

**Minutes of the  
Salem Community Schools  
Board of School Trustees  
June 11, 2018**

The Board of School Trustees of Salem Community Schools met in executive session on Monday, June 11, 2018 at 5:30 p.m. at Salem Administration Building 500 N. Harrison Street Salem, IN 471 67. This meeting was held in accordance to **IC 5-14-1.5-6.1 (b)(2)(B)** Initiation of litigation or litigation that is either pending or has been threatened specifically in writing. As used in this clause "litigation" includes any judicial action or administrative law proceeding under federal or state law. **IC 5-14-1.5-6.1(b)(C)** the implementation of security systems. **5-14-1.5-6.1(b)(2)(5)** to receive information about and interview prospective employees.

Those present for the executive session were President Becky White, Vice-President Ron Haendiges, Board members, Mark Abbott, Erika Garloch and Dr. Tricia Wheeler. Also in attendance were Dr. Lynn Reed, Superintendent, Dr. Kim Thurston, Assistant Superintendent and School Attorney David Allen. Board Secretary Monika Spaulding and Board Member Steve Motsinger were absent.

President White asked all in attendance to stand and join the board in saying the Pledge of Allegiance.

President Becky White called the regular meeting to order at 6:40 p.m. Those in attendance with President White were Superintendent Dr. Lynn Reed, Assistant Superintendent Dr. Kim Thurston, Vice-President Ron Haendiges and board members Dr. Tricia Wheeler, Erika Garloch and Mark Abbott. Also in attendance were School Attorney David Allen and Recording Secretary Jana Hayes. Board Secretary Monika Spaulding and board member Steve Motsinger were absent.

President White stated a quorum was present.

**Approval of Consent Agenda:**

Dr. Wheeler made a motion to approve the minutes of the Executive and Regular Session of May 14, 2018 and Executive Session of May 23, 2018. Mark Abbott made a second to the motion. Motion passed 5-0.

Mark Abbott made the motion to approve the agenda as presented. Dr. Wheeler made a second to the motion. Motion passed 5-0.

Ron Haendiges made a motion to approve the claims to date. Erika Garloch made a second to the motion. Motion passed 5-0.

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<b>Resignations/Retirement</b>	<b>ECA Hires/Volunteers</b>	<b>Transfers/Contracts/ Personnel/ Hires</b>	<b>Other</b>
Jonnie Huff/ Resignation from BSE Café	Approve of schedule B for Bradie Shrum Elementary	Jamie Walker/ New Hire SHS Science Teacher	Jessica Lanham/ BSE Maternity Leave effective August 26, 2018
Danielle M. Schocke/ Resignation from BSE Instructional Assistant	Jackie Davis/ SMS Cheer Coach	Jessica Morgan/ New Hire SHS Science Teacher	Chris Thurston/ Corporation Test Coordinator
Barb Summers/ Retirement from SMS Instructional Assistant effective December 19, 2018	Rachel Robinson/ SMS 6 <sup>th</sup> Grade Cheer Coach	Kassidy Smith/New Hire SHS Mathematics Teacher	Rachel Irwin/ Summer School Correct recommendation
Clyde Clark/ Retirement from SMS Custodian effective June 29, 2018	Isabelle Wagers/ Volunteer Assistant Girls Soccer Summer Coach	Sara Calhoun/ Transfer from SMS to SHS Business Teacher	Elizabeth Bundy/ Jumpstart Summer School
	Jordan Eastridge/ Volunteer Assistant Volleyball (summer)	Ashley Thomas/ New Hire SE Pre-School Teacher	Lorie Campbell/ Jumpstart Summer School
	Rina Jiang/Volunteer Assistant Girls Soccer (summer)		

Mark Abbott made a motion to approve the Personnel & ECA Recommendations as presented. Dr. Wheeler made a second to the motion. Motion passed 5-0.

**Donations:**

Approval of a donation to Salem Middle School for \$250.00 from Kappa Kappa Kappa, Beta Tau Chapter for the Rod Carter 8<sup>th</sup> Grade Washington DC Scholarship Fund.

Approval of a donation to Bradie Shrum Elementary School for \$320.00 from Ace Hardware. Donor has requested these funds be used for the Real Men Read Program. This program is provided to students in Kindergarten.

