

METROPOLITAN SCHOOL DISTRICT OF NORTH POSEY COUNTY
(Board of Education Meeting - December 14, 1959)

MINUTES

The Board of Education met in regular session on Monday, December 14th, 1959, at 7:30 p.m., in the Administrative office.

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

Also attending the meeting were: Eldon R. Crawford, Supt.; Charles E. Roberts, Ass't Supt.; Lloyd N. Hutchinson, Principal; William Wilson, Principal; and Ralph Schuler, Attorney. Also in attendance were: Mr. and Mrs. Jack Reynolds and Mrs. Frances Thornburg -- members of the Citizens' Committee for Better Education.

Bills and Claims

Regular claims Nos. 621 to 675 and payroll claims Nos. 53 to 59 were presented. Considerable discussion was raised concerning the November light and power bill for the high school, which was in the amount of \$1194.60. Mr. Crawford stated that he had discussed this matter in a telephone conversation with Mr. Morris J. Westfall, manager of the Knox County R.E.M.C., and that Mr. Westfall had stated that his Board of Directors was making a study of the billings to see if through computation some reduction could be made; further, if they found that an adjustment could be made, it would be retroactive to the time the service was started.

Mr. Crawford stated that he would attempt to have an answer from Westfall by the time of the next meeting, or possibly request Westfall or some representative of the Company to attend the next meeting. Motion was made by Lowe and seconded by Matz to approve payment of the bills. Motion carried.

Custodial service -- High School

A recommendation and request from Mr. Hutchinson which was approved by Mr. Crawford, was presented, asking for an additional custodian at the high school. It was pointed out in the request that the two men who are now employed are both good, conscientious workers but that it is an impossibility for them to keep the building properly clean and to handle the other work involved. It was suggested that this third person be employed on an hourly basis not to exceed forty hours per week. Also that the schedule of work should be arranged by the principal and/or head custodian. In regard to who might be obtained for this work, it was reported that Delbert Titzer had made inquiry. The suggested rate of pay was \$1.25 per hour. It was pointed out that this kind of arrangement would require the salary to be paid on the basis of claims filed each month and that it could not be handled as an item on a regular payroll claim. Motion was made by Matz, seconded by Williams to hire an additional man for custodial work at an hourly rate of \$1.25, the amount of hours not to exceed forty per week. Motion carried.

Cumulative Building Fund and School Construction Fund

A report was submitted showing an unobligated total balance of \$6,212.24 in the Cumulative Building Fund and School Construction Fund which had been set up in the administration of construction of the South Terrace school. It was suggested that additional first cost needs in the South Terrace building should be taken care of from this balance. Certain of these needs were listed as follows:

1. Drapes for classroom windows.
2. Additional walkways.
3. Possible development of blacktop play areas on the playground.

The Board agreed to consider purchase of drapes and asked that revised quotations be obtained.

Audio-visual Education Equipment

A recommendation was presented to the Board to authorize the expenditure of not more than \$2,000 for new audio-visual education equipment. Part of this equipment will be for use in the elementary schools and part for the high school. It was stated that this recommendation had been delayed until this time due to the fact that no appropriations to cover such an expenditure existed in the 1959 budget and that these proposed expenditures would come from appropriations in the 1960 budget. Motion was made by Lowe, seconded by Matz, to accept the recommendation and to authorize the purchase of equipment not to exceed \$2,000 on the basis of quotations from suppliers for the various types of equipment needed. Motion carried.

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Martin & Tate Contract

It was suggested that part payment be made to Martin & Tate from the 1959 appropriation on the contract for removing fluorescent light fixtures from the Wadesville school and installing such fixtures where needed in the other buildings. The Board agreed to this procedure.

Bids on Supplies and Service and Maintenance for School Buses

A summary of quotations from various service station operators and garages for servicing school buses, minor maintenance and repair and furnishing of gas and oil was distributed to Board members for study. Also reports on transportation expense by individual buses for the months of October and November were distributed.

High School Repair and Maintenance

A proposal from the Mel-Kay Electric Company for installing receptacles and cords in the general shop in the amount of \$160.00 also was presented. It was explained that this project was thought originally to have been included in the electrical contract but it has been discovered not to be. Motion was made by Matz, seconded by Lowe, to approve the Mel-Kay proposal.

A recommendation was made by Mr. Roberts for the purchase of a special attachment to the vacuum cleaner for use in cleaning boiler flues. It was explained that this attachment would permit this work to be done more easily and more quickly. The estimated cost, according to Mr. Roberts, would be about \$40.00. The Board suggested that actual cost figures be obtained and the matter presented at the next meeting.

Recommendation was made by Mr. Roberts to purchase 55 gallon of concrete floor seal at approximately \$2.00 per gallon to be used on concrete floors in the high school building, in the auditorium, also for gymnasium dressing rooms, gymnasium steps and seating area, and the boiler room.

