

**Minutes of the Regular Meeting
of the
Board of School Trustees
Greenfield-Central Community School Corporation**

**Administration Center
110 W. North Street
Greenfield, IN
February 11, 2013**

Board Members Present: Mrs. Retta Livengood, President
Mr. Ray Kerkhof, First Vice President
Mr. Steve Menser, Second Vice President
Mr. Dan Leary, Secretary
Ms. Kathy Dowling, Assistant Secretary
Mr. Dan Strahl, School Board Attorney

Administration Present: Dr. Linda Gellert, Superintendent
Mrs. Ann Vail, Assistant Superintendent
Mr. Tony Zurwell, Business Manager
Dr. Christy Hilton, Human Resources Director
Ms. Donieta Ross, Executive Assistant to Superintendent

Others Present: Candy Short, Dawn Hanson, Gary Pence, Ashley Stout, Jan Kehrt, Dan Jack, Stephen Burt, David Beal, Susie Coleman, Noelle Steele, Kathy Clark, Karen Niemeier, Harold Olin, Joey Johnson, Jim Bever, Kevin Horrigan, Jobie Whitaker, Kay Meeker, Bill Redmon, Steve Bryant, Becky Robertson, Quinn White, Ryan Rodgers and Harry Dalka.

- I. Mrs. Livengood led the recital of the Pledge of Allegiance, and called the February Regular Meeting to order.
 - A. Mrs. Livengood presented the Character Trait of the Month – Obedience.
 - B. Mrs. Livengood welcomed newly appointed District 2 Board Member, Steve Menser. Mr. Menser was sworn in to the position by school attorney Dan Strahl on Friday, February 8, 2013. Ms. Kathy Dowling made a motion to appoint Mr. Steve Menser as second vice president of the Greenfield-Central School Board of Trustees. Mr. Kerkhof seconded the motion. The motion was approved, 4 – 0. Mr. Menser did not vote.
 - C. J. B. Stephens Elementary Principal Candy Short introduced Ashley Stout and three of her students who are working with the NEO Computer. The NEO is a writing tool to assist students with extra reinforcement in writing skills. The students use the NEO as an interactive response system which does not have Internet capability, but allows wireless printing. Students Quinn White, Ryan Rodgers and Harry Dalka demonstrated how they use the NEO Computer to write a story and then move it to a Word document for editing.

- II. Mrs. Livengood called for approval of the Minutes of the Regular Meeting of January 14, 2013; the Executive Session of January 14, 2013, and the Special Sessions of January 31, 2013 and February 5, 2013. Mr. Leary made a motion to approve the recommendations and Mr. Kerkhof seconded the motion. The motion was approved, 5 – 0.
- III. Mr. Zurwell presented the February claim docket for review in the amount \$2,772,493.17. After review, Mr. Leary made a motion to approve the claim docket as presented. Mr. Kerkhof seconded the motion. The motion was approved, 5 – 0.
- IV. Mr. Zurwell presented reports for the fiscal year ending December 31, 2012. Mr. Kerkhof asked for the anticipated increase in expenditures in 2014. Mr. Zurwell estimated that supplies could see two percent inflation, and our utilities and insurance may increase twenty percent.

Mr. Zurwell reported that we have received the Budget Order for 2013 from the DLGF (Department of Local Government Finance), which establishes the authority to spend for 2013. His report also explained how other funds have a bearing on the budget and how the corporation might use the resources to improve ending balances throughout the year.

- V. Dr. Gellert introduced school corporation nurse Dawn Hanson to present proposed changes for protocols in the safe and secure dispensing of student medications for all Greenfield-Central health clinics. Those changes include:
 - Video surveillance on the medicine cabinets
 - Medication cabinet keys only issued to principal and the health assistant
 - Parents/guardians required to bring medication to the clinic.
 - A 60 day supply of medication set as maximum that the clinic will accept from parents.

Dr. Gellert stated that the new protocols will be posted on school websites and student handbooks.

Mr. Leary asked what the medicine cabinets look like and Mrs. Hanson reported that each cabinet was different, but all required key entry. Mr. Menser asked if the video surveillance would show the assistant giving out the medication. Mrs. Hanson replied that it would not, but the monthly audit would indicate specifics on who dispensed medications. Mr. Kerkhof asked how much medicine is dispensed through the health clinics. Mrs. Hanson stated that as of last week, the school corporation clinics held 801 over-the-counter medicines and 309 prescription medicines.

Mr. Leary stated that the burden of security needs to be shared by parents and school staff. Ms. Dowling commented that proposed measures will cut down on the number of medications distributed, but there are also the other visits to the clinic that the health assistants must also deal with. Mr. Menser asked if these policies were put in place would that have prevented some of the mishaps earlier in the year. Mrs. Hanson explained new protocols should improve services and decrease human error.

