

**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 3, 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. Matt Freije, Mrs. Tiffany Dearman, and Mr. Mike Wells. Administrators present were Dr. Jim Snapp, Dr. Kat Jessup, Mr. John Voigt and Mr. Shane Hacker. Mrs. Jodi Gordon, Ms. Vicki Murphy, Mr. Nick Meyerrose 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. COMMUNICATIONS

A. Commendation

Dr. Snapp invited the following students forward to be recognized as National Merit Scholars based on the scores they received on their PSATs which ranks them among the top 16,000 students recognized in the nation for this honor:

- Madison Vink
- Sruthika Gangisetty
- Ellie Nolte
- Noah Lone
- Will Spears
- Benjamin Skiles
- Gabby Favors

Each student received a commendation for their accomplishments.

B. Brownsburg Education Foundation Report

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

- Log Cabin Homestead Community Event –held Saturday, October 1. Many families and community members attended this free event and saw what all third graders experienced during the month of September. They enjoyed pioneer games, toy making, other activities and live music.
- Surplus Sale Laptops – Thank you to everyone who attended the Surplus Sale which netted almost \$1,000 this year.
- BEF Rally for Our Kids Gala – Save the Date – Friday, March 10, 2023. Early bird whole table reservations will be available December 1-15.

C. Operations Update

Mr. Voigt shared guidelines and criteria used to set school bus routes and establish bus stops.

V. COMMENTS FROM PATRONS

There were no comments from patrons.

VI. CONSENT ITEMS**A. Approval of the following:**

- **Approval of Minutes**
 - **September 12, 2022 Business Meeting**
 - **September 12, 2022 Executive Session**
 - **September 26, 2022 Business Meeting**
 - **September 26, 2022 Work Session**
 - **September 26, 2022 Executive Session**
- **Approval of Claims – PR# 09/09/22 - \$1,694,684.01; PR# 09/23/22 - \$1,676,548.27; Claims 9/8-9/28/22 - \$3,837,298.24**
- **Superintendent’s Report**

The Superintendent’s Report was presented as follows:

1. Retirement – Support Staff:

Name	Building	Position	Effective Date
a. Brenda Wininger	Central Office	Data Specialist	January 31, 2023

2. Termination – Support Staff:

Name	Building	Position	Effective Date
a. Antoine Nduwayo	Facility Services	Custodian	September 7, 2022

3. Resignations – Certified Staff:

Name	Building	Position	Effective Date
a. Kate Althoff	Delaware Trail	Counselor	September 30, 2022
b. Katy Olson	BHS	English Teacher	October 7, 2022
c. Claire Richardson	White Lick	4 th Grade Teacher	September 9, 2022
d. Yvonne Thompson	BHS	Social Studies Teacher	September 30, 2022

4. Resignations – Support Staff:

Name	Building	Position	Effective Date
a. Christopher Hogan	Facility Services	Maintenance Technician	October 21, 2022
b. Namboneka Kamanzi	Facility Services	Custodian	September 13, 2022
c. Tantine Nyanduhura	Facility Services	Custodian	September 22, 2022
d. Yelonda Harshman	CO	Benefits Coordinator	To be determined

5. New Employment – Certified Staff:

Name	Building	Position	Effective Date	Degree	Reason for Employment
a. Blake Dotlich	Delaware Trail	Counselor; Long Term Substitute	September 27, 2022 thru the end of the school year	Bachelors	Replacing Kate Althoff
b. Andrew Shriner	BHS	English Teacher; Long Term Substitute	January 2, 2023 thru the end of the school year	Bachelors	Replacing Katie Burris
c. Sarah Peden	BHS	Social Studies Teacher; Long Term Substitute	October 24, 2022 thru the end of the school year	Masters	Replacing Yvonne Thompson
d. Jennifer Flueck	White Lick	4 th Grade Teacher; Long Term Substitute	October 24, 2022 thru the end of the school year	Bachelors	Replacing Claire Richardson

e. Bobbi Farlow	Reagan	1 st Grade Teacher; Temporary contract	September 29, 2022 thru October 7, 2022	Masters	While Karla Didelot is on medical leave
f. Stephanie Millbern	Delaware Trail	High Ability Teacher; Long Term Substitute	September 21, 2022 thru October 7, 2022	Bachelors	While Lindsay Terry is on family medical leave

