

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

The Board of School Trustees of the Brownsburg Community School Corporation met in a regular meeting on Monday, October 5, 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. Dr. Matthew Freije, Mrs. Tiffany Dearman and Mr. Phil Utterback also attended the meeting. Ms. Jessica Heffernan did not attend. Administrators present were Dr. Jim Snapp, Dr. Kat Jessup, Mr. John Voigt and Mr. Shane Hacker. Mrs. Vicki Murphy, Mrs. Jodi Gordon and Dr. Bret Daghe also attended.

**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: September 14, 2020 and September 28, 2020**
- B. Claims: P/R#09/11/20 - \$1,401,507.31; P/R#09/25/20 - \$1,396,239.30; P/R#09/28/20 - \$177.77; Sept. 10-30 Claims - \$6,913,047.64**
- C. Superintendent’s Report**

The Superintendent’s Report was presented as follows:

**1. Termination – Support Staff:**

| <b>Name</b>           | <b>Building</b>   | <b>Position</b> | <b>Effective Date</b> |
|-----------------------|-------------------|-----------------|-----------------------|
| a. Laurence Nyirahoza | Facility Services | Custodian       | September 25, 2020    |

**2. Resignation - Certified:**

| <b>Name</b>        | <b>Building</b> | <b>Position</b>               | <b>Effective Date</b> |
|--------------------|-----------------|-------------------------------|-----------------------|
| a. Chelsea Wheeler | Eagle           | 1 <sup>st</sup> Grade Teacher | October 9, 2020       |

**3. Resignations – Support Staff:**

| <b>Name</b>            | <b>Building</b>   | <b>Position</b>                           | <b>Effective Date</b>               |
|------------------------|-------------------|---|-------------------------------------|
| a. Jean Bagaza         | Facility Services | Custodian                                 | September 9, 2020                   |
| b. Sam Terrell         | EMS               | Special Education Instructional Assistant | September 18, 2020                  |
| c. Allison Williams    | Facility Services | Custodian                                 | September 18, 2020                  |
| d. Nyamutima Nyabageni | Facility Services | Custodian                                 | September 22, 2020                  |
| e. Madi Schilling      | BHS               | Special Education Instructional Assistant | October 9, 2020                     |
| f. Marilynn Greenwood  | BHS               | Nutrition Services                        | October 9, 2020                     |
| g. Brenda Welch        | Transportation    | Bus Aide                                  | Did not begin employment as planned |
| h. Olivia Nabeza       | Facility Services | Custodian                                 | September 14, 2020                  |
| i. Maria Contreras     | Facility Services | Custodian                                 | September 9, 2020                   |
| j. Karen Havlik        | BHS               | Special Education Instructional Assistant | September 17, 2020                  |

|                |                   |           |                    |
|----------------|-------------------|-----------|--------------------|
| k. Bryan Bacon | Facility Services | Custodian | September 29, 2020 |
|----------------|-------------------|-----------|--------------------|

**4. New Employment – Certified:**

| Name            | Building       | Position  | Effective Date  | Degree    | Reason for Employment                                |
|-----------------|----------------|---|---|-----------|--|
| a. Lisa Gallo   | BHS            | Spanish Teacher; Long Term Substitute             | September 8, 2020 thru November 6, 2020               | Bachelors | While Elizabeth Cala is on medical / maternity leave |
| b. Alison Smith | Delaware Trail | 3 <sup>rd</sup> Grade Teacher; Temporary contract | Approximately December 7, 2020 thru February 21, 2021 | Bachelors | While Chelsea Market is on medical / maternity leave |

