

**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, August 12, 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, Dr. Matthew Freije, and Mrs. Tiffany Dearman. Ms. Jessica Heffernan arrived following the approval of Consent Items. Administrators present were Dr. Jim Snapp, Dr. Kat Jessup, Mr. Shane Hacker and Mr. John Voigt. 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: July 8, 2019**

B. Claims: #5542-5629 - \$19,347,607.17; P/R #07/05/19 - \$1,281,424.35; P/R #07/19/19 - \$1,226,701.16; #5630-5873 - \$2,240,416.08; P/R #08/02/19 - \$1,265,710.13

C. Superintendent’s Report

The Superintendent’s Report was presented as follows:

1. Terminations – Support Staff:

Name	Building	Position	Effective Date
a. Eric Nkomezi	Facility Services	Custodian	July 31, 2019
b. Hakiza Muganwa	Facility Services	Custodian	July 31, 2019

2. Resignation – Administrative:

Name	Building	Position	Effective Date
a. Carrie Rosebrock	BHS	English Secondary Department Head	End of the 2018-19 school year

3. Resignations – Certified:

Name	Building	Position	Effective Date
a. Taryn Small	EMS	English Teacher	End of the 2018-19 school year
b. Melinda Stinnett	WMS	Special Education Teacher	End of the 2018-19 school year
c. Toni Prairie	BHS	Visual Arts Teacher	End of the 2018-19 school year

4. Resignations – Support Staff:

Name	Building	Position	Effective Date
a. Everett Blackmon	EMS	Special Education Instructional Assistant	End of the 2018-19 school year
b. Lindsey Welcher	Lincoln	Learning Lab Instructional Assistant	End of the 2018-19 school year
c. Mary Turkal	Delaware Trail	Treasurer	July 30, 2019
d. Shawn Phillippe	Eagle	Nutrition Services	End of the 2018-19 school year
e. Jessica Jones	White Lick	Special Education Instructional Assistant	End of the 2018-19 school year

f. Sue Threlkeld	BHS	Nutrition Services	End of the 2018-19 school year
g. Amanda Hansen	Floater	Nutrition Services	End of the 2018-19 school year
h. Iman Rahouti	ECC	Instructional Assistant	End of the 2018-19 school year
i. Jennifer Brackney	ECC	Occupational Therapist	August 13, 2019
j. Drew Gehman	Cardinal	Technology Instructional Assistant	End of the 2018-19 school year

5. New Employment – Certified:

Name	Building	Position	Effective Date	Degree	Reason for Employment
a. Kristeen Feasel	Reagan	3 rd Grade Teacher	July 30, 2019	Masters	New position due to enrollment
b. Melinda Bingamen	Lincoln	Kindergarten Teacher	July 30, 2019	Masters	New position due to enrollment
c. Sarah Minor	Reagan	Kindergarten Teacher	July 30, 2019	Bachelors	Replacing Liz Poythress
d. Katherine Kauzkick	WMS	Special Education Teacher	July 30, 2019	Bachelors	Replacing Melinda Stinnett
e. Allison Crawford	EMS	Language Arts Teacher	July 30, 2019	Bachelors	Replacing Taryn Small
f. Stephanie Daly	Brown	3 rd Grade Teacher; Temporary contract	July 30, 2019 thru August 30, 2019	Bachelors	While Hayley Moore is on medical / maternity leave
g. Elizabeth Evans	Reagan	3 rd Grade Teacher; Temporary contract	July 30, 2019 thru October 11, 2019	Bachelors	While Susan Carter is on medical / maternity leave
h. Amy Kult	BHS	Visual Arts Teacher; Long Term Substitute	July 30, 2019 thru the end of the school year	Masters	Replacing Toni Prairie
i. Brandi Elliott	EMS	6 th Grade Teacher; Temporary contract with the first 14 days paid at the substitute teacher rate	Approximately August 23, 2019 thru November 27, 2019	Bachelors	While Rebeca Dowden is on medical / maternity leave
j. Karla Adler	BHS	Spanish Teacher; Temporary contract	Approximately December 2, 2019 thru January 24, 2020	Bachelors	While Sarah Heine is on medical / maternity leave

6. New Employment – Support Staff:

Name	Building	Position	Effective Date	Hours per Day	Reason for Employment
a. Mariana Raibulet	EMS	Special Education Instructional Assistant	July 31, 2019	7	Replacing Everett Blackmon
b. Megan Myers	BCSC	Occupational Therapist; 185 days	July 30, 2019	Salaried	Replacing Lisa Peterson
c. Brenda Boyd	Lincoln	Special Education Instructional Assistant	July 31, 2019	7	Replacing Krista Lewis due to a job transfer
d. Brandy Wilson	ALPHA	Special Education Instructional Assistant 1:1	July 31, 2019	7	New position due to student enrollment
e. Zachary Valentine	ALPHA	Special Education Instructional Assistant 1:1	July 31, 2019	7	New position due to student enrollment

