

METROPOLITAN SCHOOL DISTRICT OF NORTH POSEY COUNTY
(Board of Education Meeting -- August 3, 1959)

MINUTES

The Board of Education met in Special Session on Monday, August 3rd, at 8:00 P.M., in the Administrative Office. The purpose of this meeting was to study and approve publication of the annual budget.

The following members attended: George Heckerman, Vertis Matz, Virgil Williams and Dr. W. W. Lowe. (Harold Kemmerling did not attend.)

Also attending were: Eldon R. Crawford, Supt., Charles Roberts, Ass't. Supt., and Lloyd Hutchinson, Principal.

THE MEETING WAS CALLED TO ORDER BY MR. HECKERMAN.

Claims Nos. 354-356 were presented for approval of payment. The motion was made by Mr. Williams -- seconded by Mr. Matz -- to approve payment of bills. The motion carried.

TRANSFER STUDENT:

Mr. Crawford stated that John Rose would like to attend our high school during the 1959-'60 school term. He resides with his father in Robb Twp. now, but expects to live with Mrs. Florence Tanner of Harmony Twp. during the school term. Mr. Crawford presented a letter from Ralph Schuler, Attorney, stating that, in his opinion, John Rose's legal residence would be in Robb Twp., thus making him eligible to attend our high school.

STEPS ON BLEACHERS:

Mr. Crawford presented a quotation from Kiger & Co., for six sets of steps on bleachers to form aisles. The price is \$397 for the six sets -- not installed.

It was stated that these steps seemed to be necessary, and that there was a possibility that the Holding Co. would not have funds available for this expenditure.

The motion was made by Mr. Matz -- seconded by Mr. Williams -- that, if the Holding Co. does not have the necessary funds to pay for the steps on the bleachers, the Board of Education will approve payment of same. The motion carried.

CALENDAR:

Mr. Crawford stated that it might be necessary to delay the opening of the high school, as the sewage disposal system has not yet been installed. By August 12th, a decision must be made on the starting date for the high school, so that it can be publicized.

PROPOSED BUDGET FOR 1960:

Proposed Budget Appropriations for 1960 were read and explained thoroughly by Mr. Crawford. (Copy is in Minute Book.)

The motion was made by Dr. Lowe -- seconded by Mr. Matz -- to approve publication of the Budget. The motion carried.

HIGH SCHOOL:

It was suggested that we get estimates for hauling rock to the new high school, to be used on driveways.

It was stated that Mr. Malcolm Lamar had talked with Mr. Sutton and Mr. Schmidt concerning a drainage problem. It was suggested that further investigation be made on this problem.

PRINCIPALS' SALARIES:

Mr. Crawford stated that when action was taken on Principals' 12 months' salaries, it was assumed that they would be effective August 1, 1959.

Since, as a result of a new law, the end of the school year 1959-'60 is June 20, 1960, the question was raised "Should these contracts be written for 11 months, and for the amount of 11/12 of 1 year's contract?"

Mr. Hutchinson suggested that their 1958-'59 contracts be terminated at the end of June 1959, and that their contracts for 1959-'60 be started on July 1, 1959.

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Thus, the Principals would be due the difference between the amount paid in the last month's salary of the 1958-'59 school year, and the amount of a month's salary for the 1959-'60 school year.

Decision is to be made on this matter at a later meeting.

There being no further business, the motion was made by Mr. Williams -- seconded by Dr. Lowe -- to adjourn.

Signed: George H. Heckerman
Chairman

Virgil B. Williams
Secretary

METROPOLITAN SCHOOL DISTRICT OF NORTH POSEY COUNTY
(Board of Education Meeting -- August 10, 1959)

MINUTES

The Board of Education met in regular session Monday, August 10th, at 8:00 p.m., in the Administrative office at Poseyville, Indiana.

The following Board members were present: George Heckerman, Vertis Matz, Harold Kemmerling, Virgil Williams and W. W. Lowe.

Also attending the meeting were: Eldon R. Crawford, Supt., Charles Roberts, Asst. Supt., Ralph Schuler, School Attorney, Lloyd Hutchinson, Principal of North Posey Jr.-Sr. high school and William Wilson, Director of Elementary Education.

THE MEETING WAS CALLED TO ORDER BY MR. HECKERMAN, CHAIRMAN.

MINUTES:

Copies of Minutes of the July 27th and August 3rd meetings were mailed to Board members previously.

