



INDIANA STATE BOARD OF EDUCATION

To: Indiana State Board of Education

From: William Ottensmeyer, Staff Attorney

Date: June 5, 2024

RE: Approval of Governing Body Change – Twin Lakes School Corporation

Recommendation: Approve the proposed governing body plan change

Pursuant to IC 20-23-8, the Board of School Trustees of Twin Lakes School Corporation (“TLSC”) adopted a resolution to initiate a change to TLSC’s governing body plan. After adopting the resolution, TLSC submitted the attached materials for the Indiana State Board of Education’s (“Board”) review and consideration, in accordance with the requirements set forth in IC 20-23-8-15.

Indiana Department of Education (“Department”) staff reviewed the attached material and determined that TLSC’s plan and the manner in which it was initiated satisfy the requirements set forth in IC 20-23-8. As such, TLSC’s new governing body plan is recommended for approval.



**LEWIS
KAPPES**
ATTORNEYS AT LAW

One American Square, Suite 2500, Indianapolis, IN 46282 T: 317.639.1210 F: 317.639.4882 www.lewis-kappes.com

Michelle L. Cooper
mcooper@Lewis-Kappes.com

May 6, 2024

VIA E-MAIL TO <PhGordon@doe.in.gov>

Mr. Phillip Gordon, General Counsel
Indiana State Board of Education
Indiana State Board of Education
200 W. Washington Street, Room 228
Indianapolis, IN 46204

Re: Twin Lakes School Corporation Governing Body Plan Amendments

Dear Mr. Gordon:

We are legal counsel to the Twin Lakes School Corporation. Enclosed please find the following documents for the State Board of Education's review and approval:

- 1) The signed School Board Resolution initiating amendments to the governing body's plan.
- 2) Prior reorganizational plans and amendments of the Board of School Trustees for the Twin Lakes School Corporation.
- 3) The signed minutes of the public meeting of the Board of School Trustees for the Twin Lakes School Corporation dated December 19, 2023 reflecting approval of the Board's Resolution;
- 4) Letters from the White County and Carroll County Clerks certifying that no objections or proposed alternative plans were filed during the 120-day protest period between December 28, 2023 and April 26, 2024. (The School Corporation is in both White and Carroll counties.)
- 5) The notice of the proposed plan amendments that was published in the Carroll County Comet on December 27, 2023 and the Herald Journal on December 28, 2023.

The above documents should encompass what is required for the State Board's review and approval of the School Board's amendments to its Governing Body Plan. If you should need additional information or have any questions, then please do not hesitate to contact me via e-mail at mcooper@lewis-kappes.com or via telephone at 317-750-3814 (cell).

I appreciate your assistance through this process.

Regards,

LEWIS & KAPPES, P.C.

A handwritten signature in cursive script that reads "Michelle L. Cooper".

Michelle L. Cooper

Cc: Deb Metzger, Superintendent

RESOLUTION
BOARD OF SCHOOL TRUSTEES OF THE
TWIN LAKES SCHOOL CORPORATION

WHEREAS, the Twin Lakes School Corporation Board of School Trustees currently has a governing plan providing for all electoral districts for school board seats; and

WHEREAS, the Board of School Trustees desires to modify its current governing plan to provide for all residential districts instead of all electoral districts; and

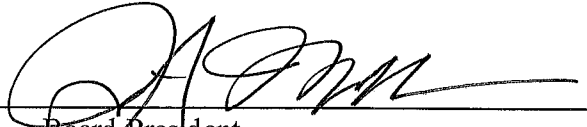
WHEREAS, Indiana Code 20-23-8 provides that amendments to the governing plan may be initiated by a resolution of the governing body.

