

**REGULAR MEETING
BOARD OF SCHOOL TRUSTEES
BROWNSBURG COMMUNITY SCHOOL CORPORATION**

The Board of School Trustees of the Brownsburg Community School Corporation met in a regular meeting on Monday, September 10, 2018 at 6:30 p.m. in the F.L. O’Neal Administration Building, 310 Stadium Drive; Brownsburg, Indiana.

I. CALL TO ORDER

Mr. Phil Utterback, President of the Board, called the meeting to order at 6:30 p.m. Other Board members in attendance included Mr. Eric Hylton, Ms. Jessica Heffernan, Dr. Matthew Freije, and Mr. Glenn McCain. Administrators present were Dr. Jim Snapp, Dr. Kat Jessup, and Mr. Barry Gardner. Mrs. Vicki Murphy, Mrs. Jodi Gordon, Mrs. Julie VanLiew, and Dr. Bret Daghe were also present.

II. PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

III. MOMENT OF REFLECTION

Mr. Utterback asked for a moment of silence for reflection.

IV. CONSENT ITEMS**A. Approval – Minutes: August 13, 2018 and August 27, 2018****B. Claims: #2248-2360 - \$4,596,715.07; P/R #08/17/18 - \$1,298,989.91; P/R #08/31/18 - \$1,340,574.16; #2360-2600 - \$541,748.06****C. Superintendent’s Report**

The Superintendent’s Report was presented as follows:

1. Terminations – Support Staff:

Name	Building	Position	Effective Date
a. Selamawit Negash	Facility Services	Custodian	August 13, 2018
b. Jorge Perez III	Facility Services	Custodian	August 17, 2018
c. Amanda Katra	ECC	Child Care Instructional Assistant	August 22, 2018
d. Grace Carnes	Transportation	Bus Aide	August 31, 2018
e. Mary Tudor	BHS	Nutrition Services	September 4, 2018

2. Resignation– Certified:

Name	Building	Position	Effective Date
a. Elizabeth Silvey	Brown	Special Education Teacher	August 10, 2018

3. Resignations – Support Staff:

Name	Building	Position	Effective Date
a. Breanna Dill	EMS	Nutrition Services	September 10, 2018
b. Jennifer Lambert	EMS	Nutrition Services	August 30, 2018
c. Ann Anderson	ECC	Preschool Instructional Assistant	September 7, 2018
d. Brittney Lev	Facility Services	Custodian	August 23, 2018
e. Tina Koopman	Facility Services	Custodian	August 10, 2018
f. Felicity Baker	ALPHA	Instructional Assistant	September 10, 2018
g. Connie Sue Meyers	Eagle	Learning Lab Instructional Assistant	August 3, 2018
h. Amy Speitel	ECC	Administrative Assistant/Treasurer	August 23, 2018
i. Christine LaPerle	WMS	Nutrition Services	August 30, 2018
j. Elizabeth Crane Newman	Transportation	Bus Driver	September 4, 2018

4. Resignations – Extra-Curricular:

Name	Building	Position	Effective Date
a. Megan Carroll	EMS	8 th Grade Winter Cheer Coach	August 27, 2018
b. James Cochran	EMS	8 th Grade Assistant Football (Lay) Coach	August 24, 2018
c. Anthony Brown	WMS	8 th Grade Assistant Football (Lay) Coach	August 31, 2018

5. New Employment – Certified:

Name	Building	Position	Effective Date	Degree	Reason for Employment
a. Kathleen McCarthy	Delaware Trail	Visual Arts Teacher; Temporary Contract	August 27, 2018 thru November 21, 2018	Masters	While Suzanne Whitton is on medical/maternity leave
b. Dawn Mayer	Brown	Special Education Teacher; Long Term Substitute	August 13, 2018 thru the end of the 2018-19 school year	Bachelors	Replacing Elizabeth Silvey
c. Amanda Probst	Delaware Trail	2 nd Grade Teacher; Temporary Contract	Upon the birth of the baby (approximately September 18, 2018) thru December 21, 2018	Bachelors	While Jennifer Elstro is on medical/maternity leave
d. Ellen Poisel	WMS	Math Teacher; Temporary Contract	Upon the birth of the baby (approximately October 29, 2018) thru December 21, 2018	Masters	While Trisha Beckman is on medical/maternity leave
e. Carolos Calero	Lincoln	1 st Grade Teacher; Temporary Contract	September 6, 2018 thru approximately September 21, 2018	Bachelors	While Julia Moeller is on medical leave
f. Vicki Daquisto	ECC	Speech Language Pathologist; Temporary Contract	Approximately September 22, 2018 thru November 21, 2018	Masters	While Cassi McCoy is on family leave