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

| Name                      | Building          | Position   | Effective Date  | Hours per Day              | Reason for Employment                       |
|---------------------------|-------------------|--|---|----------------------------|---|
| a. Logan West             | Facility Services | Custodian  | September 8, 2020                                       | 8                          | Replacing Lela Morris                       |
| b. Bryan Bacon            | Facility Services | Custodian  | September 11, 2020                                      | 8                          | Replacing Ryan Jinks                        |
| c. Casey Hill             | Facility Services | Custodian  | September 8, 2020                                       | 8                          | Replacing John Sanders                      |
| d. Brad Ramsey            | Transportation    | Bus Driver   | September 11, 2020                                      | Band A                     | Replacing Scott Thompson                    |
| e. Ashley Tudor           | BHS               | Nutrition Services                                     | September 14, 2020                                      | 7                          | Replacing Dimitrina Karaivanov              |
| f. Alysso Baise           | Transportation    | Bus Aide   | September 28, 2020                                      | No more than 5 hours / day | Replacing Kristen Erwin                     |
| g. Joel Osorio            | Transportation    | Bus Aide   | September 28, 2020                                      | No more than 5 hours / day | Replacing China Williams                    |
| h. John Hamilton          | Facility Services | Custodian  | September 24, 2020                                      | 8                          | Replacing Mike Warrick                      |
| i. Selamawit Weldegebriel | Facility Services | Custodian  | September 28, 2020                                      | 8                          | Replacing Dorcas Nabicheche                 |
| j. Manoa Munyamahoro      | Facility Services | Custodian  | September 28, 2020                                      | 8                          | Replacing Olivia Nabeza                     |
| k. Robert Barthel         | Transportation    | Bus Driver   | September 8, 2020                                       | Band A                     | Replacing Michael Thornsley                 |
| l. Rob Truatwein          | ALPHA             | Instructional Assistant 1:1                            | September 21, 2020                                      | 7                          | New student needing support                 |
| m. Lindsey Hudson         | BHS               | Administrative Assistant Team 2023; Temporary position | September 21, 2020 thru approximately December 18, 2020 | 7.5                        | While Jennifer Matherly is on medical leave |
| n. Taylor Schuch          | Transportation    | Bus Driver   | October 5, 2020   | Band A                     | Replacing Arlicia Glaxier                   |

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

| Name                 | Building | Position  | Effective Date              |
|----------------------|----------|---|-----------------------------|
| a. Crystal Benner    | Reagan   | Student Council Sponsor (2)                       | For the 2020-21 school year |
| b. Teresa Fowler     | WMS      | ½ Fine Arts Department Head                       | For the 2020-21 school year |
| c. Courtney Cummings | WMS      | ½ Fine Arts Department Head                       | For the 2020-21 school year |
| d. Scott Nally       | EMS      | 7 <sup>th</sup> Grade Boys Basketball (Lay) Coach | For the 2020-21 season      |
| e. Derek Gardner     | EMS      | 8 <sup>th</sup> Grade Boys Basketball (Lay) Coach | For the 2020-21 season      |

|                     |     |   |                        |
|---------------------|-----|---|------------------------|
| f. Jason Lucas      | EMS | 8 <sup>th</sup> Grade Assistant Boys Basketball Coach     | For the 2020-21 season |
| g. Tisha Hill       | EMS | 8 <sup>th</sup> Grade Girls Basketball (Lay) Coach        | For the 2020-21 season |
| h. Roza Cruz        | EMS | 7 <sup>th</sup> Grade Winter Cheerleading (Lay) Coach     | For the 2020-21 season |
| i. Shelly Rankin    | EMS | 8 <sup>th</sup> Grade Winter Cheerleading Coach           | For the 2020-21 season |
| j. Nick Spence      | BHS | Assistant Varsity Baseball (Lay) Coach                    | For the 2020-21 season |
| k. Nick Balbach     | BHS | Assistant Varsity Track Coach                             | For the 2020-21 season |
| l. Craig Beckner    | BHS | Assistant Varsity Track Coach                             | For the 2020-21 season |
| m. Will Mahan       | BHS | Assistant Varsity Track Coach                             | For the 2020-21 season |
| n. Ricky Crider     | BHS | Assistant Varsity Track Coach                             | For the 2020-21 season |
| o. AJ Akinribade    | BHS | Assistant Varsity Track (Lay) Coach                       | For the 2020-21 season |
| p. Nathan Pritchard | WMS | 7 <sup>th</sup> Grade Girls Basketball Coach              | For the 2020-21 season |
| q. Kennedy Smith    | WMS | 8 <sup>th</sup> Grade Winter Cheerleading Coach           | For the 2020-21 season |
| r. Lauren Raphael   | WMS | 8 <sup>th</sup> Grade Assistant Winter Cheerleading Coach | For the 2020-21 season |

