

**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 9, 2019 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 Mrs. Tiffany Dearman. Administrators present were Dr. Jim Snapp, Dr. Kat Jessup, and Mr. Shane Hacker. 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: August 12, 2019 and August 26, 2019****B. Claims: #5874-5955 - \$8,983,063.90; P/R#08/16/19 - \$1,393,577.93; P/R#08/30/19 - \$1,465,254.34; #5956-6211 - \$915,847.39****C. Superintendent’s Report**

The Superintendent’s Report was presented as follows:

**1. Resignations - Certified:**

Name	Building	Position	Effective Date
a. Zach Dennis	BHS	Science Teacher	October 11, 2019
b. Brittany Starkweather	Brown	Music Teacher	October 11, 2019

**2. Resignations – Support Staff:**

Name	Building	Position	Effective Date
a. Lenise Sims	ECC	Instructional Assistant	August 23, 2019
b. Aimee Nyabaruta	Facility Services	Custodian	September 13, 2019
c. Megan Stabler	WMS	Building Treasurer	September 11, 2019
d. Shelby Davis	WMS	Special Education Instructional Assistant	September 17, 2019
e. Eddie Griffith	Transportation	Bus Driver	October 11, 2019
f. Marissa Moriarty	Lincoln	Instructional Assistant	September 6, 2019
g. Linda Kinstle	Cardinal	Special Education Instructional Assistant	August 30, 2019

**3. New Employment – Certified:**

Name	Building	Position	Effective Date	Degree	Reason for Employment
a. Alisa Maxwell	BHS	English Teacher Temporary contract with the first 14 days paid at the substitute rate	Approximately October 28, 2019 thru December 20, 2019	Bachelors	While Sarah Robinson is medical/maternity leave

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

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Effective Date</b>	<b>Hours per Day</b>	<b>Reason for Employment</b>
a. Emelie Barta	BCSC	Nutrition Services Floater	August 27, 2019	5	Replacing Joni Tuttle due to a job transfer
b. Heather Wilson	Brown/Reagan /Lincoln	ENL Instructional Assistant	September 11, 2019	7	Replacing Stephanie Daly
c. William Skaggs	Transportation	Bus Driver; Band A	August 29 2019	NA	Replacing Jimmy Aeschliman
d. Andrea Lawson	Harris	Plato Supervisor	August 22, 2019 thru November 27, 2019	7	While Holly Smither is on adoptive leave
e. Marissa Moriarty	Lincoln	Instructional Assistant	August 21, 2019	7	New position due to student needs
f. Teresa Cupp	BCSC	Occupational Therapist	August 20, 2019	Salaried	Replacing Jennifer Brackney
g. Jacob Woodcock	Transportation	Bus Driver; Band A	August 15, 2019	NA	Replacing Kaylon Lynn
h. Jill Miller	BCSC	Nutrition Services Floater	August 12, 2019	5	Replacing Zanalee Jewell due to a job transfer
i. Cynthia Miller	BCSC	Nutrition Services Floater	August 12, 2019	6	Replacing Pamela Herrell due to a job transfer

