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# JAC-CEN-DEL COMMUNITY SCHOOLS

• EVERY CHILD • EVERY CHANCE • EVERY DAY •

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## REGULAR BOARD MEETING MINUTES JCD HS EAGLE ROOM, JANUARY 12, 2026

### ORGANIZATION OF THE BOARD:

#### CALL TO ORDER

Motion: Tiffany Foster  
Second: Daniel Horn  
Vote: 5 for

#### President

Newly elected president James Gayheart will be voting on all issues.

Motion: Tiffany Foster  
Second: Daniel Horn  
Vote: 5 for

#### Changing of President

James Gayheart newly elected president thanked the board for the opportunity as president for another year and is looking forward to continually doing good things at JCD.

#### Vice-President

Newly elected Vice President is Michael Davis.

Motion: Michael Davis  
Second: Tiffany Foster  
Vote: 5 for

#### Secretary

Newly elected secretary is Tiffany Foster.

Motion: Michael Davis  
Second: Debra Roberts  
Vote: 5 for

## ADJOURNMENT OF ORGANIZATION OF BOARD MEETING

Motion: Tiffany Foster  
Second: Daniel Horn  
Vote: 5 for

**FINANCIAL MEETING** immediately followed the organization of board.

## CALL TO ORDER

Motion: Daniel Horn  
Second: Debra Roberts  
Vote: 5 for

## REPORTS

Financial report and information were given by Business Manager, Trina Huff

## ADJOURNMENT OF FINANCE MEETING

Motion: Debra Roberts  
Second: Daniel Horn  
Vote: 5 for

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**REGULAR BOARD MEETING** immediately followed financial meeting.

## CALL TO ORDER

- Changes made were removing the HS Principal Report and adding a retirement. Those present were James Gayheart, Michael Davis, Tiffany Foster, Daniel Horn, Debra Roberts, Samuel Melton, Trina Huff, staff and patrons.

Motion: Tiffany Foster  
Second: Daniel Horn  
Vote: 5 for

## PATRONS COMMENTS

- A patron expressed concerns over the potential board stipend and per meeting stipend.
- An employee also stated that it is sometimes hard to hear what exactly is being said on the Livestreaming of the meetings.

## ACTION ITEMS

- The board approved the minutes of the December 15, 2025 regular meeting.

Motion: Michael Davis  
Second: Daniel Horn  
Vote: 5 for

- The board approved payroll and other claims for the year end of December 2025 and January 2026.

Motion: Daniel Horn  
Second: Debra Roberts  
Vote: 5 for

- The board approved the treasurer to pay claims to the end of the month since the January meeting is so early and a lot of the claims have not been received yet.

Motion: Debra Roberts  
Second: Daniel Horn  
Vote: 5 for

- The board approved the transfer of appropriations as submitted for 2025.

Motion: Debra Roberts  
Second: Tiffany Foster  
Vote: 5 for

- The board approved the outstanding purchase order encumbrance report for 2026 for the Operations fund as submitted.

Motion: Daniel Horn  
Second: Tiffany Foster  
Vote: 5 for

- The board approved the resolution to transfer amounts from the education fund to the operations fund for 2026 as per the attached document.

Motion: Daniel Horn  
Second: Tiffany Foster  
Vote: 5 for

- The board approved the entire board serve as the officers of the regular session meetings and the financial committee to approve budgets and other financial matters for 2026.

Motion: Debra Roberts  
Second: Tiffany Foster  
Vote: 5 for

- The board approved a compensation of \$TBD per year, as well as a supplement of \$TBD per meeting, not to exceed \$TBD per year.

Motion: Michael Davis  
Second: Daniel Horn  
Vote: Tabled

- The board approved Taylor Hunter, Associate, Kroger Gardis & Regas, LLP Attorneys and Garrett Bascom, Bascom Kisor, LLC serve as legal counsel for 2026.

Motion: Michael Davis  
Second: Tiffany Foster  
Vote: 5 for

- The board approved Trina Huff be appointed as treasurer and Nancy Means as deputy treasurer, with an established bond of \$25,000 for each.

Motion: Debra Roberts  
Second: Tiffany Foster  
Vote: 5 for

- The board approved to continue the practice of using a recording secretary or an alternate to record all business transactions during an official meeting. It is recommended the corporation treasurer and the deputy treasurer share this duty, as recommended by the superintendent, at a rate of \$TBD per meeting.

