

**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, October 8, 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, 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: September 10, 2018 and September 24, 2018**

**A. B. Claims: #2601-2712 - \$4,364,186.61; P/R #09/14/18 - \$1,234,806.18; P/R #09/28/18 - \$1,475,116.94; #2713-2898 - \$367,056.62**

**B. Superintendent’s Report****C. Superintendent’s Report**

The Superintendent’s Report was presented as follows:

**1. Termination – Support Staff:**

Name	Building	Position	Effective Date
a. Kristyana Robinson	ECC	Child Care Supervisor	September 20, 2018

**2. Resignations – Certified:**

Name	Building	Position	Effective Date
a. Kylie Reynolds	Reagan	4 <sup>th</sup> Grade Teacher	September 6, 2018
b. Amy Verhelst	Lincoln	Kindergarten Teacher	November 21 2018
c. Jasmine Hunt	Brown	5 <sup>th</sup> Grade Teacher	October 5, 2018

**3. Resignations – Support Staff:**

Name	Building	Position	Effective Date
a. Rebecca Hogan	EMS	Nutrition Services	September 18, 2018
b. Leah Ward	WMS	Nutrition Services	September 19, 2018
c. Emily Holmes	ECC	Child Care Instructional Assistant	September 28, 2018
d. Sydney Strode	Facility Services	Custodian	September 20, 2018
e. Maggie Gregory	Brown	Administrative Assistant / Receptionist	October 12, 2018

**4. Resignation – Extra-Curricular:**

Name	Building	Position	Effective Date
a. Abbi Martin	WMS	Girls Track Coach	September 11, 2018

**5. New Employment – Certified:**

Name	Building	Position	Effective	Degree	Reason for Employment
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			<b>Date</b>		
a. Heather Goodspeed	Reagan	4 <sup>th</sup> Grade Teacher; Long term substitute	September 24, 2018 thru the end of the 2018-19 school year	Bachelors	Replacing Kylie Reynolds

**6. New Employment – Support Staff:**

Name	Building	Position	Effective Date	Hours per Day	Reason for Employment
a. Erin Radoux	Transportation	Transportation Router; 210 days / year plus 10 flex days if needed	September 17, 2018	8	New position
b. Denise Dodson	Transportation / Facility Services	Administrative Assistant / Receptionist	September 24, 2018	8	Replacing Jessica Brick
c. Megan Lamb	ECC	Instructional Assistant; Part time	September 10, 2018	3.25	Replacing Amanda Katra
d. Sara Lenoir	ECC	Instructional Assistant; Part time	September 10, 2018	5	Replacing Emily Holmes
e. Morenike Adejuwon	BCSC	Nutrition Services	September 10, 2018	5	Replacing Julia Parsley due to a transfer
f. Erik Smith	ALPHA	Instructional Assistant	September 24, 2018	7	Replacing Felicy Baker
g. Misty Centers	Facility Services	Custodian	September 10, 2018	8	Replacing Tyler Woolridge
h. Jennifer Price	Transportation	Bus Driver; Band A	September 10, 2018	--	New route to due enrollment
i. Olivia Nabeza	Facility Services	Custodian	September 4, 2018	8	Replacing Brittany Lev
j. Rahwa Hadgu	Facility Services	Custodian	September 4, 2018	8	Replacing Tina Koopman
k. Stephanie Daly	Brown	ENL Instructional Assistant	September 24, 2018	7	New position
l. Cindy Acosta	WMS	Nutrition Services	October 29, 2018	5	Replacing Leah Ward
m. Arlene Russell	Facility Services	Custodian; Part time	October 9, 2018	4	Open part time position

