

OREGON-DAVIS SCHOOL CORPORATION

Monday, February 18, 2013

Notice of School Board Work Session, 4:00 PM

**Oregon-Davis JR/SR High School, Room 202, 5990 North 750 East,
Hamlet, Indiana 46532**

1.0 Notice To Public

1.01 This is a Work Session For Board Members, there will be no opportunity for public comment. Attending: Mr. Lawrence, Mr. Hayes, Mrs. McIntosh, Mr. Nagai, Mrs. Budka, Dr. Disney, Mrs McLiver, Mrs. Salazar and Mrs. Miller.

2.0 Agenda

2.01 Call session to order - Mr. Lawrence called the meeting to order. This is a work session for the board to have the opportunity to discuss items. No votes will be taken on items. It was recommended to Mr. Lawrence and Dr. Disney by Mr. Kaminski to look at the 1.0 - 2.0 format for the agenda, so this agenda was created using that format. Board members submitted topics to be discussed.

2.02 Legislative Update and Discussion - Mr. Nagai recently met with local legislators, Mr. Dermody, Mr. Arnold, Mr. Gutwein and Mr. Charbonneau. He had conversations about school funding, Full Day Kindergarten, and education spending. Restoration of small school grant will not happen this session. Mr. Nagai strongly urged the other board members to stay in contact with the legislators, he will email them the contact information. He also felt it would be beneficial to invite them up to this area to attend functions and visit our school. He also said there seems to be a lot of bi-partisan support to either revise or remove the A-F performance reports.

Mr. Lawrence attended a legislative session in Michigan City where full - day kindergarten funding was discussed. The legislators all said they wanted more money to go to education. Majority of discussion came from teachers, that they are tired of being made out to be the bad guys.

When the legislators hear from multiple board members they listen. Dr. Disney will be sending the board legislative updates to read.

2.03 Review of Vision and Mission Statements - Vision statement was read. The mission statement was revised about five years ago. Mr. Nagai's idea was to get the staff together for discussion and team building, to take advantage of our small size and not have such a formal structure with an agenda. Dr. Disney offered that as we hire a new principal that the board and administrators have a board retreat. Mr. Lawrence

said he liked the idea of having all the staff get together but he felt that having a retreat first to make sure the board and administrators were united would be a good place to start.

2.04 Review of UniServ Director Letter of Commitment to Communications - In the letter it talked about two things. The Teacher's Association had some concerns with a teacher at a board meeting that was not coinciding with the chain of command, and that communication was a two-way street. In the future at board meetings Mr. Borrelli and Mrs. Max will serve as the spokesperson for the Oregon-Davis Teachers Association. Teachers have a process to go through to have their concerns heard that is part of the teachers contract and board policy. Mrs. McIntosh asked how they could go forward with the team building without being in violation of the teacher contract. Dr. Disney offered that after the new principal is on board that in that retreat ask the UniServ Director and the Teachers Association President and representatives to join in the meeting to get them involved in what the board has in mind. That would be the appropriate way to start. After those team building relations with the board and administration ask Mr. Borrelli to join in and generate ideas that can be shared with the representatives and let them share with the teachers. An ideal time to have the teachers to join in a social setting would be at the start of the school year when the new teachers are here just before school starts. Board members were asked to look at their calendars and offer dates that they would be available for either an all-day retreat or a two day retreat. Use the retreat as a planning meeting to get to the meeting with staff. Mrs. Budka suggested that having the retreat off-site will allow them to team build among themselves and be able to discuss ideas without interruption. Teacher discussion is held monthly for the staff to talk about the issues that they are interested in, having problems with, etc.

2.05 Review of 2012 Fund Balances - A review of where the corporation finished financially for 2012. There are two snapshots that need to be looked at in school finance, January 1-December 31 and also look at July 1st to June 30th. Although we are looking at a twelve month budget you are looking at two different budgets, meaning that our fiscal monies are a calendar year but we are budgeting for a school year. June 30th is an important date because we are building the next school year's budget but we can see how we finished the first six months of the year. A discussion followed explaining the biggest funds used and a review of the General Fund, Debt Service, Retirement, Capital Projects and Bus Replacement, Transportation, Lunch Fund balances as of December 31, 2012. What expenses can come out of each fund and where that fund's revenue comes from was also reviewed. Questions were raised about how much fuel is used each year and how much storage we have. In future board agenda we will establish an energy committee to look at issues such as this. Bus Replacement Fund is on a 12 year replacement cycle. Typically we make a bus purchase at this time of year. That was postponed until last winter because we did not know last year if the referendum would pass and how long the school would be here. The Corporation is now stable and will continue to function. Mr. Ferch will come in next

month to go over the specifications for the next bus purchase which will be a special education bus.

