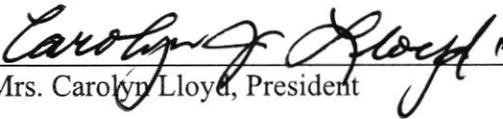


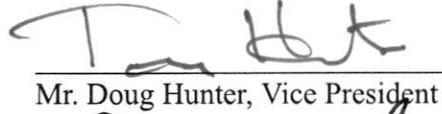
REGULAR MEETING OF THE
COVINGTON COMMUNITY SCHOOL CORPORATION
BOARD OF SCHOOL TRUSTEES

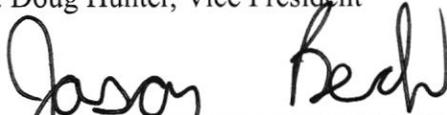
April 14, 2020

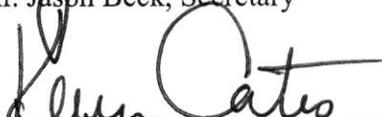
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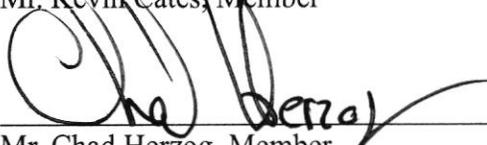
No. 4


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
April 14, 2020 in a Zoom (digital)
Meeting.

Welcoming Statement by Dr. Smith

The April 14, 2020 meeting was conducted through digital means due to the Stay At Home order issued by Indiana Governor Eric Holcomb related to the COVID - 19 Pandemic. Board members met via video conferencing, while a conference call - in number was established for interested school - community members to join the meeting.

The process and medium utilized for the meeting was approved through the governor's executive order. The board followed the guidance established by the Public Access Counselor for the conducting of meetings during this unprecedented time in our lives.

In order to ensure effective collaboration occurs, those joining via the conference call in number were asked to mute their phones in order to eliminate background noise.

In keeping with meeting guidance, the meeting agenda focused on the essential areas required to ensure school operations, such as facilities and business.

Before launching the meeting, Dr. Smith recognized all of those individuals who are putting their own lives on the line daily to protect us from the COVID - 19 Pandemic. The health and medical professionals; the first responders; the service providers; the law enforcement officers; and others are once again teaching this world what unconditional love truly is. To all of them he said, "Thank You." May God Bless you and your family with health and safety.

Our hearts are heavy for those families, in the county, region, state, country, and world impacted by the COVID - 19 virus, including loss of lives. The group joined Dr. Smith in a moment of silence in memory of those lost during the pandemic.

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

OFFICIAL: Dr. Kevin Smith, Superintendent Present
Mrs. Alison Karrfalt, HS Principal Absent
Mr. Trent McCormick, HS Dean of Students Present
Mr. Ryan Sowers, MS Dean of Students Absent
Mrs. Michelle Beck, EL Principal Present
Mrs. Trudie Dillon, Business Manager Present

NEWS MEDIA:

GUESTS: Randy Groups, River Group
Mike Howard, Director of Operations
Scott Stenftenagel, Stenftenagel Group
Dale Wagner, Gibraltar Design
Brittany Black, Gibraltar Design

2020-04-040 AGENDA

The meeting was called to order by Carolyn Lloyd at 6:30 p.m. The Pledge of Allegiance was given.

Ms. Lloyd reviewed the agenda for the meeting with no changes being proposed following board member consideration.

