sup> the South Spencer Athletic Booster Club will host the annual basketball Jamboree at SSHS beginning at 4:30 PM. Everyone is encouraged to come eat and watch a preview of this years' basketball talents.
- November 17<sup>th</sup> – 21<sup>st</sup> is American Education Week
- November 26<sup>th</sup> – 28<sup>th</sup> the schools will be closed in observance of the Thanksgiving holiday.

2014-205

**RECOGNITIONS**

- South Spencer Marching Band placed 4<sup>th</sup> this year in the State Competition. Congratulations to everyone involved.
  
- Rockport Elementary School Pre-K Classroom has moved to Level 2 in Paths to Quality and hope to move to Level 3 by the end of this school year. The goal is to work toward Level 4 next year that will earn the Pre-K Classroom National Accreditation.

2014-206

**PRESENTATIONS**

None

2014-207

**STATEMENTS FROM THE PUBLIC**

None

2014-208

**STATEMENTS/CONCERNS OF THE BOARD**

Dean Schipp updated everyone on the steps taken to address the issue with the walk in freezers to prevent this type of thing from happening again. David Small, the Corporation Maintenance Supervisor, checked all of the refrigerators and all of the freezers in each facility to make sure the door latches are working like they are supposed to. He also contacted Clark Restaurant Service out of Owensboro, KY and had them install a new door locking mechanism on the Middle School freezer and had them replace the mechanism on the refrigerator door as well, due to it being the same age as the one on the freezer. Jane Jagers met with all of the cafeteria staff in each building to ensure that they all know how the mechanisms work. New signage has been placed on the interior door of the Middle School to make sure people know how to operate the new handles. The new handles that were installed will glow in the dark, in the event that someone is in there and the lights go out, they will still be able to see the handle. Temporary signs are on the outside of the freezers and refrigerators that remind people entering the walk-ins to always let someone else know. Permanent signs have been ordered.

We have now switched to a new work order system that is like the one being used by the IT department. It should be easier to use and our goal is to get more people to use the ticket system in order to more efficiently track work orders and for better documentation. The system will send an email and send a text message to David Small and the corporation office if a safety issue ticket is entered.

Jeff Roberts asked if the freezers have any type buzzer, siren or horn, that type of safety equipment that could be added as an extra precaution and suggested looking into having something like that installed if possible. He also asked if there is any way for someone to get locked in again. Dean explained that all of the handles have been tested and that when the open/release mechanism is

working properly, even with a pad lock on the door, it is supposed to be able to push it and not be locked in. On the old mechanism that caused the situation, the rubber seal around the open/release plunger that is supposed to keep the cold air from getting to the interior parts of the door. In this situation the seal had failed and the interior mechanism of the door had frozen.

In the other buildings, the latches are different. There is a bolt on the inside that you can unscrew that will cause the handle on the outside to fall off.

2014-209

**CONSENT ITEMS**

1. Approved the payroll claim dockets and accounts payable claims numbered 1141 to 1288.
2. Approved the Treasurers financial report.
3. Accepted the resignation from Carolyn McGinnis from her position as the Secretary / ECA Treasurer at South Spencer High School, effective November 14, 2014.
4. Accepted the resignation from Carolyn McGinnis from her position as After Prom Co-Sponsor for South Spencer High School and gave permission post the position.
5. Approved the intermittent FMLA request from Margaret Smith to commence on October 17, 2014.
6. Accepted the resignation from David Kruse from his position as Boys Elementary Basketball Co-Director at South Spencer High School.
7. Accepted the resignation from Tyler Phillips from his position as Boys Elementary Basketball Co-Director at South Spencer High School.

Motion: George Schwoeppe

Second: Barbara Tuley

Vote: 5 – 0

2014-210

**OLD BUSINESS OF THE BOARD**

None

2014-211

**DISCUSSION ITEMS**

None

**ADMINISTRATIVE RECOMMENDATIONS**

PERSONNEL RECOMMENDATIONS

1. Upon the recommendation of the Superintendent, approved to employ Jesse Harmon as the Assistant Band Director for South Spencer High School receiving the full ECA stipend.

