

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

ISBVI Board Meeting Minutes
May 9, 2022
9:30 a.m.

Members Present:

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

Members Not Present:

Senator Liz Brown

Administration Present: Mr. Jim Durst, Superintendent; Mr. Raouf Estefanos, Assistant Superintendent of Business; Ms. Tiffany Sanders, Interim Assistant Superintendent of Programs; Mr. Jay Wilson, MS/HS Principal; Ms. Cara Kennett, Interim Elementary Principal; Ms. Toni Hughes, 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 9:37am and took roll.

II. Approval of Minutes (Attachment 1)

The minutes from the March 21, 2022 (Attachment 1) 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 Report – Ms. Kennett

Elementary students have been working diligently and making progress on meeting goals, learning new concepts, and becoming better students and learners. Students have been taking ILEARN state testing and within the next few weeks will be taking the NWEA test.

The Elementary has welcomed one staff member, Sheila Sego, since the last Board meeting. Sheila is enthusiastic and comes to ISBVI with a great deal of experience.

The Elementary Spring Concert will take place on Friday, May 20 in the Elementary gym.

MS/HS Report – Mr. Wilson

Students have finished ILEARN testing and will begin NWEA testing soon.

Students performed in a closed campus Piano recital at the end of April. The event helped to showcase their hard work for the year.

An open campus Band and Choir concert was held Friday, May 6 in the gym. Families and guests enjoyed being on campus and having the opportunity to see their student perform.

Heather Holland was named teacher of quarter and Christian Kinder was named employee of the quarter.

Prom will be held on campus on May 12 in the HS quad.

Multiple tours for possible new students have been given since the last Board meeting.

The MS/HS welcomed Josh Baxter as a social studies teacher and new Residential Mentor, Kat Dillard, in April.

Outreach Report – Ms. Hughes

The department is serving approximately 316 students in 46 districts. Contracts are coming in steadily for next year.

Two students from the Indiana state region have qualified for the Braille Challenge nationals in Los Angeles. They are Michelle Allen and Emma Stamper.

Summer camps have been finalized. Several applications have been received. A new activity for EYH camp will be axe and spear throwing.

Residential Services – Mr. Askren

Residential Services welcomed Evelyn Ryan to its staff in April. Evelyn will be working 2nd shift.

The Goalball Conference was held over the last weekend of April in Illinois. Despite students not being able to participate in meets over the season for several factors, they performed well.

The department is preparing to house students for STEP this summer.

The next tandem bike ride with HOOTS will be on campus on Monday, May 16.

The Sports Banquet will be held in the Student Center on Thursday, May 19.

Physical Plant – Mr. Malone

The Physical Plant welcomed Harold Clark as the Steam Plant Supervisor in April. Mr. Clark is retired from the Navy with an engineering background.

The Churchman roof is complete.

Upcoming capital projects taking place over the summer include: the replacement of Lambert Roof, the replacement of the deaerator tank in the boiler house, the replacement of E, F, G Chiller, and the fourth stage of the tuck pointing project.

The school will be requesting funds for the Wilson roof and campus wide LED lighting.

Mr. Malone and Ms. Hughes have announced their retirements at the end of the school year. Mr. Durst took a moment to recognize them and thank them for their many years of service to the staff and students at the school.

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

Attachment 2A is the monthly financial statement for March 31, 2022. At that point, the year was 75% over, Point One expenditures were at 75.22%, Points Two through Nine reflected 73.37% spent, and overall expenditures totaled 74.91%.

Attachment 2B, the monthly statement for April 30, 2022, reflected the year was 83% over, 81.95% spent from Point One, 77.09% spent from Points Two through Nine and overall expenditures for the month totaled 81.14%.

Mr. Estefanos has welcomed Jackie Montantes to shipping and receiving. Ms. Montantes comes to ISBVI with inventory experience.

The in-person audit by the State Board of Accounts is in process and should wrap up within the next two weeks.

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

Attachment 3A reflects the status of positions as of April 14, 2022, with 138 filled regular positions, 44 vacant regular positions, 11 filled intermittent positions and 26 vacant intermittent positions.

Attachment 3B reports that as of May 2, 2022, the school had 143 filled regular positions, 39 vacant regular positions, 11 filled intermittent positions and 26 vacant intermittent positions.

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, 2022 to April 30, 2022 totaling \$4,667.05. Forty-three donations were restricted, and three were unrestricted.