Motion by Mr. Chad Herzog

Seconded by Mr. Doug Hunter

Motion Carried - 5 - 0

2020-04-041 EDUCATIONAL EXCELLENCE

COVID - 19 Pandemic Update and Impact

1. Per guidance from the state of Indiana, in particular the governor, the school year has been reduced to 160 days of instruction, with the final student day now set for May 7, 2020. The final instructor and support staff day will be May 15.
2. CCSC will continue E - Learning and Alternative instruction through the remainder of the modified calendar.
 - a. The state of Indiana is requiring all schools to provide a plan for ensuring continuous learning by April 17 in order to obtain final approval for the modified school calendar.
3. The school corporation is working a modified operational schedule, with essential personnel - food services, maintenance, and business operations on site. With this, days and hours have been adjusted to limit the number of employees on site.
4. Whenever possible, the business team is working via remote and virtual means.
5. All school facilities have been closed through the end of June.
6. All events have been cancelled with the exception of Graduation, Prom, and the Senior Honors Program - These are currently postponed until further notice.
7. We continue to pay all of our employees - full and part time - and plan to do so through the remainder of the original school year calendar.

Dr. Smith thanked our school - community for the manner in which they have embraced the changes necessary to ensure student learning during this unprecedented time in our lives. The children, parents, and school - community members at - large have been wonderful in their patience and understanding.

Dr. Smith stated that he was very proud of our staff members. They have been phenomenal and have shown tremendous agility in making the necessary adjustments while moving instruction from the classrooms to the living rooms. We are seeing their care and commitment through their loving approach in reaching out to maintain contact with their students. Our instructors are calling students to provide one - on - one guidance, utilizing live video classes, delivering alternative lesson packets to their homes, and much much more. The support staff is also offering and providing tutoring assistance, preparing and delivering meals for the children.

The building leaders - WOW - Ms. Karrfalt, Mr. McCormick, Mr. Sowers, and Ms. Beck are working with a committed focus, and Dr. Smith added, effectively to maintain as much of a “normal” environment as possible for our children, parents, and staff. We are seeing leadership at its’ absolute best from each of the building leaders.

Chad Herzog commented that he felt CCSC was ahead of the curve, that we didn’t miss a beat and the corporation has done well.

2020-04-042 MINUTES

Following review of the minutes of the March 9, 2020 board meeting a motion was made to approve as presented.

Motion by Mr. Jason Beck
Seconded by Mr. Kevin Cates
Vote 5-0

2020-04-043 CLAIMS

Superintendent

A review of the claims presented for approval of payment was conducted with the board requesting additional information on claim numbers 9406, 9407, 9408, 9615 and 9654. A motion was made to approve claims 9543-9661 as presented.

Motion by Mr. Jason Beck
Seconded by Mr. Chad Herzog
Vote 5-0

2020-04-044 PERSONNEL

The following personnel recommendations were presented to the board for consideration of approval:

New Hires

Krista Bailey, Elementary Instructor
Adison Alward, Elementary Instructor
Robin Marlatt, Elementary Part - Time Aide (Music)

Retirement

Cindy Newnum. Elementary Instructor

Motion by Mr. Doug Hunter
Seconded by Mr. Chad Herzog
Vote 5-0

2020-04-045 Project Updates

Facility Improvement Project 2020

Scott Steftenager and Dale Wagner addressed the board with the next steps in the Facility Improvement Project 2020 which is another attempt to secure competitive and responsible bids to allow us to launch the facility improvement work targeted for 2020. Two previous attempts to bid the project work, which focuses on the elementary and high school buildings were successful.

Scott Steftenager and Dale Wagner have prepared packages for bidding and proposal requests. A motion was made to approve the advertising for bids and to issue RFP's (Requests For Proposal).

Motion by Mr. Doug Hunter
Seconded by Mr. Jason Beck
Vote 5-0

7th Street Sidewalk Project

Dr. Smith shared drawings of the sidewalk project. Detail of the project involves the demolition, removal, and replacement of the existing sidewalk, running from the elementary school north parking lot along 7th Street, up to Commercial Street. The project work will also include relocating the flag pole and installation of a handicap walk, running directly from the north parking lot up to the front entrance of the elementary school.

The project work will be coordinated with the City of Covington in order to allow for enhanced drainage to improve our current situation at the front entrance.