6. New Employment – Support Staff:

Name	Building	Position	Effective Date	Hours per Day	Reason for Employment
a. Nicole Black	WMS	Special Education BASE Instructional Assistant	September 19, 2022	7	Replacing Keli Foster
b. Holly Crowder	ECC	Preschool Instructional Assistant	October 3, 2022	7	New position
c. Rachel Brunsmann	Brown	High Ability Instructional Assistant	October 3, 2022	33.5 hours / week	Replacing Natalie Cash due to a job transfer
d. Jasmine Norton	WMS	ENL Instructional Assistant	September 29, 2022	7	Replacing Chelsea Teter
e. Rodney Stearns	Transportation	Bus Aide	October 24, 2022	4	Replacing Sandra Kirchenbauer
f. Nashimwe Namwirikwa	Facility Services	Custodian	September 20, 2022	8	Replacing Shina Alex
g. TaSheyonna Smith	BHS	Nutrition Services	September 26, 2022	6	Replacing Ashley Whitlock

7. New Employment – Extra-Curricular:

Name	Building	Position	Effective Date
a. Robbie Donoho	BHS	BSCS Television Studio	For the 2022-23 school year
b. Helen Zoss	BHS	Academic Area - Super Bowl (English)	For the 2022-23 school year
c. Kyle Keith	BHS	Assistant Varsity Boys Basketball Coach	For the 2022-23 season
d. Tim Pogue	BHS	Assistant Varsity Softball (Lay) Coach	For the 2022-23 season
e. Benjamin Lacey	EMS	Boys Basketball (Lay) Coach	For the 2022-23 season
f. Daria Terrell	WMS	Assistant Cross Country Coach	For the 2022-23 season
g. MacKenzie Ward	WMS	8 th Grade Volleyball (Lay) Coach	For the 2022-23 season
h. Melanie Roberts	WMS	7 th Grade Softball Coach	For the 2022-23 season
i. Meredith Brouette	WMS	8 th Grade Girls Basketball Coach	For the 2022-23 season
j. Marielle Rankin	WMS	Assistant Winter Cheer (Lay) Coach	For the 2022-23 season

8. Leaves of Absence – Certified Staff:

Name	Building	Position	Type of Leave	Dates of Leave
a. Alicia Lewis	EMS	Science Teacher	Medical / Maternity	Approximately December 7, 2022 thru March 17, 2023
b. Liz Nedza	Delaware Trail	High Ability Teacher	Medical / Maternity	Approximately February 15, 2023 thru the end of the school year
c. Jeanann Stewart	WMS	6 th Grade Teacher	Medical	October 24, 2022 thru approximately November 4, 2022
d. Alissa Helland	Delaware Trail	Instructional Coach	Medical	September 8, 2022 thru approximately October 7, 2022

9. Change of Status – Support Staff:

Name	Previous Position	New Position	Effective Date	Reason for Change
a. Kat Murray	CO Data Specialist	CO Corporation Registrar	September 19, 2022	Replacing Kathy Adams
b. Amanda Jarvis	Transportation Router	CO Benefits Coordinator	October 17, 2022	Replacing Yelonda Harshman
c. Aimee Wachman	WMS Guidance Administrative Assistant	CO Data Specialist	To be determined	Replacing Kat Murray due to a job transfer
d. Kayla Carter	Nutrition Services Employee	EMS Assistant Café Manager	September 19, 2022	New position
e. Elissa Hooper	Nutrition Services Employee	BHS Assistant Café Manager	September 19, 2022	Replacing Ashley Tudor due to a job transfer
f. Melissa Bedrick	Nutrition Services Employee	BHS Assistant Café Manager	September 19, 2022	New position
g. Jennifer Wilmoth	Nutrition Services Employee	BHS Interim Assistant Café Manager	September 19, 2022	Replacing Cathy Klemeyer due to a temporary job transfer
h. Janne Baze	Nutrition Services Employee	Reagan / Lincoln Assistant Café Manager	September 19, 2022	New position
i. Whitney Crosslin	Nutrition Services Employee	Cardinal / Delaware Trail Assistant Café Manager	September 19, 2022	New position
j. Megan McCarty	Nutrition Services Employee	WMS Assistant Café Manager	September 19, 2022	New position