Approval of a donation to Bradie Shrum Elementary School for \$320.00 from State Farm Agent Jason Wade. Donor has requested these funds be used for the Real Men Read Program. This Program is provided to students in Kindergarten.

Approval of a donation to Bradie Shrum Elementary School for \$320.00 from State Representative Steve Davisson. Donor has requested these funds be used for the Real Men Read Program. This program is provided to students in Kindergarten.

Approval of a donation to Bradie Shrum Elementary School for \$357.20 from Claire Shelby member of Lilly Scholars Network. Donor has requested these funds be used for the Emergency/Benevolent Fund.

Approval of a donation to Salem High School for \$2,000.00 from an anonymous donor. This donation is to be used for the Athletic Department as needed.

Approval of a donation to Salem High School for \$300.00 from First Harrison Bank. This donation is to be used for the Splash Into Science trip next spring. The \$300.00 will be divided among the students going on the trip towards their trip costs.

Approval of a donation to Salem High School for \$300.00 from Educational Testing Service as a pilot site for SAT. This money can be used for counselor training or materials.

Dr. Wheeler made a motion to approve the donations as presented. Ron Haendiges made a second to the motion. Motion passed 5-0.

**Action Items:**

**Approval of Schedule changes at Salem Middle School:**

Salem Middle School Principal Jennifer Lawyer addressed the board with the changes that they were looking at doing at the Middle School. The changes include 7 periods from 8 periods in the day. Health for one full semester, we have added Chris Thurston as the test coordinator and he will also be teaching Health for a full semester for two courses. Moving to 7 periods we have now eliminated the Foreign Language credit at the Middle School level. Ms. Lawyer told the board in discussion with High School Counselor Jennifer Martin that a lot of students were not taking advantage of the 5 years of foreign language. French, Spanish and Contemporary Studies have all been eliminated and these were all 8<sup>th</sup> grade courses. Health is now not going to be offered in the 7<sup>th</sup> grade we will have PE for only 9 nine weeks in the 8<sup>th</sup> grade. Mrs. Sarah Calhoun will be moving to the High School to teach a Business Class. Ms. Lawyer told the board that this allows us to use another staff member in our business program. We will also be taking our humanities credit and altering that to something that is called Theatre or Dance. It is an elective credit that is approved by the State Board of Education for Curriculum. Agriculture will be moved to the 7<sup>th</sup> grade and Science will now be a yearlong course. Mr. Mullins will be teaching 7<sup>th</sup> grade and Mrs. Mahuron will be teaching 8<sup>th</sup> grade Science. Mark Abbott made a motion to approve the schedule changes at Salem Middle School. Erika Garloch made a second to the motion. Motion passed 5-0.

**Approval of Chrome Book Lease Agreement:**

For the 2018-2019 school year, Salem Community Schools is implementing a 1:1 device program at Salem High School. This will place a 1:1 program in grades 6 through 12 for the school district. We are pursuing a lease rental arrangement as we have with the middle school devices. The leasing avoids a large liquidation of cash at one time spreading out the cost over time. We are purchasing Lenovo 100 chrome books. The cost for the equipment plus the Google license for 650 devices is \$136,903.00. this amount is below the \$150,000.00 or greater threshold requiring sealed bids. The term of the lease is 48 months leaving us with quarterly payments of \$9,009.00. Payments will be made from the Capital Projects Fund until January 1, 2019. At that time, capital expenditures will shift to the Operations Fund. Erika Garloch made a motion to approve the Chrome book lease Agreement. Mark Abbott made a second to the motion. Motion passed 5-0

**Approval to accept waiver not to raise lunch prices:**

Karen Libka, Director of Food Services told the board that she has been able to maintain a sufficient balance in the ECA Nutrition Account and she applied for a waiver again for an exemption from raising lunch prices for students for school year 2018-2019. Karen told the board she was happy to report the Indiana Department of Education has granted an exemption from raising lunch prices. With this new waiver we will be able to keep lunch prices steady again for the next school year for all families. Karen asked the board for approval to not raise the standard meal prices for the next school year. Ron Haendiges made a motion to accept waiver not to raise lunch prices. Dr. Wheeler made a second to the motion. Motion passed 5-0.