The corporation received one proposal, from Noraa Contracting, LLC, with a price of \$69,600 submitted for the project work. The project work is currently scheduled to be performed during the period of mid - June - end - of - July 2020. The actual date for work of the project to begin and wrap up will be dependent on the status of the COVID - 19 pandemic impact during the summer.

A review of the Noraa proposal has been conducted, with a determination that it meets the expectations, while also being cost competitive for our budgeted work.

Scott Steftenagel added the project would begin, the end of May and take 6-8 weeks.

A motion was made to accept the bid submitted by Noraa Contracting, LLC. and to approve the project as presented.

Motion by Mr. Chad Herzog

Seconded by Mr. Jason Beck

Vote 5-0

CTE Automotive Facility

In the fall of 2018, the WRCTE governing board provided approval to pursue a renovation of the current building located on 2nd Street in Covington. The building, built in the 1970's, is in need of significant repair and upgrades in order to continue to effectively serve the students we have in each class. The CCSC approved supporting the project during our September 2018 meeting, with the

other three school boards following suit. With the funding approval in hand a design firm was engaged and interested contractors provided input. Following the pre - bid meeting, with the input from contractors and the design firm taken into account, a decision was made to place the renovation project on hold. This decision was made to allow a review of facility replacement to take place.

We have moved forward with a plan to demolish and replace the current facility. Bids were received on March 12, 2020, from three contractors. All were significantly above the approved and original target amount of \$300,000:

1. Hayman Construction	\$502,000
2. Keymark	\$1,121,800
3. MSI, Inc.	\$1,179,000

With the large gap in the submitted bids, the governing board entered into discussions with the lowest bidder, Hayman Construction, in an effort to align costing closer to the original target. Following discussions Hayman Construction has agreed to demolish the current facility and replace it with a new one at a total cost of \$338,000. This has been accomplished by reducing the overall square footage from 9,600 (original bid based on) to 7,680 square feet. The current facility is estimated at 6,000 square feet.

In summary, the delta in the value engineered cost is related largely to the cost to demolish the current building, which was not a component of the original renovation project discussed in 2018.

With all of this taken into account, the governing board has approved proceeding forward with the project as value engineered by the Hayman Construction. Funds for the original project were set aside into a construction account in 2018. The additional funds required, which is projected to be \$17,055.29 per school, are contained in our budget.

A motion was made to approve the resolution allowing the project to proceed forward by approving the governing board to proceed to accept Hayman Construction as the lowest bid contractor, subject to their agreement to provide the new facility at the value engineered cost of \$338,000. The project will begin in the next few weeks, with completion targeted for September 2020.

Motion by Mr. Doug Hunter

Seconded by Mr. Kevin Cates
Vote 5-0

District Office Project

Randy Grubbs of the River Group provided an update on the District Office. The Project is expected to wrap up this week and a walk through at the end of the week.

Public Restroom Project

Randy Grubbs presented the final design for the public restroom project. The size was reduced bringing the cost down to \$152,696. He is ready to submit the plan to the state for design release.

2020-04-046 NEW BUSINESS

COVID-19 Business

CONTINUED SCHOOL FUNCTIONING RESOLUTION

The board reviewed a Continued School Functioning Resolution which:

1. Authorizes the superintendent to take whatever action necessary to ensure the safety and well - being of the school - community during a pandemic, such as COVID - 19, while also ensuring the essential business operations of the school corporation;
2. Authorizes the President and/or Vice - President of the board to approve claims when a public meeting is not possible;
3. Authorizes the continued payment of hourly and At - Will employees for non - instructional and E - Learning days, when directed to remain at home;
4. Authorizes the payment of an additional rate to an hourly or At - Will employees base pay level when respective individual is identified for the essential needs of the school corporation.

A motion was made to approve the resolution as presented.

