

**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, March 9, 2020 at 6:30 p.m. in the F.L. O’Neal Administration Building, 310 Stadium Drive; Brownsburg, Indiana.

I. CALL TO ORDER

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

II. PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

III. MOMENT OF REFLECTION

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

IV. CONSENT ITEMS**A. Approval – Minutes: February 10, 2020****B. Claims: #520-649 - \$5,286,968.02; P/R #02/14/20 - \$1,437,671.78; P/R #02/28/20 - \$1,435,334.12; #650-845 - \$1,544,122.13****C. Superintendent’s Report**

The Superintendent’s Report was presented as follows:

1. Retirement– Support Staff:

Name	Building	Position	Effective Date
a. Becky Brooks	WMS	Cafeteria Manager	End of the 2019-20 school year

2. Termination – Support Staff:

Name	Building	Position	Effective Date
a. Gina Tex	Harris	Administrative Assistant / Treasurer	February 14, 2020

3. Resignations – Support Staff:

Name	Building	Position	Effective Date
a. Alix Channell	ALPHA	Mental Health Therapist	March 6, 2020
b. Susan Robida	WMS	Administrative Assistant	February 28, 2020
c. Robyn Szczelaszczyk	ALPHA	Instructional Assistant	February 21, 2020
d. Emelie Barta	BHS	Nutrition Services	February 10, 2020
e. Jessica Lewis	Eagle	Nutrition Services	February 14, 2020
f. Kathleen Ball	WMS	Nutrition Services	February 21, 2020
g. Holly Smither	Harris	Online Course Coordinator	August 22, 2019
h. Greg Sprinkle	Transportation	Bus Driver	March 4, 2020

4. New Employment – Certified:

Name	Building	Position	Effective Date	Degree	Reason for Employment
a. Lucinda Kesterson	Eagle	5 th Grade Teacher;	March 4, 2020 thru the end of	Bachelors	While Lauren Neifert is on medical leave

		Temporary contract	the school year		
b. Erin Bartlett	Cardinal	1 st Grade Teacher; Temporary contract	February 24, 2020 thru the end of the school year	Bachelors	While Kelly Sisson is medical / maternity leave
c. Ellen Poisel	WMS	Long term substitute	February 18, 2020 as worked	Masters	While Patrick Frepan is on medical leave
d. Riley Isch	To be determined	Elementary teacher	July 28, 2020	Bachelors	To be determined
e. Chad Brinkman	EMS	Band Teacher	July 28, 2020	Bachelors	Replacing Myron Snuffin

5. New Employment – Support Staff:

Name	Building	Position	Effective Date	Hours per Day	Reason for Employment
a. Sandra Nichols	Harris	Administrative Assistant / Treasurer	February 28, 2020	7.5	Replacing Gina Tex
b. Abigail Everling	ALPHA	Instructional Assistant	March 3, 2020 thru the end of the year	7	Replacing Robyn Szczelaszyk
c. Moses Byiringiro	Facility Services	Custodian	March 3, 2020	8	Replacing Brian Rooney
d. Raquel Goff	WMS	Nutrition Services	March 2, 2020	5	Replacing Kathleen Ball
e. Stephanie Wise	Transportation	Bus Aide	February 12, 2020	Up to 30 hours / week	New position due to route
f. Kathy Woodall	BHS	Nutrition Services – Floater	February 18, 2020	6	Open floater position
g. Stephen Marshall	Delaware Trail	Special Education Instructional Assistant	February 10, 2020	7	Replacing Kristen Erwin

6. New Employment – Extra-Curricular:

Name	Building	Position	Effective Date
a. Shelley Rankin	EMS	Winter Cheerleading Coach; started mid-season due to a resignation	For the remainder of the 2019-20 season
b. Willie Little	BHS	Assistant Varsity Track (Lay) Coach	For the 2019-20 season
c. Will Mahan	BHS	Assistant Varsity Track Coach	For the 2019-20 season
d. Parker Redelman	BHS	Assistant Varsity Track (Lay) Coach	For the 2019-20 season
e. Jack Arthur	WMS	7 th Grade Baseball (Lay) Coach	For the 2019-20 season
f. Kayle Comer	WMS	7 th Grade Softball Coach	For the 2019-20 season
g. Jeff Poisel	WMS	Boys Track Coach	For the 2019-20 season
h. Daria Terrell	WMS	Girls Track Coach	For the 2019-20 season
i. Shannon Walmoth	WMS	Assistant Track Coach	For the 2019-20 season
j. Seth Vaught	WMS	Assistant Track Coach	For the 2019-20 season
k. Stephen Marshall	WMS	Assistant Track (Lay) Coach	For the 2019-20 season
l. Maria Pavy	WMS	Assistant Track Coach	For the 2019-20 season
m. Jason Metz	BHS	Academic Super Bowl (Social Studies)	For the 2019-20 season