6. New Employment – Support Staff:

Name	Building	Position	Effective Date	Hours per Day	Reason for Employment
a. Amanda Jarvis	ECC	Administrative Assistant / Treasurer	August 28, 2018	7.5	Replacing Amy Speitel
b. Marianne Hall	BCSC Campus	Behavior Instructional Assistant	September 10, 2018	7	Replacing Dawn Mayer due to a job transfer
c. Savannah Zahnder	ECC	Child Care Instructional Assistant	September 4, 2018	5	Replacing Amanda Katra
d. Victoria Edwards	White Lick	Instructional Assistant; Temporary position	August 22, 2018 thru the end of the 2018-19 school year	7	New position due to student enrolment and needs
e. Kimberly Green	ECC	Preschool Instructional Assistant	August 20, 2018	7	Replacing Jacinta Snyder
f. Stephanie King	Lincoln	Learning Lab Instructional Assistant	August 1, 2018	7.5	Replacing Jessica Murphy
g. Jason Donhardt	Transportation	Bus Driver	September 4, 2018	--	Replacing Wanda Spears

h. Benita Turner	Transportation	Bus Aide	August 27, 2018	No more than 25 hours / week	Replacing Tiffany Johnson
i. Elizabeth Krebs	Transportation	Bus Aide	September 4, 2018	No more than 25 hours / week	Replacing Grace Carnes
j. Rebecca Hogan	BHS	Nutrition Services	August 27, 2018	4	Replacing Janette Heidenriech due to a job transfer
k. Julia Parsley	BCSC Floater	Nutrition Services	August 28, 2018	5	Open floater position
l. Angie Fidler	BCSC Floater	Nutrition Services	August 27, 2018	5	Open floater position
m. Amy Cary	White Lick	Nutrition Services	August 20, 2018	4	Replacing Karen Abell due to a job transfer
n. William Gay	Facility Services	Custodian	August 27, 2018	8	Replacing Jorge Perez III
o. Marry McMann	Facility Services	Custodian	August 27, 2018	8	Maryann Bradfield
p. Barron Bullock	Facility Services	Custodian	August 13, 2018	8	Replacing Sam Drisko
q. Rahwa Ragu	Facility Services	Custodian	September 4, 2018	8	Replacing Tina Koopman
r. Iman Rahouti	ECC	Preschool Instructional Assistant	August 6, 2018	7	Replacing Ann Anderson
s. Olivia Nabeza	Facility Services	Custodian	September 4, 2018	8	Replacing Brittany Lev
t. Leah Ward	BCSC Floater	Nutrition Services	August 20, 2018	5	Open floater position

7. **New Employment – Extra-Curricular:**

Name	Building	Position	Effective Date
a. Amanda Jones	Cardinal	½ Student Council Sponsor	For the 2018-19 school year
b. Kelly Sisson	Cardinal	½ Student Council Sponsor	For the 2018-19 school year
c. Anna Tirman	Cardinal	Orff Ensemble Sponsor	For the 2018-19 school year
d. Anna Tirman	Cardinal	Drum Ensemble Sponsor	For the 2018-19 school year
e. Kate Althoff	Delaware Trail	½ Girls League Sponsor	For the 2018-19 school year
f. Katie Root	Delaware Trail	½ Girls League Sponsor	For the 2018-19 school year
g. Kelsie Vanwynsberghe	Delaware Trail	Student Council Sponsor	For the 2018-19 school year
h. Chelsea Market	Delaware Trail	Student Council Sponsor	For the 2018-19 school year
i. Megan Carroll	Delaware Trail	Running Club Sponsor	For the 2018-19 school year
j. Shannon Dziadosz	Delaware Trail	Choir Sponsor	For the 2018-19 school year
k. Teresa Fishback	Delaware Trail	Legacy Team (Lay) Sponsor	For the 2018-19 school year
l. Will Mahan	Delaware Trail	Boys League Sponsor	For the 2018-19 school year
m. Cameron Brock	EMS	Boys Cross Country Coach	For the 2018-19 season
n. Jacob Jackson	EMS	8 th Grade Baseball (Lay) Coach	For the 2018-19 season
o. Kyle Armstrong	EMS	Boys Golf (Lay) Coach	For the 2018-19 season
p. Brent Walter	EMS	Girls Tennis Coach	For the 2018-19 season
q. Theresa Fairbrother	EMS	Girls Track Coach	For the 2018-19 season
r. Brittany Glore	EMS	7 th Grade Girls Basketball Coach	For the 2018-19 season
s. Rosa Cruz	EMS	8 th Grade Winter Cheer (Lay) Coach	For the 2018-19 season

