

BOARD MINUTES
BOARD MEETING
ADMINISTRATION BUILDING
February 13, 2023
7:00 P.M.

Call to Order: Phil Foster, Brian Gott, Greg Hole, Dennis Reagan, Adam Shepherd, Melissa Smith and Shane Steimel.
Pledge of Allegiance
Prayer

- **MINUTES**

- The Chair entertained a motion to approve the minutes of the January 9, 2023, School Board Meeting.

Motion: Phil Foster, Second: Brian Gott, (Discussion), Vote: 7-0

- **SPECIAL PRESENTATIONS/RECOGNITIONS**

- Staff and students from West Central Indiana Career & Technical Education provided a presentation to the school board on vocational programs offered to Western Boone High School students.

- **REPORT**

- Superintendent Rob Ramey provided an update on the Thorntown Elementary School Building Project.

ACTION ITEMS

By individual motions, the Board approved/adopted the following items or action.

- **PERSONNEL** All employment recommendations are pending completed satisfactory criminal background history report.
- **Granville Wells**
 - Annemarie Hollingsworth – Employment – Cafeteria Student Monitor effective January 23, 2023
 - Evelyn Kouns – Employment – Instructional Assistant Technology Specials effective January 23, 2023
 - Kathy Riner – Temporary Contract – 1st Grade Teacher effective February 6, 2023, to March 10, 2023
 - Julie Harpel – Termination – Life Skills Instructional Assistant effective January 27, 2023
 - Stefanie Ross – Resignation – 1st Grade Teacher effective February 2, 2023
 - Su-Ann Newell – Employment – Part-time Cook effective February 6, 2023
 - Kadence Richardson – Employment – Life Skills Instructional Assistant effective February 14, 2023
 - Shelia McDonald – Resignation – Life Skills Instructional Assistant effective May 25, 2023
- **Thorntown**
 - Mindy Grimes – Employment – Part-time Cook effective January 23, 2023
- **Western Boone**
 - John Dale – Retirement – Social Studies Teacher effective end of 2022-2023 school year
 - Michelle Woodall – Resignation – Science Teacher effective end of 2022-2023 school year
- **Western Boone Athletics**
 - Colin Haney – Varsity Girls Tennis Head Coach
 - Dustin Cunningham – Varsity Girls Tennis Assistant Coach
 - Lisa Bruder – Junior High Girls Tennis Head Coach
 - Maggie Klingensmith – Junior High Girls Tennis Assistant Coach
 - Michael Nance – Varsity Baseball Head Coach
 - Gabe Westerfeld – Varsity Baseball Assistant Coach
 - Nathan Reid – Varsity Baseball Assistant Coach

- Eric Gubera – JV Baseball Head Coach
- Ken Daughtery – Junior High Baseball Head Coach
- Jason Lester – Junior High Baseball Assistant Coach
- Mike Vanderpool – Varsity Softball Head Coach
- Ryan Conyer – Varsity Softball Assistant Coach
- Cassidy Shepherd – Varsity Softball Assistant Coach
- Gary Burns – Junior High Softball Head Coach
- Ashley Burns – Junior High Softball Assistant Coach
- Jeremy Paris – Junior High Softball Assistant Coach
- Nate Birk – Varsity Track & Field Head Coach
- Matthan Gadbury – Varsity Track & Field Assistant Coach
- Jeremy Gearheart – Varsity Track & Field Assistant Coach
- Jack Gilliam – Track & Field Assistant Coach
- Andrew Meyer – Junior High Track & Field Head Coach
- Genny Caldwell – Junior High Track & Field Assistant Coach
- **Corporation**
 - Michelle Fults – Employment Assistant Food Service Director effective April 3, 2023, to June 30, 2023
 - Michelle Fults – Employment Food Service Director effective July 1, 2023

Motion: Dennis Reagan, Second: Greg Hole, (Discussion), Vote: 7-0

- **BUSINESS**

- **School Calendar**
 - Superintendent Ramey recommended the Board approve the following:
 - Revised Calendar for the 2024-2025 school year.

Motion: Brian Gott, Second: Melissa Smith, (Discussion), Vote: 7-0

- **Emergency Medications BP-6331**
 - Superintendent Ramey recommended the Board approve the Emergency Medications as a means of enhancing the health and safety of its students, staff and visitors.

Motion: Greg Hole, Second: Phil Foster, (Discussion), Vote: 7-0

- **Resolution to Transfer Amounts from Education Fund to the Operations Fund**
 - Kyle Whiteley, Director of Business and Technology, recommended the Board approve the resolution to transfer amounts as needed from the Education Fund to the Operations not to exceed 15% of the 2023 total education fund revenue as presented.