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

Name	Building	Position	Effective Date
a. Jack Arthur	EMS	8 <sup>th</sup> Grade Assistant Football (Lay) Coach	For the 2018-19 season (taking over position for James Cochran)
b. Hannah Mingus	BHS	Assistant Varsity Girls Basketball (Lay) Coach	For the 2018-19 season
c. Subrina Williams	BHS	Assistant Varsity Girls Basketball (Lay) Coach	For the 2018-19 season
d. Scott Donald	WMS	7 <sup>th</sup> Grade Girls Basketball Coach	For the 2018-19 season
e. Christina Duncan	BHS	HOSA Club Sponsor	For the 2018-19 school year
f. Crystal Benner	Reagan	Student Council Sponsor (2)	For the 2018-19 school year
g. Amanda Rogers	Reagan	Reagan on the Run Club Sponsor; splitting 2 stipends between 5 staff members	For the 2018-19 school year
h. Paul Trimmel	Reagan	Reagan on the Run Club Sponsor; splitting 2 stipends between 5 staff members	For the 2018-19 school year

i. Christina Richardson	Reagan	Reagan on the Run Club Sponsor; splitting 2 stipends between 5 staff members	For the 2018-19 school year
j. Kathryn Graham	Reagan	Reagan on the Run Club Sponsor; splitting 2 stipends between 5 staff members	For the 2018-19 school year
k. Shannon Walmoth	Reagan	Reagan on the Run Club Sponsor; splitting 2 stipends between 5 staff members	For the 2018-19 school year
l. Lauren Carter	BHS	Private Choir (\$1.00 Lay) Instructor	For the 2018-19 school year
m. Christopher Murphree	BHS	Private Band (\$1.00 Lay) Instructor	For the 2018-19 school year
n. Jay Ellsmore	BHS	Private Band (\$1.00 Lay) Instructor	For the 2018-19 school year
o. Tim Grino	BHS	Private Choir (\$1.00 Lay) Instructor	For the 2018-19 school year
p. Chas Rhodes	BHS	Private Band (\$1.00 Lay) Instructor	For the 2018-19 school year
q. Christina Rutan	BHS	Private Band (\$1.00 Lay) Instructor	For the 2018-19 school year
r. Timothy Barnett	BHS	Private Orchestra (\$1.00 Lay) Instructor	For the 2018-19 school year
s. Emmet Hanick	BHS	Private Orchestra (\$1.00 Lay) Instructor	For the 2018-19 school year
t. Glen Johnson	BHS	Private Band (\$1.00 Lay) Instructor	For the 2018-19 school year
u. Parker James	BHS	Private Band (\$1.00 Lay) Instructor	For the 2018-19 school year
v. Cody Maus	BHS	Assistant Varsity Swimming (\$1.00 Lay) Coach	For the 2018-19 season
w. Abraham Garcia	BHS	Assistant Varsity Wrestling (\$1.00 Lay) Coach	For the 2018-19 season
x. Yoonhae Swanson	BHS	Private Orchestra (\$1.00 Lay) Instructor	For the 2018-19 school year
y. Amanda Gardier	BHS	Private Band (\$1.00 Lay) Instructor	For the 2018-19 school year
z. Bradly Haines	BHS	Assistant Varsity Wrestling (\$1.00 Lay) Coach	For the 2018-19 season
aa. Carla Berryman	BHS	Assistant Varsity Swimming (\$1.00 Lay) Coach	For the 2018-19 season
bb. Michael Young	BHS	Assistant Varsity Swimming (\$1.00 Lay) Coach	For the 2018-19 season
cc. Scott McGowan	BHS	Assistant Varsity Boys Basketball (\$1.00 Lay) Coach	For the 2018-19 season
dd. James Peschke	BHS	Assistant Varsity Swimming (\$1.00 Lay) Coach	For the 2018-19 season
ee. Burke Anderson	BHS	Private Band (\$1.00 Lay) Instructor	For the 2018-19 school year
ff. Ryan Caldwell	BHS	Private Band (\$1.00 Lay) Instructor	For the 2018-19 school year

**8. Leaves of Absence – Certified:**

Name	Building	Position	Type of Leave	Dates of Leave
a. Kristen Armstrong	Cardinal	Kindergarten Teacher	Medical / Maternity	Upon the birth of the baby (approximately December 10, 2018) thru the end of the 2018-19 school year
b. Emily Garrard	White Lick	3 <sup>rd</sup> Grade Teacher	Medical / Maternity	Upon the birth of the baby (approximately December 16, 2018) thru the end of the 2018-19 school year