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

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Effective Date</b>
a. Emily Neff	Brown	Ceramics Club Sponsor	For the 2019-20 school year
b. Macy McGoun	Brown	Fitness Club Sponsor	For the 2019-20 school year
c. Morgan Lenhart	Brown	½ Kindness Club Sponsor	For the 2019-20 school year
d. Cindy Winings	Brown	½ Kindness Club Sponsor	For the 2019-20 school year
e. Lyndsey Eslinger	Brown	½ Reading Club Sponsor	For the 2019-20 school year
f. Katherine Lawrence	Brown	½ Reading Club Sponsor	For the 2019-20 school year
g. Mary Kintner	Brown	Running Club Sponsor (2)	For the 2019-20 school year
h. Hayley Moore	Brown	Student Council Sponsor	For the 2019-20 school year
i. Anna Tirman	Cardinal	Comedy Club Sponsor	For the 2019-20 school year
j. Anna Tirman	Cardinal	Orff and Drum Ensemble Club Sponsor	For the 2019-20 school year
k. Erica Ikner	Cardinal	½ Relay Kids Club Sponsor	For the 2019-20 school year
l. Megan Miller	Cardinal	½ Relay Kids Club Sponsor	For the 2019-20 school year
m. Amanda Jones	Cardinal	Student Council Sponsor	For the 2019-20 school year
n. Kelly Sisson	Cardinal	Student Council Sponsor	For the 2019-20 school year
o. Will Mahan	Delaware Trail	Boys League Club Sponsor	For the 2019-20 school year
p. Theresa Fishback	Delaware Trail	Choir (Lay) Sponsor	For the 2019-20 school year
q. Shannon Dziadosz	Delaware Trail	Choir Sponsor (2)	For the 2019-20 school year
r. Theresa Fishback	Delaware Trail	Legacy Club (Lay) Sponsor	For the 2019-20 school year
s. Olivia Orlando	Delaware Trail	½ Running Club Sponsor	For the 2019-20 school year
t. Codie Thompson	Delaware Trail	½ Running Club Sponsor	For the 2019-20 school year
u. Sara Creasey	Delaware Trail	Student Council Sponsor	For the 2019-20 school year
v. Chelsea Market	Delaware Trail	Student Council Sponsor	For the 2019-20 school year
w. Emily Bobel	Eagle	Choir Sponsor (2)	For the 2019-20 school year

