

**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, April 11, 2022 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 were Ms. Jessica Heffernan, Dr. Matthew Freije, Mrs. Tiffany Dearman, and Mr. Mike Wells. Administrators present were Dr. Jim Snapp, Dr. Kat Jessup, Mr. John Voigt and Mr. Shane Hacker. Ms. Vicki Murphy, Mrs. Nicole Walker, Mr. Adam Poliskie 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.

**III. CONSENT ITEMS****A. Approval – Minutes of March 14, 2022 Business Meeting**

**B. Claims: P/R#03/11/22 - \$1,646,362.54; P/R#03/25/22 - \$1,659,592.01; Claims 3/10-4/6/22 - \$4,548,048.18**

**C. Superintendent’s Report**

The Superintendent’s Report was presented as follows:

**1. Retirement – Certified:**

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Effective Date</b>
a. Cathy McCoskey	Brown	5 <sup>th</sup> Grade Teacher	End of the 2021-22 school year

**2. Resignations – Certified:**

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Effective Date</b>
a. Madison Hiatt	Cardinal	5 <sup>th</sup> Grade Teacher	End of the 2021-22 school year
b. Katie Mingus	Brown	Kindergarten Teacher	End of the 2021-22 school year
c. Megan Miller	Cardinal	4/5 High Ability Teacher	End of the 2021-22 school year
d. Makayla Cooper	Delaware Trail	Kindergarten teacher	End of the 2021-22 school year
e. Megan LiCalzi	WMS	Math Teacher	End of the 2021-22 school year

**3. Resignations – Support Staff:**

<b>Name</b>	<b>Building</b>	<b>Position</b>	<b>Effective Date</b>
a. Paul McKenzie	Transportation	Bus Driver	March 18, 2022
b. Moses Rugigana	Facility Services	Custodian	March 21, 2022
c. Nikki Webb	Nutrition Services	Café Manager	March 18, 2022
d. Angie Jones	Nutrition Services	Café Manager	March 18, 2022
e. Kimberly O’Dell	Nutrition Services	Café Employee	April 8, 2022
f. Catherine Mosson	Nutrition Services	Café Employee	March 18, 2022

**4. New Employment – Administrative:**

Name	Building	Position	Effective Date	Degree	Reason for Employment
a. Taryn Walden	WMS	Assistant Principal; Annual salary- Administrative Salary Scale w/ 3 Years- Experience; 2-year, 220 day contract	July 1, 2022	Masters	Replacing Michael Ryan
b. Jeremy Wolley	WMS	Assistant Principal; Annual salary- Administrative Salary Scale w/ 3 Years- Experience; 2-year, 220 day contract	July 1, 2022	Masters	New position

**5. New Employment – Certified:**

Name	Building	Position	Effective Date	Degree	Reason for Employment
c. Ruth Siegel	WMS	Math Teacher	July 26, 2022	Masters	New position
d. Tim Ladwig	EMS	Math Teacher	July 26, 2022	Masters	Replacing Patrick Sullivan
e. Elizabeth Hendricks	Brown	Special Education Teacher	July 26, 2022	Bachelors	New position
f. Caitlin Preda	EMS	Special Education Teacher	July 26, 2022	Bachelors	New position
g. Christopher Paulson	BHS	Associate Band Director	July 26, 2022	Masters	Replacing Tracy Runyon due to a job transfer
h. Alexandra Day	TBD	Elementary Teacher	July 26, 2022	Bachelors	To be determined
i. Alexandra Day	White Lick	2 <sup>nd</sup> Grade Teacher; Temporary contract	April 21, 2022 thru the end of the school year	Bachelors	While Karena Maloney is on medical / maternity leave
j. Paige Price	TBD	Elementary Teacher	July 26, 2022	Bachelors	To be determined
k. Ryan (Chris) Valentine	TBD	Elementary Teacher	July 26, 2022	Bachelors	To be determined
l. Grace Nugent	TBD	Elementary Teacher	July 26, 2022	Bachelors	To be determined
m. Allison Meinczinger	Brown	4 <sup>th</sup> Grade Teacher; Temporary contract	Approximately April 9, 2022 thru end the of the school year	Bachelors	While Chelsea Voyles is on medical / maternity leave
n. Kristina Comer	Lincoln	PE Teacher; Temporary Contract	April 4, 2022 thru a date to be determined	Bachelors	While Tyler Staup is on family medical leave