**9. Change of Status – Support Staff:**

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Stephanie King	Lincoln Learning Lab Instructional Assistant	Brown 5 <sup>th</sup> Grade Teacher; Long term substitute	October 8, 2018 thru the end of the 2018-19 school year	Replacing Jasmine Hunt

b. Theresa Clark	Brown Cafeteria Manager	EMS Assistant Manager	To be determined	Open position; Mrs. Clark requested the transfer
c. Cynthia Mucci	ECC Instructional Assistant	ECC Child Care Supervisor	September 24, 2018 thru the end of the 2018-19 school year	Replacing Kristyana Robinson

**10. Clarification – Certified:**

Name	Position	Clarifying Statement
a. Vicki Dacquisto	ECC Speech Language Pathologist	Mrs. Dacquisto was previously approved to fill the temporary contract position at ECC at a daily rate which is being adjusted due to experience

**11. Head Custodian Compensation Adjustment:**

It is recommended that the Board of School Trustees approve the compensation adjustments for the head custodians effective November 5, 2018. This recommendation is a result of evaluating the department's organization and staffing needs as discussed with the Board.

**FOR YOUR INFORMATION:****12. Transfer – Support Staff:**

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Julia Parsley	BCSC Floater position	BHS Nutrition Services	September 17, 2018	Replacing Mary Tudor

**13. Use of Facilities/Special Use Agreements:**

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

**Brownsburg Junior Football League Association, Inc.:** Special Use Agreement dated August 20, 2018 and fully executed September 6, 2018, for the 2018 season (ending not later than December 31, 2018), for the use of football fields at East MS & West MS \*but not concurrently) and Brownsburg HS, to be billed at \$35.00 for BCSC staff hours used, \$75.00 per hour of BHS Varsity football field use, and \$10.00 per hour for all other fields.

**14. Professional Services Agreements:**

The Administration has entered into a professional services agreement with R.E. Dimond and Associates, Inc. for engineering services related to the BHS Chiller 4 replacement project. The agreement is dated September 14, 2018, for a lump sum fee amount of \$32,500.0 to develop specifications and bid package documents for an early equipment purchase package and a second package for actual installation work. This project has become necessary due to the catastrophic failure of the existing chiller; replacement of the chiller is needed to maintain temperatures within the high school during warm weather. Insurance coverage, less a \$25,000 deductible, has been confirmed for the project and will cover the majority of the costs. The proposed schedule for this project is:

*Start Design September 24, 2018*

*Early Chiller Equipment Package released for bid on or about October 17, 2018*

*Early Chiller Package Bids Due November 1, 2018*

*Early Chiller Package Contract*

*Chiller Installation released for bid on or about January 16, 2019*

*Chiller Installation Bids Due January 31, 2019*

*Mobilize February 4, 2019*

*Chiller to Site March 1, 2019*

*Chiller on Line April 17, 2019*

**15. Approval of Construction Change Orders:**

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

**2018 BHS Pool HVAC Replacement, North Mechanical:** Construction change order 001, approved October 1, 2018, adjusting the scope of the contract to replace existing duct detectors and sampling tubes

and change out an existing center mullion at the door used to move equipment into the building. The prior contract amount of \$460,000.00 is increased by \$7,015.00, resulting in a new contract amount of \$467,015.00. The Project is effectively closed out.

**Brownsburg High School Renovations & Expansion, CSO Architects, Inc.:** Contract Amendment #3 – E&O Adjustment, adjusting the professional services agreement with CSO to address various errors and/or omissions in the design documents associated with Phase 2. The current contract amount of \$4,151,500.00 is reduced by \$35,675.76 resulting in a new contract amount of \$4,115,824.24.