x. Amy Huang	Eagle	Robotics Club (Lay) Sponsor (2)	For the 2019-20 school year
y. Julia Rock	Eagle	Running Club Sponsor (2)	For the 2019-20 school year
z. Kristina Gipson	Eagle	Science Club Sponsor	For the 2019-20 school year
aa. Michele Barbee	Eagle	Student Council Sponsor	For the 2019-20 school year
bb. Josh Schultheis	BHS	Academic Super Bowl (English)	For the 2019-20 school year
cc. Linda Walters	BHS	Academic Super Bowl (Fine Arts)	For the 2019-20 school year
dd. Meghan Cook	BHS	Academic Super Bowl (Math)	For the 2019-20 school year
ee. Kirk Jones	BHS	Academic Super Bowl (Science)	For the 2019-20 school year
ff. Kate Wisely	BHS	Academic Super Bowl Coordinator	For the 2019-20 school year
gg. Julie Waggoner	BHS	Aquatics Coordinator	For the 2019-20 school year
hh. Chris Kaflik	BHS	Band Director	For the 2019-20 school year
ii. John Marque	BHS	Band Director	For the 2019-20 school year
jj. Tracy Runyon	BHS	Band Director	For the 2019-20 school year
kk. Adam Good	BHS	BCSC TV Studio	For the 2019-20 school year
ll. Christine Thompson	BHS	Brain Game Assistant Coach	For the 2019-20 school year
mm. Kevin Dahlstrom	BHS	Brain Game Head Coach	For the 2019-20 school year
nn. Chad Strasser	BHS	Choir Director	For the 2019-20 school year
oo. Melissa Stainbrook	BHS	Choir Director	For the 2019-20 school year
pp. Meghan Cook	BHS	Freshman Class Sponsor	For the 2019-20 school year
qq. Ali McDillon	BHS	Sophomore Class Sponsor	For the 2019-20 school year
rr. Lacy Tubbs	BHS	Junior Class Sponsor	For the 2019-20 school year
ss. Shara Davis	BHS	Junior Class Sponsor	For the 2019-20 school year
tt. Katherine Murray	BHS	Senior Class (Lay) Sponsor	For the 2019-20 school year
uu. Bart Hensley	BHS	½ Best Buddies Sponsor	For the 2019-20 school year
vv. Kayle Comer	BHS	½ Best Buddies Sponsor	For the 2019-20 school year
ww. Kevin Dahlstrom	BHS	Chess Club Sponsor	For the 2019-20 school year
xx. Monique Mohler	BHS	Environmental Club Sponsor	For the 2019-20 school year
yy. Craig Lee	BHS	Equality Alliance Club Sponsor	For the 2019-20 school year
zz. Kayla Woodruff	BHS	FCA Club Sponsor	For the 2019-20 school year
aaa. Jason Catellier	BHS	Fishing Club Sponsor	For the 2019-20 school year
bbb. Christine Thompson	BHS	French Club Sponsor	For the 2019-20 school year
ccc. JJ Steed	BHS	German Club Sponsor	For the 2019-20 school year
ddd. Dawn Crone	BHS	History Club Sponsor	For the 2019-20 school year
eee. Christine Duncan	BHS	HOSA Club Sponsor	For the 2019-20 school year
fff. Jason Metz	BHS	Interact Club Sponsor	For the 2019-20 school year
ggg. Kim Lucas	BHS	Junior Lit Sponsor	For the 2019-20 school year
hhh. Elizabeth Walter	BHS	Key Club Sponsor	For the 2019-20 school year
iii. Lori Woodcock	BHS	National Art Honor Society Sponsor	For the 2019-20 school year
jjj. Nathan Heidegger	BHS	Robotics Club (Lay) Sponsor	For the 2019-20 school year
kkk. Dawn Mayer	BHS	Robotics Club Sponsor	For the 2019-20 school year
lll. Sandra Gardella	BHS	Spanish Club Sponsor	For the 2019-20 school year
mmm. Tara Sabelhaus	BHS	DECA Sponsor	For the 2019-20 school year
nnn. Chad Eaton	BHS	Business Department Head	For the 2019-20 school year
ooo. Beth Oburn	BHS	FACS Department Head	For the 2019-20 school year
ppp. Tracy Runyon	BHS	½ Fine Arts Department Head	For the 2019-20 school year
qqq. Melissa Stainbrook	BHS	½ Fine Arts Department Head	For the 2019-20 school year
rrr. Bret Comer	BHS	Guidance Department Head	For the 2019-20 school year
sss. Julie Waggoner	BHS	PE/Health Department Head	For the 2019-20 school year
ttt. Christina Duncan	BHS	PLTW/Tech Department Head	For the 2019-20 school year
uuu. Lori Woodcock	BHS	Visual Arts Department Head	For the 2019-20 school year
vvv. Megan Myers	BHS	Drama Club Sponsor	For the 2019-20 school year
www. Megan Myers	BHS	Drama Director	For the 2019-20 school year
xxx. Megan Myers	BHS	Musical Director	For the 2019-20 school year
yyy. Chad Strasser	BHS	Assistant Musical Director	For the 2019-20 school year
zzz. Glen Hauger	BHS	Musical Pit Director	For the 2019-20 school year
aaaa. Elizabeth Mendenhall	BHS	National Honor Society Sponsor	For the 2019-20 school year
bbbb. Jessica Walter	BHS	Assistant National Honor Society Sponsor	For the 2019-20 school year