f. Sadi Simpson	ALPHA	Special Education Instructional Assistant	July 31, 2019	7	Replacing Melissa Bower
g. Rachel Ford	ECC	Instructional Assistant; Part time	July 31, 2019	4	Replacing Kelly Adkins
h. Angela Roper	Cardinal	Technology Instructional Assistant	July 31, 2019	7.5	Replacing Drew Gehman
i. Carol Whitaker	Eagle	Special Education Instructional Assistant	August 22, 2019	7	New position
j. Jinjer Bragg	WMS	Special Education Instructional Assistant	August 7, 2019	7	Replacing Jennifer Helmholz due to a job transfer
k. Joseph Sato	BHS	Choir Choreographer; 185 days	July 30, 2019	Salaried	New position
l. Madilin Schilling	BHS	Special Education Job Coach; Part time	August 13, 2019	16 hours / week	Replacing Anna Webb
m. Barbara Thomas	Delaware Trail	Treasurer	August 19, 2019	7.5	Replacing Mary Turkal
n. Joni Tuttle	BCSC	Nutrition Services Floater	July 30, 2019	5	Replacing Amanda Hansen
o. Patti Creech	Transportation	Bus Driver	August 1, 2019	Band A1	New position
p. Veatrice Gary	Transportation	Bus Driver	August 1, 2019	Band A	New position
q. Arlica Glazier	Transportation	Bus Driver	August 1, 2019	Band A	New position
r. Jeffrey England	Transportation	Bus Driver	August 1, 2019	Band A	New position
s. Ron Reynolds	Transportation	Bus Driver	August 1, 2019	Band F	New position
t. Karen Viefhaus	Transportation	Activity Bus Driver	August 1, 2019	Up to 30 hours / week	Replacing James Bryant
u. Jeannie Humphrey	Transportation	Bus Aide	August 1, 2019	Up to 30 hours / week	New position
v. Rethia Smith	Transportation	Bus Aide	August 1, 2019	Up to 30 hours / week	New position

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

Name	Building	Position	Effective Date
a. Desiree Bernardo	EMS	Fall Cheerleading Coach	For the 2019-20 season
b. Rosa Cruz	EMS	Fall Cheerleading (Lay) Staff Member	For the 2019-20 season
c. Cameron Brock	EMS	Boys Cross Country Coach	For the 2019-20 season
d. Theresa Chatterton	EMS	Girls Cross Country Coach	For the 2019-20 season
e. John Mlagan	EMS	7 th Grade Football (Lay) Staff Member	For the 2019-20 season
f. Joey Holt	EMS	7 th Grade Assistant Football Coach	For the 2019-20 season
g. Sam Terrell	EMS	7 th Grade Assistant Football (Lay) Staff Member	For the 2019-20 season
h. Andrew McCay	EMS	8 th Grade Assistant Football (Lay) Staff Member	For the 2019-20 season
i. Brittany Glore	EMS	7 th Volleyball (Lay) Staff Member	For the 2019-20 season
j. Julie Waggoner	BHS	Assistant Girls Cross Country Coach	For the 2019-20 season
k. David Nichols	BHS	Assistant Varsity Football (Lay) Staff Member	For the 2019-20 season
l. Braeton Runyon	BHS	Assistant Varsity Football (Lay) Staff Member	For the 2019-20 season

m. Silipa Tupuola	BHS	Assistant Varsity Football (Lay) Staff Member	For the 2019-20 season
n. Oscar Villagomez-Leon	BHS	Assistant Varsity Boys Soccer (Lay) Staff Member	For the 2019-20 season
o. Morgan Jones	BHS	Assistant Varsity Boys Tennis (Lay) Staff Member	For the 2019-20 season
p. Rachel Griffin	BHS	Assistant Varsity Volleyball Coach	For the 2019-20 season
q. Maria Pavy	WMS	Assistant Fall Cheerleading Coach	For the 2019-20 season
r. Shannon Walmoth	WMS	Assistant Cross Country Coach	For the 2019-20 season
s. Jon Chastain	WMS	Boys Cross Country Coach	For the 2019-20 season
t. Seth Vaught	WMS	7 th Grade Assistant Football Coach	For the 2019-20 season
u. Greg Swynenburg	WMS	Girls Golf Coach	For the 2019-20 season
v. Jacob Jackson	EMS	8 th Grade Baseball (Lay) Staff Member	For the 2019-20 season
w. Brittany Glore	EMS	7 th Grade Softball (Lay) Staff Member	For the 2019-20 season
x. Brent Walter	EMS	Girls Tennis Coach	For the 2019-20 season
y. Sam Terrell	EMS	Assistant Track (Lay) Staff Member	For the 2019-20 season
z. Zach Foley	BHS	Assistant Varsity Baseball Coach	For the 2019-20 season
aa. Cherise Hiss	BHS	Assistant Varsity Softball Coach	For the 2019-20 season
bb. Morgan Jones	BHS	Assistant Girls Tennis (Lay) Staff Member	For the 2019-20 season
cc. Craig Beckner	BHS	Assistant Varsity Track Coach	For the 2019-20 season
dd. Nick Balbach	BHS	Assistant Varsity Track Coach	For the 2019-20 season
ee. Blaine Gardner	WMS	8 th Grade Baseball Coach	For the 2019-20 season
ff. Laura Lawson	WMS	Girls Tennis Coach	For the 2019-20 season
gg. Daria Terrell	WMS	Assistant Track Coach	For the 2019-20 season
hh. Zach Foley	EMS	8 th Grade Boys Basketball Coach	For the 2019-20 season
ii. Josh Schultheis	EMS	7 th Grade Boys Basketball Coach	For the 2019-20 season
jj. Cameron Brock	EMS	8 th Grade Girls Basketball Coach	For the 2019-20 season
kk. Brittany Glore	EMS	7 th Grade Girls Basketball (Lay) Staff Member	For the 2019-20 season
ll. Sam Terrell	EMS	7 th Grade Assistant Girls Basketball (Lay) Staff Member	For the 2019-20 season
mm. Desiree Bernardo	EMS	7 th Grade Winter Cheerleading Coach	For the 2019-20 season
nn. Rosa Cruz	EMS	8 th Grade Winter Cheerleading (Lay) Staff Member	For the 2019-20 season
oo. Chris Seymour	EMS	Wrestling Coach	For the 2019-20 season
pp. Ryan Elam	BHS	Assistant Varsity Boys Basketball (Lay) Staff Member	For the 2019-20 season
qq. Marcus Evans	BHS	Assistant Varsity Boys Basketball Coach	For the 2019-20 season
rr. Joseph Glass	BHS	Assistant Varsity Girls Basketball (Lay) Staff Member	For the 2019-20 season
ss. Subrina Williams	BHS	Assistant Varsity Girls Basketball (Lay) Staff Member	For the 2019-20 season
tt. David Baldwin	BHS	Assistant Varsity Swim (Lay) Staff Member	For the 2019-20 season
uu. Zach Baldwin	BHS	Assistant Varsity Swim Coach	For the 2019-20 season
vv. Lindsay Maus	BHS	Assistant Varsity Swim Coach	For the 2019-20 season
ww. Sarah Mahan	BHS	Assistant Varsity Swim Coach	For the 2019-20 season
xx. Kyle Ayersman	BHS	Assistant Varsity Wrestling Coach	For the 2019-20 season