**7. Leaves of Absence – Certified:**

| Name              | Building       | Position                      | Type of Leave       | Dates of Leave   |
|-------------------|----------------|-------------------------------|---------------------|--|
| a. Sarah Lee      | WMS            | Math Teacher                  | Medical / Maternity | Approximately January 19, 2021 thru approximately March 5, 2021              |
| b. Alison Burns   | Lincoln        | High Ability Teacher          | Medical / Maternity | Approximately March 7, 2021 for 12 weeks (expected thru the end of the year) |
| c. Cody Honeycutt | EMS            |                               | Paternity           | Approximately October 29, 2020 for 2 weeks                                   |
| d. Callie Lauer   | BHS            | English Teacher               | Medical / Maternity | Approximately November 30, 2020 thru March 5, 2021                           |
| e. Chelsea Market | Delaware Trail | 3 <sup>rd</sup> Grade Teacher | Medical / Maternity | Approximately December 4, 2020 thru April 26, 2021                           |

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

| Name            | Previous Position          | New Position                        | Effective Date     | Reason for Change                                   |
|-----------------|----------------------------|-------------------------------------|--------------------|---|
| a. Elise Mullis | WMS Café Assistant Manager | Nutrition Services; 7 hours per day | September 28, 2020 | Replacing Marilyn Greenwood                         |
| b. Ron Reynolds | Bus Driver; Band F         | Bus Driver; Band D                  | October 5, 2020    | Added partial elementary route to existing MS route |

**FOR BOARD INFORMATION:****9. Approval of Construction Change Orders:**

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

**Brownsburg HS**

|                               |                 |             |                 |         |         |   |
|-------------------------------|-----------------|-------------|-----------------|---------|---------|---|
| BP 11 - JBM - CO 71           | \$16,945,681.16 | -\$2,618.70 | \$16,943,062.46 | 9/15/20 | 10/5/20 | Back-charges for misc. work between Electric Plus & JBM |
| BP 17 - Electric Plus - CO 51 | \$9,760,695.67  | -\$163.25   | \$9,760,532.42  | 6/1/20  | 10/5/20 | Corrections to the scratches in the terrazzo            |
| BP 17 - Electric Plus - CO 52 | \$9,760,532.42  | \$705.00    | \$9,761,237.42  | 9/15/20 | 10/5/20 | Add TV rough-in on BHS stage                            |
| BP 17 - Electric Plus - CO 53 | \$9,761,237.42  | \$2,618.70  | \$9,763,856.12  | 9/15/20 | 10/5/20 | misc. back charges to JBM at BHS                        |

**BHS Summer 2020 Projects**

|             |   |               |             |               |           |           |                           |
|-------------|---|---------------|-------------|---------------|-----------|-----------|---------------------------|
| BP 02 - JBM | 4 | \$ 585,480.00 | \$ 1,902.00 | \$ 587,382.00 | 9/10/2020 | 10/5/2020 | Additional Window Sills   |
| BP 02 - JBM | 5 | \$ 587,382.00 | \$ 870.00   | \$ 588,252.00 | 9/15/2020 | 10/5/2020 | Cardio Room Exit Signs.   |
| BP 02 - JBM | 6 | \$ 588,252.00 | \$ 550.00   | \$ 588,802.00 | 9/23/2020 | 10/5/2020 | Teacher Station Rough-Ins |