7. Leaves of Absence – Certified:

Name	Building	Position	Type of Leave	Dates of Leave
a. Will Lesko	EMS	Special Education Teacher	Medical	April 8, 2020 thru approximately May 1, 2020
b. Jason Metz	BHS	Social Studies Teacher	Paternity	March 2, 2020 thru March 13, 2020
c. Cameron Brock	EMS	Language Arts Teacher	Paternity	Approximately April 6, 2020 thru April 17, 2020
d. Kelly Sisson	Cardinal	2 nd Grade Teacher	Medical / Maternity	February 18, 2020 thru the end of the school year

8. Leaves of Absence – Support Staff:

Name	Building	Position	Type of Leave	Dates of Leave
a. Helen West	Cardinal / Delaware Trail	Nutrition Services	Medical	November 22, 2019 thru potentially the end of the school year
b. Kris Jackson	Transportation	Router	Medical	Approximately March 24, 2020 thru April 13, 2020

9. Change of Status – Support Staff:

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Tim Sutton	BHS 2 nd Shift Facility Services Supervisor	BHS Maintenance Technician	March 2, 2020	Reassign support for athletics
b. Deanna Beaver	Cardinal / Delaware Trail Nutrition Services; 5 hours	Cardinal / Delaware Trail Nutrition Services; 7 hours	February 24, 2020	Adding hours to provide coverage

10. Change of Status – Extra-Curricular:

Name	Previous Position	New Position	Effective Date
a. Demarkus Calhoun	EMS Assistant Track (Lay) Coach	EMS Assistant Track (\$1.00 Lay) Coach	For the 2019-20 season

11. 2019-20 Certified Job Share Application:

It is recommended the Board approve the renewal of the job share of Nikki Goodpaster and Macy McGoun for the 2020-21 school year as the PE teacher at Brown Elementary.

12. Amendment of Construction Contract Approval:

The Administration recommends the Board of School Trustees amends the approval of the construction contract for the 2020 Brownsburg High School Partial Re-roof as follows:

2020 Brownsburg High School Partial Re-roof:

Korellis Roofing, Inc.	
Base Bid – Partial Re-roof of two areas	\$287,704.00
Alternate No. 1 – Partial Re-roof of an additional area	\$101,625.00
Alternate No. 2 – Partial Re-roof of an additional area	\$ 68,500.00
Alternate No. 3 – Replacement of caulking and sealants	\$ 9,460.00
Total Contract Value:	\$487,289.00

FOR YOUR INFORMATION:**13. Transfer – Certified:**

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Ashley Eads	ALPHA Social Worker	ALPHA Social Worker / Therapist	March 9, 2020	Replacing Alix Channell

14. Transfers – Support Staff:

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Kathy Woodall	BHS Nutrition Services	EMS Nutrition Services	March 2, 2020	Open position
b. Megan McCarty	BHS Nutrition Services	WMS Nutrition Services	March 2, 2020	Replacing Sara Reeves

15. Approval of Construction Change Orders: The Administration has approved the following construction change orders; the projects remain within their established budgets.

2019 Control System Replacement, ERMCO, Inc.:

Change Order No. 002, in the amount of \$24,663.00, approved 3/2/20, adjusting the prior contract amount of \$550,459.18 to a new contract amount of \$575,122.18. The change order includes various adjustments required at three sites.