- VI. Mrs. Vail presented the instruction report for the 2013-14 Walker Career Center Agreement with Greenfield-Central Community School Corporation. After discussion, Mr. Menser made a motion

to approve the 2013-14 Walker Career Center agreement. Ms. Dowling seconded the motion. The motion was approved, 5 – 0.

VII. Mr. Zurwell reported there were no donations for this month's report.

Mr. Zurwell presented the need for Board approval of the 2012 Budget Appropriation Transfers. After discussion, a motion was made by Mr. Kerkhof to approve the Resolution for the 2012 Budget Appropriation Transfers in General, Debt Service, Pensions, Capital Projects and Transportation Funds. Mr. Menser seconded the motion. The motion was approved, 5 – 0.

Dr. Gellert introduced Gary Pence, representing the Greenfield Central Baseball Boosters, who requested approval of the scope and a financial match to renovate the baseball press box, batting net replacement, drainage near the on-deck circles, and hitting cages at the junior high school baseball field. After discussion, Mr. Leary made a motion to approve the renovation plan and match the GC RBI Club's investment up to \$12,000. Ms. Dowling seconded the motion. The motion was approved, 5 – 0.

VIII. Dr. Gellert introduced for first reading the 2014-15 School Calendar. This resembles the previously approved balanced calendar, with extended two week breaks in October, December and March.

She also included discussion on the Board Approved 2013-14 Calendar, centered on the Greenfield-Central Teachers' Association consideration to move the second teacher workday from Monday, January 6, 2014, to Friday, December 20, or Wednesday, November 27, 2013. If changed, students would not attend school on December 20 or November 27, but would be required to attend on Monday, January 6, 2014. Another proposed change would be to utilize Martin Luther King Day, January 20, 2014, and President's Day as weather make-up days.

IX. Dr. Gellert introduced Karen Niemeier, Director of Special Education Services for the Hancock Madison Shelby Educational Services (HMSES), who provided an overview of the special education cooperative. Mrs. Niemeier shared the history of the organization, as well as special programming services. She expressed her appreciation of the HMSES partnership with Greenfield-Central.

X. Dr. Gellert recommended approval for students of the Greenfield-Central High School Project Lead The Way (PLTW) to attend an out-of-state field trip at Huntsville, Alabama on April 25-27, 2013. Mr. Kerkhof made a motion to support the trip. Mr. Menser seconded the motion. The motion was approved, 5 – 0.

XI. Dr. Hilton presented the personnel recommendations for approval. Mr. Leary made the motion to approve the recommendations as presented. Ms. Dowling seconded the motion. The motion was approved, 5 – 0.

Certified personnel recommendations for the 2012-13 school year included the following teacher retirements: Peggy Carson, Sandra Hall, Marilyn Slaughter and Mark Weyler.

ECA recommendation for the 2012-13 sports season: Paul Venckus, junior high girls track coach.

ECA resignation for the 2012-13 sports season: Bill Castrodale, junior varsity baseball coach.

- XII. Dr. Gellert shared the weather make-up day for December 21, 2012, is set for March 18, 2013. She added that the Board may want to revisit the 2013-14 Calendar for potential make-up days, as discussed under the Balanced Calendar.
- XIII. Ms. Dowling made the motion to adjourn the meeting, and Mr. Leary seconded the motion. The motion was approved, 5 – 0.

President

First Vice President

Second Vice President

Secretary

Assistant Secretary

**Executive Session Summary
of the
Board of School Trustees
Greenfield-Central Community School Corporation**

**Administration Center
110 West North Street
Greenfield, IN 46140
Monday, February 11, 2013
6:00 P.M.**

The Greenfield-Central Community School Corporation Board of School Trustees met in Executive Session on Monday, February 11, 2013, for the opportunity to discuss litigation, performance of individual employees, collective bargaining, and implementation of security measures.

The meeting was advertised pursuant to IC 5-14-1.5-6.1 (4). All undersigned certify that no subject matter was discussed in the executive session other than to discuss litigation, performance of individual employees, collective bargaining, and implementation of security measures.

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**Executive Session Summary
of the
Board of School Trustees
Greenfield-Central Community School Corporation**

**Administration Center
110 West North Street
Greenfield, IN 46140
Monday, February 25, 2013
3:00 P.M.**

The Greenfield-Central Community School Corporation Board of School Trustees met in Executive Session on Monday, February 25, 2013, at 3:00 P.M. for the opportunity to discuss the implementation of school safety and security measures, as provided under IC 5-14-1.5-6.1(b)(3).

The meeting was advertised pursuant to IC 5-14-1.5-6.1 (4). All undersigned certify that no subject matter was discussed in the executive session other than the implementation of school safety and security measures, as provided under IC 5-14-1.5-6.1(b)(3).

President

First Vice President

Second Vice President

Secretary

Assistant Secretary