10. Clarification – Support Staff:

Name	Building	Position	Clarifying Statement
a. Kathy Adams	CO	Corporation Registrar	Mrs. Adams was previously approved with a resignation date of August 1, 2022; Her actual resignation will be effective October 3, 2022

11. 2022-23 Support Staff Job Share Application:

It is recommended the Board approve the following job share applications:

- a. Angela Delp and Elizabeth Mott at Cardinal effective October 3, 2022. They will be sharing a learning lab instructional assistant position replacing Linda Cross.
- b. Abby Dennis and Janese Timm at White Lick effective September 19, 2022. They will be job sharing the technology instructional assistant position replacing Erin Russell.

FOR YOUR INFORMATION:**12. Approval of Construction Change Orders:**

The Administration has approved the following construction change order; the project remains within the established budget.

2022 BCSC Campus Paving Improvements, Baumgartner & Company: On September 19, 2022, Change Order No. 001 was approved in the amount of \$75,280.00, adjusting the prior contract amount of \$1,701,850.00 to a new contract amount of \$1,777,130.00. The change order adjusts the contract for a variety of unforeseen costs from the summer paving project which touched nearly every site on campus. 95% of the additional costs were associated with the reconstruction of the 310 Stadium Drive Entry 7 Parking Area.

13. Approval of Special Use Agreements:

The Administration has approved the following Special Use Agreements:

Brownsburg Basketball Team: A Special Use Agreement dated September 21, 2022 and fully executed September 22, 2022, for the period September 21, 2022 through June 30, 2023, for the use of elementary and middle school gymnasiums, to be billed monthly at a rate of \$11.00 per hour. If additional custodial or maintenance services are required, these will be billed at a rate of \$40 per hour.

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

VII. OLD BUSINESS**A. Recommendation to Adopt the 2023 Budget, 2023-2027 Bus Replacement Plan and the 2023-2025 Capital Assets Plan**

Mr. Hacker recommended the Board of School Trustees approve the 2023 Budget, the 2023-2027 Bus Replacement Plan and the 2023-2025 Capital Assets Plan. He explained this recommendation follows the required notifications and public hearings.

ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)
Approved by the State Board of Accounts, 2015
Prescribed by the Department of Local Government Finance

Budget Form No. 4
Generated 9/27/2022 9:01:40 AM

Ordinance / Resolution Number:

Be it ordained/resolved by the **Brownsburg Community School Corporation Board of Trustees** that for the expenses of **BROWNSBURG COMMUNITY SCHOOL CORPORATION** for the year ending December 31, **2023** the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of **BROWNSBURG COMMUNITY SCHOOL CORPORATION**, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

This ordinance/resolution shall be in full force and effect from and after its passage and approval by the **Brownsburg Community School Corporation Board of Trustees**.

