

**Board of School Trustees Regular Meeting Minutes  
Hamilton Community Schools  
903 South Wayne Street  
Hamilton, IN 46742**

**Date Posted:** July 17, 2017

**Meeting Date:** July 17, 2017

**Meeting Time:** 6:30 p.m.

**Location:** Board Room, Hamilton Jr./Sr. High School

**\*MEMORANDUM OF MEETING**

**Those present representing the Hamilton Community Schools Board of School Trustees:** President, Mark Gould; Vice President, Robert Gaff; Secretary, Lee Stoy; Members, Jeremy Hill and Stacy Shull.

**Absent:**

**Representing the administration:** Superintendent, Dr. Nicole Singer; Secretary, Colleen Karas

**Visitors in attendance were:**

<u>Motion made by</u>	<u>Second</u>	<u>Vote</u>	
			1. CALL TO ORDER by Mr. Gould at 6:30 p.m. <b>MISSION: Engaging today's learners to be tomorrow's leaders.</b> <b>VISION: Small school, small town, BIG dreams!</b>
RG	JH	5-0	2. APPROVAL OF AGENDA REVISION: Addition of 5. NEW BUSINESS c. <b>Effective Use of Resources</b> v. Science Textbook Adoption
			3. PATRON PARTICIPATION - None
JH	SS	5-0	4. CONSENT AGENDA a. Claims Docket b. Approval of Minutes

			<ul style="list-style-type: none"> <li>i. Executive Session June 19, 2017</li> <li>ii. Regular Meeting June 19, 2017</li> </ul> <p>c. Personnel Report</p> <p><u>New Hires</u></p> <ul style="list-style-type: none"> <li>i. Kelly Martin, Summer Maintenance 6-weeks, \$12.00/hour, effective July 5, 2017</li> <li>ii. Candace Szeman, Substitute Bus Driver, \$70.00/day, effective August 8 2017</li> <li>iii. Kris Underwood, Girls' Varsity Basketball Coach, \$5,846.00, effective July 10, 2017</li> <li>iv. Scott Wilson, Varsity Soccer Coach, \$3,215.41, effective July 10, 2017</li> <li>v. Trent Lewis, Volleyball Coach, \$2,923.10, effective July 17, 2017 and successful background check.</li> </ul> <p><u>Resignations</u></p> <ul style="list-style-type: none"> <li>i. Michael Smith, Summer Maintenance 6-weeks, effective June 23, 2017</li> <li>ii. Christy Howard, Elementary Art &amp; Jr./Sr, High School Special Education, effective June 29, 2017</li> </ul> <p>d. Receipt of Funds (none)</p>
RG	JH	5-0	<p>5. NEW BUSINESS</p> <p><b>a. Safe &amp; Caring Environment</b></p> <ul style="list-style-type: none"> <li>i. Transfer Enrollment Requirements The following grade level caps are being recommended for consideration where transfer students are involved: 50 students in grades K-1, 35 students in Grades 2-6, and 35 students in Grades 7-12. This would cap the elementary enrollment at 325. Junior/Senior High enrollment would be capped at 210. These combined totals would allow for a corporation enrollment of 535. Academic needs could be met for the 2017-18 school year with current staffing. Also recommended the board establish the cut off to accept transfer students at the end of the 3<sup>rd</sup> Nine Weeks. This year the date will fall on or about March 13, depending on weather cancellations.</li> </ul> <p><b>b. Achieving Excellence</b></p> <ul style="list-style-type: none"> <li>i. First Reading of Teacher Appreciation Grant Policy 3220.01 This policy determines the stipend about given to Effective or Highly Effective rated certified teacher.</li> </ul>

