

Northern Rush County Schools

Regular Board Meeting Minutes

Uac **June 18**

~~May 21~~, 2025 6:00 p.m.

Mays Community Academy

Present: Nansi Custer, President; Marcia Schwering, Treasurer; Shannon Dawson, Secretary; Jason Dwenger, Member-at-Large; Alicia Weatherly, HOS; Brittany Fry, Administration; Donita Davis, Tiger Time; Kathy Foreman, Transportation Services

Absent: Deanna Disney, Vice President; Kevin Davis, Indiana Charters; Amy Hufford, Health Services; Lisa Isaacs, Assistant Head of School; Trish Mastin, Lil' Tigers; Cafeteria Services representative

- I. President Nansi Custer called the meeting to order at 6:07 p.m. with the Pledge of Allegiance and Moment of Silence
- II. Marcia Schwering moved to accept the Minutes of the May 21, 2025 regular meeting, seconded by Jason Dwenger; passed on voice vote
- III. Acceptance of Transactions List/Approval of Claims & Payroll: none available on which to vote
- IV. Head of School report – Alicia Weatherly
 - a. Working on final numbers for curriculum; Nansi: The Board's expectation is that if NRCS is paying for it, curriculum will be used by instructors
 - b. Working on a professional development schedule for the start of the school year – everyone needs CPR renewal, various on other skills (renewals include bus drivers)
 - c. Working on organizing classrooms and other spaces
 - d. Working with Brittany F to clean up permanent files
 - e. Organizing gear and schedules for Rush County Fair booth next week; still plenty of promo items to give away
 - f. Next Thursday Alicia, Brittany and Donita will perform area sweeps to post school flyers
 - g. The annual pool party is July 9, Rushville
 - h. July 10 and July 23 are open registration
 - i. July 11/12 is Spiceland Freedom Days
 - j. August 6, first day of school
 - k. Wants to work with Powerschool to possibly move MCA to standards-based report cards for grades K-3
 - l. Looking for input on Staff Handbook attire requirements
 - m. Nansi: We need instructors to utilize the outdoor classrooms
 - n. Revisiting chocolate sales: we had stepped back, but vendor can tell us the best time to choose. Alicia would like to keep chocolate, mums, and flower vouchers as fundraisers and continue a fall community dinner fundraiser
- V. Directors' Reports
 - a. Donita Davis, Tiger Time – nothing
 - b. Kathy Foreman, Transportation – need to make sure we have two keys per bus
 - c. Brittany Fry, Admin – nothing
- VI. Unfinished Business – none
- VII. New Business

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- a. Policy on fraud detection
 - Motion to pass the attached Fraud Detection and Response Policy #2025-001, motion by Jason Dwenger, second by Shannon Dawson; passed on voice vote
 - b. We have two donor-supported billboards going up in support of enrollment for 2025-2026 school year
 - One will be in Rushville at the northside railroad tracks at SR 3
 - One will be on WB US 40 heading into Knightstown
- VIII. Public comment – none
- IX. Adjourned 7:29 p.m.

Monie Custer
Jason Dwenger
Maria Schwenning
Shannon Dawson
Deanna Dring

Northern Rush County Schools Inc.

Fraud Detection and Response Policy

Policy # 2025-001

Effective: June 18,2025

Purpose

To establish a standardized process for identifying, reporting, and addressing suspected fraud involving federal funds, ensuring compliance with 2 CFR § 200.501 and related requirements as monitored by the Indiana Department of Education (IDOE).

Scope

This policy applies to all employees, contractors, and agents of Northern Rush County Schools Inc., who are responsible for managing or expending federal funds.

Definition of Fraud

Fraud includes any intentional act or omission designed to deceive others, resulting in the misappropriation of funds or other benefits. Examples include, but are not limited to:

- - Falsification of financial or other records
- - Misuse or theft of federal assets or funds
- - Submission of false claims or invoices
- - Conflicts of interest not properly disclosed or managed

Detection Process

1. Internal Controls:

- All financial transactions are subject to internal controls including:
- - Segregation of duties
- - Dual authorization of expenditures
- - Reconciliation of accounts
- - Periodic audits and reviews

2. Staff Training:

Staff responsible for handling federal funds will receive annual training on identifying red flags for fraud and the proper reporting channels.

3. Monitoring:

The business office will review financial records quarterly to verify all transactions are accurately recorded and aligned with allowable uses of funds.

Reporting Suspected Fraud

Any employee who suspects fraud must report it immediately to the Authorized Financial Official or the NRCS Board of Directors.

Reports may also be made anonymously via email, phone or written notice via US Postal Service.

Retaliation against whistleblowers is strictly prohibited.

Response and Investigation

1. Initial Review:

Upon receiving a report, the Authorized Financial Official will promptly review the allegation and determine whether further investigation is warranted.

2. Investigation:

If necessary, an investigation will be conducted internally or through an independent auditor. The investigation will document:

- - Nature and scope of the alleged fraud
- - Evidence gathered
- - Findings and recommendations

3. Corrective Actions:

If fraud is substantiated:

- Immediate corrective measures will be taken
- IDOE and any required federal authorities will be notified
- Recovery of misused funds will be initiated
- Disciplinary action, up to and including termination or legal prosecution, may be pursued

Recordkeeping

All documentation related to fraud investigations will be securely maintained for no less than three years beyond the final resolution, in compliance with 2 CFR § 200.334.

Annual Review

This policy will be reviewed and updated annually or as needed to comply with federal or state regulatory changes.