**Approval to accept RFP's put together by the coop:**

Karen Libka, Director of Food Services also told the board that the cafeteria program is part of the Southern Indiana Commodity Cooperative. Karen asked the board for permission for the Cooperative to represent Salem Community Schools in several Requests for Proposals (RFPs) this year including, but not limited to Bread, Milk, Third Party/Mainline Distributor and Sanitation/HACCP. As the need arises the Coop may put together RFPs/Quotes for other items. RFP opening was held Friday, June 8<sup>th</sup> in Seymour. RFPs will be awarded no later than June 22<sup>nd</sup>. The contract periods for the current RFPs will be July 1, 2018 through June 30, 2019. The Cooperative reserves the right to renew the successful RFPs with successive one –year renewals not to exceed four years. Mark Abbott made a motion to accept RFP's put together by the coop. Erika Garloch made a second to the motion. Motion passed 5-0.

**Approval of Architectural Contract:**

The board packet contains a copy of the proposed contract of Kovert Hawkins Architects, Inc. This contract will take us through the repairs of the swimming pool at Salem Middle School. John Hawkins was in attendance and provided additional information and an update on the swimming pool. He also answered questions from the school board members regarding the pool. The approval of this contract will allow John Hawkins to get started and represents one of the major initial steps in beginning the project. Dr. Wheeler made a motion to approve the Architectural Contract. Erika Garloch made a second to the motion. Motion passed 5-0

**Approval of New Vocational Business Class:**

Mark Abbott made a motion to approve the New Vocational Business Class presented. Ron Haendiges made a second to the motion. Motion passed 5-0.

**Approval of New Course & Textbook:**

Ron Haendiges made a motion to approve a New Course and Textbook as presented. Mark Abbott made a second to the motion. Motion passed 5-0.

**Approval of High School Business Textbook Adoption:**

Erika Garloch made a motion to approve the Salem High School Business Textbook Adoption as presented. Mark Abbott made a second to the motion. Motion passed 5-0.

**Approval of BSE Book Rental for the “2018-19” School Year:**

Dr. Wheeler made a motion to approve Bradie Shrum Elementary School Book Rental for “2018-2019” School Year. Ron Haendiges made a second to the motion. Motion passed 5-0.

**Approval of SMS Book Rental Fee for the “2018-19” School Year:**

Mark Abbott made a motion to approve Salem Middle School Book Rental for the “2018-2019” School Year. Dr. Wheeler made a second to the motion. Motion passed 5-0.

**Approval of SHS Book Rental Fee for the “2018-19” School Year:**

Ron Haendiges made a motion to approve Salem High School Book Rental for the “2018-2019” School Year. Dr. Wheeler made a second to the motion. Motion passed 5-0.

**Approval of Salem High School Handbook for “2018-19” School Year:**

Mark Abbott made a motion to approve the Salem High School Handbook for the “2018-2019” School Year. Erika Garloch made a second to the motion. Motion passed 5-0.

**Approval of Bradie Shrum Elementary School Handbook for “2018-19” School Year:**

Dr. Wheeler made a motion to approve the Bradie Shrum Elementary School Handbook for the “2018-2019 School Year. Ron Haendiges made a second to the motion. Motion passed 5-0.

**Approval of Salem Middle School Handbook for “2018-19” School Year:**

Mark Abbott made a motion to approve the Salem Middle School Handbook for the “2018-2019” School Year. Erika Garloch made a second to the motion. Motion passed 5-0.

**Approval of an Out of State Field Trip to Elizabethtown High School:**

Mark Abbott made a motion to approve an Out of State Field Trip to Elizabethtown High School, Elizabeth, KY for the Girls Basketball Team on 6-11-18. Dr. Wheeler made a second to the motion. Motion passed 5-0.

**Approval of Resolutions for Repayment of Temporary Loan:**

The two resolutions provided by Ice Miller pertain to the issuance of a General Obligation Bond to repay the temporary loan from First Harrison Bank to repair and put back all the damage we experienced from the May 2017 flood. Ice Miller has provided the explanation below for each of the resolutions.

**PRELIMINARY BOND RESOLUTION (EXHIBIT A)**

This Preliminary Bond Resolution establishes the maximum amount to be borrowed (\$690,000.00), maximum term of repayment (January 2019 to January 2024) and maximum interest rate (5.00%).

