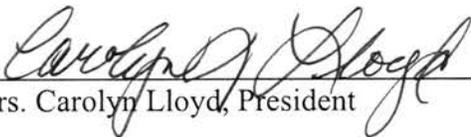


REGULAR MEETING OF THE  
COVINGTON COMMUNITY SCHOOL CORPORATION  
BOARD OF SCHOOL TRUSTEES

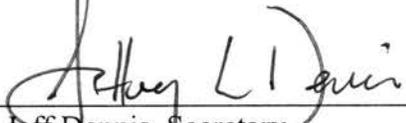
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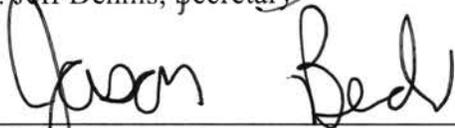
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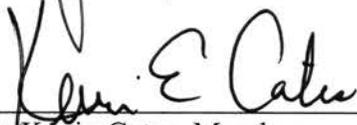
NO. 11

  
Mrs. Carolyn Lloyd, President

  
Mr. Doug Hunter, Vice President

  
Mr. Jeff Dennis, Secretary

  
Mr. Jason Beck, Member

  
Mr. Kevin Cates, Member

COVINGTON COMMUNITY SCHOOL CORPORATION

Minutes from the Regular Meeting  
of the Board of Education on  
September 10, 2018 in the  
Superintendent's Office located at  
601 Market 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. Jeff Dennis	Present
	Mr. Jason Beck	Present
	Mr. Kevin Cates	Present

OFFICIAL	Dr. Kevin Smith, Superintendent	Present
	Mr. Phil Cunningham, HS Principal	Absent
	Mr. Steve Reynolds, MS Principal	Present
	Mrs. Alison Karrfalt, EL Principal	Present
	Mr. J.R. Haskins, Assistant Principal/AD	Absent

NEWS MEDIA:	Commerical News	Absent
	Fountain County Neighbor	Absent
	Journal Courier	Absent

GUESTS:	Jennifer Alexander	
	Students and Parents - see attached list	

REGULAR MEETING OF THE BOARD – September 10, 2018 – 6:30 p.m.

**2018-11-139 PUBLIC HEARING 2019 BUDGET**

The public hearing for the 2019 Budget was called to order by Board President, Carolyn Lloyd at 6:30 p.m. The Pledge of Allegiance was given.

The floor was open for public comment on the proposed 2019 Budget for Covington Community School Corporation. There being no public comment on the budget, the Budget Adoption is set for October 8, 2018 at 6:30 p.m. in the high school library. Public hearing adjourned.

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

**2018-11-140 CALL TO ORDER**

Board President, Carolyn Lloyd called the regular meeting to order.

**2018-11-141 AGENDA MODIFICATIONS**

A motion was made that the agenda for the September 10, 2018 Regular Session Board of Trustees meeting be approved as presented.

Motion by Mr. Doug Hunter  
Seconded by Mr. Jeff Dennis  
Vote 5-0

**2018-11-142 EDUCATIONAL EXCELLENCE**

Recently there were ten Covington High School students honored as a part of their participation in the Fountainhead Essay Contest. Representing Covington High School, English instructor, Mrs. Chris Willis, provided the board with information about the outstanding writers. Students introduced themselves and talked about their essays. The board congratulated the students on their accomplishments..

Mrs. Alison Karrfalt, Covington Elementary School Principal, updated the board on the recently completed swimming program for the third graders, as well as the NWEA Formative Assessment program. Dr. Smith thanked

Mrs. Karrfalt for her willingness and flexibility and also the elementary instructors for providing the swimming program opportunity for the third grade this fall.

Mr. Steve Reynolds updated the board on the character recognition program, TNT, in place at the middle school. He also introduced two of the first three recipients of the weekly honor, Kali Pettit and Jacson Frieze. Xylar Lewellen was unable to attend the board meeting.

This is an excellent program for students. Dr. Smith expressed how proud he was of all three students, for embodying the spirit of Servant Leadership for all of us, thank you and well done. Dr. Smith thanked Mr. Reynolds for his leadership.

**2018-11-143 MEETING MINUTES**

A motion was made that the August 13, 2018 regular meeting minutes be approved as presented.

Motion by Mr. Doug Hunter  
Seconded by Mr. Jeff Dennis  
Vote 5-0

**2018-11-144 CLAIMS**

Claims 6964, 6987, 7008, and 7022 were questioned and reviewed by the board. A motion was made that claims numbered 6915 to 7045 be approved as presented.

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

**2018-11-145 PERSONNEL**

A motion was made that the following ECA Assignments be approved as presented.