Motion: Adam Shepherd, Second: Brian Gott, (Discussion), Vote: 7-0

- **Memorandum of Understanding for Mental Health Services 2023-2024**
 - Superintendent Ramey recommended the Board approve the MOU for the Lifelines Program services between Western Boone School Corporation and Integrative Wellness, LLC for the 2023-2024 school year.

Motion: Brian Gott, Second: Adam Shepherd, (Discussion), Vote: 7-0

- **Joint Service Agreement**
 - Superintendent Ramey recommended the Board approve the Joint Service Agreement for Special Education that provides services to students with disabilities.

Motion: Adam Shepherd, Second: Phil Foster, (Discussion), Vote: 7-0

- **Bus Purchase**

- Lisa Pearson, Director of Transportation, recommended the Board approve purchase of one 2023 IC/Collins, 14 capacity gas Special Purpose Bus from Midwest Transit utilizing the fall CIESC bid sheet and following our School Bus replacement plan.

Motion: Dennis Reagan, Second: Greg Hole, (Discussion), Vote: 7-0

- **Donations**

- Superintendent Ramey recommended the Board approve the following Donations:
 - Thorntown received \$200.00 donation from Steven E. Ripstra for Library Fund.
 - Thorntown received \$124.00 donation from Red Hat Society for Staff Fund.
 - Thorntown received \$705.00 from Thorntown Veterinary Clinic, PC for School Lunch Fund.
 - Western Boone received \$2095.00 donation for Sonny Reed Memorial Donations.
 - Western Boone received \$100.00 anonymous donation from Care Closet.

Motion: Brian Gott, Second: Melissa Smith, (Discussion), Vote: 7-0

- **Out of State/ Overnight Field Trip**

- Superintendent Ramey recommended the Board approve the following field trip request:
 - Travis Terhaar – FFA Lakeland College, Mattoon IL on March 11, 2023, from 6:00 a.m. to 8:00 p.m.

Motion: Melissa Smith, Second: Dennis Reagan, (Discussion), Vote: 7-0

- **CLAIMS**

- The Chair entertained a motion to approve the claims for the period of January 9, 2023, through February 13, 2023, as submitted.

Motion: Greg Hole, Second: Phil Foster, (Discussion), Vote: 7-0

- **MONTHLY FINANCIAL REPORTS**

- Kristen Dunn, Corporation Treasurer, provided an update on the financial reports of the school corporation.

- **OTHER**

- **Western Boone**
 - Katherine Salaba – FMLA – 10th Grade English Teacher effective August 8, 2023, to December 22, 2023
- **Out of State/Overnight Field Trip**
 - Superintendent Ramey recommended the Board approve the field trip request for:
 - Travis Terhaar – FFA National Farm Machinery Show February 17, 2023 Louisville KY from 8:00a.m. to 5:00p.m.

Motion: Adam Shepherd, Second: Melissa Smith, (Discussion), Vote: 7-0

- **ANNOUNCEMENTS**

- Winter Break – February 20, 2023, to February 21, 2023
- E-learning Day – March 1, 2023
- Congratulations to the varsity girls swimming team on winning the conference and sectional championships.
- Congratulations to Leelah Fettig on finishing 10th in diving at the IHSAA state meet.

