

REGULAR MEETING OF THE
COVINGTON COMMUNITY SCHOOL CORPORATION
BOARD OF SCHOOL TRUSTEES

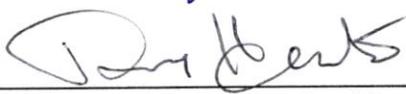
August 12, 2019

VOLUME 2019

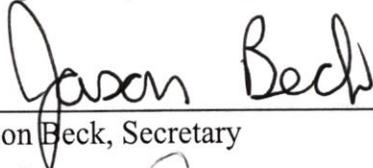
NO. 12



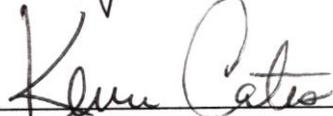
Mrs. Carolyn Lloyd, President



Mr. Doug Hunter, Vice President



Mr. Jason Beck, Secretary



Mr. Kevin Cates, Member



Mr. Chad Herzog, Member

COVINGTON COMMUNITY SCHOOL CORPORATION

Minutes from the Regular Meeting
of the Board of Education on
August 12, 2019 in the
Covington High School Library
located at 1017 Sixth Street
Covington, Indiana 47932

CALL TO ORDER: Meeting called to order by Mrs. Carolyn Lloyd at 6:30 p.m.

ROLL:	Mrs. Carolyn Lloyd	Present
	Mr. Doug Hunter	Present
	Mr. Jason Beck	Present
	Mr. Kevin Cates	Absent
	Mr. Chad Herzog	Present

OFFICIAL	Dr. Kevin Smith, Superintendent	Present
	Mrs. Michelle Beck, EL Principal	Present
	Mr. Steve Reynolds, MS Principal	Absent
	Mrs. Alison Karrfalt, HS Principal	Present
	Mr. Trent McCormick, Athletic Director	Present
	Mr. Stu Weliever, School Attorney	Absent

NEWS MEDIA:

GUESTS:	Greg Flint
	Kyle Hartzog
	Randy Grubbs, River Group Architecture

REGULAR MEETING OF THE BOARD – August 12, 2019 – 6:30 P.M.

2019-12-120 ADOPTION OF AGENDA

A motion was made that the agenda of the August 12, 2019 regular meeting of the Board of School Trustees be approved as presented.

Motion by Mr. Doug Hunter
Seconded by Mr. Jason Beck
Vote 4-0

2019-12-121 EDUCATIONAL EXCELLENCE

The opening day of school went well across our buildings and campuses. With the opening day we rolled out new bus structures, launched new curriculum, and our children met new and returning staff members. It was indeed an exciting and productive first day of school.

Ms. Karrfalt and Ms. Beck shared some of the highlights of the first days of school in their respective buildings. Mrs. Beck thanked the board for giving her the opportunity to serve as elementary principal. Mrs. Beck informed the board their opening enrollment was 346. They had a successful Back to School night. Several grades are attending swim classes at the city pool as part of the PE curriculum. Third, fourth and fifth grade students are taking devices home this year. Mrs. Karrfalt informed the board their enrollment was up. Mrs. Karrfalt and Mr. McCormick are watching and learning each day in their new roles.

2019-12-122 APPROVAL OF MINUTES

A motion was made that the minutes of the July 15, 2019 regular meeting of the Board of School Trustees be approved as presented.

Motion by Mr. Doug Hunter
Seconded by Mr. Chad Herzog
Vote 4-0

2019-11-112 CLAIMS

Claims 8385, 8438, 8458, and 8459 were questioned and reviewed by the board. A motion was made that claims numbered 8317 to 8472 be approved as presented.

Motion by Mr. Jason Beck
Seconded by Mr. Chad Herzog
Vote 4-0

2019-11-113 PERSONNEL

A motion was made to approve the following personnel items:

New Hire - Covington Elementary Principal

Michelle Beck

Motion by Mr. Chad Herzog
Seconded by Mr. Doug Hunter
Vote 3-0 (Jason Beck abstained)

New Hires

Alison Karrfalt, Covington High School Principal
Kyle Hartzog, Music Director
Lindsey Reed, Art Instructor
Jordan Rennick, Instructional Aide
Emily Jackson, Instructional Aide
Scott Heatherton, Instructional Aide
Dawn Krepton, Instructional Aide
Mercedes Fortner, Volunteer Instructional Aide (Special Services)
Tammy Kalaba, Food Services Employee
Jamie Weaver, Food Services Employee

ECA Assignments

Mackenzie Brazas, Freshman Volleyball Coach
Chris Willis, NHS
Kyle Hartzog, Band Director
Kyle Hartzog, Chorus 9-12

Resignations

John Karrfalt, Middle School Wrestling Coach
Tina Richardson, Food Services Employee
Bobbi Scioldo, WRSSC Educational Consultant
Steve Reynolds, Middle School Principal

Motion by Mr. Chad Herzog
Seconded by Mr. Doug Hunter
Vote 4-0

2019-12-125 **PROJECTS UPDATES**

District Office

During the July board meeting direction was provided for Randy Grubbs to work with PASCO, the lowest bidder on the district office project, in an effort to conduct a value engineering analysis, with a focus on ensuring a cost effective and financially responsible project. Randy and PASCO have completed their work, identifying value engineering opportunities for board consideration. Randy explained the elimination of a board room saved approximately \$100,000 to the project.