yy. Eric Lynn	BHS	Assistant Varsity Wrestling (Lay) Staff Member	For the 2019-20 season
zz. Alex Skipper	BHS	Assistant Varsity Wrestling (Lay) Staff Member	For the 2019-20 season
aaa. Rick Thompson	BHS	Assistant Varsity Wrestling (Lay) Staff Member	For the 2019-20 season
bbb. Nicholas Weaver	BHS	Assistant Varsity Wrestling (Lay) Staff Member	For the 2019-20 season
ccc. Chris Seymour	BHS	Assistant Varsity Wrestling Coach	For the 2019-20 season
ddd. Patrick Frepan	WMS	Wrestling Coach	For the 2019-20 season
eee. Blake Steinaker	WMS	Assistant Wrestling Coach	For the 2019-20 season
fff. Riley Rapp	BHS	Assistant Varsity Boys Basketball (\$1.00 Lay) Staff Member	For the 2019-20 season
ggg. Scott McGowan	BHS	Assistant Varsity Boys Basketball (\$1.00 Lay) Staff Member	For the 2019-20 season
hhh. Kelli Waggoner	BHS	Assistant Varsity Football (\$1.00 Lay) Staff Member	For the 2019-20 season
iii. Andy Wise	BHS	Assistant Varsity Football (\$1.00 Lay) Staff Member	For the 2019-20 season
jjj. Morris Virgil-Winston	BHS	Assistant Varsity Football (\$1.00 Lay) Staff Member	For the 2019-20 season
kkk. Rick Thompson	BHS	Assistant Varsity Football (\$1.00 Lay) Staff Member	For the 2019-20 season
lll. DeMarkus Calhoun	EMS	8 th Grade Assistant Football (\$1.00 Lay) Staff Member	For the 2019-20 season
mmm. Grant Williams	BHS	Assistant Varsity Swimming (\$1.00 Lay) Staff Member	For the 2019-20 season
nnn. Zane Bousum	BHS	Assistant Varsity Swimming (\$1.00 Lay) Staff Member	For the 2019-20 season
ooo. Shani Anderson	BHS	Assistant Varsity Swimming (\$1.00 Lay) Staff Member	For the 2019-20 season
ppp. James Peschke	BHS	Assistant Varsity Swimming (\$1.00 Lay) Staff Member	For the 2019-20 season
qqq. Calli Crawford	BHS	Assistant Varsity Swimming (\$1.00 Lay) Staff Member	For the 2019-20 season
rrr. Chad Lee	BHS	Assistant Varsity Swimming (\$1.00 Lay) Staff Member	For the 2019-20 season
sss. Michael Young	BHS	Assistant Varsity Swimming (\$1.00 Lay) Staff Member	For the 2019-20 season
ttt. Jeremy Matheney	WMS	Assistant Wrestling (\$1.00 Lay) Staff Member	For the 2019-20 season
uuu. Brad Haines	BHS	Assistant Varsity Wrestling (\$1.00 Lay) Staff Member	For the 2019-20 season
vvv. Abraham Garcia	BHS	Assistant Varsity Wrestling (\$1.00 Lay) Staff Member	For the 2019-20 season
www. Brayden Montgomery	BHS	Assistant Varsity Wrestling (\$1.00 Lay) Staff Member	For the 2019-20 season
xxx. Ratna Gurung	BHS	Assistant Varsity Boys Soccer (\$1.00 Lay) Staff Member	For the 2019-20 season
yyy. Gage Reinhard	BHS	Assistant Varsity Football (\$1.00 Lay) Staff Member	For the 2019-20 season
zzz. James Edwards	WMS	Assistant Varsity Football (\$1.00 Lay) Staff Member	For the 2019-20 season
aaaa. Cody Mauis	BHS	Assistant Varsity Swimming (\$1.00 Lay) Staff Member	For the 2019-20 season
bbbb. Myron Snuffin	EMS	Band Director/BHS Summer Band	For the 2019-20 school year
cccc. Jamie Varvel	EMS	Choir Director	For the 2019-20 school year
dddd. Amanda Fehrenbacher	EMS	½ Academic Super Bowl	For the 2019-20 school year

