

TRITON SCHOOL CORPORATION
ADMINISTRATION OFFICE
100 TRITON DRIVE
BOURBON, IN 46504-1801

***** BOARD MINUTES *****

Executive Session, Finance Meeting, Reorganization & Regular Sessions

January 11, 2021

The Board of School Trustees of Triton School Corporation, Marshall and Kosciusko Counties, met for an Executive Session at 6:15 PM, a Board of Finance Meeting at 6:50 PM, and for the Reorganization and Regular Sessions at 7:00 PM, in the Triton Jr./Sr. High School Media Center, 300 Triton Drive, Bourbon, Indiana, on January 11, 2021. Due to the Center for Disease Control's direction on COVID-19 to not gather in groups, the Regular Session was live streamed on social media as well.

Members Present: Mrs. Terri Barnhart, Mr. Kevin Boyer, Mr. Ken Miller, Mr. Steve Stichter, and Mr. Wes Rettinger were present for all of the meetings.

Members Absent: None.

Others Present: Mr. Jeremy Riffle – Superintendent; Mr. Tom McFarland – Business Manager; Mrs. Anita Haines – Corporation Receptionist; Mrs. Christine Cook – Elementary Principal; Mr. Nathan McKeand – Jr./Sr. High School Principal; and Mr. Orion Lemler – Triton Social Media, Mrs. Carol Anders – Reporter in remote attendance.

***** EXECUTIVE SESSION *****

The Executive Session was called to order at 6:15 PM. Mrs. Barnhart, Mr. Boyer, Mr. Stichter, Mr. Miller, Mr. Rettinger and Mr. Riffle were present.

TOPIC OF DISCUSSION: Personnel as per I.C. 5-14-1.5-6.1(b).

No other subject matter was discussed during the Executive Session other than the subject matter specified in the public notice.

Adjournment

The Executive Session adjourned.

***** BOARD OF FINANCE *****

The Board of Finance meeting was called to order at 6:55 PM.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Elections

Mr. Stichter made a motion to nominate Mrs. Barnhart as the President of the Board of Finance and Mr. Rettinger seconded the motion. Mr. Boyer moved to close the nominations for President and Mr. Miller seconded the motion. Mrs. Barnhart was elected as the President of the Board of Finance on a vote of 5 – 0.

Mrs. Barnhart made a motion to nominate Mr. Stichter as the Secretary of the Board of Finance and Mr. Miller seconded the motion. Mr. Boyer moved to close the nominations for Secretary and Mrs. Barnhart seconded the motion. Mr. Stichter was elected as the Secretary of the Board of Finance on a vote of 5 – 0.

Investment Report

Mr. McFarland reviewed investments held by the Corporation, and he stated that we currently have \$4,188,439.12 available in funds. Mr. Stichter made a motion to accept the Investment Report as presented and to acknowledge that there were no old outstanding checks that needed to be canceled. Mrs. Barnhart seconded, and the motion carried 5-0.

Adjournment

Mrs. Barnhart declared the meeting adjourned at 7:00 PM.

* * * * REORGANIZATION SESSION * * * *

Mr. Riffle called the Reorganization Session to order.

Oath of
Office

Mr. McFarland administered the "Oath of Office" to Mr. Rettinger and Mr. Boyer. Their new terms in office commenced on January 1, 2021, and will conclude on December 31, 2024. Mr. Riffle congratulated Mr. Rettinger and Mr. Boyer for being re-elected to the Triton Board of School Trustees.

Election of
Officers

Mr. Riffle requested nominations for President of the Board. Mr. Miller moved to elect Mrs. Barnhart as the President. Mr. Stichter seconded the motion and it carried unanimously.

Mrs. Barnhart requested nominations for the offices of Vice-President and Secretary. Mr. Stichter made a motion to elect Mr. Boyer as the Vice-President. Mr. Rettinger seconded the motion and it carried 5 – 0.

Mr. Miller moved, Mr. Rettinger seconded, and the motion carried unanimously, to elect Mr. Stichter as the Secretary.

Meeting Date,
Time & Location

Mr. Stichter moved, Mr. Miller seconded, and the motion carried 5 – 0, to continue having all regular meetings at 7:00 PM, on the second Monday of the month in the Administration Office, and to utilize the Jr./Sr. High School Media Center as the alternate location to allow for social distancing while COVID restrictions are in place.

Appointments:
Treasurer & Attorney

Mr. Boyer made a motion to appoint Mr. Tom McFarland as the Corporation Treasurer; and Mr. Timothy S. Shelly, Esquire, from the law firm Warrick and Boyn, LLP, 121 West Franklin Street, Suite 400, Elkhart, Indiana, as the Corporation Attorney. Mr. Stichter seconded the motion and it carried unanimously.