cccc.	Heather Reynolds	BHS	Newspaper Sponsor	For the 2019-20 school year
dddd.	Glen Hauger	BHS	Orchestra Director	For the 2019-20 school year
eeee.	Christine Thompson	BHS	Quiz Bowl Assistant Coach	For the 2019-20 school year
ffff.	Kirk Jones	BHS	Quiz Bowl Coach	For the 2019-20 school year
gggg.	Leticia Naviaux	BHS	Spell Bowl Coach	For the 2019-20 school year
hhhh.	Katie Baughman	BHS	Student Council Sponsor	For the 2019-20 school year
iiii.	Bryan Padgett	BHS	Student Council Sponsor	For the 2019-20 school year
jjjj.	John Hart	BHS	Weight Room Coach (4)	For the 2019-20 school year
kkkk.	Bryan Neese	BHS	Weight Room Coach (4)	For the 2019-20 school year
llll.	Casey Popenfoose	BHS	Weight Room Coach	For the 2019-20 school year
mmmm.	Josie El	BHS	Yearbook Sponsor	For the 2019-20 school year
nnnn.	Dustin Podgorski	BHS	Assistant Choir Director	For the 2019-20 school year
oooo.	Renee Maynard	Lincoln	Choir Sponsor	For the 2019-20 school year
pppp.	Kim Ramsey	Lincoln	Makerspace Club Sponsor	For the 2019-20 school year
qqqq.	Allie Noland	Lincoln	Robotics Club (Lay) Sponsor	For the 2019-20 school year
rrrr.	Tyler Staup	Lincoln	Running Club Sponsor	For the 2019-20 school year
ssss.	Allison Burns	Lincoln	Student Council Sponsor (2)	For the 2019-20 school year
tttt.	Rachel Ollestad	Reagan	Choir Sponsor	For the 2019-20 school year
uuuu.	Paul Trimmel	Reagan	Fitness Club Sponsor	For the 2019-20 school year
vvvv.	Paul Trimmel	Reagan	1/5 Running Club Sponsor (2)	For the 2019-20 school year
wwww.	Amanda Rogers	Reagan	1/5 Running Club Sponsor (2)	For the 2019-20 school year
xxxx.	Christina Richardson	Reagan	1/5 Running Club Sponsor (2)	For the 2019-20 school year
yyyy.	Kathryn Graham	Reagan	1/5 Running Club Sponsor (2)	For the 2019-20 school year
zzzz.	Emily Lovesick	Reagan	1/5 Running Club (Lay) Sponsor (2)	For the 2019-20 school year
aaaa.	Jen Edwards	Reagan	Robotics Club (Lay) Sponsor	For the 2019-20 school year
bbbb.	Laura Gardner	Reagan	Culture Club Sponsor	For the 2019-20 school year
cccc.	Crystal Benner	Reagan	Student Council Sponsor (2)	For the 2019-20 school year
dddd.	Cameron Callan	White Lick	Choir Sponsor	For the 2019-20 school year
eeee.	Angela Kreitzer	White Lick	Go Green Club Sponsor	For the 2019-20 school year
ffff.	Lori Tietz	White Lick	Go Green Club Sponsor	For the 2019-20 school year
gggg.	Zach Kelley	White Lick	Juggling Masters Club Sponsor (2)	For the 2019-20 school year
hhhh.	Emily Steffen	White Lick	STEM Club Sponsor	For the 2019-20 school year
iiii.	Branda Birkla	White Lick	Student Council Sponsor	For the 2019-20 school year
jjjj.	Michele Pinkerton	White Lick	Student Council Sponsor	For the 2019-20 school year
kkkk.	Kayle Comer	WMS	7 <sup>th</sup> Grade Girls Basketball Coach	For the 2019-20 season
llll.	Lauren Rodgers	WMS	7 <sup>th</sup> Grade Winter Cheerleading Coach	For the 2019-20 season
mmmm.	Derek Loyal	BHS	Assistant Varsity Football (\$1.00 Lay) Staff Member	For the 2019-20 season
nnnn.	Zach Kelley	BHS	Assistant Varsity Girls Golf (\$1.00) Coach	For the 2019-20 season
oooo.	Chris Worley	BHS	BCSC TV Studio (\$1.00 Lay) Assistant	For the 2019-20 school year