The motion was made by Mr. Matz -- seconded by Mr. Kemmerling -- to approve and accept the minutes as written. Motion carried.

CLAIMS:

Claims Nos. 357 to 375 were presented for approval of payment.

The motion was made by Dr. Lowe -- seconded by Mr. Kemmerling -- to pay the bills. Motion carried.

CONTRACTS:

The matter of procedure for writing contracts for employees on 12 months' basis was again discussed. It was again pointed out that the school year has been changed by law to terminate June 30, 1960; thus affecting the contracts of Principals, Custodians and Secretaries in the Administrative office, who are on 12 months' contracts, and whose 1958-'59 contracts terminated July 31, 1959.

In the discussion, Mr. Schuler suggested that the 1959-'60 contracts be written on an 11 months' basis for this particular school year, and for 11/12 of the contracted yearly salary.

The motion was made by Mr. Matz -- seconded by Mr. Williams -- to write Principals' contracts on 11 months' basis, in the amount of 11/12 of \$7500; travel allowance to remain the same -- \$400 for Mr. Hutchinson, \$700 for Mr. Wilson, this amount to be paid during the term of the contract. The motion carried.

The motion was made by Mr. Williams -- seconded by Mr. Kemmerling -- to write 11 month contracts for Custodians and Secretaries in the Administrative office at the same monthly rate as approved in the June 22nd meeting. Motion carried.

SCHOOL NURSE: Resignation & Recommendation:

Mr. Crawford stated that Mrs. Elizabeth Allyn has resigned as School Nurse, because of poor health of her parents.

He also stated that he had interviewed Mrs. Aubrey Wade who is willing to accept this position, and recommended that she be employed.

The motion was made by Mr. Matz -- seconded by Dr. Lowe -- that Mrs. Aubrey Wade be employed as School Nurse. Motion carried.

There followed a discussion concerning her salary. It was stated that, last year, the Nurse had been paid \$3600 basic salary per year, plus \$40 per month travel. Since beginning teachers will receive \$4000 this year, Mr. Crawford recommended that Mrs. Wade's salary be set at \$4000. It was also suggested that, as an alternative, Mrs. Wade could be employed on \$3600 basic salary until January 1st; then she could be given an increase.

After a further discussion the following motion was made by Mr. Kemmerling and seconded by Mr. Williams: "To employ Mrs. Wade on basic salary of \$3600 per year until January 1st; then set her salary at \$4000; travel to be \$40 per month, or \$360 per year." The motion carried.

August 10, 1959

TEACHER:

Mr. Crawford stated that Mrs. Mildred Collins, a qualified teacher, had been interviewed concerning the primary teaching vacancy at Griffin, and she is willing to accept this position.

Mr. Crawford and Mr. Wilson recommended that she be employed as 1st and 2nd grade teacher at Griffin.

The motion was made by Dr. Lowe -- seconded by Mr. Kemmerling -- to accept the recommendation of Mr. Crawford and Mr. Wilson to employ Mrs. Mildred Collins as teacher at Griffin School. The motion carried.

SECRETARY -- SOUTH TERRACE:

Mr. Crawford stated that the secretary's position at South Terrace had been offered to Mrs. Genevieve Redman, and that she had declined it.

Mr. Crawford and Mr. Wilson recommended that Mrs. Robert Terrell be employed as Secretary at South Terrace.

The motion was made by Mr. Williams -- seconded by Dr. Lowe -- to accept the recommendation to employ Mrs. Robert Terrell as Secretary. The motion carried.

SCHOOL CALENDAR:

Mr. Crawford stated that it is necessary to announce the date for opening of the 1959-'60 school year. It was suggested that the school year begin on August 27 and end on May 19 or 20. August 27 would be used for teachers' meetings, and students would enroll on August 28.

Due to the possible incompleteness of outside work at the high school, it was stated that it might become necessary to further postpone the opening date at the high school, but that the elementary schools could go ahead and open on August 28.

It was agreeable with the Board to announce the opening of school -- Enrollment Day -- August 28.

HIGH SCHOOL DRIVEWAYS:

Mr. Crawford presented quotations from Mulzer Bros. for crushed stone to be used on the high school driveways. It was suggested that, to reduce the immediate cost, the area could be covered with No. 2 rock first, then at a later date, it could be covered with No. 7 rock.

The Holding Company will make a decision concerning rock to be used for this purpose.

EXTRA HELP AT SOUTH TERRACE:

Mr. Wilson stated that Mr. Yancy is having difficulty in getting the cleaning job done at South Terrace, and also keeping up with his mowing job.

