

**Fremont Community Schools
Board of Trustees
Meeting Summaries
January 20, 2014
Fremont Community Schools Board Room
1100 West Toledo Street
Fremont, Indiana**

**Meeting #1 – Special
6:00 PM
Board of Finance Annual Meeting**

Indiana law requires the Board of Finance to meet annually after the first Monday in January and on or before the last day of January. Elected Board Officers will serve in the same capacity for the Board of Finance as they do for the FCS Board of Trustees. The purpose of this meeting was to receive and review the investment report required by IC 5-13-7-7. Corporation Business Manager Brandon Penrod provided the following information:

1. Designation of Depository
Mr. Penrod recommended that we use Farmer's State Bank as our primary depository and also recommended that we use INTrust as a secondary depository depending on market conditions. The board approved these recommendations.
2. Investment Report
 - a. As of December 31, 2013, we have \$1,951,946.37 in our construction fund.
 - b. On January 2, 2014, we had \$279,096 deposited as proceeds from our Tax Anticipation Warrant.
 - c. On December 31, 2013, our Bank balance for all funds was \$5,695,080.58.
 - d. In Calendar Year 2013 we earned \$7,420.76 in interest on our investments.
3. Financial Goal
THEREFORE BE IT RESOLVED that Fremont Community Schools of Steuben County, Indiana, shall strive to increase the percentage for the student instructional expenditure categories as compared to the other expenditure categories as described in IC 21-10-3-4 for the next fiscal year by identifying efficiencies in all expenditure categories.

**Meeting #2 – Special
6:15 PM
Board Organization**

Pursuant to IC 20-26-4-1, every school board must annually elect a president, a vice president, and a secretary. The board must also appoint a treasurer. The following officers have been elected and/or appointed for 2014:

President	Sheri Thomson
Vice-President	Christine Seiler
Secretary	Hope Korte
Liaison Officer	Cindy Saltzman
Corporation Treasurer	Brandon Penrod
Deputy Corporation Treasurer	Shayne Tresenriter
Corporation Attorney	Walter Helmke
Corporation Attorney	Timothy Shelly

Conflict of Interest forms were distributed to all members of the board. Board member Laura McLatcher signed on behalf of McLatcher Heating/AC.

Meeting #3 – Regular 6:30 PM

Board Members Present: Peggy Bailey, Hope Korte, Laura McLatcher, Marty McNeal, Cindy Saltzman, Christine Seiler, Sheri Thomson

Representing Administration: Brandon Penrod, Lori Vaughn

Visitors: Mark Fowerbaugh, Drew Kuespert, Kim Quick, Mary Sacquitne, Mark Sherbondy, Nancy Swager, Susie Swager

Board President Sheri Thomson led the group in the Pledge of Allegiance and welcomed all visitors. She then called Regular Meeting #3 to order and asked for a motion to adopt the meeting agenda.

Superintendent Lori Vaughn requested the following items be added to the agenda prior to adoption:

- 1) NEW BUSINESS
 1. Employment Recommendations
Ended Employment
 7. Additional Fund-Raiser

APPROVAL OF MINUTES

Minutes from Regular Meeting #15 were unanimously approved.

FINANCIAL REPORTS AND CLAIMS APPROVAL

Business Manager Penrod presented the monthly claims and payroll to the board for approval. In addition he provided copies of the General Fund Cash Flow Worksheet to all members of the board which shows our expenditures by object. Our year end cash balance was \$115,924.02. He also presented a summary of the other tax funds.

COMMUNICATIONS TO THE BOARD

1. HVAC Project Update
Facility Director Kim Quick provided information about phase I of our HVAC project. The project is 90-95% complete. We are waiting on programmers for the computer upgrades and graphics which will allow remote computer access to all systems. All lighting is complete with the exception of the auditorium. We are also awaiting replacement sensors.
2. Principals' Reports
Middle School Principal Mark Fowerbaugh and High School Principal Mark Sherbondy summarized testing and provided information about upcoming plans for curriculum and programming.

