

**SOUTHERN WELLS COMMUNITY SCHOOLS**  
**Board of School Trustees**  
**Public Board Meeting**  
**Executive Session**  
**September 15, 2015**

**PUBLIC MEETING:** President Chad Roush called the meeting and Secretary Aaron Westfall gave the prayer at 5:07 PM. Others present were Vice-President Kevin Scott and Liaison Doug Klefeker, Superintendent James Craig, secondary principal Chad Yencer, corporation treasurer Vicki Andrews and Glen Werling of the Bluffton News-Banner. Also present were maintenance supervisor Ryan King, teacher Steve Stauffer, John Pearce, Gregg Jones, and citizen Jim Schwarzkopf.

**I. MEETING ORGANIZATION:**

1. **Approve Agenda** – The agenda for the meeting was approved with a 4-0 vote following a motion by Roush, seconded by Westfall.
2. **Approve Minutes** – Minutes of the August 18 regular meeting were approved with a 4-0 vote following a motion by Westfall, seconded by Scott.

**II. FINANCIAL ITEMS:**

1. **Claims** – After consideration, Westfall made a motion to approve the September claims, was seconded by Klefeker, and the motion passed 4-0.
2. **Fund Reports** – Board members were updated on corporation funds. Klefeker made a motion to accept all reports, seconded by Westfall and motion passed 4-0.
3. **2016 Budget Hearing** – A public hearing on the 2016 Budget for all funds, the Capital Projects Plan and Bus Replacement Plan was held with no comment.
4. **Donation Acceptance** -- A \$300 donation from the Park United Brethren Church for the elementary lunch program was accepted with a 4-0 vote following a motion by Westfall, seconded by Roush.

**III. COMMUNITY INPUT: none.**

Stauffer, the vocational agriculture teacher, and FFA sponsor, gave a summary on his 2014-2015 extra-curricular activities with the FFA.

**IV. POLICY: It was noted that Mr. Westfall has agreed to look over policies with Mr. Craig. They will bring questionable issues to the board for discussion and consideration, and then present the policy in its entirety for a first and second reading and adoption, hopefully sometime in early 2016.**

**V. ACTION ITEMS:**

1. **Sewage Treatment Discussion** -- A lengthy discussion was held with John Pearce of Central Industrial Contractors and Gregg Jones of the Hartford City Wastewater Treatment Plant who is serving as the servicing agent for the school's treatment plant. Various options, including purchasing a concrete or steel holding tank, and how they would be impacted by IDEM permitting processes and long-term expectations were

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considered. No hard numbers were available to the board members so Pearce said he would come back in two weeks with good pricing and information for a multiphase project.

2. **Personnel** -- The following personnel matters were approved with a 4-0 vote following a motion by Klefeker, seconded by Roush.
  - A. **Maternity Leave Request and Recommendation** – A request to take maternity leave from October 5 to November 30, using five paid sick days and 32 unpaid leave days was received from language arts instructor Amanda Burman. In addition, Mr. Yencer recommended hiring Holly Smith as the maternity leave substitute teacher for the position. middle school.
  - B. **ECA Recommendation** – Activities director Ben Mann and Yencer made the following extra-curricular position recommends: freshman class sponsor and junior high student council, Amy Smekens; Basketball, 8th girls Shawn Neuenschwander, 7th and elementary girls Mike Carter, elementary intramural girls Kelsey McKinney; 9th boys Nathan Busse, 8th boys Joel Roush, 7th boys Dale Miller, elementary boys Ben Burman, elementary intramural boys Mike Carter; Track, assistants Nick Miller and Emily Melton.
  - C. **Driver's Training Recommendation** – Yencer recommending a fall session of drivers training from September 28-November 14 with Kevin Lavanchy as the instructor and Dick Burchard to assist with the testing portion.
  - D. **Guidance Recommendations** – Secondary guidance counselor Steve Wagner recommended Ms. Tiffany Ickes-Pauley, who is working on a certification from the University of St. Francis, for a school guidance internship, as well as the continued volunteer position of Ms. Nellie Sleppy.
3. **Auction Items Approval** -- Members received and approved a list of surplus and unusable items to be offering in a public auction, which date had yet to be determined. Items were approved following a motion by Roush, seconded by Klefeker, and a 4-0 vote.
4. **Wednesday Night Activities** -- Homecoming game night activities on Wednesday, Sept. 16 were okayed after a 4-0 vote, moved by Roush, and seconded by Scott.
5. **Family Fitness Night** -- Elementary physical education teacher Mike Carter received permission to organize a Family Fitness Night on Wednesday, Oct. 7, following a motion by Westfall, seconded by Scott, and a 4-0 vote.
6. **Field Trip Requests** -- After a motion by Westfall, seconded by Roush, and a 4-0 vote, out of state and overnight field trips were approved for FFA, FCCLA, the FFA Livestock Judging Team and the 8th grade Chicago field trip.
7. **Conference Requests** -- Conference requests were approved for the following individuals after a motion by Westfall, seconded by Roush and a 4-0 vote: Nikki Barcus, Todd Bebout, Nathan Busse, Mike Carter, Janel Franks, Jennifer Jackson, Kevin Lavanchy, Keenan Leichty, Kelsey McKinney, Jeni Meeks, Rebecca Miner, Chris Painter, Ross Palmer, Kyle Penrod, Katelyn Prible, Alyssa Roush, Abby Stallsmith, Megan Workinger.
8. **Fundraiser Requests** – Fundraiser requests for Partners In Education and In Harmony with a 4-0 vote following a motion by Roush, seconded by Westfall.
9. **Facility Rental Request** -- Youth For Christ presented a request to hold the annual banquet November 11 in the high school cafeteria and for the rental fees to be waived. This was approved with 4-0 vote after a motion by Klefeker, seconded by Scott.

**V. REPORTS:**

Mr. Craig read a letter from a Park Tudor parent, the varsity football team which we

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played for Homecoming on September 12, complimenting the high school band for playing their school song as well as the football staff and athletic department for providing water and being sportsmanlike following the game.

Average Daily Membership count from September 12 showed membership down slightly at 825.5 students from 832 last year in February. The September 2013 count was 823 students, however.

There was a discussion on window replacement at the high school with no solid numbers having been received yet.

The next regular meeting will be at 5 PM on Tuesday, October 21.

**VI. SIGNING OF DOCUMENTS:**

All documents needing signed were duly signed.

**VII. ADJOURNMENT:**

With no other business to come before the Board, Klefeker adjourned the public session at 6 PM. An executive session to discuss strategy with respect to collective bargaining followed.

The signatures below certify that the minutes reflect what occurred in the regular meeting and that only items permissible by law were discussed in the executive session.

<b>DOUG KLEFEKER</b>	
<b>KEVIN SCOTT</b>	
<b>CHAD ROUSH</b>	
<b>AARON WESTFALL</b>	
<b>Southern Wells School Board of School Trustees</b>	