eeee.	Kevin Maloney	EMS	½ Academic Super Bowl	For the 2019-20 school year
ffff.	Tracee Cinkus	EMS	Art Club Sponsor	For the 2019-20 school year
gggg.	Zach Beckman	EMS	Best Buddies Sponsor	For the 2019-20 school year
hhhh.	Kim Shambaugh	EMS	Best Buddies Sponsor	For the 2019-20 school year
iiii.	Alisha Konkle	EMS	½ FCA Club Sponsor	For the 2019-20 school year
jjjj.	Kelsey Vaughn	EMS	½ FCA Club Sponsor	For the 2019-20 school year
kkkk.	Nate Dale	EMS	Young Men of Purpose Club Sponsor	For the 2019-20 school year
llll.	Kim Shambaugh	EMS	National Junior Honor Society Sponsor	For the 2019-20 school year
mmmm.	Megan Campbell	EMS	National Junior Honor Society Sponsor	For the 2019-20 school year
nnnn.	Cameron Brock	EMS	Dungeons and Dragons Club Sponsor	For the 2019-20 school year
oooo.	Kelly Eakle	EMS	Kids in the Kitchen Club Sponsor	For the 2019-20 school year
pppp.	Anita Malichi	EMS	½ Project Lit Club Sponsor	For the 2019-20 school year
qqqq.	Shelley Rankin	EMS	½ Project Lit Club Sponsor	For the 2019-20 school year
rrrr.	Kelly Behringer	EMS	Builders Club Sponsor	For the 2019-20 school year
ssss.	Coty Wiley	EMS	½ Equality Alliance Club Sponsor	For the 2019-20 school year
tttt.	Zenda Luce	EMS	½ Equality Alliance Club Sponsor	For the 2019-20 school year
uuuu.	Dan Thurber	EMS	Robotics Club Sponsor	For the 2019-20 school year
vvvv.	Coty Wiley	EMS	English Department Head	For the 2019-20 school year
wwww.	Alisha Konkle	EMS	Math Department Head	For the 2019-20 school year
xxxx.	Katie Littig	EMS	Science Department Head	For the 2019-20 school year
yyyy.	Kyle Reineke	EMS	Social Studies Department Head	For the 2019-20 school year
zzzz.	Will Lesko	EMS	Special Education Department Head	For the 2019-20 school year
aaaaa.	Anita Malichi	EMS	½ Newspaper/Yearbook Sponsor	For the 2019-20 school year
bbbbb.	Kelly Eakle	EMS	½ Newspaper/Yearbook Sponsor	For the 2019-20 school year
cccc.	Laura Crawford	EMS	Orchestra Director	For the 2019-20 school year
dddd.	Lindsay Maus	EMS	Student Council Sponsor	For the 2019-20 school year
eeee.	Keri Davis	EMS	Student Council Sponsor	For the 2019-20 school year
ffff.	Nicole Wilson	EMS	Team Leader	For the 2019-20 school year
gggg.	Stefanie Lang	EMS	Team Leader	For the 2019-20 school year
hhhh.	Jamie Lee	EMS	Team Leader	For the 2019-20 school year
iiii.	Diane Cole	EMS	Team Leader	For the 2019-20 school year
jjjj.	Kevin Maloney	EMS	Team Leader	For the 2019-20 school year
kkkk.	Rebeca Dowden	EMS	Team Leader	For the 2019-20 school year
llll.	Chris Hamilton	EMS	Team Leader	For the 2019-20 school year
mmmm.	Coty Wiley	EMS	Team Leader	For the 2019-20 school year
nnnn.	Kelsey Vaughn	EMS	Team Leader	For the 2019-20 school year
oooo.	Christy Carrington	EMS	Team Leader	For the 2019-20 school year
pppp.	Kyla Reineke	EMS	Team Leader	For the 2019-20 school year
qqqq.	Mary Davidson	EMS	Team Leader	For the 2019-20 school year
rrrr.	Alisha Konkle	EMS	Team Leader	For the 2019-20 school year
ssss.	Nate Dale	EMS	Team Leader	For the 2019-20 school year
tttt.	Myron Snuffin	WMS/EMS	Fine Arts Department Head	For the 2019-20 school year
uuuu.	Cassie Brooks	WMS/EMS	Health/PE Department Head	For the 2019-20 school year
vvvv.	Courtney Cummings	WMS	Band Director	For the 2019-20 school year
wwww.	Teresa Fowler	WMS	Choir Director	For the 2019-20 school year
xxxx.	Justin Baird	WMS	Board Game Club Sponsor	For the 2019-20 school year
yyyy.	Josh Dygert	WMS	Academic Super Bowl	For the 2019-20 school year
zzzz.	Megan Kendall	WMS	Art Club Sponsor	For the 2019-20 school year
aaaaa.	Jennifer Frick	WMS	½ Best Buddies Club Sponsor	For the 2019-20 school year
bbbbb.	Megan Ryan	WMS	½ Best Buddies Club Sponsor	For the 2019-20 school year

