

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

ISBVI Board Meeting Minutes  
May 13, 2019  
9:30 a.m.

**Members Present:**

Mr. Tom Adams, Chair  
Mr. James Michaels, Vice Chair  
Ms. Amanda Black  
Ms. Kathy Botkin  
Mr. John Kissling  
Mr. Don Koors  
Ms. Traci Tetrick

**Members Not Present:**

Senator Liz Brown  
Mr. Michael Dalrymple

**Administration Present:** Mr. Jim Durst, Superintendent; Mr. Raouf Estefanos, Assistant Superintendent of Business; Mr. Jay Wilson, MS/HS Principal; Ms. Tiffany Sanders, Elementary Principal/Director of Outreach; 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 9:33am and took roll.

**II. Approval of Minutes** (Attachment 1)

The minutes from the March 18, 2019 meeting were reviewed.

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

### **III. Superintendent's Report**

#### **A. School Update**

Leslie Durst, Director of the IERC, introduced Lauren Dresen to the Board. Lauren has filled the Secretary 3 position in the IERC and will be handling the shipping and receiving functions for distributing materials to local districts. She comes to ISBVI from the Department of Homeland Security where she was an Emergency Medical Services Certification Specialist.

Jerry Gibson introduced Janel Hill. Ms. Hill is filling a cook position. She comes from the Hammond Care Facility in East Chicago. Janel has experience in multiple food service positions and is proving to be a great asset to the Dietary Department.

#### **Elementary and Outreach Reports – Ms. Sanders**

Round two of ILEARN testing, as well as NWEA testing, have been completed. Staff is waiting on the data in order to help drive instruction.

ISBVI will be hosting its annual elementary spring concert and family picnic Friday, May 17. Kindness Day will also be introduced at that time. The students will be spending the afternoon together working through team and cooperative activities.

Consultants will be concluding direct services for school-age students with some continuing over the summer through First Steps services. Outreach is currently winding down by assessing services delivered this year and obtaining contract services for next year.

Two of ISBVI's regional braille challenge participants placed and have been invited to compete in the National Braille Challenge. Marie Villaneda (a four time qualifier) and Mitchell Bridwell (a ten time qualifier) will be traveling to the competition in Los Angeles this summer.

#### **MS/HS Report – Mr. Wilson**

The Butler botany project finished with a day cleaning up invasive weeds throughout campus.

The Solo/Ensemble concert was held April 18 and the Spring Concert was held May 2. Mr. Graf and Mrs. Pivec did an outstanding job preparing students and highlighting their talents.

ILEARN testing concluded May 10. A few glitches had to be worked through but overall, the testing went well.

MS and HS will complete NWEA testing over the next two weeks.

Prom was held May 9 at the Renaissance.

Representatives from Benjamin Harrison presented a lesson and a 3D caricature of Benjamin Harrison to grades 5-8. Students will participate in a field trip to the home next week.

#### **Residential Services – Mr. Askren**

ISBVI hosted the swimming and forensics conference meet May 3 - 4. Nine schools from the conference attended with 187 students and staff housed on campus. ISBVI performed well with the forensic team taking home 1<sup>st</sup> place for the second year in a row. The boys swim team placed fourth overall and the girls placed eighth.

Hoosiers out on Tandems will be on campus May 13 for the annual tandem bike ride.

The Spring Sports Banquet will be held on May 16 at 6:00pm in the Student Center.

The year-end picnic for residential students will be held the last week of May.

## **Physical Plant Update – Mr. Malone**

### Capital Projects:

Phase III of the tuck-pointing project has begun. The contractor has been on campus bringing equipment and setting up a staging area. The project will gain momentum after graduation.

The Churchman roof project is in the bid process.

The renovation of the Auditorium is coming along. The contractor is currently considering structural options for mounting the projector.

### Campus Projects:

The Aquatic Center received a new controller for the filter system. This was necessary after the failure of the old controller that was antiquated and could not be repaired.

Three new minivans were added to the school's line of state vehicles. Two more will be received at a later date.

A mail barn will be purchased and installed within the month to replace the current one that surrounds the conveyer belt into the IERC.

D Building renovation is nearly complete. The upstairs should be ready for testing again by the end of the week.

A new dishwasher for the kitchen in the Elementary is currently in the bid process.

Software for the door/swipe card system will be upgraded by the end of May.

Tactile brick crosswalks will be installed across the bus pad, at the front tower and at the Greenhouse.

## **Facilities Use – Mr. Durst**

The Indianapolis Math and Science Academy track team will wrap up their season by May 17. In addition, they will hold a 5k race on campus in June.

The Indy Inferno electric wheelchair soccer league has several practices lined up for the summer months in the main gym.

A boy scout camp out will be held on campus May 17 – 18. Scouts and leaders will arrive on Friday afternoon and depart on Sunday morning.

The Washington Township Special Olympics team is currently using the track for practices twice a week, through the end of June.

There is a basketball team using the main gym for practice each Friday evening for the next month.

The annual Brian's Trike Race will be held on Sunday, September 15.

Lions Campus Clean-up day will be May 18.

The Aquatic Center is not being rented at this time.

## **B. Monthly Financial Statements (Attachments 2A & 2B)**

Attachment 2A is the Monthly Financial Statement for March 29, 2019. The year was 74.52% over and 73.47% had been spent from Point One. Points Two through Nine reflect 89.76% spent. Overall expenditures totaled 75.87%.