ISBA Delegate/
Legislative Liaison

Mr. Rettinger moved, Mr. Boyer seconded, and the motion carried 5 – 0, to approve Mr. Stichter as the ISBA Delegate/Legislative Liaison.

Student
Handbook

Mr. Miller made a motion to approve Mr. Rettinger as the Board representative on the Elementary Student Handbook Committee and on the Jr./Sr. High Student Handbook Committee. Mr. Stichter seconded the motion and it carried unanimously.

Textbook Adoption
& Board Policy Rep.

Mr. Stichter moved to approve Mrs. Barnhart to serve on the Elementary Textbook Adoption Committee, and the Jr./Sr. High Textbook Adoption Committee, and as the Board Policy Representative. Mr. Boyer seconded the motion and it carried 5 – 0.

Board
Salaries

Mr. Boyer moved, Mr. Stichter seconded, and the motion carried unanimously, to continue the annual salary of \$1,850.00 for Board Members and to grant Board members the option of signing a waiver allowing individual members to accept a lesser annual salary which is to be determined by the individual member.

Conflict of
Interest Forms

Mr. Riffle informed the Board that each of them will need to sign a Uniform Conflict of Interest Disclosure Statement. Administrators will also sign the forms.

Adjournment

Mrs. Barnhart declared the Reorganization Session adjourned at 7:08 PM.

* * * * REGULAR SESSION * * * *

Mrs. Barnhart called the Regular Session to order at 7:08 PM.

Consensus
Agenda

Mr. Stichter made a motion to approve accounts payable vouchers #2485 – #2632 in the amount of \$860,092.97, payrolls #25 – #26A in the amount of \$390,356.95, for a grand total of \$1,250,449.92; and to approve the minutes of the regular session that was held on December 14, 2020. Mr. Rettinger seconded the motion and it carried 5 – 0.

Patrons'
Comments

There were no patrons' comments.

Personnel

Mr. Riffle reported that the Athletic Director/Assistant Principal vacancy will be posted in January. He hopes to schedule interviews beginning in late February, and be able to present a recommendation to the Board for approval to hire the successful candidate by the April meeting.

Corporation Policy –
Second Reading

Mr. Boyer made a motion to approve the second reading on the Board Policy pertaining to Title IX claims of sexual harassment as recommended by NEOLA. The policy outlines the process that will be used to address claims of sexual harassment and identifies the officials that will be responsible for conducting investigations. Mr. Stichter seconded the motion and it carried 5 – 0.

Other
Business

Mr. Boyer moved, Mr. Miller seconded, and the motion carried unanimously, to approve the following:

- The Transfer Resolution to transfer \$895,000.00 (in increments of \$74,583.33 monthly) from the education fund to the operations fund which will enable the operations fund to be reimbursed for expenses that are not allocated to student instruction and learning under IC 20-42.5 for the period of calendar year 2020;
- The Resolution to transfer \$150,000.00 from the Operations Fund to the Rainy Day Fund;
- The End of Year Allowance of Transfers;

Mr. Stichter made a motion to approve the quote from Pro-Vision in the amount of \$7,074.00 to acquire camera systems for installation in the two new buses that are being purchased. Mr. Rettinger seconded the motion and it carried 5 – 0.

Mr. Riffle reported on discussion between the Administration and the Triton Teachers Association concerning the school calendar for the second semester of the 2020/2021 school year. He recommended that January 29, February 15, and April 23, 2021, be utilized as student make-up days, otherwise school will not be in session on these days. Mr. Miller moved, Mr. Rettinger seconded, and the motion carried unanimously, to approve Mr. Riffle's recommendation for student make-up days as previously stated.

Superintendent's
Report

Mr. Riffle identified the following core values that have been recognized since the previous meeting:

Continuous Improvement: As good as we are, we know that we can always achieve better results. We constantly try to find better ways of doing our work, and when we achieve our goals, we set higher targets.

Mr. Riffle stated that through communication with our staff and our social media outlets last week, Triton seeks continuous improvement in all areas in the new calendar year. Our theme for this year, using Jon Gordon's one word for the year would be, "BETTER", partially because his hope is that it will indeed be better, but also a promise that we too will continue to do our best to get better. We have managed a successful first semester and will commit to continue to get better at relationship building, communication, service, sportsmanship, instruction, and the list goes on. Action plans, accountability, professional development, and an intentional effort to improve our all-around service is our goal.