It was suggested that the purpose of such seal was to prevent the concrete from dusting, thus making maintenance of these floors easier to handle. It was stated that if the seal compound could be obtained, this work could be done during the Christmas vacation.

Motion was made by Williams, seconded by Kemmerling, to authorize the purchase of the seal compound and to apply it during the Christmas vacation. Motion carried.

Quotation on Moving Fire Escape

Mr. Roberts presented quotations on the project of moving the fire escape from the Wadesville school to the Griffin school as follows:

Tepool -----\$350.00
Mott Wade ----- 200.00

This project includes cutting the door to the fire escape through the wall at Griffin and blocking up the hole left in the Wadesville building, by removal of the fire escape. Also, it was stated that if it were necessary to change the slope at the Griffin installation, there would be an additional cost. Motion was made by Matz, seconded by Williams, to award contract for moving the fire escape to Mott Wade.

Additional rock at the High School

The question was raised as to whether there were any funds available for purchase of additional rock for the high school driveways and parking lot. It was pointed out that the 1960 budget had an appropriation of \$10,000 for improvement of land. However, it was stated that in the preparation of the 1960 budget, an anticipated, estimated receipt of \$10,000 was listed for the sale of the Wadesville gym and ground adjacent to it; this receipt to be used to finance the proposed \$10,000 appropriation. It was stated that the rock could be purchased immediately and paid for after January 1. Motion was made by Williams, seconded by Kemmerling, to authorize the expenditure of \$2,000^{\$1,000} for immediate delivery of rock where necessary at the high school.

Sale of Wadesville Property

The question was raised as to how soon arrangements could be made to sell the Wadesville gymnasium and adjacent land.

This correction was authorized in meeting of December 28, 1959.

December 14, 1959

Mr. Schuler presented a resolution to be adopted by the Board, authorizing the advertisement and sale of this property. A copy of the resolution is attached. Motion was made by Williams, seconded by Kemmerling to adopt the resolution and to accept the recommended date for the sale as of January 23, 1960.

Miscellaneous

In regard to an inquiry concerning collection from the Huber Realty Company for the sale of the Huber School in November, 1958, Schuler explained that there was some question concerning the description of the land which had not yet been cleared up. He was advised to try to get payment as soon as possible.

Mr. Roberts reported that shrubs and trees which had not survived the first planting at the South Terrace school had been replaced by Mr. Kraft. Mr. Roberts also reported that no definite arrangements had yet been made with Mr. Alvin Doll in regard to construction of the line fence at the high school site.

Motion was made by Kemmerling, seconded by Williams, to adjourn at 10:00 p.m. Motion carried.

George H. Hecherman
Chairman

Virgil B. Williams
Secretary

DISCUSSION AND RESOLUTION CONCERNING THE SALE OF THE ABANDONED
WADESVILLE SCHOOL GYMNASIUM AND ADJACENT ATHLETIC FIELD

Attention of the Board was called to the fact that the former gymnasium property at the Wadesville school, located on:

Beginning at a point 5 rods South of the NW corner of the SE quarter of the SW quarter of Section 8, Township 5 South, Range 12 West, thence South $36\frac{3}{4}$ rods; thence East to the West line of the public highway leading from Wadesville to Blairsville; thence North along the West line of said Highway to a point 5 rods South of the North line of said quarter quarter; thence West 16 rods to the place of beginning, containing 4 acres, more or less, and located in Center Township, Posey County, Indiana,

is no longer used for school purposes, having been made unnecessary by new construction.

R E S O L U T I O N

Following a general discussion, the following motion was made by Williams, seconded by Kemmerling and unanimously carried:

BE IT RESOLVED that the former gymnasium building and real estate described as:

Beginning at a point 5 rods South of the NW corner of the SE quarter of the SW quarter of Section 8, Township 5 South, Range 12 West, thence South $36\frac{3}{4}$ rods; thence East to the West line of the public highway leading from Wadesville to Blairsville; thence North along the West line of said Highway to a point 5 rods South of the North line of said quarter quarter; thence West 16 rods to the place of beginning, containing 4 acres, more or less, and located in Center Township, Posey County, Indiana,

are no longer used or useful for school purposes, having been replaced and made unnecessary by new construction, and have no utility for educational purposes in the District.

BE IT FURTHER RESOLVED that the same should be sold at public auction, as provided by law, on the ~~23rd~~^{24th} day of January, 1960, for cash and that H. C. Wenderoth, Floyd Moye, and W.O. Zenthoefer, three disinterested householders of the neighborhood, are appointed appraisers to appraise the fair cash value of said property, and that the same shall be sold at not less than two-thirds the appraised value, and that notice of said sale be given by three weekly publications in the Poseyville News and the Cynthiana Argus, and by posting 5 notices in the district.

Signed this 14th day of December, 1959.

