

Should anyone from the Public desire additional information, the recordings of the regular and special school board meetings are kept for ten (10) years and are available in the Superintendent's Office at the Hiatt Administration Center, 2300 Cason Street, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

December 10, 2007

#### **A. Call to Order**

The regular meeting of the Board of School Trustees of the Lafayette School Corporation was called to order at 7:00 p.m. by Board President Robert Stwalley.

#### **B. Roll Call**

On call of the roll, board members present were Greg Eller, Frank Lane, Robert Stwalley, Brian Wagner, and Steve Bultinck. Rebecca Sprague arrived at 7:06 p.m. Absent was Board Member Kay Walton. Also present Board Counsel Kent Moore.

#### **C. Approval of Minutes**

The minutes of the November 12<sup>th</sup> Regular Meeting and Executive Session, November 26<sup>th</sup> Special Board meeting, and the memorandum of the November 26<sup>th</sup> Work Session were presented for approval.

Mr. Bultinck made the motion, seconded by Mr. Wagner, to approve the minutes and memorandum as presented. There were no additions or corrections to the minutes.

Roll Call: Ayes: Eller, Lane, Stwalley, Wagner, Bultinck.

Nays: None

The motion carried.

#### **D. Recognition**

No recognitions were made.

#### **E. Public Participation**

No one from the Public addressed the Board.

Superintendent Eiler requested the agenda be amended to include two recommendations that had come to the attention of the Administration since the preparation of the agenda. Dr. Eiler requested Item F-11 be added, to approve a field trip for the Jefferson High School orchestra. Also, the addition to the agenda of Item F-8b.9, the resignation of Greta H. Hoffman, kindergarten teacher at Miller Elementary School effective December 9, 2007.

#### **F. Recommendations**

##### **1. Consider Bids for Tax Anticipation Warrant**

Notice of Sale of our Tax Anticipation Warrant for the General Fund was published on November 22<sup>nd</sup> and November 29<sup>th</sup>, 2007. The Board ordered these proofs of publication be made a part of the minutes of this meeting. This warrant was issued to meet the cash flow needs of the General Fund and Debt Service Fund. It must be repaid before the end of the 2008 calendar year. Our warrant stated that we were requesting a loan of \$14,000,000 for the General Fund and \$3,700,000 for the Debt Service Fund for the period January 2<sup>nd</sup> through December 31<sup>st</sup>, 2008.

Bids were received and opened on December 6<sup>th</sup> by Dr. Bob Foreman and Dr. John Layton as follows:

<u>Bidder-Fund(s)</u>	<u>Interest Rate</u>	<u>Premium</u>	<u>Gross Interest</u>	<u>Net Interest</u>	<u>Net Interest Rate</u>
Chase Bank 010/020	3.98%	\$0.00	\$702,529.93	\$702,529.93	3.9800%
City Securities 010/020	3.75%	\$70,800.00	\$660,122.95	\$589,322.95	3.3470%
Janney 010/020	4.00%	\$110,625.00	\$704,131.19	\$593,506.10	3.3716%
Lafayette Bank & Trust 020 only	3.40%	\$0.00	\$125,455.34	\$125,455.34	3.4000%

The Administration recommended awarding the total tax anticipation warrant bid to City Securities with a net interest rate of 3.3470%.

Mr. Eller made the motion, seconded by Mr. Lane, to award the bid to City Securities as recommended. Board members questioned from what account the interest money would be drawn (Debt Service Fund), if the funds would be drawn from as needed or if a distribution would be taken (full amount received and paid back at the end of the year), the type of investment vehicle used while the funds were being drawn down (Sweep Account), advantages to laddering down the larger portions of the funds in an effort to receive a better interest rate (would depend on where the longer term interest rates were – front end or back end), the reason Lafayette Bank and Trust bid only on a portion (no interested investor in the secondary market for larger portion).

Superintendent Eiler stated the Administration tries to protect the Corporation’s security interest and requires that the securities be treasury bills or treasury notes. Superintendent Eiler noted that normally the tax anticipation warrant was slightly less than ten million dollars. The increased amount was a result of the delay of tax payments to governmental units due to trending and issues surrounding reassessment. This increase of borrowing will cost the Corporation approximately \$250,000-\$260,000 of additional interest expense. Roll Call: Ayes: Eller, Lane, Sprague, Walton, Stwalley, Wagner, Bultinck.

Nays: None.

The motion carried.

## **2. Request to Temporarily Advance Funds**

Pursuant to I.C. 19-11-2-2, whenever in any school corporation it becomes necessary to enhance any depleted fund of the school corporation and there is sufficient money in the balance of any other fund of the school corporation which can be temporarily advanced or transferred to such depleted fund, it shall be lawful, upon authorization of the Board of School Trustees by resolution adopted, to advance and transfer to the depleted fund from any other such fund, such amount for such period of time as may be

prescribed in the resolution. Any advancement and transfer of funds shall not be made for a period extending beyond the budget year of the year in which the advancement and transfer is made. Any such advancements and transfer shall be made only from funds derived from the levying and collection of special taxes, and from other revenue derived from any operation of the school corporation.

