

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

ISBVI Board Meeting Minutes
July 28, 2020
10:00 a.m.

Members Present:

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

Members Not Present:

Mr. Tom Adams, Chair
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. Toni Hughes, Interim Elementary Principal/Director of Outreach; Mr. Jason Askren, Director of Residential Services; Mr. David Brown, Program Director; Mr. Todd Malone, Maintenance Supervisor.

I. Call to Order

Board Vice Chair, Mr. James Michaels, called the meeting to order at 10:11am and took roll.

II. Approval of Minutes (Attachment 1)

The minutes from the June 18, 2020 meeting were reviewed.

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

III. Superintendent's Report

A. School Update – Mr. Durst

ISBVI was due to go through an onsite accreditation review in the spring of 2021. The school goes through this process every five years and is currently accredited through Cognia. In light of the current situation with COVID-19 and the added cost to implement the school Reopening Plan, Mr. Durst sent a formal letter to Cognia to request the review be postponed one year until the spring of 2022. Based on the criteria from Cognia that outlines justifications for postponing a review, Mr. Durst is confident they will grant the request.

Should the request to postpone be denied, Mr. Durst sought Board approval to forgo the review, forfeit accreditation status for one year, and reschedule a review in the spring of 2022. While Accreditation is vitally important, ISBVI does not currently have the resources in staff, the dedicated time needed or the additional funds to undergo such a review.

Discussion was held and the Board decided that before moving and voting on forfeiting accreditation status and postponing the review for one year if the formal request is denied, they would like to review IDOE recommendations. Ms. Tetrick will gather information for the Board to review.

Motion: A motion was made by Ms. Botkin and seconded by Mr. Koors to approve Superintendent Durst making a formal request to Cognia to postpone ISBVI's accreditation renewal process until the spring of 2022; motion carried.

B. Monthly Financial Statement (Attachment 2)

Attachment 2 is the year end statement for June 30, 2020. Point One expenditures ended at 94.75%. Points Two through Nine reflect 84.34% spent. Overall expenditures totaled 93.21%.

ISBVI was allotted \$11,169,379.48 for fiscal year 2019 – 2020 with a requested reversion of \$227,947.00. The school started virtual learning in March of 2020. Due to the number of reduced staff, the school reverted \$986,369.00.

C. Staff Metrics (Attachment 3)

Attachment 3, the report as of July 16, 2020, notes ISBVI had 219 total positions, 160 filled regular positions, 22 vacant positions, 12 filled intermittent and 25 vacant intermittent.

IV. New Business

A. Donations and Contributions (Attachments 4 & 5)

Attachments 4 reflects Donations and Contributions under \$499 from June 1, 2020 to June 30, 2020 totaling \$297.74. Two donations were restricted and four were unrestricted.

Attachment 5 reflects \$73,574.64 in Donations and Contributions over \$499 from June 1, 2020 to June 30, 2020. Two donations were restricted, and three were unrestricted.

Motion: A motion was made by Mr. Koors and seconded by Ms. Black to approve donations over \$500 from Attachment 5; motion carried.

B. First Reading – Policy O-70 Virus and Highly Contagious Disease (Attachment 6)

Much of this policy is mirrored in the school Reopening Plan and outlines in detail the requirements for face coverings and when they should be worn.

Motion: A motion was made by Mr. Koors and seconded by Ms. Black to approve Policy O-70 as a first reading to be implemented immediately; motion carried.

C. Reopening Plan 2020 – 2021 (Attachments 7 & 8)

A portion of the items covered in the reopening plan are:

Parents/Guardians will have the option of selecting if their child will receive instruction virtually or on-site. Virtual learners will be required to commit to virtual instruction for 9 weeks. On-site learners may choose to go virtual at any time with adequate notice to staff and administrators.

Face coverings will be required when students are not able to practice social distancing. Students who are unable to take a mask/face covering on and off will not be required to wear one.

Parents and staff will be required to self-screen and to stay home if showing COVID-19 related symptoms.

If students should display COVID-19 related symptoms during the school day, isolation rooms are available in the Health Center and parents will be required to pick up their student immediately. Staff members will be required to leave immediately as well, if symptoms are displayed. A negative COVID-19 test will be required to return to school or a 10-school day isolation where fever has not been present for 72 hours without the use of medication.

Residential students arriving for the week will have temperatures taken when unloading from the bus. If a student is found to have a temperature greater than 100.4, the student will be reloaded on the bus and transported home. Communications will be sent to LEA's to ensure they are aware of this procedure.

Mr. Durst asked for the Board's approval for this plan and, as it is an evolving and fluid plan, requested that necessary changes could be made without the need to meet for re-approval. Wording is included in the registration packet and will be added to the reopening plan to communicate that the plan is a fluid document and subject to change to ensure the safety of students.

Motion: A motion was made by Ms. Botkin and seconded by Mr. Koors to approve the Reopening Plan and give permission to ISBVI administrators to make changes as needed; motion carried.

D. ISBVI Board Nomination Committee 2020 – 2021

Mr. Durst will be in contact with Mr. Adams and Mr. Michaels, the current Board Chair and Vice-Chair, to seek recommendations for officers for the next two-year cycle. Nominations will be taken at the next Board meeting in September.

E. Budget Update (Attachment 9)

As reported previously to the Board, ISBVI was required by the State Budget Agency (SBA) to revert 15% of the budget for the coming year. This would total approximately \$1.7 million. The SBA was advised by the school that this would mean eliminating many positions, most being direct service

provider positions. The SBA requested that the school come up with an alternative plan. ISBVI reviewed 26 vacant positions. It was determined that the school could hold filling several positions, but it would still be necessary to fill a portion of the positions as they are direct service providers and health center staff. By not filling these positions, this would equal a 7.88% reversion or \$897,885.00. Administrators proposed the revised plan to members of the SBA and informed them that the savings reflected in the plan was an expenditure savings and not necessarily a cost savings.

F. Accreditation

(See School Update)

G. Library

The Library will not be open at the start of the school year. Damaged books are still in Michigan. Select staff will be traveling to Michigan to determine which books will be replaced. A hold was placed on sending staff to Michigan due to a spike in COVID-19 cases. Funds from the insurance company should be released soon so renovations may begin. Books will be taken to students for at least the first semester, to ensure students are not congregating in the school's temporary Library space.

H. Tuck Pointing

This project is ahead of schedule. Crews plan to have this completed in early to mid-October.

V. Public Comments:

No public comments were made.

VI. Board Comments:

Several Board Members expressed their appreciation to Mr. Durst and staff for the time and dedication put into the Reopening Plan.

Mr. Koors inquired about plans for graduation for the Class of 2020. The plan is to have a ceremony on-site, but a date has not been determined.

VII. Next Meeting

The next meeting of the Indiana School for the Blind and Visually Impaired School Board will be Monday, September 21, 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 11:05am; motion carried.