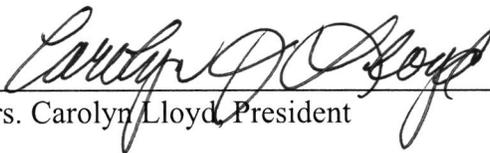


REGULAR MEETING OF THE  
COVINGTON COMMUNITY SCHOOL CORPORATION  
BOARD OF SCHOOL TRUSTEES

OCTOBER 8, 2018

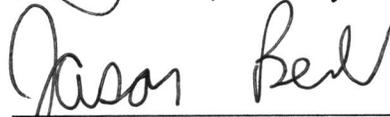
VOLUME 2018

NO. 13

  
\_\_\_\_\_  
Mrs. Carolyn Lloyd, President

  
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Mr. Doug Hunter, Vice President

  
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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  
October 8, 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	Present
	Mr. Steve Reynolds, MS Principal	Absent
	Mrs. Alison Karrfalt, EL Principal	Absent
	Mr. J.R. Haskins, Assistant Principal/AD	Absent

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

GUESTS:	Dave Allen & Cross Country Team	
	Nick Calcamuggio and Band Students	
	Jennifer Alexander	

REGULAR MEETING OF THE BOARD – October 8, 2018 – 6:30 p.m.

**2018-13-160 CALL TO ORDER**

Board President, Carolyn Lloyd called the regular meeting to order. The Pledge of Allengiance was given.

**2018-13-161 AGENDA MODIFICATIONS**

A motion was made that the agenda for the October 8, 2018 Regular Session Board of Trustees meeting be approved as presented.

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

**2018-13-162 EDUCATIONAL EXCELLENCE**

Dr. Smith recognized the girls' Cross County team. On Saturday our girls Cross Country team placed 5th in the IHSAA Sectional meet, which qualified them to compete at the Regional, on Saturday, October 13, 2018. Covington will also be represented at the Regional by Sophomore Blake Bova, who qualified in the boys race by placing 14th.

What a joy and honor it is to recognize the hard work and successes of each member of our girls team and Blake this evening. These young women and men are outstanding representatives of our CT family and Dr. Smith said, "Well Done, " I am proud of each you, as is the entire school - community of Covington."

Coach Allen introduced the cross country members.

Mr. Phil Cunningham, Covington High School principal, presented a review, on the status, of our Fine Arts curriculum.

Mr. Calcamuggio presented a proposal to the board for band uniforms.

**2018-13-163 MEETING MINUTES**

A motion was made that the September 10, 2018 regular meeting minutes be approved as presented.

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

A motion was made that the September 24, 2018 special meeting minutes be approved as presented.

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

**2018-13-164 CLAIMS**

The Claims were reviewed by the board. Dr. Smith informed the board of the expenditures included:

- Payment for Lots 175 and 176, next to the district office - \$85,000
- Payment for the high school gym floor project - \$24,570
- Special/Vocational Education Costs - \$147,710, of which nearly \$96,000 is being paid back to CCSC
- SRO expense to the City of Covington - \$17,182
- An expense for the senior lounge at the high school - \$12,675 (Cafeteria Tables and Seating)
- A prepaid food transfer - \$20,914 (Coming back to CCSC)
- Payment for utilities to the City of Covington - \$27,154
  - Total \$335,205 (71.7%) of the claim expenses this evening

There were no further questions. A motion was made that claims numbered 7046 to 7189 be approved as presented.

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

2018-13-165 **PERSONNEL**

**Resignations**

Diane Allen High School Custodian

**Maternity Leave**

Ms. Ashlie Grissom Covington Elementary  
January 28, 2019 - March 15, 2019 (Returns April 1, 2019)

**Retirement**

One retirement this evening has more than 20 years of serving our school-community. Mrs. Jean Allen will retire, effective October 19, 2018. Dr. Smith thanked Mrs. Allen for the loving care she has provided to our children and staff during her career. Dr. Smith wished her the very best as she moves into this new phase of life.

Ms. Jean Allen Covington High School  
Effective October 19, 2018

**Employment**

**Extra - Curricular Positions**

Elementary Math Bowl	Paula Brazas, Katie Tolley
Elementary Spell Bowl	Paula Brazas, Katie Tolley
Elementary School Improvement Team	Jodi Snyder Katie Hardy Lindsay Baxter
Middle School Yearbook Sponsor	Jamie Hughes
Middle School NHS Sponsor	Brittany Russell
Middle School Student Council Sponsor	Mandy Short
Middle School Science Fair Sponsor	Marlissa Brewer
Middle School Improvement Team	Bryan Anderson (Data) Jamie Hughes (ELA) Levi Spicer (Math)
Girls Basketball Coach	Travis Brown (2019-2020)
(Note: Aligns for 2 - Year Rolling contract, per previous alignment)	
Football Coach	Travis Brown (2019-2020)
(Note: Aligns for 2 - Year Rolling contract, per previous	

alignment)

