

BOARD MINUTES
PUBLIC MEETING
ADMINISTRATION OFFICE
January 8, 2018
7:00 P.M.

Call to Order: Rick Davis, Brian Gott, Dennis Reagan, Melissa Smith, Shane Steimel, Phil Foster and Mike Martin
Pledge of Allegiance
Prayer

Board of Finance Annual Meeting

1. The Business Manager will accept the nomination of Shane Steimel for President of the Board of Finance.
Motion: Rick Davis, Second: Brian Gott, (Discussion), Vote: 7-0
2. The Business Manager will accept the nomination of Mike Martin for Secretary of the Board of Finance
Motion: Rick Davis, Second: Brian Gott, (Discussion), Vote: 7-0
3. 2017 End of the Year Financial Report
4. The Business Manager will accept a motion to Adjourn the Annual Meeting
Motion: Dennis Reagan, Second: Melissa Smith, (Discussion), Vote: 7-0

• **MINUTES**

- It is recommended the Board approve the minutes of the December 11, 2017 School Board Meeting.

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

I. **BOARD REORGANIZATION**

1. The Board President will accept the nomination of Shane Steimel for Board President.
Motion: Brian Gott, Second: Rick Davis, (Discussion), Vote: 7-0
2. The Board President will accept the nomination of Rick Davis for Board Vice-President
Motion: Mike Martin, Second: Dennis Reagan, (Discussion), Vote: 7-0
3. The Board President will accept the nomination of Mike Martin for Board Secretary
Motion: Rick Davis, Second: Brian Gott, (Discussion), Vote: 7-0

4. The Board President will entertain a motion to appoint Melissa Griffin as Corporation Treasurer

Motion: Mike Martin, Second: Dennis Reagan, (Discussion), Vote: 7-0

5. The Board President will entertain a motion to appoint Kent Frandsen of Parr, Richey, Obremskey, Frandsen, & Patterson as Legal Counsel under a retainer agreement calling for annual payment of \$500 per month with an hourly fee of \$250.00

Motion: Mike Martin, Second: Rick Davis, (Discussion), Vote: 7-0

6. The Board President will entertain a motion to adopt the schedule of regular board meetings: Meetings will be held at 7:00 p.m. at the Western Boone Administration Office. The 2018 dates would be scheduled as; February 12, March 12, April 16, May 14, June 11, July 16, August 13, September 10, October 8, November 5, December 10, and January 14 as the reorganization Board Meeting for 2018

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

7. The Board President will entertain a motion to continue the Board member annual compensation at the current rate of \$2,000 annually with an additional \$75(current) (can be increased up to \$112) per Board Meeting and \$62 for extra meetings.

Motion: Brian Gott, Second: Dennis Reagan, (Discussion), Vote: 7-0

II. END OF YEAR APPROPRIATION TRANSFERS

1. The Business Manager recommends the Board approve the 2017 end of the year appropriation transfers as presented

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

III. ACTION ITEMS

By individual motions, the Board approves/adopts the following items or actions.

1. **PERSONNEL**- All employment recommendations are pending completed satisfactory criminal background history reports

- **Western Boone**

- Tonya Neese- employment- 3rd shift custodian effective 12-15-17
- Newton Wiley- employment- part time custodian effective 12-15-17
- Breana Fry- employment- 3rd shift custodian effective 12-7-17
- Tonya Neese- resignation- 3rd shift custodian effective 12-20-17
- Julie Russell- change in position effective 12-18-17

- **Western Boone Administration**

- Clayton Randolph- employment- College Career Readiness coach effective 1-8-18
- Lora Thompson- resignation- Administrative Assistant effective 1-2-18
- Lora Thompson- employment-Administrative Specialist effective 1-2-18

Motion: Phil Foster, Second: Mike Martin, (Discussion), Vote: 7-0

2. BUSINESS

- **Non-Resident Students**

Superintendent Ramey recommends the Board to approve the following non-resident students

I. Parker Reagan- Thorntown Elementary School, Grade PreK

Motion: Dennis Reagan, Second: Mike Martin, (Discussion), Vote: 7-0

- **Additional Contractual Days**

- Superintendent Ramey recommends the Board approve extending Julie Hill's contract by 2 days beginning with the 2017-2018 school year

Motion: Brian Gott, Second: Mike Martin, (Discussion), Vote: 7-0

- **Greater Jamestown Area Fund**

- The recommendation is to approve the reappointment of David Rogers to the Greater Jamestown Area Fund. His term will expire on February 28, 2018.