It was suggested that one or two boys be employed to help Mr. Yancy do the cleaning at South Terrace, these boys to be paid \$1.00 per hour for this work. This was agreeable with the Board.

The motion was made by Mr. Williams -- seconded by Mr. Kemmerling -- to adjourn at 10:00 p.m.

Signed:

George H. Heckerman

Chairman

Virgil B. Williams

Secretary

AUGUST 24, 1959.

METROPOLITAN SCHOOL DISTRICT OF NORTH POSEY COUNTY
(Board of Education Meeting -- August 24, 1959)

MINUTES

The Board of Education met in regular session on Monday, August 24th, 1959, at 8:00 P.M., in the Administrative Office at Poseyville.

The following Board members were present: George Heckerman, Virgil Williams, Harold Kemmerling and W. W. Lowe. (Vertis Matz did not attend.)

Also attending were: Eldon R. Crawford, Supt.; Charles E. Roberts, Ass't. Supt.; Lloyd Hutchinson, Principal; William Wilson, Director of Elementary Education; and Ralph Schuler, School Attorney.

THE MEETING WAS CALLED TO ORDER BY MR. HECKERMAN.

MINUTES:

Copies of Minutes of August 10th meeting were mailed to Board members previously.

The motion was made by Mr. Williams -- seconded by Dr. Lowe -- to approve and accept the minutes as written. The motion carried.

BILLS & CLAIMS:

Claims Nos. 377-382 and Payroll Claims Nos. 36-39 were presented for approval of payment.

The motion was made by Mr. Kemmerling -- seconded by Dr. Lowe -- to pay the bills. The motion carried.

The question was raised as to the intention of the Board in fixing the term of the contract for Roy Goerges, also the manner in which the travel allowance is to be paid.

Expression of Board members was that the term of the contract was for a full year which would be interpreted as 11 months beginning August 1, 1959, and salary figure in the contract to be 11/12 of the stipulated amount. Also that travel would be paid on the basis of actual mileage traveled in performing the assigned duties connected with the audio-visual education service, such mileage to be presented in itemized form on prescribed claim blank.

TEACHER RECOMMENDATION:

Mr. Crawford stated that he and Mr. Hutchinson had interviewed several applicants for the position as Chemistry teacher, and recommended that Mr. Dennis Lee Bays, who still has one quarter of work to complete at Evansville College, be employed as soon as he receives his degree, which will be approximately December 1st. It was suggested that Mr. Hutchinson teach the Chemistry classes until Mr. Bays is available; also that Mr. Raymond Hunt, who holds an elementary teaching license, be employed on a temporary basis, to relieve the teaching load until Mr. Bays is available.

Mr. Bays was interviewed by the Board.

The motion was made by Dr. Lowe -- seconded by Mr. Kemmerling -- to accept the recommendation to employ Mr. Bays as Chemistry and Math. teacher when he receives his degree at Evansville College. The motion carried.

INSURANCE ON SCHOOL BUSES:

Quotations on the cost of insurance coverage for 17 school busses were presented from the following insurance agencies: Wesley Ewing Agency, Wilson & Ulrich, Farm Bureau, Wadesville Insurance Co., and Nix Motor Sales.

The quotation of the Farm Bureau Insurance Co. provided the best coverage at the lowest cost in the opinion of the Board. The motion was made by Dr. Lowe -- seconded by Mr. Williams -- to insure the 17 school owned school busses with the Farm Bureau Insurance Co., at a total cost of \$1212.50. The motion carried.

This coverage provides Public Liability & Property damage \$20,000; Bodily Injury \$100,000-\$300,000; 80/20 Collision, and Comprehensive.

SCHOOL BUILDING INSURANCE:

The matter of insurance for the new high school building was brought up. It was pointed out that the builders' risk policy which has been handled by the Holding Co. expires August 28th; also that either this policy should be renewed or the insurance program as set out in the Lease Rental Contract be assumed by the Board of Education. It was pointed out that the Lease Rental Contract provided that

the Board of Education shall insure the building at a figure equivalent to 105% of the appraised replacement value, such appraisal to be made by a licensed architect.

Also, it was pointed out that the Lease Rental Contract provides that the Board of Education must keep in force a rental insurance policy equivalent to the amount of 2 years of the lease rental.