Boys Basketball Coach

Adam Ballard (2019-2020)

(Note: Aligns for 2 - Year Rolling contract, per previous

alignment)

Wrestling Assistant Coach

Garrett Reynolds

Wrestling Middle School Coach

John Karrfalt

Baseball Coach

Evan Willis

Baseball Assistant Coach

Bryce Bowling

Girls Tennis Coach

Terry Field

Girls Assistant Tennis Coach

Rachel Cotten

Boys Golf Coach

Mike Thompson

Boys Assistant Golf Coach

Paul Moore

Boys Track Coach

Trevor Dickerson

An additional item to review under the Human Resources relates to the need for an assistant boys golf coach. This need has been identified based on the projected numbers of golfers for the 2019 spring season. In conjunction, we have an extra - curricular position that was not utilized this fall, that of girls golf coach, thus the previously approved salary will not be expended. With this in mind, Dr. Smith stated it was his intent to utilize a portion of this salary amount and align to the role of assistant boys golf coach for the 2019 season, only The planned amount is \$700, which aligns with similar assistant coaching roles, currently approved on the E/C salary schedule. A motion was made to approve the one employee resignation, maternity leave, retirement, and extra-curricular listings and to utilize a portion of the previously approved girls golf coach salary, to be assigned to the role of assistant boys golf coach, for one year.

Motion by Mr. Jason Beck

Seconded by Mr. Kevin Cates

Vote 5-0

**2018-13-166 FIELD TRIPS**

A motion was made to approve the second grade trip to Staerkel Planetarium, in Champaign, Illinois.

Motion by Mr. Doug Hunter

Seconded by Mr. Jeff Dennis

Vote 5-0

**2018-13-167 BUDGET 2019**

A motion was made that the 2019 Budget be adopted as presented and the superintendent and treasurer granted permission to upload the Budget into Gateway.

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

A motion was made that the 2019 Capital Projects Fund be adopted as presented.

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

A motion was made that the 2019 Bus Replacment Fund be adopted as presented.

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

**2018-13-168 PROJECT UPDATES**

Board members were provided with updated project charts in their board packets. 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. Notes from the packet read as follows:

**District Office Project**

Over the past three weeks Ms. Dillon and I have worked closely with two (2) design contractors, with a focus on identifying a partner to allow us to move forward with plans for the design and construction of the new district office. Both design contractors were open and willing to meet the needs of providing the necessary information to allow us to make the best possible selection decision. The cost estimates and design proposals were extremely competitive.

With this in mind, it is our recommendation to continue working with Mr. Randy Grubbs with The River Group, on the project. Mr. Grubbs was

previously approved, in February of this year, thus there is no action of the board needed this evening. Once the final design is prepared, I will be requesting the board to review and approve.

#### **District Office Relocated**

The CCSC District Office has relocated to the 1022 6th Street property, with operations launching in this facility on Monday, September 24, 2018. There remains work to be done in order to clean out the old office location. Our target is to have this completed by the end of October 2018.

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

The high school gymnasium floor remodeling has been completed. The project finished three days early.

#### **Property Update**

Regarding the property negotiation projects CCSC has been engaged in for the past several months:

Closing on the purchase of Lots 175 and 176, with Mr. and Mrs. Chumley, is scheduled for Wednesday, October 10, 2018, at 1:00 p.m.

CCSC has also entered into an agreement in principle, to purchase the property located at 602 Market Street, in Covington. With this having been a commercial property, in particular an automotive repair garage, in the past, I requested an environmental study be conducted before proceeding with the final purchase. The study has been performed, through Enviro-Sense, located in Indianapolis. The preliminary report indicated no cause to not go forward with the agreement to purchase. However, there was a finding that has required us to conduct an additional study. This study was performed on Tuesday, October 2, 2018 and we are awaiting the results.

#### **CTE Automotive Facility Remodeling**

The Wabash River Career and Technical Education Center, in particular the four (4) Northern school corporations, met with the design and construction manager on Tuesday, October 2, 2018, in order to review updated designs for the remodeling project planned at the automotive instructional facility, located on 2nd Street, here in Covington. The timeline calls for the preliminary design phase to be completed by October

19, with the final design phase planned for completion by November 30, 2018. During the final design phase, a decision on our go-forward strategy will be made.

The next project meeting is scheduled for Monday, October 29, 2018.

### **Depository Review**

Referencing the discussion we had during the September 10 board meeting, Ms. Dillon has been working to obtain proposals from local depositories interested in representing Covington Community School Corporation. We have received four (4) proposals, which are now going through our review process. The intent is to have a go - forward strategy identified to be able to provide the board with a recommendation during the November board meeting.

