

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

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

Finance Meeting, Reorganization & Regular Sessions

January 13, 2020

The Board of School Trustees of Triton School Corporation, Marshall and Kosciusko Counties, met for a Board of Finance Meeting at 6:50 PM, and for Reorganization and Regular Sessions at 7:00 PM, in the Administration Office, 100 Triton Drive, Bourbon, Indiana, on January 13, 2020.

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. Laura Baker – Corporation Secretary/Transportation Director; Mrs. Anita Haines – Corporation Receptionist; Mrs. Christine Cook – Elementary Principal; Mr. Robert Ross – Jr./Sr. High School Principal; Mr. Bruce Gephart – Maintenance Director; Mr. Terry Scott – Triton Bus Mechanic; Mr. Brandon Young and Mrs. Samantha Phenix – Triton Teachers; Mrs. Carol Anders – Reporter; Miss Kylee Anders and Miss Rachel Dempsey – Patrons; Mr. Russell Reichard, Miss Samantha Wolf, Mr. Jacob Verdugo, Mr. Ty Ferry, Miss Tiffaney Hughes, Miss Whytnie Miller, and Miss Brooklyn Patton – Senior Students.

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

The Board of Finance meeting was called to order at 6:50 PM.

- Elections Mr. Boyer made a motion to elect Mrs. Barnhart as the President of the Board of Finance and Mr. Stichter as the Secretary. Mr. Rettinger seconded the motion and it carried 5-0.
- Investment Report Mr. Riffle reviewed investments held by the Corporation and he stated that we have a total of \$4,894,503.01 in funds that are available. Mr. Boyer 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. Mr. Stichter seconded, and the motion carried 5-0.
- Adjournment Mr. Miller moved, Mrs. Barnhart seconded, and the motion carried 5-0, to adjourn the meeting at 6:55 PM.

****** REGULAR SESSION ******

Mrs. Barnhart called the Regular Session to order at 7:00 PM.

- Consensus Agenda Mr. Stichter made a motion to approve accounts payable vouchers #1354 – #1476 in the amount of \$928,753.66, payrolls #25 – #26 in the amount of \$449,305.84, for a grand total of \$1,378,059.50; and to approve the minutes of the regular session that was held on December 9, 2019. Mr. Boyer seconded the motion and it carried 5 – 0.
- Patrons' Comments There were no patrons' comments.
- Adjournment There being no other business to come before the Triton Board of School Trustees, Mrs. Barnhart declared the meeting adjourned at 7:02 PM.

* * * * REORGANIZATION SESSION * * * *

Mr. Riffle called the Reorganization Session to order and he requested nominations for Officers of the Board.

Election of Officers

Mr. Stichter moved to continue with the same slate of Officers as was in 2019, with Mrs. Barnhart as President, Mr. Boyer as Vice-President, and Mr. Stichter as the Secretary of the Board of School Trustees. Mr. Miller seconded the motion and it carried 5 – 0.

Meeting Date, Time & Location, Appointments, & Board Salaries

Mr. Stichter made a motion that all regular meetings continue to be held in the Administration Office at 7:00 PM, on the second Monday of the month; to approve the following appointments:

TREASURER: Mr. Tom McFarland as the Corporation Treasurer;

ATTORNEY: 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;

ISBA DELEGATE/LEGISLATIVE LIAISON: Mr. Stichter as the ISBA Delegate/Legislative Liaison;

STUDENT HANDBOOK COMMITTEE: Mr. Rettinger as the Board representative on the Elementary Student Handbook Committee and on the Jr./Sr. High Student Handbook Committee;

TEXTBOOK ADOPTION COMMITTEE: Mrs. Barnhart as the Board representative for the Elementary Textbook Adoption Committee, and for the Jr./Sr. High Textbook Adoption Committee;

BOARD POLICY REPRESENTATIVES: Mrs. Barnhart as the Board Policy Representative; and

BOARD SALARIES: 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.

Mr. Rettinger seconded the motion and it carried unanimously.

Conflict of Interest Forms

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

Adjournment

Mr. Stichter moved, Mr. Boyer seconded, and the motion carried 5 – 0, to adjourn the meeting at 7:07 PM.

* * * * REGULAR SESSION * * * *

Mrs. Barnhart called the Regular Session to order at 7:07 PM.

Personnel

Mr. Stichter moved, Mr. Rettinger seconded, and the motion carried 5-0, to approve the following personnel items:

- Accept the resignation of Mr. Curt Kreft as the High School Boys' Track Coach;
- Hire Mrs. Melissa LaShure and Mrs. Lana Hostrawser as the Fifth Grade Girls' Basketball Coaches (Note: This is one position that will be split evenly between them.);
- Approve utilizing the volunteer services of Mrs. Sandy Walter as a bus aide on Mr. Rich Walter's bus;
- Approve the maternity leave request of Mrs. Nicole Fender beginning on approximately May 4 and continuing through the end of the year, providing there are no complications prior to her leave commencing.

Corporation Policy – Second Reading

Subsequent to Mr. Riffle's recommendation, Mr. Boyer made a motion to approve the second reading and adoption of the revisions, replacements, and new Board Policies as recommended by NEOLA. Mr. Stichter seconded the motion and it carried 5 – 0.

