

FEB 18 2019

APPROVED

Regular Meeting of the Board of School Trustees  
Monday, December 17, 2018

Present: President JC Copas, Vice President Andie Mears, Secretary Laura Bell, and School Board Member Steve Christopher. Absent: School Board Member Don Mills.

Also Present: Superintendent Dan Sighting, Attorney Robert Little and Treasurer Melissa Summers.

President Copas called the meeting to order in the Frontier Elementary School library at 6:00 pm and the Pledge of Allegiance was recited.

Routine Business

Steve Christopher moved to approve the revised agenda for the Monday, December 17<sup>th</sup> Regular Meeting of the Board of Trustees with the deletion of item 10.2 and addition of items 7.14 and 7.15. Andie Mears seconded the motion. The motion passed unanimously.

Andie Mears moved to approve the minutes of the Regular Meeting of the Board of School Trustees held on November 19, 2018. Steve Christopher seconded the motion. The motion passed unanimously.

Laura Bell moved to approve the Treasurers report. Andie Mears seconded the motion. The motion passed unanimously.

Laura Bell moved to approve the G.O. Bond spreadsheet and expenditures. Andie Mears seconded the motion. The motion passed unanimously.

Laura Bell moved to approve the balance of November claims tied to APV numbers 10798-10816 as well as December claims tied to APV numbers 10818-10915 dated through December 17<sup>th</sup>. The motion also included the November 21<sup>st</sup> and December 7<sup>th</sup> payroll dates. Steve Christopher seconded the motion. The motion passed unanimously.

Technology Report

David Hoover gave a status report to Board Members. He discussed upgrades from Office 2010 to version 2016. Old iPads and Chromebooks are in process of delivery to a company that refurbishes them. After evaluation they will make an offer based on the condition of each device. Surveillance systems at the Elementary will be upgraded over the holidays. In addition, cameras will be added to the Jr/Sr High system. Chromebooks have been sent to a new repair company and there is hope for a faster turnaround time. Internal network wiring in both buildings is currently in process of a bid for replacement.

Jr-Sr High Report

Jeff Hettinger discussed new hire, Allison Thayer. He gave an update on the Project Based Learning (PBL) Super Challenge scheduled for January 9<sup>th</sup>. Mr. Hettinger congratulated Mr. Short and Mr. Plains on the winter concert.

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Athletics and Transportation Report

Mr. Hettinger mentioned ordering supplies for the concession stand and is looking at spring schedules and correcting errors until an Athletic Director is hired. Supt. Sighting commended Mr. Hettinger on his work to find officials and schedule ticket takers for January games.

Mr. Sighting also advised that Cory Tonnsen's evacuation drills were conducted late for first semester and are now complete.

Maintenance Report

Jeremy Martin advised there were no current issues. Room cleanup and maintenance will be done over break.

Elementary Report

Carmen Bordner advised NWEA completed. Data meetings will be held in January to analyze and respond. The textbook adoption committee has identified needs and created a rubric to assess resources. The first round of LONG observations are complete.

Carmen shared many holiday events that occurred in December: Mr. Short-bank concert, NHS helpers, Mrs. Layton and Mrs. Bulla organized a student of the month breakfast, Kdg. Teachers – Rudolph Day, 3<sup>rd</sup> Grade Teachers – Polar Express & McCord Candy field trip, Mrs. Terry and the Robotics Team.

Upcoming events include and awards program and perfect attendance lunch on Friday. She also welcomed Kim Musgrave back and shared how much she appreciated the office staff pitching in during her absence.

Jr-Sr High Guidance Report

Kathy Bassett discussed feedback for the school, including social media efforts.

Superintendent Report

Dan Sighting advised there are four open positions that need to be filled: remediation assistant, deputy treasurer/payroll clerk, day time custodian, and athletic director/transportation. Moving forward, he is looking at discussions concerning the possible referendum. Mr. Sighting also spoke regarding the fundraiser for the injured student which brought in \$718 as of today.

