

Indiana School for the Blind and Visually Impaired
7725 North College Avenue
Indianapolis, IN 46240

ISBVI Board Meeting Minutes
January 14, 2019
9:30 a.m.

Members Present:

Mr. Tom Adams, Chair
Mr. Don Koors
Ms. Kathy Botkin
Senator Liz Brown
Mr. John Kissling
Mr. James Michaels, Vice Chair
Ms. Traci Tetrick

Members Not Present:

Ms. Amanda Black
Mr. Michael Dalrymple

Administration Present: Mr. Jim Durst, Superintendent; Mr. Raouf Estefanos, Assistant Superintendent of Business; Mr. Jay Wilson, MS/HS Principal; Mr. Jason Askren, Director of Residential Services; Mr. Todd Malone, Maintenance Supervisor.

I. Call to Order

Board Chair, Mr. Tom Adams, called the meeting to order at 9:34am and took roll.

II. Approval of Minutes (Attachment 1)

The minutes from the October 22, 2018 meeting were reviewed.

Motion: A motion was made by Mr. Koors and seconded by Mr. Michaels to approve the minutes as presented; motion carried.

III. Superintendent's Report

A. School Update

Elementary and Outreach Reports – Mr. Durst

Leslie Durst, Director of the IERC, introduced the department's newest employee, Eric Kindler. Eric has filled the Program Coordinator 6 position that oversees order fulfillment for the ICAM and PATINS projects. He has a Bachelor of Arts from DePauw University and has many years of experience in quality assurance and loss prevention.

The Outreach Department is preparing for its annual Braille Challenge and Cane Quest regional competitions, Saturday, March 2 and Sunday, March 3. Participants from all over the state will compete. A banquet celebration will take place the evening of March 2 at the Drury Carmel hotel. Outreach consultants have continued to provide direct blind/low vision services to over 335 students from around the state with short course program enrollment moving to an average of 26 monthly attendees. Teachers in the program are working hard to continue to encourage the Expanded Core skills. The department welcomes back Toni Hughes who has come out of retirement to rejoin the Outreach group. Toni was the department's former Assistant Director and is now traveling part-time to support the consultants, serve students and provide needed assessments.

Two new students have been welcomed to the ISBVI elementary family since the last Board meeting. The Elementary hosted the second quarter honor roll luncheon on Wednesday, January 9, celebrating 12 outstanding elementary students and their academic accomplishments.

MS/HS Report – Mr. Wilson

Mr. Wilson introduced new substitute teacher, Sherry Woolwine. Sherry has been with ISBVI about six weeks and is primarily serving in the 5th grade. Her previous experience includes banking and radiology.

Aimee Simington-Pearce is also serving as a substitute teacher. She is a national, board-certified teacher that recently moved into the area and subs twice a week.

Six new students have enrolled in the MS and HS since October.

The Holiday Program held, on December 21, was a success. Mrs. Pivec and Mr. Graf did a great job preparing students.

The MS will be administering NWEA testing in January.

A high school senior was accepted into Valparaiso.

The Butler Botany project will start up during 2nd semester. This is an ongoing collaboration with Butler University and the ISBVI Horticulture department. Butler students and ISBVI students meet four times to complete a chosen project.

ISBVI has had a handful of staff pass the Braille efficiency exam early. By the end of the school year, all instructors will be proficient in UEB braille code.

Residential Services – Mr. Askren

Marie Bonhomme and Alana McCloud will begin in the dorms January 14, as residential mentors on the 3rd shift. Both are CNA certified.

The Goalball teams attended conference championships in St. Louis on November 2 and 3. Both teams performed well, and the boys returned with a 4th place trophy.

A select group of high school students moved into house 160, re-establishing the semi-independent program.

ISBVI was saddened to hear of the passing of Jack Carr Boyd. Jack sponsored Yuletide for ISBVI residential students the last 20 years. His family has informed the school they would like to continue the tradition for students.

Upcoming Events include a wrestling meet that the school will host on January 17 with Ohio, Illinois, Kentucky and Wisconsin schools for the blind.

New Delta Gamma members will be welcomed in February. The required training, tour and background checks will be completed so they may begin volunteering at the school.

