

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE BOARD OF SCHOOL TRUSTEES OF  
CASTON SCHOOL CORPORATION**

President Chad Boldry called the December 16, 2020, meeting to order with the pledge of allegiance at 6:30 P.M. Present at the meeting were the following board members: Mr. Jeffery Smith, Mrs. Beth Howard, Mrs. Cristie Rans, and Mr. Roger Byrum. Also present were: Mrs. Cindy Douglass, Superintendent; Dr. Paul Voigt, Assistant Superintendent; and Mr. Andrew Achey; Corporation Attorney. Others present were: Mr. Chuck Evans, Ms. Jennifer Lukens, Mrs. Angie Miller, Mr. Rhett Lee, Mr. Jason Herd, and Ms. Colleen Diveley.

**Celebrations:** A reception was held before the meeting began to honor and celebrate Mrs. Cindy Douglass' upcoming retirement after 29 ½ years of service to the corporation. This was her last official board meeting. The Northern Indiana Community Foundation presented Caston School Corporation a \$1000.00 safety grant. Four student athletes made the All-County Cross Country Team - Delaney Strasser, Micah Colvin, Austin Dague and Edison Byrum.

**Public Comment Regarding Advertised Items:**

**Consent Agenda:** Beth Howard moved, seconded by Cristie Rans to approve consent agenda items as follows:

- a. Approve minutes as follows:
  1. November 18, 2020 Public Work Session
  2. November 18, 2020 Regular Board Meeting
  3. November 18, 2020 Executive Session
  4. November 23, 2020 Special Board Meeting
- b. Presentation and review of claims
- c. Employment Recommendations:
  1. Zachary Lowe - Custodian for Caston School Corporation
  2. Lauren Moss – Girls' JH Track Coach
  3. Mike Buczkowski – Department Head
  4. Vince Huffman – Department Head
  5. Melinda Shultz – Department Head
  6. Shirley Musselman – Department Head
  7. Amy Myers – Department Head
  8. Tiffany Douglass – Department Head
  9. Nikki Evans – High School National Honor Society Sponsor
  10. Lori Williams – JH National Honor Society Sponsor
  11. Melinda Shultz – Key Club Sponsor
  12. Erica Coffing – Art Club Sponsor
  13. Heather Harter – Spanish Club Sponsor
  14. Carmen Holderfield – FCCLA Club Sponsor
  15. Melinda Shultz – Yearbook Sponsor
  16. Nick Korniak – FFA Club Sponsor
  17. Heather Harter – HS Student Council Sponsor
  18. Vince Huffman / Melinda Shultz – Senior Class Sponsors
  19. Michelle Byrn - Choral Director
  20. Olivia Woolard – Band Director
- d. Presentation and review of November, 2020 Treasurer's Report and Revenue Report

***Unanimous 5-0***

**Old Business:**

Cristie Rans moved, seconded by Jeff Smith to approve the Board Policy Revisions & Adoption of New Policies: (2<sup>nd</sup> Reading)

1. Bylaw 0151 - Organizational Meeting - Technical revision
2. Bylaw 0152 - Officers - Technical revision
3. Bylaw 0154 - Motions - Revision
4. Bylaw 0155 - Committees - Technical revision
5. Bylaw 0167.2 - Executive Session - Revision
6. Bylaw 0171.4 - Treasurer - Revision
7. Policy 3120.11 - Public Hearing Before Commencement of Collective Bargaining - NEW
8. Policy 5111 - Determination of Legal Settlement and Eligibility for Enrollment of Students Without Legal Settlement in the Corporation - Revision
9. Policy 5460 -Graduation Requirements - Revision
10. Policy 6105 - Authorization to Accept and Distribute Electronic Records and to Use Electronic Signature -Revised
11. Policy 6250 - Required ADM Counts for the Purpose of State Funding - NEW
12. Policy 7540.02 - Web Accessibility, Content, Apps and Services - Revised
13. Policy 8330 - Student Records - Revised
14. Policy 8420.01 - Pandemics and Epidemics – NEW
15. Policy 8450 - Control of Casual Contact Communicable Diseases – Revised
  
16. Bylaw 0151 - Organizational Meeting - Technical revision
17. Bylaw 0152 - Officers - Technical revision
18. Bylaw 0154 - Motions - Revision
19. Bylaw 0155 - Committees - Technical revision
20. Bylaw 0167.2 - Executive Session - Revision
21. Bylaw 0171.4 - Treasurer - Revision
22. Policy 3120.11 - Public Hearing Before Commencement of Collective Bargaining - NEW
23. Policy 5111 - Determination of Legal Settlement and Eligibility for Enrollment of Students Without Legal Settlement in the Corporation - Revision
24. Policy 5460 -Graduation Requirements - Revision
25. Policy 6105 - Authorization to Accept and Distribute Electronic Records and to Use Electronic Signature -Revised
26. Policy 6250 - Required ADM Counts for the Purpose of State Funding - NEW
27. Policy 7540.02 - Web Accessibility, Content, Apps and Services - Revised
28. Policy 8330 - Student Records - Revised
29. Policy 8420.01 - Pandemics and Epidemics – NEW
30. Policy 8450 - Control of Casual Contact Communicable Diseases – Revised

***Unanimous 5-0***

**New Business:**

Beth Howard moved, seconded by Cristie Rans to approve adoption of Board Resolution for the FY 21 Expenditure Goals

***Unanimous 5-0***

Jeff Smith moved, seconded by Roger Byrum to approve the appropriation allotment transfers and payment of claims necessary for close of calendar year 2020 financials

***Unanimous 5-0***

Roger Byrum moved, seconded by Cristie Rans to approve changes/revisions to the Caston School Corporation Classified Staff Handbook

***Unanimous 5-0***

Beth Howard moved, seconded by Cristie Rans to approve the recommended classified staff wage increases for eligible employees per the guidelines of the Caston School Corporation Classified Staff Handbook

***Unanimous 5-0***

Cristie Rans moved, seconded by Jeff Smith Adoption of resolution to provide a one-time appreciation stipend for eligible personnel

***Unanimous 5-0***

Jeff Smith moved, seconded by Roger Byrum to approve accepting a grant from Northern Indiana Community Foundation for improving school safety - valued at \$1000

***Unanimous 5-0***

Roger Byrum moved, seconded by Cristie Rans to approve removing Mrs. Lucinda (Cindy) Douglass from bank signatory at Community State Bank and add Dr. Paul Voigt

***Unanimous 5-0***

**Other Business:** None

**Reports/Information:**

Update on interest rates from Community State Bank

ECA monthly financial reports (Oct. & Nov. 2020)

**Principal's Reports**

Angie Miller reported that a group of high school students has successfully worked with the third grade classes to teach them about coding as a part of the National Day of Coding activities. 3D Printing of cookie cutters has been a successful project by the HS Project Lead the Way Engineering class. Mrs. Holderfield's FACS class baked cut-out cookies using the cutters created with the 3D printer.

a. 2021 New Year's Welcome Back – Staff Appreciation – January 5, 2021

**Public Comment:** None

**Board Comment:** Roger Byrum stated his son is excited about the weight training program that has been implemented. Will Porter and coaching staff were praised for their outstanding work with the students.

The next board meetings will be held January 6, 2021 at 6:30 PM. in the Bruce E. Cress boardroom and will be the Annual Reorganization & Annual Board of Finance Meetings.

**Adjournment:** Jeffery Smith moved, seconded by Cristie Rans that the regular meeting be adjourned at 7:11 PM.

*Unanimous 5-0*

**CASTON BOARD OF SCHOOL TRUSTEES**

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