Mr. Ulrich, representative of the insurance agencies of the district, stated that the original proposal of the insurance group was to handle these insurance programs on the same basis as the original insurance plan for all buildings, which was proposed and accepted December 22, 1958. He further stated that he would place the high school building "under binder" for these two policies until such time as the rates are established. Also that the amount of coverage would be based upon appraisal figures from the office of Lester Routt & Associates, Architect.

The motion was made by Dr. Lowe -- seconded by Mr. Kemmerling -- that the insurance program for the high school be placed with the local group of insurance agencies in accordance with the proposed plan which was accepted December 22, 1958, and that Mr. Ulrich be authorized to proceed in accordance with the above suggestions. The motion carried.

The Superintendent was instructed to obtain appraisal figures from the Architect's office as soon as possible.

LEASE RENTAL ACCEPTANCE:

The Lease Rental Acceptance was signed by the President & Secretary of the Board of Education. This Acceptance is an agreement between the Board of Education and the Holding Corporation -- accepting the building as suitable for use (but not releasing the contractor), and becomes effective September 1st. The first Lease Rental Payment is due September 1, 1959.

The motion was made by Dr. Lowe -- seconded by Mr. Williams -- to issue a check in the amount of \$26,000, as lease rental payment for the remainder of the year 1959. The motion carried.

SALE OF OLD SCHOOL DESKS:

Mr. Crawford stated that he had received several inquiries concerning the purchase of old fashioned type school desks that will not be used in our schools in the future. Ralph Schuler presented and read a proposed resolution to authorize sale of surplus property.

The motion was made by Mr. Kemmerling -- seconded by Mr. Williams -- to adopt the resolution as prepared by Mr. Schuler. The motion carried.

SPECIFICATIONS FOR FUEL OIL & COAL:

Mr. Roberts read and discussed proposed specifications for fuel oil and coal to be used in the school district. He stated that he plans to publish the Notice to Bidders, with bids to be received until 4:00 P.M., September 14th.

The motion was made by Mr. Williams -- seconded by Mr. Kemmerling -- to authorize publication of Notice to Bidders -- for bids to be received on furnishing coal and fuel oil for the School District. The motion carried.

GASOLINE FOR BUSES:

It was suggested that letters be written to all service station operators in the District, asking them to quote prices on gasoline to be furnished for the school busses until such a time that we advertize for bids on gasoline. Mr. Roberts is to contact these operators and further investigate this matter.

LAWN MOWER -- FOR SOUTH TERRACE:

It was pointed out that there is a need for a small mower to be used at South Terrace to do the "trim work." It was suggested that a push type mower be purchased for this purpose.

A price of \$50.75 was quoted by Bryant Repair Shop on a 22" Olympic Rotary Mower.

The motion was made by Dr. Lowe -- seconded by Mr. Williams -- to purchase the Olympic mower from Bryant Repair Shop, at the cost of \$50.75. The motion carried.

SUBSTITUTE WORKERS:

It was stated that there is a need for development of a policy concerning absences of non-professional employees such as secretaries, bus drivers and custodians.

After a discussion, it was suggested that work be started on a policy of this kind.

HIGH SCHOOL STUDENTS:

Mr. Hutchinson presented a number of matters which involve control and behaviour of students and suggested certain rules and regulations which would apply to students and teachers. It was pointed out that certain of these matters are extremely important and it is desirable that the Principal have the approval and support of the Administrative Office and the Board of Education in his administration of such rules.

Specific matters which were discussed were as follows:

1. Smoking in the school building or on the school premises, by either students or teachers, should not be permitted.
2. Students should not be permitted to drive automobiles from the school during the school day, including the noon intermission, without special permission of the Principal.

The motion was made by Dr. Lowe -- seconded by Mr. Kemmerling -- to approve and support reasonable rules concerning the two problems mentioned above. The motion carried.

Other problems discussed were:

1. Matter of setting up reasonable rules for dress of high school students.
2. The matter of procedure in cases where it seems necessary or advisable to expel a student or students permanently.

Discussion of the Board indicated that reasonable rules for dress would be in order, also that, in case of a suggested permanent expulsion, Board action should be taken on the matter.

It was suggested that some proposed rules, regulations and procedures which would clearly set out responsibilities in these matters be presented for consideration.

LIBRARY WORK:

Mr. Hutchinson stated that Mrs. Sara Loveless is working in the high school library sorting and classifying books, etc., getting the library set up for operation immediately at the opening of school, and he felt that Mrs. Loveless should be compensated for this work. He also stated that he thought it advisable to employ one or two helpers to assist Mrs. Loveless in this work.

