

**MONROE COUNTY COMMUNITY SCHOOL CORPORATION**  
**BOARD OF SCHOOL TRUSTEES**  
**Regular Meeting, June 8, 2010**

**MINUTES**

The Board of School Trustees of the Monroe County Community School Corporation met in a regular meeting at 7:00 p.m. on Wednesday, June 8, 2010, in the Board Room at the Administration Center, 315 E. North Drive, Bloomington.

Board members present:

Valerie Merriam	Vice President
Vicki Streiff	Secretary
Keith Klein	Assistant Secretary
Lois Sabo-Skelton	Member
Sue Wanzer	Member

Board member absent:

Jeannine Butler	President
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Also present:

J.T. Coopman	Superintendent
Peggy Chambers	Assistant Superintendent, Human Resources
Tim Thrasher	Comptroller
Jan Bergeson	Director, Secondary Education
Mike Scherer	Director, Extended Services
Cameron Rains	Director, Elementary Education
Karen Portle	Director, Information Services
Tina Peterson	Executive Director, Foundation of MCCA
Randy Tackett	Officer, AFSCME
Norma Owens	Officer, AFSCME
Linda Richardson	President, MCEA
Wendy Perry	Director, School Age Care
Joe Ehlers	Joe Ehlers, Indiana University
Brittany Nolan	Reporter, <i>The Herald-Times</i>

In addition to the above, 35 citizens signed the visitor list (which is included as a part of the official record of this meeting) and two representatives of Bloomington Community Access TV were present.

1. **CALL TO ORDER**

Vice President of the Board, Valerie Merriam, called the meeting to order at 7:00 p.m.

2. **PUBLIC DIALOGUE**

Eric Knox, citizen and parent, spoke regarding restoring stable, adequate funding through the Referendum.

Loretta Neidigh, representing the *One Room School Project* presented a copy of the book "Echoes From One-Room Schools, Monroe County, Indiana" to the Corporation and the Board and announced funding for ten Honey Creek Summer Program scholarships from the royalties received from book sales. Also, present were additional authors: Helen Sturbaum, Lois Sparks, Carol Gardiner,

Randy Tackett, AFSCME Officer, suggested large ad in the Sunday paper regarding the cuts that have come from Gov. Daniels' office.

Linda Hobbs, MCCSC Food Service employee, reported the establishment of a local chapter of School Nutritionists which is affiliated with the state and national organizations. Lori Miller, Food Manager at New Tech, received a state award for a program she developed at New Tech.

Milton Fisk, Jobs With Justice representative, was very pleased with the community meetings and asked that the Corporation be clear in how the funding will be used.

Danny Shields, Teacher, spoke for those who have lost their ECA stipends, in particular those who have helped his former students develop, and requested that this not be a permanent cut.

Pete Feather, citizen, feels now, while passions are high, is the time to work with the community

3. **FOR INFORMATION: FOUNDATION OF MCCS - TINA PETERSON**

The FMCCS Board has increased their fund-raising goal from \$3M to \$3.75M and added ECA funding as the sixth sub-committee. This sub-committee will work with the parent groups and others. She noted this is a very daunting task to raise the \$750,000 in the next six weeks needed for the ECA stipends. This will have to be a community-wide effort. The contract issues and Title IX issues require us to attempt to raise all the money needed for the ECA stipends at once.

Mrs. Peterson announced that David Pillar, Jackson Creek Middle School Principal, will be the official timer for the Great Grown-Up Spelling Bee which will take place on Friday, September 3, 2010, as part of the FMCCS campaign to raise money. This piece will be for supporting the student engagement – “keeping kids in school” part.

4. **FOR INFORMATION: MCCSC TECHNOLOGY REVIEW SUMMARY**

Dr. Coopman expressed his appreciation of the staff and faculty involvement and introduced Joe Ehlers from Indiana University and Karen Portle, MCCSC Information Services Director.

Mr. Ehlers reported that his philosophy is to look first at the employees and their needs and then at technology in a secondary role. Areas to address were identified as: 1) Support and Service, 2) Software and Systems, 3) Access to Technology, 4) Professional Development and Training, and 5) Strategic Alignment and Culture.

Recommendations Summary:

1. Initiate strategic planning efforts, obtain and utilize input from all levels of the organization.
2. Readdress current support model given the recent reductions in school level technology support coordinators. Seek consistent levels of support for all MCCSC employees. Consider a tiered support system, with centralized point of contact as suggested below.
3. Establish multiple methods for users to request help (based on user preference) that consistently create corresponding electronic records (e.g. phone help line, single email for IS related help, instant message/online chat, online help request forms).
4. Implement an incident tracking system: monitor, track, and report incidents across established key performance indicators (customer satisfaction with solution, response time to incident, type of issue or request, etc).
5. Create formal feedback loops to quantifiably measure customer satisfaction and invite customer inputs regarding system services, support, and training.

