

# ROSSVILLE CONSOLIDATED SCHOOL DISTRICT BOARD OF EDUCATION

JUNE 6, 2023- 7:00 P.M.

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## Call to Order Mr. Hufford



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## Public Comments

- This meeting is a meeting of the Board of Education in public for the purpose of conducting the School Corporation's business. The meeting is not to be considered a public community meeting.
- The meeting site is fully accessible and any patron needing additional assistance is asked to contact the Superintendent or office staff present at the meeting or contact the Superintendent's office prior to the meeting.
- A handout of the agenda items about to be presented to the Board were available at the sign-in table for patrons to review. Patrons have the opportunity to speak on the items listed on the agenda.
- The Board has set aside time for the public to comment on the agenda items.
- Patrons, when called, will be asked by the Board President to identify themselves, provide their address, and limit comments to three (3) minutes.

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## Approval of Minutes Consideration of Claims & Payroll

- May 2, 2023 Regular Session
  - Board members received the claims docket, payroll claims, and minutes in advance of the meeting.
  - Members were asked to contact Dr. Hanna with individual items for which they had questions.

**Motion made to approve the minutes, claims, and payrolls as presented.**  
**Motion by: Nathan Root      2nd by: Julia Mink**  
**Motion Passed: Hufford, Root, Mink, Pendleton**



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## New Business – Governance Item Consideration of Board Appointment

- Jennifer Jacoby submitted her resignation from the Board of Education for the Rossville Consolidated School District effective June 5, 2023.
- When a vacancy occurs on the Board, the Board has 30 days from the date of the vacancy to appoint an individual to fill the position.
- The person appointed must have been a resident within the Rossville Consolidated School District for one year prior to the appointment.
- The candidate will serve as the Secretary of the Board of Education.
- Mr. Nathan McCullough, former Board member, has expressed interest and is willing to serve in the position. The Board has the option to appoint Mr. McCullough or search for a different candidate.

**Motion made to approve the board appointment as presented.**  
**Motion by: Julia Mink      2nd by: Jentry Pendleton**  
**Motion Passed: Hufford, Root, Mink, Pendleton**



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## Oath of Office RCSD Police Chief

- The Rossville Consolidated School District established a school corporation police department as prescribed in IC 20-26-16-2 at their regular meeting on November 6, 2018.
- The Board hired Thomas Dillingham as the Chief of Police at their March 7, 2023, meeting.
- An oath of office has been developed as prescribed by IC 20-26-16-6.
- Officer Dillingham will be sworn in as the Chief of Police for the Rossville Consolidated School District Police Department.

Mrs. Pennington will give the Oath of Office.



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## Oath of Office RCSD Police Officer/SRO

- The Rossville Consolidated School District established a school corporation police department as prescribed in IC 20-26-16-2 at their regular meeting on November 6, 2018.
- The Board hired Frank Wells as a Police Officer/SRO at their May 2, 2023, meeting.
- An oath of office has been developed as prescribed by IC 20-26-16-6.
- Officer Wells will be sworn in as a Police Officer/SRO for the Rossville Consolidated School District Police Department.



Mrs. Pennington will give the Oath of Office.



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## New Business – Personnel Item Consideration of Classified Handbooks

- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff - Cafeteria Manager. The Handbook will become effective July 1, 2023.
- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff - Cafeteria. The Handbook will become effective July 1, 2023.
- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff - ChildCare – Before & After School. The Handbook will become effective July 1, 2023.
- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff - Computer Technician. The Handbook will become effective July 1, 2023.
- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff - Custodians. The Handbook will become effective July 1, 2023.
- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff - Data Records Clerk. The Handbook will become effective July 1, 2023.



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## New Business – Personnel Item Consideration of Classified Handbooks

- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff - Deputy Treasurer. The Handbook will become effective July 1, 2023.
- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff - Extracurricular Accounts Treasurer & Secretaries. The Handbook will become effective July 1, 2023.
- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff - Grounds Care. The Handbook will become effective July 1, 2023.
- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff - Instructional Assistant – Educational Interpreter. The Handbook will become effective July 1, 2023.
- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff – Instructional Assistants. The Handbook will become effective July 1, 2023.



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## New Business – Personnel Item Consideration of Classified Handbooks

- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff Nurse – Part-Time. The Handbook will become effective July 1, 2023.
- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff - Nurse. The Handbook will become effective July 1, 2023.
- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff – OT and PT. The Handbook will become effective July 1, 2023.
- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff – Substitute Employees. The Handbook will become effective July 1, 2023.
- ☆ Dr. Hanna is recommending the approval of the 2023-2024 Handbook for Classified Staff – Summer Assistants. The Handbook will become effective July 1, 2023.