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

Name	Building	Position	Effective Date	Hours per Day	Reason for Employment
a. Tracey Shidler	EMS	Special Education Instructional Assistant	April 4, 2022	7	Replacing Larry Whitmore
b. David Krieg	Transportation	Bus Driver	March 18, 2022	Band A	Replacing Donna Schrieber

c. Jenna Sparks	White Lick	Special Education Instructional Assistant	April 4, 2022 thru the end of the school year	7	Replacing Morgan Jones
d. Kristan Plavcan	Facility Services	Custodian	March 23, 2022	8	Replacing Michael Tucker
e. Allison Lewis	Transportation	Bus Driver	April 4, 2022	Band A1	Replacing Vetra Davis

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

Name	Building	Position	Effective Date
a. Will Shroyer	EMS	Assistant Track Coach	For the 2021-22 season
b. Drew Timm	WMS	Assistant Track Coach	For the 2021-22 season
c. Erin Jewell	Reagan	Running Club (Lay) Sponsor	For the 2021-22 school year
d. Adam Hill	WMS	Assistant Softball (\$1.00 Lay) Coach	For the 2021-22 season
e. Jack Parker	BHS	Assistant Varsity Track (\$1.00 Lay) Coach	For the 2021-22 season
f. Austin Toth	WMS	Assistant Baseball (\$1.00 Lay) Coach	For the 2021-22 season
g. Wildren (Bill) Poland	BHS	Assistant Varsity Softball (\$1.00 Lay) Coach	For the 2021-22 season
h. George Stapp	EMS	Assistant Softball (\$1.00 Lay) Coach	For the 2021-22 season
i. Zach Kelley	EMS	Assistant Boys Golf (\$1.00) Coach	For the 2021-22 season
j. Natalie Gain	BHS	Orchestra (\$1.00 Lay) Instructor / Assistant	For the 2021-22 season
k. Alyssa Hartsock	BHS	Band (\$1.00 Lay) Instructor / Assistant	For the 2021-22 season
l. Darren Yochum	BHS	Band (\$1.00 Lay) Instructor / Assistant	For the 2021-22 season
m. Michael Russell	BHS	Band (\$1.00 Lay) Instructor / Assistant	For the 2021-22 season
n. Rebecca McGuire	BHS	Band (\$1.00 Lay) Instructor / Assistant	For the 2021-22 season
o. Milt Bagan	BHS	Band (\$1.00 Lay) Instructor / Assistant	For the 2021-22 season
p. Juliet McCoy	EMS	Orchestra (\$1.00 Lay) Instructor / Assistant	For the 2021-22 season

**8. Leaves of Absence – Certified:**

Name	Building	Position	Type of Leave	Dates of Leave
a. Samantha Frank	Cardinal	Special Education Teacher	Medical / Maternity	Upon the birth of the baby (approximately May 24, 2022) thru the end of the school year
b. Jamie Lee	EMS	School Counselor	Medical / Maternity	Upon the birth of the baby (approximately July 26, 2022) thru November 23, 2022
c. Sara Creasey	Delaware Trail	2 <sup>nd</sup> Grade Teacher	Medical / Maternity	Upon the birth of the baby (approximately May 23, 2022) thru October 7, 2022
d. Beth Oburn	BHS	Family and Consumer Science Teacher	Medical	April 4, 2022 thru a date to be determined
e. Amanda Jones	Cardinal	3 <sup>rd</sup> Grade Teacher	Medical / Maternity	Upon the birth of the baby (approximately July 26, 2022) thru October 7, 2022
f. Lindsay Staup	Delaware Trail	1 <sup>st</sup> Grade Teacher	Medical / Maternity	April 4, 2022 thru a date to be determined
g. Tyler Staup	Lincoln	PE Teacher	Family Medical	April 4, 2022 thru a date to be determined
h. Maria Gildner	WMS	Language Arts Teacher	Medical / Maternity	Upon the birth of the baby (approximately July 26, 2022) thru September 13, 2022

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

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Jennifer Licha	BHS Nutrition Services; 5.5 hours / day	BHS Nutrition Services; 6 hours / day	March 7, 2022	Increase in hours
b. Katie Lopez	WMS Nutrition Services Employee	WMS Assistant Café Manager	March 11, 2022	Replacing Elise Mullis
c. Tomara Fallen	ECC Instructional Assistant; 3.5 hours / day	BHS Special Education Instructional Assistant; 7 hours / day	April 4, 2022	Replacing Fabiana Alvarenga
d. Cindy Sewell	Delaware Trail Learning Lab Instructional Assistant	Delaware Trail 1 <sup>st</sup> Grade Teacher; Temporary contract	April 4, 2022 thru the end of the school year	While Lindsay Staup is on medical / maternity leave

