

**Fremont Community Schools  
Board of School Trustees  
Meeting #2 Regular  
Summary**

**July 16, 2012  
6:00 p.m.  
1100 West Toledo Street  
Fremont, Indiana 46737**

---

**Those present representing the Fremont Community Schools Board of School Trustees:**  
Peggy Bailey, Tim Knoblauch, Hope Korte, Cindy Saltzman, Christine Seiler, Sheri Thomson

**Representing the Administration:** Lori Vaughn  
**Business Office:** Dick Wirtz

**Visitors in Attendance:** Shawn Caldwell, Cindy Callahan, Jennifer Decker (Herald Republican), Jim Measel (WLKI), Roger Probst, Kim Quick

President Tim Knoblauch welcomed visitors and led the group in the Pledge of Allegiance to the Flag.

**1. Payrolls and Claims**

Board Member Hope Korte inquired about voucher #56151.00-06 DeKalb Eastern Schools. Superintendent Vaughn explained that DeKalb Eastern Schools is the LEA for our Special Education Cooperative. The amounts listed fulfill our financial obligations/share to the Co-operative. Payrolls and Claims were unanimously approved.

**2. Additional Athletic Fund Raiser**

An additional athletic fund raiser was approved for parents of our cross country team. They would like to have a car wash to help offset camp costs. Dates, times, etc. pending Board approval.

**3. Staffing**

**Hiring:** Arlene Adams – Elementary Library Position  
Rebecca Coe – JV Volleyball Coach  
Kathryn Shoppell – 9<sup>th</sup> Grade Volleyball Coach (conditional upon participant numbers)

**Resignations:** Steve Brown – Middle School Football Coach  
Dave Capkovitz – Middle School Football Coach  
Jodi Clouse – Middle School Teacher  
Emily Mahoney – High School Spanish Teacher

**4. 2012 ISTEP+ Results Overview**

Superintendent Vaughn reported that the 2012 ISTEP+ results have been received from the State. Once again, high expectations and dedicated educators and administrators have helped our students continue to achieve at a successful rate on the ISTEP+. Vaughn recognized the efforts of our students, teachers and staff for their continued success. She noted that grades 3, 6 and 7 exceeded the state average passing rate of 79% for English/language arts and that grades 3, 5, 6, 7, and 8 were above the state average of 81% in math. Grades 4 and 6 exceeded the state average on the science test, while grades 5 and 7 were also above the State average in social studies.

**5. Permission to Publish Annual Report**

The State requires the secretary of each school corporation to publish an Annual Financial Report. The report must be published one time annually in local media, not earlier than August 1<sup>st</sup> and/or not later than August 15 of each year. Each school corporation shall submit a copy of

the Annual Financial Report to the Indiana Department of Education on or before August 31. The Board unanimously authorized the publication of this report.

**6. Approve Bi-Annual Financial Report (Form 9)**

The State requires a detailed listing of Account Balances, Line Item Budgets, Cash Balances, Outstanding Indebtedness, Encumbrances, Revenues and Expenditures submitted to them electronically. This report is known as Form 9 and is prepared twice a year (December and June) as required by law. It must be approved and signed by the Superintendent, Board President and Corporation Treasurer prior to sending.

**7. School Treasurer's Extra Curricular Financial Report**

Each Building Treasurer is responsible for the accounting of their School's Extra-Curricular Account. An annual Financial Report of all transactions must be prepared and presented. The Board requested this item be tabled until the August meeting.

**8. 2013 Budget Schedule**

The preparation of the Corporation budget requires a number of review sessions, notices, public hearings and final adoptions. Business Manager Wirtz presented the Board with a listing of those dates and requirements. All of the required hearings and/or meetings have been scheduled on the same nights as our regular board meetings.

**9. Concussion Policy**

The Board heard the second reading of the Proposed Board Concussion Policy. The policy was unanimously approved for adoption.

**10. Technical Correction to Superintendents' Contract/Addendum**

Technical errors were corrected in Superintendent Vaughn's Contract Addendum to reflect accurate insurance premiums and prescription coverage. FCS agreed to pay an additional \$3.50/month (total premium 130.50/month) for a life insurance policy for former Superintendent Roederer.

**11. Presentation of Energy Benchmark**

Grounds and Maintenance Supervisor Kim Quick presented information about an Energy Benchmark Review planned for our facilities in the upcoming week. Areas addressed will include our HVAC heating and cooling systems, electric and gas usage and other possible energy related cost savings. The study will be done at no cost or obligation to FCS. The engineering firm conducting the energy audit is Havel Bros., who originally installed and currently maintain our HVAC monitoring and control systems. It is anticipated that this audit will not only provide useful information and help reduce unnecessary costs, but will allow more accurate and effective capital project planning and outlay in the future.

**12. Approve Custodian Performance Evaluation Form**

The Custodian Performance Evaluation Form distributed at last month's regular meeting was voted on and approved. Supervisor Quick will begin using the form immediately.

**13. Head Start Report**

Board Members received a copy of the FCS Head Start Monthly Report. Susie Swager was not present for comment.

**Next Regular Meeting  
Monday, August 20, 2012  
6:00 p.m.**