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## New Business – Personnel Item Consideration of Ratification of Suspension

- Mr. Dennison suspended Ms. Paula Townsend, with pay, on May 5, 2023, through the end of the school year.
- Dr. Hanna is requesting retroactive approval of the suspension.



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## New Business – Personnel Item Consideration of Resignations

- ☆ Spencer Conner has submitted his resignation effective at the end of the 2022-2023 school year.
- ☆ Megan Trout has submitted her resignation as speech language pathologist at the end of the 2022-2023 school year.
- ☆ Jennifer Fatoool has submitted her resignation effective at the end of the 2022-2023 school year.
- ☆ Julia Touloukian has submitted her resignation effective at the end of the 2022-2023 school year.



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## New Business – Personnel Item

### Consideration of Resignations

- ☆ Paula Townsend has submitted her resignation as an elementary teacher effective immediately.



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## New Business – Personnel Item

### Consideration of FMLA

- ☆ Mrs. Denisha Howell, 3<sup>rd</sup> Grade Teacher, has requested FMLA leave from October 23, 2023– May 24, 2024. Mrs. Howell plans on returning to her position for the 2024-2025 school year.



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## New Business – Personnel Item

### Consideration of Leave of Absence

- ☆ Mrs. Kristin Arnone has requested a leave of absence for the first semester of the 2023-2024 school year. Mrs. Arnone plans to return on January 8, 2024.



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## New Business – Personnel Item

### Consideration of Appointments

- ☆ Kayla Horoho is recommending Mrs. Kim Baker for the part-time nurse position. Mrs. Baker would work on Tuesdays and Thursdays beginning the 2023-2024 school year.
- ☆ Mr. Thompson is recommending Natalie McCoy as a Mathematics teacher for the 2023-2024 school year. Mrs. McCoy's base salary will be \$44,750. She will also be the sponsor of the Math Club
- ☆ Mr. Thompson is recommending Mr. Brent Tonsoni for the Special Education teaching position. Mr. Tonsoni is in the process of completing the Transition to Teaching Program and should be eligible for licensure in the winter of 2023. Mr. Tonsoni's base salary will be \$43,000.



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## New Business – Personnel Item

### Consideration of Appointments

- ☆ Mr. Thompson is recommending Lexi Shriver as Chemistry teacher for the 2023-2024 school year. Ms. Shriver's base salary will be \$43,000. Ms. Shriver will also be the Junior Class Sponsor.
- ☆ Mr. Dennison is recommending Mrs. Kelly Mills for extended school year services for a student as per student's annual case review. Mrs. Mills will provide the student with services for one (1) hour per week at a rate of \$39.25 per hour.
- ☆ Mr. Thompson is recommending Mr. Chris Burdick for the position of Science teacher. Mr. Burdick has twenty years of teaching experience. His base salary will be \$61,000 for the 2023-2024 school year.



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## New Business – Personnel Item

### Consideration of Appointments

- ☆ Mr. Dennison is recommending Mrs. Bethany Sallade as a temporary 5<sup>th</sup> Grade Teacher for the 2023-2024 school year. Mrs. Sallade's base salary will be \$43,000.
- ☆ Mr. Dennison is recommending Mrs. Katie Mackey as a 3<sup>rd</sup> Grade Teacher beginning the 2023- 2024 school year. Mrs. Mackey's base salary will be \$43,000.
- ☆ Mr. Dennison is recommending Michelle Stoyanoff as the Speech and Language Pathologist beginning the 2023-2024 school year. Mrs. Stoyanoff is coming to Rossville with 17 years of experience. Her base salary will be \$62,000.



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## New Business – Personnel Item Consideration of Appointments

- Mr. Dennison is recommending Michele Houser and Angie Bogan for Summer School teachers, and Rebecca Doering and Paul Mullen as Instructional Assistants. Originally Carrie Geheb accepted one of the teaching positions, but was not able to move forward after an accident.
- Summer School will run from May 30 – June 2 and June 5-8, four hours per day.
- Title I funds will be utilized for staff. Teachers will be paid their base pay for four hours per day and Instructional Assistants will be paid their hourly wage as outlined in the Handbook for Classified Staff – Instructional Assistants.
- Dr. Hanna is recommending retroactive approval of the Summer School program.



