

Regular Board Meeting
Agenda
January 6, 2021
5:30 P.M.

1. Call to Order and Welcome
2. Oath of Office – Mr. Mike Lacey will swear in Jeff Burke, Christa Ellis, and Kevin Gideon
3. Board Reorganization
 - a. Election of Officers
 - i. Board President

Christa Ellis motioned for Christie Ogden to retain her position as President, motion was seconded by Kevin Gideon and carried 4-0

- ii. Board Vice-President

Kevin Gideon motioned for Christa Ellis to retain her position as Vice President, motion was seconded by Jeff Burke and carried 4-0

- iii. Board Secretary

Christa Ellis motioned for Jeff Burke to become Board Secretary. Motion was seconded by Kevin Gideon and carried 4-0

- b. Appoint Corporation Treasurer and ECA Treasurers
 - i. Set bonds for Treasurer and ECA Treasurers @ \$50,000.

Assigned Abigail Lindsey as Business Manager, Lori Wymer as Corporation/Deputy Treasurer, Sami Knipp as Elementary ECA Treasurer and Jennifer Engle as Jr/Sr HS Treasurer with bonds set at \$50,000. This motion was made by Jeff Burke and seconded by Kevin Gideon. Motion Carried 4-0

- c. Appoint New Castle Vocational Program Delegate

Christie Ogden motioned for Christa Ellis to maintain her role as New Castle Vocational Program Delegate. Motion seconded by Kevin Gideon and carried 4-0

- d. Appoint ISBA Delegate

Christa Ellis motioned for Christie Ogden to continue serving as the ISBA delegate. Motion seconded by Kevin Gideon and carried 4-0

- e. Appoint Corporation Attorney

Jeff Burke motioned to retain Mike Lacey as school attorney. This was seconded by Christa Ellis and carried 4-0

- f. Establish School Board Member Compensation @ \$2,000 (Paid June 15, December 15)

Kevin Gideon made the motion to approve school board member compensation at \$2,000 (\$166.67/month) to be paid out on June 15/December 15. Motion seconded by Jeff Burke and carried 4-0

- g. Establish Board Committees
 - i. Finance Committee

Jeff Burke motioned for Christie Ogden and Christa Ellis to serve on the finance committee. Seconded by Kevin Gideon and carried 4-0

- ii. Technology Committee

Christie Ogden motioned for Christa Ellis and Christie Ogden to serve on the technology committee. Seconded by Kevin Gideon and carried 4-0

- h. Establish Date, Time and Location for 2021 Regular Board Meetings
 - i. February 15, 2021
 - ii. March 15, 2021
 - iii. April 19, 2021
 - iv. May 17, 2021
 - v. June 21, 2021
 - vi. July 19, 2021
 - vii. August 16, 2021
 - viii. September 20, 2021
 - ix. October 18, 2021
 - x. November 15, 2021
 - xi. December 13, 2021

Jeff Burke motioned to have board meetings schedule on the dates listed above at 4:30 P.M. Seconded by Christie Ogden and carried 4-0

4. Approval of Agenda

Christa Ellis made a motion to approve the agenda. Seconded by Kevin Gideon and carried 4-0.

5. Consent Agenda

- a. Minutes – Minutes from December 2020

It was discussed that claims from December would be approved in February due to the earlier date of the school board meeting. Jeff Burke motioned to approve the minutes. Seconded by Christie Ogden and carried 4-0.

6. Reports

- a. Superintendent Report

Mr. Huber reported about the reopening of school, lower COVID cases, and a solid start to the semester so far. He discussed some upcoming meetings with the architect for the add-on to the track and the designer of the possible renovations to the new media literacy labs.

b. INDLS Report

Mr. Huber shared the demographics update from INDLS, detailing the breakdown of our virtual program and students enrolled in it.

7. New Business

a. 2021-2022 School Calendar Options

Mr. Huber shared that there was overwhelming support for Calendar option A and recommended we approve this calendar. Christa Ellis motioned for this recommendation. Seconded by Kevin Gideon and carried 4-0.

b. Resolution to Transfer funds from Education to Operations each month in 2021

Mr. Huber discussed this requirement each year since the Education Fund had been established. Mr. Huber recommended a monthly transfer of \$30,000 each month. Jeff Burke motioned in support of the recommendation. Seconded by Kevin Gideon and carried 4-0.

c. Permission to destroy records that are not required for record keeping

Mr. Huber asked for permission to destroy corporation or building level records in accordance with Indiana State Statute. He discussed how we had an abundance of records that were no longer required to maintain. Mr. Lacey, school attorney, agreed to send guidelines to the school to insure we're in compliance with state and federal law. Kevin Gideon made a motion to provide permission to complete this task. Seconded by Christa Ellis and carried 4-0.

d. Set mileage reimbursement rate-IRS \$.56/mile

Mr. Huber recommended we set the mileage reimbursement rate to match the IRS rate of \$.56/mile. Jeff Burke made the motion and Christa Ellis seconded. Carried 4-0

8. Personnel

a. Resignations

- i. Melissa Hampton, Nurse
- ii. Jaclyn Menchhofer, High School ELA
- iii. Kiersten Ramey, Aide

Christa Ellis made a motion to approve the three resignations listed above. Kevin Gideon seconded and carried 4-0.

b. Certified Recommendations

- i. Tracy Cox, HS English @ \$20,750 for 83 days (\$46,000 @ 184 days)
- ii. Naomi Robertson, High Ability/PE @ \$14,885.87 (\$33,000 @ 184 days)

Christa Ellis made a motion to approve the two recommendations listed above. Jeff Burke seconded and carried 4-0.

9. Adjournment

Kevin Gideon made a motion to adjourn the regular meeting. Seconded by Jeff Burke and carried 4-0.

Note: Immediately following the Regular Board Meeting we will reconvene for Board of Finance Meeting.

Board of Finance Meeting Agenda January 6, 2020

1. Election of Officers

- a. President – Board President will take nominations for President of the Board of Finance.

Christa Ellis motioned for Christie Ogden to maintain role as President of Board of Finance. Seconded by Jeff Burke and carried 4-0.

- b. Secretary – Board President will take nominations for Secretary of the Board of Finance.

Christie Ogden motioned for Christa Ellis to maintain role as Vice President of Board of Finance. Seconded by Kevin Gideon and carried 4-0

2. Investment Report

- a. Mrs. Lindsey will report to the board the financial report for 2020 for review.

Mrs. Lindsey reported on the financial health of Union School Corporation. We covered our financial indicators and discussed the increases in revenues we've seen over the last year. She discussed ending balances of funds from the close of December 2020.

Mr. Huber also discussed our tax rates in comparison to other districts in the county. Union was .08 less than Randolph Southern, and the lowest in the county.

- b. Approve allocation of interest earned in 2020 to Education Fund.

Christa Ellis motioned allocating interest earned in 2020 to the Education Fund. Seconded by Jeff Burke and carried 4-0.

- c. Approve designation of Deposits.

Jeff Burke motioned to maintain our same designation of deposits as in 2020 (Old National Bank and Northwest Bank). Seconded by Kevin Gideon and carried 4-0

3. Adjournment

Christa Ellis motioned to adjourn the meeting. Seconded by Jeff Burke and carried 4-0.

Christie Ogden, Christa Ellis, Jeff Burke, and Kevin Gideon present...Teresia Green absent.