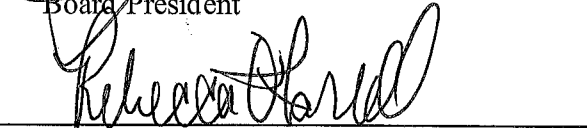
NOW, THEREFORE, BE IT RESOLVED by the Board of School Trustees that the governing plan of the Twin Lakes School Corporation by appropriate resolution, and when approved and certified by the Indiana State Board of Education, is hereby amended as follows:

- 1) The governing plan of the Twin Lakes School Corporation shall be amended to provide for all residential districts.
- 2) The governing plan of the Twin Lakes School Corporation shall be amended to provide that all candidates from each residential district for membership on the Board of School Trustees shall be voted upon by all registered voters on a corporation-wide basis, with each qualified voter in the school corporation permitted to cast a ballot for every seat to be filled.
- 3) Except as otherwise amended by this resolution, the provisions contained in the governing plan shall remain the same.
- 4) The amendments to the governing plan set forth herein shall be effective upon certification by the State Board of Education as provided for in Indiana Code 20-23-8-19.

This Resolution is approved by the Board of School Trustees of the Twin Lakes School Corporation on December 19th, 2023.

BOARD OF SCHOOL TRUSTEES OF THE
TWIN LAKES SCHOOL CORPORATION

By: 
Board President

By: 
Vice President

By: Michael Holton
Secretary

By: Mattie S. Hering
Member

By: Mattie S. Hering
Member

By: Gloria L. Bernard
Member

By: Michael Holton
Member

By: Miss Kelly
Member



Indiana State Board of Education

Room 229, State House • Indianapolis, Indiana 46204-2798
317/232-6622

The Indiana State Board of Education hereby certifies, pursuant to I.C. §20-33-8-15, the amended governing body selection plan for the Board of School Trustees of Twin Lakes Community School Corporation. This action follows a review of the Plan on August 1, 2012, to insure its compliance with the limitations set out in I.C. §20-33-8-8.

CERTIFICATION

I, Tony Bennett, as chair of the Indiana State Board of Education, do hereby certify that the above and foregoing is a true, correct, and complete copy of the resolution adopted by the Indiana State Board of Education on August 1, 2012, and do further certify that the attached is a true, correct, and complete copy of the Plan certified by the Indiana State Board of Education on the above date.

DATE: 8/1/12

Tony Bennett, Chairman
Indiana State Board of Education

FILED
AUG 03 2012

Paula D. Rantz
CLERK WHITE CIRCUIT COURT

**RESOLUTION FURTHER AMENDING GOVERNING BODY SELECTION
PLAN OF TWIN LAKES SCHOOL CORPORATION**

4yr term
5 term
limit

WHEREAS, the Board of Trustees of the Twin Lakes School Corporation adopted a Resolution Amending its Governing Body Selection Plan for the Twin Lakes School Corporation at its regular meeting on March 13th, 2012; and,

WHEREAS, said Resolution provided for reducing representation in Area 1 from two (2) members to one (1) member, but did not identify which seat from current Area 1 will remain and which seat will become the seat for Area 5, and did not provide for transition from two (2) seats to one (1) seat in said Area 1; and

WHEREAS, the previous plan provided for election of board members during each primary election, with board members taking office July 1st following the election; and,

WHEREAS, Indiana law now requires that all school board members be elected during the general election in November and take office on January 1st in the next year following the year of the general election; and

WHEREAS, said Board of Trustees now finds it necessary to amend said Resolution passed on March 13th, 2012;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Twin Lakes School Corporation as follows:

1. That paragraph 2 of said March 13th, 2012, Resolution shall be amended, changed and modified, and shall read as follows:

2. That Area 1 shall consist of the present Area 1 with Jackson and Lincoln Townships and part of Cass Township in White County and Adams Township in Carroll County; that said Area 1 shall elect one (1) member of the Board of Trustees of the School Corporation, reducing its representation by one (1) member from the previous plan. That one (1) member of said Board of Trustees from Area 1 is finishing his second four-year term on December 31st of this year, and cannot run for another term on said Board of Trustees pursuant to the existing Plan and By-Laws of Twin Lakes School Corporation. Following the expiration of said term, that seat, representing Area 1, will no longer exist. The other member of the Board of Trustees representing Area 1 will continue to serve Area 1 until his present term expires on December 31st, 2014, as the sole member of the Board of Trustees serving said Area 1.