#### 6. Leaves of Absence – Certified:

Name	Building	Position	Type of Leave	Dates of Leave
a. Katie Mitchell	ECC	Director	Medical/Maternity	Upon the birth of the baby (approximately September 19, 2019) thru November 13, 2019
b. Nathan Pritchard	WMS	Science Teacher	Paternity	Upon the birth of the baby (approximately October 3, 2019) thru approximately October 11, 2019
c. Amanda Jones	Cardinal	3 <sup>rd</sup> Grade Teacher	Medical/Maternity	Upon the birth of the baby (approximately January 6, 2020) thru March 20, 2020
d. Abigail White	EMS	Science Teacher	Medical/Maternity	Upon the birth of the baby (approximately November 22, 2019) thru February 28, 2020

**7. Leave of Absence – Support Staff:**

Name	Building	Position	Type of Leave	Dates of Leave
a. Gary Hall	Transportation	Bus Driver	Medical	August 26, 2019 thru approximately October 11, 2019
b. Carol Bethel	WMS	Special Education Instructional Assistant	Medical	September 5, 2019 thru approximately November 27, 2019
c. Holly Smither	Harris	PLATO Supervisor	Adoptive	August 22, 2019 thru November 27, 2019

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

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Rachel Ford	ECC Part Time Instructional Assistant	ECC Full Time Instructional Assistant; 7 hours / day	August 26, 2019	Replacing Lenise Sims
b. Daneen King	Bus Driver	Instructional Assistant; 7 hours / day	September 9, 2019	Replacing Marissa Moriarty
c. Winda Combs	Bus Aide	Bus Aide and AB Bus Driver as needed	August 1, 2019	Open position for Area 31 students
d. Zanalee Jewell	Nutrition Services Floater	EMS Nutrition Services; 6 hours / day	August 19, 2019	Open position
e. Torree Russell	Nutrition Services Floater	Reagan Nutrition Services; 6.5 hours / day	August 19, 2019	Open position

**9. Clarification – Support Staff:**

Name	Position	Clarifying Statement
a. Deborah Veyette	BHS Nutrition Services Assistant Manager	Ms. Veyette was previously approved moving into the BHS Assistant Manager position – her pay rate has been adjusted accordingly

**FOR YOUR INFORMATION:****10. Transfers – Support Staff:**

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Pamela Herrell	Nutrition Services Floater	EMS Nutrition Services	August 19, 2019	Open position
b. Joni Tuttle	Nutrition Services Floater	Reagan Nutrition Services	August 19, 2019	Open position
c. Jessica Lewis	Reagan Nutrition Services	Eagle Nutrition Services	August 29, 2019	Open position
d. Gurjit Kaur	Nutrition Services Floater	Cardinal/Delaware Trail Nutrition Services	September 3, 2019	Open position
e. Theresa Shopbell	Brown Instructional Assistant	Cardinal Special Education Instructional Assistant	September 3, 2019	Replacing Linda Kinstle

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

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

	Prior Contract Amount	Change Order Amount	Resulting Contract Amount	Approved Date	Noted in Consent Agenda	Change
<b>2019 Summer Projects - MNC</b>						
BP 05 - Payne - CO 03	\$1,069,310.20	\$4,122.38	\$1,073,432.58	8/15/19	9/9/19	Brown ES electrical adjustments (water cooler, fire alarm device)
<b>2019 Summer Projects - Campus Paving Improvements</b>						
Change Order CO 01	\$444,750.00	\$18,363.00	\$463,113.00	8/15/19	9/9/19	Various adjustments and unforeseen conditions, first & final change order