ccccc. Shelly Ernst	WMS	1/3 Class Sponsors	For the 2019-20 school year
dddddd. Blake Steinaker	WMS	1/3 Class Sponsors	For the 2019-20 school year
eeeeee. Kiersten White	WMS	1/3 Class Sponsors	For the 2019-20 school year
ffffff. Ashley Hoffman	WMS	½ Kindness Club Sponsor	For the 2019-20 school year
gggggg. Samantha Paff	WMS	½ Kindness Club Sponsor	For the 2019-20 school year
hhhhhh. Ramona Price	WMS	½ FCA Club Sponsor	For the 2019-20 school year
iiiiii. Sarah Lee	WMS	½ FCA Club Sponsor	For the 2019-20 school year
jjjjjj. Cassie Brooks	WMS	Fuel Up to Play 60 Club Sponsor	For the 2019-20 school year
kkkkkk. Claire Voorees	WMS	National Junior Honor Society Sponsor	For the 2019-20 school year
llllll. Greg Swynenberg	WMS	National Junior Honor Society Sponsor	For the 2019-20 school year
mmmmmm. Justin Baird	WMS	Robotics Club Sponsor	For the 2019-20 school year
nnnnnn. Christy Stegemoller	WMS	English Department Head	For the 2019-20 school year
oooooo. Jenny Miller	WMS	Math Department Head	For the 2019-20 school year
pppppp. Maria Kouns	WMS	Science Department Head	For the 2019-20 school year
qqqqqq. Greg Swynenberg	WMS	Social Studies Department Head	For the 2019-20 school year
rrrrrr. Alyssa Huffman	WMS	Special Education Department Head	For the 2019-20 school year
ssssss. Jessica Renner	WMS	Newspaper / Yearbook Sponsor	For the 2019-20 school year
tttttt. Laura Crawford	WMS	Orchestra Director	For the 2019-20 school year
uuuuuu. Jeanann Stewart	WMS	Student Council Sponsor	For the 2019-20 school year
vvvvvv. Maria Pavy	WMS	Student Council Sponsor	For the 2019-20 school year
wwwwww. Seth Vaught	WMS	Team Leader	For the 2019-20 school year
xxxxxx. Lori Wood	WMS	Team Leader	For the 2019-20 school year
yyyyyy. Shelly Ernst	WMS	Team Leader	For the 2019-20 school year
zzzzzz. Sarah Squire	WMS	Team Leader	For the 2019-20 school year
aaaaaaa. Jenny Miller	WMS	Team Leader	For the 2019-20 school year
bbbbbbb. Sarah Lee	WMS	Team Leader	For the 2019-20 school year
ccccccc. Jessica Renner	WMS	Team Leader	For the 2019-20 school year
ddddddd. Trisha Beckman	WMS	Team Leader	For the 2019-20 school year
eeeeeee. Elizabeth Griffin	WMS	Team Leader	For the 2019-20 school year
fffffff. Justin Baird	WMS	Team Leader	For the 2019-20 school year

8. Leaves of Absence – Certified:

Name	Building	Position	Type of Leave	Dates of Leave
a. Joy Rose	Eagle	School Counselor	Medical	December 5, 2019 thru approximately February 27, 2020
b. Sarah Robinson	BHS	Math Teacher	Medical / Maternity	Upon the birth of the baby (approximately October 28, 2019) thru December 20, 2019
c. Sarah Heine	BHS	Spanish Teacher	Medical / Maternity	Upon the birth of the baby (approximately December 2, 2019) thru January 24, 2020

9. Leave of Absence – Support Staff:

Name	Building	Position	Type of Leave	Dates of Leave
a. Phyllis Curry	Transportation	Bus Driver	Medical	August 1, 2019 thru approximately December 20, 2019

10. Change of Status – Support Staff:

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Amanda Bergen	Nutrition Services	Custodian; 12 month; 8 hours / day	July 15, 2019	Open position
b. Krista Lewis	Lincoln Special Education Instructional Assistant	Lincoln Learning Lab Instructional Assistant	July 31, 2019	Replacing Lindsey Welcher

c. Stephen Crozier	Bus Driver; Band A	Bus Driver; Band F	August 1, 2019	Transfer to new route
d. Elizabeth Krebs	Bus Aide	Activity Bus Driver	August 1, 2019	New position
e. Erica Ogden	Bus Driver; Job Share	Bus Driver; Band D	August 1, 2019	Eliminate job share
f. Stephen Ogden	Bus Driver; Job share	Bus Driver; Band F	August 1, 2019	Eliminate job share
g. Taylor Schuch	Bus Driver; Job Share	Bus Driver; Band A1	August 1, 2019	Eliminate job share
h. Gregory Thompson	Bus Driver; Job share	Bus Driver; Band F	August 1, 2019	Eliminate job share