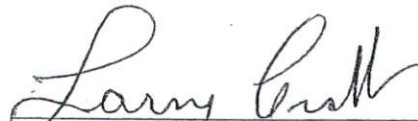
3. That a new paragraph 7 shall be added to said Resolution of March 13th 2012, and shall read as follows:

FILED
AUG 03 2012
Pamela A. Brantley
CLERK WHITE COUNTY COURT
7
SCANNED

Paragraph 7. That all members of the Board of Trustees of the Twin Lakes School Corporation shall be elected in the general election conducted in November of each year during which school board elections are conducted, and those members so elected shall take office as members of said Board of Trustees on the 1st day of January in the year following said general election.

4. That, except as herein changed and modified, the Resolution Amending the Governing Body Selection Plan of Twin Lakes School Corporation, adopted on March 13th, 2012, shall remain in full force and effect.

ADOPTED AT A REGULAR MEETING OF THE TWIN LAKES SCHOOL CORPORATION THIS 10TH DAY OF JULY, 2012.



LARRY CRABB, PRESIDENT
TWIN LAKES SCHOOL BOARD

ATTEST:



MARK D. MILLS, SECRETARY
TWIN LAKES SCHOOL BOARD

FILED
AUG 03 2012

Paula A. Gantz
CLERK WHITE CIRCUIT COURT

SCANNED
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[Handwritten initials]

RESOLUTION AMENDING GOVERNING BODY SELECTION PLAN
OF TWIN LAKES SCHOOL CORPORATION

WHEREAS, the present Twin Lakes School Corporation Governing Body Selection Plan was submitted to the Board of Education of the State of Indiana in 2000, and was approved by the Indiana State Board of Education on or about September 7th, 2000, following oral argument before the Board; and

WHEREAS, the results of the 2010 Decennial Census have been published; and

WHEREAS, Indiana Code § 20-23-8-8 requires school districts to be reapportioned, if necessary, by Resolution of the Governing Body before the election next following the effective date of the subsequent Decennial Census, to preserve district equality, by Resolution of the Governing Body; and

WHEREAS, in order for said plan to comply with the Constitution of the State of Indiana and the Constitution of the United States, including the Equal Protection Clauses of both Constitutions, the Twin Lakes School District is required to provide for its electoral districts where a member of the Governing Body is elected solely by the voters of a single district, to be as near as practicable equal in population; and

WHEREAS, changes in the population of the respective districts in the Twin Lakes School Corporation, since the last Decennial Census, now require a reapportionment of the representative districts;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Twin Lakes School Corporation as follows:

1. That the electoral districts for the Twin Lakes School Corporation shall be changed from four (4) to five (5) areas, with four (4) areas representing current electoral districts, and one (1) electoral district and area having a member of the Governing Body elected At Large.

2. That Area 1 shall consist of the present Area 1 with Jackson and Lincoln Townships and part of Cass Township in White County and Adams Township in Carroll County; that said Area 1 shall elect one (1) member of the Board of Trustees of the School Corporation, reducing its representation by one (1) member from the previous plan.

3. That Area 2 electoral district shall continue to consist of Jefferson Township in Carroll County, and elect one (1) member of said Board of Trustees.

4. That Area 3 electoral district shall consist of the present boundaries of the present Area 3 and continue to consist of Union Township outside of Monticello and a portion of Liberty Township and a portion of Honey Creek Township all in White

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JUN 07 2012

Paula G. Santz
CLERK WHITE CIRCUIT COURT

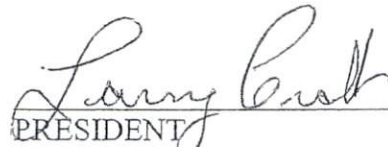
County, Indiana, and shall be represented by two (2) members of the Board of Trustees of said School Corporation.