<b>Brownsburg HS</b>						
BP 18 - Complete Masonry - CO 04	\$2,736,861.26	-\$1,410.43	\$2,735,450.83	9/7/18	OCT	Backcharge for ASI 040 (Unit H Roof Drains), costs associated with saw cutting

**16. Field Trip Request – Overnight, Out of State**

The Brownsburg High School DECA Club will be traveling to New York City to attend the DECA Emerging Leadership Conference. The Trip will be held December 5 – December 9, 2018. 9 students and 2 chaperones will be attending the event. The trip is being organized by Tara Sabelhaus, BHS Teacher and DECA Sponsor and has been approved by the Superintendent based on travel guidelines as set forth by the Board.

**17. Field Trip Request – Overnight, Out of State**

The Brownsburg High School Wrestling Team will be traveling to Brighton, Michigan for a Wrestling Tournament, December 14 & 15, 2018. Approximately 15 students and 4 chaperones will be attending the event. The trip is being organized by Darrick Snyder, BHS Teacher and Wrestling Coach and has been approved by the Superintendent based on travel guidelines as set forth by the Board.

**18. Field Trip Request – Overnight, Out of State**

The Brownsburg High School Wrestling Team will be traveling to Brecksville High School, Ohio for a Wrestling Tournament, December 27-December 29, 2018. Approximately 15 students and 4 chaperones will be attending the event. The trip is being organized by Darrick Snyder, BHS Teacher and Wrestling Coach and has been approved by the Superintendent based on travel guidelines as set forth by the Board.

**19. Field Trip Request – Overnight**

The Brownsburg High School Wrestling Team will be traveling to Fort Wayne, Indiana for the IHSWCA Team State Tournament, January 4-5, 2019. Approximately 25 students and 4 chaperones will be attending the event. The trip is being organized by Darrick Snyder, BHS Teacher and Wrestling Coach and has been approved by the Superintendent based on travel guidelines as set forth by the Board.

*Dr. Snapp recommended the Board approve 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 – National Merit Scholarship Semi-Finalists and Commended Scholars**

Dr. Snapp invited the following students who were recently named as National Merit Scholarship Semi-Finalists and Commended Scholars to the front to be recognized:

Semi-Finalists:

- Bryce Dixon
- Justin Kay
- Michelle Nixon

Commended Scholars:

- Carter Holmes
- Maranda Peak
- Michael Walters

The National Merit program is based on the PSAT scores the students achieved. Semi-Finalists scored in the top 16,000 students in the country while commended scholars scored in the top 50,000 students in the county.

Dr. Snapp asked each student to introduce the guests they brought with them and what their future education plans were. Kaitlyn Boucher was also a commended scholar who was unable to attend the Board meeting. Mr. Utterback presented each student with a commendation from the Board for their achievements.

## **B. Operations Update**

Mr. Voigt provided an update on the high school construction and renovation project. He shared several photos detailing the current stage of work with the new auditorium house and commons area. He noted that the concrete slab for the commons area was scheduled to be poured this week. He also shared that the project financially is on track, utilizing an appropriate level of contingency funds.

## **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 6<sup>th</sup> and raised \$21,500 in only 3 hours!
- The Yankee Candle orders will be delivered October 9<sup>th</sup> and 10<sup>th</sup> at the BCSC Maintenance Facility from 3:00-8:00 pm.
- The BCSC Payroll Deduction Campaign resulted in 85 new donors and 6 previous donors increasing their deduction. As a result, 2.5 additional scholarships will be sponsored by BCSC employees in 2019 bringing the total to 15.5 scholarships.
- The Annual Surplus Sale generated \$2,700. The next sale will be held Saturday, September 21, 2019 (provided it is not homecoming weekend).
- BEF will be hosting a Log Cabin Homestead Community Event on Saturday, October 27<sup>th</sup> from 10:00-11:30 am at the cabin property. This event will be FREE and open to the public.

## **VI. COMMENTS FROM PATRONS**

There were no comments from patrons.

## **VII. OLD BUSINESS**

### **A. Recommendation to Adopt the 2019 Budget**

Mr. Gardner recommended that the Board of School Trustees approve the 2019 Budget which includes the resolutions and FORM 4 that follow. He indicated this is the final step in the approval of the budget. He shared that this is the transition year from the General Fund, CPF, Transportation and Bus Replacement Funds to the Education Fund and Operations Fund. He reminded the Board that the advertised budget is for approximately \$106 million, including the \$3 million levy request for Transportation. The final actual budget is expected to be just over \$100 million. Mr. Gardner explained that the resolutions to be approved include the FORM 4 or Resolution of Appropriations, the Resolution to Authorize Reductions and the Resolution to Authorize the Deposit of Interest Earnings from the Operations Fund into the Education Fund.

**ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES**

State Form 55865 (7-15)  
Approved by the State Board of Accounts, 2015  
Prescribed by the Department of Local Government Finance

Budget Form No. 4  
Generated 10/4/2018 8:29:03 AM

Ordinance / Resolution Number:

Be it ordained/resolved by the **Brownsburg Board of School Trustees** that for the expenses of **BROWNSBURG COMMUNITY SCHOOL CORPORATION** for the year ending December 31, 2019 the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of **BROWNSBURG COMMUNITY SCHOOL CORPORATION**, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

This ordinance/resolution shall be in full force and effect from and after its passage and approval by the **Brownsburg Board of School Trustees**.

Name of Adopting Entity / Fiscal Body	Type of Adopting Entity / Fiscal Body	Date of Adoption
Brownsburg Board of School Trustees	School Board	10/08/2018

Funds				
Fund Code	Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
0180	DEBT SERVICE	\$24,534,108	\$24,719,734	1.1006
0186	SCHOOL PENSION DEBT	\$736,351	\$454,164	0.0202
3101	EDUCATION	\$58,288,292	\$0	0.0000
3300	OPERATIONS	\$22,543,139	\$14,851,293	0.6337
		\$106,101,890	\$40,025,191	1.7545

**RESOLUTION TO AUTHORIZE REDUCTIONS**

**WHEREAS,** The Board of School Trustees of the Brownsburg Community School Corporation, Brownsburg, Hendricks County, Indiana, must adopt a Budget for 2019, and

**WHEREAS,** Said Budget appropriation and revenues must balance, and

**WHEREAS,** Said Board is of the position that not all of the 2018 Budget appropriations may need to be expended, and

**BE IT THEREFORE RESOLVED,** that said Board authorizes the Treasurer to reduce appropriations from the 2018 Budget to help achieve a balanced budget for 2019.

**BE IT FURTHER RESOLVED** that if said balance cannot be fully achieved by reducing the 2018 appropriations, then the Treasurer is further authorized to reduce the proposed 2019 appropriations to maintain a balanced 2018 budget.

**BE IT ALSO RESOLVED** that the Treasurer, at his discretion, is further authorized to reduce the operating balance of the Debt Service Fund to a level that can reduce the tax rate yet maintain sufficient cash balances at year end to assure proper and timely payments of all debts.

ADOPTED this 8th day of October, 2018.

**RESOLUTION TO AUTHORIZE THE DEPOSIT OF INTEREST EARNINGS FROM THE OPERATIONS FUND INTO THE EDUCATION FUND**

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

**WHEREAS**, the funds on deposit for the Operations Fund may earn interest.

**WHEREAS**, the Board of School Trustees has a choice of fund where-in said interest earnings may be deposited; and

**WHEREAS**, the functions of the Operations Fund are at the expense of the Education Fund; and

**WHEREAS**, the Education Fund should be compensated for that expense; and

**THEREFORE, BE IT RESOLVED**, that the interest earnings from the funds on deposit in the Operations Fund shall be deposited into the Education Fund of the Brownsburg Community School Corporation.