	Prior Contract Amount	Change Order Amount	Resulting Contract Amount	Approved Date	Noted in Consent Agenda	Change
Brownsburg HS						
BP 10 - Geiger & Peters - CO 25	\$4,584,976.81	-\$29,065.78	\$4,555,911.03	2/11/20	3/9/20	ASI 093 revised railings in the 2016 project to fall in line with the 2020 project
BP 11 - JBM - CO 58	\$16,905,894.34	\$14,680.00	\$16,920,574.34	2/10/20	3/9/20	Asphalt Wedging in the West lots and ASI 092.
BP 11 - JBM - CO 59	\$16,920,574.34	\$715.00	\$16,921,289.34	2/12/20	3/9/20	with extras in the Science Lab and misc. drywall work - costs primarily from allowance
BP 11 - JBM - CO 60	\$16,921,289.34	\$23,987.00	\$16,945,276.34	2/12/20	3/9/20	ASI 094 revised layout and materials in old LGI Area and Corridor North of the Auditorium
BP 11 - JBM - CO 61	\$16,945,276.34	\$23,853.00	\$16,969,129.34	2/12/20	3/9/20	ASI 093, revised stair railing scope
BP 11 - JBM - CO 62	\$16,969,129.34	\$18,084.00	\$16,987,213.34	2/12/20	3/9/20	Unit D Bathroom Upgrades
BP 11 - JBM - CO 63	\$16,987,213.34	\$20,593.00	\$17,007,806.34	2/12/20	3/9/20	Misc. Fire Marshal requests, Auditorium Extras and the additional demo at Door 4
BP 11 - JBM - CO 64	\$17,007,806.34	-\$58,344.00	\$16,949,462.34	2/12/20	3/9/20	credit associated with the bus parking lot asphalt top coat
BP 13 - Performance - CO 37	\$6,508,292.00	\$17,767.00	\$6,526,059.00	2/11/20	3/9/20	bathroom renovations in Unit D
BP 13 - Performance - CO 38	\$6,526,059.00	\$4,682.00	\$6,530,741.00	2/11/20	3/9/20	acoustic wall and ceiling panels in the sump pump room in the auditorium
BP 16 - GPI - CO 42	\$14,356,757.25	\$8,176.00	\$14,364,933.25	2/11/20	3/9/20	ASI 084 LGI Renovations
BP 16 - GPI - CO 43	\$14,364,933.25	\$0.00	\$14,364,933.25	2/12/20	3/9/20	Unit D Bathroom Renovations, Elev Equip Room Revisions per state inspector & the AHU J Intake - costs from allowance
BP 17 - Electric Plus - CO 43	\$9,737,250.55	\$155.00	\$9,737,405.55	2/12/20	3/9/20	Extras in Science Lab, Elev Equip Room revisions per State Inspector & credit from Indy Stage in the Auditorium
BP 17 - Electric Plus - CO 44	\$9,737,405.55	\$1,480.00	\$9,738,885.55	2/12/20	3/9/20	Unit D Bathroom Renovations
BP 17 - Electric Plus - CO 45	\$9,738,885.55	\$1,833.00	\$9,740,718.55	2/12/20	3/9/20	renovations to old LGI rooms and northern hall of the auditorium
BP 17 - Electric Plus - CO 46	\$9,740,718.55	\$8,713.00	\$9,749,431.55	2/13/20	3/9/20	Extras in Auditorium, Fire Marshal Requests
BP 14 - Santarosa - CO 26	\$3,782,646.82	\$144.15	\$3,782,790.97	2/11/20	3/9/20	ASI 084, Secure Storage Flooring Change and Misc. 3A Floor Prep Tickets
BP 14 - Santarosa - CO 27	\$3,782,790.97	\$18,753.12	\$3,801,544.09	2/11/20	3/9/20	adding texture to science lab ramps, filling joints between new/old building w/ epoxy and Unit D Bathroom renovations
BP 14 - Santarosa - CO 28	\$3,801,544.09	\$914.65	\$3,802,458.74	2/11/20	3/9/20	misc. Auditorium Extras
BP 18 - Complete Masonry - CO 18	\$2,835,585.18	\$4,639.64	\$2,840,224.82	2/11/20	3/9/20	ASI 084 and the brick put back at door 4

16. Field Trip Requests: The following field trip requests have been approved by the Superintendent:

Key Club – Overnight

The Brownsburg High School Key Club traveled to Indianapolis, Indiana to attend the Key Club District Leadership Convention. The trip was held February 28 through March 1, 2020. Approximately 7 students attended the conference with one chaperone. The trip was organized by BHS Teacher and Key Club sponsor Elizabeth Walter and was approved by the Superintendent based on travel guidelines set forth by the Board.

DECA – Overnight

The Brownsburg High School DECA Club traveled to Indianapolis, Indiana to attend the DECA State competition. The trip was held March 1-3, 2020. Approximately 122 students and 6 chaperones attended the competition. The trip was organized by BHS Teacher and DECA sponsor Tara Sabelhaus and was approved by the Superintendent based on travel guidelines set forth by the Board.