5. That Area 4 electoral district shall consist, as it does under the previous plan, of the City of Monticello in White County, and shall continue to elect two (2) members of the Board of Trustees of said Twin Lakes School Corporation.

6. That Area 5, a new area, shall consist of all Townships currently in the Twin Lakes School District both in White and Carroll Counties, and shall elect one (1) member of the Board of Trustees At Large.

BE IT FURTHER RESOLVED by the Board of Trustees of Twin Lakes School Corporation that, except as herein changed and modified, the previous Governing Body Selection Plan, together with previous amendments thereto shall remain in full force and effect.

ADOPTED AT A REGULAR MEETING OF THE TWIN LAKES SCHOOL CORPORATION THIS 13TH DAY OF MARCH, 2012.



PRESIDENT
TWIN LAKES SCHOOL BOARD

ATTEST:



SECRETARY
TWIN LAKES SCHOOL BOARD

FILED
JUN 07 2012


CLERK WHITE CIRCUIT COURT

TWIN LAKES SCHOOL CORPORATION
REAPPORTIONMENT OF REPRESENTATIVE DISTRICTS

<u>AREA</u>	<u>COUNTY</u>	<u>TOWNSHIPS</u>	<u>NUMBER OF SEATS</u>	<u>AREA POPULATION</u>
1	White Carroll White White	Jackson Adams Lincoln Cass (partial)	1	2,079
2	Carroll	Jefferson	1 -	2,162
3	White White White	Union (outside Monticello) Liberty (partial) Honey Creek (partial)	2	5,063
4	White	City of Monticello	2	5,378
5	White and Carroll	All Townships in District (At Large)	1	14,682

FILED

JUN 07 2012

Paula G. Gantz
 CLERK WHITE CIRCUIT COURT

**Sharon Milburn
Clerk of Carroll Circuit Court
101 West Main Street, Suite 206
Delphi, IN 46923**

May 1, 2024

Carmen Mancia
Executive Secretary to the Superintendent
And the Board of School Trustees
Twin Lakes School Corporation
565 S. Main St.
Monticello, IN 47960

Ms. Mancia,

By my signature below, please allow this correspondence to serve as formal certification that no objections or proposed alternative plans were filed during the 120-day protest period between December 28, 2023, and April 26, 2024.

Please do not hesitate to contact me should you require anything further.

Sincerely,

Sharon E Milburn

Sharon Milburn
Carroll County Clerk

Laura Cosgray
Clerk of White Circuit Courts
110 N. Main Street, 2nd Floor
P.O. Box 350
Monticello, IN 47960

April 30, 2024

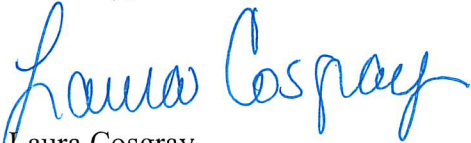
Carmen Mancia
Executive Secretary to the Superintendent
And the Board of School Trustees
Twin Lakes School Corporation
565 S. Main St.
Monticello, IN 47960

Ms. Mancia,

By my signature below, please allow this correspondence to serve as formal certification that no objections or proposed alternative plans were filed during the 120-day protest period between December 28, 2023, and April 26, 2024.

Please do not hesitate to contact me should you require anything further.

Sincerely,



Laura Cosgray
White County Clerk

Twin Lakes School Corporation
300 S. 3rd St.
Monticello, IN 47960
Tuesday, December 19, 2023
7:00 p.m.

MINUTES OF THE BOARD OF TRUSTEES OF TWIN LAKES SCHOOL CORPORATION

The regular meeting of the Twin Lakes School Corporation was held at the Administration Building, 565 S. Main St., Monticello, IN 47960 at 7:00 p.m., on Tuesday, December 19, 2023. Members present were: Superintendent Debbie Metzger; Business Manager Melissa Johnson. Members joining were Jeff Milligan, Mike Godlove, Katie Ellspermann, Gloria Kinnard, Matt Hemming and Charles Kubly.

The meeting began with the Pledge of Allegiance at 7:00 P.M.