Name of Adopting Entity / Fiscal Body	Type of Adopting Entity / Fiscal Body	Date of Adoption
Brownsburg Community School Corporation Board of Trustees	School Board	10/03/2022

Funds				
Fund Code	Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
0180	DEBT SERVICE	\$37,642,426	\$37,259,779	1.3063
3101	EDUCATION	\$76,928,438	\$0	0.0000
3300	OPERATIONS	\$23,913,315	\$16,900,000	0.5925
		\$138,484,179	\$54,159,779	1.8988

**RESOLUTION TO ADOPT US REPLACEMENT PLAN
Budget Year 2023**

This resolution is adopted by the Board of Trustees of the School Corporation below:

School Corporation Name:	Brownsburg Community School Corporation
County:	Hendricks County

WHEREAS, A School Bus Replacement Plan has been established; and
WHEREAS, the Board of Trustees is required under IC 20-40-18-9 to adopt a plan for the School Bus Replacement Plan; and

WHEREAS, the Board of Trustees held a public hearing on the plan date and place below:

Meeting Date:	12-Sep-22
Meeting Location:	F.L. O'Neal Administration Building

THEREFORE, BE IT RESOLVED, by the Board of Trustees that the plan entitled "Bus Replacement Plan" this resolution, and is adopted as the Board of Trustees' Plan with respect to the School Bus Replacement Plan.

BE IT FURTHER RESOLVED, that the Board of Trustees shall submit a certified copy of this resolution to the Department of Local Government Finance as required by IC 20-40-18-9.

**RESOLUTION TO ADOPT THE CAPITAL PROJECTS FUND PLAN
Budget Year 2023**

This resolution is adopted by the Board of Trustees of the School Corporation below:

School Corporation Name:	Brownsburg Community School Corporation
County:	Hendricks

WHEREAS, A Capital Project Plan has been established; and
WHEREAS, the Board of Trustees is required under IC 20-40-18-6 to adopt a plan for the Capital Project Plan; and

WHEREAS, the Board of Trustees held a public hearing on the plan date and place below:

Meeting Date:	12-Sep-22
Meeting Location:	F.L. O'Neal Administration Building 310 Stadium Drive, Brownsburg, IN 46112

THEREFORE, BE IT RESOLVED, by the Board of Trustees that the plan entitled "2023 Capital Project Plan" this resolution, and is adopted as the Board of Trustees' Plan with respect to the Capital Project Plan.

BE IT FURTHER RESOLVED, that the Board of Trustees shall submit a certified copy of this resolution to the Department of Local Government Finance as required by IC 20-40-18-6.

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

B. Recommendation to Authorize 2023 Budget Adjustment

Mr. Hacker recommended the Board of School Trustees approve a resolution to authorize adjustments to the 2023 Budget during the review process to ensure the tax rate to fund the 2023 budget is lower than the 2022 tax rate. Mr. Hacker explained that the Department of Local Government Finance now requires that the governing body of the school corporation pass a resolution to authorize the Corporation Treasurer to make the appropriate adjustments during the budget review process to meet specific tax rate, levy or fund goals.

RESOLUTION TO AUTHORIZE 2023 BUDGET ADJUSTMENTS

WHEREAS, The Board of School Trustees of the Brownsburg Community School Corporation, Brownsburg, Hendricks County, Indiana, and

WHEREAS, expenditure calculations used to prepare the budget and establish tax levies and rates for advertisements are predictions of events that may take place over the next several months, and

WHEREAS, said Board is of the position to ensure that the Brownsburg Community School Corporation tax rate associated with the levy to fund the 2023 Budget is less than the Brownsburg Community School Corporation tax rate for the 2022 levy;

THEREFORE, BE IT RESOLVED, that said Board authorizes the Treasurer to make any necessary adjustments to the projections, balances, and tax rates used in the creation of the 2023 budget.

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

VIII. NEW BUSINESS

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

Mr. Hacker recommended the Board of School Trustee approve the resolution to authorize the transfer of funds resulting from the waiver implementation of protected taxes. Mr. Hacker explained this resolution applies to the 2022 Budget and permits the transfer of tax dollars collected that would normally be paid out of debt service and use it to help support the operations Fund.