Facilities Update – Mr. Malone

Bob Baker is the newest member of the Maintenance team. Bob comes to ISBVI from Naval Avionics. The department is pleased to have Bob and his many years of experience and expertise.

New underground wiring was installed at the Keever garden shed, allowing space heaters to be used for the tree sale and beyond.

New, much needed, lighting was installed at the Bus Pad.

The school will be trading in three old vehicles and receiving three new replacements.

Problems with inadequate heating in the Elementary have been resolved with the installation of new valves.

A double oven set, as well as breakers, were installed in Churchman Dining Hall.

All exercise equipment has been assembled for the fitness room. The wire mesh divider wall has been installed as well. New lighting, new paint and new door installation are next to be completed.

Capital Projects:

Phase III of the tuck-pointing project that includes E, F, G and the Apple Tunnel, will start in spring of 2019.

The Desert Air in the Aquatic Center is currently in the design phase. Projected start is spring of 2019.

The water tank in the Aquatic Center is currently being repaired.

The camera project is complete.

The IBCF received a grant that will allow the school to upgrade the auditorium substantially with new lighting, audio, a movie screen and projector.

Dietary Department – Mr. Jerry Gibson

The Dietary Department has two new staff members. Shanika Brown has filled a Cook position.

Whitney Lazarra is the school's new Dietician.

Facilities Use – Mr. Brown

St. Luke's wrestling has begun their season and will practice in the school's wrestling room four nights a week for two months.

The Indianapolis Math and Science Academy will be utilizing the track a few times a week in the spring.

They are also interested in hosting a 5K race on campus in April. In addition, they are interested in working with the IBCF to coordinate a fundraiser that would help with the cost of new uniforms for the ISBVI track team.

The Purdue University extension is working on holding an Urban Agriculture clinic on campus in late February.

The pool is currently closed for air quality testing. Once it is reopened there will be four teams practicing until the end of February.

The Electric Wheelchair Soccer League, using the Main Gym for practices, has completed their winter session. The group is interested in coming back for practices in April.

Health Center – Mr. Durst

Mr. Durst introduced the new Director of the Health Center, Michael Hulse. Michael received degrees in Education from Ivy Tech and a bachelor's and master's from Indiana University. Previously, Michael was an RN at Logansport State Hospital. ISBVI is having difficulty hiring a nurse for the 3rd shift. The school is considering opening the position to LPN's.

B. Monthly Financial Statements (Attachments 2A, 2B & 2C)

Attachment 2A is the Monthly Financial Statement for October 31, 2018. The year was 33.7% over and 33.57% had been spent from Point One. Points Two through Nine reflect 69.01% spent. Overall expenditures totaled 38.3%.

Attachment 2B is the statement for November 30, 2018. Total spent from Point One was 42.33%, total spent from Points Two through Nine was 75.38% and total expenditures ended at 46.74%. The year was 41.92% over.

Attachment 2C, the statement as of December 31, 2018, reflects the year being 51.41% over, 49.68% spent from Point One and 82.54% spent from Points Two through Nine. Total expenditures were at 54.06%.

The school has incurred a cost of \$318,000 for its Residential Mentors and Leaders. The State Budget Agency has assured ISBVI that these funds will be released.

An Administration Action request has been approved to move \$173,000 from Point One to Points Two and Nine to cover utilities, contracted services, IOT and HR.

State Personnel and the State Budget Agency are working with ISBVI to help bridge the gap between private sector salaries and state salaries. The school has trouble filling Maintenance, Nursing, Steam Plant and Teaching positions at the current rates.

C. Staff Metrics (Attachments 3A, 3B & 3C)

Attachment 3A, the report as of November 16, 2018, ISBVI had 219 total positions, 167 filled regular positions, 14 vacant positions, 12 filled intermittent and 24 vacant intermittent.

The report as of December 20, 2018, Attachment 3B, reflects 219 total positions, 161 filled regular positions, 20 vacant positions, 12 filled intermittent and 24 vacant intermittent.

Attachment 3C, the report as of January 14, 2019, had 219 total positions, 161 filled regular positions, 19 vacant regular positions, 12 filled intermittent positions and 24 vacant intermittent positions.