**BCSC Transportation and Facility Services center**

|                    |   |                 |               |                 |          |           |                             |
|--------------------|---|-----------------|---------------|-----------------|----------|-----------|-----------------------------|
| BP 02 - Millennium | 3 | \$ 3,160,369.79 | \$ (7,571.60) | \$ 3,152,798.19 | 9/4/2020 | 10/5/2020 | Storm/Downspout Boot Credit |
|--------------------|---|-----------------|---------------|-----------------|----------|-----------|-----------------------------|

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

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

**Good Samaritan Episcopal Church:** A Special Use Agreement dated September 1, 2020 and fully executed September 15, 2020, for the period August 30, 2020 through August 22, 2021, for the use of facilities at Harris Academy. Unlike previous agreements, and reflecting the challenges in scheduling services to meet COVID-19 requirements, this year’s agreement includes two rates. One rate is for minimal use of interior spaces and custodial support, and will be used to bill Good Samaritan for those weekends when the congregation is forced to meet outside. The other rate is similar to the rates used in previous years, and will be used when the congregation is able to meet inside using the gymnasium and a classroom. Usage will be billed monthly according to what actually occurred on each weekend in the billing period. This is Good Samaritan’s fifth year; the congregation is working on developing a permanent home on East 56<sup>th</sup> Street.

**Cardinal Ritter High School:** A Special Use Agreement dated September 21, 2020 and fully executed September 24, 2020, for the period October 26, 2020 through February 20, 2021, for the use of the BHS Aquatic Center. All facility use and staffing costs will be charged at the normal published rates.

**Girl Scouts of Central Indiana:** A Special Use Agreement dated September 8, 2020 and fully executed September 15, 2020, for the 2020-21 school year, for the use of all elementary and middle school gymnasiums, cafeterias, media centers, and classrooms, as coordinated and scheduled with the individual schools. Usage will be billed monthly at \$10.50 per event to cover incidental custodial and facility costs.

**Boy Scouts of America, Crossroads of America Council:** A Special Use Agreement dated September 8, 2020 and fully executed September 15, 2020, for the 2020-21 school year, for the use of all elementary and middle school gymnasiums, cafeterias, media centers, and classrooms, as coordinated and scheduled with the individual schools. Usage will be billed monthly at \$10.50 per event to cover incidental custodial and facility costs.

**Brownsburg Junior Football League Association, Inc.:** A Special Use Agreement dated August 10, 2020 and fully executed September 4, 2020, for the 2020-2021 school year, for the use of East and West Middle School Fields and the BHS Football Field, to be billed as follows:

- Custodial Staffing \$39.00/hour
- EMS/WMS Football Fields \$10.50/hour
- BHS Main Football Field \$78.75/hour
- BHS Practice Field \$10.50/hour
- Incidental Interior Space Use \$10.50/hour

#### **11. Bus Purchases:**

Within in the parameters of the approved Bus Replacement Plan, the Administration will be issuing a Purchase Order to Kerlin Bus Sales & Leasing, Inc. in the amount of \$1,591,314.48 for the purchase of 12 new buses to be delivered in the spring of 2021. The purchase includes:

- Replace 7 current Type D buses with 7 new Type D buses
- Replace 1 current Type D bus with 1 new Type D bus, with seatbelts for special education use
- Replace 1 current Type C bus w/ lift with a new bus of same specification
- Replace 1 Type A White bus w/o lift and add 1 Type A White bus w/o lift, total of two
- Replace 1 current Type A bus w/ lift with a new bus of the same specification

The specific vehicles to be traded and the total value of the trades will be confirmed and deducted from the final invoice upon delivery of the new vehicles in the spring. This purchase is substantially aligned with the overall Bus Replacement Plan, including continued replacement of the existing fleet and an allowance for expanding the total fleet to accommodate continued enrollment growth.

