

BOARD MINUTES

Regular Meeting of the Board

December 10, 2012

7:00 P.M.

WELCOME – Board Members in attendance: Mike Biesecker, Jane Faggetti, Phil Foster, Bruce Guernsey
Bill Noland, Shane Steimel Absent: Debbie Smith

PLEDGE OF ALLEGIANCE

PRAYER

RECOGNITION OF EMPLOYEE SERVICE TO CORPORATION:

Jane Faggetti – Board Member
Bruce Guernsey – Board Member
Pam Swisher – Food Service Director

MINUTES OF THE NOVEMBER 12, 2012 MEETING

The Chair will entertain a motion to approve the minutes of the November 12, 2012 board meeting.

Board motion: So Moved

Motion: Bruce Guernsey Second: Shane Steimel (discussion) Vote: 6-0

REPORTS: None

END OF THE YEAR FINANCIALS

I recommend the Board approve a stipend of \$500 to all certified teachers and \$200 to all other employees with the exception of Board Members. (amended by Bruce Guernsey)

Board motion: So Moved

Motion: Mike Biesecker Second: Bill Noland (discussion) Vote: 6-0

EARLY RELEASE of STUDENTS

I recommend the Board approve the 30 minute early release of students from February 25, 2013 through March 1, 2013 for the purpose of teacher professional development.

Board motion: So Moved

Motion: Mike Biesecker Second: Bruce Guernsey (discussion) Vote: 6-0

FOOD SERVICE DIRECTOR

I recommend the Board approve Jane Taylor to assume Food Service duties beginning January 1, 2013.

Board motion: So Moved

Motion: Bill Noland Second: Shane Steimel (discussion) Vote: 6-0

BUS DRIVER PAY 2013-2014 SCHOOL YEAR - removed

RAINY DAY FUND:

I recommend the Board approve the transfer of \$66,286.92 from the Capital Project 2008 Refinancing Bond, \$191,275.52 from the Capital Project 2009 Construction Bond, \$100,000.00 from the Transportation Fund and \$18,000.00 from the Bus Replacement Fund into the Rainy Day Fund (\$375,562.44 total).

Board motion: So Moved

Motion: Bruce Guernsey Second: Bill Noland (discussion) Vote: 6-0

Per the recommendation of Bruce Guernsey, the board discussed making a \$150,000 payment towards the Debt Service Bond out of the Rainy Day Fund. It was decided to discuss if further at the January board meeting.

END OF THE YEAR ACCOUNTING:

I recommend the Board pre-approve the payment of claims, invoices, and allowances received prior to December 31, 2012.

Board motion: So Moved

Motion: Mike Biesecker Second: Bill Noland (discussion) Vote: 6-0

I recommend the Board approve the corporation treasurer to make any and all adjustments to appropriations to close the financial accounting for the budget year 2012 on December 31, 2012.

Board motion: So Moved

Motion: Bill Noland Second: Phil Foster (discussion) Vote: 6-0

BOARD POLICY:

I recommend the Board approve the addition of the following Board Policy:

- BP- 7050 – Credit Card Usage

Board motion: So Moved

Motion: Bruce Guernsey Second: Mike Biesecker (discussion) Vote: 6-0

NON-RESIDENT TRANSFER REQUEST

I recommend the Board approve the continued enrollment of Aidan Reed, 3rd grade at Granville Wells Elementary.

Board motion: So Moved

Motion: Shane Steimel Second: Bill Noland (discussion) Vote: 6-0

EXTENDED FIELD TRIPS

I recommend the Board approve the extended field trip request as presented:

Wrestling Team, Kyler Kearby – December 28-29, 2012 to Connersville, Indiana

Board motion: So Moved

Motion: Shane Steimel Second: Bill Noland (discussion) Vote: 6-0

PERSONNEL

Retirement:

Jody Burks, Teacher- Western Boone High School effective at the end of the 2012-13 school year.
Terry Dickerson, Bus Driver effective January 1, 2013.

Resignation:

Adrienne Leo – Cheerleading Sponsor
Alexandra White – Teacher – Western Boone Jr-Sr High effective end of 2012-2013 school year

Employment:

Debbie Clark, Head Cook at Granville Wells Elementary effective January 1, 2013.

