

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

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

Executive Session & Regular Session

December 12, 2017

The Board of School Trustees of Triton School Corporation, Marshall and Kosciusko Counties, met in Executive Session at 6:30 PM, and in Regular Session at 7:00 PM, in the Administration Office, 100 Triton Drive, Bourbon, Indiana, on December 12, 2017.

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

Members Absent: None.

Others Present: Mrs. Donna Burroughs – Superintendent; Mr. Tom McFarland – Business Manager; Mrs. Anita Haines – Corporation Receptionist; Mr. Jeremy Riffle – Elementary Principal; Mr. Bob Ross – Jr./Sr. High School Principal; Mrs. Christine Cook – Data Assessment Coordinator/Administrative Assistant; Mrs. Susan Mullin, Mrs. Colleen Kitson-Perrin, and Mr. Ron Brown – Teachers; Mr. Benjamin Sanchez and Mr. Dana Wannemacher – Representatives from Barton, Coe, Vilamaa; and Mr. Steve Mullin – Patron.

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

Mrs. Middaugh called the Executive Session to order at 6:35 PM. All of the Board Members, Mrs. Burroughs, and Mr. Riffle were present at the Executive Session.

TOPICS OF DISCUSSION: Personnel as per I.C. 5-14-1.5-6.1(b)(9).

Adjournment

No other subject matter was discussed in the Executive Session other than the subject matter specified in the public notice. The meeting adjourned at 6:55 PM.

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

Mrs. Middaugh called the Regular Session to order at 7:00 PM. All of the Board Members and everyone listed in “Others Present” were present at the Regular Session.

Consensus
Agenda

Mrs. Barnhart made a motion to approve accounts payable vouchers #3675 - #3843 in the amount of \$390,601.72, payrolls #23 – #24 and the payroll for the teacher performance award in the amount of \$407,615.69 for a grand total of \$798,217.41; and to approve the minutes for the Executive Session and Regular Session that was held on November 13, 2017. Mr. Stichter seconded the motion and it carried 5 – 0.

Patrons’
Comments

There were no patrons’ comments.

Personnel

Subsequent to Mrs. Burroughs’ recommendation, Mr. Boyer made a motion to approve the following personnel items:

- Accept the resignation of Mr. Jeremy Riffle as the Elementary Principal, effective December 31, 2017;
- Appoint Mrs. Christine Cook as the Interim Elementary Principal for the period of January 1 through June 30, 2018;
- Approve the transition staffing plan at Triton Elementary School and stipends for additional duties, as per attached;
- Approve the request of Mrs. Colleen Kitson-Perrin to attend a study abroad class from May 18 – 26, 2018;

Personnel (Cont.)

- Accept the resignation of Mr. Robert Dodge as the Bus Mechanic, effective January 5, 2018; and
- Increase the hourly wages of Ms. Geri Newman as the School Nurse to \$26.22 effective on the January 5, 2018, payroll (Note: This pay increase is in place of the 1% salary increase for classified staff).

Mr. Boyer seconded the motion and it carried 5-0.

Corporation Policy –
First/Final Reading

Mrs. Burroughs recommended the Board adopt Policy 5330, Use of Medications, as also recommended by NEOLA. Adoption of this policy allows the Corporation to obtain prescriptions for and store emergency medications including Albuterol, Epinephrine and Naloxone and also allows these drugs to be administered by the School Nurse. Mr. Stichter made a motion to adopt the policy as presented, and this was followed by a second from Mrs. Barnhart. The motion carried unanimously.

Mrs. Burroughs identified proposed policy revisions as recommended by NEOLA. This is considered the first reading on the policies.

Other
Business

Mr. Miller made a motion to adopt the school calendar for the 2018/2019 school year as presented. Mrs. Barnhart seconded the motion and it carried 5-0.

Mr. Stichter moved, Mr. Miller seconded, and the motion carried unanimously, to approve the out-of-state field trip request for the sixth grade students to go to Medieval Times in Schaumburg, Illinois, on March 16, 2018.

Mr. Stichter moved to approve the quote of J Lane Flooring and Design to purchase and install carpet in the Administration Office in the amount of \$7,116.25. Mr. Miller seconded the motion and it carried 5-0.

Discussion occurred regarding the building project. Mr. Wannemacher presented the timeline for the project. Mr. Boyer made a motion to grant permission to advertise for bids for the building project and Mr. Stichter seconded the motion. The motion carried unanimously.

Following Mrs. Burroughs' request, Mr. Stichter made a motion to grant the Administration Office permission to advertise for copy machine leases. Mr. Miller seconded the motion and it carried 5-0.

Subsequent to Mrs. Burroughs' recommendation, Mrs. Barnhart moved, Mr. Miller seconded, and the motion carried unanimously, to adopt the resolution to transfer \$65,855.00 from the Transportation Fund to the Rainy Day Fund.

Mr. Stichter made a motion to accept all donations from the L. Michael Emenaker memorial contributions that have been/will be received as a result of his recent passing. Mr. Boyer seconded the motion and it carried unanimously. The Board expressed their sympathy and their appreciation for the generosity being shown by Mr. Emenaker's family.

Mr. McFarland provided an update on the 2018 Budget.

Mrs. Burroughs presented 'scorecard' data from the 2016/2017 school year which included info from ISTEP+ scores, IREAD, AP scores, etc.

Superintendent's
Report

Mrs. Burroughs identified how each of the following core values have been met since the previous Board meeting:

Continuous Improvement: Mrs. Burroughs stated this is the last Board meeting for her as Superintendent and she acknowledged Triton will be under new leadership in January when Mr. Riffle assumes the role of Superintendent.

High Expectations: Mrs. Burroughs commented that all of the Triton staff is great and they do a wonderful job!

Shared Leadership: The new alignment for leadership for second semester was identified as a core value. Mrs. Burroughs expressed her best wishes to Mrs. Cook and Mr. Riffle.

Social Responsibility: The fifth and sixth grade students along with the high school girls' basketball team participated in the "Feed My Starving Children" program. Mrs. Burroughs gave kudos to Mr. Ron Brown for his recent nomination to "Coaches Making a Difference" which is sponsored by the Rose Bowl Game, and presented by Northwestern Mutual, in conjunction with the National Football Foundation.

Superintendent’s
Report (Cont.)

Evidence-Based Decision Making: Mrs. Burroughs acknowledged Mr. Riffle being named as Superintendent as of January 1, 2018. She stated that he has a great mind and will make good choices for Triton School Corporation.

Accountability: All of the activities that have resulted from the partnership with Kosciusko Community Hospital was identified for the “accountability” core value.

Mrs. Burroughs expressed her appreciation to the Board for the privilege of serving as Superintendent of Triton School Corporation.

Patrons’
Comments

Mrs. Mullin presented a certificate to Mrs. Burroughs expressing gratitude for her service to Triton.

Building
Reports

Mr. Riffle provided an update on events at the Elementary.

Mr. Ross gave a report on events at the Jr./Sr. High School.

Mrs. Middaugh presented Mrs. Burroughs with a “Certificate of Completion” for her duties as Superintendent.

Adjournment

There being no other business to come before the Triton Board of School Trustees, Mrs. Middaugh declared the meeting adjourned at 7:35 PM.

Teresa L. Barnhart, Secretary

Approved: _____ January 8, 2018

President: _____

Secretary: _____
