

# UNION COUNTY/COLLEGE CORNER JOINT SCHOOL DISTRICT

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The Union County/College Corner Joint School District Board of Trustees met in regular session on Monday, January 14, 2019 at College Corner Union Elementary School, 230 Ramsey Street, College Corner, OH. Those Board members in attendance were: Darrell Harvey, Susan Kirkpatrick, Ben Caskey, Josh Garwood, Grace Atkins, Mike Sims, Jessica Ewing-Jones, Dave Hofmann and Mary Eversole.

<b>1. Fund Report</b>	
General Fund	\$ 626,642.86
Debt Service Fund	\$ 759,439.04
Retirement/Severance Bond Fund	\$ 5,592.48
Capital Projects Fund	\$1,303,409.83
Transportation Operating Fund	\$ 394,723.43
School Bus Replacement Fund	\$ 86,186.65
Local Rainy Day Fund	\$1,071,690.05
School Lunch Fund	\$ 104,477.52
Textbook Rental Fund	\$ - 20,045.59
<b>2. Bank Reconciliation</b>	
Komputrol Bank Statement	\$6,079,653.30
Bath State Bank Balance	\$6,079,653.30
Outstanding Deposit	\$ 75,200.00
Outstanding Checks	\$ - 341,591.23
<b>BALANCE</b>	<b>\$5,813,352.07</b>
<b>FUND BALANCE</b>	<b>\$5,813,352.07</b>

## BOARD MINUTES

### REGULAR SESSION

- 1. Call Meeting to Order and Roll Call**  
Vice-President, Mary Eversole, called the Board meeting to order at 7:00 pm.
- 2. Establish a Quorum and Pledge of Allegiance**  
Vice-President, Mary Eversole, established a quorum and led the Pledge of Allegiance.
- 3. Amend the Agenda**  
There were two amendments to the agenda, items 13 and 14.  
  
Motion: Josh Garwood                      Second: Darrell Harvey                      Carried: 8-0
- 4. Public Participation**  
There were no public comments at this time.

**5. Administrative Updates and Building Recognitions (CCUS, LES, UCMS, UCHS)**

Administrative updates were given by: Mrs. Connie Rosenberger, UCHS Principal, Mr. Ron Ross, UCMS Principal, Mrs. Kathy Sourbeer, LES Principal and Mr. Andy Brown, CCUS Principal.

Current enrollment per building: UCHS – 420, UCMS – 324, LES – 315, CCUS – 230.

**5A. Donations**

CCUS received the following donations:

- Trinity Church - \$1000 for snack milk
- Harmony Church - \$298 for snack milk
- Local Church members – 40 pairs of shoes
- Anonymous Donors - \$130 towards negative lunch balances
- St. Bridgets Catholic Church and the Junction – coats, hats and gloves

Motion: Dave Hofmann

Second: Ben Caskey

Carried: 8-0

**6. Consent Agenda**

The Board approved the consent agenda.

**A. Board Minutes**

Regular Session – December 10, 2018

Special Session – December 17 2018

**B. Claims Docket**

The claims for January, 2019, totaled \$2,606,954.14.

**C. Personnel**

**Hires**

Kyle Campbell, Volunteer Livestock Judging Coach

**UCMS/UCHS Coaching Recommendations**

Mike Minium – Volunteer Orienteering Club Coach for UCMS and UCHS

Josh Garwood – Volunteer Archery Club Coach, UCMS

Ryan Jones – Volunteer Archery Club Coach, UCMS

**2018-2019 and 2019-2020 Coaching Recommendations**

Please refer to the list of coaching recommendations included in your packet

Motion: Dave Hofmann

Second: Mike Sims

Carried: 6-0-2

## NEW BUSINESS

**7. Appointment of Corporation Treasurer and Recording Secretary to the Board – Jennifer Blakley**

The board unanimously approved the appointment of Jennifer Blakley as the corporation treasurer and the recording secretary to the Board.

Motion: Dave Hofmann                      Second: Darrell Harvey                      Carried: 8-0

**8. Appointment of Corporation Deputy Treasurer – Debbie Blevins**

The Board unanimously approved the appointment of Debbie Blevins as the corporation deputy treasurer.

Motion: Dave Hofmann                      Second: Susan Kirkpatrick                      Carried: 8-0

**9. Board Re-Organization**

The Board unanimously approved the nominations of:

- Mary Eversole to serve as the Board President.
- Josh Garwood to serve as the Board Vice-President.
- Dave Hofmann to serve as the Board Secretary.