Motion by Mr. Doug Hunter
Seconded by Mr. Chad Herzog
Vote 5-0

2019 - 2020 Staff Performance Evaluations

Pursuant to Executive Order 20-20, issued on Thursday, April 9, 2020, by Indiana Governor Eric Holcomb, as defined in IC 20-28-11.5.3, Covington Community School Corporation will modify the staff performance evaluation model for 2019 - 2020 accordingly. The corporation instructional staff will be evaluated per the previously established and adopted evaluation model with the following exceptions for the current school year:

1. Student achievement and statewide assessment growth data will not be utilized;
2. Local assessments not completed prior to March 13, 2020 will not be utilized; and
3. Only classroom observations completed prior to March 13, 2020 will be utilized.

A motion was made to approve the modified staff evaluation option as presented.

Motion by Mr. Doug Hunter
Seconded by Mr. Kevin Cates
Vote 5-0

ADMINISTRATIVE CONTRACTS

A motion was made to add two years to the existing building level administrators agreement. This request is for:

Alison Karrfalt, Covington High School Principal
Trent McCormick, Covington High School Dean of Students/Athletic Director
Ryan Sowers, Covington Middle School Dean of Students

Motion by Mr. Doug Hunter
Seconded by Mr. Chad Herzog
Vote 5-0

A motion was made to extend Mrs. Michelle Beck's contract for two years, as principal of Covington Elementary School.

Motion by Mr. Kevin Cates
Seconded by Mr. Chad Herzog

Vote 4-0 (Jason Beck abstained)

Weight Room Equipment Replacement

The Covington Athletic Boosters have agreed to donate \$10,000 towards the purchase of new weight room equipment. The total cost of the project will be \$38,930 following trade in value of the current equipment. The project was originally proposed two to three years ago, with coaches Travis Brown and Adam Ballard coordinating. Coach Brown provided a detailed presentation to the boosters previously and this information was provided in the board packet.

The goals of the project are to:

- Incorporate a unified strength training program - Student - Athletes and Students;
- Maximize productivity through an efficient equipment layout;
- Provide enhanced supervision capabilities;
- Improve utilization of available space; and
- Raise the bar on participation and performance.

The project proposal has been endorsed by Mr. Short, Ms. Karrfalt and Mr. McCormick.

A motion was made to approve to move forward with the weight room equipment replacement project; and to accept the donation from the athletic boosters to be applied to the project cost.

Motion by Mr. Doug Hunter

Seconded by Mr. Chad Herzog

Vote 5-0

Equipment will be delivered May 26, 2020 and installed in one day.

Finance

The corporation fund balances and appropriation levels continue to track to the established levels in the budget. The state tuition amount will be aligned to the February ADM count with the April 15 distribution - There will be minimal change for us as the difference in our winter count, as compared to the fall ADM was one student.

An item we will be monitoring over the next two months will be the availability of property tax monies. With the COVID - 19 Pandemic the state is allowing individuals to delay payments, without penalty, for up to 60 days. The corporation budgeted the receipt of property tax funds during June. How property owners will use the option to delay payments remains to be seen.

Mrs. Dillon and Dr. Smith have reviewed a worse case scenario - monies not received until August - and identified the corporation is aligned to cover any delay in receiving the property tax funding that may occur without having to borrow money. A freeze on expenditures related to non-essential purchases has been put into place until further notice.

2020-04-047 SUPERINTENDENT REPORT OUT

**Pathfinding
Aligning
Empowering
Modeling**

Dates - of - Interest

Superintendent Open Office Hours (Virtual)	April 21, 2020
Superintendent Advisory Council (Virtual)	May 5, 2020
2020 Graduation	To Be Determined
2020 Prom	To Be Determined
Senior Honors Program	To Be Determined

2020-04-048 PUBLIC COMMENT

There were no public comments.

2020-04-049 BOARD COMMENTS

Mrs. Lloyd stated she appreciated all the office staffs have done to keep things running smoothly.

2020-04-050 ADJOURNMENT

t

Motion by Mr. Kevin Cates
Seconded by Mr. Chad Herzog
Vote 5-0

Time 8:04 p.m.

An executive session was held immediately following to discuss personnel.

Jason Beck

Secretary of the Board

"Everyone Matters, Everyone Counts"