t. Desiree Vinson	EMS	7 th Grade Winter Cheer Coach	For the 2018-19 season
u. Ken McCoy	EMS	Wrestling (Lay) Coach	For the 2018-19 season
v. Kelsey Sheppard	BHS	Assistant Fall Cheer (Lay) Coach	For the 2018-19 season
w. Jeff Denny	BHS	Assistant Varsity Girls Soccer (Lay) Coach	For the 2018-19 season
x. Morgan Jones	BHS	Assistant Varsity Boys Tennis (Lay) Coach	For the 2018-19 season
y. Ali Marendt	BHS	Freshman Volleyball (Lay) Coach	For the 2018-19 season
z. Nikole Pilkington	BHS	Assistant Varsity Girls Basketball (Lay) Coach	For the 2018-19 season
aa. Zach Baldwin	BHS	Assistant Varsity Swim Coach	For the 2018-19 season
bb. Sarah Mahan	BHS	Assistant Varsity Swim Coach	For the 2018-19 season
cc. Lindsay Maus	BHS	Assistant Varsity Swim Coach	For the 2018-19 season
dd. Erin Lynn	BHS	Assistant Varsity Wrestling (Lay) Coach	For the 2018-19 season
ee. Phillip Jones	EMS	Assistant 7 th Grade Girls Basketball (\$1.00 Lay) Coach	For the 2018-19 season
ff. Michael Glore	EMS	Assistant 7 th Grade Softball (\$1.00 Lay) Coach	For the 2018-19 season
gg. James Edwards	WMS	Assistant 8 th Grade Football (\$1.00 Lay) Coach	For the 2018-19 season
hh. Zach Cardwell	BHS	Private Voice (\$1.00 Lay) Instructor	For the 2018-19 school year
ii. Andrew Attwood	BHS	Private Theater (\$1.00 Lay) Instructor	For the 2018-19 school year
jj. Jacob Petre	EMS	Assistant 7 th Grade Football (\$1.00 Lay) Coach	For the 2018-19 season
kk. Alec Henry	BHS	Private Orchestra (\$1.00 Lay) Instructor	For the 2018-19 school year
ll. Scott Dial	BHS	Private Band (\$1.00 Lay) Instructor	For the 2018-19 school year
mm. Jessica Tharp	WMS	Private Choir (\$1.00 Lay) Instructor	For the 2018-19 school year
nn. Jennifer Trent	WMS	Private Choir (\$1.00 Lay) Instructor	For the 2018-19 school year
oo. Michael Malicoat	WMS	Assistant Wrestling (\$1.00 Lay) Coach	For the 2018-19 season
pp. Catherine Moraga	WMS	Private Choir (\$1.00 Lay) Instructor	For the 2018-19 school year
qq. Paula Goodnight	EMS	Private Orchestra (\$1.00 Lay) Instructor	For the 2018-19 school year
rr. Riley Rapp	BHS	Assistant Varsity Boys Basketball (\$1.00 Lay) Coach	For the 2018-19 season
ss. Candida Wiley	WMS	Private Orchestra (\$1.00 Lay) Instructor	For the 2018-19 school year
tt. Shani Anderson	BHS	Assistant Varsity Swim (\$1.00 Lay) Coach	For the 2018-19 season
uu. Katherine Murray	BHS	Assistant Varsity Boys Tennis (\$1.00 Lay) Coach	For the 2018-19 season
vv. Katherine Murray	BHS	Assistant Varsity Girls Tennis (\$1.00 Lay) Coach	For the 2018-19 season
ww. Rick Thompson	BHS	Assistant Varsity Wrestling (\$1.00 Lay) Coach	For the 2018-19 season
xx. Brayden Montgomery	BHS	Assistant Varsity Wrestling (\$1.00 Lay) Coach	For the 2018-19 season
yy. Zachary Schlicher	BHS	Private Band (\$1.00 Lay) Instructor	For the 2018-19 school year
zz. John Mlagan	EMS	Assistant 7 th Grade Football (Lay) Coach	For the 2018-19 season

8. Change of Status – Support Staff:

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Shelly Hicks	Nutrition Services; 6 hours / day	Nutrition Services; 7 hours / day	July 31, 2018	Change in hours
b. Sheri Kesler	Nutrition Services; 6 hours / day	Nutrition Services; 8 hours / day	July 31, 2018	Change in hours
c. Katie Lopez	Nutrition Services; 7.5 hours / day	Nutrition Services; 6.5 hours / day	July 31, 2018	Change in hours

d. Tiffany Johnson	Bus Aide and Nutrition Services	Nutrition Services	August 17, 2018	Only working in Nutrition Services now
e. Keevan Vonderheide	Athletics Grounds	Athletics Assistant	August 31, 2018	Replacing Teri Lents; restructure of department
f. Kelly Adkins	ECC Instructional Assistant; full time	ECC Instructional Assistant; part time; 3.5 hours / day	September 10, 2018	Open floater position
g. Valerie Cole	Facility Services Custodian	Brown/CO Head Custodian	August 13, 2018	Replacing Mark Manes due to a job transfer

9. Leaves of Absence – Certified:

Name	Position	Type of Leave	Dates of Leave
a. Jennifer Elstro	Delaware Trail 2 nd Grade Teacher	Medical/Maternity	Upon the birth of the baby (approximately September 18, 2018) thru December 21, 2018
b. Cassi McCoy	ECC Speech Language Pathologist	Adoptive	Approximately September 22, 2018 thru November 21, 2018
c. Julia Moeller	Lincoln 1 st Grade Teacher	Medical	September 6, 2018 thru approximately September 21, 2018
d. Suzanne Whitton	Delaware Trail Visual Arts Teacher	Medical/Maternity	August 28, 2018 thru November 16, 2018
e. Leah Wagler	Delaware Trail Kindergarten Teacher (Job share)	Medical/Maternity	Upon the birth of the baby (approximately September 24, 2018) thru December 21, 2018
f. Zach Beckman	EMS Social Studies Teacher	Paternity	Upon the birth of the baby (approximately October 29, 2018) for 12 days

10. Leave of Absence – Support Staff:

Name	Position	Type of Leave	Dates of Leave
a. Karlye Gebauer	Cardinal Special Education Instructional Assistant	Medical/Maternity	Upon the birth of the baby (approximately October 8, 2018) for 8 weeks

11. Recommendation to Declare Equipment Surplus and Dispose:

As permitted under IC 20-26-12 and IC 5-22-22 the Administration recommends the following general categories of items, which are generally not required to be listed in the district's fixed asset inventory and may not be tagged, be declared surplus and donated to the Brownsburg Education Foundation for sale to the public.