**10. Clarification – Certified:**

Name	Building	Position	Clarifying Statement
a. Rosalie Bonacasa	To be determined	Elementary Teacher	Miss Bonacasa was previously approved as having a Bachelors Degree; she has a Masters Degree

**11. Clarification – Support Staff:**

Name	Building	Position	Clarifying Statement
a. Kathy Adams	CO	Registrar	Mrs. Adams was previously approved as a retirement and should have been approved as a resignation due to retirement eligibility

**FOR YOUR INFORMATION:****12. Transfer – Certified:**

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Sam Parmlerlee	Delaware Trail Special Education Teacher	BCSC Behaviorist	July 26, 2022	New position

**13. Transfer – Support Staff:**

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Jamie Deer	Reagan/ Lincoln Nutrition Services	EMS Nutrition Services	March 14, 2022	Open position

**14. Field Trip Requests:****Field Trip – Out of State, Overnight**

The Brownsburg High School DECA Club students will be traveling to Atlanta, Georgia from Friday, April 22 through Wednesday, April 27, 2022. Approximately 30 students and 4 chaperones will be traveling together. The trip is being organized by Tara Sabelhaus, BHS Business Teacher and DECA Sponsor, and has been approved by the Superintendent based on travel guidelines set forth by the Board.

**Field Trip – Out of State, Overnight**

The BHS Robotics Team 3176 will be traveling to Houston, Texas from Tuesday, April 19 through Sunday, April 24, 2022 to attend the FIRST Worlds Robotics Championship. Approximately 10 students and 3 chaperones will be traveling together. The trip is being organized by Dawn Mayer, Brown Elementary Teacher and Robotics Team Sponsor, and has been approved by the Superintendent based on travel guidelines set forth by the Board.

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

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

BCSC West Middle School Renovation and Addition							
Contractor	CO #	Contract Amount	CO Dollar Amount	New Contract Value	BCSC Approval	Board Meeting	Description
BP 10 - Structural Steel Services	3	\$ 1,284,906.17	\$ 6,780.43	\$ 1,291,686.60	3/4/2022	4/11/2022	CR 5027 - Unit B Plate Enclosures at Columns
BP 12 - JBM (General Trades)	11	\$ 5,179,738.00	\$ 5,672.00	\$ 5,185,410.00		4/11/2022	CR 031 - ASI 031 - Dishwash Room Changes - CR 032 - ASI 032 - Lifeskills Washer and Dryer
BP 13 - Berline	4	\$ 1,600,477.00	\$ 2,719.00	\$ 1,603,196.00		4/11/2022	CR 031 - ASI 031 - Dishwash Room Changes - CR 032 - ASI 032 - Lifeskills Washer and Dryer
BP 16 - General Piping	3	\$ 4,549,174.00	\$ 9,665.00	\$ 4,558,839.00		4/11/2022	CR 031 - ASI 031 - Dishwash Room Changes - CR 032 - ASI 032 - Lifeskills Washer and Dryer - CR 035 ASI 035 Water Soften
BP 17 - Electric Plus	8	\$ 2,866,117.39	\$ 11,042.04	\$ 2,877,159.43	3/19/2022	4/11/2022	ASI 17 R1 Cardio room Dedicated Circuits, ASI 032 - Lifeskills Washer Dryer, CR 5038 Temp Lighting at Parking Lot
BP 17 - Electric Plus	9	\$ 2,877,159.43	\$ 3,029.00	\$ 2,880,188.43		4/11/2022	CR 031 - ASI 031 Dishwash Room Changes

BCSC Crossroads Elementary School							
Contractor	CO #	Contract Amount	CO Dollar Amount	New Contract Value	BCSC Approval	Board Meeting	Description
BP 01 - Geiger & Peters	1	\$ 2,329,000.00	\$ 1,379.34	\$ 2,330,379.34	3/24/2022	4/11/2022	CR 5001 - Column Elongation
BP 03 - Millennium	1	\$ 4,988,500.00	\$ (10,350.00)	\$ 4,978,150.00	3/24/2022	4/11/2022	CR 5002 - Credit for GI-A
BP 07 - Santarossa	1	\$ 636,800.00	\$ 1,383.95	\$ 638,183.95	3/24/2022	4/11/2022	CR 5003 - RFI 010 - Missing Finishes in Unmarked Room
BP 08 - Central Products	1	\$ 902,355.00	\$ 12,620.00	\$ 914,975.00	3/24/2022	4/11/2022	CR 002 - ASI 002 - Food Service Changes
BP 09 - Greiner Brothers	1	\$ 5,140,200.00	\$ (11,200.00)	\$ 5,129,000.00	3/24/2022	4/11/2022	CR 5002 - Credit for GI-A
BP 10 - Payne Electric	1	\$ 2,998,000.00	\$ (21,346.00)	\$ 2,976,654.00			CR 5004 - Credit for Underground Feeder Conduits