11. Change of Status – Certified:

Name	Previous Position	New Position	Effective Date	Reason for Change
i. Yan Ivy Xiao	Chinese Teacher; Full Time	Chinese Teacher; Half Time	July 30, 2019	Due to class enrollment

12. Clarification:

Name	Previous Position	Reason for Change
a. Kim Shambaugh	EMS Math Teacher	Mrs. Shambaugh's daily rate was adjusted from what was previously approved.
b. Emma McCloughan	White Lick 4 th Grade Teacher	Mrs. McCloughan's daily rate was adjusted from what was previously approved.
c. Chavonne Sauer	Delaware Trail Special Education Teacher	Mrs. Sauer's daily rate was adjusted from what was previously approved.
d. AJ Akinribade	BHS Academic Coach	Mr. Akinribade's daily rate was adjusted from what was previously approved.
e. Shannon Faulkner	Central Office Business Office	Mrs. Faulkner's hourly rate was adjusted from what was previously approved.

13. 2019-20 English Secondary Department Head Employment:

It is recommended the Board approve the following part time employment sharing the English Secondary Department Head position for the 2019-20 school year.

- 1.) Melissa Wong – up to 1,000 hours for the year
- 2.) Kari Serak – up to 400 hours for the year

14. Recommendation to Declare Materials and Equipment Surplus and donate to the Brownsburg Education Foundation for disposal:

It is recommended the Board declare a variety of outdated and unused equipment and furnishings as surplus and to authorize the Administration to dispose of the materials through donation to the Brownsburg Education Foundation as permitted by statute and Board policy. A full inventory of items is available for review. The Brownsburg Education Foundation is expected to have its annual sale on Saturday, September 8, 2019.

FOR YOUR INFORMATION:**15. Transfers – Support Staff:**

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Elisabeth Allgire	White Lick Special Education Instructional Assistant	Reagan Special Education Instructional Assistant	July 31, 2019	Reallocation of resources
b. Lori Merritt	Cardinal Special Education Instructional Assistant	BHS Special Education Instructional Assistant	July 31, 2019	Replacing Janna Sample

16. Approval of Construction Change Orders:

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

	<u>Prior Contract Amount</u>	<u>Change Order Amount</u>	<u>Resulting Contract Amount</u>	<u>Approved Date</u>	<u>Noted in Consent Agenda</u>	<u>Change</u>
Brownsburg HS						
BP 16 - GPI - CO 36	\$14,349,338.66	\$0.00	\$14,349,338.66	7/12/19	8/12/19	Add hand sink to Band/Guard temp serve as directed by DoH - taken from allowance
2019 Summer Projects - MNC						
BP 04 - General Piping - CO 04	\$331,839.00	\$10,760.00	\$342,599.00	8/5/19	8/12/19	Various T&M work at Brown and West
BP 06 - Santarossa - CO 01	\$78,000.00	\$1,271.85	\$79,271.85	8/2/19	8/12/19	Patching terrazzo stairs

17. Use of Facilities/Special Use Agreements:

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

Good Samaritan Episcopal Church: Special Use Agreement dated and fully executed August 1, 2019, for the period September 1, 2019 through August 23, 2020, for use of Harris Academy, to be billed \$23,049.00 paid in advance in quarterly increments; this is Good Samaritan's fourth consecutive year.

18. Field Trip Request:**Brownsburg High School Boys Cross Country Team – Overnight, Out of State**

The Brownsburg High School Boys Cross Country Team will be raveling to Peoria, Illinois to participate in the First to the Finish Invitational Friday and Saturday, September 13 & 14, 2019. Approximately 10 students and three chaperones will be traveling together. The trip is being organized by Nick Balbach, BHS Boys Cross Country Coach, 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 July 8, 2019 Board Meeting; Dr. Freije moved to approve the recommendation; Mrs. Dearman seconded the motion; The Board approved the motion by a vote of three (3) ayes; zero (0) nays; one (1) abstention. Dr. Snapp then recommended the Board approve the remainder of the Consent Agenda as presented; 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.

V. COMMUNICATIONS:**A. Commendations**

Dr. Snapp introduced Adam Troyer, Brownsburg High School senior and Dylan May, Brownsburg High School sophomore who recently won the Indiana Fishing League State Championship. Adam and Dylan are members of the Brownsburg Fishing Club and were joined by faculty sponsor Jason Catellier. Each student shared a bit about themselves and explained details about the tournament. Mr. Utterback presented each student with a commendation from the Board for their accomplishment.

B. Operations Update

Mr. Voigt provided an update on the first eight days of the temporary dining program at Brownsburg High School or the *Bulldog Express*, including sharing a video of the meal delivery process. He explained that overall the operation has been proceeding very smoothly, thanks to the planning efforts of Janet Batayneh and Jordan Ryan, and the hard work and attitude of the High School Café staff as well as the staff in the four "remote" kitchens used to prepare High School meals. He noted the participation rate (the number of meals served as a percentage of all students) is averaging approximately 40% or 1,150 meals per day. While this is slightly lower than a typical year, it is

significantly higher than had been expected during the temporary serve. Generally, six entrees are available each day, including at least two hot options. The temporary dining room, including the “Junior Annex” in the Multipurpose Performing Arts classroom, is working well, and the program is expected to continue successfully for the remainder of the semester until the new cafeteria and dining room opens in January.