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## New Business – Personnel Item Consideration of Appointments

- Mr. Burkle has submitted his recommendation for summer 2023 coaching recommendations for volleyball camp.  
Brad Marlin Jr – 8<sup>th</sup> Grade Head Coach  
Jacqueline James – 7<sup>th</sup> Grade Head Coach  
Courtney Lytle - 7<sup>th</sup> Grade Volunteer Coach  
Jamie LaFrance-Morrison – 6<sup>th</sup> Grade Head Coach  
Natalie Thomas – 5<sup>th</sup> Grade Head Coach

**Motion made to approve the personnel items as presented.**

**Motion by: Jentry Pendleton      2<sup>nd</sup> by: Nathan Root**  
**Motion Passed: Hufford, Root, McCullough, Mink, Pendleton**



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## Action Item – Policy Items Consideration of Update to Policy Manual

- Rossville Consolidated School District participates in Comprehensive Policy Management Services to help keep Rossville School District policies up to date and aligned with best practices.
- One of the steps is to continually review policies to ensure they are up to date and relevant. The ISBA has a model policy, and Rossville Schools is working to align our manual with that model.
- Dr. Hanna has worked with the ISBA Staff Attorney to review and recodify the contents of the new policy manual. Several policies have been updated for the Board of Education's consideration.
- Many policies have been recodified with the new numbering system and the old policies need to be retired.



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## Action Item – Policy Item Consideration of Staff Handbooks

★ Mr. Dennison has submitted the Rossville Elementary School Staff Handbook 2023-2024.

★ Mr. Thompson has submitted the Rossville Middle/Senior High School Teacher Handbook.

Dr. Hanna is recommending approval of the Elementary and Middle/Senior High School Staff Handbooks.



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## New Business – Policy Item Consideration of Policy

★ SECTION 4010 – Student Residence Verification.....New  
(first read)



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## New Business – Policy Item Consideration of Policy

★ SECTION 2600 – Video Surveillance .....Revised  
★ SECTION 3012 – Employee Reference Check – Applicants .....Revised  
★ SECTION 3051 - Electronic or Standard Keys.....New  
★ SECTION 3230 – Suicide Awareness, Prevention, & Post Intervention....Revised  
★ SECTION 3540 – Teacher Appreciation Grant . ....Reviewed  
★ SECTION 3630 – Teacher Code of Conduct-Staff Discipline.....Revised  
★ SECTION 3631 – Staff Ethics.....Revised



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## New Business – Policy Item Consideration of Policy

- ☆SECTION 5360 – Supervision of Students.....Revised
- ☆SECTION 6310 – Vehicle Use.....Revised
- ☆SECTION 7020 – Chemical Management Policy.....Revised
- ☆SECTION 7021 – Pest Control and Use of Pesticides .....Revised
- ☆SECTION 7100 – Vehicle Idling Policy.....Revised
- ☆SECTION 8500 – Visitors.....Reviewed

**Motion made to approve the policy items as presented.**

**Motion by: Nathan McCullough      2<sup>nd</sup> by: Julia Mink**  
**Motion Passed: Hufford, Root, McCullough, Mink, Pendleton**

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## New Business – Curricular Item Consideration of Curriculum or Supplemental Materials

- The Indiana Legislature passed House Enrolled Act 1558 which requires a school corporation to report certain information regarding reading and writing curricula, remedial programs, and administrative contact information on the school corporation's website.
- The superintendent, advisory committee, or governing body shall adopt curriculum or supplemental materials for reading that are aligned with the science of reading and to the student's reading proficiency; and may not adopt curriculum or supplemental materials for reading that are based on the three-cueing model.
- Mr. Thompson and his staff, and Mr. Dennison and his staff, have developed a document to address the requirement.
- Mr. Dennison and his staff have also address the RES Dyslexia Protocol requirement of this act.
- Dr. Hanna is requesting approval of the Reading and Writing Curriculum and Intervention Plan as presented.

**Motion made to approve the curricular items as presented.**

**Motion by: Julia Mink      2<sup>nd</sup> by: Jentry Pendleton**  
**Motion Passed: Hufford, Root, McCullough, Mink, Pendleton**

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## New Business – Financial Item Consideration of Curricular Material

HEA 1001 prohibits Indiana schools from charging students for curricular materials, which are defined in Indiana Code 20-18-2-2.7. The General Assembly has allocated funds to eliminate textbook and curriculum fees.