Budget/Finance

Frontier School Corporation received the FY December 2019 Tuition Support distribution from the IN DOE. After reconciling the Academic Honors Grant and Vocational Education Grant, the school's distribution was adjusted due to prior over and under payments. \$314.71 was deducted from the FY 2019 December distribution due to Medicaid reimbursement which will be transferred to the General Fund to make up for the deduction.

Steve Christopher moved to approve Evan Barrett as a snow removal contractor at Frontier Elementary for the quote of \$850.00 per occurrence. Andie Mears seconded the motion. The motion passed unanimously.

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Steve Christopher moved to approve the 2018 Reduction of Appropriations Resolution: Capital Projects (0350) \$58,621.57, Transportation (0410) \$100,641, School Bus Replacement \$97,891. Laura Bell seconded the motion. The motion passed unanimously.

Laura Bell moved to approve the Resolution to establish Education Fund and Operations Fund for January 1, 2019 to comply with IC 20-42.5 resulting in dissolution of the Transportation Fund, School Bus Replacement Fund, and Capital Projects Fund effective December 31, 2018. Steve Christopher seconded the motion. The motion passed unanimously.

Steve Christopher moved approve the Resolution to establish initial funding for the Education Fund effective January 1, 2019; authorizing the Treasurer to transfer the 2018 year-end General Fund cash balance to the Education Fund. Laura Bell seconded the motion. The motion passed unanimously.

Andie Mears moved to approve the Resolution to establish initial funding for the Operations Fund effective January 1, 2019; authorizing the Treasurer to transfer the 2018 year-end Capital Projects Fund, Transportation Fund, and School Bus Replacement Fund cash balances to the Operations Fund. Laura Bell seconded the motion. The motion passed unanimously.

Laura Bell moved to approve the Resolution for a one time transfer of the cash balance from the Education Fund to the Operations Fund effective January 1, 2019; authorizing the Treasurer to reimburse the Operations Fund for expenses that are not allocated to student instruction (approx. 13.9%) of the 2018 year-end balance. Andie Mears seconded the motion. The motion passed unanimously.

Steve Christopher moved to approve the Resolution for monthly transfer amounts from the Education Fund to the Operations Fund effective January 1, 2019; authorizing the Treasurer to reimburse the Operations Fund for expenses that are not allocated to student instruction and learning (approx. 13.9%) under IC 20-42.5. Andie Mears seconded the motion. The motion passed unanimously.

Andie Mears moved to approve the Resolution to transfer local income tax from the General Fund to the Rainy Day Fund; authorizing the Treasurer to move \$5,432.67. Steve Christopher seconded the motion. The motion passed unanimously.

Dan Sighting presented the Frontier School Corporation 2019 1782 Notice which was received November 19, 2018. Budget approved for: Rainy Day, \$200,000 budget approved; Debt Service, \$1,928,571 budget approved (rate reduced due to reduction of operating balance according to IC 6-1.1-17-22; Education \$3,953,494 budget approved; Operations \$2,567,002 budget approved (rate reduced to remain within statutory levy limitation).

The Indiana State Board of Accounts will not allow a calendar year budget to expire with appropriations containing negative balances. Laura Bell moved to approve the Resolution for transfer of appropriations as necessary to allow for expenditures in the 2018 budget. Andie Mears seconded the motion. The motion passed unanimously.

Steve Christopher moved to approve the expenditure to reroute the electrical feed to Frontier Jr-Sr High School not to exceed \$22,602.83. Andie Mears seconded the motion. The motion passed unanimously.

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Laura Bell moved to approve authorization for the Treasurer to pay additional claims for December prior to the end of 2018. Andie Mears seconded the motion. The motion passed unanimously.

Andie Mears moved to approve the Resolution to transfer \$40k (unused and unencumbered funds) from Transportation Operating to the Rainy Day Fund. Laura Bell seconded the motion. The motion passed unanimously.

Laura Bell moved to approve the \$7,525 AdvantaClean quote to remediate the football locker room. Andie Mears seconded the motion. The motion passed unanimously.

Personnel

Steve Christopher moved to approve the resignations from Katie Runk (Jr-Sr High School Remediation Asst) and Jonna Denny (Jr-Sr High School Daytime Custodian). Laura Bell seconded the motion. The motion passed unanimously.