6. Develop online forms for change request (e.g. file-share quota increase request form).
7. Enable “remote” (off-site) access to user storage or recommend alternative solutions.
8. Document common workflow process in system operations, establishing references and driving consistent district-wide best practices (e.g. Entry of student grades in Skyward).
9. Identify business processes that involve duplication of effort; offer more efficient solutions, utilizing agile methodologies of incremental and iterative solutions.
10. Publish IS related guidelines, policies, and recommended best practices so users are clear what current practices are as related to technology.
11. Create a diverse technology committee of MCCSC employees interested in researching, piloting and reporting on new technologies of interest.

Mr. Ehlers full report is included as part of the official record.

Ms. Portle indicated that we have a Technology Committee, but that perhaps we need to get more administrative and other stakeholders involved.

#### 5. **SUPERINTENDENT’S REPORT**

Dr. Coopman reported that he has already met with Ms. Portle, using Mr. Ehlers report as a springboard for a discussion. The audit is a great opportunity for the IS department to develop it’s strategic plan.

Dr. Coopman thanked the Principals and Teachers for making this a really valuable school year and for providing quality education in the face of adversity. The graduation ceremonies for Aurora, BHS North and BHS South were really well done.

We will continue with our development of our Professional Learning Communities. We have 221 members of our MCCSC family who will be traveling to St. Charles, Missouri for continuation of their PLC training. Dr. Coopman thanked Jeff Jones and Solution Tree for their partnership with MCCSC.

The staff at Fairview made the ‘Farewell to Fairview’ a very meaningful day, not just for the staff and students, but for the community.

We are planning to move forward with the new website designs in the fall. The IS department is working with Power IT to assist each school with developing the content for their individual websites.

Also in the fall, we will be instituting an emergency call system using the School Messenger product that will allow us to convey important information using technology in a very inexpensive way, i.e., we could make a call or send a text to a specific group of employees or students.

We have completed the first two rounds of the community engagement process and two more scheduled this week. We can expect a summary report from MGT of America soon after.

#### 6. **CONSENT AGENDA**

Dr. Coopman reviewed donations and recommended approval of the Consent Agenda as amended (Dr. Coopman noted that the donation from the authors of the book, “Echoes From One-Room Schools, Monroe County, Indiana” should read \$1,500.00 not \$15,000.00.): (a) Minutes of Regular meeting held on May 11, 2010 and May 25, 2010; (b) Donations and Field Trip Request; (c) Financial and Appropriation Balance Reports for April 2010 and (d) Allowance of Claims.

Mr. Muehling so moved. Dr. Sabo-Skelton seconded the motion. Aye: Klein, Merriam, Muehling, Sabo-Skelton, Streiff, Wanzer. Motion carried.

7. **CONTRACTS**

Mr. Thrasher stated that the contract for the Riot Gear, Inc. was withdrawn and recommended approval of the following contracts: (a) Kirkwood Photo Lab – Contract with Bloomington New Tech High School for Portrait Service, 2010-2011; (b) Indiana University Department of Kinesiology – Contract with Bloomington High School North for athletic training services for 2010-2011; (c) Skyward – Contract to replace current online job application system; (d) Paragon Promotions, Inc. – Contract with Grandview Elementary School for fall 2010 fundraiser; (e) Change Orders - Listing of change orders for Service and Transportation building projects and (f) CareerStaff Unlimited, Inc. – First Steps-South East transition agreement for 2010-2011.

Mr. Klein questioned whether the trainer contract could be reduced should the ECA's not be funded and Mr. Thrasher will work with IU regarding any changes that need to be made.

Mr. Klein so moved. Dr. Sabo-Skelton seconded the motion. Aye: Klein, Merriam, Muehling, Sabo-Skelton, Streiff, Wanzer. Motion carried.

8. **PERSONNEL REPORT**

Ms. Chambers congratulated support staff retirees Merrill Davis and Mary Corbin. She noted that due to the retirements of principals Mary Sudbury and Donna Noble, committees were formed to assist in the selection of the new principals. Ms. Chambers announced the selection of Mr. Chris Finley as Principal of Childs Elementary School and Mr. David Pillar as Principal of Jackson Creek Middle School. Ms. Chambers recommended approval of personnel matters as presented.

Mr. Muehling so moved. Dr. Sabo-Skelton seconded the motion. Aye: Klein, Merriam, Muehling, Sabo-Skelton, Streiff, Wanzer. Motion carried.

9. **APPROVE POLICIES 4180 AND 3180, LIGHT DUTY ASSIGNMENT**

Ms. Chambers noted that the objective of the Light Duty Assignment program is to return MCCSC employees to safe and productive work as soon as medically possible following an injury or illness. She recommended approval of both policies.

Ms. Wanzer so moved. Dr. Sabo-Skelton seconded the motion. Aye: Klein, Merriam, Muehling, Sabo-Skelton, Streiff, Wanzer. Motion carried.

10. **TITLE I ESEA (ELEMENTARY AND SECONDARY EDUCATION ACT) APPLICATION**

Mr. Rains recommended that the Board approve the planning and submission of an application for Title I funds to administer a special program of instruction for at-risk students in qualifying Title I schools in compliance with the Federal Elementary and Secondary Act.