Motion: Dennis Reagan, Second: Brian Gott, (Discussion), Vote: 7-0

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

- Superintendent Ramey recommends the Board to approve the field trip request for Mrs. Brunty's Spanish 3-4 class to Chicago on April 20, 2018.

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

- **Retirement Incentive**

- Superintendent Ramey recommends the Board approve the Memorandum of Understanding with Western Boone Teacher's Association providing a Retirement Incentive for eligible candidates financed through the Rainy Day Fund as presented.

Motion: Brian Gott, Second: Dennis Reagan, (Discussion), Vote: 7-0

- **Payment of Non-Certified Retirement Benefits**

- Superintendent Ramey recommends the Board approve the payment of non-certified retirement benefits during 2018 from the Rainy Day Fund.

Motion: Phil Foster, Second: Dennis Reagan, (Discussion), Vote: 7-0

- **Bus Driver Recruiting Bonus**

- Superintendent Ramey recommends the Board approve a \$25.00 incentive for each completed application referred by bus drivers while working at recruitment events.

Motion: Rick Davis, Second: Dennis Reagan, (Discussion), Vote: 7-0

• **CLAIMS**

- Approval of claims for the period of December 12, 2017 through January 8, 2018 as submitted

Motion: Rick Davis, Second: Phil Foster, (Discussion), Vote: 7-0

• **OTHER**

- Wesley Mikesell- employment- Elementary Physical Education instructor effective 1/22/18
- Lisa Horlacher- FMLA effective immediately until February 12, 2018
- Carol Sweeney- Granville Wells Elementary- employment- filling in for Lisa Horlacher's FMLA

Motion: Mike Martin, Second: Melissa Smith, (Discussion), Vote: 7-0

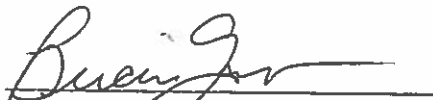
• **ANNOUNCEMENTS**


- Martin Luther King Day 1/15/18 No School
- Mid Terms 2/2/18

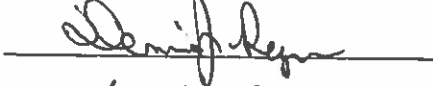
• **ADJOURNMENT**


The School Board President entertains a motion to adjourn


Motion: Mike Martin, Second: Dennis Reagan, (Discussion), Vote: 7-0

















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KENT M. FRANSEN
kfransen@parrlaw.com
765-483-3425, ext. 143

December 26, 2017

Ms. Melissa Smith
3549 West 550 South
Lebanon, IN 46052

Mr. Mike Martin
5037 West 650 North
Thorntown, IN 46071

Mr. Dennis Reagan
9142 North 675 West
Thorntown, IN 46071

Mr. Rick Davis
5457 Evans Road
Thorntown, IN 46071

Mr. Brian Gott
1712 South 900 West
Jamestown, IN 46147

Mr. Phil Foster
6541 South Darlington Road
Jamestown, IN 46147

Mr. Shane Steimel
5730 Elm Swamp Road
Lebanon, IN 46052

RE: Western Boone Schools
Legal Representation for 2018

Dear Board Members:

It has been our practice each year to advise board members of our interest in continuing to serve as the school district's general counsel for the coming year. The decision on the appointment of counsel is normally made at your annual organizational meeting in January, but we serve as counsel at the board's pleasure, and you can make a decision on who serves as your counsel in general or on a particular matter at any time. The Board may also terminate its relationship with our firm at any time and for any reason.

Hopefully you and the administration have been satisfied with our legal representation. We have enjoyed our relationship with you and previous boards and look forward to being of service to the Western Boone Schools if that is your pleasure.