- **ADJOURNMENT**

Motion: Brian Gott, Second: Adam Shepherd, (Discussion), Vote: 7-0

**Western Boone County Community School Corporation
2024-25 School Calendar**

Adopted 1/9/23
Revised 2/13/23

Monday	Tuesday	Wednesday	Thursday	Friday	Explanatory Notes
AUGUST 2024					
5-T	6-T	7-S	8	9	T = Teacher Day
12	13	14	15	16	S = Students 1st Day
19	20	21	22	25	
26	27	28	29	30	
SEPTEMBER 2024					
2-LD	3	4	5	6	LD= Labor Day (NO SCHOOL)
9	10	11	12	13	MT=Mid Term (22 days)
16	17	18	19	20	
23	24	25	26	27	
30					
OCTOBER 2024					
	1	2	3	4-E	E=End of 9 weeks (42 days)
7	8-EPT	9	10-EPT	11	EPT-Elementary Parent-Teacher Conferences (K-6) 3:30-7:00 pm
14	15	16-SPT	17	18	SPT-Secondary Parent-Teacher Conferences (7-12) 5:00-8:30 pm
21-FB	22-FB	23-FB	24-FB	25-FB	FB=Fall Break (NO SCHOOL)
28	29	30	31		
NOVEMBER 2024					
				1	MT=Mid Term (20 days)
4	5	6	7	8-MT	TB= Thanksgiving Break (NO SCHOOL)
11	12	13	14	15	
18	19	20	21	22	
25	26	27	28-TB	29-TB	
DECEMBER 2024					
2	3	4	5	6	E = End of 2nd 9 weeks (48 days)
9	10	11	12	13	SM = End of 1st Semester (90 days)
16	17	18	19	20-E,SM	CB= Christmas Break (NO SCHOOL)
23-CB	24-CB	25-CB	26-CB	27-CB	
30-CB	31-CB				
JANUARY 2025					
		1-CB	2-CB	3-CB	T = Teachers Return 1/2 (Elem) Full (7-12)
6-T	7-S	8	9	10	S = Students Return
13	14	15	16	17	MLK = Martin Luther King Day (No School), Snow Make-up Day
20-MLK,SMD	21	22	23	24	EL = eLearning Day
27	28	29-EL	30	31-MT	MT=Mid Term (18 days)
FEBRUARY 2025					
3	4	5	6	7	WB=Winter Break (No School), Snow Make-up Day
10	11	12	13	14	
17-WB,SMD	18-WB,SMD	19	20	21	
24	25	26	27	28	
MARCH 2025					
3	4	5	6	7	E= End of 3rd 9 weeks (46 days)
10	11	12	13	14-E	SB=Spring Break (NO SCHOOL)
17	18	19	20	21	
24-SB	25-SB	26-SB	27-SB	28-SB	
31					
APRIL 2025					
	1	2	3	4	MT=Mid Term (20 days)
7	8	9	10	11	
14	15	16	17	18-MT	
21	22	23	24	25	
28	29	30			
MAY 2025					
			1	2	MD= Memorial Day
5	6	7	8	9	E= End of 4th 9 weeks (44 days)
12	13	14	15	16	SM= End of 2nd Semester (90 days)
19	20	21	22-E,SM	23-T	T=Teacher Record Day -1/2 day *move to end of SMD if needed
26 - MD	27-SMD	28-SMD	29-SMD	30-SMD	SMD=Snow Make-up Day if needed

*EL=eLearning Days scheduled on the calendar will be used for staff professional development unless needed for a Snow Make-Up Day. Students will not physically attend school on eLearning days. WBOCSC can only use 3 traditional eLearning Days for the 2024-2025 school year. *After the use of 3 eLearning Days for any

EMERGENCY MEDICATIONS

BP-6331

As a means of enhancing the health and safety of its students, staff and visitors, the corporation may obtain, maintain, and administer doses of an emergency medications, defined as Albuterol, Epinephrine, and Naloxone, for emergency use to assist a student, staff member or other individual believed or suspected to be experiencing a life-threatening emergency or an opioid overdose.

Drug overdose - shall mean an acute medical condition, including, but not limited to, severe physical illness, coma, mania, hysteria, or death, which is the result of consumption or use of one or more controlled substances causing an adverse reaction. An individual's condition may be deemed to be a drug overdose if a prudent person, possessing an average knowledge of medicine and health, would reasonably believe that the condition is in fact a drug overdose and requires immediate medical attention.

Naloxone - shall mean a medication that can reverse an overdose caused by an opioid drug. As a narcotic antagonist, Naloxone displaces opiates from receptor sites in the brain and reverses respiratory depression that usually is the cause of overdose deaths.

Opioid - shall mean illegal drugs such as heroin, as well as prescription medications used to treat pain such as morphine, codeine, methadone, oxycodone, hydrocodone, fentanyl, hydromorphone, and buprenorphine.

The Superintendent or designee, in consultation with the school nurse(s) and the school physician, shall establish appropriate internal procedures for the acquisition, stocking and administration of emergency medications and related emergency response procedures pursuant to this policy.

The Boone County Health Officer shall be the prescribing and supervising medical professional for the corporation's stocking and use of emergency medications. The Superintendent or designee shall obtain a standing order from the school physician and/or Boone County Health Officer for administration of emergency medications.

The school nurse shall be responsible for building-level administration of emergency medications and management of emergency medications stocks.

Standing Order

The Boone County Health Officer shall provide and annually renew a standing order for administration of emergency medications to students, staff members or other individuals believed or suspected to be experiencing an opioid overdose or a life-threatening emergency.

The standing order shall include at least the following information:

1. Type of Naloxone (intranasal and auto-injector) and other emergency medications.
2. Date of issue.
3. Dosage.
4. Signature of the school physician.

The standing order shall be maintained in the Superintendent's office, and copies of the standing order shall be kept in each location where emergency medications are stored.

Training

Before any school corporation employee may have custody of or administer emergency medications under this policy, the employee must successfully complete an online training program about recognizing opioid-related overdoses, administering Naloxone, and promptly seeking medical attention for drug overdoses and complete training for the administration of other emergency medications. Evidence that such training has been completed shall be placed in the employee's personnel file.

A list of school corporation employees who successfully complete such training shall be maintained, updated, and kept in the school nurse's office and the school corporation administration office.

Acquisition, Storage and Disposal

Emergency medication shall be safely stored in the school nurse's office or other location designated by the school nurse in accordance with the drug manufacturer's instructions.