## 2017 Brownsburg High School

	Prior Contract Amount	Change Order Amount	Resulting Contract Amount	Approved Date	Noted in Consent Agenda	Change
BP 11 - JBM - CO 49	\$16,832,599.34	-\$944.00	\$16,831,655.34	8/9/19	9/9/19	Credit from railing revisions in ASI 080 at the main stair
BP 13 - Performance - CO 32	\$6,412,883.00	\$9,083.00	\$6,421,966.00	8/12/19	9/9/19	Costs associated with additional cornice blocking around the clerestory
BP 13 - Performance - CO 33	\$6,421,966.00	\$17,477.00	\$6,439,443.00	8/12/19	9/9/19	Misc. exterior enclosure details around the perimeter of Phase 3A
BP 16 - GPI - CO 37	\$14,349,338.66	\$3,850.00	\$14,353,188.66	8/9/19	9/9/19	Unit R roof drains & reroute of Fire Suppression around catwalks in auditorium - partially addressed through allowance
BP 17 - Electric Plus - CO 36	\$9,733,167.39	\$0.00	\$9,733,167.39	8/9/19	9/9/19	T&M work in temp dining/cafe/teria, Thermostats and added elev light - paid from allowance
BP 14 - Santarrosa - CO 18	\$3,749,795.93	\$0.00	\$3,749,795.93	8/8/19	9/9/19	Add pre-cast terrazzo treads around the columns at main stair landing - cost taken from allowance.
BP 14 - Santarrosa - CO 19	\$3,749,795.93	\$0.00	\$3,749,795.93	8/9/19	9/9/19	E5 Densifier finish to the auditorium exposed concrete - cost taken from allowance
BP 14 - Santarrosa - CO 20	-\$3,749,795.93	\$0.00	-\$3,749,795.93	8/9/19	9/9/19	Additional floor prep required in the 9 early handover classrooms - cost taken from allowance
BP 18 - Complete Masonry - CO 15	\$2,800,506.68	\$4,913.31	\$2,805,419.99	8/12/19	9/9/19	Cost associated with exterior enclosure around Phase 3A.

### 12. Use of Facilities/Special Use Agreements:

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

**KidzArt** – Special Use Agreement dated August 9, 2019 and fully executed August 14, 2019, for the 2019-2020 school year, for the use of art facilities at up to seven elementary schools, to be billed at \$20.00 per session/per school plus \$18.00 per session/preschool to each school's extra-curricular account, plus any staff time incurred in set-up/clean-up to be billed at \$35.00 per hour.

### 13. Professional Services Agreements:

The Administration has entered into the following professional services agreements:

**CSO Architects, Inc./2019 Master Plan Development:** The Administration has entered into a professional services agreement with CSO Architects, Inc. for the development of a master plan for Brownsburg High School and other adjacent BCSC schools and properties. The agreement is dated August 19, 2019, for a lump sum fee amount of \$9,900.00.

**CSO Architects, Inc./2020 Transportation & Facility Services Center:** The Administration has entered into a professional services agreement with CSO Architects, Inc. for design, bid document preparation and bidding services related to the 2020 Transportation & Facility Services Center project (a portion of the 2020 Bond Issue). The agreement is dated August 19, 2019, for a lump sum fee amount of \$1,280,000.00 to develop specifications and bid package documents. The project is expected to begin bidding later this year, with construction scheduled for spring 2020.

**CSO Architects, Inc./2020 Summer Interior Refurbishment (Brownsburg High School):** The Administration has entered into a professional services agreement with CSO Architects, Inc. for design, bid document preparation and bidding services related to the 2020 Summer Interior Refurbishment project (a portion of the 2020 Bond Issue). The agreement is dated August 19, 2019, for a lump sum fee amount of \$55,000.00 to develop specifications and bid package documents. The project is expected to begin bidding later this year, with construction scheduled for spring and summer of 2020.

### 14. Field Trip Requests

#### Brownsburg High School DECA Club – Overnight, Out of State

The Brownsburg High School DECA Club will be traveling to New York City to attend the DECA Emerging Leadership Conference, November 20 – November 23, 2019. Approximately 20 students and 2 chaperones will be traveling together. The trip is being organized by Tara Sabelhaus, BHS Business Teacher and DECA Club Sponsor, and has been approved by the Superintendent based on travel guidelines set forth by the Board.