Summer Project Work

Dr. Smith informed the board our maintenance and summer work staff did an outstanding job of working and coordinating the completion of more than 29 facility improvement projects. 29. That is a large number for an 8 - 10 week period of time.

Facility Improvement Project

Dr. Smith presented the Board with two resolutions which will allow the Rolling 10 Facility_Improvement Plan to move forward.

RESOLUTION APPROVING FORM OF LEASE

The first resolution approves the form of lease, with the Covington Multi-School Building Corporation, while also reiterating approval to move forward with the preliminary facility improvement plans - the Rolling 10.

CCSC is funding the Rolling 10 through a lease financing, as it has done with other past construction/renovation projects. Lease financings are used by school corporations across our state in order to borrow for renovation and construction. This type of financing does not count against the school corporations constitutional debt allowance.

With this approach the building corporation will purchase a portion of the high school building at the closing for at least the appraisal value. The building corporation will then lease that portion of the building back to the school corporation. The lease rental due from the school corporation will be paid from property taxes. The lease rental will be sufficient to pay the principal and interest due to the bond holders.

A motion was made to approve the form of lease for the facility improvement project.

Motion by Mr. Doug Hunter
Seconded by Mr. Chad Herzog
Vote 4-0

RESOLUTION REAPPROVING BUILDING CORPORATION

The second resolution presented, related to the Rolling 10 Facility Improvement Project, to approve the building corporation itself, as required by the IRS, while approving the building corporation to issue tax-exempt bonds on behalf of the school corporation.

A motion was made to re-approve the building corporation resolution as presented.

Motion by Mr. Doug Hunter
Seconded by Mr. Chad Herzog
Vote 4-0

2020 Budget Development

Dr. Smith presented the 2020 Capital Projects and Bus Replacement Plans, as well as the budget for the Rainy Day, Debt Service, Education Fund, and the Operations Fund.

The Capital Projects Plan is a three year plan, covering the period of 2020 - 2022. For next year, the total amount of funds expected to be available to invest in capital project items is \$1.185 million. The Capital Projects Plan does not include items we intend to cover through the Rolling 10 Facility Improvement bond. It does account for such facility enhancement opportunities as flooring, fencing, doors, student desks, as well as other similar items.

The 5 - Year Bus Replacement Plan has been aligned with our new strategy involving ownership of four (4) transportation routes by the corporation. Further, the plan includes our intent to purchase the lease on new bus number 8 in January 2020. With this purchase, assuming the corporation continues to maintain four (4) routes, the next bus replacement would occur in 2022, when bus number three (3) would be replaced.

Dr. Smith presented a comparison view of how the 2020 Budget stacks up with the 2019 advertised and approved budget. The comparison matrix shows the Rainy Day amount is flat to 2019 numbers, with

Debt Service showing only a slight delta for 2020. For the Education Fund we are currently planning on advertising a \$5.0 million budget, which is a reduction to the advertised amount one year ago, but higher than the approved budget received from the state. This is the area where we did not get enough appropriations to meet our actual needs this year. For the Operations Fund we are looking at a budget amount that is \$116k less than the approved 2019 Budget.

In total, the advertised 2020 Budget is expected to be in the \$9.6 million range, compared to an advertised 2019 Budget of \$10.6 million. The numbers are aligned with what we have seen the past two years, giving us confidence in where we are currently at with the new budget.

The Net Assessed Valuation of land, contained within our townships and school district, increased this year, which went against all projections we had received from the state and BakerTilley analysts - a positive thing. The 2020 Net Assessed Valuation is \$260,028,086, compared to an NAV of \$250,875,304 one year ago. This is an increase of 3.6%.

The board made a motion to allow Mrs. Dillon and Dr. Smith to advertise the budgeted items reviewed. The board will be made aware of the final budget prior to advertising.

Motion by Mr. Doug Hunter
Seconded by Mr. Chad Herzog
Vote 4-0

2019 - 2020 Teacher Evaluation Manual

The 2019 - 2020 Teacher Evaluation Manual was presented for a second reading. The state of Indiana requires each school corporation to have a formal evaluation process and provided to the Indiana Department of Education annually. This year the due date for posting is Friday, September 13, 2019. The first reading was held during the July board meeting.

A motion was made to approve the 2019-20 Teacher Evaluation Manual as presented.

Motion by Mr. Chad Herzog
Seconded by Mr. Doug Hunter
Vote 4-0

2019-12-126 NEW BUSINESS

Education to Operations Fund Transfer

A motion was made to approve the transfer of \$40,000 from the Education Fund to the Operations Fund, per the resolution presented.

Motion by Mr. Doug Hunter
Seconded by Mr. Jason Beck
Vote 4-0

Student Transfers

Dr. Smith presented six requests for approval of student transfers into Covington Community School Corporation. One request for an elementary student, two middle school, and three high school students. Ms. Beck, Ms. Karrfalt, and Mr. Reynolds have done their due diligence and recommended board support of the transfer requests. A motion was made to approve the transfers as presented.

