

**FAIRFIELD COMMUNITY SCHOOLS
BOARD MEETING MINUTES
June 13, 2019**

President Marilee Keim called the meeting to order with all board members present.

Visitors were Megan Gingerich, Carla Hochstetler, Shanda Branneman, Teresa Zook, Tim Leer, Chris Mohrbach, Justin Schafer, Mark Hofer, Tracy Zook, Randy and Tracey DeShone, Jessica and Jason Dunlap, Brock Dunlap, Jack McKissick, Moses Trejo, Elaine Miller and Brian Willard.

Heather Goss FFA Teacher, Gavin Erb, Garret Dunlap, Garrett Roth, and Riley Richardson were recognized for receiving National Livestock Judging Qualifiers to compete in North Carolina at the National Contest in October. Garrett Roth and Gavin Erb were also recognized for making the All-State FFA Team.

Retirement Gifts were presented to James Baumgartner, Jane Yoder, Deborah McKissick, Nina Peery and Melissa Yoder. Retiree Charlotte Oswald was not present.

Treasurer Marla Steffen was recognized for receiving the 2019 IASBO Region 2 Treasurer of the Year award.

Interim Superintendent Bruce Stahly shared the following discussion items:

- a. Discussed the need for a G.O. Bond for \$2,000,000.00 for repair needs and minor construction projects.
- b. Discussed the need to begin a Fairfield Community Schools Comprehensive Site Development Study with an architectural firm that has site development expertise or a landscape architect for Fairfield Jr.-Sr. High School.
- c. Discussed the possibility of a 4th Kindergarten Section at Benton Elementary School using the current guidance office and removing a wall to enlarge space. This room is closest to other kindergarten classrooms.
- d. Discussed the 3-5 Year Technology Plan (1:1 Computers)
- e. Discussed the need for an additional Superintendent Administrative Assistant position.

Trent Hostetler made and Aaron Rink supported the motion to approve the following:

- a. Minutes of the May 9, 2019 Regular Board Meeting; the May 14, 2019 Public Hearing; and the May 23, 2019 Special Meeting
- b. Claims 33698 through 33989 in the amount of \$2,865,080.65; payroll claims in the amount of \$967,644.64.
- c. Approve Request for FMLA leave for Nadine Godfrey, Kindergarten Teacher at Millersburg Elementary-Middle School for August 19, 2019 through November 5, 2019.
- d. There were 32 professional leave requests
- e. Approve Resignations
 1. Candi Tobias – Sunshine Club Sponsor at Fairfield Jr.-Sr. High School
 2. Demi Hawkins – Volleyball Coach at Millersburg Elementary-Middle School
 3. Amanda Garman – Cafeteria Worker at Millersburg Elementary-Middle School
 4. Heather Fowler – Assistant Cafeteria Manager at Millersburg Elementary-Middle School
 5. Kristi Shearer – Cafeteria Worker at Fairfield Jr.-Sr. High School
 6. Jeff Ulrich – Varsity Assistant Basketball Coach at Fairfield Jr.-Sr. High School
 7. Alex Mast – Jr. High Football Coach at Fairfield Jr.-Sr. High School
 8. Amy Bertram – Principal at Fairfield Jr.-Sr. High School

9. Kelsey Todt – Counselor at Fairfield Jr.-Sr. High School
- f. Approve Transfers/Reassignments
1. Jessica Dunlap – from Athletic Secretary to Building Secretary at Fairfield Jr.-Sr. High School
 2. Larry Becker – from 100% Educational Assistant pay to 50% Secretarial position pay and 50% Educational Assistant pay at Fairfield Jr.-Sr. High School
 3. Sandra Miller – from Administrative Assistant to Teacher on Special Assignment at New Paris Elementary School
 4. Andrea Schoettle – from part-time Cafeteria worker at Millersburg Elementary-Middle School to full-time Title I Paraprofessional at New Paris Elementary School
 5. Jamie Estep – from Building Secretary at Benton Elementary School to District Elementary Social Worker
- g. Approve Employments
1. Justin Schafer – Teacher on Special Assignment at Benton Elementary School
 2. Jessica Gilreath – 6th Grade Teacher at New Paris Elementary School
 3. Emily Mercer-Nelson – Spanish Teacher at Fairfield Jr.-Sr. High School
 4. Rebecca Kaplan – Spanish Teacher at Fairfield Jr.-Sr. High School
 5. Collin Groves – English Teacher at Fairfield Jr.-Sr. High School
 6. Brock Treesh – School Counselor at Fairfield Jr.-Sr. High School
 7. Jennifer Johnson – School Counselor at Fairfield Jr.-Sr. High School
 8. Alyssa Zook – Life Skills Educational Assistant at Millersburg Elementary-Middle School
 9. Randy DeShone – Head Basketball coach at Fairfield Jr.-Sr. High School
 10. Lindsey Hepner – Educational Assistant at New Paris Elementary School
 11. Miranda Estrada – Night Custodian at Benton Elementary School
 12. Melissa Martin – Computer Paraprofessional at Millersburg Elementary-Middle School
 13. Ashley Cook – Special Educational Assistant at Millersburg Elementary-Middle School
 14. April Kauffman – ESL Teacher at Millersburg Elementary-Middle School /District Coordinator
- h. Approve non-renewal
1. Loretta Sholtey – Special Educational Assistant at Benton Elementary School

The motion passed unanimously. A copy of the professional leaves follows these minutes.

Assistant Superintendent Monica Kegerreis recommended the board approve the revision to 2019-2020 School Calendar including the phrase “subject to 2019-2020 teacher negotiations”. Greg Kitson made a motion supported by Sarah Elledge and the motion passed unanimously.