After a discussion, the motion was made by Mr. Williams -- seconded by Mr. Kemmerling -- to pay Mrs. Loveless \$1.00 per hour and pay one or two helpers 50¢ per hour to work at setting up the high school library. The motion carried.

THERE BEING NO FURTHER BUSINESS, THE MOTION WAS MADE BY MR. WILLIAMS -- SECONDED BY DR. LOWE -- TO ADJOURN. THE MEETING ADJOURNED AT 10:50 P.M.

Signed:

George H. Heckerman
Chairman

Virgil B. Williams
Secretary

On motion duly made by Dr. Lowe, seconded by Mr. Kemmerling and unanimously carried, the following resolution was adopted:

BE IT RESOLVED, that after due consideration and investigation by the Board it is found that certain items of school furniture, particularly desks, desk-arm chairs, and certain other miscellaneous items of equipment are no longer of any value to the district due to the purchase of new equipment in the furnishing of the new school buildings, and the same are hereby found to be of no monetary value, except as may be acquired from sale as junk, which value is determined to be very small.

BE IT FURTHER RESOLVED, that such property shall be disposed of as surplus property of no value, for such price as may be best obtained.

This Resolution was adopted by the Board of Education in its meeting of August 24, 1959.

METROPOLITAN SCHOOL DISTRICT OF NORTH POSEY COUNTY

(Board of Education Meeting ----- August 27, 1959)

MINUTES

A meeting of the Board of Education of the Metropolitan School District of North Posey County was held in the Administrative office on Thursday, August 27, 1959, beginning at 8:00 p.m. The purpose of this meeting was to provide for a public hearing on the 1960 school budget and to finally approve the budget for filing with the County Auditor.

Members of the Board who were present were: George Heckerman, Harold Kemmerling, Virgil Williams and W. W. Lowe. Eldon Crawford, Superintendent, and Charles Roberts, assistant Superintendent, were also present.

The school budget for 1960, prepared on official budget forms, was presented again to the Board for final consideration and signatures. No taxpayers attended the meeting. The various forms were signed and the budget approved by the Board.

Mr. Crawford informed the Board that we had been approached by a party from Evansville to sell the vacuum food containers which were used last year for transporting food from the South Terrace school to the Wadesville building. It was stated that the interested party desired to purchase two of these cans and offered \$50.00 each for them. After some discussion a motion was made by Mr. Williams -- seconded by Mr. Kemmerling -- that we offer the cans to this person at \$50.00 each provided he would take all three rather than just two. MOTION CARRIED.

Mr. Crawford presented an estimate on costs of labor and parts for repair of the school television sets. This estimate had been prepared by Leo Effinger and Sons. The estimate indicated that an unusual amount of repair would be needed on both of the sets now located in the Poseyville school. A total estimate for this work is \$116.75; \$73.00 of this amount is estimated for the two Poseyville sets. After some discussion as to the cause of this difference, motion was made by Mr. Williams -- seconded by Mr. Kemmerling -- to authorize the repair of the school television sets in accordance with the estimated cost. MOTION CARRIED.

A proposed plan for trading in a number of old surplus typewriters as part payment on the purchase of a new duplicator for the high school was presented by Mr. Roberts. The cost of the duplicator and stand to the school has been quoted at \$668.70. An allowance of \$215.00 for the surplus typewriters reduces the figure to a net cost of \$453.70. Motion was made by Mr. Williams -- seconded by Mr. Kemmerling to authorize the purchase of the new duplicator and to trade in the old typewriters at a credit figure of \$215.00. MOTION CARRIED.

Mr. Crawford reported that a number of old school desks had been picked up from Wadesville and Cynthiana schools by a group of men who are furnishing a new Catholic school near Evansville and the agreement was reached with these folks to let them have as many of the old desks as they can use at \$1.00 each.

Figures which were prepared by the architect, which are official figures for replacement value of the new high school and its contents for insurance purposes, were presented to the Board.

There was some discussion in regard to the problem of supplying school buses with gasoline for the next several weeks until we are in a position to advertise for bids. Mr. Roberts reported that he had asked service station operators in the area to submit quotations for selling gas, indicating what discount, if any, they would allow during this temporary period. Since only two or three of these quotations have been received, it was decided to buy from these individuals until the next Board meeting when this matter can be more definitely decided.

Meeting adjourned at 10:00 p.m.

Signed:

George H. Heckerman
Chairman
Virgil B. Williams
Secretary