PUBLIC HEARING – AMENDMENT OF SUPERINTENDENT’S CONTRACT

Mr. Milligan indicated this section of the meeting was for public comment regarding the proposed amendment to the Superintendent’s contract, with notices made in two newspapers and the Twin Lakes website. After the public hearing, a waiting period of 7 days begins.

There were no public comments.

Mrs. Kinnard made a motion to close the public hearing. Seconded by Mrs. Ellspermann and the motion passed 6-0.

Patron Concerns:

None

Superintendent’s Report:

Ms. Metzger thanked Deb Bishop for standing in as School Counselor at Roosevelt and Oaklawn for the past month. The Career and Tech Ed Open House had a great turnout. Thank you to teachers and students for showing off the new building. Many parents attended, 2nd grade students have visited the CTE building, and 8th grade students have visited to view the careers. The dedication of the Kent Adams floor was also a great success. Former players and coaches attended. The swim scoreboard in memory of Stephanie and Mya Thompson was dedicated last week. Ms. Metzger indicated that we have received the traffic engineering analysis for the primary school. We will be meeting with city officials to discuss. The Teacher Appreciation Grant has been received from the state. The total was \$81,609.83. It was paid to teachers on December 8th with \$588.48 for teachers rated highly effective and \$470.78 for teachers rated effective. We have received preliminary designs for the proposed new turf football field, which

is a part of the primary school project. Bids for the turf field should be going out in January 2024. January 23, 2024 is the opening date for bids for the primary school building.

Consent Agenda:

Motioned by Mr. Hemming, seconded by Mrs. Kinnard to approve the Consent Agenda of routine action items including Minutes of the Regular School Board meeting on November 21, 2023. Also approved in the Consent Agenda were the Claims and Revenue Reports, Retirements, Resignations, Recommendations, and Medical Leaves of Absence, Consideration of Facilities Projects, Transfer Tuition Requests, Overnight/Out of State Fieldtrips. (See last page for list of approved personnel.)

Financial Report:

Accounts Payable – Mrs. Melissa Johnson

Mrs. Johnson requested board approval for the docket of expenses as presented to board members online in the Canvas dashboard. The summary amounts are as follows:

Payroll Voucher for 11/10/2023: \$596,100.55

Payroll Voucher for 11/15/2023: \$171,296.75 (retro pay + stipends)

Payroll Voucher for 11/24/2023: \$650,716.67 (with new teacher salaries)

Pre-paid Month-End Docket (11/1/2023-11/30/2023): \$1,010,302.99

Prior-Approval Docket as of 12/19/2023: \$373,673.80

Financial Report – Melissa Johnson

The three budgeted funds started CY 2023 with combined fund balances of nearly \$9.4M. They are anticipated to end the year at \$8.7M. The transfer from Education to Operations for support of allowable expenses is \$750K, which is approximately 4.5% of Education fund revenue, well below the 15% allowed per state statute.

The **Education Fund** forecast includes: \$750K transfer to Operations; state funding for 2181 ADM spring 2023 and 2181 ADM fall 2023; investment interest rate of 5%, which has contributed approximately \$370K additional revenue above budget; 2023-24 teacher and staff raises. The \$150K subsidy to curricular materials has been removed for 2023-24 since new Chromebooks were not needed for this school year. We will continue to assess curricular needs going forward.

The **Operations Fund** forecast includes: purchase of 2021, 2022, and 2023 bus orders of approximately \$1.5M (2021 and 2022 large buses have arrived), \$550K for facilities/land improvements; 2023-24 staff raises.

Education and Operations Funds have benefitted from savings in the past two years due to availability of federal ESSER funds. ESSER II expired Sept 2023 and ESSER III expires Sept 2024.