RESOLUTION TO AUTHORIZE TRANSFERS RESULTING FROM THE WAIVER IMPLEMENTATION OF PROTECTED TAXES

WHEREAS, The Board of School Trustees of the Brownsburg Community School Corporation, Brownsburg, Hendricks County, Indiana, qualifies for a waiver from protected taxes under IC 6-1.1-20.6-9.9 for the 2022 Budget year, and

WHEREAS, said waiver was filed and implemented with the Department of Local Government and Finance, and

WHEREAS, said Board is of the position that 2022 Circuit Breaker Credits shall be Reallocated and Transferred, and

THEREFORE, BE IT RESOLVED, that said Board authorizes the Treasurer to reallocate and transfer the 2022 Circuit Breaker Credits in accordance with the prescribed Department of Local Government Finance Circuit Breaker Allocation Worksheet for Payable Year 2022.

Dr. Freije 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.

B. Recommendation to Approve Construction Contracts – BHS Site Improvements

Mr. Voigt recommended the Board of School Trustees accept and award the following contract for the legal drain reconfiguration at the high school to expand parking and future site improvements. The lowest responsible and responsive bidder was Millennium Contractors, Inc. for a base bid amount of \$9,750,000.00.

Ms. Heffernan moved to approve the recommendation; Mr. Wells seconded the motion. Mr. Hylton asked about the time frame of the project. Mr. Voigt explained mobilization could take place as early as November and will extend through June 2023. The project will be handled in seven to eight different phases that will at points effect student parking and parent drop off/pick up. There being no further discussion, the Board approved the motion by a vote of five (5) ayes; zero (0) nays.

C. Recommendation to Approve the Opening of Crossroads Elementary School

Dr. Jessup recommended the Board of School Trustees approve the opening of Crossroads Elementary for the 2023-2024 school year. Dr. Jessup explained that the Indiana Department of Education requires official Board action in order to recognize the planned opening of a new school building.

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

D. Recommendation to Approve the 2021-2023 Teacher Contract

Dr. Snapp recommended the Board of School Trustees approve the 2021-2023 Teacher Contract as presented. He explained that this contract is being recommended after teacher negotiations and two required public hearings. The contract is in the second year and only adjusts salary and benefits. The new base salary for teachers will be \$50,000 with the maximum salary set at \$91,500. The contribution to health insurance premiums will be increased by 5%.

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

E. Recommendation to Approve Support Staff Wages and Benefits

Dr. Snapp recommended the Board of School Trustees approve support staff wages and benefits. He explained that in February, an adjustment was made to support staff wages, setting the minimum starting pay at \$15.00 per hour. We are pleased to be able to increase wages again this fall to make adjustments to the market. The same 5% increase to health insurance premiums will be made for support staff members.

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

F. Recommendation to Approve Administrative Salaries and Benefits

Dr. Snapp recommended the Board of School Trustees approve administrative salaries and benefits. He explained that the benefit contribution will be the same as teachers at 5%. This recommendation will also renew each administrator’s two-year contract.

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.

IX. SUPERINTENDENT COMMENTS

Dr. Snapp thanked the Vision participants for attending the meeting. He thanked the Board for their approval of the new increases for the administrators, teachers and staff. He thanked the staff of the human resources department, including Jeanette Snyder and Lindsay Blink for their hard work and short turnaround as staff retroactive pay will be included in this Friday’s pay.

IX. BOARD MEMBER COMMENTS

Mrs. Dearman thanked the teachers and staff and reaffirmed her support for teachers.

Dr. Freije wished everyone a safe and fun fall break.

Ms. Heffernan wished everyone a wonderful fall break.

Mr. Hylton thanked the BCTA, Dr. Snapp and Mr. Hacker for working to hit the milestones to attract the talent as well as providing raises to all employees. He noted it is great we have been able to do this without a tax increase. He wished everyone a relaxing fall break.

XV. ADJOURNMENT

Mr. Hylton called for a motion to adjourn. Dr. Freije moved for adjournment; Mr. Wells seconded the motion. The Board approved the motion by a vote of five (5) ayes; zero (0) nays. The meeting adjourned at 6:55 p.m.

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