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For the past several years we have worked for you under a retainer arrangement calling for us to be paid \$6,000 per year at \$500 per month. We track our time each month and the retainer has covered the first few hours of our time each month with no charge beyond the retainer amount unless additional time or expense was incurred. Services beyond the retainer are billed at an agreed hourly rate on a monthly statement that itemizes the time or expense and describes the work performed.

For normal work in 2018 we propose to keep the current \$500 monthly retainer in effect and charge my time (or that of whichever attorney is working on a matter) at the rate of \$250 per hour. This is an increase of \$15 an hour over the rate that has been in effect this past year. It is still considerably below my normal hourly rate as a practicing attorney and the rate many central Indiana school attorneys are charging for their work. I hope you believe my services are valuable and worth the cost.

As in the past, we would also expect to be reimbursed for any out-of-pocket expenses we might advance or incur in performing work on behalf of the school corporation. Those have not been significant in amount but they can include things like mileage or parking, photocopying, filing fees, etc.

Should there be a building project involving a bond issue or other special financing, we would discuss and agree on a special fee arrangement for that particular work once the project is sufficiently identified.

We attempt to provide timely and professional service to Western Boone and are sensitive to the high cost of legal representation and the seemingly ever-increasing need for legal assistance. I have been representing schools for nearly forty years and am able to respond to many inquiries without having to go to the law books. I also attempt to keep your costs to a minimum in a variety of ways. For example, I recommend ways to avoid legal problems before they arise; regularly update the administration on recent legal developments; assign particular tasks to the attorney in our firm having the most expertise in the area; use lower cost paralegals and student law clerks to perform tasks they can handle; do not attend board meetings unless it is necessary or is requested by you or the Superintendent; subscribe to and keep current with publications devoted to the legal affairs of public schools; regularly attend (at no cost to you) seminars and workshops put on for the benefit of school attorneys; communicate with ISBA staff counsel and other school attorneys to learn of their experiences and suggestions; in this regard I have also been elected to serve on the Indiana Council of School Attorneys and in that position am able to keep up with the latest developments in school law and have quick access to various experts in

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the fields it comprises; I also explore and attempt to utilize the benefit of all coverage available under your various liability insurance policies.

We communicate most often with your Superintendent and other members of the administrative team, since they are the ones charged with the day-to-day activities of the school system. But I am certainly willing to talk with any of you at any time. Our client is the school corporation, not the Superintendent, and you as board members have the ultimate legal responsibility for the conduct of its affairs.

If at any time you have questions about the role we play or our services in a particular instance, please let me know. I want you to be comfortable with our representation and need to know what you expect.

If these arrangements are agreeable, you merely need to approve the retention of our firm as general counsel on these terms. Because this letter serves as the record of the terms under which we serve as your attorneys, it is a public record open to anyone who would wish to see it.

I look forward to working again with you next year. If you or Superintendent Ramey has questions about this arrangement or our services at any time, please give me a call.

Thank you for your consideration.

Very truly yours,

PARR RICHEY OBREMSKEY FRANDSEN
& PATTERSON LLP

By



Kent M. Frandsen

slm

cc:
810445

~~Mr. Rob Ramey, Superintendent~~

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2017 End of the Year Appropriation Transfers

GENERAL FUND

Account	In	Account	Out
1001105011002 00	1,060 94	1001110011001 00	101,060 94
1001110012001 00	17,795 03	1001130011003 00	119,310 19
1001110013001 00	1,208 11		
1001110024301 00	45 47		
1001130011004 00	19,343 25		
1001130024403 00	5,766 57		
1001130058003 00	3,272 38		
1001135511003 00	690 00		
1001135561103 00	910 00		
1001145011003 00	3,431 08		
1001147011003 00	1,142 87		
1001222012001 00	2,101 30		
1001222031303 00	2,500 00		
1001234031304 00	14,608 75		
1001281011003 00	5,437 58		
1001261012002 00	8,793 76		
1001261012003 00	5,456 38		
1001430061103 00	2,679 00		
1001610012005 00	1,729 92		
1001710056104 00	22,039 52		
1001730011003 00	2,534 15		
1002122011003 00	8,512 16		
1002134012001 00	8,278 60		
1002134061102 00	173 16		
1002162031304 00	9,570 00		
1002222011003 00	121 47		
1002222012003 00	1,237 48		
1002222064003 00	459 69		
1002311058004 00	8,145 09		
1002311081004 00	2,811 00		
1002315031804 00	1,232 70		
1002321011004 00	49 08		
1002321012005 00	25 07		
1002321021505 00	9,808 90		
1002321022305 00	58 40		
1002321058005 00	76 60		
1002321061105 00	1,829 35		
1002410011001 00	1,885 76		
1002410012003 00	188 85		
1002557061103 00	25,240 12		
1002592031904 00	225 14		
1002620012001 00	355 91		
1002620012002 00	13,442 61		
1002620053102 00	71 02		
1002620053104 00	3,839 64		
1002630061104 00	195 29		
Total	220,371.13	Total	220,371.13