Laura Bell moved to approve the hiring of Karlie Mansfield as Substitute Deputy Treasurer/Payroll Clerk effective November 29, 2018 and Melissa Summers as Frontier School Corporation Treasurer effective December 10, 2018. Andie Mears seconded the motion. The motion passed unanimously.

Steve Christopher moved to approve the contract change for Frontier School District Maintenance Director effective January 1, 2019. Andie Mears seconded the motion. The motion passed unanimously.

Andie Mears moved to approve the amended start date from January 4, 2019 to December 12, 2018 for Frontier Jr-Sr High School Special Education Teacher. Steve Christopher seconded the motion. The motion passed unanimously.

Laura Bell moved to approve an additional stipend for the Assistant Transportation Director due to expanded job duties with the resignation of the Transportation Director. Steve Christopher seconded the motion. The motion passed unanimously.

Field Trip

Laura Bell moved to approve an overnight field trip for the Frontier Elementary 6<sup>th</sup> grade class to Camp Tecumseh on October 10-11, 2019. Andie Mears seconded the motion. The motion passed unanimously.

Other Business

Andie Mears moved to approve the Elden and Mary Lee Gutwein Community Fund donation of \$250 each to the Frontier Elementary School and the Jr-Sr High School Art Departments. Steve Christopher seconded the motion. The motion passed unanimously.

The Town of Chalmers annexation proposal was discussed. Andie Mears moved to decline the annexation. Laura Bell seconded the motion. The motion passed unanimously.

Andie Mears moved to approve the Frontier School Corporation establishment of a Care Fund for the Frontier School Corporation Food Service. Laura Bell seconded the motion. The motion passed unanimously.

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Superintendent Sighting presented the board with notification that Frontier met federal Maintenance of Effort requirements for FY 2019.

Board members discussed student foreign travel concerns. EF Educational Tours was available for a conference call to give a board presentation. The conversation was tabled until January.

School board policies in need of revision were distributed for first reading by Superintendent Sighting.

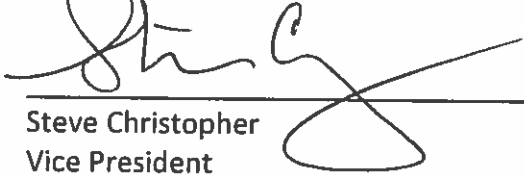
- Policy 1422 – Non-Discrimination and Access to Equal Employment Opportunity (Revised)
- Policy 1662 – Anti-Harassment (Revised)
- Policy 2260 – Non-Discrimination and Access to Equal Employment Opportunity (Revised)
- Policy 2700 – Annual Performance Report (Revised)
- Policy 3120.04 – Employment of Substitutes (Revised)
- Policy 3122 – Non-Discrimination and Access to Equal Employment Opportunity (Revised)
- Policy 3131 – Reduction in Force in Certificated Staff (Revised)
- Policy 3362 – Anti-Harassment (Revised)
- Policy 4122 – Non-Discrimination and Access to Equal Employment Opportunity (Revised)
- Policy 4162 – Drug and Alcohol Testing CDL Holders and other Employees who Perform Safety Sensitive Functions (Revised)
- Policy 4362 - Anti-Harassment (Revised)
- Policy 5517 - Anti-Harassment (Revised)
- Policy 5630.01 – Use of Seclusion and Restraint with Students (Revised)
- Policy 6610 – Extra-Curricular Funds (Revised)
- Policy 7510 – Use of Facilities (Revised)
- Policy 7530.02 – Staff Use of Personal Communication Devices (Revised)
- Policy 8315 – Information Management (Revised)


Steve Christopher moved to adjourn the meeting. Andie Mears seconded the motion, and the motion passed.


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\_\_\_\_\_  
John C. Copas  
President

  
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Steve Christopher  
Vice President

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Laura Bell  
Secretary  


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Robert Mears  
Member  
  
\_\_\_\_\_  
Shelley Christopher  
Member

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