IV. New Business

A. Donations and Contributions (Attachments 4A, 4B, 4C & 5A, 5B, 5C)

Attachments 4A, 4B and 4C reflect Donations and Contributions under \$499 from October 1, 2018 to December 31, 2018 totaling \$1,495.00. Seven donations were restricted and four were unrestricted.

Attachments 5A, 5B and 5C reflect \$133,265.56 in Donations and Contributions over \$499 from October 1, 2018 to December 31, 2018. Five donations were restricted and four were unrestricted.

Motion: A motion was made by Mr. Koors and seconded by Ms. Botkin to approve donations over \$500.00 from Attachments 5A, 5B and 5C totaling \$133,265.56; motion carried.

B. 1st Reading: Policy O-67 Bed Bug Prevention and Action Plan Policy (Attachment 6)

The first reading of Policy O-67 regarding bed bugs was presented. In summary, the school has made the decision to not exclude students that come to school with bed bugs. The policy identifies what staff should do if bed bugs are found, how to treat students with respect and dignity during the process, how bed bugs will be eradicated on students and their possessions, the procedure for checking the area where they are found and when it is necessary to bring in outside help for eradication. The policy also addresses information that needs to be forwarded to families to educate on how to treat at home. A second reading will be presented at the March meeting.

C. 2019 – 2020 School Calendar (Attachment 7)

The 2019 – 2020 school calendar is very similar to the current calendar and models the MSD Washington Township (MSDWT) calendar due to ISBVI students that attend classes at North Central High School. ISBVI's start up is different from MSDWT. ISBVI has registration on Sunday and start up on Monday, whereas MSDWT starts in the middle of the week. The Indiana School for the Deaf (ISD) will also be modeling a calendar after MSDWT; however, ISD's calendar will have different start and end dates due to the state fair.

Motion: A motion was made by Mr. Koors and seconded by Mr. Michaels to approve the 2019 – 2020 calendar as presented; motion carried.

D. 2020 – 2021 School Calendar (Attachment 8)

The 2020 – 2021 models the MSDWT calendar and is much like the current year. School districts find it necessary at times to make changes but for planning purposes, this is based off the current approved MSDWT 2020 – 2021 calendar.

Motion: A motion was made by Mr. Koors and seconded by Ms. Botkin to approve the 2020 – 2021 calendar as presented; motion carried.

E. D Dorm Reclamation

The renovation in D Dorm is progressing. The cleaning project is complete, and painting will begin this week.

F. Anthem Update

Anthem donated \$30,000 and an additional \$10,000 from a media blitz to ISBVI to provide a fitness room on campus. The intent of the area is to be able to document evidence in physical activity in students such as blood pressure and weight. As the process of planning the design of the room progressed, vendors stepped in as well with donations: a fencing company donated the barrier between the fitness room and wrestling area, a painting company donated material to paint the area and electrical equipment and labor were donated to rewire the area for dedicated equipment. The dedication of the area will be held either the last week of January or the first week of February.

In addition to the Anthem donation, the Indiana Blind Children's Foundation (IBCF) was one of 17 organizations to be awarded a grant through the Lily Endowment for \$1,000,000 for the renovation of the auditorium. With the focus being inclusiveness at ISBVI, the school will open its gates to the public and host performances each year on July 26, the anniversary of the signing of the Americans with Disabilities Act. To make the auditorium more accessible, a new audio, video and captioning and lighting system will be installed. The first concert is scheduled July 26, 2019.

G. Budget Presentations

Superintendent Durst will be presenting the school budget to the Ways and Means Committee on January 21 and to the Senate Appropriations Committee in February.

V. Public Comments:

There were no public comments.

VI. Board Comments:

Mr. Michaels commented on the Holiday Program, the talent of the students and commended the heads of the music programs.

Ms. Botkin stated she was happy to hear of everything the school was accomplishing.

VII. Next Meeting

The next meeting of the Indiana School for the Blind and Visually Impaired School Board will be Monday, March 18, 2019 at 9:30am in the AIDur/Lambert Multipurpose Room.

VIII. Adjournment

Motion: A motion was made by Mr. Koors and seconded by Mr. Kissling to adjourn the meeting at 10:29am; motion carried.