ADOPTED THIS 8th day of October, 2018

*Mr. McCain 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.*

**VIII. NEW BUSINESS**

**A. Recommendation to Authorize Transfers Resulting from the Waiver Implementation of Protected Taxes**

Mr. Gardner recommended that the Board of School Trustees approve the resolution to authorize transfers resulting from the waiver implementation of protected taxes. Mr. Gardner explained that the resolution will allow for the transfer of excess circuit breaker credits applied to the Debt Service Fund to be reallocated to the Capital Projects Fund, the Transportation Fund and the Bus Replacement Fund as noted in the table below:

Fund	June Distributions	Reallocated Distributions	Transfers Required
Debt	\$11,867,119	\$10,611,899	-\$1,255,219
Pension	\$267,540	\$239,318	-\$28,222
CPF	\$1,821,418	\$2,487,845	\$666,427
Transportation	\$1,508,103	\$2,059,199	\$551,096
Bus Replacement	\$179,781	\$245,699	\$65,918

**RESOLUTION TO AUTHORIZE TRANSFERS RESULTING FROM THE WAIVER IMPLEMENTATION OF PROTECTED TAXES**

**WHEREAS**, The Board of School Trustees of the Brownsburg Community School Corporation, Brownsburg, Hendricks County, Indiana, qualifies for a waiver from protected taxes under IC 6-1.1-20.6-9.9 for 2018, and

**WHEREAS**, said waiver was filed and implemented with the Department of Local Government and Finance, and

**WHEREAS**, said Board is of the position that 2018 Circuit Breaker Credits shall be Reallocated and Transferred, and



**THEREFORE, BE IT RESOLVED,** that said Board authorizes the Treasurer to reallocate and transfer the 2015 Circuit Breaker Credits in accordance with the prescribed Department of Local Government Finance Circuit Breaker Allocation Worksheet for Payable Year 2018.

ADOPTED this 8th day of October, 2018

*Dr. Freije 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 Advertisement of Project and Preliminary Determination Hearings**

Mr. Gardner recommended that the Board of School Trustees authorize the publication of 2019 Bond Hearings. Mr. Gardner explained that this is the first step in the issuance of the 2019 Project Bonds. The bonds, \$12 million, will be used for a variety of projects across the district including the West Middle School Office, Reroof of Brown, and additional work at Harris. New legislation requires school districts to now hold two separate Preliminary Determination Hearings (formerly the 1028 hearing). Mr. Gardner shared there is no resolution required, only approval from the Board to allow for the advertisement of the hearings. The hearings will be held in November and December. Mr. Gardner noted that at the October meeting, he and Mr. Voigt will review the scope of the potential projects and financial details.

*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.*

**C. Recommendation to Approve School Assignment of Union Green Apartments**

Dr. Jessup recommended that the Board of School Trustees approve the school assignment of Union Green, an apartment complex located within the Green Street project, to Lincoln Elementary / East Middle School / Brownsburg High School. Dr. Jessup explained that when a new housing development is far enough along in construction to ensure that student enrollment is imminent, a decision is made as to which school(s) the development will attend. Factors in making the decision include current student enrollment at all schools, socioeconomic status of all schools, the price point of the new development, the size of the new development and current transportation patterns. For this particular recommendation, the number of apartment complexes that feed into each school was taken into account.

*Ms. Heffernan moved to approve the recommendation; Dr. Freije seconded the motion. Mr. Hylton asked why to Lincoln? Dr. Jessup explained that Lincoln currently has the lowest enrollment of all of the elementary schools. She noted this is the 3<sup>rd</sup> apartment complex assigned to Lincoln but the with the configuration of Union Green, 172 units with 125 being one bed/one bath, we do not anticipate receiving many students from this complex. There being no further questions, the Board approved the motion by a vote of five (5) ayes; zero (0) nays.*

**D. Recommendation to Approve Custodial Compensation and Incentives**

Dr. Snapp recommended that the Board of School Trustees approve the custodial compensation and incentives as presented. Dr. Snapp explained with the increase in wages at area warehouse complexes such as Amazon, staffing of the custodial positions is very hard to fill. He shared that after meeting with BCSC Head Custodians and receiving their feedback, it has been determined that increasing the starting wage with incentives for continued employment is necessary and will have a positive impact. Dr. Snapp explained that we hope to fill custodial positions, add an additional Head Custodian and a Custodial Staff Supervisor. The recommendation includes the following:

- Newly hired custodians would receive a beginning wage of \$13.00 per hour with a 50 cent per hour increase after 120 successful days of employment and another 50 cent per hour increase at 240 days of successful employment and an increase to \$14.50 per hour on the one year anniversary of employment.
- The school corporation will pay for the criminal history background check for new hires.
- All current custodial employees are recommended to make a minimum of \$14.50 per hour starting November 5, 2018
- Any BCSC employee making a recommendation that results in an individual being hired as a custodian and successfully completing 120 days, will receive a \$250 bonus. Once all custodial positions are filled, the incentive will be retired.