Motion by Mr. Doug Hunter
Seconded by Mr. Chad Herzog
Vote 4-0

Bus Driver Listing

A motion was made to approve the 2019-20 Bus Driver list as follows;

Dee Hammer
Jared Brothers
Corey Smaltz
Gary Cooper
Brendan Woolwine
Keith Klostner
Tim Spicer
LaDonna Spicer

Amanda Zordan
Barry Lyons
Ruben Spicer
Traci Allen
Joe Gritten

Motion by Mr. Chad Herzog
Seconded by Mr. Doug Hunter
Vote 4-0

Bus Routes

Pursuant to Indiana code 9-21-12-20 and 20.5 the bus routes of CCSC have been reviewed in an effort to minimize and/or eliminate the need for students to cross a state or U.S. route (Highway). There is one student, in middle school, who will have to cross state road 32 in order to get to the side of the road he lives on.

The new Indiana code mandates when a school bus is operated on a U.S. route or state route, outside of the boundary of a city or town, the driver may not load, or unload a student at a location that requires the student to cross a roadway, unless there are no other safe alternatives. Our review indicates no other options exist in the instance mentioned earlier.

Further, Indiana code now mandates that if a school bus driver must load or unload an elementary school student at a location that requires the student to cross a roadway that is on a U.S. route or state route outside of a city or town boundary limits, the superintendent...shall present the school bus route to the governing body for approval.

In addition, Indiana code 20-27-10-0.5 requires school districts, by September 1, of each year, to review the school bus routes and school bus safety policies to improve the safety of students and adults. This review has occurred, with the involvement of drivers and administration.

A motion was made to approve the bus routes, as presented, for the 2019 - 2020 school year.

Motion by Mr. Doug Hunter
Seconded by Mr. Jason Beck
Vote 4-0

Non - Certified Staff Hourly Tier Adjustments

A motion was made to allow those eligible individuals, in the non-certified hourly category, to be assigned to their new pay scale categories for the 2019 - 2020 school year.

Note: For those individuals not yet eligible to be moved into a new pay scale category, as well as the salaried non - certified staff members, salary adjustments will be finalized once the new collective bargaining agreement is completed later this fall.

Motion by Mr. Doug Hunter
Seconded by Mr. Jason Beck
Vote 4-0

Snow Removal

Dr. Smith requested board support to allow him to conduct a feasibility study on having a third - party performing the snow removal process, on an as needed basis. A motion was made granting approval to post and publish a notice, that we are accepting bids for those interested in performing snow removal this coming winter. The bids will be reviewed and a decision made on our go - forward strategy.

Motion by Mr. Chad Herzog
Seconded by Mr. Doug Hunter
Vote 4-0

Social Media Policy

The board heard the first reading of the CCSC Social Media Policy. The policy presented is intended to clarify expectations for corporation personnel, as it relates to their participation on and through social media.

The policy has been previously approved by the board, as a component of our non-certified handbook.

Heat Stroke Awareness

Board members were provided with information related to Franciscan Health Sports Medicine's Heat Stroke Best Practices for awareness. The best practice has been identified, in conjunction with the Indiana High School Athletic Association. Franciscan provides athletic training services to CCSC.

2019-12-127 SUPERINTENDENT REPORT OUT

Aligning

Health Insurance rates increased by 5% for the upcoming coverage, which begins September 1, 2019. A copy of the new premiums, for each of the four (4) plans offered through our Hoosier Heartland Trust Consortium is provided in the board packet this evening.

In an effort to attempt to find opportunities to reduce health insurance costs, ONI Health Insurance Brokers has provided a proposal to CCSC for consideration. Representatives of ONI presented their option to corporation staff during the August 6 first staff day. The next step will be for input to be provided, through an employee survey, with the focus on determining whether or not a clear majority prefers to remain with our current trust, or make a move to ONI. Data from the survey is expected by August 21, 2019.

Note: If a decision is made to leave the trust, notification must be made by no later than August 31, 2019, with the change not occurring until September 1, 2020.

Dates - of - Interest

Superintendent's Advisory Council Meeting	August 15, 2019
Special Session Board Meeting	August 26, 2019
Public Comment Session	August 26, 2019
Labor Day Holiday - No School	September 2, 2019
September Board Meeting	September 9, 2019
2020 Budget Public Hearing	September 9, 2019
2019 Fall ADM Count Day	September 13, 2019
CCSC Athletic Department Golf Scramble	September 22, 2019
2020 Budget Adoption	October 14, 2019

2019-12-128 STATEMENTS FROM EMPLOYEES/PUBLIC

None

2019-12-129 STATEMENTS FROM BOARD

None

2019-12-130 ADJOURNMENT

A motion was made to adjourn at 7:32 p.m.

Motion by Mr. Chad Herzog
Seconded by Mr. Doug Hunter
Vote 4-0

An executive session was held at 5:30 p.m. to discuss personnel and contractor status. An executive session was held immediately following the board meeting to discuss personnel.



Secretary of the Board