Monica also wanted it noted in the minutes that the graduation date for the Graduating Class of 2020 was moved from June 2, 2020 to May 31, 2020.

Assistant Superintendent Monica Kegerreis recommended the board approve the Kindergarten Social Studies Curriculum magazine subscription through 2021 of Let’s Find Out published by Scholastic. The textbook rental will increase the Kindergarten fees by \$6.00. Motion made by Trent Hostetler supported by Aaron Rink passed unanimously.

Assistant Superintendent Monica Kegerreis recommended the board approve the German Curriculum changes to Prima Plus, published in Germany to instruct German. Motion made by Greg Kitson supported by Aaron Rink passed unanimously. A copy of the German textbook list and cost follows the minutes.

Business Manager Phil Menzie recommended for approval renewing the Bonds in the form of Continuation Certificates for Marla Steffen, Corporation Treasurer \$225,000; Jill Erb, Deputy Corporation Treasurer \$225,000; Holly Stephens, Fairfield Jr-Sr High School ECA Treasurer \$75,000; and a Position Bond in the amount of a \$45,000 for three Elementary Building Secretaries at \$10,000 each and Athletic Director at \$15,000. Motion made by Trent Hostetler supported by Sarah Elledge passed unanimously.

Business Manager Phil Menzie recommended for approval the elementary grades K-5 textbook rental and fee amounts for 2019-2020 school year. Greg Kitson made a motion supported by Trent Hostetler to approve the recommendation. The motion passed unanimously. A copy of the textbook rental and fees follows the minutes.

Business Manager Phil Menzie recommended the board approve the purchase of a set of doors for the East (playground) side at Benton Elementary School from Central Indiana Hardware in the amount of \$25,110.01. Motion made by Greg Kitson supported by Trent Hostetler passed unanimously.

Business Manager Phil Menzie recommended the board approve the purchase of forty-three (43) projectors to be distributed across all three (3) elementary schools to be purchased from CDW-G in the amount of \$34,572.00; and the installation of these projectors by TeleData from Goshen for a total amount of \$25,608.85. Motion made by Sarah Elledge and supported by Greg Kitson passed unanimously.

Business Manager Phil Menzie recommended the minutes reflect we received the following Conflict of Interest Disclosure Statements:

1. Teresa Zook, principal at Millersburg Elementary Middle School, whose daughter has been hired as a paraprofessional.
2. Sarah Elledge, School Board member who is an employee of Rachel Wixey & Associates, the firm that supplies our sub teachers.

Interim Superintendent Bruce Stahly recommended the board approve the New Wage Scale for FJSHS Extra-curricular Treasurer. Motion made by Trent Hostetler and supported by Sarah Elledge passed unanimously. A copy follows these minutes.

Interim Superintendent Bruce Stahly recommended the board approve the new part-time Building Office Support Service position at Fairfield Jr.-Sr. High School. Motion made by Aaron Rink supported by Trent Hostetler passed unanimously.

Interim Superintendent Bruce Stahly requested board approval for the Student/Parent Handbooks for Benton Elementary School, Millersburg Elementary-Middle School, New Paris Elementary School, and Fairfield Jr.-Sr. High School. Motion made by Greg Kitson supported by Aaron Rink passed unanimously.

Interim Superintendent Bruce Stahly recommended the board approve the Technology Purchases for Year 1 of the Technology Plan pending approval of our request for a Common School Fund loan in the amount of \$215,000. Motion made by Sarah Elledge was supported by Trent Hostetler. The motion passed unanimously.

Interim Superintendent Bruce Stahly recommended the board approve the out-of-state field trip for Millersburg Elementary-Middle School 6th Grade to Camp Amigos, October 14, 2019. Trent Hostetler made a motion supported by Greg Kitson to approve the recommendation. The motion passed unanimously.

Motion made by Greg Kitson was supported by Aaron Rink to approve the following out-of-state/overnight trips:

1. Fairfield Jr.-Sr. High School's 2019-2020 list of potential overnight trips for various athletic teams who reach the upper level of IHSAA State;
2. Varsity & JV Volleyball teams overnight trip to Camp Amigos, August 9-10, 2019;
3. Cross-Country runners and parent chaperones plan to Cabin Camp the night before the 2019 Culver Academy Invitational in late September;
4. Spring of 2020 High School Track Teams plan to enter the HSR Indoor HS State Track Invitational as well and may need to stay overnight the night before or after the meet (depending on site and start times);
5. In July of 2020 Girls basketball will travel to the Adrian College Team Camp at Adrian, Michigan, for 1 or 2 nights of overnight stay.

The motion passed unanimously.

Interim Superintendent Bruce Stahly recommended the board approve the Affiliation Agreement Concerning Placement of Indiana State University Student Teachers with Fairfield Community Schools. Motion made by Trent Hostetler supported by Sarah Elledge passed unanimously.

Interim Superintendent Bruce Stahly recommended approval for two additional 1:1 Special Educational Assistant positions at Fairfield Jr.-Sr. High School. Sarah Elledge made a motion supported by Greg Kitson to approve the recommendation. The motion passed unanimously.

Interim Superintendent Bruce Stahly recommended the board approve the change of a positional name from Superintendent Secretary to Superintendent Administrative Assistant and increase the position from part-time to full-time. Trent Hostetler made a motion supported by Aaron Rink to approve the recommendation. The motion passed 3-2.

Extra-curricular contracts were signed for Johnnie Kauffman, Jared Miller, Timothy Scott Miller, and DJ Martz.

Upon proper motion and second the meeting adjourned at 7:29 p.m.

President

Vice President

Secretary

Member

Member