*Ms. Heffernan moved to approve the recommendation; Mr. McCain seconded the motion. Mr. Hylton asked how many custodial positions are needed to be filled. Dr. Snapp explained there are 6 full time positions open, as well as an additional head custodian and a new custodial supervisor. Dr. Freije asked if the wage adjustment would be available to part-time employees. Dr. Snapp explained there are currently 6 part-time custodians and they would benefit from the increased wages as well. Mr. McCain asked if there was a distinct deficit at a specific building. Dr. Snapp explained because the secondary schools, specifically the high school, staff the greatest number of custodians, those buildings have the highest need. Mr. Utterback indicated he was pleased that the custodial staff members were involved in the solution. There being no further comments, the Board approved the motion by a vote of five (5) ayes; zero (0) nays.*

## **IX. SUPERINTENDENT COMMENTS**

Dr. Snapp thanked the Board for their support of the custodians.

Dr. Snapp thanked the members of the VISION class who were in attendance for the meeting.

Dr. Snapp shared that the dedication of Lincoln Elementary was well attended and well received. He thanked Secretary of State Connie Lawson for attending and offering comments.

Dr. Snapp reminded the Board about the School Board Candidate Forum that will be held on October 30<sup>th</sup> at 6:30 pm in the Board Room. It is sponsored by the PSG Presidents and the Brownsburg Classroom Teachers Association. He invited everyone to attend and stated there is no more important vote that can affect your family than that of the School Board.

Dr. Snapp commended Dr. Daghe on the work he and the group are doing on the switch to Distinguished Graduate. A committee of parents is being formed to allow for additional discussion and further feedback regarding the program.

Dr. Snapp shared that he was part of the ceremony to award Reagan Elementary as a National Blue Ribbon School. Reagan was one of only 7 schools in Indiana to receive this honor and the 3<sup>rd</sup> year in a row that a Brownsburg School has been named a Blue Ribbon School. Previously Brown Elementary and White Lick Elementary received the honor.

Dr. Snapp shared that for the third year in a row, Brownsburg Schools was 1<sup>st</sup> in the state for ISTEP test results in Math, English/Language Arts and for Overall pass rate. He commended the teachers and staff for another great year of teaching our students.

## **X. BOARD MEMBER COMMENTS**

Mr. McCain commented on how wonderful it is to have the students recognized for their achievements during commendations.

Dr. Freije encouraged parents to become a part of the Distinguished Graduate committee. He noted that the BEF Volunteer event was a great event.

Ms. Heffernan shared that she attended the National Night Out Against Crime and heard from several people on what a tremendous job Robyn Maynard and John Voigt do with and for the schools. She thanked them for their efforts.

Mr. Hylton thanked the teachers, administrators and staff for being #1 in ISTEP again. He explained that he travels the state and meets with many school districts who are envious of our position. He also thanked parents for being involved with their students and helping them be prepared.

Mr. Utterback encouraged parents to be involved on the Distinguished Graduate committee. He shared we want it to be done correctly, even if it takes a bit longer to bring a plan forward.

**XI. ADJOURNMENT**

*Mr. Utterback moved to certify that the Board discussed no subject matter in the September 10, 2018 Executive Session other than the subject matter specified in the public notice. Board members present at the Executive Session were Mr. Utterback, Ms. Heffernan, Mr. Hylton, Dr. Freije and Mr. McCain. The purpose of the Executive Session was I.C. 5-14-1.5-6.1(b)(9) To discuss a job performance evaluation of individual employees. Mr. Hylton seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays.*

*Mr. Utterback called for a motion to adjourn the meeting. Dr. Freije moved to recommend adjournment; Mr. McCain seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays. The meeting adjourned at 7:03 pm.*

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

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