Athletics: (All positions are pending clear background reports.)

Cinshae Yancey – JV Head Softball Coach
David Sloan, Varsity Baseball Coach
Felix Martinez – Volunteer High School Baseball Coach
Jeff Parsley – Jr High Co-Head Wrestling Coach
Josh Williams – Jr High Co-Head Wrestling Coach
Taylor Toney – Cheerleading Sponsor

Board motion: So Moved

Motion: Bruce Guernsey Second: Shane Steimel (discussion) Vote: 6-0

CLAIMS

The business manager will be available to answer questions regarding claim items.

The chair will entertain a motion to accept claims as presented.

Board motion: So Moved

Motion: Bill Noland Second: Shane Steimel (discussion) Vote: 6-0

COMPARISON REPORT – Business Manager

INFORMATION:

- Western Boone Jr./Sr. High School discipline data – Jon Compton
- Food Service was awarded the Extra 6 Cents Certification
- New Superintendent Evaluation
- Reorganization Meeting: January 14, 2013
- February Board Meeting: Executive Session to train School Board Members about the performance of the role of the members as public officials by ISBA. Session will be from 5p.m. to 7 p.m.
- HAPPY HOLIDAYS

DOCUMENT SIGNING

ADJOURNMENT

Board motion: So Moved

Motion: Bruce Guernsey Second: Mike Biesecker (discussion) Vote: 6-0

PROJECTED CASH FLOW 2012 - GENERAL FUND

	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	TOTALS
Cash Balance	1,760,669	1,902,632	1,962,005	1,609,737	1,707,163	1,913,633	1,929,665	2,219,262	2,128,959	2,003,574	1,829,943	1,795,489	1,972,787
Income													
Interest	1,449	1,307	1,340	1,240	1,508	1,624	1,568	1,603	1,471	1,571	1,948	2,500	19,028
Student Fees	316	773	91	151	1,245	366	19,153	18,508	691	1,380	1,282	7,200	43,966
Preschool Tuition	6,942	7,612	6,793	6,217	5,552	160	5,090	4,110	7,085	6,105	8,439		71,296
Refunds													
Congressional Interest	20												55
Basic Grant (State)	817,944	821,192	821,192	821,191	821,192	821,191	820,650	820,650	820,650	820,650	820,650	820,650	9,847,803
Stimulus Funds 7950													292,800
Full Day Kdg													86,093
Joint Services													377,891
Vocational													9,632
Remediation/Prev	4,783				4,849		24,177	16,876	16,970				8,782
Summer School					5,597								22,326
Other Schools													56,193
Transfers		11,145		1,071			56,737		91	366			12,216
Other Misc	70	149	702	200	7,061			318	168		1,400		10,068
Total Revenue	831,524	842,178	830,117	830,071	1,035,421	871,874	926,375	862,065	847,127	830,070	855,946	1,209,298	10,772,065
Cum Tot Rev.	831,524	1,673,701	2,503,818	3,333,889	4,369,310	5,241,184	6,167,559	7,029,623	7,876,750	8,706,821	9,562,766	10,772,065	
Expenses													
Payroll/SS/Medicare	696,993	638,360	954,017	609,806	647,378	629,390	524,494	831,806	651,389	652,625	638,021	723,000	8,097,170
Employee Benefits	73,678	76,266	75,895	76,400	61,132	88,976	66,670	77,779	71,506	84,966	82,346	86,000	919,612
TRF/PERF			115,124			99,323			117,102		68,547		436,096
Transfers			510	2,000		6,108	2,300	3,260	3,260		7,466		24,886
Special Ed Coop					52,666					87,636			140,192
Voc Ed - Coop/J Evt										38,519			77,619
CLAIMS - Misc	18,890	69,187	36,839	44,439	67,984	32,045	43,225	39,522	129,266	140,055	94,021	150,000	866,473
Total Expense	689,561	782,804	1,182,385	732,645	829,050	855,842	636,689	952,357	972,512	1,003,701	890,401	1,032,000	10,559,947
Cash Balance	1,902,632	1,962,005	1,609,737	1,707,163	1,913,533	1,929,665	2,219,262	2,128,959	2,003,574	1,829,943	1,795,489	1,972,787	212,118
Encumbrances (2011)	111,009												
2012 Appropriation	11,782,160	1,472,366	2,664,761	3,387,396	4,216,446	5,072,288	6,708,977	6,661,334	7,633,846	8,637,647	9,527,947	10,569,947	
Cum Tot Exp.	689,561	1,472,366	2,664,761	3,387,396	4,216,446	5,072,288	6,708,977	6,661,334	7,633,846	8,637,647	9,527,947	10,569,947	
Remain Approp	11,203,598	10,420,794	9,238,408	8,506,764	7,676,714	6,820,872	6,184,183	6,231,826	4,269,314	3,265,613	2,366,212	1,333,212	
% Approp Remain	96.09%	88.46%	78.41%	72.19%	66.16%	67.89%	62.49%	44.40%	36.16%	27.63%	20.07%	11.32%	
													Rev-Exp
													212,118