- Miscellaneous furnishings, equipment and supplies

The items being offered are generally well beyond their service life. The inventory of items will be available at the Board Meeting for review if desired.

12. Cancellation of Existing Purchase Agreement and Award of Milk Purchase Contract:

The Administration recommends the Board formally cancel the current purchase agreement with Dean Foods/Schenkel's Dairy due to breach of contract (specifically repeated failure to provide satisfactory product) and award the school year 2018-19 milk contract to Prairie Farms Dairy, and authorize the Administration to make purchase through the school year according to the following bid amounts:

Low Fat (1%) white milk, ½ pint, cartons only \$0.1800 per unit
 Nonfat (skim) white milk, ½ pint, cartons only \$0.1700 per unit
 Fat Free chocolate milk, ½ pint, cartons only \$0.1870 per unit
 Fat Free strawberry milk, ½ pint, cartons only \$0.1870 per unit

FOR YOUR INFORMATION

13. Use of Facilities/Special Use Agreements:

The Administration has approved and received the following fully executed Special Use Agreement(s):

Good Samaritan Episcopal Church: Special Use Agreement dated August 22, 2018 and fully executed August 29, 2018, for the period September 2, 2018 through August 25, 2019, for use of Harris Academy, to be billed \$19,630.00 paid in advance in quarterly increments; this is Good Samaritan's third consecutive year.

Indiana Expos: Special Use Agreement dated August 23, 2018 and fully executed August 29, 2018, for the 2018 season (ending not later than December 31, 2018), for the use of East and West Middle School Baseball fields, with the facility use to be charged at the regular published rate of \$40.00 per hour without lighting (\$60.00 per hour with lighting), and Custodial staffing charged only if necessary at the regular published staffing rate of \$35.00 per hour.

14. Approval of Construction Change Orders:

The Administration has approved the following construction change order; the projects remain within the established budget.

2017 Lincoln Elementary School, Meyer Najem Construction: The Construction Manager as Agent Contract, Change Order No. 1, approved August 14, 2018, adjusting the original contract amount of \$720,885.00 by deducting \$15,117.45, reflecting the unused portion of the General Conditions allowance, and resulting in a new contract amount of \$705,767.55. At this time, the Meyer Najem contract for the Lincoln Elementary School project is effectively closed out.

Dr. Snapp recommended the Board approve the Minutes of August 13, 2018 and August 27, 2018. Mr. Hylton moved to approve the recommendation; Dr. Freije seconded the motion. The Board approved the motion by a vote of four (4) ayes; zero (0) nays; one (1) abstention. Dr. Snapp then recommended the Board approve the remainder of the Consent Agenda as presented; Mr. Hylton moved to approve the recommendation; Ms. Heffernan seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays.

V. COMMUNICATIONS:

A. Commendations – Oasis Volunteers

Dr. Snapp invited Mrs. Julie VanLiew, Coordinator of Curriculum and Special Projects forward along with several volunteers from the Oasis Program. Mrs. VanLiew explained that Oasis is a National program that promotes healthy aging through lifelong learning, active lifestyles and volunteer engagement. She shared that Brownsburg Schools has partnered with Oasis for the past twelve years to provide one-to-one tutoring for students in kindergarten through third grade. Brownsburg currently has 7 Oasis volunteer tutors in the district. The following tutors attended the meeting and received commendations for their service to Brownsburg students:

Carole Kindred – Volunteers at Reagan elementary, has been a volunteer for 9 years
Barb Huff – Volunteers at Reagan Elementary, has been a volunteer for 3 years
Barb King – Oasis Coordinator for Central Indiana

B. Operations Update

In Mr. Voigt's absence, Mr. Gardner provided the Operations Update. He shared updates regarding the construction and renovation project at the high school including the newly construction exterior corridor to improve student traffic during passing periods. He also shared photos and details regarding construction of the new auditorium space. Mr. Gardner indicated the project continues to be moving along very well, on schedule. Dr. Freije asked if the auditorium and common space area would be undercover prior to winter. Dr. Jessup explained that the current auditorium house is still undercover and will remain in place until the new space is further along with work continuing over the winter.

Mr. Gardner also shared that the Public Hearing on the 2019 Budget originally scheduled for this evening has been moved to a brief business meeting on Monday, September 24th to be held prior to the Lincoln Elementary Dedication. The Public Hearing will be held in the media center of Lincoln Elementary beginning at 6:15 pm. The new 2018-19 teacher contract will also be addressed during this brief business meeting.