George H. Heckerman
Virgil B. Williams
Harold M. Kemmerling
Vertis Matz

METROPOLITAN SCHOOL DISTRICT OF NORTH POSEY COUNTY
(Board of Education Meeting -- December 28, 1959)

MINUTES

The Board of Education met in regular session on Monday, December 28, 1959, at 7:30 P.M., in the Administrative Office.

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

Also attending the meeting were: Eldon R. Crawford, Supt., Charles Roberts, Ass't. Supt., Ralph Schuler, School Attorney, William Wilson, Dir. of Elementary Ed., and Mr. & Mrs. Jack Reynolds.

MINUTES:

Minutes of meeting of December 14 were discussed and motion was made by Williams -- seconded by Matz -- to change that portion of the minutes pertaining to purchase of rock to read as follows: "Motion was made by Williams -- seconded by Kemmerling -- to authorize the expenditure of \$1,000 for immediate delivery of rock at the high school." Motion carried.

Motion was made by Matz -- seconded by Williams -- to approve the minutes of December 14 as written with correction as noted. Motion carried.

Bills and Claims:

Regular Claims Nos. 676 to 714 were presented for approval of payment. Motion was made by Kemmerling -- seconded by Williams -- to authorize payment of claims. Motion carried.

Use of Schools by Public:

The questions was raised by Mr. Williams as to whether the high school cafeteria could be made available to a group connected with a seed corn company for a banquet and meeting. It was suggested that if the kitchen facilities are made available, the Board should stipulate that the regular cafeteria cooks either be permitted to prepare the meal or supervise the use of the equipment. Also, it was suggested that the high school P.T.A. would probably be interested in preparing and serving the meal to the group. The question of the amount of fee to charge such a group for this kind of use was raised. The policy which had been previously developed and followed for the use of schools was distributed, read and studied.

This policy does not cover situations which have developed in connection with the construction of the South Terrace School and the high school building. It was suggested that fees be set for use of the high school facilities as follows:

- a. Use of classroom for a small group or committee meeting ---- \$5.00.
- b. Use of auditorium ----- 15.00.
- c. Use of cafeteria and kitchen facilities ----- 20.00.

In each of these cases the regular \$4.00 fee for the janitor is understood to be included.

Also it is generally understood that there will be no charge for school-affiliated organizations, such as: P.T.A., Band Boosters, etc. It was pointed out that facilities of the schools should remain available to worthwhile groups and organizations and that fees should not be set so high that such groups would be discouraged, but should be a reasonable amount to help defray expenses connected with furnishing such facilities.

Motion was made by Williams -- seconded by Matz -- that the policy for use of school facilities by the public be amended in Item No. 3, sub-heading (d), which amendment is an addition to provide that a fee of \$5.00 shall be charged for use of a classroom; \$15.00 for the auditorium, and \$20.00 for the cafeteria and kitchen facilities in the high school and South Terrace buildings. Motion carried.

Borrowed Ladder:

It was reported that Glenn Ramsey had inquired about getting his ladder back which was being used by the high school. Mr. Roberts or Mr. Crawford did not know of any borrowed ladder. It was suggested that Mr. Roberts look into the matter and see that the ladder is returned, also to determine if such a ladder is needed at the high school.

Light and Power Bill:

A report on the problem of the expense of light and power at the high school was made by Mr. Crawford as follows:

Morris J. Westfall, manager of Knox Co. REMC has informed the Superintendent that there are about ten other schools in the state with a similar problem. He stated that the Board of Directors will meet on January 18th, and that he expects to present a proposed new rate schedule for "Public Buildings," which if accepted, will in turn be presented to the Public Service Commission. If the proposed schedule is approved by the Public Service Commission, he hopes to be able to re-compute all previous bills in accordance with the revised schedule and thereby give the School Corporation credit for the difference, dating back to September 1st.

Sale of Wadesville Gym and Land:

Mr. Schuler reported that arrangements had been made to conduct the sale of the Wadesville gym and adjacent land on January 30th at the Wadesville gymnasium. Publication of the details of the sale will be in the local newspapers.

Sale of Equipment:

Mr. Roberts reported that W. Earl Lamb of Wadesville had inquired if he could purchase the kitchen-type cabinets located in the former home economics department of the Wadesville School. He is willing to pay \$20.00 for this equipment. Mr. Schuler indicated that this equipment could be legally sold to Lamb and the Board agreed to the transaction.

South Terrace Window Drapes:

Mr. Crawford reported that a revised quotation for drapes in the South Terrace building has been requested from Allied, Inc., but not yet received.

Audio-Visual Education Equipment:

Mr. Crawford reported that he had asked the Principal and the audio-visual director to get at least two or more quotations from firms on the list of items which have been approved for purchase. He also reported that he had asked Lee School Supply and Allied, Inc., to submit quotations on these items.

