AGENDA:

EASTERN HOWARD SCHOOL CORPORATION
221 West Main Street, Suite One * Greentown, Indiana 46936-1118 * (765) 628-3391 * FAX (765) 628-5017

School Board Meeting
Thursday, July 8, 2004
7:00 p.m.
221 West Main Street, Suite One

<u>EHSC Board – Organizational Meeting</u>

a.	Administration of Board Oath (s)	
b.	Election of Officers	Board
c.	Corporation Treasurer/Bond	Healy
d.	Corporation Assistant Treasurer/Bond	Healy
e.	School Treasurers/Bonds	Healy
f.	Corporation Attorney	Healy
g.	Time/Day Schedule for 2004 – 2005 Board Meetings	Healy

1. Minutes: June 10, 2004

2. Patron Comments

3. EHSC Business

a.	Project Update	Healy
b.	Replay Trainer Contract 2004 – 2005	Healy
c.	Disposition of Property	Vester
d.	**2004 – 2005 Tuition (Recommendation)**	**Vester**
e.	**2004 – 2005 Lunch Prices (Recommendation)**	**Healy**
f.	Fundraisers	Healy
g.	Facility Requests	Healy
h.	Personnel	Healy
i.	Donations	Healy
j.	Corporation Update	Healy

4. Vouchers/Claims

5. Board Comments

6. Adjournment

An Executive Session of the Board of School Trustees of Eastern Howard School Corporation will be held immediately following the regular session at the Corporation Office, 221 West Main Street, Suite One, Greentown, Indiana.

The Executive Session is called to train school board members with an outside consultant pursuant to IC 5-14-1.5-6.1(b)(11).

EASTERN HOWARD SCHOOL CORPORATION

221 West Main Street, Suite One
Greentown, IN 46936-1118

MINUTES

The Eastern Howard School Board met Thursday, July 8, 2004 at the Eastern Howard School Corporation Administration Office at 7:00 p.m.

Mr. Mark Lantz, President, opened the meeting with the pledge to the American flag. Mr. Lantz offered prayer.

EHSC Board – Organizational Meeting

Administration of Oath

Mr. Mark McCann, Eastern Howard Corporation Attorney, led Mr. Mark Lantz in the administration oath of office per IC Code 20-5-3-1.5 Oath of Members. (Mr. Bill Heck and Mr. Paul Hubbard had previously affirmed their oaths with the Clerk of Howard County – Ms. Mona Myers.)

Election of Officers

Mr. Lantz opened the floor for nominations for the office of President: Mr. Bill Heck nominated Mr. Larry Hinesley, seconded by Mr. Paul Hubbard. Mr. Rex White nominated Mr. Mark Lantz, seconded by Mr. Larry Hinesley. Mr. Hubbard moved the nominations be closed for the office of President. Seconded by Mr. Rex White. Carried. 5-0
Vote: Mr. Hinesley (1); Mr. Lantz (3 – 1 abstention – ML). Mr. Mark Lantz will serve as President.

Mr. Lantz opened the floor for nominations for the office of Vice-President. Mr. Lantz nominated Mr. Rex White, seconded by Mr. Hinesley. Mr. Heck moved the nominations be closed for the office of Vice-President. Carried 5-0
Vote: (4 – 1 abstention – RW). Mr. Rex White will serve as Vice-President.

Mr. Lantz opened the floor for nominations for the office of Secretary. Mr. Hinesley nominated Mr. Bill Heck; Mr. White nominated Mr. Hinesley. Mr. White moved the nominations be closed for the office of Secretary. Seconded by Mr. Lantz. Carried 5-0
Vote: Mr. Heck (2); Mr. Hinesley (3). Mr. Hinesley will serve as Secretary.

Corporation Treasurer/Bond

Dr. Healy recommended Ms. Teresa Vester to be appointed Eastern Howard School Corporation Treasurer with a bond of $500,000 for the period of July 1, 2004 through June 30, 2005. Motion BH/RW. Carried 5-0

Corporation Assistant Treasurer/Bond

Dr. Healy recommended Ms. Jennifer Smith to be appointed Eastern Howard School Corporation Deputy Treasurer with a bond of $100,000 for the period of July 1, 2004 through June 30, 2005. Motion PH/BH. Carried 5-0

School Treasurers/Bonds

Dr. Healy recommended Ms. Dana Brovont to be appointed Eastern Elementary School Extra-Curricular Treasurer and Ms. Deborah Lavengood to be appointed Eastern Jr./Sr. High School Extra-Curricular Treasurer, each with a bond of $100,000 for the period of July 1, 2004 through June 30, 2005. Motion LH/RW. Carried 5-0

Corporation Attorney

Dr. Healy recommended Mr. Mark McCann be re-appointed Corporation Attorney for the period of July 1, 2004 – June 30, 2005. Motion RW/LH. Mr. Heck inquired if this position was to be advertised annually? Discussion was held. Carried 5-0. Mr. Mark McCann will serve as Eastern Howard School Corporation Attorney for the period of July 1, 2004 – June 30, 2005. (See attached.)