**16. Approval of Construction Contracts Awarded Administratively – 2022 Roof Replacements:**

As authorized at the March 14, 2022 Board Meeting, the Administration has declared the bid of Indy Roof Rangers to be non-responsive due to several omissions in their submission for Bid Package No. 2, and awarded a construction contract for both Bid Package No. 1 (membrane roofing at Cardinal and Delaware Trail) and Bid Package No. 2 (shingle roofing at Reagan [Base Bid] and Eagle [Alternate No. 1]) to B&L Sheet Metal and Roofing – Tecna America, in the amount of \$2,628,250.00. The bid tabulation form below documents the bids received.

Brownsburg Community School Corporation  
 2022 Campus Roofing Project  
 Bids Received through 10:00 a.m. EST Thursday, March 31, 2022

Vendor/Contractor	Bid Pkg	Attended Pre-Bid	Envelope Complete & Correctly	(f) Addenda Acknowledged	Completion Date	Bid Security Provided Bid Bond	Certified Check	Financial Statement Included	Form 96 Fully Executed & Notarized	Project 1 - Membrane Roof at Cardinal & Delaware Trail	Alt 1 - alternative material to improve schedule	Project 1 Total	Project 2 - Asphalt Shingle Roof at Reagan	Alt 1 - Asphalt Shingle Roof at Eagle	Project 2 Total
AAA Roofing	1	Y	partial	Y	10/22	Y	---	Y	Y	\$2,999,950.00	n/a	\$2,999,950.00	---	---	---
Indy Roof Rangers	2	Y	Y	NA	omitted	omitted	omitted	partial	partial	---	---	---	\$79,923.48	n/a	non responsive
Midland Engineering	1	Y	partial	Y	8/22	Y	---	Y	Y	\$2,106,800.00	n/a	\$2,106,800.00	---	---	---
B&L Sheet Metal & Roofing	1 & 2	Y	Y	N*	1/23	Y	---	Y	Y	\$1,835,000.00	\$194,000.00	\$2,029,000.00	\$607,750.00	\$185,500.00	\$793,250.00

Recommended Contract:	Accept	Decline	Accept	Accept	Total Contract
	\$1,835,000.00	\$0.00	\$607,750.00	\$185,500.00	\$2,628,250.00

Dr. Snapp recommended the Board approve the Consent Agenda as presented. Ms. Heffernan moved to approve the recommendation; Mrs. Dearman seconded the motion. The Board approved the recommendation by a vote of five (5) ayes; zero (0) nays.

**IV. COMMUNICATIONS:**

**A. Commendation – AREA 31 Students**

Dr. Snapp introduced the following students receiving recognition for their performance in their respective programs at AREA 31:

- Carlie McGhee – Inducted into National Technical Honor Society in the field of Graphic Imaging
- Hunter Mullins – Outstanding Student in the 2<sup>nd</sup> Quarter in the field of Collision Repair
- Austin Hering – Inducted into National Technical Honor Society and Outstanding Student in the 2<sup>nd</sup> Quarter in the field of HVAC
- Charles Viehhaus – Outstanding Student in the 1<sup>st</sup> Quarter in the field of Culinary Arts II
- Merry Libsekal – Outstanding Student in the 3<sup>rd</sup> Quarter in the field of Emergency Medical Services
- Rowan Brown – Inducted into National Technical Honor Society in the field of Dental Careers

Mr. Hylton presented each student with a commendation recognizing them for their achievements.

Students also recognized but unable to attend the Board meeting were:

- Cooper Bates – Outstanding Student in the 3<sup>rd</sup> Quarter in the field of Radio Broadcasting
- Lucas Howard – Outstanding Student in the 3<sup>rd</sup> Quarter in the field of Auto Service
- Alex Morris-Cass – Inducted into the National Technical Honor Society in the field of Graphic Imaging

- Zuleymi Rivera-Diaz – Outstanding Student in the 3<sup>rd</sup> Quarter in the field of Health Science
- Joanna Wuestefeld – Inducted into the National Technical Honor Society in the field of Construction Trades

## **B. Brownsburg Education Foundation Report**

Mrs. Dearman shared the following from the Brownsburg Education Foundation:

