

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

ISBVI Board Meeting Minutes  
October 21, 2019  
9:30 a.m.

**Members Present:**

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

**Members Not Present:**

Ms. Amanda Black  
Mr. Michael Dalrymple  
Senator Liz Brown

**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 9:30am and took roll.

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

The minutes from the August 19, 2019 meeting were reviewed.

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

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

#### A. School Update

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

Outreach is continuing to support local school districts with professional development workshops, direct BLV and O&M services needs. The department is currently serving 257 school age students and 41 First Steps students, ages 0-3, totaling 298 students from around the state.

Outreach is looking forward to the upcoming Vision Conference at the end of October. Staff have been working with the Indiana Pass Project to, again, collaboratively host a 2-day event that will provide a wealth of information about providing blind and low vision services, as well as 'hot topics' decided by a survey of practitioner needs. The conference will host exhibitors and presenters from around all aspects of transitional planning, there will be Q&A from the DOE on the new ILEARN assessment and accessibility tools, as well as field specific Functional Vision and Learning Media Assessment tools.

The elementary had a new 4<sup>th</sup> grade student enroll near the end of August. Two families from other state schools for the blind are inquiring about enrollment.

Elementary students are returning from Fall Break and are looking forward to fall activities which include the annual fall 'treat' parade organized by the high school student council on October 31, and the annual Fall Festival taking place on November 1.

##### **MS/HS Report – Mr. Wilson**

The non-biology majors from Butler are once again conducting the botany project. This year they are looking at non-invasive species.

The MS traveled to the IMS for Eureka Exchange to participate in STEM activities, courtesy of the IBCF.

The 7<sup>th</sup> and 8<sup>th</sup> grade classes were also able to travel off campus. They visited JASparks to learn about different job opportunities.

Along with on campus student jobs, there are currently students going to BOSMA for off-campus work opportunities. Students are also participating in volunteer work at Down Syndrome of Indiana and St Vincent DePaul.

A group of Administrators from the Washington State School for the Blind were on campus for a tour to learn what ISBVI has to offer students.

Two new students started within the last few weeks, two more will be starting in the next two weeks and several tours are scheduled for possible new students.

Administration is working through how the new graduation requirements for this year's freshman class will work with the current school set-up.

ECC classes and the new lunch schedule are going well.

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

Mason Moton, a former ISBVI student, was hired as a residential mentor for the 2<sup>nd</sup> shift.

One of the semi-independent houses will be reopening soon.

A local scout completed his Eagle Scout project on campus. His project helped to beautify landscaping and raise flower beds to accent the shelter in the high school quad courtyard.

ISBVI hosted the NCASB track and field championship on September 28 and 29. Over 135 student athletes participated from 10 schools. ISBVI girls placed 2<sup>nd</sup> and boys placed 3<sup>rd</sup>.

The elementary students and 5<sup>th</sup> and 6<sup>th</sup> graders just competed in the Roby games in Kentucky and performed very well despite the heat.

The annual Delta Gamma Halloween party will be held on campus October 24.

Students will attend Yuletide on December 11.

### **Facilities Use – Mr. Brown**

The Jordan YMCA finished their track season with a meet on campus in early October, and plan to return in the spring.

Christ the King Cross Country is wrapping up their cross-country season. They hope to use the campus again next season.

The wheelchair soccer team will be practicing in the main gym on Friday, October 25, as well as several more Fridays throughout the school year.

The Butler chapter of Delta Gamma will be holding their annual Anchor Splash fundraiser for ISBVI once again. With the pool currently being down, they are looking into different types of event options.

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

Arthur Tillberry and Steven Dismon have filled Maintenance 3 positions. Arthur comes to ISBVI with Maintenance experience at Larue Carter. Steven was formerly a carpenter in the remodeling industry.

The pool is currently down due to the failing air handling system. This has been an ongoing issue since the Aquatic Center was built. The air handler was specially made for another state project that never came to fruition. It was suggested that it be used at ISBVI when the Aquatic Center was in the design phase. Modifications were made but the system never worked properly. The air handler houses four air compressors, which continually fail. The school has replaced approximately 30 in the last ten years. Capital funding has been requested and approved to replace the air handler and is currently in the design phase.

Lightening struck the roof of the main gym at the end of August causing lighting from an older lighting system on the ceiling of the gym to fall. All the old lighting remaining has been removed.

A donation of several shop tools was made that has allowed the department to upgrade the school's workshop.

The school is looking into animal control. Most of the cars in the school's fleet have had wires repeatedly chewed and damaged by groundhogs and squirrels. The school learned that the animals are attracted to the wires due to the soybean compound in the sheathing of the wiring.

The Anthem/Lions workday was held Thursday, September 26. Volunteers helped to prepare for the track conference being hosted by ISBVI on September 27 and 28.

The school just finished up with a boiler inspection and passed.

The front and rear gates were recently serviced.

Funding will be requested to replace the roof on F Building.

The fuel tank replacement project will be going out for bid soon. The four underground tanks currently on campus will be replaced by two above ground tanks.

The brick and tuck-pointing project is progressing, however, there have been issues with water infiltration in some areas.

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

Kim Howard started at the school's switchboard at the end of August. She comes to ISBVI with many years' experience at Carmel/Clay schools.

Attachment 2A is the Monthly Financial Statement for August 31, 2019. The year was 16.99% over and 12.59% had been spent from Point One. Points Two through Nine reflect 44.37% spent. Overall expenditures totaled 16.95%.

Attachment 2B is the fiscal year-end statement for September 30, 2019. Total spent from Point One was 20.25%, total spent from Points Two through Nine was 49.11% and total expenditures ended at 24.20%. The year was 25.21% over.

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

Attachment 3A, the report as of September 25, 2019, ISBVI had 219 total positions, 165 filled regular positions, 17 vacant positions, 8 filled intermittent and 29 vacant intermittent.

The report as of October 9, 2019, Attachment 3B, reflects 219 total positions, 164 filled regular positions, 18 vacant positions, 8 filled intermittent and 29 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 August 1, 2019 to September 30, 2019 totaling \$600.00. Four donations were restricted, and one was unrestricted.

Attachments 5A and 5B reflect \$7,500.00 in Donations and Contributions over \$499 from August 1, 2019 to September 30, 2019. Two donations were restricted, and one was unrestricted.

**Motion:** A motion was made by Mr. Koors and seconded by Mr. Michaels to approve donations over \$500 from Attachments 5A and 5B; motion carried.

#### B. Emergency Preparedness Plan (Attachment 6)

The school is required by statute to have the school board review the Emergency Preparedness policy and procedure on an annual basis. There have not been any major changes.

**Motion:** A motion was made by Mr. Koors and seconded by Ms. Botkin to approve the current review of the Emergency Preparedness Policy and Procedures O-06; motion carried.

#### C. Tuck-Pointing Project/Library

Contractors working on the E, F, G and Tower tucking-pointing project did not do an adequate job in buttoning down the work being performed. This caused major water infiltration in the Library. As a result, the Library had to be renovated and books had to be removed. Drywall will need to be removed up to 2 feet on all walls. A make-shift library has been set up in D Dorm. Most books are currently in Michigan with a company that specializes in drying and restoration. Many will need to be replaced. The school is working very closely with the contractor and the Department of Public Works to ensure proper restoration of the Library. Additional water infiltration was found in the Auditorium as well.

### **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, January 13, 2020 at 9:30am in the AlDur/Lambert Multipurpose Room.

## **VIII. Adjournment**

**Motion:** A motion was made by Mr. Koors and seconded by Ms. Botkin to adjourn the meeting at 10:14am; motion carried.