

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

ISBVI Board Meeting Minutes
November 18, 2020
Virtual Board Meeting
9:30 a.m.

Members Present Virtually:

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

Members Not Present:

Ms. Kathy Botkin
Mr. Michael Dalrymple
Senator Liz Brown

Administration Present Virtually: 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. James Michaels, called the meeting to order at 9:32am and took roll.

II. Approval of Minutes (Attachment 1)

The minutes from the September 21, 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

Elementary and Outreach Reports – Ms. Sanders

Students have finished their first quarter. Report cards and IEP progress notes went home last week. Despite the current environment, students have shown great growth.

Elementary staff and students remain diligent with social distancing and mask wearing. A 'Mask Force' initiative has been implemented to help encourage and provide incentives for students and staff to wear masks and stay healthy. The initiative is complete with spirit weeks once a month and 'Mask Force tickets' for those caught wearing their mask and/or reminding others to wear theirs. The classroom with the most tickets at the end of a Mask Force week receives a 'socially distant' celebration.

The annual Fall Celebration was held with a "Track or Treat" afternoon. Students were able to dress up, parade around the track, and receive individually wrapped treats and surprises from the staff.

The Outreach Department remains busy with both in-person and virtual consultative and direct services. Outreach is currently serving 310 students total in 34 districts.

The department is preparing for its first virtual Braille Challenge and Cane Quest competitions which will take place in February and March.

Two consultants have begun the instruction of a 16-week VISSA training course to certify others in blind and low vision preschool services.

In conjunction with the Indiana PASS Project and Indiana AER, the department completed its first virtual Vision Conference. It was a success with over 100 participants from around the state and country.

MS/HS Report – Mr. Wilson

Staff are continuing to successfully balance in-person and virtual teaching.

Jess Wilson has joined the ISBVI staff as a residential mentor in the middle school.

NWEA testing was administered to grades 5 – 11. Results were positive with most students scoring either the same or showing improvement from the fall.

The MS has recently welcomed three new 6th graders. An additional 6th grader will be joining ISBVI after Thanksgiving break.

There are currently 17 students participating virtually.

At one point, there were 17 students in quarantine situation due to close contact or symptoms.

Residential Services – Mr. Askren

New hires since the last Board meeting include Celeste Jones and Zaharah Idriss, both as 3rd Shift Residential Mentors.

ISBVI continues to maintain and reinforce social distancing, face coverings and cleanliness in the dormitories.

The Forensics team has been able to compete virtually with the other schools in the conference.

Staff has been planning and implementing activities in the evening that are completed virtually such as bingo and trivia. Other activities such as "step challenges" and "stair challenges" are being done as well.

The department worked with Delta Gamma to hold a food drive to help stock the ISBVI Food Pantry.

Residential staff has been working with Butler to establish an online homework help forum where students can log in to receive tutoring help with Butler students who are part of service-learning projects with ISBVI.

Physical Plant Update – Mr. Malone

Capital Projects:

The fuel tank/pump replacement is in the design phase.

The vendor awarded the replacement of the Churchman roof has requested a 120-day extension.

The HVAC for the Aquatic Center is still in the design phase.

Maintenance has replaced all water fountains on campus with newer models that include water bottle filling stations.

Work being done to improve drainage on sidewalks has been completed.

The school has been working with the Department of Corrections to arrange for new campus signage.

The many COVID restrictions in place are delaying this project.

A new contract was signed for the fire alarm system and fire extinguishers.

Maintenance workers are currently in the process of replacing emergency and exit lighting campus-wide.

B. Monthly Financial Statements (Attachment 2A & 2B)

Attachment 2A is the monthly financial statement for September 30, 2020. Point One expenditures were at 25.69%. Points Two through Nine reflect 59.16% spent. Overall expenditures totaled 30.43%.

The monthly financial statement for October 30, 2020, Attachment 2B, reflects 33.99% spent from Point One and 54.18% spent from Points Two through Nine. Total expenditures totaled 37.34%.

A transfer of \$125,000.00 was made from Point One to Point Two for utilities. In addition, \$126,000.00 was moved from Point One to Point Three to cover contracts for a physical therapist and security.

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

Attachments 3A and 3B, the reports as of October 13, 2020 and November 12, 2020, both reflect ISBVI had 219 total positions, 153 filled regular positions, 28 vacant positions, 13 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 September 1, 2020 to October 31, 2020 totaling \$385.00. Four donations were restricted, and one was unrestricted.

Attachments 5A and 5B reflect \$5,355.00 in Donations and Contributions over \$499 from September 1, 2020 to October 31, 2020. All four donations received were restricted.

Motion: A motion was made by Mr. Koors and seconded by Mr. Kissling to approve donations over \$500; motion carried.

B. DOE – GEER Award (Attachment 6A & 6B)

ISBVI has been fortunate to receive donations from the following to aid in providing assistive technology:

\$339,212.00 from the DOE GEER Award;
\$ 50,000.00 from the IBCF via the Nina Mason Pullium Trust;
\$ 95,753.00 from the IBCF Gala and various IBCF events.

Per HB 1904, approval is needed for expenditures in excess of \$25,000.00.

Motion: A motion was made by Mr. Koors and seconded by Ms. Black to approve the expenditure of funds provided in excess of \$25,000.00 from the DOE GEER Award, the Nina Mason Pullium Trust the via IBCF, and from IBCF events for assistive technology needs; motion carried.

Mr. Durst will also be presenting a proposal on November 21 to the Lions to request up to \$150,000.00 to assist ISBVI with strengthening the internal infrastructure to help support all the new technology being acquired. The Lions have been able to guarantee that they will be able to provide at least \$80,000.00. Approval to spend these funds once received was requested as well.

Motion: A motion was made by Mr. Koors and seconded by Mr. Adams to approve the expenditure of donations in excess of \$25,000.00 from the Lions, once received, to build up infrastructure at ISBVI; motion carried.

C. COVID Update

Mr. Durst commented on how well all departments of the school have stepped up to the challenges this school year has brought. To date, there have been eight staff members and three students that have tested positive for COVID. Many more have been direct contacts that have required quarantining. ISBVI will begin virtual instruction for all students beginning the Monday after Thanksgiving break, November 30, 2020 and will return to in-person instruction on Monday, January 4, 2021. State-wide statistics will be reviewed in mid-December to determine if virtual learning would need to continue. State Personnel, the Budget Agency and the Governor's Office have agreed to allow non-teaching staff to work over the three-week timeframe which will not have a negative budget impact. Special projects for this period are being reviewed by administration.

D. Library/Student Center/Auditorium

The insurance check has come through for the Library. Books are still in Michigan. Plans to send teachers to determine what would be kept have been canceled due to COVID restrictions. Flooring has been laid in the Student Center. Sealer will be applied soon. Once this is complete, final clean up can begin to allow furniture to be moved back in. The insurance check for the Auditorium was received as well. The vendor has agreed to honor the original pricing given back in the spring.

E. Tuck Pointing

This project is nearly complete. Crews will begin final clean-up and seeding soon.

V. Public Comments:

No public comments were made.

VI. Board Comments:

There were no Board comments.

VII. Next Meeting

The next virtual meeting of the Indiana School for the Blind and Visually Impaired School Board will be Monday, January 11, 2021 at 9:30am.

VIII. Adjournment

Motion: A motion was made by Mr. Koors and seconded by Mr. Kissling to adjourn the meeting at 10:21am; motion carried.