#### Brownsburg High School Marching Band – Overnight, Out of State

The Brownsburg High School Sound of Brownsburg Marching Band will be traveling to New York City, to participate in the Macy's Thanksgiving Day Parade, November 23 through November 28, 2020. Approximately 200 students and 40-50 chaperones will be traveling together. The trip is being organized by Tracy Runyon, BHS Band Director, and has been approved by the Superintendent based on travel guidelines set forth by the Board.

*Dr. Snapp recommended the Board approve the minutes of the August 12, 2019 Board Meeting. Dr. Freije moved to approve the recommendation; Mrs. Dearman seconded the motion. The Board*

*approved the motion by a vote of five (5) ayes; zero (0) nays. Dr. Snapp then recommended the Board approve the minutes of the August 26, 2019 Board Meeting. Mrs. Dearman 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. Brownsburg Education Foundation Report**

Ms. Heffernan shared the following information with regard to the Brownsburg Education Foundation:

- The Ford Drive 4 UR School event is scheduled for Thursday, September 12<sup>th</sup> at East Middle School. Stop by to drive a car and earn over \$49 for BEF for each drive completed.
- The Yankee Candle Fundraiser sale is over but online orders can still be placed through January 8, 2020. Candle delivery is scheduled for October 8<sup>th</sup> and 9<sup>th</sup> from 3:00-8:00 pm at the BCSC Maintenance Facility.
- The Staff Payroll Deduction Campaign is currently underway. All staff contributions go toward student scholarships. Sixteen scholarships were awarded to the graduating Class of 2019 that were sponsored by BCSC staff.
- The Annual Surplus Sale was held on September 7<sup>th</sup>.
- The Log Cabin Homestead Community Event is scheduled for Saturday, October 5<sup>th</sup> from 10:00 am to 12:00 noon. BCSC families and community members are invited to visit the Log Cabin Homestead and see what all third graders in the district experience during the month of September. Enjoy pioneer games, toy making and activities. All participants that day will be entered into a drawing for a chance to win four hopper passes to Walt Disney World.

### **B. Teacher Contract Meeting Requirements**

Dr. Snapp shared that the State Legislature recently passed a new law changing the procedures to be followed for teacher contract negotiations. He presented a slide indicating the timeline of meetings that will be held leading up to eventual contract ratification by the Brownsburg Classroom Teachers Association (BCTA) and approval by the Board of School Trustees. Dr. Snapp noted that the first Public Hearing was held this evening with two patrons in attendance. The same timeline was shared with those present and no comments were received. Mrs. Christianne Beebe, President of BCTA will conduct informational meetings with staff members on Monday, September 16<sup>th</sup>. Following those meetings, the tentative agreement will be posted on the corporation website and provided to the Board. Dr. Snapp shared that the Board must hold a pre-ratification meeting and asked the Board members whether Thursday, September 19<sup>th</sup> in the evening or Friday, September 20<sup>th</sup> in the morning would work better for the meeting. The consensus of the Board was to meet on Friday, September 20<sup>th</sup> at 7:00 am in the Board room. A notice of this meeting will be posted. Dr. Snapp shared that the School Board work session to be held on September 23<sup>rd</sup> will be cancelled and a business meeting will be scheduled to recommend approval of the Teacher Contract, Support Staff and Administrative Staff increases. Mrs. Dearman asked when the Board would receive a copy of the tentative contract for review. Dr. Snapp explained the contract will be available to the Board and the public following the meeting with the teachers on September 16<sup>th</sup>. He shared that the new legislation does not allow for negotiations to begin until after September 15<sup>th</sup>.

## **VI. COMMENTS FROM PATRONS**

There were no comments from patrons.

## **VII. OLD BUSINESS**

### **A. Public Hearing to Adopt Capital Assets Plan**

Mr. Utterback opened the public hearing at 6:40 pm.

Mr. Hacker explained that this public hearing is being held following published notice. The details of the Capital Assets Plan have been published and available on the Corporation website. The Capital Assets plan lists anticipated projects and purchases greater than \$10,000. Mr. Hacker shared the Capital Assets Plan will be brought for approval with the budget at the October Board meeting.