Motion: David Hemmer  
Second: Barbara Tuley  
Vote: 5 – 0

2. Upon the recommendation of the Superintendent, approved to employ Paul Melton as the 6<sup>th</sup> grade Girls Basketball Coach for South Spencer Middle School.

Motion: Derek Allen  
Second: George Schwoeppe  
Vote: 5 – 0

3. Upon the recommendation of the Superintendent, approved to employ Tyler Phillips as the Boys Golf Coach for South Spencer High School.

Motion: David Hemmer  
Second: Derek Allen  
Vote: 5- 0

4. Upon the recommendation of the Superintendent, approved to employ Donna Taylor as a 10 month custodian at South Spencer High School, effective November 11, 2014.

Motion: George Schwoeppe  
Second: Derek Allen  
Vote: 5 – 0

5. Upon the recommendation of the Superintendent, approved to employ Tina Nix as the secretary / ECA Treasurer at South Spencer High School, effective November 24, 2014.

Motion: George Schwoeppe  
Second: David Hemmer  
Vote: 5 – 0

6. Upon the recommendation of the Superintendent, approved to employ Jenna Howe as a full day Kindergarten Teacher at Rockport Elementary School for the remainder of the 2014-15 school year to be paid out of Title II funds; pending the completion of Indiana licensure and an expanded background check.

Motion: Derek Allen  
Second: David Hemmer  
Vote: 5 – 0

7. Upon the recommendation of the Superintendent, approved to employ Shawn Kuester as the Boys Elementary Basketball Director for South Spencer County Schools.

Motion: George Schwoeppe  
Second: Derek Allen  
Vote: 5 – 0

2014-213

**NEW BUSINESS OF THE BOARD**

1. Upon the recommendation of the Superintendent, approved the revised job description for the position of Secretary / ECA Treasurer at South Spencer High School.

Motion: David Hemmer  
Second: Barbara Tuley  
Vote: 5 – 0

2. Upon the recommendation of the Superintendent, approved the revisions to the classified handbook to maintain compliance with the laws regarding offering medical health insurance.

Motion: Barbara Tuley  
Second: George Schwoeppe  
Vote: 5 – 0

3. Upon the recommendation of the Superintendent, approved the revisions to the classified handbook to allow the Nursing Supervisor / Health Service Coordinator the same group insurance benefit as the other Supervisors as outlined at the bottom of page 20.

Motion: George Schwoeppe  
Second: David Hemmer  
Vote: 5 – 0

4. Upon the recommendation of the Superintendent, approved the building of a new Pre-School playground to be located on the opposite side of the drive from its current location near Walnut St. This project is to be paid by using funds from Pre-K fundraisers.

Motion: Derek Allen  
Second: George Schwoeppe  
Vote: 5 – 0

5. Upon the recommendation of the Superintendent, approved the transportation pay rate of \$35.00 per day for the Middle School After-School Tutoring program.

Motion: David Hemmer  
Second: Derek Allen  
Vote: 5 – 0

#### B. OTHER

2014-214 **INFORMATION ITEMS**

These were written reports to the Board.

1. Technology Report
2. Maintenance Report
3. Transportation Report
4. Food Service Report

2014-215 **MISCELLANEOUS**

2014-216 **NEXT MEETING DATE**

The next Regular Meeting of the Board will be Monday, December 8, 2014 at 7:00 PM in the Board Room of the A. H. Kennedy Lifetime Education Center.

2014-217 **ADJOURNMENT**

Motion: George Schwoeppe  
Second: Derek Allen  
Vote: 5 – 0

Time: 7:24 PM

2014-218 **DOCUMENT SIGNING**

Note: There will be an executive session at 6:00 PM in the corporation conference room of the superintendent's office, 321 S. 5<sup>th</sup> St. prior to the regular meeting. The purpose of the executive session is in accordance with the I.C.5-14-1.5-6 (b) (1).