Other Business

Mr. McFarland explained the reason for the end of year allowance of transfers and the necessity to have Board approval for these transfers, and he also explained how the rainy day fund is utilized.

- Other Business (Cont.) Mr. Miller moved, Mr. Stichter seconded, and the motion carried unanimously, to approve the following:
- The End of Year Allowance of Transfers;
 - The Transfer Resolution to transfer \$885,000.00 (in increments of \$73,750.00 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 \$80,000.00 from the Operations Fund to the Rainy Day Fund;
 - Purchase a 66 passenger bus in the amount of \$5,500.00 that we previously owned, (2008 Freightliner, bus #13) which had been approved to be traded in with the purchase of two new buses;
 - Purchase a diagnostic scanner for the bus garage in the amount of \$7,495.00;
 - Purchase a 15' Woods finish mower from Bane Welker Equipment in the amount of \$11,750.00;
 - The sixth grade request for an out-of-state field trip to Medieval Times in Schaumburg, Illinois, on March 13, 2020.

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 expressed his appreciation to the Bourbon Police Department for the partnership that we currently have with them, and for their willingness to work with our school corporation. He also thanked local businesses for being part of our reunification efforts and emergency safety plan.

Shared Leadership: We work as a team. Each member provides essential leadership in support of our common goals. Mr. Riffle expressed his appreciation to Mr. Mason McIntyre, Mr. Todd Zeiger, and Attorney Tim Shelly for working together to come up with a plan for moving forward with the Old Gym, a timeline for an RFP, and how best to work with our community in the process. We had an Old Gym Community Meeting on August 14th at 6:00 PM. In addition to a presentation, we allowed time for questions from the community. The timeline for the Request for Proposals was also presented. Proposals are due by 4:00 PM, on March 13, 2020. Proposals will be reviewed and a decision will be made by April 30, 2020. The decision could be acted upon at the May 11, 2020, School Board Meeting. In addition, Indiana Landmarks published a nice article recently asking for a Champion for the Old Gym. This was posted on our Facebook page to continue to remind interested individuals of the timelines for submitting an RFP to the Board. That deadline is March 13, 2020.

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 conveyed his gratitude to the K21 Foundation for their belief in us as a corporation, and what we are doing for our scholars, that they would be willing to invest \$75,000 in our corporation for the renovation of our tennis courts. We continue to seek grant funding for this project and others. We are thankful for our community partners for trusting us with this generous gift.

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. Both Triton Elementary and Triton Jr/Sr. High School was rated as meeting expectations in the most recent Federal Accountability Rating. State letter grades are still embargoed, but schools are expected to be officially held harmless due to the change in test and scores. We continue to have discussions on how best to continue to expand our inter-local agreement with the town to ensure the safety of our pedestrians and scholars as it relates to allowing our town law enforcement personnel jurisdiction on our campus.

High Expectations: Our learning organization requires that we maintain high expectations for one another and for self. At the District 2 DECA Competition today, members of our Triton DECA organization had their best showing yet in six years under the leadership of Miss Tracie Knisley, DECA Advisor! We are so proud of how hard each of these students worked this year to reach their goal of making it to the state competition. Please congratulate these students on a job well done! We had eight out of our nine competitors qualify for the state competition! Lilly Hubert and Madeline Ritchison received first place in "Hospitality Services". Tiffany Hughes was awarded second place in "Apparel and Accessories". Whytnie Miller placed third in "Human Resource Management". Fourth place was awarded to Anthony Stevens in "Sports and Entertainment Marketing", and Jordan Cox & Emma Lemler received fifth place for "Sports and Entertainment Marketing Team". Lokie Doll was awarded fifth place for "Business Services Marketing".

Superintendent's Report (Cont.)

When DECA was first established in 1947, the name DECA stood for 'Distributive Education Clubs of America'. However, as the organization has evolved over the years and gone beyond the original scope, the acronym has been dropped from use. DECA prepares emerging leaders and entrepreneurs in marketing, finance, hospitality and management in high schools and colleges around the globe.

Evidence Based Decision Making: We make decisions after careful consideration of the most compelling research and data analysis. We reported on data meetings before winter break. Interventions are now underway enabling us to continue applying assistance in the areas of data points that were retrieved earlier. Textbook Adoption decisions are being made to make the best choice for our scholars reading instruction. Our Community Wellness night which was held on Thursday night was informative. We will continue to refine the message for our community. We will be working with local experts to create a video that will specifically address both parents and students and how they can continue to be part of the solution to keep our community safe.

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. On January 6, the entire staff reviewed Emergency Preparedness Plans, Reunification Plans, Trojan PRIDE, The Trojan Way, expectations, discussed E-Learning, and how we can continue to love, care, and serve our community in 2020.

Patrons' Comments

There were no patrons' comments.

Building Reports

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

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

Adjournment

There being no other business to come before the Triton Board of School Trustees, Mrs. Barnhart declared the meeting adjourned at 7:34 PM.

Mr. Steve Stichter, Secretary

Approved: February 10, 2020

President: *Lee Barnhart*

Secretary: *Steve Stichter*

Kevin R. Boyer

Wesley M. A.

Kenneth W. Miller