Freshman Class Sponsor: Damon Hegg  
Jessica Robertson

Sophomore Class Sponsor:	Sarah Pearman Hannah Vincent
Junior Class Sponsor:	Robin Brown Rachel Cotten
Senior Class Sponsor:	Carolyn Davis Eric Stockberger
Yearbook Advisor:	Craig Sowers
Student Council Advisor:	Sarah Pearman
National Honor Society Advisor:	Chris Willis
FFA Advisor:	Scott Myers
Band Director:	Nick Calcamuggio
Choir Director:	Nick Calcamuggio
Lighting/Sound Technician:	Craig Sowers
Spanish Club Sponsor:	Hannah Vincent
French Club Sponsor:	Eric Stockberger
ELA School Improvement Team Leader:	Rachel Cotten
Math School Improvement Team Leader:	Trevor Dickerson
Data School Improvement Team Leader:	Sarah Pearman
K - 5 Chorus	Mike Thompson

**Girls' Basketball**

Varsity Girls' Coach:	Travis Brown
CMS 8th Gr. Girls' Coach:	Chad Tanner
CMS 7th Gr. Girls' Coach:	Allia Larsen

**Boys' Basketball**

Varsity Boys' Coach:	Adam Ballard
JV Boys' Coach:	Evan Willis
Freshmen Boys' Coach:	Troy Bever
CMS 8th Gr. Boys' Coach:	Chad Tanner
CMS 7th Gr. Boys' Coach:	Dustin Poer
CMS 6th Gr. Boys' Coach:	John Karrfalt

Wrestling (Varsity)	Ben Jones
Golf	Mike Thompson

Motion by	Mr. Jeff Dennis
Seconded by	Mr. Doug Hunter
Vote	5-0

**2018-11-146 BUS DRIVER LIST**

During our August meeting the board approved a list of bus drivers authorized to serve our children for the 2018 - 2019 school year. Through input provided by one of our contractors, the list has been modified. A motion was made to approve the following bus drivers for the current school year.

Corey Smaltz	Jared Brothers
Keith Klossner	LaDonna Spicer
Tim Spicer	Marty LaFoe
Tracie Allen	
Nathan Kiger	Tina Kagels
Cindy Tolley	Gary Langley
Lloyd Chambers	Darrell Paddock
Reuben Spicer	Barry Lyons

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

**2018-11-147 FIELD TRIPS**

A motion was made to approve the following field trips:

Covington Elementary School - 5th grade students to Camp Tecumseh in Brookston, Indiana on September 24 and 25. The camp allows our children the opportunity to participate in Foundations for Success Curriculum, which focuses on skill development in the area of social and emotional development.

FFA - To attend the annual National Convention in Indianapolis during the period of October 24 - 27. This is an opportunity to gain leadership experience, as well as allowing for student networking with peers from across the country.

Covington High School - Junior English Honors and AP History students will travel to Gettysburg, Pennsylvania October 25 - 29. Students will visit the Gettysburg museum, while also touring Lexington, Virginia, taking in the historical locations and sites.

Covington High School - French Club will travel to Krannert Center, Champaign, Illinois on October 26, 2018.

Covington Middle School - 7th and 8th grade students will travel to Washington, D.C., our nation's capital, during the period of March 14 - 19, 2019.

Motion by Mr. Jeff Dennis  
Seconded by Mr. Kevin Cates  
Vote 5-0

#### **2018-11-148 PROJECT UPDATES**

Board members have been provided with updated project charts in the board packets this evening. Items contained, within each of the four (4) measured segments considered complete, are identified with a check mark in the left hand column of the timeline.

#### **District Office Project**

During the past month a great deal of time and focus has been spent with the proposed design of the new district office project. While this work yielded positive results, in regards to the alignment and creation of an effective and functional facility design, the costs identified with proceeding with the work required to construct the identified design would not be responsible, nor reasonable for Covington Community School Corporation to go forward. With this in mind, we will take a step back and re-engage with two design contractors in an effort to identify a cost effective and functional design for our new facility. We are not starting over, rather we will take the best of what we have identified and work to align for a facility that meets our needs.

Our timeline is to have a design and project lead identified by October 12.

#### **District Office Re-Location**

In order to allow for planning and preparations to properly occur, with the readiness of the current site of the district office, plans have been finalized for the relocation of the office to the recently purchased facility at 1022 6th Street. Offices and records will be moved on Thursday, September 20, with technology and phone access being finalized on Saturday, September

22. The CCSC District Office will open at the temporary location on Monday, September 24.

While it is our commitment that our services and operations will not be disrupted during the move, there will be a great deal of activity occurring in and around our office during the three-day window of September 20-22.

### **High School Gymnasium Floor Enhancement**

Cincinnati Flooring has launched work on this project, with the timeline being provided in the board packet. The timeline calls for the project to be completed and ready for use by Friday, September 28, 2018. An awareness notification, as well as a drawing of the finished product have been posted on our website for public reference.