C. Brownsburg Education Foundation Report

Ms. Heffernan shared the following updates regarding the Education Foundation:

- The Ford Drive 4 UR School event was held September 6th and was a huge success!
- The Yankee Candle Fund Raiser sale is over but online orders can continue through December 1st. Orders will be delivered October 9th and 10th at the BCSC Maintenance Facility from 3:00-8:00 pm.
- The Staff Payroll Deduction campaign is currently underway. All staff contributions go directly toward student scholarships. Currently 13 scholarships are supported by employee donations.
- The Annual Surplus Sale will be held on Saturday, September 15th from 8:00-10:00 am at the 310 Stadium Drive Warehouse.
- BEF will be hosting an Open House on Tuesday, September 25th from 7:00-8:30 pm in the BCSC Board Room. This is a great opportunity for anyone in the community to learn more about ways to get involved with the Brownsburg Education Foundation. Refreshments will be available, sponsored by Club Z Tutoring.

D. Staffing Report

Mrs. Gordon presented the annual staffing report which includes data gathered through staff exit interviews. She shared that recent national studies indicate that new teachers, within the first three years of teaching, either switch schools or leave the profession completely. Additionally, data supports that experienced teachers are not staying in the same district throughout their career. Mrs. Gordon shared exit data statistics as well as comparison data to area districts. The comparison data shows that Brownsburg's turnover rate is in the range of other area schools.

Dr. Snapp indicated that Brownsburg has one of the younger staffs in the state. He posed a question to the Board as to why that might be. Mr. Utterback responded that our district is one of the fastest growing in the state. Dr. Snapp noted that because the staff is young, there are more life changes that occur, marriages, new families, etc. Mr. Hylton asked how we recruit new hires. Mrs. Gordon explained that we aggressively seek new hires. Brownsburg is fortunate because of our size and location. We have built strong relationships with area colleges and universities and recruit early. She shared that in January we held a recruitment event here in Brownsburg. Over 150 candidates attended and several new teachers were hired directly as a result of that event. The event is going to be held again in January 2019.

VI. COMMENTS FROM PATRONS

Jenn Cox – 10473 N County Rd 1000 E

Mrs. Cox shared concerns regarding the proposed distinguished graduate program. She indicated her daughter will be effected by the proposed changes and feels there are items that should be addressed with regard to the points system. She believes the reason for the move from class rank, stress and competition among students, will still exist, that the new points system will not achieve what the district is trying to accomplish.

VII. OLD BUSINESS

A. Public Hearing to Adopt Capital Assets Plan

Mr. Utterback opened the public hearing at 7:04 pm.

Mr. Gardner explained that this is the next step in the budget process. The Capital Assets Plan, formerly the Capital Projects Fund, is a listing of any anticipated project or purchase greater than \$10,000. This hearing is to accept public comments regarding the Plan.

Mr. Utterback asked for public comments. There were none.

Mr. Utterback closed the public hearing at 7:06 pm

Mr. Gardner recommended the Board approve the resolution to adopt the Capital Assets Plan.

RESOLUTION TO ADOPT A PLAN FOR A CAPITAL ASSETS PLAN

This resolution is adopted by the Board of School Trustees of the Brownsburg Community School Corporation of Hendricks County, Indiana.

WHEREAS, An Operations Fund has been established; and

WHEREAS, The Board of School Trustees is required under IC 20-46-6 to adopt a plan with respect to the Capital Assets Plan; and

7WHEREAS, The Board of School Trustees held a public hearing on September 10, 2018 at the F.L. O'Neal Administrative Center, 310 Stadium Drive, Brownsburg, Indiana, 46112.

THEREFORE, BE IT RESOLVED, by the Board of School Trustees that the plan for Brownsburg Community School Corporation for the years 2019 to 2021, is hereby incorporated by reference into this resolution, and is adopted as the Board School of Trustees' Plan with respect to the School Capital Projects Fund.

BE IT FURTHER RESOLVED, that the Board of School Trustees shall submit a certified copy of this resolution (including the adopted plan) to the Department of Local Government Finance as required by IC20-40-8-8 for approval.

ADOPTED THIS 10th day of September, 2018

Mr. Hylton moved to approve the recommendation; Ms. Heffernan seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays.

B. Public Hearing to Adopt Bus Replacement Plan

Mr. Utterback opened the public hearing at 7:06 pm.

Mr. Gardner explained that the Bus Replacement Plan is now a five-year plan as opposed to the previous eleven year plan. He shared that as the district continues to address the "bus bubble", this plan calls for replacement of eleven new buses. This hearing is to accept public comment regarding the plan.

Mr. Utterback asked for public comments. There were none.

Mr. Utterback closed the public hearing at 7:07 pm.

Mr. Gardner recommended the Board approve the resolution to adopt the Bus Replacement Plan.

RESOLUTION TO ADOPT THE YEAR 2019 BUS REPLACEMENT FUND

This resolution is adopted by the Board of School Trustees of the Brownsburg Community School Corporation of Hendricks County, Indiana.