Shared Leadership: We work as a team. Each member provides essential leadership in support of our common goals.

Mr. Riffle reported that Mrs. Melissa LaShure provided the Triton School Corporation teaching staff and non-certified staff a timely reminder of the need for research based instruction, even in the midst of a mixture of instructional methods. "Executing Remote Teaching," from Kristina Smekens and Smekens Education, was used to marry the digital components of a research based lesson that could also easily be used with in-person instruction. The focus of the first lesson was harnessing the power of whole group instruction, being the coach in the room, but also remembering to support our scholars in the "I do, we do, you do process".

Superintendent's
Report (Cont.)

Social Responsibility: We ensure that we are good partners within our community and that our students and employees support local individuals and organizations. We demonstrate wise stewardship of public resources and ensure that our graduates are ready to shoulder their civic responsibilities.

Mr. Riffle thanked Miss Hadassah Chupp for continuing to serve on the Bourbon Town Council and for representing the Triton School Corporation student body in those meetings. We will begin the process of appointing a new member in the coming weeks. According to Mr. Young, Hadassah has agreed to stay to partner with and mentor the new delegate.

Accountability: Each person affiliated with the TSC system, including students, employees, parents/family members, and community stakeholders share accountability for our performance results and for providing personal best effort in support of our goals.

Mr. Riffle stated, "I want to thank our community for continuing to be a partner in mitigating the spread of the current virus." The Governor explained the next round of vaccines is being set aside for those that are most vulnerable to the virus, our aging population. The health department has indicated that educators and school officials are said to be included in the next round of vaccines.

High Expectations: Our learning organization requires that we maintain high expectations for one another and for self.

Mr. Riffle congratulated Miss Maddie Ritchison on receiving the honor of being named the Marshall County runner-up for the Lilly Scholarship. The Marshall County Lilly Scholarship is a full tuition, four-year scholarship to any university or college in the state of Indiana. An applicant must be one of the top ten in their class, have an SAT score of at least 1200, and be actively involved in community service. This year, 31 applications were submitted and a few applicants were chosen to be interviewed by a selection committee. Top finalists were selected by the Board of Directors of the Marshall County Community Foundation and then were finally submitted to Independent Colleges of Indiana to name a winner. Maddie has been working towards this scholarship since her freshman year and has been able to hold a GPA of 4.132, an SAT score of 1480, and has spent just over 400 hours of community service over the past four years. She plans on attending either the University of Notre Dame or Grace College to study accounting.

Evidence Based Decision Making: We make decisions after careful consideration of the most compelling research and data analysis.

Mr. Riffle stated, "The start to this year has been nothing short of challenging for everyone. Triton School Corporation received a waiver of our 180 day requirement, similar to the Performance Standard designation we received in the past. This allows us to meet accountability expectations with hours instead of the typical 180 mandated days. Due to the fact that our minutes that school is in session exceeds the states expectations by over 5,000 minutes, we are able to use a little more flexibility when we have a weather event or a mandatory shutdown. This is why I was able to make the recommendation to put days back in the calendar as possible make-up days, or days off, whichever is needed most at the time of the designated day."

Alignment: We are most successful when everyone in our learning organization works together to achieve common goals. We can enhance efficiency and effectiveness by achieving alignment across our system.

Mr. Riffle reported that Discussion/Leadership/Principal team meetings take place every month and in doing so, we continue to work together to build a high performing team, communicating what is on the departments agenda in each area (Teacher, Maintenance, Transportation, Food Service, Technology, Budget). These reports will now be provided to each Board member, as communicated last week, starting on Wednesday. This will assure the Board remains up to date with what is transpiring in each of these areas, and it will provide the Board an opportunity to seek information and clarification when/if needed.

Patrons' Comments

Mrs. Carol Anders, Reporter, asked if Mr. Riffle would repeat the Board members' names and the office that they hold on the Board. Mr. Riffle provided the information that was requested.

Building Reports

Mrs. Cook gave an update on events at the Elementary.

Mr. McKeand reported on events at the Jr./Sr. High School.

Mr. Riffle expressed his sincere appreciation to Mr. Orion Lemler and the Triton Trojans Sports Network Team for the time and effort that each of them contribute in filming numerous school activities and for posting the activities online for the community and family members to view.

Adjournment

There being no other business to come before the Triton Board of School Trustees, Mrs. Barnhart declared the meeting adjourned at 7:40 PM.

Mr. Steve Stichter, Secretary

Approved: February 8, 2021

President: *[Signature]*

Secretary: *[Signature]*

Kevin R. Boyer

Wen M. [Signature]

Ken Mill