Emergency medications shall be made readily accessible to those employees who have completed the required training to administer it in the event of a suspected drug overdose or a life-threatening emergency. All properly trained employees shall be informed of the exact location where the emergency medications are being stored within the school nurse's office or other location.

The school nurse shall obtain sufficient supplies of emergency medications pursuant to the standing order in the same manner as other medical supplies acquired for the school health program. The school nurse or designee shall regularly inventory and refresh emergency medication stocks, and maintain records, in accordance with the established internal procedures, manufacturer recommendations, and the Indiana Department of Health guidelines.

Administration of Emergency Medications

When responding to a suspected drug overdose or a life-threatening emergency, corporation employees shall follow the steps outlined below:

1. Call for medical help immediately (Dial 9-1-1).
2. Check for signs of opioid overdose or a life-threatening emergency.

3. Perform initial rescue breathing (or CPR if needed), as instructed in training.
4. Administer the emergency medication, as instructed in training.
5. Continue rescue breathing (or CPR if needed), as instructed in training.
6. Administer second dose of Naloxone if needed, as instructed in training.
7. Place in recovery position, as instructed in training.
8. Stay with the individual until emergency medical help arrives.
9. Cooperate with EMS personnel responding to the incident.
10. Notify the building administrator or designee of the incident.

Referral to Law Enforcement and Parental Notification

The Superintendent or designee shall immediately report incidents involving the use of controlled substances on school property, at any school-sponsored activity, or on a conveyance providing transportation to or from a school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving the use of controlled substances immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.

Referral to Student Assistance Program

Any student who experiences a drug overdose shall be referred to the district's Student Assistance Program for a referral. Below are the steps to follow for referral:

1. Call 211 or the Indiana Addiction hotline: 1-800-662-HELP (4357) to live chat with a representative.
2. Through a partnership between Indiana 211 and OpenBeds, people seeking treatment for substance use disorder can be immediately connected with available inpatient or residential treatment services. Information about this referral can be accessed via <https://www.in.gov/fssa/addiction/>.

Indemnification

The school corporation shall indemnify and hold harmless any employee who administers emergency medications in good faith to another individual experiencing a suspected drug overdose or a life-threatening emergency, if all of these conditions apply:

1. The employee did not act with the intent to harm or with reckless indifference to a substantial risk or harm in administering an emergency medication to that individual.
2. The employee successfully completed the training contemplated by this policy.

3. The employee promptly sought additional medical assistance before or immediately after administering the emergency medication.
4. The employee is administering the emergency medication pursuant to this policy.

LEGAL REFERENCE: IC 20-34-4.5

Date Adopted: 2/13/23

**RESOLUTION TO TRANSFER AMOUNTS FROM EDUCATION FUND
TO THE OPERATIONS FUND**

WHEREAS, the Board of School Trustees is the governing body of the Western Boone County Community School Corporation, Boone County, Indiana, and

WHEREAS, HB 1009 required the governing body of each school corporation to establish an education fund for the payment of expenses allocated to student instruction and learning under IC 20-42.5, and

WHEREAS, HB 1009 required the governing body of each school corporation to establish an operations fund for the payment of expenses that are not allocated to student instruction and learning under IC 20-42.5, and

WHEREAS, HB 1009 requires that distributions of tuition support be received in the education fund.

THEREFORE BE IT RESOLVED, that the Board of School Trustees authorizes the Treasurer of the Western Boone County Community School Corporation to transfer amounts as needed not to exceed 15% of the 2023 total education fund revenue, from the education fund to the operations fund, to reimburse the operations fund for expenses that are not allocated to student instruction and learning under IC 20-42.5 for the period of January 1, 2023, to December 31, 2023.

This resolution was duly made, seconded and adopted this 13th day of February 2023.

President, Board of School Trustees
Western Boone County Community School
Corporation

ATTEST:

Secretary, Board of School Trustees
Western Boone County Community School Corporation

MEMORANDUM OF UNDERSTANDING
BETWEEN Western Boone County Community School Corporation
AND Integrative Wellness, LLC

1. **Parties.** This Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between Western Boone County Community School Corporation, (WBCCSC) whose address is 1201 N. State Road 75, Thorntown, IN 46071 and Integrative Wellness, LLC (InWell), whose address is 610 North Lebanon Street, Lebanon, IN 46052.

2. **Purpose.** The purpose of this MOU is to outline the terms and conditions between WBCCSC and InWell for consultation services, implementation and instruction for the Lifelines Program.

3. **Term of MOU.** This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and the governing bodies of the parties’ until June 1, 2024

4. **Responsibilities of WBCCSC.** WBCCSC will engage with InWell in the review, development, and implementation of suicide prevention and post vention programs to support WBCCSC students.