Mr. Fowerbaugh presented a comparison summary of Fremont Middle School's ISTEP+ scores, noting the outstanding performance of students and staff. Data shows that we are consistently excelling in math. Principal Fowerbaugh also highlighted honors received by science teacher Ken Wertz and recognized Eric Bryan for procuring grant funding for the Frisbee golf course and also for a bullying program that will be presented to the students. He noted that our Middle School students are excelling in band and choir, and recognized science teacher Dan Cairl

(Farmer Brown) for his annual science unit. All 8th grade students will be visiting IMPACT Institute this year.

Mark Sherbondy reported that Fremont High School is now home to the Life Skills class provided by the Special Education Cooperative. This allows for eight of our students to return to Fremont High School. Last Friday ended first semester and Mr. Sherbondy noted that he is now working on the graduation calendar – it's moving fast! Data is constantly being used to ensure students are on track for testing and graduation requirements. We know which students need additional coursework in order to make them successful. Our dual credit program has grown considerably and has afforded many students an opportunity to get a jump start on their college coursework. We currently offer 15 dual credit classes. We are also experiencing a nice increase in the number of students signed up for IMPACT – 40+ students signed up for next school year.

3. School Cancellation and Make-up Days

Superintendent Vaughn explained that she has revised the current school calendar to reflect recent cancellations. As of January 20, we will be using our two option days (February 17 and April 18) as make-up days. We've also added three days to the end of the school year. The students' last day will now be June 2, 2014. Waivers for January 6, 7 and 8 have been requested, but there is no guarantee that we will receive them. The calendar will be revised as necessary.

Ms. Vaughn added that she has asked Principals to solicit input from their staff regarding next year's school calendar. She would like to take a final draft to February Discussions and then to the February Board Meeting for a final vote.

NEW BUSINESS

1. Employment Recommendations

Hiring: Sarah Richmond, HS Para-Professional
Rebecca Herl, MS Para-Professional
Maria Kugler, EL Office/Recess Assistant
Seth Ware, Varsity Coed Track Coach
Mary Adomaitis, EL P.L. 221 Committee Member
Ended Employment: Custodian

2. Facility Use Agreement

Recent new language in House Bill 1159 provides that we add WARNING language not only to our existing facility use agreement, but signage at each facility that houses any type of physical activity (gymnasiums/team building).

3. Middle School Field Trips

The board approved the following two Middle School field trips that involve out-of-state travel:
1.) 7th grade bowling trip – currently scheduled for May 28 in Coldwater, Michigan
2.) High Flyers Cedar Point trip – tentatively scheduled for Friday, June 6 in Sandusky, Ohio
Both of these trips were approved last year.

4. Indiana Secured School Safety Grant Agreement

Prior to making any purchases provided for by the Indiana Secured School Safety Grant it must be approved by a majority of all members of the governing body and signed by the Board President and Secretary. The board unanimously voted to do so.

5. Head Start/LaGrange Building Update

Mr. Penrod reported that we are working with Susie Swager and members of the former Vistula Park Pre-School, Inc. Board to legally dissolve this entity as it no longer, nor has for many years, been in existence. In addition, because Fremont Community Schools is the Local Education Agency for our Head Start, we continue to carry a deficit balance of \$130,856.63 for the non-existent Pre-School. Vistula Park Pre-School, Inc. purchased a building in LaGrange, Indiana which currently houses the Head Start Program along with two other school based programs. The board voted to have the property deeded to FCS so that we can purchase the building, continue to operate the Head Start Program and begin paying down the debt. We will begin assessing future options for paying off the deficit balance.

6. Head Start Report

Susan Swager asked the FCS Board to accept the resignation of Bus Driver Kathy Carpenter. They have advertised for the position of Health/Family Service Manager and have received a couple of applications. The Management Team will begin interviewing before the end of January. The average daily attendance for the month of December was 83%. Mrs. Swager feels the low attendance rate was attributed to illness. Mrs. Swager provided the board with copies of the Governance, Leadership, and Oversight Capacity Screener which she, Ms. Vaughn and Mrs. Thomson completed together a month ago, as required by Head Start regulations.

7. Fund Raising

The Board approved a Lock-in/Play-a-thon fund raiser, requested by Betsy Fowler and Melissa Hardwick, to raise money for the music students' trip to New York.