**DECLARATION OF OFFICIAL INTENT TO REIMBURSE EXPENDITURES (EXHIBIT B)**

If the School Corporation pays any preliminary costs related to the project in advance of receiving the bond proceeds, it may want to reserve its ability to be reimbursed from bond proceeds after the closing. The Internal Revenue Service requires that a School Corporation declare its official intent to reimburse as documented in this resolution in order to reserve this ability to reimburse. Mark Abbott made a motion to approve the Resolutions for Repayment of Temporary Loan Exhibit A. Dr. Wheeler made a second to the motion. Motion passed 5-0. Dr. Wheeler made a motion to approve Exhibit B. Mark Abbott made a second to the motion. Motion passed 5-0

Ron Haendiges made a motion to approve the Issue of the Notice of Determination. Erika Garloch made a second to the motion. Motion passed 5-0.

**Approval to Advertise for Additional Appropriation:**

Approval to Advertise for Additional Appropriation: To begin the process for the repayment of the temporary loan as discussed earlier, an additional appropriation for bond issuance expenses that were not written into the approved 2019 budget will be necessary. Once the Department of Local Government Finance approves and provides a 1782 Notice or budget order for the school district, any additional unplanned expenses at the time of the budget's creation (summer of 2017) must be approved by the school board in a public hearing advertised in advance. Subject to the school board's approval of this agenda item, the hearing will be advertised in the local newspaper and posted in three locations for the July 11 school board meeting. Mark Abbott made a motion to Advertise for Additional Appropriation. Erika Garloch made a second to the motion. Motion passed 5-0.

**Items from Staff:**

Mark Abbott made a motion to approve the resignation of the Salem Community Schools Treasurer Ruth Gilbert. Ron Haendiges made a second to the motion. Motion passed 5-0.

**Superintendent's Report:**

Dr. Reed told the board that we have many staff members attending the Ron Clark Academy at Eastern on June 12, 2018. This is being brought to us by the Washington County Community Foundation. Also we will host the parent and community component part at 6:00 p.m. in the Salem High School Presentation Room.

Fair Week will be next week and workers are needed. Dr. Reed told the board that the Administration night is Friday. We will also have a bus and walkers in the Fair Parade on Sunday, June 17, 2018.

Next Meeting July 9, 2018

Dr. Wheeler made a motion to adjourn the meeting at 7:40. Mark Abbott made a second to the motion. Motion passed 5-0.

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**Rebecca White – President**

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**Ron Haendiges- Vice-President**

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**Monika Spaulding - Secretary**

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**Steve Motsinger**

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**Dr. Tricia Wheeler**

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**Erika Garloch**

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**Mark Abbott**



**Minutes of the  
Salem Community Schools  
Board of School Trustees  
Special Meeting  
June 14, 2018  
1:30 p.m.**

The Board of School Trustees of Salem Community Schools met for a Special Meeting in the Salem High School Café, 700 N. Harrison Street Salem, IN 47167.

President White called the Special Meeting to order at 1:30 p.m. Those in attendance with President White were board members, Mark Abbott, Steve Motsinger, and Erika Garloch. Also in attendance were Dr. Lynn Reed, Superintendent, Dr. Kim Thurston, Assistant Superintendent and Recording Secretary Jana Hayes. Board Vice- President Ron Haendiges and Board Secretary Monika Spaulding and Board Member Dr. Tricia Wheeler were absent.

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President White stated a quorum was present.

Steve Motsinger made a motion to approve Mike Brown as SMS/SHS PE Teacher and Varsity Basketball Coach. Mark Abbott made a second to the motion. Motion passed 4-0

Steve Motsinger made a motion to approve the transfer of Rachel Weedin from SMS Treasurer to Salem Community Schools Corporation Treasurer. Mark Abbott made a second to the motion. Motion passed. 4-0.

Steve Motsinger made a motion to adjourn the meeting at 1:33 p.m. Mark Abbott made a second to the motion. Motion passed 4-0.

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**Rebecca White – President**

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**Ron Haendiges- Vice-President**

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**Monika Spaulding - Secretary**

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**Steve Motsinger**

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**Dr. Tricia Wheeler**

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**Erika Garloch**

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**Mark Abbott**