5. **Responsibilities of InWell.** InWell will provide consultation services and assist WBCCSC in the implementation of suicide prevention and post vention work for their students.

5 a. **COMPENSATION.** For all services provided within this MOU, InWell will provide an invoice to WBCCSC for \$100.00/hour.

6. **Equity, Cultural, and Linguistic Competency.** Adherence to WBCCSC and InWell equity, diversity, and inclusion policies. Cultural and Linguistic Competency and cultural diversity trainings for school and Provider staff. Considerations for the population of WBCSC.

7. **Evaluation.** The program’s evaluation of services will include but not limited to youth, family, and school feedback/input to InWell. Both parties will exchange feedback to one another about collaboration efforts made on behalf of the students.

8. **Confidentiality.** InWell shall comply with all applicable state and federal laws. InWell may not share any protected health information without a valid release of information form. InWell will coordinate with the school to ensure that appropriate consents and releases are obtained. WBCSC must maintain confidentiality of any medical records that result from services provided by InWell after the referral. WBCSC must also follow its internal policy prohibiting it from sharing reports or notes from InWell with other school officials or maintaining any reports, notes, diagnoses or appointments with Inwell in the student's permanent education file.

9. **Termination of the Agreement.** Either WBCSC or InWell may terminate the agreement at any time with or without cause upon 30 days advance written notice to the other party.

10. **Insurance.** InWell agrees to maintain Workers Compensation and Malpractice coverage.

11. **Compliance.** InWell will adhere to all WBCSC policies and procedures.

12. **Non-Discrimination.** WBCSC and InWell will adhere to all school policies addressing non -discrimination including 2260-Nondiscrimination and Access to Equal Educaiton Oppotunity and 2260.01-Section 504/ADA Prohibition against Discrimination Based on Disability.

The effective date of this MOU is the date of the signature last affixed to this page.

Western Boone County Community School Corporation.

Rob Ramey, Superintendent

Date

Integrative Wellness, LLC

Lynette Clark, Director

Date

**JOINT SERVICE AGREEMENT OF THE
BOONE-CLINTON JOINT SERVICES**

This Joint Service Agreement of the Boone-Clinton Joint Services ("Agreement"), made and entered into this day ____ of February, 2023, by and between Clinton Central School Corporation, Clinton Prairie School Corporation, Lebanon Community School Corporation, Rossville Consolidated School District and Western Boone County Community School Corporation ("Participating Corporations"), for the purpose of providing special education services to students with disabilities whose legal settlement is within the Participating Corporations. This Agreement supersedes all previous Agreements and amendments to said Agreements.

ARTICLE I

AUTHORIZATION

The joint special education program ("Cooperative Program") shall be called the Boone-Clinton- Joint Services. The Cooperative Program formed by virtue of this Agreement is authorized by I.C. 20-35-5 et seq. and shall be operated pursuant to that statute. All special education services provided through this Agreement shall be administered in accordance with state and federal laws governing the education of children with disabilities.

ARTICLE II

SCOPE OF AGREEMENT

The Cooperative Program is responsible for the administration of special education and related services for all students who reside within the Participating Corporations. The Cooperative Program is also responsible for the direct provision of special education and related services to students in any exceptionality area where the number of students needing such services requires mutual participation by each of the Participating Corporations in order to support such services. Classes for these students shall be located in one or more of the Participating Corporations at the discretion of the Superintendents' Governing Board ("Governing Board"). The Cooperative Program is also responsible for the provision of special education and related services to students as determined by the Governing Board.

ARTICLE III

ADMINISTRATION OF JOINT SERVICE AGREEMENT

Section 1. Administering Corporation and Fiscal Agent

Lebanon Community School Corporation shall be the Administering Corporation and fiscal agent of the Cooperative Program established by this Agreement and shall be responsible for receiving and distributing funds, executing documents, maintaining records, and providing contracts for Cooperative Program personnel. The Administering Corporation shall be included in

the term "Participating Corporations" unless specifically and separately referred to as "Administering Corporation".

Section 2. Participating Corporations

Each of the Participating Corporations shall employ personnel and provide facilities for its local special education programs. It is the intent of the parties to employ personnel through the Participating Corporations to the maximum extent possible and to limit the number of Administering Corporation employees working in the Participating Corporations. Further, any Participating Corporation may accept into its local programs students from another Participating Corporation and charge transfer tuition for students at a rate set by an agreement of the two (2) Participating Corporations as permitted by state law.

The Governing Board may designate a Cooperative Program special education program to be housed at a Participating Corporation. A Participating Corporation chosen by the Governing Board to house a Cooperative Program special education program shall be responsible for providing the facilities necessary for that special education program. To the fullest extent permitted by law, test scores of students will be reported as scores related to that student's district of legal settlement.