CAPITAL PROJECTS FUND

Account	In	Account	Out
3502585012004 00	3,447 59	3502585021105 00	1,164 90
3502585012005 00	1,356 06	3502585024305 00	545 12
3502585021805 00	11,442 98	3502585043004 00	12,581 80
3502585022105 00	628 05	3502585074704 00	3,284 09
3502585022205 00	383 21	3502640045001 00	8,111 88
3502585022305 00	318 02	3502640045002 00	8,385 24
3502640045003 00	14,353 66	3502640045005 00	502 91
3504300059304 00	2,646 20	3504510045002 00	14,485 54
3504510045001 00	41,024 58	3504510045003 00	18,537 89
3504700073002 00	9,558 10	3504510045005 00	8,252 78
3504700073003 00	2,637 57	3504700073001 00	9,155 10
3504900045003 00	11,560 00	3504700073005 00	4,601 38
		3504900045001 00	5,000 00
		3504900045002 00	4,747 39
Total	99,356.02	Total	99,356.02

TRANSPORTATION FUND

Account	In	Account	Out
4102710058004 00	698 54	4102701012005 00	2,160 98
4102730061204 00	1,462 44		
Total	2,160.98	Total	2,160.98

RAINY DAY FUND

Account	In	Account	Out
6101110024504 00	60,000 00	6104510045003 00	60,000 00
Total	60,000.00	Total	60,000.00



Western Boone County Community School Corporation
1201 North State Road 75
Thorntown, IN 46071
765.482.6333 o.
765.482.0890 f.
www.weboschools.org

To: Western Boone School Board
From: Rob Ramey, Superintendent *RWR*
Re: Additional Contractual Days
Date: December 19, 2017

I recommend that Julie Hill's contract be extended 2 days beginning with the 2017-18 school year. Currently, Julie's contract is 192.5 days. With the additional days, Julie will perform administrative duties associated with the Lilly Endowment Comprehensive Counseling Implementation Grant and instructing staff on suicide prevention as required by Indiana law.

Thank you for your consideration.

TO: Rob Ramey
School Board Members

FROM: Cecil Gosser, Transportation Director

DATE: January 2, 2018

SUBJECT: Driver recruiting bonus

Recruiting, training and retaining good bus drivers continues to be a high priority within the transportation department at Western Boone Schools.

We have used several different ways to generate interest in becoming a school bus driver for Western Boone School. We have placed help wanted ads in The Lebanon Reporter, set-up booths at local festivals, entered a school bus in parades, sent emails to school patrons, displayed banners on school grounds, used word of mouth from our drivers, created a short video for the social media sites, and a 30 second ad for the local theater. An article of general interest in The Lebanon Reporter last spring was used to highlight some of our drivers and promote interest in the opportunity. Some, such as word of mouth from our drivers, have worked better than others.

Our next attempt is to set-up a table with application forms at home events with 2 or 3 drivers to answer questions and recruit potential drivers. When warmer weather arrives, we will have a "Come Drive the bus" day, when prospects can drive a course on the school's lot with our drivers. At the same time, the drivers can provide help or information with SafeStop app.

I am asking for a \$25 incentive for the referring driver, for each completed application.

With the new entry level driver training rules requiring more classroom and behind the wheel training for new drivers, getting people qualified and licensed is becoming more difficult. All these programs is an attempt to stay ahead of the current driver shortage facing everyone.

Sincerely

Cecil Gosser
Transportation Director.