Motion: Michael Davis  
Second: Tiffany Foster  
Vote: Tabled

- The board appointed Tiffany Foster as the legislative representative to serve as the delegate to the ISBA Fall Conference.

Motion: Michael Davis  
Second: Daniel Horn  
Vote: 5 for

- The board approved to meet monthly at 6:00 pm at the HS Eagle Room per the attached schedule.

Motion: Tiffany Foster  
Second: Daniel Horn  
Vote: 5 for

- The board approved Ripley Publishing be designated as the print media representative for the school corporation's legal advertising in 2026.

Motion: Daniel Horn  
Second: Tiffany Foster  
Vote: 5 for

- The board approved the superintendent be appointed to serve as the member of the board of managers for the Southeastern Career Center, the contact person representing the corporation for Title IX (sexual harassment, discrimination), to serve as the corporation section 504 coordinator and the principals serve as coordinators for their respective buildings to address any concerns with handicaps of an employee or student. It is also recommended that the superintendent be appointed the school representative for the Ripley-Ohio-Dearborn Special Education Cooperative, the Wilson Center, and Civil Rights for 2026.

Motion: Debra Roberts  
 Second: Daniel Horn  
 Vote: 5 for

- The board appointed Daniel Horn and Tiffany Foster for the personnel committee.

Motion: Michael Davis  
 Second: Tiffany Foster  
 Vote: 5 for

- The board appointed Michael Davis, Debra Roberts for the facilities committee.

Motion: Tiffany Foster  
 Second: Michael Davis  
 Vote: 5 for

- The board appointed James Gayheart and Michael Davis for the safety committee.

Motion: Michael Davis  
 Second: Tiffany Foster  
 Vote: 5 for

- The board approved a maternity leave for Theresa Swain beginning February 16, 2026 thru April 3, 2026.

Motion: Tiffany Foster  
 Second: Daniel Horn  
 Vote: 5 for

- The board approved a stipend of \$TBD per meeting for the live broadcasting personnel.

Motion: Michael Davis  
 Second: Daniel Horn  
 Vote: Tabled

- The board approved mileage at the federal rate of \$.725 effective 2026.

Motion: Tiffany Foster  
 Second: Debra Roberts  
 Vote: 5 for

- It was recommended the board approve the retirement of Dee Budd, Elementary Principal, effective June 30, 2026.

Motion: Debra Roberts  
 Second: Tiffany Foster  
 Vote: 5 for

## **SUPERINTENDENT REPORT**

- Mr. Melton informed the board as they started installing some of the pads in the auxiliary gym we didn't receive all of the pads so he will check on what that looks like moving forward.
- The district had a safety consultant present on January 2nd to the staff. He did a great job of presenting some of the areas we need to focus on - which is what we plan to do moving forward. The big thing is to implement consistency between the two buildings so everyone is on the same page.
- Mr. Melton gave a shout-out to the technology department. A switch was made for our staff to move away from Outlook email and strictly use Gmail. This is something that ties in better with what our students use along with any other school system. There was a lot of work to get things switched over and they did a great job with all of the work and questions that came with this switch.

## **BOARD MEMBER COMMENTS**

The board members commented they are looking forward to many more good things at JCD. They also thanked Dee Budd for everything that she has done for the corporation over her many years here.

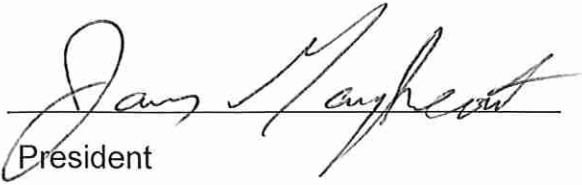
## **NEXT MEETING**

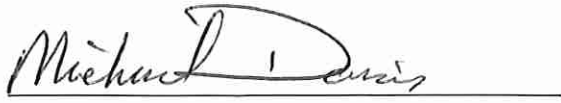
- The next regular meeting of the Jac-Cen-Del School Board of Trustees will be held on Monday, February 16, 2026 at 6:00 PM at the HS Eagle Room.

## **ADJOURNMENT**

Motion: Daniel Horn  
Second: Tiffany Foster  
Vote: 5 for

January 12, 2026 Appropriations Hearing and Regular Meeting Minutes

  
President

  
Vice-President

  
Secretary

  
Member

  
Member

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Submitted by:

  
Recording Secretary