Mr. Voigt then shared information from the Transportation department. He reported on the reduced walking areas, including a summary of the students now being transported out of the former walking areas. The vast majority of the walking area students are being transported on routes that are a mix of former walking and non-walking areas; only Cardinal has a bus that is entirely former walking area students. Through the eighth day of school, unfortunately it appears there has not been a significant reduction in the length of the car rider lines, especially at Cardinal.

Finally, Mr. Voigt shared that the annual Indiana State Police School Bus Inspections were completed prior to the start of the school year. For the first time, BCSC achieved 100% pass rate on the first inspection. Few other districts, and certainly none the size of BCSC, have achieved this level. Mr. Voigt presented comparative data for Hendricks County, the Hoosier Crossroads Conference, and select other Indianapolis metropolitan area districts. He noted that given the age and size of the BCSC fleet, credit is due the mechanics for this achievement.

C. Brownsburg Education Foundation Report

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

- The Yankee Candle Fundraiser is underway with sales starting Friday, August 9th continuing through Monday, August 26th. Delivery of the candles will be October 8th and 9th at the Maintenance Facility on Airport Road.
- The annual Surplus Sale is scheduled for Saturday, September 7th from 8:00-10:00 am at the 310 Stadium Drive warehouse. A list of items available is on the BEF website.
- The Ford Drive 4 UR School event is scheduled for Thursday, September 12th at East Middle School from 2:00-6:00 pm. Please stop by and drive a car – it only takes about 5 minutes and BEF will receive a \$45 donation for each car driven.
- The Graduate Walk Brick Promotion is in effect through August 18th. \$25 off with promo code SENIOR2020. This will be the best price of the school year.

D. First Reading 2020 Board Meeting Schedule

Dr. Snapp presented the draft 2020 Board Meeting Schedule. He noted that the meetings will follow a similar schedule as in years past with the Business meeting being held on the 2nd Monday of the month and the Work Session being held on the 4th Monday. There will only be one meeting during the months of March, June, October and December.

There were no questions or comments from the Board. Dr. Snapp will present the schedule at the September meeting for second reading and approval.

E. State of the Schools

Dr. Snapp presented the tenth annual report of the State of the Schools. He explained the presentation shares statistics for the beginning of the school year. He thanked Dr. Jessup and Mrs. Gordon for their work in pulling all of the numbers together. He shared that student enrollment is up 254 students district wide over this time last year. He explained that ECC enrollment has decreased because of a change in staffing due to financial considerations. He shared that this will be the last year with ALPHA as a three-district program. Plainfield is scheduled to leave the ALPHA program at the end of the school year and Brownsburg will run the program solely with Avon sending students to the program, similar to how Harris Academy is operated. He noted there are now 7 grade levels with enrollment of over 700 students. There has been growth in every grade level up to high school and the high school numbers remain consistent. Dr. Snapp then shared information regarding Elementary class sizes. He noted that

maintaining low class sizes is extremely important to the district. Generally for K-2, class sizes are maintained from 18-22, upper elementary from 24-28. All of the 2019-2020 elementary classes are within those parameters. He noted that available classroom space in elementary buildings has decreased by 10 classrooms since January. He explained this is in direct correlation to the increase in enrollment and is closely monitored to provide a best estimate in planning for Crossroads Elementary. Dr. Snapp shared it is likely that the initial planning stages for this elementary school will take place at this time next year. He noted that class sizes at the middle and high schools continue to remain at acceptable levels. A new team was added at East Middle School and additional middle school positions have been added to account for enrollment growth and to maintain class sizes. Dr. Snapp explained the following positions were added for 2019-2020: 3.5 high school certified staff, 10 middle school certified staff, 13 elementary school certified staff and 2 additional certified positions (Speech Language Pathologist, School Psychologist). Of those new staff members, 50.7% have 0 years experience; 7.7% have 1 year experience; 18.5% have 2-4 years experience; 12.3% have 5-9 years experience and 19/8% have 10 plus years experience. He noted that while 50% at zero years experience is higher than in previous years, less experience equals lower cost, however, all teachers must meet the same criteria, meaning even new teachers must show excellence to be hired in Brownsburg. Finally, Dr. Snapp shared a ten year comparison of enrollment/staffing information. While enrollment has grown by 21.5% over that period of time, total staffing has increased only 12.3% and only one additional administrative position has been added despite the addition of a new elementary school and two new programs (ECC and ALPHA). Dr. Snapp noted that Brownsburg High School is now the 13th largest high school in Indiana and given enrollment numbers in the lower grades, will only continue to grow. Dr. Snapp addressed several questions from the Board.

VI. COMMENTS FROM PATRONS

There were no comments from patrons

VII. OLD BUSINESS

A. Second Reading/Recommendation to Approve Nutrition Services Staff Handbook

Mr. Voigt recommended the Board of School Trustees approve the Nutrition Services Staff Handbook for the 2019-2020 School Year. He explained this is the final reading of the handbook and there were no questions or changes following the first reading.

Ms. Heffernan made a motion to approve the recommendation; Dr. Freije seconded the motion. Mr. Utterback noted there was no reference to suspected child abuse in the handbook. Mrs. Gordon explained that information is covered in the general Support Staff Employee Handbook and the Departmental Handbooks address more job specific information. There being no further questions, the Board approved the motion by a vote of five (5) ayes; zero (0) nays.