Time/Day Schedule for 2004 – 2005 Board Meetings

Dr. Healy recommended tentative dates for the 2004 – 2005 Board Meeting Schedule as follows:

EASTERN HOWARD SCHOOL CORPORATION

Board Meeting Schedule

2004 – 2005

Date	Day/Time
July 8, 2004	Thursday/7:00 p.m.
August 10, 2004	Tuesday/7:00 p.m.
September 7, 2004	Tuesday/7:00 p.m.
September 14, 2004	Tuesday/7:00 p.m.
October 12, 2004	Tuesday/7:00 p.m.
November 9, 2004	Tuesday/7:00 p.m.
December 14, 2004	Tuesday/7:00 p.m.
January 11, 2005	Tuesday/7:00 p.m.
February 8, 2005	Tuesday/7:00 p.m.
March 8, 2005	Tuesday/7:00 p.m.
April 19, 2005	Tuesday/7:00 p.m.
May 10, 2005	Tuesday/7:00 p.m.
June 14, 2005	Tuesday/7:00 p.m.
July 7, 2005	Thursday/7:00 p.m.

Motion LH/BH. Carried 5-0

Minutes

Mr. Lantz stated that he had reviewed the regular session minutes of the June 10, 2004 meeting and recommended to accept the minutes as read. Motion PH/RW.
Carried 4 - 1 abstention - BH

Patron Comments

None

Eastern Howard School Corporation

Projects Update

Dr. Healy reviewed project items as follows: **1)** Dr. Healy presented a "sample of track surface"; **2)** Reviewed cost sheet for track/bleacher/tennis project (see attached); **3)** Elementary north sidewalk is complete; **4)** High School and Middle School Offices will be re-carpeted; **5)** High school training room re-tiled; **6)** Eastern Jr./Sr. High School Administration Office/Guidance Sign; **7)** Portables to be moved the week after the fair; **8)** Athletic Wall **-** Picture replacement to uniform size and more informational; **9)** Tennis courts lights need repair. Discussion was held on various items. Mr. Lantz inquired about signs to regulate track use. Mr. Hubbard voiced concern in reference to proper use of the track. Dr. Healy commented that the large gates would be secured and signs posted defining use. Mr. Hubbard asked Dr. Healy to explain the Bond Issue that is funding the Athletic Complex Project? Dr. Healy explained that by refinancing the 1999 Bond at a much lower interest rate, the corporation was able to acquire $311,000; and this is money that is being used for the project. Dr. Healy explained that by refinancing it did not increase the tax rate; nor did it change the time frame on the bond. Mr. Heck asked about criteria for Athletic pictures? Dr. Healy commented that the Athletic Council has set criteria for the picture wall. Mr. Heck asked about the condition of classroom equipment? Dr. Healy explained that one or two classrooms are scheduled for replacement each year. Dr. Healy stated that last year new tables and chairs were purchased for the Jr./Sr. High School Cafeteria. Dr. Healy commented that CPF budgets are extremely tight.

Replay Trainer Contract 2004 - 2005

Dr. Healy recommended to hire Replay Physical Therapy for the athletic training services contract for 2004 – 2005 (see attached). Motion PH/RW. Carried 5-0

Disposition of Property

Ms. Vester requested permission (per IC 5-22-22) to sell publicly or privately and/or transfer or destroy items (see attached) that were moved from the Elementary portables to storage units. Discussion was held. Motion ML/RW. Mr. Heck questioned the motion that was on the floor? Ms. Vester explained the interpretation of the Indiana Code. Dr. Healy commented that these items would be presented to the public for purchase at a nominal charge. Mr. McCann stated that these items, per Indiana Code, needed to be determined of no value or no use to the corporation. Motion clarified. Carried 5-0

2004 – 2005 Tuition Recommendation

Ms. Vester reviewed the following:

The following information reflects our Operating Cost, ADM, Per Capita Cost and State Tuition Support history for the past two (2) years.