Rossville Elementary and Middle/Senior High School have submitted the projected course textbook, consumable, and fees that would have been charged prior to this legislation.

Dr. Hanna is recommending the approval of the courses and additional curricular material items, knowing that no fees will be charged as per Indiana law.



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## New Business – Financial Item Consideration of Textbook Adoption

- ☆A committee comprised of teachers, department chairs, and parents are recommending a textbook adoption for Business. The pathway and textbook will provide the academic guidance and structure needed with a focus on Business Management. The textbook is Principle of Management – Goodhear-Wilcox publisher. Total cost is \$4,879.02.

**Motion made to approve the financial items as presented.**

**Motion by: Nathan Root      2<sup>nd</sup> by: Julia Mink**  
**Motion Passed: Hufford, Root, McCullough, Mink, Pendleton**

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## Action Item – Miscellaneous Items Consideration of Safe Entry Plan Revisions

- The Safe Entry Plan was approved by the Board of Education on July 6, 2021, updated on September 7, 2021, reviewed on December 14, 2021, revised on February 28, 2022, May 2, 2022, and December 13, 2022.
- The current plan updates the protocols for the district and outlines the use of the ESSER III funds.



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## New Business – Miscellaneous Item Consideration of Designee

- Dr. Hanna and Mandi Pennington have requested to be authorized to sign agreements for alternative and private residential school placement as the designee for the President and Secretary of the Board.
- The Indiana Department of Education requires that this authorization is provided annually.
- Rarely placement for alternative or private residential school is needed. However, when the need does occur, timelines must be followed for the benefit of the child. This authorization will expedite the process to ensure that the corporation meets Federal and State requirements in dealing with these types of placements.



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## New Business - Miscellaneous Item Consideration of Bus Use

- The Clinton County Special Olympics committee has requested transportation to and from their State Summer Games held at Indiana State University, Terre Haute, Indiana
- Dr. Hanna has secured a driver to transport their team on Thursday, June 8 and return trip on Sunday, June 11.
- Dr. Hanna is recommending approval of this request.



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## New Business - Miscellaneous Item Consideration of Overnight Conference

- Mrs. Kelly Mills has requested to attend the ASSET Program Conference from July 17 – 18, 2023, in Franklin, Indiana.
- This conference will allow Mrs. Mills to gain the skills required to pass PRAXIS for intense interventions.
- Dr. Hanna is recommending this request.

**Motion made to approve the miscellaneous items as presented.**

**Motion by: Jentry Pendleton      2nd by: Julia Mink**  
**Motion Passed: Hufford, Root, McCullough, Mink, Pendleton**



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## New Business - Miscellaneous Item Security Risk Assessment Report

- Rossville Schools had the opportunity to receive a free Cybersecurity/Physical Security Audit from Purdue University's CyberTAP team. The audit team reviewed the District's incident response plans, physical layout, and configuration of devices and network.
- The District scored a Level 3 out of 5 with 5 reserved for districts with dedicated security teams. The District was just 25 points from receiving a Level 4. This makes us a leader in our area for our preparedness for Cybersecurity events and physical security.
- There is always room to grow and we are taking the feedback received from the audit and applying the recommendations in hopes of achieving a level 4 ranking at the next audit. The items to address include creating plans for risk management, conducting tabletop exercises, and addressing other concerns that were expressed during the audit.



Informational Slide

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## Reports & Information Field Trip Reports

Group	Date of Trip	Activity	Location
Life Skills	May 8, 2023	Shopping for Groceries	Lafayette
Life Skills	May 18, 2023	Restaurant Visit/Etiquette	Rossville
FFA	July 7, 2023	FFA to Holiday World	Santa Claus
FFA	August 18, 2023	FFA to State Fair	Indianapolis



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## Reports & Information Conference Report

Staff Attending	Date of Conference	Conference Title	Location
☆ Terry Thompson	June 7, 2023	Indiana Graduates Prepared to Succeed	Hobart, IN
☆ Kaitlin Green	September 15, 2023	CPI Training	Clinton Prairie
☆ Aubree Buck	June 8, 2023	Administrator Leadership Academy	West Lafayette



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## Public Comments

- The President will ask for any additional comments from the gallery.
- The President asks that you identify yourself prior to making comments and to limit your comments to three (3) minutes.

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**Adjournment**

- The Presiding Officer will ask for a motion to adjourn the regular Board meeting.

**Next Board Meeting**

➤ Tuesday, July 11, 2023 – 7:00 p.m.

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**Meeting Adjournment**



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