Motion: Mike Sims                      Second: Susan Kirkpatrick                      Carried: 8-0

**10. Board Committee Assignments**

The Board unanimously approved the Board Committee Assignments. Attached is a copy of the Board Committee Assignments for 2019.

Motion: Dave Hofmann                      Second: Susan Kirkpatrick                      Carried: 8-0

**11. Annual Monthly Board Action Calendar**

The Board unanimously approved the Annual Monthly Board Action Calendar. Attached is a copy of the Board Action Calendar for 2019.

Motion: Darrell Harvey                      Second: Ben Caskey                      Carried: 8-0

**12. Proposed Board Meeting Dates**

The Board unanimously approved the Proposed Board Meeting Dates. Attached is a copy of the Board Meeting Dates for 2019.

Motion: Dave Hofmann                      Second: Josh Garwood                      Carried: 8-0

**13. Recommendation to Purchase School Busses**

Motion: Dave Hofmann                      Second: Josh Garwood                      Carried: 8-0

**14. Outstanding Checks**

The Board unanimously approved the outstanding check from CCUS ECA to be cancelled and placed back into the fund in which it was written.

Motion: Dave Hofmann                      Second: Susan Kirkpatrick                      Carried: 8-0

**15. Public Participation**

There were no public comments at this time.

**16. Superintendent's Comments**

- Superintendent Winchell welcomed the new Board members.
- Superintendent Winchell reminded the Board members that there would be a Board of Finance meeting following the regular session.
- Superintendent Winchell reminded the Board members that there would be an Executive meeting following the Board of Finance meeting.
- Superintendent Winchell commented on the Valic situation has been completed per Ryan Brown.
- Superintendent Winchell commented on the Budget Order and that everything was on par with what was discussed and approved.
- Superintendent commented on the ISBA School Safety Conference that was held on Friday, January 11, 2019.
- Superintendent Winchell commented on the ISBA/IAPSS referendum workshop to be held on January 31, 2019.
- Superintendent Winchell commented on the 2019-20 school calendar. Superintendent Winchell and the teacher union will meet on Monday, January 21 to review the calendar.

**17. Board Comments**

- Josh Garwood thanked Mary Eversole for stepping up and taking the President position.
- Mike Sims commented on the 2019-20 school calendar.

**18. Adjournment**

President, Mary Eversole adjourned the meeting at 7:50 pm.

# SCHOOL BOARD COMMITTEES

2019 (Adopted 1-14-19)

## Collective Bargaining

Ben Caskey  
Mike Sims

## Buildings & Grounds

Dave Hofmann  
Josh Garwood  
Mary Eversole

## Transportation

Darrell Harvey  
Dave Hofmann  
Mary Eversole

## Budget

Josh Garwood  
Darrell Harvey  
Mary Eversole

## Curriculum

Ben Caskey  
Susan Kirkpatrick  
Jessica Jones

## Policy

Ben Caskey  
Dave Hofmann  
Susan Kirkpatrick

## Technology

Josh Garwood  
Ben Caskey  
Mary Eversole

## ISBA Delegate Representative

Dave Hofmann

## Administrative Salaries

Darrell Harvey  
Dave Hofmann  
Grace Atkins  
Mary Eversole

## Non-Certified Pay

Josh Garwood  
Ben Caskey  
Susan Kirkpatrick  
Mike Sims

## Ohio Apportionment

### Formula Review

Ben Caskey  
Dave Hofmann  
Darrell Harvey

## Facilities/Debt

(Special committee for the purpose of  
new debt for facilities infrastructure  
improvements)

Dave Hofmann  
Josh Garwood  
Mary Eversole  
Mike Sims

## At-Large

Lynn Sheets (College Corner Local School  
District Superintendent)  
Union County Auditor

Additional committees may be formed as appropriate – some may be dissolved as appropriate.  
Board president fills in as necessary.