School Year	Total Operating Costs	ADM	Per Capita Cost	State Tuition Support	Tuition Charged
2001-02	$7,744,086.37	1296.5	$5,973.07	$3,415.25	
2002-03	$7,148,958.02	1285.5	$5,561.23	$3,477.29	
2003-04	$7,222,198.04	1296.0	$5,572.68	$3,459.26	see below

Following is a breakdown of the actual cost vs. tuition charged for 2003-04 and Recommended Tuition to be charged for the 2004-05 School Year:

Class of School	2003-2004 Tuition Charged	2003-2004 Actual Costs	Difference	**Recommended 2004-2005 Tuition**
Jr./Sr. High School	$2,400.00	$2,133.72	$266.28	**$2,400.00**
Elementary (4-6)	$2,300.00	$1,812.31	$487.69	**$2,300.00**
Elementary (1-3)	$1,800.00	$1,383.78	$416.22	**$1,800.00**
Kindergarten	$900.00	$691.89	$208.11	**$900.00**

It is also recommended that daily tuition rates be set as follows:

	INCLUDED IN ADM	NOT INCLUDED IN ADM
Kindergarten	$6.00	$15.00
Grades 1 - 12	$12.00	$31.00

Motion PH/BH. Carried 5-0

2004 – 2005 Lunch Prices

Dr. Healy reviewed lunch/cafeteria expenses for the 2003 – 2004 school year. (See attached.) Dr. Healy recommended raising the cost of the "Type A" lunches as follows:

$ 1.75 (Elementary student lunch)
$ 2.25 (Jr./Sr. High student lunch)
$ 2.75 (Adult lunch)

Dr. Healy noted that the last increase in lunch prices was in 2001. Motion RW/PH. Discussion was held. Mr. Lantz asked if the percentage of adult lunches served at the Jr./Sr. High could be determined? Carried 5-0

Fundraisers

Dr. Healy recommended fundraisers as follows: **1)** Mr. Pete Sampson, Eastern Band Director, is requesting to sell frozen food items during the month of August 2004. Proceeds will go to the Band Fund to help with expenses throughout the next school year. Motion ML/RW. Carried 4 - 1 abstention – PH

Facility Requests

Dr. Healy recommended facility requests as follows: **1)** Mr. Pete Sampson, Eastern Band Director, is requesting use of the Eastern Howard Performing Arts Center, Saturday, November 20, 2004 and Sunday, November 21, 2004 to host the All-Region Honor Band. *(Mr. Sampson is requesting that rental fees be waived since Eastern students will be participating)*; **2)** Mr. Alan Wyant, Greentown Lions Club, is requesting permission to use the Eastern Howard Performing Arts Center, *(in case of inclement weather)*, Sunday, July 11, 2004, 6:00 p.m. to hold the Community Choir Service; (Dr. Healy requested that during the week of the Howard County Fair that the school facilities be used, if necessary, in case of inclement weather; **3)** Blondies Cookies, Inc., is requesting use of freezer space July 15 – August 1, 2004. Mr. White moved to approve the facility requests as stated and to give Dr. Healy authorization to determine a fair rate to charge for the use of the freezer space. Motion RW/BH. Carried 5-0

Personnel

Dr. Healy recommended personnel items as follows:
1) Ms. Stephenson recommended Ms. Amy Warnock to be hired as Eastern Elementary School teacher, effective Monday, August 16, 2004. Motion BH/RW.
Carried 4 – 1 - abstention – PH
2) Mr. Matas recommended Mr. Oral Crawford to be hired as Eastern Jr./Sr. High School English/Language Arts teacher, effective Monday, August 16, 2004.
Motion BH/PH. Carried 5-0

3) Mr. Matas recommended Ms. Catherine Costello to be hired on a temporary contract for Ms. Kim Patterson and Ms. Shelby Rooze, Eastern Jr./Sr. High School English teachers during their leave of absences. Mr. Matas recommended Ms. Christina Coghill to be hired on a temporary contract for Ms. Laura Walls, Eastern Jr./ Sr. High School Math teacher, for the first semester of the 2004 – 2005 school year.
Motion RW/LH. Carried 5-0
4) Mr. Dick Moor, Eastern Jr./Sr. High School custodian, is submitting his letter of resignation effective Monday, June 28, 2004. Motion LH/RW. Mr. Hubbard commented on Mr. Moor's service as an excellent employee. Carried 5-0
5) Mr. Matas recommended Ms. Lucinda Moss, Eastern Jr./Sr. High School Special Ed. paraprofessional, to be hired as a paraprofessional for the Eastern Jr./Sr. High School summer school courses, June 1 – June 25, 2004; Ms. Heather Hutchinson, Eastern Summer Swim Coordinator, recommended (see attached) as 2004 summer swim assistants; Mr. Tom Everett, EHS Weight Room Coordinator, recommended Mr. Michael Kantz for weight room staff for the summer term.. Motion BH/LH. Carried 5-0

