

**SPENCER-OWEN COMMUNITY SCHOOL  
SCHOOL BOARD MEETING  
January 10, 2019  
Central Office  
Mike Wells Memorial Board Room  
7:00 P.M.**

The Spencer-Owen Community Schools Board of Trustees met on Thursday, January 10, 2019 at 7:00 p.m. for a School Board Meeting. The meeting was held at Central Office, in the Mike Wells Memorial Board Room, 205 East Hillside Avenue, Spencer Indiana, 47460.

**School Board Meeting (Open to the public)**

**1.0 Organization**

1.1 Opening (All items open to public comment.) School Attorney Megan Schueler, opened the meeting asking for public comment on any agenda item. None were heard.

1.2 Roll Call

Ms. Schueler requested the board to state their names.

1.3 Oath of Office

Mrs. Walker, Executive Secretary, administrated the Oath of Office to Mrs. Willen, Mr. Hight and Mr. White.

1.4 Election of Officers: President, Vice President, Secretary and Secretary Pro Tem.

Ms. Schueler asked for nominations. Mrs. Brinson made a motion to approve the following:

Mr. Chad Cooper as President  
Mrs. Amber Willen as Vice-President  
Mr. Rick Smeltzer as Secretary  
Mr. Larry Hight as Secretary Pro-Tem

Mr. White seconded it. Motion carried 7-0. At this time the new President, Mr. Cooper, took charge of the meeting.

1.5 Consider approval of Board Compensation.

Dr. Briggs, Superintendent requested the board to approve the Board Compensation. \$2000.00 a year, \$112.00 per board meeting and \$62.00 for

attending Work Sessions, Executive Sessions and Committee Meetings. Mrs. Willen made a motion to approve. Mr. Hight seconded it. Motion carried 7-0.

1.6 Consider re-appointment of School Attorney.

Dr. Briggs requested the board to re-appoint Ferguson Law as School Attorney. Mrs. Brinson made a motion to approve. Mr. Smeltzer seconded it. Motion carried 7-0.

1.7 Consider appointment of Corporation Treasurer and Deputy Treasurer.

Dr. Briggs requested the board to approve re-appointing Darla Thomas as Treasurer and LaDonna Fisher as Deputy Treasurer. Mrs. Willen made a motion to approve. Mr. Hight seconded it. Motion carried 7-0.

1.8 Establishment of Bond for School Corporation Treasurer, Deputy Treasurer, Extra-curricular Treasurers.

Dr. Briggs requested the board to establishment bonds: \$100,000.00 for Treasurer, Deputy Treasurer, and Owen Valley High School Treasurer. \$50,000.00 for Owen Valley Middle School Treasurer and \$25,000.00 for Elementary Treasurer's. Mr. Hight made a motion to approve. Mr. White seconded it. Motion carried 7-0.

1.9 Consider appointment of Executive Secretary.

Dr. Briggs requested the board to appoint April Walker as Executive Secretary. Mrs. Willen made a motion to approve. Mrs. Brinson seconded it. Motion carried 7-0.

1.10 Consider approval of Board Meeting Schedule.

Dr. Briggs requested the board to approve the School Board Meeting Calendar. (Copy of calendar included in the minutes.) Mrs. Brinson made a motion to approve. Mrs. Willen seconded it. Mr. Cooper asked if it was the same as last year with the same number of meetings? Dr. Briggs said, "Yes the only difference is the March meeting and it will be held after spring break on the third Thursday of the month and claims will be ratified just as they are in October." Motion carried 7-0.

1.11 Conflicts of Interest Forms

Dr. Briggs requested the board to approve the Conflict of Interest forms. Mrs. Brinson made a motion to approve. Mr. Hight seconded it. Motion carried 7-0.

- 1.12 Consider approval of the December 13, 2018 School Board Meeting Minutes and Executive Session.

Mr. White made a motion to approve. Mr. Hight seconded it. Motion carried 7-0.

- 1.13 Consider approval of claims.

Mrs. Brinson made a motion to approve. Mr. White seconded it. Motion carried 7-0.

- 1.14 Student Recognition.

None this evening.

## **2.0 Personnel**

- 2.1 Resignations (For Informational Purposes Only.)