Temporary advancements may be made to any depleted fund of the school corporation from the General Fund, Debt Service, Transportation, Capital Projects, Pre-School Special Education Fund and Referendum Funds since the receipts of these funds are derived from the levying and collection of taxes on property. The Board must approve such advancements on an annual basis.

The Administration recommended the Advance of Funds Resolution be adopted as follows:

Advance of Funds Resolution

WHEREAS it has been shown that the Transportation Funds and the Capital Projects fund may experience a temporary deficit of money due to the schedule of state distributions and local property tax distributions and that the General Fund, the Debt Service Fund, the Referendum Fund and the pre-School Special Education Fund will have positive balances:

IT IS RESOLVED that advances to the Transportation Funds and Capital Projects Fund can be made from the General Fund, the Debt Service Fund, the Referendum Fund and the Pre-School Special Education Fund limited to a use of their positive balances only during the 2008 budget year as needed and such advance must be repaid prior to December 31, 2008.

Adopted this 10<sup>th</sup> day of December, 2007.

Ayes

s/Greg Eller

s/Frank Lane

s/Rebecca Sprague

s/Robert M. Stwalley, III

s/Brian Wagner

s/Stephen Bultinck

Nays

Attest:

s/Rebecca Sprague

Secretary of Appropriating Body

Mr. Lane made the motion, seconded by Mr. Bultinck, to adopt the resolution as presented.

Roll Call: Ayes: Eller, Lane, Sprague, Stwalley, Wagner, Bultinck.

Nays: None.

The motion carried.

**3. Recommendation to Adopt Resolution Approving Continuing Disclosure Undertaking – Sunnyside Project**

Before the bonds could be issued for the Sunnyside project, the Board needed to agree to provide continuing disclosure of financial information on an annual basis per Federal regulations. The Administration recommended approval of the Resolution Approving Continuing Disclosure Undertaking and the Continuing Disclosure Undertaking form.

Mr. Bultinck made the motion, seconded by Mr. Eller, to adopt the resolution and form as recommended.

Roll Call: Ayes: Eller, Lane, Sprague, Stwalley, Wagner, Bultinck.

Nays: None.

The motion carried.

**4. Request Permission to Advertise for 2008 CPF Projects**

The Administration requested permission to advertise for bids on the following 2008 CPF projects:

<u>Location</u>	<u>Project</u>	<u>Estimate</u>
Hiatt	Gym floor resurfacing-various buildings	\$ 35,000
Jeff	Piping project for Performing Arts Center	\$ 500,000
	Tennis courts project	\$ 250,000
Glen Acres	Lighting project	\$ 65,000
Facilities	Network switches upgrade	\$ 475,000
	Storage building	\$ 175,000
	<b>Total</b>	<b>\$ 1,500,000</b>

Also, if permission is granted to proceed with the Sweetbriar planned development project addition for athletic facilities for Jefferson High School, the Administration requested permission to advertise for bids related to this project.

Mr. Eller made the motion to grant permission for the Administration to advertise for bids for all of the 2008 CPF projects as requested, seconded by Mr. Bultinck.

Roll Call: Ayes: Eller, Lane, Sprague, Stwalley, Wagner, Bultinck.

Nays: None.

The motion carried.

#### **5. First Reading of Board Policies**

This was the first reading of revised Board policies J 1800 Education Records, G 290 Certificated Personnel Evaluation, and G 291 Instructional Conversation/ Audit Process. Any wording changes or suggestions from the Board could be incorporated in a second reading. No action was required by the Board on first reading.

#### **6. Second Reading of Board Policies**

Board policies J302 Parent Participation in Disciplinary Action, J330 Habitual Truancy, and K 730 Use of an Automatic External Defibrillator were presented for second reading. The Administration recommended approval of these policies as revised.

Mr. Lane made the motion, seconded by Mr. Bultinck, to approve the policies as recommended.

Roll Call: Ayes: Eller, Lane, Sprague, Stwalley, Wagner, Bultinck.

Nays: None.

The motion carried.

#### **7. Request to Act on Board's Behalf regarding Supplemental Education Service Agreements**

Superintendent Eiler stated the Board had adopted a policy, procedures, and the form of the contract pertaining to Supplemental Education Service agreements. It had been brought to the Administration's attention by those who administer the Title I funds that those who provide these tutoring services are often delayed in beginning their services because of the Board approval process. Since the policy, procedures and form had been Board approved, the Administration requested the Board's authorization to act on their behalf in executing Supplemental Education Service Agreements as necessary.