The **Rainy Day Fund** - is being held for the event of significant, unanticipated expenses. There are sufficient funds to cover approximately 2 payrolls

Personnel:

None

Facilities:

1. Consideration of Proposal TLHS (Operations Funds) – Replace Smoke Hatches on Auditorium – Hinshaw Roofing Repairs & Maintenance
2. Consideration of Proposal for TLSC (Operations Funds) – Extension of Mowing Contract – Keesling Mowing
3. Consideration of Proposal for Bus Garage – UTS Liner Inspection and Manhole Cover – Jacobs Professional Services LLC
4. Surplus List

Transfer Tuition Requests:

None

Overnight/Out of State Fieldtrips:

None

Reoccurring Items for Action:

TLHS Mid-Term Graduates

Consideration of Pepsi Beverage Agreement

Consideration to Authorize Superintendent to pay all Bills & Grants as needed by December 31, 2023

ESCRFT Insurance Pricing for 2024

Ms. Johnson indicated property and liability insurance rates for Twin Lakes will increase by 33% for 2024. There are several factors at play: market conditions, extraordinary weather events particularly in the Midwest, actuarial data, and past claims history. ESCRFT is a cooperative of over 80 school corporations and does a very thorough job of analyzing the market and soliciting bids for each aspect of the insurance package.

Updated Summer 2024 HVAC Funding Plan

Ms. Johnson presented an updated financial plan for the Meadowlawn Summer 2024 project. The project be funded by ESSER III, GO bond proceeds, and operations funds and will complete HVAC upgrades for Meadowlawn classrooms.

ITEMS FOR ACTION

New Business:

Proposal for Content Filtering Software – Corp Wide – Integrity Network Solutions, Inc.

Mr. Hemming made a motion to approve. Seconded by Mrs. Ellspermann and the motion passed 6-0.

Final Read Policies

- i. Po1521
- ii. Po2221
- iii. Po2414
- iv. Po2416
- v. Po2510
- vi. Po3120.02
- vii. Po3121
- viii. Po4121
- ix. Po5710
- x. Po5720
- xi. Po6152
- xii. Po9130
- xiii. Po9700

Mrs. Ellspermann made a motion to approve the slate of policies. Seconded by Mr. Hemming and the motion passed 6-0.

Consideration of Approval of the Library Development Plan

Ms. Metzger indicated the Library Plan is a requirement of House Bill 1447, which includes that procedures for library books be in place and a catalogue of books be available online, which has been completed.

Mrs. Kinnard made a motion to approve. Seconded by Mr. Kubly and the motion passed 6-0.

Proposal for HVAC Unit Ventilators – ML – Indiana Thermal Solutions (ESSER III Funds)

Ms. Johnson indicated this is a continuation of the HVAC project to install new unit ventilators in classrooms at Meadowlawn. These unit vents bring in outdoor air, which has not been the case in the past. Indiana Thermal Solutions is the only vendor to provide the same brand of units as used last summer. This final set of units will be installed in Summer 2024. As indicated in the funding plan previously approved by the Board, the ventilators will be purchased with ESSER III funds.

Mrs. Ellspermann made a motion to approve. Seconded by Mr. Hemming and the motion passed 6-0.

Resolution Amending Governing Body Election Plan of Twin Lakes School Corporation

Ms. Meztger indicated this resolution would change voting for school board members to change to a residential plan. Board members will reside within the districts they are representing, but all school district voters can vote for them. The resolution proposal has been posted in two newspapers as required, kicking off a period of time for voter review and submission to the state.

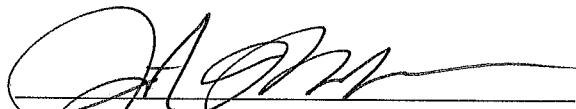
Mrs. Kinnard made a motion to approve. Seconded by Mr. Godlove, and the motion passed 6-0

Adjournment:

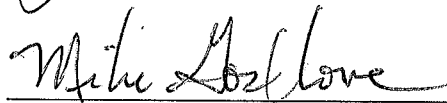
Mrs. Ellspermann motioned to adjourn. Seconded by Mr. Godlove. Motion passed 6-0.

Meeting adjourned at 7:34 P.M.

ATTEST



Jeff Milligan, President Board of School Trustees



Mike Godlove, Secretary Board of School Trustees