Dr. Briggs informed the board of the following resignations:

- Kimberly Stwalley, Severe/Moderate Instructional Assistant at Owen Valley High School. (#12739)
- Vanessa Wrightsman, Instructional Assistant at McCormick's Creek Elementary School. (#12826)
- Perry Grouns, 29-hour Custodian at Patricksburg Elementary School. (#12311)

- 2.2 Retirement

- Dr. Briggs requested the board to approve the retirement of Lillian Pursell, Music Teacher for Spencer Elementary School and McCormick's Creek Elementary School. (#11430) Effective December 17, 2018. Mrs. Brinson made a motion to approve. Mr. White seconded it. Motion carried 7-0.

- 2.3 Leave

- Dr. Briggs requested the board to approve an intermittent Family Medical Leave for Amy Casebeer, Second Grade Teacher at Spencer Elementary School. (#11432) Mr. Moke made a motion to approve. Mrs. Willen seconded it. Motion carried 7-0.

## 2.4 Employment

Dr. Briggs requested the board to approve hiring the following individuals:

- Laban Clark as a 3<sup>rd</sup> Grade Teacher for Spencer Elementary School. (#11442)
- Lily Wever as Owen Valley Middle School Winter Guard Director for the 2018-2019 season.

Mr. Smeltzer made a motion to approve. Mr. Hight seconded it. Motion carried 7-0.

## 2.5 Position

- Dr. Briggs requested the board to approve adding Assistant Transportation Coordinator position, and approving Job Description and Position Control #12925. (Copy of Job Description included in the minutes.) Mrs. Willen made a motion to approve. Mr. White seconded it. Motion carried 7-0.

At this time (7:18 p.m.) President Cooper recessed the Board Meeting to go into the public hearing.

## 3.0 Public Hearing

### 3.1 Public Hearing on proposed Superintendent Contract.

President Cooper opened the floor for public comment and questions on the proposed Superintendent Contract. None were heard. Hearing ended at 7:19 p.m.

President Cooper reopened the regular board meeting.

## 4.0 Business

### 4.1 Agreement

- Dr. Briggs requested the board to approve partnering with Greene County Hospital to explore tele-medicine at Spencer Elementary School or any school deemed fit. Dr. Briggs explained this is just in the exploring stages only. It will be brought back to the board before we proceed. Mrs. Willen made a motion to approve. Mrs. Brinson seconded it. Motion carried 7-0.

## 4.2 Resolution

- Dr. Briggs requested the board to approve a resolution on the use of Gift Cards. (Copy of resolution included in the minutes.) Mrs. Brinson made a motion to approve. Mr. White seconded it. Motion carried 7-0.

## 4.3 Policies

- Dr. Briggs requested the board to have the second reading and approval of the following policies:

1422	Nondiscrimination and Equal Employment Opportunity
1662	Anti-Harassment
2260	Nondiscrimination and Equal Employment Opportunity
2700	Annual Performance Report
3120.04	Employment of Substitutes
3122	Nondiscrimination and Equal Employment Opportunity
3131	Reduction in Force ("RIF") in Certificated Staff
3362	Anti-Harassment
4122	Nondiscrimination and Equal Employment Opportunity
4162	Drug and Alcohol Testing of CDL Holders and Other Employees Who Perform Safety-Sensitive Functions
4362	Anti-Harassment
5517	Anti-Harassment
5630.01 VI	Use of Seclusion and Restraint with Students
6610	Extra-Curricular Funds
7510	Community Use of School Facilities
7530.02	Staff Use of Personal Communications Devices
8315	Information Management

Mr. White made a motion to waive the second reading. Mr. Smeltzer seconded it. Motion carried 7-0. Dr. Briggs explained to the board the only change to the policies, was policy 7510 page 6. (Copy of policies included in the minutes.) Mr. Hight made a motion to approve all policies. Mrs. Willen seconded it. Motion carried 7-0.

## 5.0 Comments

Board and Administrative comments were heard.

Mr. Hight made a motion to adjourn. Mr. Smeltzer seconded it. Motion carried 7-0. Meeting ended at 7:49p.m.

The board remained at the table to hear patron comments. No comments were heard.

As a matter of record January 24, 2019.

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