*Dr. Snapp recommended the Board approve the Consent Agenda as presented. Dr. Freije moved to approve the recommendation; Mr. Utterback seconded the motion. The Board approved the recommendation by a vote of four (4) ayes; zero (0) nays.*

## **V. COMMUNICATIONS:**

### **A. Brownsburg Education Foundation Report**

Mrs. Dearman shared the following information regarding the Education Foundation:

- Virtual Ford Drive 4 UR School Event will be held on Thursday, October 29, 2020. Check the BEF website for more information or to register to participate.
- Designer Purse Bingo: A brand new BEF fundraising event! To be held November 10, 2020. Doors open at 5:00 pm; Bingo starts at 6:30 pm. Tickets include 20 rounds of Bingo and are on sale starting Saturday, October 17 at 9:00 am. See the BEF website for more details, updates and sponsorship opportunities.
- BCSC Payroll Deduction – We have 28 new donors and 12 previous donors who have increased their deductions. This year's new and increased donors will allow almost 2 additional scholarship to be sponsored by BCSC employees for a total of 22 \$1000 scholarships in 2021. Many thanks to the generous BCSC staff.

## **B. Operations Report**

Mr. Voigt shared that the Health Services Department has reached the immunization verification deadline which is an annual requirement of the Indiana Department of Health. Families who do not meet the requirements of the health department by the deadline are excluded from school. This year's process was complicated by COVID-19 and a new Hepatitis A immunization requirement. The exclusion date for students not in compliance was Thursday, October 1<sup>st</sup>. Overall, 80 students were excluded, of which 54 were at-home-learners. Mr. Voigt shared that for comparison in 2019-20, there were 14 students excluded (not in compliance) and in 2018-19 there were 75 students. He explained that the verification process began in early September with over 520 non-compliant students. He shared that before students are excluded from school, families receive multiple communications including two emails, one letter and at least three telephone calls. The new Hepatitis A requirement information was shared with parents in February, including information regarding immunization clinics offered by Hendricks Regional Health.

Mr. Voigt provided an update regarding the USDA Meal Waiver. He shared that this past week, \$282,465 was refunded back into student meal accounts for meals purchased prior to September 21<sup>st</sup>. The number of students eating meals served by BCSC continues to grow; as of last week there has been a 42% increase in all meals served; 29% increase in lunches served and an 87% increase in breakfasts served. Mr. Voigt noted that additional point-of-sale equipment has been brought on line to speed up the serving process, especially for breakfast. He also shared that last week, additional funds were approved by the Federal government, which will likely extend the waiver program through the end of the school year, not just the semester. This is great news for our students and families.

## **C. COVID-19 Update**

Dr. Snapp shared that we ended the first quarter last Friday. Many thought we wouldn't make it this far. He noted that at the highest point there were 1,260 students participating as at-home-learners. With the requirement for families to make a selection of AHL or in-person for the entire next quarter, we started today with 992 at-home-learners. He shared we hope to see that number decline even further for the 2<sup>nd</sup> semester. Dr. Snapp stated that things are going very well.

## **VI. COMMENTS FROM PATRONS**

*Brian Weidner – Brownsburg, Indiana*

Mr. Weidner shared that he moved his family to Brownsburg two years ago based primarily on the high quality of the schools. He shared the schools are truly superior and have embraced the diversity of the community. He understands that when he moved here there was a controversy regarding gender identity issues but he has seen the school embrace inclusivity. He noted that a high quality education goes beyond just the basic needs but also includes embracing controversy that comes along with complete inclusivity. He is grateful for the school district and commended the Board for the job they are doing.

## **VII. OLD BUSINESS**

### **A. Recommendation to Adopt the 2021 Budget**

Mr. Hacker recommended that the Board of School Trustees adopt the 2021 Budget. He explained that this is the final step in the annual budget process having advertised and completed the public hearing and the review of all information provided.