Donations

Dr. Healy presented one donation as follows:

- Dr. Thomas K. Capozzoli - $ 200.00 – EHS Athletic Fund

Motion to accept stated donation: Motion PH/BH. Carried 5-0

Corporation Update

Dr. Healy stated he and Ms. Vester had been working on the 2005 Budget. Dr. Healy stated the credit card system would be "piloted" at the Jr./Sr. High School. The credit card equipment will be leased; this will enable us to evaluate use and determine if we will continue to offer this payment option. The "charge pilot" option will be initiated this fall.

Mr. Heck suggested doing a cost/analysis report of book fee payment, etc. Dr. Healy remarked that the charge option would make payment more convenient for parents/guardians.

Vouchers/Claims

Mr. Lantz stated that he had reviewed two payroll dockets in the amount of $ 287,226.86 - (6/15/04); and $ 234,343.05 - (7/1/04); and two claim vouchers in the amount of $ 1,349,299.63 – (6/30/04); and $ 528,462.99 – (7/8/04) and made the motion to approve. Motion ML/LH. Carried 5-0

Board Comments

Mr. Hinesley welcomed Mr. Heck and Mr. Hubbard to the Board.

Mr. White welcomed Mr. Heck and Mr. Hubbard to the Board and thanked patrons for their attendance.

Mr. Heck stated that he thought that it was a positive move to have patron comments at the beginning of the Board meeting. Mr. Heck asked if it would be possible to have a "Board Packet" conveniently located in the administration office for public information for those who wish to review items, other than just the Board Agenda outline? Dr. Healy reinforced Mr. Heck's request by stating that a "Board Packet" would be placed in the administration office for patron review. Mr. Heck remarked that it would be good to add teacher comments to the Board Agenda. Dr. Healy stated that he and Mr. Kantz met on a regular basis (every two weeks) to review any items of interest/concern. Mr. White agreed that it is a positive idea to have a teacher representative attend the meetings.

Mr. Hubbard stated that it would be good to have patron comments at the end of the Board meetings in addition to the beginning. Mr. Hubbard expressed his appreciation for the opportunity to serve on the Board and that he did not pursue being a Board Member because he had any hidden agendas. Mr. Hubbard remarked that things are going great. Mr. Hubbard stated that he had reservations about making this comment, but that it will not affect his working as a Board member by any election signs that were put in yards; he is serving for the kids, as he has for the last forty years. Mr. Hubbard stated that he was anxious to work and do whatever he could.

Mr. White commented, based on Mr. Hubbard's statement, that he wanted to make it public record that he has nothing against Mr. Hubbard or Mr. Heck by not putting their election signs in his yard.

Mr. Lantz thanked those for attending the meeting. Mr. Lantz commented that tonight's agenda was not the typical agenda, but we have changed the agenda to focus on each building, and as school begins, you will see reports and updates from the individual principals, who actually oversee their buildings. If there are teacher issues, the principals are in charge of managing their buildings and they will come to the Board and bring any concerns to the Board's attention. The agenda you will see in the fall is different from the one that we followed at this evening's meeting. Mr. Lantz stated that he is looking forward to working with everyone. Mr. Lantz stated that he believes the lack of patron comments at the Board meetings is a good sign that the community is trusting the Board to make the right decisions. Mr. Lantz encouraged the public/press to attend meetings this fall when the budget will be reviewed. Mr. Lantz stated that it was important to acquire an understanding for school finance.

Dr. Healy stated that there is one permanent opening at the Jr./Sr. High School (Special Education) that needs to be filled, and due to the time frame, we may need to hire a person before the next Board meeting.

Adjournment

Motion to adjourn RW/LH. 9:00 p.m. Carried 5-0

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Larry Hinesley, Secretary

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The next scheduled Board meeting will be held on Tuesday, August 10, 2004, at the Eastern Jr./Sr. High School Library Community Room at 7:00 p.m.

EASTERN HOWARD SCHOOL CORPORATION
EXECUTIVE SESSION
July 8, 2004
MINUTES

An executive session of the Board of School Trustees of the Eastern Howard School Corporation was held immediately following the regular session on Thursday, July 8, 2004, at the Eastern Howard School Corporation Administration Office, 221 West Main Street, Suite One, Greentown, Indiana.

An executive session for the purpose of:

To train school board members with an outside consultant pursuant to IC 5-14-1.5-6.1(b)(11).

Secretary, Larry Hinesley