Section 3. Superintendents' Governing Board

The Governing Board shall be comprised of the superintendent or their designee from each of the Participating Corporations, and the Cooperative Program Director of Special Education, who shall participate as an ex-officio non-voting member. The Superintendents shall keep their respective school boards informed of on-going and proposed Cooperative Program programming. The Governing Board shall be responsible for establishing policy, approving the annual budget, developing, locating and reviewing the Cooperative Program's special education programs, reviewing the allocation of equipment and supplies, hiring, evaluating, and determining the compensation of Cooperative Program administrative and clerical personnel, adopting and periodically reviewing and amending procedures for the operation of the Cooperative Program and providing governance for Cooperative Program in all matters not strictly reserved to the Boards of School Trustees of the Participating Corporations. When an issue or consideration arises that affects only one individual Participating Corporation, the Director of Special Education shall confer directly with the Superintendent of that Participating Corporation.

Each Participating Corporation shall have one vote in matters brought before the Governing Board. A quorum shall exist when any three (3) members of the Governing Board are present. In conducting the business in the Governing Board, a majority vote shall be considered a vote of not less than three (3) of the Participating Corporations.

The number of meetings the Governing Board schedules per year may vary, depending upon existing need. However, the Governing Board shall hold at least four (4) meetings per school year, and special meetings may be called when necessary.

The Chairperson, the Director of Special Education or any two (2) members of the Governing Board shall have the authority to call a meeting of the Governing Board at any time; provided, however, that notice of the proposed meeting is delivered to the Superintendents of the Participating Corporations at least seventy-two (72) hours before such meeting is convened. The Governing Board will elect the chairperson during the annual review of the Joint Services Agreement, or as needed during the course of the year.

Section 4. Personnel

The Governing Board shall employ a Director of Special Education, administrators and any other support personnel whom the Governing Board may appoint who will provide administration, supervision and support for those special education programs, and related services staff as designated by the Governing Board. The Administering Corporation will employ these employees on terms determined by the Governing Board. The Governing Board will be responsible for evaluating and dismissing these personnel.

A Participating Corporation will provide overall administration and support for programs designated by the Governing Board as particular to that Participating Corporation and shall employ such personnel as deemed necessary by the Participating Corporation to carry out this function.

The Director of Special Education shall also be responsible for the formulation of administrative guidelines/procedures, assembling the annual budget, completion of all compliance documents required under state and federal law, and shall fulfill all administrative tasks as shall be from time to time assigned by the Governing Board. Contracts for Cooperative Program personnel will be determined by the recommendation of the Director of Special Education.

Section 5. Certified Personnel

It is anticipated to the maximum extent possible that certified personnel will be employed by the Participating Corporations, particularly for programs conducted by that Participating Corporation and that employment of certified personnel by the Administering Corporation for the joint programs will be kept to a minimum. Any certified personnel employed for joint programs will be recommended by the Director of Special Education and employed by the Administering Corporation pursuant to the terms of employment for certified staff in the Administering Corporation. In negotiating collective bargaining agreements with its certified personnel, the Administering Corporation will be mindful of the impact of its agreements on the other Participating Corporations and will endeavor to avoid agreements that create long-term obligations to those employees. The Director of Special Education and Administering Corporation will endeavor to keep the other Participating Corporations informed as to hiring and the Administering Corporation's agreements with certified staff.

Section 6. Noncertified Personnel

Clerical and other noncertified staff may be employed for the Cooperative Program on the recommendation of the Director of Special Education in accordance with the Administering

Corporation's hiring process and subject to approval by the Administering Corporation on such terms as those bodies shall approve.

ARTICLE IV

TRANSPORTATION

Transportation of children with disabilities who reside within Participating Corporations shall be provided in accordance with all state and federal laws governing the education of children with disabilities and the policy adopted by the Governing Board. Transportation services shall be the responsibility of the Participating Corporation of the student's enrollment.

ARTICLE V

FINANCING

Each participating school corporation shall pay into the Joint Service and Supply Fund its proportionate share of the cost to joint programs and services based on their percentage of pupil population K-12 as determined by the State required Fall ADM count. This sum would be determined by the Governing Board. Payments to the Fiscal Agent/Administering Corporation are due in four (4) quarterly payments, on a payment schedule determined by the Governing Board, of each fiscal school year.

The Administering Corporation operates and shall be compensated as administrative and fiscal agent of the Cooperative Program. These fees shall be prorated and charged to Clinton Central School Corporation, Clinton Prairie School Corporation, Rossville Consolidated School District and Western Boone County Community School Corporation based on the total Fall ADM of the four (4) participating school corporations as determined annually by the Governing Board.

Each Participating Corporation housing is a servicing school corporation ("Servicing School Corporation") shall submit all appropriate claims for reimbursement for special classes, programs and services to the Department of Education.