Mr. Lane made the motion, seconded by Mrs. Sprague, to authorize the Administration to act on their behalf to execute these agreements. The Board will be notified of the agreements signed on their behalf with Supplemental Education Service providers.

Roll Call: Ayes: Eller, Lane, Sprague, Stwalley, Wagner, Bultinck.

Nays: None.

The motion carried.

#### **8. Employee Recommendations**

The Administration recommended approval of the following employee requests:

a. Leave

1. Edward F. Queen, Jr., business leave, January 7, 2008-January 6, 2009

b. Resignations

1. Julie Boszor, intervention assistant, Miami Elementary School, effective October 29, 2007
2. Roy Ellrich, food service, Jefferson High School, effective November 21, 2007
3. Carlada Flowers, childcare provider, Lafayette Adult Resource Academy, effective October 31, 2007
4. Renee Loveless, program aide, Vinton Elementary School, effective November 12, 2007
5. Anna Rauh, intervention assistant, Sunnyside Middle School, effective August 11, 2007
6. Brandy Schultz, lunch/recess aide, Murdock Elementary School, effective October 25, 2007
7. Brandy Schultz, G.L.A.S.S. paraprofessional, Murdock Elementary School, effective November 25, 2007
8. Roberta Young, behavior facilitator, G.L.A.S.S., effective June 29, 2007
9. Greta Hoffman, kindergarten teacher, Miller Elementary School, effective December 9, 2007

c. Employment

1. Susan M. Craw, classroom aide (new)
2. Monique Fontaine, lunch/recess supervisor (replacement)
3. Monique Fontaine, paraprofessional (new)
4. Audrey E. Kitchell, substitute school bus driver (new)
5. Alyse Kemeny, speech/language pathologist (temporary/replacement)
6. Angela Kleptz, speech/language pathologist (regular/replacement)
7. Rachel Marazzi, paraprofessional (replacement)
8. Barbara Radcliffe, alternative teacher (temporary/replacement)
9. Nancy E. Sato, substitute school bus driver (new)
10. Janice Selleck, kitchen staff (replacement)
11. Connie Wagner, G.L.A.S.S. program aide (replacement)
12. Ryan D. Yuill, second grade teacher (temporary/replacement)

d. Extension of Contract

Approve extension of Superintendent's contract from July 31, 2010 to July 31, 2011

Mr. Eller made the motion, seconded by Mrs. Sprague, to approve the employee recommendations as presented.

Roll Call: Ayes: Eller, Lane, Sprague, Stwalley, Wagner, Bultinck.

Nay: None.

The motion carried.

## 9. Recommend Acceptance of Gifts

The Administration recommended acceptance of the following gifts for the month of November 2007:

- a. F. 205 Superintendent's Discretionary Fund received \$1,000 from Jack Bogan
- b. F. 220 LARA Donations received \$6,229.70

Mrs. Sprague made the motion, seconded by Mr. Bultinck, to accept these gifts.

Roll Call: Ayes: Eller, Lane, Sprague, Stwalley, Wagner, Bultinck.

Nays: None.

The motion carried.

## 10. Treasurer:

- a. The financial report will be filed for audit.
- b. The Administration recommended approval of the vendor claims and ratification of payrolls.

Mr. Lane made the motion, seconded by Mrs. Sprague, to approve the claims and ratify payrolls.

Roll Call: Ayes: Eller, Lane, Sprague, Stwalley, Wagner, Bultinck.

Nays: None.

The motion carried.

## 11. Approve Field Trip Request

The Administration recommended approval of the following field trip request:

- a. Jefferson High School orchestra, Chicago, Illinois, April 5 & 6, 2008

Mr. Wagner made the motion, seconded by Mr. Eller, to approve the field trip as requested. The orchestra is now fifty students strong and had not taken a field trip in many years.

Roll Call: Ayes: Eller, Lane, Sprague, Stwalley, Wagner, Bultinck.

Nays: None.

The motion carried.

## G. Information Only

1. A list of purchase orders charged to the Emergency Allocation Account was provided for the Board's information as follows:

- a. P.O. #74879      \$ 90.00      Sunnyside-Asbestos testing
- b. P.O. #74935      \$1,475.00      Oakland – Unexpected hydraulic repair on elevator
- c. P.O. #74950      \$3,056.99      Earhart & Vinton – Install humidity sensors to control indoor air quality and mold problems.

2. The Vinton-Tecumseh bond anticipation claim status for October and November was provided for the Board's information. Superintendent Eiler noted that soon the bonds would be sold and the bond anticipation note would go away with the sale of the bonds.

#### **H. Board Reports**

There were no reports from school board members.

#### **I. Adjournment**

There being no further business to be presented, Board President Stwalley called for a motion to adjourn. On motion duly made by Mr. Wagner, seconded by Mr. Lane and carried, the meeting adjourned at 7:23 p.m.

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Robert M. Stwalley, III, President

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Rebecca Sprague, Secretary