Ms. Streiff so moved. Mr. Muehling seconded the motion. Aye: Klein, Merriam, Muehling, Sabo-Skelton, Streiff, Wanzer. Motion carried.

11. **APPROVE LEASE WITH TEACHERS WAREHOUSE FOR SPACE IN AURORA**

Mr. Scherer recommended the approval of the amended (to show beginning July 1, 2010) lease agreement between the MCCSC and Teachers Warehouse for the use of approximately 5,000 square feet of space at Aurora.

Judy Witt, one of the founders of Teachers Warehouse and a representative of the Bloomington Rotary Club, explained that Teachers Warehouse is a place where teachers and social workers can shop where there is no cash register.

Mr. Klein so moved. Dr. Sabo-Skelton seconded the motion. Aye: Klein, Merriam, Muehling, Sabo-Skelton, Streiff, Wanzer. Motion carried

**12. AWARD BID FOR NEW TECH REMODEL PHASE III**

Mr. Scherer recommended that Neidigh Construction Company, Inc. be awarded a contract for the base bid and alternate one totaling \$ 89,652.00. This contract will finish two classrooms.

Ms. Wanzer so moved. Mr. Klein seconded the motion. Aye: Butler, Klein, Merriam, Sabo-Skelton, Streiff, Wanzer. Motion carried.

**13. APPROVE FOOD SERVICE BIDS FOR SCHOOL YEAR 2010-2011**

Mr. Scherer recommended that the Board approve the Food Service Bids for school year 2010-2011 as submitted.

Mr. Muehling so moved. Dr. Sabo-Skelton seconded the motion. Aye: Klein, Merriam, Muehling, Sabo-Skelton, Streiff, Wanzer. Motion carried.

**14. FEE INCREASES FOR SCHOOL AGE CARE PROGRAMS**

Ms. Perry recommended that the Board of School Trustees approve the fee increases for the School Age Care Programs effective July 1, 2010, as submitted.

Ms. Wanzer so moved. Mr. Muehling seconded the motion. Aye: Butler, Klein, Merriam, Sabo-Skelton, Streiff, Wanzer. Motion carried.

**15. APPROVE IN CONCEPT FREE ON-SITE MEDICAL CLINIC FOR MCCSC STAFF MEMBERS AND DEPENDENTS**

Mr. Thrasher presented the concept of a free on-site medical clinic for employees and dependents of employees who participate in one of the MCCSC medical insurance plans for Board approval.

The MCCSC Insurance Committee has been investigating the feasibility of providing a free on-site medical clinic. All research shows that if marketed properly, this can be done at no cost to the school corporation. The contract has not been finalized, but it is hoped that it will be ready by the next board meeting.

Committee members Paul Farmer, Teacher and Randy Tackett, AFSCME officer both spoke to the positive possibilities that the health clinic would provide.

Dr. Sabo-Skelton so moved. Mr. Klein seconded the motion. Aye: Klein, Merriam, Muehling, Sabo-Skelton, Streiff, Wanzer. Motion carried.

**FOR INFORMATION/DISCUSSION**

**16. FIRST READING: POLICY 5111 - ELIGIBILITY OF RESIDENT/NONRESIDENT STUDENTS**

MCCSC has lost approximately 350 students over the past few years. The revisions to Policy 5111 will permit us to enroll students who are not residents of the school system. It will also allow children of employees to transfer in to the school district. The building principal and the Superintendent retain the right to grant or deny the request. Transfer tuition does not apply to any students who transfer in before 'count day'. Transfers

requested after 'count day' would most likely be denied, unless they fall under the protection of the federal statute for illegal aliens or the McKinney-Vento Homeless Assistance Act.

17. **FIRST READING: POLICY 3242 - PROFESSIONAL GROWTH AND DEVELOPMENT**

Amendment to Policy 3242 will allow the Superintendent to implement and program Staff Development for the District in relationship to utilizing our staff, and developing CRU's.

18. **INFORMATION, PROPOSALS OR COMMENTS FROM THE PUBLIC**

Kim Sackmann thanked the Board for bringing back the librarians.

19. **COMMITTEE REPORTS AND PROPOSALS FROM BOARD MEMBERS**

Mr. Klein encouraged parents to attend one of the two remaining community engagements.

Mr. Muehling wished the best to Chris Finley and David Pillar.

Ms. Streiff reported that her children just completed another fantastic school year at Summit.

Ms. Sabo-Skelton spoke of the need for a specific person, representing the Board, to prepare news releases.

Ms. Wanzer thanked Ms. Merriam for filling in for Dr. Butler.

Ms. Merriam noted we have a lot of work ahead of us, but we are up to the task.

20. **ADJOURNMENT**

There being no further business to come before the Board, Ms. Merriam declared the meeting to be adjourned at 9:44 p.m.

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(Absent)  
Jeannine Butler, President

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Valerie Merriam, Vice President

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Victoria I. Streiff, Secretary

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Keith Klein, Assistant Secretary

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Jim Muehling, Member

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Lois Sabo-Skelton, Member

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Susan P. Wanzer, Member