Each Participating Corporation that sends its students ("Sending School Corporation") to another Participating Corporation shall reimburse the Servicing School Corporation on the sum equal to the cost per pupil served. The cost per pupil served shall be considered as the sum total of expenses involved in the salaries and benefits of certified and uncertified personnel, supplies and any special equipment as agreed upon by the Servicing and Sending School Corporation divided by the total number of students being served within the class or program. A claim for such reimbursement will be presented by the Servicing School Corporation to the Sending School Corporation.

Special education personnel not covered by this Agreement shall be employed by the Servicing School Corporation in which their services are provided. In the event such personnel may be assigned on a part-time basis in a Participating Corporation using such services will

reimburse the Servicing School Corporation that portion of personnel cost as agreed upon by the respective corporations.

ARTICLE VI

EQUIPMENT AND SUPPLIES

All equipment and/or supplies purchased through the joint service and supply account shall be the property of the Cooperative Program until other disposition is agreed to by the Governing Board. The Director of Special Education, or a designee, shall be responsible for compiling a spreadsheet that tracks equipment and/or supplies purchased through the joint service and supply account.

If the Cooperative Program is dissolved according to the dissolution provision of this Agreement, the remaining equipment or supplies shall be distributed among the Participating Corporations in accordance with the percentage of the costs of the Cooperative Program costs each Participating Corporation is paying at the time of dissolution as it related to fair market value of the equipment or supplies at the time of dissolution. The withdrawal of a Participating Corporation(s) will not entitle the withdrawing Participating Corporation(s) to any share of the existing Cooperative Program equipment or supplies.

ARTICLE VII

PAYMENT OF COMPREHENSIVE SERVICES AND PROGRAM COSTS

Each Participating Corporation's share of the costs for comprehensive services and program costs shall be paid in accordance with the policy and procedures adopted by the Governing Board.

ARTICLE VIII

CAPITAL IMPROVEMENT COSTS

In the event the Participating Corporations jointly acquire land and improve said land with construction of a new school building facility, the share that each Participating Corporation shall pay shall be determined and made in accordance with the policy of the Governing Board.

ARTICLE IX

STATE AND FEDERAL SUPPORT

With the exception of transportation, all Cooperative Program applicants for state and federal support and credits for state and federal reimbursement shall be made in accordance with the policy adopted by the Governing Board.

ARTICLE X

DUTIES OF THE DIRECTOR OF SPECIAL EDUCATION

The principal duties of the Director of Special Education shall be determined by the Governing and the Director's performance reviewed annually.

The principal duties of the Director of Special Education may include, but not be limited to:

1. Making recommendations regarding hiring, appointing, or removing employees of the Cooperative Program.
2. Supervision or Evaluation of the Cooperative Program's staff.
3. Preparation of reports.
4. Program recommendations concerning the programs within the Cooperative Programs.
5. Curricular development.
6. Personnel and administrative relations within the programs of the Cooperative Program.
7. Communications with Cooperative Program employees and with the Special Education Administration of the Participating Corporations who are responsible for carrying out special education programs.
8. Implementation of policies mandated by the Governing Board or the State within the Cooperative Program and within the special education programs operated by Participating Corporations.
9. Compliance oversight of all programs within the Cooperative Programs and of special education programs operated by Participating Corporations.
10. Compiling a spreadsheet that tracks equipment and/or supplies purchased through the joint service and supply account.
11. Other duties as the Governing Board may direct.

ARTICLE XI

WITHDRAWING

In the event a Participating Corporation wishes to withdraw from this Agreement, it must give written notice on or before April 15th of the year prior to its withdrawal, and the withdrawal shall be effective no sooner than fifteen (15) months and no later than sixty-three (63) months subsequent to the date of said notice (e.g., Corporation will give written notice before April 15, 2023 in order for the final date of withdrawal to be the last day of the 2023-24 school year in June 2024). The withdrawing Participating Corporation shall remain liable for any financial obligation incurred while a member of the Cooperative Program and shall remain liable until said obligation is retired. Lease rental payments due from the withdrawing Participating Corporation shall remain binding and shall be no less than said Participating Corporation's share of the lease rental payment amount of the current balance due. The withdrawing Participating Corporation shall not be entitled to any cash balance and related funds of Cooperative Program.

ARTICLE XII

AMENDMENTS

Amendments or changes to this Agreement may be made by a majority vote of the Board of School Trustees of each of the Participating Corporations. A proposed amendment must be submitted to each Participating Corporation at least thirty (30) days prior to final action on the proposed amendment.

ARTICLE XIII

EFFECTIVE DATE

This Agreement shall become effective July 1, 2023, and replaces all prior agreements of the parties concerning the Cooperative Program. The duration of this Agreement shall be for a period of five (5) school years, beginning July 1, 2023 through June 30, 2028, and extending from school year to school year, thereafter, unless the special education cooperative is terminated by action of the governing bodies the participating school corporations taken at least one (1) year before termination of the Agreement.