Rock at the High School:

It was reported that the rock as finally authorized by the corrected December 14th minutes to be purchased in the amount of \$1,000 was not sufficient to meet the needs at the present time at the high school parking area. Motion was made by Williams -- seconded by Kemmerling -- to purchase additional rock in an amount not to exceed \$1,000, to be delivered immediately.

Mr. Roberts was asked to supervise the spreading of the rock to be hauled during the week of December 28th.

Custodial Services -- High School:

Mr. Crawford stated that no action as yet had been taken in regard to the employment of an additional custodian in the high school. He stated that the name of Delbert Titzer was mentioned in the December 14th meeting. Also that Roy Majors had picked up an application but had not returned it as yet. It was suggested that Titzer apparently understood that he was to be employed. However, it was pointed out that the Board should take official action if he, or anyone else, is to be put under contract.

The Board suggested that recommendations based on approval of the present custodians, the principal and superintendent be presented in regard to this matter at the next meeting.

Service and Supply Quotations for New School Buses:

The quotations from various service station operators and garages were presented for study. The question was raised as to:

- a. Which firm shall these contracts be awarded to?
- b. Which busses shall be designated to be serviced by these various firms?
- c. How long a period should the contract cover?

It was suggested that a good time to begin the service would be in the beginning of the second semester, which is January 18th. Also, that the length of term for this service should probably be on a semester basis and that new quotations should be taken prior to the beginning of each semester.

It was suggested that the two garages in Poseyville could continue with all the services and that gas could be purchased in various selected locations. It was

pointed out that the original idea was to get complete service for busses without too much driving and that locations dispersed appropriately throughout the district which could give the complete service under a contract agreement was one of the basic ideas in this matter.

A report was made of pulling a bus from a ditch with farm tractors which had probably saved a considerable tow fee. It was recommended that Mrs. Jack Reynolds and Mr. Hartig be invited to submit bills for this service.

It was agreed to let Mr. Roberts study the quotations for bus service and make recommendations at the next meeting, concerning who should have the contracts.

Griffin Building:

A report of some progressive weakening of the second-story floor and framework in the Griffin School was evident. This condition has caused some alarm and apprehension as to the safety of the building. Mr. Matz reported that he had examined the building and did not feel that it was anything to be alarmed about, and that it would not be too difficult to remedy. Mr. Roberts reported that he had asked Mott Wade to examine the building and give us his opinion in regard to its safety, also how the condition might be remedied.

Mr. Heckerman raised the question of employment of a maintenance man. It was suggested that this matter should be postponed until some time during the summer months.

Also, the possibility of moving the Administrative Office to the Poseyville School building was discussed. Some mention was made in regard to the establishment of a new cumulative building fund to provide money to pay for building a garage and for major maintenance and repair projects.

Mr. Williams stated that he had heard from Mr. Wayne Schomer, who would be in Poseyville on January 6th at 1:30 P.M., to talk with the Board in regard to the selection of a new Superintendent. It was decided that this meeting would be held in Mr. Schuler's office and that Board members only would attend.

Motion was made by Williams -- seconded by Kemmerling -- to adjourn at 10:15 P.M. Motion carried.

Signed:

George H. Heckerman
Chairman

Virgil B. Williams
Secretary

METROPOLITAN SCHOOL DISTRICT OF NORTH POSEY COUNTY
(Special Meeting -- Board of Education -- Dec. 30, 1959)

MINUTES

The Board of Education met in special session on December 30, 1959, at 1:30 P.M., at the High School Building.

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

Also attending were: Lloyd Hutchinson, Principal; and William Wilson, Director of Elementary Education.

The meeting was called to order by Mr. Heckerman.

The meeting was held for the purpose of discussing qualifications for the new superintendent.

CRITERIA

I. General Personal Data:

Age: 40 - 50.
Health: Good.
Appearance: Pleasing.
Marital Status: Married.
U. S. Citizen.

II. Experience:

Prefer at least:
3 years Teaching.
3 " Principal.
3 " Superintendent.
Some experience under Board of Education if possible.

III. Educational Background:

Prefer qualification for Indiana Superintendent License under new law -- 6 years.

IV. Personality:

1. Church Affiliation - who demonstrates a Christian faith.
2. Active in civic affairs.
3. Belongs to professional organizations.
4. Command of the English language.
5. Ability to motivate others.
6. Person who is not satisfied with the status quo.
7. Easy to talk with.
8. Sound financial judgment and experience.
9. Knows and likes children.
10. Common sense and not subject to depressing moods.

V. Salary -- Open.

Above criteria preferred but not all inclusive. This Board would employ a person of outstanding ability and promise, even though they do not meet all of these qualifications.

THE MEETING ADJOURNED AT 3:00 P.M.

Signed: George H. Heckerman
Chairman

Virgil B. Williams
Secretary