Attachment 2B is the statement for April 30, 2019. Total spent from Point One was 83.2%, total spent from Points Two through Nine was 90.39% and total expenditures ended at 84.33%. The year was 83.29% over. By the end of the fiscal year, the state budget agency (SBA) will release \$318,000 from reserves to cover the increase in salaries for Residential Mentors. The SBA also transferred \$70,000 from Point One to Points Two through Nine for the following: \$40,000 for increased cost of utilities in Point Two and \$30,000 for increased IOT charges and Ricoh copiers in Point Nine.

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

Attachment 3A, the report as of April 15, 2019, ISBVI had 216 total positions, 163 filled regular positions, 17 vacant positions, 11 filled intermittent and 25 vacant intermittent.

The report as of May 7, 2019, Attachment 3B, reflects 216 total positions, 162 filled regular positions, 17 vacant positions, 12 filled intermittent and 25 vacant intermittent.

## IV. New Business

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

Attachments 4A and 4B reflect Donations and Contributions under \$499 from March 1, 2019 to April 30, 2019 totaling \$155.00. One donation was restricted and two were unrestricted.

Attachments 5A and 5B reflect \$0.00 in Donations and Contributions over \$499 from March 1, 2019 to April 30, 2019.

### B. 2019 – 2020 Board Meeting Schedule (Attachment 6)

The Board meeting schedule for the 2019 – 2020 school year was presented. Five meetings will be held with the first taking place August 19, 2019. Meetings will be held every other month, except for December. The last meeting will be May 11, 2020.

**Motion:** A motion was made by Mr. Kissling and seconded by Ms. Black to approve the proposed 2019 – 2020 Board meeting schedule; motion carried.

### C. Summer Programming (Attachment 7)

ISBVI will again be hosting the annual STEP program (Summer Training Employment Program) in partnership with BOSMA Enterprises. This is a 4-week summer employment program for high school students from around the state. This year, there will be 25 students participating. Fourteen job coaches will escort student workers to eight different job sites around the metropolitan area. The dates for STEP are June 17 – July 19 with no classes/meetings the week of July 4.

The annual EYH (Expanding Your Horizon) summer camp will be extended to two weeks this year thanks to the Indiana Blind Children's Foundation Fund-in-Need, as well as several other sponsors such as The Woman's Department Fund of Indianapolis, The Brave Heart Foundation, Adidas, the Wheatley family and ISBVI. Week one, being held July 8 – July 12, will be the launch of Indiana's Camp Abilities (BLV Sports Camp) and the second week, from July 14 – July 18, will take place on the ISBVI campus, as well as Rawhide Ranch in the Brown County area.

Registration Day will be held on campus for students and families on Sunday, August 4. The first day of school will be the following day, Monday, August 5.

### D. 1<sup>st</sup> Reading Policy O-68 Proficiency in Braille Code(s) (Attachment 8)

Braille proficiency has been in practice at ISBVI, requiring teachers and administrators to demonstrate proficiency in braille codes on an ongoing basis with a formal assessment every three years. Because this has been successfully practiced for several years, Superintendent Durst requested the 1<sup>st</sup> reading be bypassed, and the policy be approved as a 2<sup>nd</sup> reading.

**Motion:** A motion was made by Mr. Koors and seconded by Mr. Michaels to approve Policy O-68 as a 2<sup>nd</sup> reading; motion carried.

#### E. Contracts (Attachment 9)

Contracts for fiscal year 2020 were presented. Two contracts will be going out for bid this year: Nishida housekeeping services and Securitas security services. The school received funding for the next biennium to hire its own resource officers. This will not have an impact on the need for security services as the school will still need coverage on weekends. The cost of the physical therapy contract decreased significantly because the school was able to offer the position to the therapist currently performing the work through a temp agency. Approval was requested for contracts in excess of \$25,000.

**Motion:** A motion was made by Mr. Koors and seconded by Ms. Botkin to approve contracts in excess of \$25,000; motion carried.

#### F. Senior Banquet and Graduation

The Senior Banquet will be held Thursday, May 23 at 6:00pm in Churchman Hall. Graduation will take place Friday, May 24 at 10:00am in the Auditorium. Eighteen students will be graduating.

#### G. IBCF Auditorium Update

Executive Director of the Indiana Blind Children's Foundation, Laura Alvarado, reported that renovations to update audio, lighting, video capabilities, as well as accessibility features, are going well. Audio description and ASL interpretation will be provided the evening of the inaugural opening on July 26. The Matthew Whitaker quartet will be the evening's guest performers and a Q & A session will be held after and be emceed by former ISBVI graduate, Kathy Nimmer. Ms. Alvarado extended thanks to Ms. Black for presenting a grant opportunity to the foundation to help deepen the impact of the Leadership Club. The Leadership Club has been meeting since February at the Eiteljorg museum to advocate for experiences for blind and visually impaired individuals. The grant, should the foundation receive it, will help ensure that students have experiences in the community where they are able to participate in events as a family at artistic events.

#### **V. Public Comments:**

There were no public comments.

#### **VI. Board Comments:**

There were no Board comments.

#### **VII. Next Meeting**

The next meeting of the Indiana School for the Blind and Visually Impaired School Board will be Monday, August 19, 2019 at 9:30am in the AIDur/Lambert Multipurpose Room.

#### **VIII. Adjournment**

**Motion:** A motion was made by Mr. Koors and seconded by Mr. Michaels to adjourn the meeting at 10:13am; motion carried.