HOSA – Overnight

The Brownsburg High School HOSA will travel to Indianapolis, Indiana to attend the HOSA state competition. The trip will be held April 13-15, 2020. Approximately 25 students and 3 chaperones will attend the event. The trip is being organized by BHS Teacher and HOSA sponsor Christina Duncan 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 February 10, 2020 Board Meeting. Mrs. Dearman moved to approve the minutes; Dr. Freije seconded the motion. The Board approved the motion by a vote of three (3) ayes; zero (0) nays and two (2) abstentions. Dr. Snapp recommended the Board approve the remainder of the Consent Agenda as presented; Mr. Utterback 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.

IX. COMMUNICATIONS:

A. Commendations

Dr. Snapp invited Barb Roark and Donna Heshelman to come forward. Mrs. Roark, former BCSC Kindergarten teacher, was commended for her many volunteer hours at Reagan and Lincoln elementary schools. Ms. Heshelman, former BCSC middle school math teacher, was commended for her extensive volunteer hours at East Middle School. Each received a commendation from the Board in gratitude for their efforts.

Dr. Snapp then invited Logan Miller, Brownsburg High School sophomore, to come forward. Logan was the State Champion Wrestler at 106lbs at the Indiana State Wrestling Tournament. Logan received a commendation from the Board for his great achievement.

B. Nutrition Services Department Update

Ms. Jordan Ryan, Coordinator of Nutrition Services, provided an update to the Board on the recent activities in the Nutrition Services department. Ms. Jordan shared that it has been an exciting year in Nutrition Services. Ten new positions have been added, 9 at Brownsburg High School and 1 at East Middle School. She explained that the new employees at the high school are to accommodate for the new menu concepts such as the coffee bar as well as the increased volume in the dish room. The additional position was added at EMS due to a significant increase in meal participation. Ms. Jordan noted that total meal participation across the district has increased over the same time last year, not only for lunch but also for breakfast. She shared that there has been a significant increase in ala carte selections, resulting in an additional \$300,000 in revenue for the department. Additionally, the meals per labor hour, a benchmark calculation throughout the industry, increased showing improvement for this measurement. Finally, she noted that Free/Reduced-Price Meal Eligibility is at 26% for the district, an increase of 2% over the same time in 2019.

Ms. Ryan shared the following highlights for the Nutrition Services department:

- The temporary satellite meal service at BHS was a success. The team transported 1200 meals per day from satellite schools to the high school. It was a collaborative effort across the department. The accommodations made by staff was exceptional and led to the temporary program's success.
- Added key departmental positions; Assistant Coordinator, Lizzie Woerner who has been responsible for designing and enhancing menus and hiring staff members – increasing the retention rate of café staff; Café Operations Specialist, Claudia Simion, providing additional skills through quarterly training for staff and standardizing the onboarding of new staff members. She is also developing a standard operating procedure manual to be used throughout the department.
- There has been an emphasis on fresh and scratch made items added to all menus throughout the district.
- Upgraded the Point of Sale software, providing internal improvements to staff in the form of data and reports. The transition was practically seamless, with additional wait times for the first few days but did not impact the student dining experience.
- Offering Catering services – provided boxed dinners to the Boys' Basketball team. Opportunity to generate additional income for the department.
- New menu options – most popular menu items have been the "build your own" bars allowing students to customize their meals.
- Reusable tableware has provided a more pleasant dining experience to students but has also generated a cost savings opportunity.

Ms. Ryan explained that the additional revenue generated through the ala carte items and increase in meal participation will allow for "face lifts" to existing kitchens throughout the district including the Senior Academy and middle school cafes.

Ms. Ryan addressed several questions from the Board.

C. Budget Calendar Presentation

Mr. Hacker provided an explanation of the budget process in preparation of the 2021 Budget. He shared key dates beginning in July with the initial budget presentation. In August the Board will be asked to approve the advertising of the 2021 Budget. In September a Public Hearing will be held for the 2021 Budget, the Capital Assets Plan, the Bus Replacement Plan as well as the projected annual transfer from the Education Fund to the Operations Fund. In October the Board will be asked to adopt the 2021 Budget, Capital Assets Plan and the Bus Replacement Plan. Mr. Hacker explained that the behind the scenes work and preparation of the budget is happening right now with various Operations/Finance meetings being held with principals, facilities, technology, athletics and Dr. Snapp. The information gathered will be used to determine the 2021 Budget. Mr. Hacker explained that no action is required of the Board at this meeting.