WHEREAS, A School Bus Replacement Plan been established; and

WHEREAS, The Board of School Trustees is required under IC 20-46-5 to adopt a plan with respect to the School Bus Replacement Plan; and

WHEREAS, The Board of School Trustees held a public hearing on September 10, 2018 at the F.L. O'Neal Administrative Center, 310 Stadium Drive, Brownsburg, Indiana, 46112.

THEREFORE, BE IT RESOLVED, by the Board of School Trustees that the plan entitled "School Bus Replacement Plan" for the years 2019 through 2024, is hereby incorporated by reference into this resolution, and is adopted as the Board School of Trustees' Plan with respect to the School Capital Projects Fund.

BE IT FURTHER RESOLVED, that the Board of School Trustees shall submit a certified copy of this resolution (including the adopted plan and the Calculation Worksheet) to the Department of Local Government Finance as required by IC20-40-8-7 for approval.

ADOPTED THIS 10th day of September, 2018

Mr. Hylton moved to approve the recommendation; Ms. Heffernan seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays.

C. Recommendation to Approve 2019 School Board Meeting Schedule

Dr. Snapp recommended that the Board approve the proposed 2019 Board Meeting schedule. Dr. Snapp explained that a draft of the schedule was shared at the August 13, 2018 Board Meeting. As a result of discussion during that meeting, the proposed schedule was finalized with the following: Business meetings are held on the second (2nd) Monday of the month and Work Sessions are held on the 4th Monday except for the following: March, no work session to accommodate for Spring Break, May held on Tuesday to accommodate the Memorial Day Holiday, October, no work session to accommodate Fall Break and December, no work session to accommodate Winter Break.

Ms. Heffernan moved to approve the recommendation; Dr. Freije seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays.

D. Recommendation to Approve School Corporation Goals for 2018-2019

Dr. Snapp recommended that the Board approve the School Corporation Goals for the 2018-2019 school year. Dr. Snapp shared the following goals:

- School Safety: All staff and students will be trained and empowered to utilize proactive school safety protocols.
- Graduation Rate: The Brownsburg High School graduation rate for the Class of 2019 will be 98.8% or higher.
- Distinguished Graduates: The Class of 2023 will be the first Brownsburg High School graduating class to recognize Distinguished Graduates, thereby eliminating class rank. By December, 2018, BHS Principal Dr. Bret Daghe will recommend to the School Board the criteria for a student to become a BHS Distinguished Graduate, developed with input from staff, parents, and community members. The established criteria will be shared with students and parents of the Class of 2023 as they register for classes for their Freshman year at BHS.
- ILEARN: BCSC's performance on the initial administration of ILEARN will compare favorably to previous performances on standardized assessments, including ISTEP.
- BCSC will effectively communicate with the Brownsburg community about renovations and expansion of Brownsburg High School while examining demographic projections in relationship to the construction of elementary #8 – all without a tax rate increase.

- In relationship to rapidly growing enrollment, information regarding staff retention and projections will be examined to establish future trends in staffing, including the addition of assistant principals at elementary schools no later than the 2020-2021 school year.

Dr. Snapp shared the following with regard to the proposed goals:

He explained that the school safety goal will use data tracked from drills as well as encourage empowerment of student and staff members to make decisions based on the safety of students and staff. Dr. Snapp shared that with respect to the distinguished graduates, Dr. Daghe has already held 2 meetings with additional meetings scheduled as well as information to be shared at parent/teacher conferences in October. Following each presentation, feedback from students and parents is reviewed and adjustments are made based on that feedback. He emphasized that no final decisions have been made. Dr. Snapp explained the new ILEARN exam will be taken in the spring with results not published until the fall. He shared that with regard to construction at the high school, communication with staff, students and parents will continue throughout the project. Additionally, we will reach out to 4th grade students, as they study Indiana history, to come up with a name for elementary #8 which, when needed due to enrollment, will be located at the Northeast corner of Airport Road and Northfield Drive. Finally, Dr. Snapp explained that with continued growing enrollment, addressing staff retention and projected staff increases will be closely monitored. The addition of assistant principals in elementary schools is a top priority and the goal is to have them in place at all 7 elementary schools no later than the 2020-2021 school year. If that can be expedited, the sooner the better.

Mr. Hylton asked what the final increase in enrollment is. Dr. Snapp explained that enrollment is up approximately 260 students and that we had budgeted for a 250 student increase. The funding will not include the 5 kindergarten students who were granted early entrance. Mr. Utterback noted that he would like to see assistant principals in place sooner than 2020. Dr. Snapp agreed, if the funding can be generated. He noted that if the funding comes in as hoped, we would bring all 7 on at one time, however, we would not add administrators that would adversely impact the need for any other staffing. He shared that as interest rates go up, one advantage is that interest income also increases, which could become a funding source designated for assistant principals. Additionally, should the proposed state school safety grant be approved, \$50 per child or approximately \$400,000, is funding that can be used to pay the current cost of the BCSC PD and free up those costs to be used for assistant principals. Dr. Freije asked if the school safety grant will be perpetual. Dr. Snapp explained it is recommended to be permanent.