*Mr. Utterback moved to approve the recommendation; Mrs. Dearman seconded the motion. The Board approved the recommendation by a vote of four (4) ayes; zero (0) nays.*

### **B. Recommendation to Adopt the Bus Replacement Plan**

Mr. Hacker recommended that the Board of School Trustees adopt the 2021-2025 Bus Replacement Plan. He explained that this is the formal approval of the advertised plan for the replacement of buses.

*Dr. Freije moved to approve the recommendation; Mrs. Dearman seconded the motion. The Board approved the recommendation by a vote of four (4) ayes; zero (0) nays.*

### **C. Recommendation to Adopt the Capital Assets Plan**

Mr. Hacker recommended that the Board of School Trustees adopt the 2021 Capital Assets Plan. He explained that this is the formal approval of the advertised plan and captures all expected expenditures greater than \$10,000.

*Mrs. Dearman moved to approve the recommendation; Dr. Freije seconded the motion. The Board approved the recommendation by a vote of four (4) ayes; zero (0) nays.*

## **VIII. NEW BUSINESS**

### **A. Recommendation to Authorize Transfer of Funds Resulting from the Waiver Implementation of Protected Taxes**

Mr. Hacker recommended that the Board of School Trustees approve the resolution to authorize transfers resulting from the waiver implementation of protected taxes. He explained protected taxes are designed to ensure sufficient tax collections in a taxing unit's debt service fund in order to meet debt service obligations. In order to protect the debt service fund, the circuit breaker credits attributable to the tax rate for the debt service fund will be applied against a taxing unit's unprotected or non-debt service funds. BCSC qualifies to utilize a funding mechanism where we can use some of the tax dollars collected that would normally be paid out of debt service and use it to support the Operations Fund.

*Mr. Utterback moved to approve the recommendation; Mrs. Dearman seconded the motion. The Board approved the recommendation by a vote of four (4) ayes; zero (0) nays.*

### **B. Recommendation to Authorize Appropriation Reduction**

Mr. Hacker shared a presentation to explain the need for Appropriations Adjustments. He explained that the annual budget is a submission of expenditures and revenue based on both historical data and future projections. The result is the approved annual appropriations for the Education, Operations and Debt Service Funds, the "authority" to spend. The cash balance, actual funds on hand, provides the district the "ability" to spend. Mr. Hacker explained that the appropriations equates to the approved amount of expenditures that can be made within the calendar year. Historically, we advertise that amount high, then adjust as needed. He shared that a budget cycle extends through portions of two teacher contracts. Dr. Snapp added that 9

pays are on the 2020 contract and 17 pays on the 2021 contract with salaries adjusted between the two contracts.

Mr. Hacker then shared the need for “in-flight” adjustments. He explained that occasionally the predictions/projections on anticipated expenditures are incorrect and need to be adjusted. For instance, this year with the student enrollment lower than anticipated with student growth of only 78 as compared to the planned for 250, COVID-19 expenditures, etc. The procedure to make such adjustments can be made through a Board action; either to seek approval for additional appropriations or seek approval for an appropriation reduction. In either instance, there is a formal submission process required to the Department of Local Government Finance (DLGF).

Mr. Hacker explained the need for an additional appropriations request occurs when actual expenditures are going to be more than projected expenditures, causing the need to spend more than the approved budget. This can happen when student growth is greater than anticipated and we have a need to add additional staff which most recently occurred for BCSC in 2019. In this instance, we had the ability to spend, cash on hand because of increased student enrollment, just not the authority to spend through appropriations.