That is a snapshot of where the corporation stands, it was better than projected. Fund 630 is post-retirement severance. Mr. Pletcher is looking at this fund to see if it is properly funded.

2.06 2013 Budget Order Status - Last year when the referendum was passed we guaranteed a tax rate not greater than 99 cents. The corporation has received its 1782 notice, and Dr. Disney just received notice from the DLGF that the budget orders have been finished. As long as the budget order is approved the corporation should be looking at a tax rate of 96 cents.

2.07 CPF, Discussion and Review of Short and Long Term Needs - Future projects that need to be discussed and prioritized. Diving Boards- are not able to be used, waiting on estimates. Replacement will have to meet all Federal, State and ADA requirements.

Item that will need immediate attention is boiler replacement. Only two are operating in the high school and hopefully will make it through the winter. Dr. Disney would like to call in DA Dodd to look at the project and give us some options. When the refinancing occurred, \$250,000 was set aside and put in the account for the sole purpose of replacing this boiler.

Soccer field - needs to be re-seeded, sprinkler system needs to have new heads put on and a timer system for watering, and be put on a maintenance cycle. We need to get 3 quotes to explore options.

Bleachers - In 2008 new building codes went into effect for bleachers. The bleachers need to be inspected and it needs to be determined if they can be updated to meet code and ADA requirements.

Another item is the track will need to be resurfaced at some point in time.

2.08 Review of Climate Study - Mrs. McIntosh had concerns in regards to the study and asked for other board members comments. Discussion followed on the way items were rated. This was taken from a report that LaPorte used. Mrs. McIntosh felt that those that voted undecided were not positive. The items that are reporting low 3's and below are the items that we should be concerned about and needs improvement. Mr. Hayes asked if this could be used as a baseline. Use of the same survey at the same time next year for comparison so goals could be set. Principals could then use this as a tool to see how they are meeting their goals. Mr. Nagai would be interested in seeing the results from another district.

2.09 Enrollment Trending - Facilities need to be maintained to attract new students. Enrollment trends - we have 52 students living in our district that go to John Glenn. Out of that 52 we have 5 that have parents teaching there. We have 10 that go there to play football out of those 10 they have 3-4 siblings. On the flip side we have 38 students

coming from other districts. Out of those 38 students we have 4 that have parents working here. We are about even or plus side when you compare. The real problem is that in 2008-2009 our Kindergarten enrollment dropped from 54 to 31. What we thought would be a one-time blip did not come back up. The good news is we projected the elementary to be 286, it came in at 297. We projected the high school to be at 297 and it came in at 291. Overall we were projecting 583 enrollment we came out at 588. These are our fall numbers on ADM count days. Dr. Disney mentioned he hoped everyone on the board would commit to attending the study council on Rural America Brain Drain. Dr. Disney encouraged the board to consider the transfer of property to the town to get the new fire station built, then committing to cleaning up Hamlet and working to find ways to get more housing in the area. We need to maintain the students we have. Mr. Nagai asked about forming committees to work on various topics the board feels are important. This can be placed on the agenda of a regular board meeting. Committees that were suggested were: Enrollment/marketing, transitioning, budget and finance-to see what we are doing with our money, community and government relations, energy.

A board member can chair each committee.

2.10 Elementary Transition to JR/SR High School - More information needs to be distributed about New Tech so we don't lose children from elementary to Jr/Sr High School. Mr. Bennett wants to have a transition meeting this spring for students and parents.

2.11 Discussion of Marketing - In the past we paid for radio ads on WKVI, passed out flyers outside of our district and we plan to continue this practice. We need to have basic information of what we offer and showcase the successes of our graduates. We need to be sure to get our information out to the media. We need to recognize our kids for the good things they do. Mr. Lawrence mentioned another district that wrote a grant for a community outreach person that handles publicity.

2.12 Staffing Needs and Search Process Reporting

2.13 Inclement Weather Delays and Cancellations

2.14 Adjournment - Mr. Lawrence asked for a recess which passed 5-0. When the meeting reconvened, Mr. Lawrence asked that they conclude the work session and include items not covered in the report section of the regular board meeting. Mrs. Budka made a motion to adjourn this meeting. Mr. Hayes seconded the motion. Motion carried 5-0.

Kurt Hayes, Secretary

Minutes recorded by Julie McLiver