Ms. Heffernan moved to approve the recommendation; Mr. McCain seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays.

VIII. NEW BUSINESS

A. Recommendation to Approve School Improvement Plans

Dr. Jessup recommended that the Board of School Trustees approve the school improvement plans. She explained that the improvement plans change very little from year to year. The specific school data is provided on the last page of each school's report.

Mr. Hylton moved to approve the recommendation; Ms. Heffernan seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays.

B. Recommendation to Approve Establishment of Education and Operations Funds

Mr. Gardner recommended the Board of School Trustees approve the establishment of the Education Fund and the Operations Fund. Mr. Gardner explained that this is the next step in compliance with the new finance rules. The Education Fund will replace the General Fund and the Operations Fund will replace the Transportation Fund, the Bus Replacement Fund, and the Capital Projects Fund.

RESOLUTION TO ESTABLISH EDUCATION FUND AND OPERATIONS FUND

WHEREAS, the Board of School Trustees is the governing body of Brownsburg Community School Corporation, Hendricks County, Indiana, and

WHEREAS, HB 1009, effective January 1, 2019 requires the governing body of each school corporation to establish an Education Fund for the payment of expenses that are allocated to student instruction and learning under IC 20-42.5, and

WHEREAS, HB 1009, effective January 1, 2019 requires the governing body of each school corporation to establish an Operations Fund for the payment of expenses that are not allocated to student instruction and learning under IC 20-42.5.

THEREFORE BE IT RESOLVED, that the Board of School Trustees authorize the Treasurer of Brownsburg Community School Corporation to establish an Education Fund and Operations Fund for use effective January 1, 2019.

This resolution was duly made, seconded and adopted this 10th day of September, 2018.

Mr. Hylton moved to approve the recommendation; Ms. Heffernan seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays.

C. Recommendation to Approve Transfer of the General Fund Cash Balance to the Education Fund

Mr. Gardner recommended that the Board of School Trustees approve the transfer of the General Fund cash balance to the Education Fund. Mr. Gardner explained that in HEA 1009, the transition from the General Fund to the Education Fund, requires any cash in the General Fund to be transferred to the newly established Education Fund by January 1, 2019.

**RESOLUTION TO TRANSFER GENERAL FUND CASH BALANCE
TO THE EDUCATION FUND**

WHEREAS, the Board of School Trustees is the governing body of Brownsburg Community School Corporation, Hendricks County, Indiana, and

WHEREAS, HB 1009, effective January 1, 2019 requires the governing body of each school corporation to establish an education fund for the payment of expenses that are allocated to student instruction and learning under IC 20-42.5, and

WHEREAS, HB 1009 requires that the school corporation's December 31, 2018 general fund cash balance be transferred to the education fund on January 1, 2019.

THEREFORE BE IT RESOLVED, that the Board of School Trustees authorize the Treasurer of Brownsburg Community School Corporation to transfer the December 31, 2018 general fund cash balance to the education fund on January 1, 2019.

This resolution was duly made, seconded and adopted this 10th day of September, 2018.

Ms. Heffernan moved to approve the recommendation; Mr. McCain seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays.

D. Recommendation to Approve Transfer of the Transportation, Capital Projects and Bus Replacement Funds Cash Balances to the Operations Fund

Mr. Gardner recommended that the Board of School Trustees approve the transfer of the Transportation Fund, Capital Projects Fund and Bus Replacement Fund cash balances to the Operations Fund. Mr. Gardner explained that just as in the previous recommendation, HEA 1009 requires that any cash in the Transportation, CPF and Bus Replacement Funds be transferred to the newly established Operations Fund by January 1, 2019.

RESOLUTION TO TRANSFER CAPITAL PROJECTS FUND, TRANSPORTATION FUND, AND BUS REPLACEMENT FUND CASH BALANCES TO THE OPERATIONS FUND

WHEREAS, the Board of School Trustees is the governing body of Brownsburg Community School Corporation, Hendricks County, Indiana, and

WHEREAS, HB 1009, effective January 1, 2019 requires the governing body of each school corporation to establish an operations fund for the payment of expenses not allocated to student instruction and learning under IC 20-42.5, and

WHEREAS, HB 1009 requires that the school corporation’s December 31, 2018 capital projects fund, transportation fund, and bus replacement fund cash balances to be transferred to the operations fund on January 1, 2019.

THEREFORE BE IT RESOLVED, that the Board of School Trustees authorize the Treasurer of Brownsburg Community School Corporation to transfer the December 31, 2018 capital projects fund, transportation fund, and bus replacement fund cash balances to the operations fund on January 1, 2019.

This resolution was duly made, seconded and adopted this 10th day of September, 2018.

Ms. Heffernan moved to approve the recommendation; Mr. McCain seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays.