## **2018-13-169 NEW BUSINESS**

### Board Policy 340

Board members were provided with the proposed policy, for first reading, on the utilization of the hand held metal detectors, recently provided to our school by the state of Indiana. CCSC will utilize the detectors only when reasonable suspicion exists.

### Board Policy 709

Board Policy 709, the policy on the Use of Tobacco, is being updated to include language covering electronic, vapor, and other forms of cigarettes. This is the first reading of the update.

### Board Policy 802

This is a first reading on an update to Field Trip Policy Number 802. This policy is being updated to better reflect the actual practices we have adopted over the past several years.

First Read for two handbooks, a newly created Covington Community School Corporation Transportation handbook and a new Teacher Evaluation Manual. Both items have been introduced to the respective staff members. The Teacher Evaluation Manual has been provided to the Indiana Department of Education, per Indiana Code.

### **LED Lighting Projects**

In keeping with our commitment to provide the best possible environment for students to learn, and staff to provide best practice instruction, two energy savings projects are being presented for board consideration this evening. The projects involve the replacement of our current lighting at the elementary school, high school, middle school, annex, and middle school gymnasium with LED Lights.

With the assistance of The Steftenagel Group a proposal process was executed during the month of September. Proposals were received from three (3) contractors, with competitive pricing being provided by two of the three. Dr. Smith recommended the awarding of the two LED lighting projects to Energy Harness, based on the pricing and project proposals they submitted. Energy Harness plans to begin work on the projects the week of October 29, 2018. All of the work will be done outside of normal school hours and away from disrupting instructional activities.

Motion by     Mr. Jeff Dennis  
Seconded by   Mr. Jason Beck  
Vote            5-0

### **Facility Planning and Study**

On Tuesday, October 9, 2018, representatives from Gibraltar Design and The Steftenagel Group will be on campus in order to review and launch their proposal for district wide facility assessment study. Meetings and presentations are set to begin at 9:30 a.m., with individuals from building leadership, the board, and the school - community participating in the discussions.

The intent of inviting Gibraltar and Steftenagel to provide a proposal for our consideration is to understand their skill sets, as aligned to our need for consideration of a dynamic and reasonable facility enhancement strategy. The two companies have a vast amount of experience in working with school corporations in the area of facility construction and management. A copy of the facility assessment study proposal has been provided previously for board member review.

In order to allow us to move forward with our facility assessment study, a motion was made to allow Dr. Smith to engage with Gibraltar Design and the Steftenagel Group, subject to the results of our October 9 meeting. Gibraltar Design would serve as our facilities expert, as related to assessing and guiding us in the establishment of the priority of needs, while Steftenagel Group would fill the role of “Clerks of the Works/Project Manager”.

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

## **2018-13-170 SUPERINTENDENT’S REPORT**

### **Pathfinding**

The launch of the superintendent’s advisory council is set for Tuesday night, October 9, 2018. The intent of the opening agenda is focused on our “End - In - Mind”, which will include helping to establish the path forward with a number of items in the areas of Educational and Operational Excellence. The meeting will take place in the high school cafeteria, beginning at 6:00 p.m.

Dr. Smith informed the board that there are nearly 50 individuals who have expressed interest in participating as a member of the council. This includes students, parents, instructors, administrators, and school - community stakeholders. Dr. Smith is excited about where we are going at Covington.

A project focused on identifying a rigorous and effective E-learning program will be launched after fall break. Our intent is to be able to gain approval from the state of Indiana, in order to provide expanded professional development opportunities for the educational staff.

### **Aligning**

For awareness, Dr. Smith informed the board that Covington High School will host the IHSAA Volleyball Sectional, on Thursday, October 11 and Saturday, October 13. Mr. Haskins, Mr. Cunningham, and their team have put a great deal of time and focus in to ensure a first class tournament for the participants and supporters.

Covington’s Lady Trojans will play the second match on Thursday, against North Vermillion, beginning at 7:30 p.m.

Following a delay due to issues with the Spring 2018 ISTEP+ Assessment,

the state of Indiana has released ISTEP scores for 2018. While we did not have any building attain the 80% pass rate goal, the results of our schools were competitive in school - over - school analysis, in many ways.

Pass Rates for the CCSC Schools were:

Covington High School - English - 66.7%, Math - 34.8%

Covington Middle School - English - 72.2%, Math - 67.5%

Covington Elementary School - English - 71.75, Math - 69.2%

The building leaders are working with their respective instructional staff members to continue to identify opportunities for improvement through rigorous and relevant classroom instruction.

While the ISTEP results provide a data point, at CCSC, I believe it is imperative that we continue to expand and utilize Best Practice Formative Assessment to guide our instruction. Through Formative Assessment our instructors have the best opportunity to individualize instruction for the respective student.