December 6, 2012

To: Board Members
Dr. Judi Hendrix, Superintendent

From: Vivian Norman

Re: Rainy Day Fund

Per the Indiana Code, a Rainy Day Fund is a financial line that can be established so that it may assist during an economic downturn in order to stabilize the budget so that spending may be maintained without increasing taxes.

The Rainy Day Fund was originally established in 2002 which includes the following transfers:

2002	-	\$ 92,300
2008	-	\$100,000
2010	-	\$295,000
2011	-	\$100,000

I would like to make the recommendation to the Board that we transfer the following into the Rainy Day Fund for 2012:

Capital Project – 2008 Refinancing Bond:	\$ 66,286.92
Capital Project – 2009 Construction Bond:	\$191,275.52
Transportation Fund:	\$100,000.00
Bus Replacement Fund:	<u>\$ 18,000.00</u>
TOTAL:	\$375,562.44

This would bring the total Rainy Day Fund to \$962,862.44.

BOARD RESOLUTION TO TRANSFER FUNDS

WHEREAS, Indiana Code 36-1-8-5.1 allows a school corporation to establish a Rainy Day Fund to transfer unused and unencumbered balances from funds raised by a tax levy, up to a maximum of ten percent of the total budget for that fiscal year,

THEREFORE BE IT RESOLVED THAT the Board hereby transfers \$257,562.44 from the Capital Project Fund (Fund 350); \$100,000 from the Transportation Fund (Fund 410); and \$18,000 from the Bus Replacement Fund (Fund 420) to the Rainy Day Fund (Fund 610) for the 2012 fiscal year.

The intent of the Board of School Trustees is to use the monies in the Rainy Day Fund for purposes the Board deems necessary.

This resolution was duly made, seconded and adopted this 10th day of December, 2012.

President, Board of School Trustees

Secretary, Board of School Trustees

Credit Card Usage

BP - 7050

All credit cards issued to Western Boone School Corporation will be authorized for use by the Western Boone Business Manager. These credit cards must only be used for school purposes and approved by administration.

Date Adopted: 12/10/2012

GENERAL FUND COMPARISON REPORT:

As of the end of November, 2012 the General Fund cash balance is \$1,795,488. In the General Fund as of November 30, 2012, we have had a total expenditure of \$9,527,947 or 81% of the 2012 General Fund Appropriated Budget of \$11,782,150.

Western Boone Discipline Report

Students with Zero disciplinary referrals

7th Grade- 118/146	81%
8th Grade- 117/131	89%
9th Grade- 134/150	89%
10th Grade- 122/132	92%
11th Grade- 149/162	92%
12th Grade- 107/117	92%

Total- 747 with Zero disciplinary referrals out of 838 total students at Western Boone Jr./ Sr. High School

As of 12-3-12, There have been 178 referrals processed.

Referral Totals:

2006-07-2688
 2007-08-2134
 2008-09-1776
 2009-10-1448
 2010-11-1032
 2011-12-777

Infractions for 2012-13:

Disruptive Behavior-27
 Insubordination-26
 Tardy-24

Punishments:

Detentions-41
 Friday Schools- 102
 Out of School Suspensions-16

Suspensions/ Expulsions:

2006/07- 75/13
 2007/08- 95/22
 2008/09- 125/24
 2009/10- 136/16
 2010/11- 71/17
 2011/12- 59/7