Mr. Hacker shared that this year, we need to propose an appropriation reduction. This occurs when actual expenditures are significantly less than projected. He explained it has become necessary this year as a result of lower than anticipated student growth which led to there being no need for adding additional staff to support the anticipated student growth. He noted, because DLGF assumes the district will spend all approved appropriations, when a district does not, an appropriation reduction becomes necessary. The primary impact of not spending the appropriations falls to the subsequent budget year if the adjustment is not made. Mr. Hacker explained that without the appropriations reduction, it inaccurately impacts the cash balance (too low), which impacts the overall revenue for 2021, resulting in an unbalanced budget.

Mr. Hacker addressed several clarifying questions from Board members regarding the process.

Following the discussion, Mr. Hacker recommended that the Board of School Trustees approve a resolution to authorize the reduction in appropriations within the 2020 budget.

*Mr. Utterback moved to approve the recommendation; Dr. Freije seconded the motion. The Board approved the recommendation by a vote of four (4) ayes; zero (0) nays.*

### **C. Recommendation to Approve School Improvement Plans**

Dr. Jessup recommended that the Board of School Trustees approve the School Improvement Plans for 2020-2021. She explained that each school has submitted its School Improvement Plan. The improvement plans are very similar to what has been present in the past. The changes are to the specific goals based on individual school data and student performance. Brownsburg High School has added language regarding parent/teacher conferences to be held in the fall.

*Dr. Freije moved to approve the recommendation; Mrs. Dearman seconded the motion. The Board approved the recommendation by a vote of four (4) ayes; zero (0) nays.*

### **D. Recommendation to Approve the School Assignment of Elmwood by Redwood**

Dr. Jessup recommended that the Board approve the school assignment of Elmwood by Redwood to Reagan Elementary/East Middle School/Brownsburg High School. Dr. Jessup explained that this development is located at SR 267 and Northfield Drive. It is a multifamily development that will consist of 200 homes. The units are built with either 4 or 8 units to a building. The section to be approved this evening consists of 44 total units. The first section of this development was previously assigned to the same, Reagan/EMS/BHS and consists of 126 units.

*Mrs. Dearman moved to approve the recommendation; Dr. Freije seconded the motion. The Board approved the recommendation by a vote of four (4) ayes; zero (0) nays.*

#### **E. Recommendation to Approve the 2019-2021 Teacher Contract**

Dr. Snapp recommended that the Board of School Trustees approve the 2019-2021 Teacher Contract. He explained that this is the 2<sup>nd</sup> year of a two-year contract. He shared that it was a smooth negotiation process with the Brownsburg Classroom Teachers Association. Dr. Snapp explained that the no language changed within the contract and this recommendation is for salaries only. He shared that the beginning teacher salary remains unchanged and all teachers will receive \$1,000 increase to base pay. The only exception is for those teachers who will receive the “bump” to master teacher. He also noted that due to the pandemic, there is no attendance incentive this year, however those funds will be divided equally among all teachers and a \$200 one-time stipend will be provided in June. Additionally, it is recommended the Board cover any increase in dental and vision insurance premiums beginning in calendar year 2021 up to a 7% increase. The salary increase will be reflected in the October 9 pay.

*Dr. Freije moved to approve the recommendation; Mr. Utterback seconded the motion. The Board approved the recommendation by a vote of four (4) ayes; zero (0) nays.*

#### **F. Recommendation to Approve Support Staff Wages and Benefits**

Dr. Snapp requested that this recommendation be divided into two. The first recommendation is to approve the base rate and pay adjustments for support staff members. He explained this recommendation will include the following: \$0.40/hour minimum base rate increase for hourly paid positions; 2% increase or no more than \$1,000.00 increase for full time salaried support staff; \$2.50 increase to the daily rate for bus drivers; and the Board will cover any increase in dental and vision insurance premiums beginning in calendar year 2021 up to a 7% increase.

*Mr. Utterback moved to approve the recommendation; Dr. Freije seconded the motion. The Board approved the recommendation by a vote of four (4) ayes; zero (0) nays.*

Dr. Snapp then recommended that the Board approve the second part of the recommendation which addresses additional recommendations for specific positions in the district. He explained that this includes custodians, moving café managers to salaried positions, as well as several additional individual high need positions for which we are not only competing with other school districts but also the private sector. It is also recommended that the Board will cover any increase in dental and vision insurance premiums beginning in calendar year 2021 up to a 7% increase.