E. Recommendation to Approve Anticipated Transfers between the Education Fund and the Operations Fund

Mr. Gardner recommended that the Board of School Trustees approve the anticipated transfers between the Education Fund and the Operations Fund during the calendar year 2019, not to exceed \$7,000,000. Mr. Gardner explained that in the HEA 1009 legislation, the Education Fund only allows for expenditures related to student instruction. Expenses such as utilities or custodians that were previously paid out of the General Fund, must now be paid out of the Operations Fund. However, in this change, there is no new revenue in the Operations Fund to pay for those expenditures. Due to this fact, BCSC will need to transfer funds on a monthly basis to cover the expenses previously paid out of the General Fund that now statutorily must be paid out of the Operations Fund. He shared that each month, the amount that will need to be transferred in order to cover those expenses may vary. For this reason, the recommendation is to ask for a “not to exceed” amount for the 2019 calendar year. Mr. Gardner explained based on historical data, it is estimated those expenses will be between \$6,000,000 and \$6,500,000. Should this amount actually be greater than the \$7,000,000 requested, an additional recommendation will be required.

RESOLUTION FOR ANTICIPATED 2019 TRANSFERS BETWEEN THE EDUCATION FUND AND THE OPERATIONS FUND

WHEREAS, the Board of School Trustees is the governing body of Brownsburg Community School Corporation, Hendricks County, Indiana, and

WHEREAS, HB 1009 requires that distributions of tuition support be received in the Education Fund.

WHEREAS, HB 1009 required the governing body of each school corporation to establish an Education Fund for the payment of expenses allocated to student instruction and learning and an Operations Fund for the payment of expenses that are not allocated to student instruction and learning under IC 20-42.5.

THEREFORE BE IT RESOLVED, that the Board of School Trustees gives the Treasurer of Brownsburg Community School Corporation the authority to make monthly transfers for a to be determined amount from the Education Fund to the Operations Fund not to exceed \$7,000,000 in total for the 2019 calendar year.

This resolution was duly made, seconded and adopted this 10th day of September, 2018.

Ms. Heffernan moved to approve the recommendation; Dr. Freije seconded the motion. Dr. Freije asked if this will be an annual transfer and we would expect to do it again in the future. Mr. Gardner explained that yes, this would be an annual request and that the amount may change from year to year based on the anticipated expenses. There being no further questions, the Board approved the motion by a vote of five (5) ayes; zero (0) nays.

F. Recommendation to Approve Resolution Authorizing Transportation Levy Appeal

Mr. Gardner recommended that the Board of School Trustees approve a resolution authorizing a Transportation Levy Appeal. He explained that as a way to assist the Transportation Fund and Bus Replacement Fund, BCSC is applying for a Transportation Levy Appeal with the Department of Local Government Finance, requesting \$3,000,000. Mr. Gardner shared that the amount requested is historically cut in half by the DGLF.

RESOLUTION FOR TRANSPORTATION LEVY APPEAL

WHEREAS, the Board of School Trustees of the Brownsburg Community School Corporation, Hendricks County, State of Indiana, has determined to file for an excess levy appeal; and

WHEREAS, the School Corporation requests and increase to its transportation fund maximum levy in the amount of Three Million dollars (\$3,000,000).

WHEREAS, the School Corporation seeks an increase to the transportation fund maximum levy pursuant to IC 20-46-4-10 due to transportation cost increases of at least ten percent (10%) over the preceding year.

THEREFORE BE IT RESOLVED, that the Board of School Trustees hereby resolves to proceed with a petition for an excess levy to the Department of Local Government Finance.

This resolution was duly made, seconded and adopted this 10th day of September, 2018.

Mr. Hylton moved to approve the recommendation; Ms. Heffernan seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays.

IX. SUPERINTENDENT COMMENTS

Dr. Snapp reminded the Board members about the Homecoming Parade on Friday, September 21st. He also shared that there will be a brief business meeting of the Board on Monday, September 24th at 6:15 pm, in the Media Center at Lincoln Elementary to ratify the 2018-19 Teacher Contract as well as approve the support staff and administrative increases. The dedication of Lincoln Elementary will begin immediately following the business meeting at 6:30 pm with Indiana Secretary of State, Connie Lawson as the guest speaker. Students at Lincoln have been working hard to prepare for this very special event.

Dr. Snapp shared that last year’s ISTEP data has been released, but the results have been embargoed by the state for a few weeks. He noted that Brownsburg’s scores increased in Language Arts and Math as well as overall.

X. BOARD MEMBER COMMENTS

Dr. Freije thanked the Oasis volunteers for all they do to help students. He thanked the Board candidates for attending the meeting and he thanked Mrs. Cox for her comments regarding the distinguished graduate program.

Ms. Heffernan shared a story about Officer Flynn that she observed and thanked him as well as all of the BCSC PD officers for their dedication and support of the students. She appreciates the relationships they build with the students. She also shared how quickly the staff and teachers moved into the school year. She noted how fortunate she is for her students to attend Brownsburg Schools, it’s an awesome place to be.

XI. ADJOURNMENT

Mr. Utterback called for a motion to adjourn the meeting. Dr. Freije moved to recommend adjournment; Ms. Heffernan seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays. The meeting adjourned at 7:30 pm.

**BROWNSBURG COMMUNITY SCHOOL CORPORATION
BOARD OF SCHOOL TRUSTEES**