# UNION COUNTY COLLEGE CORNER JOINT SCHOOL DISTRICT BOARD OF SCHOOL TRUSTEES

## Annual Monthly Action Calendar 2019 (Adopted 1-14-19)

### January

- Regular monthly meeting at College Corner Union School (annually)
- Any re-elected and or newly elected board members are sworn in
- Reception to recognize any outgoing board members and welcome any incoming
- Board Re-organization
  - Elect officers for the year January to December 2019
  - Elect ISBA Delegate
- Appointments for the year January to December 2019
  - Consider a recommendation to appoint corporation treasurer
  - Consider a recommendation to appoint corporation deputy treasurer
  - Consider a recommendation to appoint recording secretary for board meetings
  - Consider a recommendation to establish dates, times, and locations of board meetings
- Annual meeting of the Board of School Trustees to organize as a Board of Finance
- Board of Finance Meeting
- Board Budget Committee meets
- Annual Conflict of Interest Disclosures
- Discussion regarding the subsequent school year school calendar
- Executive session to review Superintendent evaluation process and discuss progress on personal professional goals

### February

- Review Indiana/Ohio Joint Agreement and or Apportionment Formula
- Board Buildings and Grounds Committee meets
- Outstanding checks that are 2 years old to board for approval to receipt them back to fund originally drawn from

### March

- Budget – Discussion regarding a possible reduction in staff
- Executive Session to review teacher performance with building principals
- Technology Committee

### April

- Casualty Liability Insurance Renewal
- Consider Textbook Adoption
- Executive session to review Superintendent evaluation process and discuss progress on personal professional goals

## May

- Consider Student Fees
- Consider Student Handbook Revisions
- Consider lunch price revisions/food & dairy bids
- Executive session (second meeting of the month) to review performance of administrators – superintendent will have drafts of administrator evaluations completed by this time
- Executive session to review and complete superintendent's evaluation
- Reception for Corporation Retirees
- Senior Awards (or June – dependent on school calendar)
- Commencement (or June – dependent on school calendar)

## June

- ECA Recommendations
- Administrator contract renewals
- Budget – next calendar year budget process begins – review of budget calendar

## July

- Board of Finance Meeting

## August

- Welcome back meeting for teachers and staff – first teacher workday
- Board establishes deadline for accepting transfer tuition students

## September

- Budget – Continue review – Public Hearing
- Budget (pay next calendar year) – Adoption
- Reception to welcome new hires
- Indiana School Board Association (ISBA) – Indiana Association of Public School Superintendents (IAPSS) Fall Conference is usually held the last week of September

## October

- Report on ISTEP Results and School Grades

## November

- Board Curriculum Committee meets

## December

- Superintendent Reports on Securities and Exchange Commission Annual Disclosure

## **School Board Committees**

Collective Bargaining (meet as necessary)  
Buildings and Grounds (meet in February and as necessary)  
Ohio Apportionment Formula Committee (Meet in February)  
Transportation (Meet as necessary)  
Budget (Meet in July and as necessary)  
Curriculum (Meet in November and as necessary)  
Policy (Meet in November and as necessary)  
Administrative Salaries (Meet as necessary)  
Non-Certified Pay (Meet as necessary)  
Technology Committee (Meet in March)  
Facilities/Debt (Meet as necessary)  
ISBA Delegate Representative



**UNION COUNTY COLLEGE CORNER JOINT SCHOOL DISTRICT  
BOARD OF SCHOOL TRUSTEES**

**Calendar Year 2019 Board Meeting Dates and Locations**  
(Adopted 1-14-19)

**JANUARY 14**

College Corner Union Elementary School, 230 Ramsey Street, College Corner, OH

**FEBRUARY 11**

Union County High School, Room A-400, 410 Patriot Blvd., Liberty, IN

**MARCH 11**

Union County High School, Room A-400, 410 Patriot Blvd., Liberty, IN

**APRIL 8**

Union County High School, Room A-400, 410 Patriot Blvd., Liberty, IN

**MAY 13**

Union County High School, Room A-400, 410 Patriot Blvd., Liberty, IN

**JUNE 10**

Union County High School, Room A-400, 410 Patriot Blvd., Liberty, IN

**JULY 8**

Union County High School, Room A-400, 410 Patriot Blvd., Liberty, IN

**AUGUST 12**

Union County High School, Room A-400, 410 Patriot Blvd., Liberty, IN

**SEPTEMBER – Dates to be determined as per budget hearing and adoption requirements**

Union County High School, Room A-400, 410 Patriot Blvd., Liberty, IN

**OCTOBER 14**

Union County High School, Room A-400, 410 Patriot Blvd., Liberty, IN

**NOVEMBER 11**

Union County High School, Room A-400, 410 Patriot Blvd., Liberty, IN

**DECEMBER 9**

Union County High School, Room A-400, 410 Patriot Blvd., Liberty, IN

**JANUARY, 13, 2020**

College Corner Union Elementary School, 230 Ramsey Street, College Corner, OH

**Note:**

**MEETINGS BEGIN AT 7:00 PM UNLESS OTHERWISE ANNOUNCED**