- The Rally for Our Kids Gala – Thank you to all who participated in some aspect of this year's gala which raised \$55,000 to benefit the students and teachers of Brownsburg Schools.
- Chip in for the Kids Golf Outing presented by Summers Plumbing, Heating and Cooling – scheduled for Friday, June 10, 2022 at West Chase Golf Club with a shotgun start at 8:30 am. Online sign-ups are on the BEF website for anyone interested in participating or volunteering. It's a fun event!
- Brick Promotions – Bricks can still be ordered, but will not be placed in the walk before graduation.
- Grants and Scholarships – Scholarship applications were due before spring break and the scholarship committee meets April 12 to determine the recipients of the \$52,000 in scholarships that BEF will award to the Class of 2022. \$21,000 of these scholarships are thanks to the generosity of the BCSC staff and the payroll deduction program! District Excellence Award Grants were submitted by grade level and department heads before spring break – announcements about these awards will be made in early May. InCredible Award grant applications will be available in mid-May and will be due to the BEF office by August 15.

## **C. Operations Update**

Mr. Voigt shared information regarding Nutrition Services. He noted that the Federal School Meal Waiver will end for BCSC as of June 30, 2022. We will return to paid/reduced/free meals. Mr. Voigt explained while meal prices were raised for 2021-22, expenses have significantly increased over the past twelve months. He shared that the May Board meeting agenda will include the annual recommendation to adjust meal prices with the exact amount still to be determined.

Mr. Voigt also shared an update regarding the West Middle School renovation project. He shared photos of the progress and noted that the project does remain on schedule and within budget. While there have been some equipment and materials delays, the project managers have been able to schedule around those and the hope is that the project will be completed on time, summer 2023.

## **D. First Reading of Board Policies**

Dr. Jessup shared the following policies for first reading:

- 7540.03 – Staff and Student Network and Internet Acceptable Use and Safety – Remove this policy in its entirety – to be replaced with new updated policy
- 7540.03 – Student Technology Acceptable Use and Safety – New Updated Policy
- 7540.04 – Staff Technology Acceptable Use and Safety – New Policy (was previously combined in PO 7540.03)
- 7544 – Use of Social Media – New Policy
- 8305 – Information Security – New Policy

Dr. Jessup explained that these policies are presented for first reading, will be reviewed for second reading at the May Board meeting and received for final reading and potential approval at the June Board meeting. Any questions regarding the policies may be sent to Dr. Jessup and addressed at the next meeting. Dr. Freije asked if the policies come from NEOLA. Dr. Jessup responded that the template for the policies are provided by NEOLA and contain options for adoption based on the needs of the district.

## **E. Textbook Adoption Process**

Dr. Jessup shared a presentation explaining the textbook adoption process for the district. She explained it is a 6-year cycle which allows for school districts to not have to evaluate all materials at the same time. Additionally, it benefits the district both financially as well as in the planning and implementation of professional development. Dr. Jessup noted due to COVID, Social Studies materials were not adopted last year as scheduled. This year we will be adopting both Social Studies and Math.

The current adoption cycle is:

- 2022-2023 – Science and Health
- 2023-2024 – Miscellaneous (Art, Music, FACS, Business) and BECC
- 2024-2025 – Reading
- 2025-2026 – English and World Language
- 2026-2027 – Social Studies
- 2027-2028 – Math

Dr. Jessup shared the process year to year as well as the difference between elementary and secondary material adoption. She explained how materials are first evaluated by teachers and once a consensus recommendation is made, materials are shared with parents. Ongoing activities during the six-year cycle include ongoing evaluation of curriculum maps, professional development needs and analysis of student achievement.

## **V. COMMENTS FROM PATRONS**

*Joe Chase – Camby, IN* – Mr. Chase shared concerns about the DEI lessons being shared in fifth grade.

## **VI. OLD BUSINESS**

There were no Old Business items

## **VII. NEW BUSINESS**

### **A. Recommendation to Approve Court Representation Authorization**

Mr. Hacker recommended the Board of School Trustees approve the Court Representation authorization. He shared that approval of this recommendation authorizes he and Mandy Garner to represent the Board in court for claims the School Corporation might file for uncollected fees owed to the corporation.

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

## **VIII. SUPERINTENDENT COMMENTS**

Dr. Snapp invited the Board to attend the annual Teacher of the Year/Support Staff Member of the Year reception on Wednesday, May 4 at 4:00 pm at Brownsburg High School.

## **IX. BOARD MEMBER COMMENTS**

Mrs. Dearman congratulated all of the Area 31 students who were recognized this evening.

**XV. ADJOURNMENT**

*Mr. Hylton called for a motion to adjourn. Dr. Freije moved for adjournment; Ms. Heffernan seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays. The meeting adjourned at 7:10 p.m.*

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

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