D. Operations Update

Mr. Voigt shared that the new police vehicles have finally arrived and are fully equipped and ready for use. The new K-9 vehicles are a great improvement over the previous vehicle that was used for this purpose.

Mr. Voigt shared that the Corporation is obviously following the COVID-19 updates very closely. He introduced Jennifer Wright, BCSC Health Services Supervisor and her Superior, Dr. Yvonne Culpepper with Hendricks Regional Health. Mr. Voigt emphasized that the district is following the recommendations and direction of the Hendricks County Department of Health. Other inputs include Hendricks Regional Health, Indiana Department of Health, Centers for Disease Control and Prevention, and the Indiana Department of Education. He shared that the district facility services staff members under the direction of Buddy Faulkner have all materials and are following process in compliance and under the recommendation of the CDC.

Mr. Voigt shared information provided from Hendricks Regional Health to our nursing staff. The following information was noted as the Source and Spread:

- Virus lives in the respiratory system
- Spread by close person-to-person contact from cough or sneeze
 - Close contact defined as within 6 feet
 - Virus can live on surfaces
- Symptoms may not develop for 2-14 days
 - Some patients never show symptoms or have very mild symptoms
- Most cases of illness will not require hospitalization and will resolve on their own
- The CDC does not have any evidence to suggest that animals pose a risk for spreading COVID-19

The following are symptoms of the virus: fever; cough (generally dry cough); shortness of breath; fatigue. It was noted that these symptoms are like all respiratory illnesses, including influenza which is much more common. COVID-19 is more likely to be the cause of illness if the patient has traveled internationally in the last 14 days or has been in close contact with a person with confirmed COVID-19.

Additional Facts:

- COVID-19: Approximately 90,931 cases worldwide, 91 cases in the U.S. as of March 2, 2020
- Flu: Estimated 1 billion cases worldwide, 45-93 million cases in the U.S. per year
- COVID-19: Approximately 3,125 deaths reported worldwide, 6 deaths in the U.S. as of March 2, 2020
- Flu: 291,000-646,000 deaths worldwide, 12,000-61,000 deaths in the U.S. per year

Mr. Voigt shared a chart with data indicating that the death rate in confirmed cases in China most effect elderly males. He explained, understanding that the virus is respiratory in nature, a predominance of males in China smoke compromising lungs in general which is leading to the high death rate.

Mr. Voigt then shared the following information regarding prevention of the virus:

- Wash hands with soap and water for 20 seconds
- Avoid touching your eyes, nose and mouth
- Avoid shaking hands, touching door handles, etc. as much as possible
- Avoid close contact with people who are showing symptoms of illness
- Clean and disinfect frequently touched objects and surfaces
- Cover your cough and sneeze with tissue if able, elbow if not
- Routine use of masks are not recommended unless you have symptoms
- STAY HOME WHEN YOU ARE SICK

Dr. Snapp shared that this afternoon at a press conference, Avon schools confirmed a student with the coronavirus at Hickory Elementary School. Avon announced they will be closing the entire corporation for the next two weeks, extending into fall break. Dr. Snapp explained with this situation so close to Brownsburg, it has obviously generated many questions. He shared some key statements from the press conference including that the decision was made by Avon Schools, not by the County Health Department, State Health Department or the Centers for Disease Control. The decision was made out of an abundance of caution. Dr. Snapp noted that every school corporation needs to do what it feels is best for them and he understands this is an emotional issue and that oftentimes emotions can be greater than logic.

Dr. Snapp posed the question, what if Brownsburg has a confirmed case – would we close school? He stated, not necessarily. We will encourage parents that they can keep their students at home and they will be allowed an excused absence. He reminded parents that at this time, as has been the standard practice in Brownsburg, school work will be provided upon the students return to school. He shared that while nice in theory to receive school work ahead of time, it is not the best practice for teachers, teaching in a constantly evolving classroom based on student needs, as well as the time for teachers to prepare outside lessons for absent students. When students return to the classroom, their work will be waiting for them and they will have ample time to complete any missed assignments.

Dr. Snapp explained that we will likely remain open until and unless closing has been directed. He emphasized that if the Health Department says we are to close, we will close. Dr. Snapp noted that given parents choice to keep children at home, actual sickness, etc., daily attendance may dip. This does not mean we have an outbreak in the district. Dr. Snapp shared that the core team of administrators will be meeting after the Board meeting to address questions of and for parents and staff.