*Mr. Utterback moved to approve the recommendation; Dr. Freije seconded the motion. The Board approved the recommendation by a vote of three (3) ayes; zero (0) nays and one (1) abstention.*

#### **G. Recommendation to Approve Administrative Salaries and Contracts**

Dr. Snapp recommended that the Board approve the Administrative Salaries and Contracts. He explained that the following changes are recommended: the top of the administrative salary ranges for 2020-2021 to be increased by \$1,000; building level administrators at the top of the administrative salary range are recommended for a \$1,000 increase. Others not at the top, receive a step to the top which equates to “the bump” teacher get at the top. Administrators are recommended for a two-year contract with two exceptions as noted to the Board.

*Mrs. Dearman moved to approve the recommendation; Mr. Utterback seconded the motion. The Board approved the recommendation by a vote of four (4) ayes; zero (0) nays.*



## **IX. SUPERINTENDENT COMMENTS**

Dr. Snapp thanked the Board for approving increases for 1,150 staff members. He shared that the work with the classroom teachers association went very well. We have a great relationship with the teachers association. He shared that employees will receive individual notifications of their increases beginning tomorrow and he thanked the human resources department for their excellent, hard work to make that happen. Increases will be reflected in employees paychecks on Friday. He expressed his appreciation to the Board for making that happen.

Dr. Snapp also shared that parent/teacher conferences will be held this week via Zoom. All of our schools are hoping for great parent participation in the conferences That includes the high school that is holding conferences for the second year. Staff members are excited to make it through this week and enjoy the next two weeks of fall break.

## **X. BOARD MEMBER COMMENTS**

Mr. Utterback thanked the teachers, staff and students for a great first quarter. He is excited to have even more students back in the buildings.

Mrs. Dearman thanked teachers, students and staff and is looking forward to the upcoming teacher conferences for her students. She explained that her abstention vote for support staff increases is not a reflection of the hard work and importance of those staff members but it is a new experience and she feels she needs a better understanding and frame of references as to how those recommendations are made.

Dr. Freije thanked staff and students for doing an amazing job and everyone is looking forward to the upcoming fall break. He shared he is pleased to hear the meal program may be extended and encourages everyone to take advantage of that. He wished all the Board candidates good luck in the upcoming election and encouraged all members of the community to vote. Dr. Freije also thanked those in attendance and those that spoke at the meeting.

Mr. Hylton thanked the PSG group for putting on the candidates forum last week. He shared that the Board would have liked to give higher raises but with so much uncertainty that wasn't possible. He understands that this year is unprecedented and our teachers and staff are working even harder than before. He explained that it was very important to the Board, even in these uncertain times, to be sure that at least some increase was provided to acknowledge them for the amount of work being put in by all this year. He is pleased we are doing so well in school and setting a good example for other schools as well.

## **XI. ADJOURNMENT**

*Mr. Hylton made a motion to certify that the Board discussed no subject matter in the September 14, 2020 Executive Session and September 28, 2020 Executive Session other than the subject matter specified in the public notices. Board members present at the Executive Sessions were Mr. Hylton, Dr. Freije, Ms. Heffernan, Mrs. Dearman and Mr. Utterback. The purpose of the Executive Sessions was I.C. 5-14-1.5-6.1(b)(9) To discuss job performance evaluations of individual employees and I.C. 5-14-1.5-6.1(b)(2)(A) For discussion of strategy with respect to Collective Bargaining. Dr. Freije seconded the motion. The Board approved the motion by a vote of four (4) ayes; zero (0) nays.*

*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 four (4) ayes; zero (0) nays. The meeting adjourned at 7:18 p.m.*

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

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