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

Mr. Utterback closed the public hearing at 6:41 pm.

### **B. Public Hearing to Adopt Bus Replacement Plan**

Mr. Utterback opened the public hearing at 6:41 pm.

Mr. Hacker explained that this public hearing is being held following published notice. The details of the Bus Replacement Plan have been published and available on the Corporation website. The Bus Replacement Plan includes bus replacements and purchases for the next five years. He shared the plan includes purchasing approximately 11 buses per year to continue to overcome the “bus bubble” and lower the age of the bus fleet.

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

Mr. Utterback closed the public hearing at 6:42 pm.

### **C. Second Reading and Recommendation to Approve 2020 School Board Meeting Schedule**

Dr. Snapp recommended the Board approve the 2020 School Board Meeting Schedule. He explained the schedule was brought for first reading at the August Board meeting. The schedule continues to follow that of previous years with the School Board Business meetings generally held on the second Monday of each month and School Board work sessions held on the fourth Monday of each month except for March, June, October, and December. There were no questions or comments from the Board.

*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.*

## **VIII. NEW BUSINESS**

### **A. Recommendation to Approve Anticipated Transfers between the Education Fund and the Operations Fund**

Mr. Hacker recommended the Board of School Trustees approve the anticipated transfers between the Education Fund and the Operations Fund. He explained this is the second year this recommendation has been brought to the Board. Last year when the legislative changes were made to create the Education Fund and the Operations Fund, the Education Fund only allows for expenditures related to student instruction. Expenses such as utilities and custodians that in the past were 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 these expenditures. Due to this situation, 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. Each month the amount needed to transfer in order to cover these expenses may vary. For this reason, the recommendation requests a “not to exceed” amount for the 2020 calendar year



versus a monthly amount that could change each month. The request for 2020 is not to exceed \$7,500,000. The request for 2019 was \$7,000,000 and expenses have remained below that threshold.

**RESOLUTION FOR ANTICIPATED 2020 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 \$7,500,000 in total for the 2020 calendar year.

This resolution was duly made, seconded and adopted this 9<sup>th</sup> day of September, 2019.

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

**IX. SUPERINTENDENT COMMENTS**

Dr. Snapp shared that the Homecoming Parade is coming up on Friday, September 20<sup>th</sup>. He invited all Board members and their families to ride on his trailer in the parade. The parade begins at 5:00 pm and he asked the Board members to meet in the parking lot near Eagle Elementary at 4:45 pm.

Dr. Snapp noted that last week the state ILEARN scores were released and once again BCSC received good news and we are the number one public school corporation in the state. He shared how proud he is of the teachers and staff and everyone who makes the Corporation work so well. It is a true team effort.

**X. BOARD MEMBER COMMENTS**

Mrs. Dearman shared she was glad for the good strong to the school year. She was happy to see her students ILEARN scores. She commended Mrs. Murphy on a job well done announcing at the football game.

Mr. Hylton commended the teachers and staff on the wonderful job they did to support the students in ILEARN. He commended parents as well in supporting their students.

Mr. Utterback congratulated everyone on the ILEARN results.

**XI. ADJOURNMENT**

*Mr. Utterback called for a motion to certify that the Board discussed no subject matter in the August 12, 2019 Executive Session other than the subject matter specified in the public notice. Board members present at the August 12, 2019 Executive Session were Mr. Utterback, Ms. Heffernan, Mr. Hylton, Dr. Freije, and Mrs. Dearman. The purpose of the Executive Session was I.C. 5-14-1.5-6.1(b)(9) To discuss job performance evaluations of individual employees. Ms. Heffernan*

*moved to approve the executive session statement, 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 made a motion to adjourn, Mrs. Dearman seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays. The meeting adjourned at 6:47 p.m.*

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

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