ARTICLE XIV

EXECUTION OF AGREEMENT

This Agreement is executed for and on behalf of the Governing Body of each Participating Corporation by its respective Governing Body President and Superintendent. Each respective Participating Corporation certifies that its Governing Body has, by resolution duly entered in the minute book of its School Corporation, agreed to the terms of this Agreement and has authorized it to execute this Agreement.

In Witness Whereof, the parties have executed this Joint Service Agreement for Special Education the day and year first above written.

[THE REMAINDER OF THIS PAGE IS LEFT INTENTIONALLY BLANK]

[SIGNATURE PAGE FOLLOWS]

CLINTON CENTRAL SCHOOL
CORPORATION

By: _____
Superintendent

LEBANON COMMUNITY SCHOOL
CORPORATION

By: _____
Superintendent

WESTERN BOONE COUNTY
COMMUNITY SCHOOL CORPORATION

By: _____
Superintendent

CLINTON PRAIRIE SCHOOL
CORPORATION

By: _____
Superintendent

ROSSVILLE CONSOLIDATED SCHOOL
DISTRICT

By: _____
Superintendent

BOARD OF SCHOOL TRUSTEES OF [NAME OF SCHOOL CORPORATION]

By: _____
President

ATTEST:

Secretary

STATE OF INDIANA

COUNTY OF _____

Before me, a Notary Public authorized to administer oaths in the State of Indiana, Personally appeared _____ and _____, The President and Secretary, respectively, of the Board of School Trustees of _____, who, on its behalf acknowledge the execution and delivery of the foregoing JOINT SERVICE AGREEMENT OF THE BOONE-CLINTON JOINT SERVICES pursuant to the authority duly vested in them by resolution of such Board or official body of Other Public Agency.

WITNESS my hand and Notarial seal this ____ day of _____, 20__.

Notary Public

Printed Signature

My Commission Expires

My County of Residence

Executed: _____, 20__

TO: Rob Ramey, Superintendent
School Board Members

FROM: Lisa Pearson, Transportation Director

DATE: Feb 6, 2023

SUBJECT: Bus Purchase

I recommend the purchase of 1, 2023 IC/Collins, 14 capacity gas Special Purpose Bus from Midwest transit.

This unit utilizes the fall CIESC bid sheet and is on our School Bus replacement plan. The original bus replacement plan is to purchase 2 regular school buses and 1 Special Purpose Bus this year. As you know, we have been awarded money for the infrastructure and purchase of 4 electric buses. We are currently in the process of exploring all that is involved with implementing the set up and cost of the infrastructure as well as the cost of those electric buses. Until we know the cost of said infrastructure and electric bus purchase, we have decided to move forward with the purchase of 1 Special Purpose Bus.

We currently use our 4 Special Purpose Buses for our CTE program, FFA, Radio/TV program, WEBO Athletic Ambassadors, WEBO Academic Team, Girls JH Golf, Boys JH Golf, Girls HS Golf, Boys HS Golf, Boys JH Tennis, Boys HS Tennis, HS Cheerleaders, JH Cheerleaders, & 9th Grade Boys Basketball.

As the need for the use of Special Purpose Buses continue to increase, I recommend that we keep SP 6 instead of trading it in. SP 6 is 2012 Collins diesel Special Purpose Bus with 105,476 miles and still runs well. This will increase our fleet to 5 Special Purpose Buses which will help with our Special Purpose schedule.

The following is a recap for the purchase:

Price per bus	<u>Blue Bird/Micro Bird</u>	<u>IC/Collins</u>
Special Purpose Bus	107,878.00	107,035.00

The delivery is expected towards the end of 2023.

Lisa Pearson
Transportation Director
Western Boone Schools

EDUCATION & OPERATION FUND COMPARISON REPORT

As of January 31, 2023, the Education Fund cash balance was \$3,862,299. The Education Fund expenditures for January 2023 were \$763,025. As of the end of January 2023, a total of 7% of the 2023 appropriation was expended.

As of January 31, 2023, the Operation Fund cash balance was \$2,754,223. The Operation Fund expenditures for January 2023 were \$399,624. As of the end of January 2023, a total of 6% of the 2023 appropriation was expended.

Western Boone County Community School Corporation has investments in the form of various interest-bearing accounts, deposits and treasuries with financial institutions and has earned interest as follows:

<u>Financial Institution</u>	<u>2023 YTD Interest Earned</u>
Home National Bank	\$35,720.62 Interest
Raymond James	\$6,499.79 Interest
Raymond James	\$7,011.42 Change in Value

FYI: The January 2023 - Fund, Appropriation, and Revenue Reports are posted to the School Board Document Site