### **Tennis Court Project Status**

The Tennis Court Project has been completed and is now in use.

### **Property Negotiations**

An agreement in principle has been reached to purchase the property located to the east of our current district office with Mr. and Mrs. Chumley. The final agreement is currently being worked out, with the target of closing the purchase by October 1.

Mr. and Mrs. Chumley have been professional and gracious throughout our negotiations; and while we still have a bit of work to finalize the agreement, I am confident we will be able to successfully complete the negotiations.

Additionally, we are currently in discussions with another property owner concerning the possibility of CCSC purchasing land near our school corporation. These talks are in the early stages, with decisions and much work to be completed.

### **9th Street Bridge**

Open for use - as of Wednesday, September 5, 2018.

There is a plan to complete the paving onto and off the bridge on Wednesday, September 12.

Dr. Smith stated he appreciated the patience, understanding, and diligence provided by our coaches, students, student- athletes, parents, and community - members while the bridge was under construction. Thank you to Mr. Haskins, Mr. Cunningham, Mr. Gritten, and Mr. Cooper for their efforts in working to ensure everyone was aware of the need to take alternate routes to our athletic complex during this period of time.

**2018-11-149 NEW BUSINESS**

On September 4, 2018 superintendents of the four (4) Northern school corporations, representing the Wabash River River Career and Technical Education Center met to review design proposals for the remodeling of the automotive technical center. The center, located on 2nd Street, in Covington is outdated and in need of upgrades to ensure rigorous and relevant educational effectiveness for the students enrolled in the automotive program.

There were individual pro's and con's within each of the design proposals. No one proposal gave us what we desired. Following the presentations the governing board voted to contract with Triangle Design, L.L.C. to lead the design project, with a launch meeting set for October 2.

The cost of the project is targeted for \$300,000, with each of the four corporations sharing equal expenses. Thus, CCSC's financial portion of the project will be \$75,000, spread out over two years - \$37,500 for 2019 and \$37,500 for 2020. Dr. Smith included this funding into the 2019 Capital Projects Budget.

A motion was made to support the Wabash River Automotive Facility remodeling project.

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

A Memorandum of Understanding has been put into place with the City of Covington, regarding the School Resource Officer program. The MOU details the following:

- Responsibility for Program Costs

- Parameters of Employment
- Duty Hours for the School Resource Officer
- Agreement Term (1 Year) - To be re-visited annually for renewal
- Roles and Responsibilities (Job Duty) of the SRO

Covington City Mayor Mr. Brad Crain has reviewed and approved the MOU on behalf of the city. A motion was made to approve and support the MOU as presented.

Motion by Mr. Doug Hunter  
Seconded by Mr. Jeff Dennis  
Vote 5-0

Covington resident Ms. Hannah Clingan has created a plan for beautification of the CCSC campuses. A copy of the proposed plan was provided for board awareness. The beautification strategy involves the planting of trees, in a Four Phase approach. The plan would launch this fall, with a focus on the high school student parking lot. Re-paving of the parking lot is on our 2019 Capital Projects list for next summer. The planting of trees around the perimeter would not interfere with this plan and would serve as an improvement for the area.

Ms. Clingan's plan would provide for the First Phase to be funded through project Donations. The plan is well thought out and I appreciate the focused effort and commitment to our school-community provided by Ms. Clingan through the beautification strategy. Dr. Smith state his intent for this meeting was simply to provide information related to the beautification plan. If expenses are requested of CCSC he will come back to the board for your consideration.

## **2018-11-150 SUPERINTENDENT'S REPORT**

### **Pathfinding**

The first month of school has allowed Dr. Smith the opportunity to observe and absorb the operational aspects involved with the daily schedules within our educational facilities. He had the opportunity to discuss the observations with a number of individuals including building principals, instructors, and bus drivers.

An item that is imperative to the health, safety, and security of our children, is the amount of time they spend on our buses, in particular our elementary school Students. On many days Dr. Smith observed students having to sit on a bus for up to 25 minutes, this is when time before the morning unloading and the afternoon loading and departure are taken into account. In short, we are having our children spend too much time in this manner. This is unacceptable. We must do better for the kids and with board support the team and Dr. Smith are determined to do so.

The reason for this is the discrepancy in operating schedules between the buildings. Currently, the high school and middle school educational schedule begins at 8:05 a.m. and ends at 3:10 p.m., while the elementary school starts at 8:15 a.m., ending at 2:55 p.m. A plan to address the issue has been identified, and is in its' initial phase of review. Dr. Smith's intent was to share the concern with the board, as well as to advise their intent to implement new operating schedules at the beginning of the ssecond semester. More information will be presented during the October meeting.

A new project was launched during the week of August 27, 2018, which will look at the potential energy savings CCSC may glean out of the replacement of our existing lighting with LED lights. A feasibility study is underway, with one proposal being analyzed. More information will be provided as the study progresses.