The Board members expressed their gratitude for sharing facts, precautionary measures and for remaining calm in a difficult situation while keeping our students healthy and everyone safe.

E. Brownsburg Education Foundation Report

Mrs. Dearman shared the following activities of the Education Foundation:

- The BEF Rally for Our Kids Gala is scheduled for Friday, March 13th at the Top Eliminator Club at Lucas Oil Raceway. Reservations are sold out but you can still bid on silent auction items from home. Please visit the BEF website for additional information.
- The Graduate Walk Brick Special continues through March 20th. Order a Graduate Walk Brick and receive \$10 off when you use the promo code GRAD2020. Bricks must be ordered by March 20th to guarantee placement in the ground by graduation
- Chip in for the Kids Golf Outing, presented by Summers Plumbing, Heating, and Cooling is scheduled for June 12, 2020 at West Chase Golf Course.
- The Metamorphosis Award, presented by Brad Stutler, DDS, - student and staff recipients will be announced this week.

F. Brownsburg High School Open House

Dr. Snapp shared that it would be nice to host a community open house to celebrate the completion of the high school renovation project. In order to reach the widest audience, the suggestion was made to have the open house prior to a home football game. August 28, 2020 Brownsburg plays St. Xavier. The open house would be prior to the football game from 5:00-7:00 pm. Refreshments would be available in the café and students would be available to provide tours. The Board was in favor of such an event.

G. Foreign Exchange Students

Dr. Snapp shared that several years ago, a decision was made to limit the number of foreign exchange students allowed to attend Brownsburg High School through foreign exchange programs due to student enrollment increases, basically, we did not have the room for additional students. We limited the number of organizations from which we would accept students as well as the number of students accepted to three per year. He explained that with the nearly complete renovation of the high school, the space that provides and the richness of the programs beyond the three that are named in the Board policy, we are asking for the Board's permission to allow Dr. Bret Daghe, as high school principal to have the decision-making power to approve foreign exchange programs and the number of students allowed to attend. Dr. Snapp noted the official Board policy #5114 would be revised and brought to the Board during the regular update cycle later in the year. He shared this will open up the program to more groups and more students. Dr. Snapp and Dr. Daghe addressed several questions from the Board. The consensus of the Board was to move forward as requested.

H. First Reading of 2021-2022 School Calendar

Dr. Snapp shared a draft of the 2021-2022 school calendar. He noted that this calendar mirrors our previous calendars which align with Wayne Township due to the partnership with Area 31. Students first day will be July 29, 2021 and last day will be May 26, 2022. He explained we will continue with the balanced calendar, which is widely appreciated by teachers, staff and school families. Dr. Snapp shared that the calendar will be brought to the Board for final approval and release at the April Board meeting.

VI. COMMENTS FROM PATRONS

There were no comments from patrons.

VII. OLD BUSINESS

A. Recommendation to Approve 2020-2021 School Handbooks

Dr. Jessup recommended the Board of School Trustees approve the 2020-2021 School Handbooks. She explained that the Handbooks were first brought to the Board in February. Several minor changes were included in this final iteration of the handbooks including addressing smart watches and outside student counseling. She asked for approval of all academic and athletic handbooks at this time.

Ms. Heffernan made a motion to approve the recommendation; Mr. Utterback seconded the motion. Mrs. Dearman asked several clarifying questions which were addressed and answered. She also asked if the handbooks could be provided in another format. Dr. Jessup responded that may be considered on a case by case basis. There being no further comments, the Board approved the motion by a vote of five (5) ayes; zero (0) nays.

VIII. NEW BUSINESS**A. Recommendation to Approve Construction Contracts – 2020 Transportation & Facility Services Center**

Mr. Voigt recommended the Board of School Trustees approved the following bids for construction, including Base Bid and Alternate No. 1 where applicable:

2020 Transportation & Facility Services Center:

Bid Package No. 4 – General Trades – JBM Contractors Corp.	\$6,355,000.00
Bid Package No. 5 – Structural Steel & Miscellaneous – Structural Steel Services, Inc.	\$664,000.00
Bid Package No. 6 – Roofing & Metal Wall Panels – Horning Roofing & Sheet Metal, LLC.	\$422,870.00
Bid Package No. 7 – Drywall, Framing, Insulation & Ceilings – Berline Construction, Inc.	\$223,900.00
Bid Package No. 8 – Tile & Flooring – Carpet Decorators, Inc.	\$56,475.00
Bid Package No. 9 – Mechanical – Greiner Brothers, Inc.	\$2,855,000.00
Bid Package No. 10 – Electrical – Gaylor Electric, Inc.	\$1,953,000.00

And authorize the Administration to execute all necessary contracts, issue and approve change orders, and other actions necessary to execute the projects according to the published schedules, providing the total project cost does not exceed the authorized limits.