B. Second Reading/Recommendation to Approve Health Services Staff Handbook

Mr. Voigt recommended the Board of School Trustees approve the Health Services Staff Handbook for the 2019-2020 School Year. He explained this is the final reading of the handbook and there were no questions or changes following the first reading.

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.

VIII. NEW BUSINESS

A. Recommendation to Authorize Publication of a Notice to Taxpayers for the 2020 Budget, the School Bus Replacement Plan for Years 2020-2025, and the Capital Assets Plan for the Years 2020-2022

Mr. Hacker recommended the Board of School Trustees authorize the publication of a Notice to Taxpayers for the 2020 Budget, the School Bus Replacement Plan for Years 2020-2025, and the Capital Assets Plan for Years 2020-2022. He explained that this is the next step in the annual budget process. The FORM 3 will be published online through the Department of Local Government Finance state Gateway and provides a summary of the proposed budget for 2019. Mr. Hacker explained that in September there will be a public hearing to receive any public comments and in October we will seek approval of the budget from the Board. Mr. Hacker reminded the Board that the published numbers are requesting the authority to spend and while estimates can be reduced, no increases are allowed following publication and approval without further Board action. Mr. Hacker shared that we recently received the Assessed Value from the county which rose from an estimated 4.8% to an actual 5.9% allowing some flexibility with the possible restructure of bond payments to allow for savings in interest expense.

Mr. Hylton made a motion to approve the recommendation; Ms. Heffernan seconded the motion. Mr. Utterback asked for a correction to the time on the FORM 3 of the public hearing in September. Mr. Hacker indicated the time would be corrected. There being no further comments, the Board approved the motion by a vote of five (5) ayes; zero (0) nays.

B. Recommendation to Approve the 2019-2020 Cash Transfer Tuition Charges

Mr. Hacker recommended the Board of School Trustees approve the 2019-2020 Cash Transfer Tuition Charges. He explained this is an annual task to set the tuition charges for those students who were grandfathered to remain in the district as tuition students following the decision to close the borders to open enrollment in the 2013-14 school year. He shared there are currently 9 students remaining enrolled as tuition students.

Ms. Heffernan made a motion to approve the recommendation; Mrs. Dearman seconded the motion. Mrs. Dearman asked if all fees are included in the formula. Mr. Hacker explained that the state provides a form to include all fees in educating the student. Technology services are included, operational expenses and book rental fees are not included in the tuition calculation. Mr. Hylton asked how many schools in the area have closed borders. Dr. Snapp explained that Brownsburg is the only district in Hendricks County with closed borders. Others include Zionsville, Westfield, Carmel and HSE. There being no further discussion, the Board approved the motion by a vote of five (5) ayes; zero (0) nays.

C. Preliminary Determination Hearing on Financing for Transportation Project

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

Mr. Hacker explained that a series of two public hearings are required to be held before a school corporation enters into an issuance of bonds for construction or renovation of a school building in excess of \$5,000,000. He shared that working with CSO and Myer Najem in the planning stages for the Transportation Center, it has been determined to set the maximum borrowing amount for the project at \$22,000,000. Mr. Hacker noted that setting the limit at \$22,000,000 provides flexibility within the project for construction costs and site development costs. He emphasized that it is not likely that full amount will be required for the project and further explained that the impact on the overall tax rate will be \$0.00. This is being accomplished because of the falling off of debt which provides room to borrow additional funds without effecting the tax rate. Additionally, growth in assessed value provides for additional funding options.

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

Mr. Utterback closed the public hearing at 7:12 pm.

IX. SUPERINTENDENT COMMENTS

Dr. Snapp shared that we are off to a great start to the school year. We are up 258 students and class sizes are really good. He commended the Nutrition Services staff on the huge undertaking of the Bulldog Express. It is working very well. He thanked the Board of their support in allowing us to add assistant principals back in the elementary schools a full year earlier than planned. This will make a huge impact in our elementary buildings.

X. BOARD MEMBER COMMENTS

Mrs. Dearman shared she was glad for the great start to the school year.

Dr. Freije welcomed everyone back to school and commended the nutrition services staff.

Ms. Heffernan shared we are fortunate to live in a community where assessed value is growing. She commended the administration for the fantastic job of planning and utilizing assessed value to plan for the long term while not raising taxes. She shared that she appreciated the first week back to school and that everything appeared to be seamless. She commended teachers for providing a calm, welcoming experience for all students, especially those transitioning from elementary to middle school or middle school to high school.

Mr. Hylton shared the year is off to a great start. He thanked the nutrition services staff for their hard work in feeding the high school students and commended the transportation mechanics for their excellent bus inspection.

Mr. Utterback thanked everyone for getting the year off to a great start and wished everyone a good school year.

XI. ADJOURNMENT

Mr. Utterback called for a motion to certify that the Board discussed no subject matter in the July 22, 2019 Executive Session other than the subject matter specified in the public notice. Board members present at the July 22, 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)(11) To Train school board members with an outside consultant about the performance of the role of the members as public officials. Mr. Hylton moved to approve the executive session statement, Ms. Heffernan 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, Mr. Hylton seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays. The meeting adjourned at 7:16 p.m.

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