Attachments 5A and 5B reflect Donations and Contributions over \$499 from March 1, 2022 to April 30, 2022 totaling \$770.00. This was a restricted donation.

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

B. Contracts (Attachment 6)

ISBVI has three contracts over \$25,000 for fiscal year 2023: Housekeeping services through Nishida Services, IT services through Insight and security services through Securitas. Although Securitas had a \$46,000 increase from last year, they are still the state's QPA.

Motion: A motion was made by Ms. Botkin and seconded by Mr. Koors to approve contracts for fiscal year 2023 over \$25,000; motion carried.

C. Graduation (Attachment 7)

Graduation will be held Friday, May 27 at 10:00am in the Auditorium. There are 16 graduates in the Class of 2022. Dave Schleppenbach is the guest speaker. Mr. Schleppenbach is an entrepreneur who started GH, a braille production facility at Purdue. He has just developed a full-page tactile braille display that also does tactile graphics. ISBVI is looking forward to being a part of the pilot project in the fall for this device. In addition, the members of the MAMP program at the Miami Correctional Facility will be working to load content onto the device.

The Senior Banquet will be held Thursday, May 26 at 6:00pm in Churchman.

D. Board Meeting Schedule 2022 – 2023 (Attachment 8)

The proposed Board meeting schedule for 2022 – 2023 has five meeting times beginning August 29, 2022 and ending on May 8, 2023.

Motion: A motion was made by Mr. Koors and seconded by Ms. Botkin to approve the proposed Board meeting schedule for 2022 – 2023; motion carried.

E. Co-location of Schools

Ratio Structurepoint architectural firm has been hired for the project along with Turner Davidson as general contractor. Once plans are drawn up, the school will be able to share information to the Board, staff, constituents and to the public. The estimated time for completion is five to seven years. The contracted amount currently is \$225,000,000. There have been discussions about the need to increase funding. The two campuses will be totally self-contained including all athletic fields.

F. Strategic Plan

ISBVI will be meeting with MAPT Solutions for a preliminary meeting the week of May 16 to lay the groundwork for helping the school move through the strategic planning process for next year. The plan will be finished by the end of the 2022 – 2023 school year and will be a five-year plan.

G. Covid Update/Masking

The school is currently mask optional with the stipulation that there may be a necessity to go back to masks being mandatory depending on surges and/or outbreaks. Some schools in the area have gone back to mask mandates due to surges. There are no known cases within the school at this time. Mr. Kissling inquired about masks and if it falls under the state's authority or the school's authority on deciding when masks should be mandated.

Mr. Durst replied that it is a decision made within individual schools. ISBVI works very closely with the Indiana State Department of Health and makes the decision based on their data and/or recommendation. The challenge for ISBVI is that the school must make the decision to mask or not mask based on Covid numbers throughout the entire state, not just in the Indianapolis area.

H. Audit

This year's in-person audit is more in depth than the previous audits the last two years which have been performed remotely. The state budget agency is reviewing expenditures, checks and balances, the recreation fund, procurements, and assets. The school anticipates a positive outcome upon completion.

I. Accreditation

The virtual review will take place May 18 – 20. The school has submitted all required documentation including a worksheet with all standards, a PowerPoint of where the school has been, where the school is and where it plans to go with each of the designated standards. The accreditation will be in effect for five years.

The new teacher salary classification and schedule have been approved and are in place. Teachers, for the most part, received a significant increase in salary which will help greatly in recruitment and retention.

The state is also going through a comprehensive analysis of classifications and compensations at large. An announcement will be coming in July regarding the new classifications and compensations.

V. Public Comments:

No public comments.

VI. Board Comments:

Ms. Botkin thanked Mr. Malone and Ms. Hughes for their service to ISBVI and for what their service has meant personally to her family.

Mr. Michaels inquired about updates on the two Board member vacancies. Mr. Durst let the Board know that he has been requesting assistance from the governor's office for over a year to fill the vacancies but has not received word on when that will happen. He will follow up again after today's meeting.

VII. Next Meeting

The next meeting of the Indiana School for the Blind and Visually Impaired School Board will be Monday, August 29, 2022 at 9:30am.

VIII. Adjournment

Motion: A motion was made by Mr. Adams and seconded by Mr. Koors to adjourn the meeting at 10:23am; motion carried.