Mr. Voigt shared that the bids were opened on February 27, 2020. He explained that there are seven individual contracts listed to be awarded. He noted that the review of the contracts has been very favorable.

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

B. Recommendation to Approve Transfer of Real Estate

Mr. Voigt recommended the Board of School Trustees approve the resolution granting the transfer of real estate to the Town of Brownsburg for the purposes of a permanent Right-of-Way associated with the Town of Brownsburg’s construction of a roundabout at the intersection of Hornaday Road and Airport Road. Mr. Voigt explained that the district has been working very closely with the town as to how this will work and we feel very comfortable with the planning process. He noted that because of the number of utilities in and around this intersection and the amount of work that will be entailed with regard to the utility work required, this project is not actually slated to begin until the summer of 2021. Mr. Voigt explained that we are working closely with the town to determine the timeline to best handle disruption of school traffic.

RESOLUTION APPROVING EASEMENT AND RELATED DOCUMENTS

WHEREAS the Board of School Trustees (the "Board") of the Brownsburg Community School Corporation (the "School Corporation") reviewed and considered a Utility Easement and other related documents (collectively, the "Utility Easement Documents") attached hereto as Schedule I relating to the grant of an easement covering approximately 0.19 acres of land (the "Easement Property") from the School Corporation to Duke Energy Indiana, LLC ("Duke"); now therefore,

BE IT RESOLVED that the Board hereby approves the Utility Easement Documents and the grant of the Easement Property to Duke in order to operate, install, maintain, replace, renew and remove an underground electrical service line; and

BE IT FURTHER RESOLVED that the School Corporation hereby approves the form of Utility Easement Documents presented to the Board and consents to the School Corporation's entrance into the Utility Easement Documents; and

BE IT RESOLVED that the Board of the School Corporation hereby determines that the Easement Property is not needed for the use by the School Corporation; and

RESOLVED FURTHER that the Board of the School Corporation authorizes the execution of any and all documents relating to the grant of the Easement Property and the entrance into the Utility Easement Documents.

Passed and Adopted this 10th day of February, 2020.

Mr. Utterback moved to approve the recommendation; Mrs. Dearman seconded the motion. Dr. Freije asked about the impact to students walking. Mr. Voigt explained that a crossing guard is stationed at that intersection and students crossing from Lincoln Pointe will be directed south on Hornaday, not further east on Airport Road. There being no further questions, the Board approved the motion by a vote of five (5) ayes; zero (0) nays.

C. Recommendation to Approve Neighborhood Placement - Laurelton

Dr. Jessup recommended that the Board of School Trustees approve the school assignment of Laurelton (Sections 1A and 1B) to Brown Elementary/West Middle School/Brownsburg High School. Dr. Jessup explained that at the February 10, 2020 Board meeting, we recommended the placement of only a few lots in Laurelton. After greater conversation with the developer, it is recommended we include all of the two sections (76 lots in total) for placement. She noted the school placement is the same, we are just including the additional lots.

Mrs. Dearman moved to approve the recommendation; Mr. Utterback seconded the motion. 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 comments this evening, specifically regarding the coronavirus discussion and how that impacts schools. He shared that Vicki Murphy, Communications Coordinator, is doing a great job of coordinating the message to our families and the community. He noted that what was discussed tonight may be different by the end of the week. Dr. Snapp also shared how grateful we are for the relationship with Hendricks Regional Health and all of the support they provide to the district.

X. BOARD MEMBER COMMENTS

Mrs. Dearman thanked Hendricks Regional Health as well as the core administration for their calm and not increasing the panic within the community.

Mr. Hylton shared his appreciation for the meeting with the Town of Brownsburg on March 3. The collaboration and communication between the Town and the Schools has been tremendous.

XI. ADJOURNMENT

Mr. Hylton called for a motion to adjourn the meeting. Dr. Freije moved to adjourn the meeting; Mrs. Dearman seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays. The meeting adjourned at 7:34 p.m.

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