Covington Community School Corporation is in the process of reviewing our current status with financial depository. Mrs. Dillon and Dr. Smith are analyzing the potential benefits of making a change in depository. Financial institutions interested in being considered as our depository may contact the corporate office.

For awareness of board members and the community Dr. Smith informed the there will be a bill introduced in the 2019 session of the Indiana General Assembly which would allow school corporations to pursue a referendum related directly to the funding of school safety expenditures. Senator Travis Holdman will be introducing the bill and serves as an indication of the focus being placed on the enhancement of school safety for our children.

Keeping with the topic of school safety, the Indiana Legislature directed the State Fire Marshall to provide written guidance to school administrators, teachers, and students regarding options available during an unplanned fire alarm. The guidance has been issued and our building administrators are reviewing in order to identify the safety plan to be utilized for such an event.

### **Aligning**

The IREAD testing window, for CCSC has been approved for the week of March 11, 2018. A request to adjust the state testing date of March 18 was necessary due to the fact this window fell within our Flex Week Schedule for Spring Break. Mrs. Karrfalt worked with the IDOE to obtain approval for the modification of schedules.

During the September Superintendent Open Office Hours Dr. Smith was honored to have the opportunity to meet with two school - community members. A grandmother of two of our children came in to introduce yourself and to offer her appreciation for the attention to the value of education our staff and board members bring to our children. The second visit was from a mother interested in learning about the opportunities available to her child at Covington. What a joy it was to have the opportunity to speak to such pleasant individuals as these wonderful ladies. It is easy to see why our children are so successful with parents and grandparents such as these. Dr. Smith stated he might even have gained a volunteer for our superintendent's advisory Council.

On Friday, September 21, Jason Davis of the Sterling Christian Church will be providing lunch for our middle and high school instructors. Dr. Smith stated he appreciated Mr. Davis and everyone involved in recognizing the diligent and caring focus put forth by our staff members.

Covington Community School Corporation participated recently in a voluntary state program focused on the testing of schools' drinking water for lead. The program was offered for all Indiana public schools. A total of 93 fixtures were tested in and around our facilities. Of these, only three (3) fixtures presented lead levels that exceeded the action level established by the Environmental Protection Agency. Each fixture has been addressed. The EPA action level of 15 parts per billion is not a measure of

health effects, rather it serves as a signal to the school to take steps to reduce the lead in the water. The results for CCSC have been posted to our website.

### **Empowering**

Each year Indiana School Corporations are required to submit for Indiana Department of Education Approval a policy for the distribution of Teacher Appreciation Grant funds. The funds are related to educator effectiveness and are directly tied to rewarding instructors rated as Effective or Highly Effective for the previous year. CCSC's Teacher Appreciation Grant Policy has been approved.

Mr. Steve Reynolds, middle school principal, and Mr. Joe Gritten, Transportation Director, are working together in order to create a handbook for CCSC bus drivers. When completed, a training and development program will be conducted to ensure expectations are identified for each individual involved with the transportation of our children.

In keeping with our commitment to provide growth and development opportunities for our CCSC staff members we are implementing a strategy to have individuals, who have expressed interest, to assist with the supervision of extra - curricular events. Those taking part in the program will be paid \$50 per event supervised. The opportunity will also provide assistance to Mr. Haskins throughout the year.

### **Modeling**

I would like to thank the following organizations for supporting the children of Covington:

Crawfordsville Walmart - school supply donations

Covington Community Foundation and Park Board - Financial Support for the third grade swimming program.

County Market - Program and Partnership with Covington Elementary School, which provides a percentage of money back to us.

- Elementary PTO Meeting - September 11, 2018 4:00pm - Elementary Library
- CHS Band at Apple Fest - September 29, 2018
- Supt Open Office Hours - October 2, 2018 5:00 - 7:30 pm Supt Office
- Soccer Sectional - October 1, 3, 5, 6 - Bethesda Christian High School
- October Board Meeting - Adoption of 2019 Budget - Monday, October 8, 2018 – 6:30pm Covington High School Library
- Covington HS/MS/Elem Block Party - October 16, 2018
- Covington Elem Grandparents Day - October 16, 2018

**2018-11-151 PUBLIC COMMENT**

None

**2018-11-152 BOARD COMMENT**

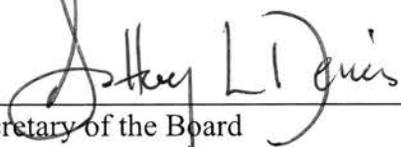
None

**2018-11-153 ADJOURNMENT**

A motion was made to adjourn at 7:25 p.m.

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

An executive session was held at 5:30 p.m. to discuss leasing and or property negotiations, collective bargaining and personnel.

  
Secretary of the Board