This winter, we will have three (3) students participating in swimming, through an agreement with Attica High School for our student - athletes to utilize their facilities. IHSAA rules limit the number of student - athletes that may participate with another school, if a sport is not offered by the home school to three (3). On behalf of CCSC and our entire school - community Dr. Smith expressed his appreciation to superintendent Sheri Hardman and the Attica school corporation for their willingness to allow our children to take part in swimming, once again this winter.

For board awareness, progress has been made with the 2018 - 2019 bargaining discussions. Expectations are to have everything wrapped up by fall break, in order to allow for a special session board meeting to be called prior to the end of October.

For advanced notice of the board members, the 2018 Fall ISBA Regional meeting is scheduled for Monday, November 5, 2018, in Lafayette. The evening starts with registration at 5:30 P.M., followed by dinner at 6:00 p.m. Mr. Terry Spradlin, ISBA Executive Director, will review the 2019 ISBA Legislative priorities and Foundational statements.

### **Empowering**

School Nurses Ms. Corey and Ms. Pinkerton are in the process of

coordinating flu shot opportunities for staff members, who may be interested. Individuals who are on the school insurance program may contact the local clinic to set up an appointment to receive a free flu shot.

### **Modeling**

Dr. Smith took a moment to recognize Mr. Randy Tolley, who will be retiring on Friday, October 12, 2018. Mr. Tolley has embodied what truly loving and caring for the children of Covington is. His 35 years of educational service have made a positive and lasting impact on hundreds, if not thousands of individuals. On behalf of the board and the community of Covington Dr. Smith wished Mr. Tolley the very best as he steps into this next phase of his life.

We will recognize his contributions to CCSC on Friday, October 12, during half time of the Covington - Riverton Parke football game.

Dr. Smith recognized coach Travis Brown and the football program for sponsoring the "Tackle Childhood Cancer" initiative this fall. The football program is selling t-shirts, for \$10, with proceeds going to the PS We Love You Foundation. Shirts can be purchased by seeing coach Brown at the elementary school.

This time of year is an exciting time, as our fall sports teams are competing in tournament competition. Our student athletes have represented Covington at the highest level of competition and sportsmanship this fall. The tennis team advanced to the sectional final, while the soccer team battled a talented Covenant Christian squad to the end in their sectional match-up, last Wednesday.

As previously discussed, the cross country teams successfully competed in sectional on Saturday, at Benton Central.

Further, Dr. Smith offered congratulations to our girls cross country team for finishing second in the conference, earlier in the fall. The boys placed third in their conference meet and are to be congratulated as well.

The tireless efforts of our coaches as they provide a positive environment for our student athletes is greatly appreciated. Coach Field, coach Allen, and coach Sowers have done an excellent job this fall.

In closing this month's superintendent report, Dr. Smith shared with the board and the entire school - community an award, presented in September by the 2018 Relay For Life of Illiana. The award was presented to CCSC for the work our staff did in hosting a Relay for Life event during the summer.

### Dates - of - Interest

- Superintendent's Advisory Council Launch - 6:00p.m.  
2018 October 9,
- IHSAA Volleyball Sectional  
13, 2018 October 11,
- End of First Quarter  
2018 October 12,
- IHSAA Football State Tournament Begins  
2018 October 19,
- Fall Break  
21, October 17 -  
2018
- Covington HS/MS/Elem Block Party  
2018 October 16,
- Covington Elementary Grandparents Day  
2018 October 16,
- Covington Band Halftime Highlights Concert - 7:00p.m.  
2018 October 16,
- National FFA Convention - Indianapolis, In  
27, October 24 -  
2018
- English/History Trip to Gettysburg  
29, October 25 -  
2018
- IASBO Fall Institute  
2018 October 31,
- CES Music Performance - The Granny Awards  
2018 November 2,
- Daylight Savings Time Change - Fall Back  
2018 November 4,
- ISBA Regional Meeting - Lafayette, In  
2018 November 5,
- Superintendent Open Office Hours  
2018 November 6,
- November Board Meeting  
2018 November 12,
- CES Thanksgiving Sing  
2018 November 20,
- CES Christmas Program - HS Gym  
2018 December 10,

**2018-13-171 PUBLIC COMMENT**

None

**2018-13-172 BOARD COMMENT**

Mr. Hunter thanked the administration and Dr. Smith for the manner in which personnel issues were handled, showing vision and dedication. Proud of Covington for all of the successes and options offered to our student athletes, was also expressed. Mrs. Lloyd thanked Dr. Smith and Mrs. Dillon for all they do.

**2018-13-173 ADJOURNMENT**

A motion was made to adjourn at 7:53 p.m.

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

An executive session was held immediately following the regular meeting to discuss leasing and or property negotiations, collective bargaining and personnel.

  
Secretary of the Board