RG	JH	5-0	<p><b>c. Effective Use of Resources</b></p> <p>i. Administrative Contracts It is recommended that the administrative contacts be extended through June 30, 2019 for the following administrators: Mr. Christopher Gerbers, Mr. Justin Hoard, and Greg Piatt. It is also recommended since Mr. Hoard has received his administrative license (December 2016) that his salary be increased by \$2,000.00, which will make his annual salary \$72,000.00.</p>
RG	JH	5-0	<p>ii. Transportation Stipends Upon Mrs. Buss' resignation in March, the administrative team divided and absorbed the responsibilities of Director of Transportation. In order to adequately compensate the administrators for these increased responsibilities and duties, the following stipends are being recommended: Mr. Gerbers \$2,500, Mr Hennessey \$3,500, Mr. Hoard \$5,500, Mr. Piatt \$2,500 and Dr. Singer \$3,500. The stipends would be paid semi-annually (Dec. 20 and June 5) from the Transportation Fund.</p>
RG	JH	5-0	<p>iii. Permission to Publish Annual Financial Report Fiscal Year 2016 It is recommended permission be given to publish the 2016 Annual Financial Report during the period of August 1 and 15.</p>
RG	JH	5-0	<p>iv. Permission to Advertise 2018 Budget It is recommended permission be given to advertise the required components of the 2018 Budget, one time, in two publications (Hamilton News and The Evening Star).</p>
RG	JH	5-0	<p>v. Science Text Book Adoption Elementary adopt the Science textbook series and associated science kits from Pearson. This adoption should include 15 textbooks and associated on-line material for grades three through five.  Jr./Sr. High adopt the Science text book series and associated science kits from Person This adoption should include the following textbooks and associated on-line material: Biology (30), Physical Science (30), Earth Science (25), Chemistry I (25), Physics (10), AP Chemistry (10), Anatomy &amp; Physiology (15), and Marine Biology (15).</p>

RG	JH	5-0	<p>Jr./Sr. High adopt the Health text book series from McGraw-Hill. This adoption should include the following text books: Junior High Health (35), and High School Health (30).</p> <p>vi. Textbook Rental and Student Fees Elementary Textbook Rental and Student Fees per grade level include textbook costs, consumable fees, and corporation fees(new). A cost comparison and overall change (increase) in textbook rental fees are associated with science text book adoption (Grades 3-5) or fees to help offset the cost of technology, art and science.</p> <p>Jr. High/Sr. High School Textbook Rental and Student Fees by course semester/quarter include textbook costs and consumable fees. A cost comparison and overall change (increase) in textbook rental fees are associated with agenda book, science and health text book adoption and elective online course fees.</p> <p><b>d. Accountability for Growth (none)</b></p>
			<p>6. SUPERINTENDENT’S REPORT Mr. Hennessey, Director of Maintenance reported the 2017 summer projects to be completed by the start of the new school year include: handicap side walk in the softball/elementary playground area, redistribute pea gravel on playground, reroute driveways from three exits to one, made shelving for school records archive room (elementary room E113) to be consolidated from four to one area, painting projects, and changed north parking lot lights to LED lights. The renovations to make the clinic ADA Compliance to include a shower will be postponed until December.</p> <p>Dr. Singer shared the following information: August 2 – Registration Day, August 7 – First Teacher Day, August 8 – First Student Day, August 15 – Elementary Open House, Elementary School in session 8:15am – 3:05pm, Jr./Sr. High School in session 8:10am – 3:10pm, bus drivers will be calling parents within next week with estimated pick up times. On average bus pick-up times will be 30 minutes later than last year.</p>
			7. ADMINISTRATORS’ REPORT-None
			8. BUSINESS MANAGER/TREASURER’S REPORT

			Dr. Singer shared each board member was provided a copy of cash flow history of the major funds since January and that she would be happy to answer any questions.
			9. SCHOOL BOARD MEMBER COMMENTS Mr. Gould shared the State Legislation passed the reduction of the number of state school funds (HB1009). He also shared it was implemented to give us more financial flexibility. Since the changes have not been implemented it is hard to determine how Hamilton will be affected.
JH	RG	5-0	10. ADJOURNMENT at 7:30 p.m.

**Upcoming Meetings:  
July 17, 2017: Regular Board Meeting at 6:30 p.m.**

Respectfully submitted,

Hamilton Community Schools  
Board of School Trustees

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Mark Gould, President

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Robert Gaff, Vice President

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Lee Stoy, Secretary

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Jeremy Hill, Member

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Stacy Shull, Member

\*Memorandum of Meeting reflects date, time and location of meeting; members of the governing body recorded as either present or absent; general substance of all matters discussed, proposed, decided; record of all votes taken, by individual members if there is a roll call.