

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

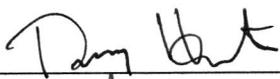
AUGUST 13, 2018

VOLUME 2018

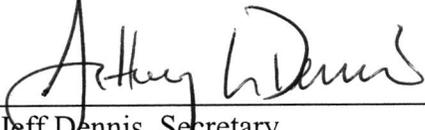
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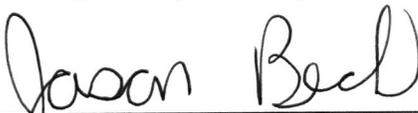
Mrs. Carolyn Lloyd, President



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
August 13, 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	Absent
	Mr. Kevin Cates	Present

OFFICIAL	Dr. Kevin Smith, Superintendent	Present
	Mr. Phil Cunningham, HS Principal	Absent
	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:	Jennifer Alexander	
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REGULAR MEETING OF THE BOARD – August 13, 2018 – 6:30 p.m.

2018-10-126 AGENDA MODIFICATIONS

A motion was made that the agenda for the August 13, 2018 Regular Session Board of Trustees meeting be approved as presented.

Motion by Mr. Jeff Dennis
Seconded by Mr. Kevin Cates
Vote 4-0

2018-10-127 EDUCATIONAL EXCELLENCE

Under our educational excellence portion of the agenda tonight, Dr. Smith reported the first days of school have went very, very well. It is obvious the planning and preparation put forth by our entire CCSC team paid off. Dr. Smith appreciated the manner in which students, parents, instructors, and support staff members have worked together to ensure a successful start to the new school year.

In conjunction, the elementary school open house and the middle school 6th grade orientation were well organized and attended. On behalf of our building leaders Dr. Smith shared three items that serve as examples of providing our students with enhanced learning opportunities.

Mrs. Karrfalt has worked with Mrs. Amanda Strawser, Covington City Park Board President, to identify an opportunity for our third grade students to receive swimming lessons this fall. The lessons will be provided as a program will run from August 13 - 31, with students utilizing the city pool on Mondays, Tuesdays, and Wednesdays during this period of time.

Dr. Smith thanked Mrs. Strawser, Mrs. Karrfalt, and the Covington Community Foundation - the provider of swimming clothes, goggles, and towels - for working together to provide this opportunity for our students. Note: Parents may opt their child out of the opportunity if they so choose.

At the high school, Mr. Cunningham and Mrs. Smaltz have worked closely together in order to identify a new curriculum for our English 12 students. Mrs. Smaltz will be utilizing the MyPerspective English Language Arts program for the course this year. She utilized a similar curriculum with the sophomore English group last year, with positive results.

Dr. Smith highlighted the fantastic start to the fall season of our Covington Trojan Band. Mr. Calcamuggio and his students offered a Family / Community Night performance on Friday, August 3, with approximately 150 individual in attendance. The work of the students, staff and parents who made this possible for our community is greatly appreciated..

On August 4 the band performed at the Indiana State Fair Band Day, allowing our students the opportunity to perform in front of their largest audience of the marching season. The CT band placed ahead of three other bands - Attica, Union County and Delphi - despite only having two weeks to put together their show. This is OUTSTANDING! Congratulations to our band members and Mr. Calcamuggio.

2018-10-128 CONSENT AND APPROVALS AGENDA Superintendent

2018-10-129 MEETING MINUTES

A motion was made that the July 9, 2018 regular meeting minutes be approved as presened.

Motion by Mr. Doug Hunter
Seconded by Mr. Kevin Cates
Vote 4-0

2018-10-130 CLAIMS

Claims 6860, 6872, and 6893 were questioned and reviewed by the board. A motion was made that claims numbered 6807 to 6914 be approved as presented.

Motion by Mr. Kevin Cates
Seconded by Mr. Jeff Dennis
Vote 4-0

2018-10-131 PERSONNEL

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

Football

Head Football Coach	Travis Brown
Ass't Football Coach	Troy Bever
Ass't Football Coach	Scott Myers

Ass't Football Coach	Ryan Ellmore
Volunteer	Doug Hunter
8th Football Coach	Brad Short
7th Football Coach	Adam Ballard
Ass't Coach	Ben Jones

Cross Country

Head Coach	David Allen
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Soccer

Head Soccer Coach	Ryan Sowers
Ass't Soccer Coach	Damon Hegg
Volunteer	Keddy Sowers
Volunteer	Tony Coleman
Volunteer	Greg Flint
Volunteer	Eric Stockberger

Tennis

Head Boys Tennis Coach	Terry Field
Assistant Tennis Coach	Jim Persinger

Volleyball

Head Volleyball Coach	Jennifer Sutherlin
JV Volleyball Coach	Alison Brown
8th Volleyball Coach	Emily Crain
7th Volleyball Coach	Aliah Larsen

HS Cheer Coach	Dottie Volmer
MS Cheer Coach	Tracey McBride
Dance Coach	Erin Gerling

Motion by Mr. Jeff Dennis
Seconded by Mr. Kevin Cates
Vote 4-0

A motion was made that the following be employed:

Ms. Staci Bechtold - Covington Elementary School
Ms. Brittney Ziegler - Covington Middle School

Ms. Suzanne Phelps - Covington High School
Ms. Christine Sigmon - Food Services Employee (Cook)
Ms. Sharon Gregory - Custodian
Ms. Dian Allen - Custodian

Motion by Mr. Kevin Cates
Seconded by Mr. Doug Hunter
Vote 4-0

A motion was made the following resignations be accepted:

Ms. Jennifer Linville - Instructional Aide
Ms. Gayle Spring - Food Services
Mr. Kenneth Painter - Custodian
Mr. Wendell Crowder - Custodian
Ms. Sharon Gregory - Custodian
Mr. Brad Kent - Wrestling Coach
Mr. Tony Knecht - Softball Coach
Mr. Cory Smaltz - Sophomore Class Sponsor and MS Track Coach

Motion by Mr. Jeff Dennis
Seconded by Mr. Doug Hunter
Vote 4-0

A motion was made to approve the following list of school bus drivers
for the 2018-19 school year:

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

Motion by Mr. Kevin Cates
Seconded by Mr. Doug Hunter
Vote 4-0

Dr. Smith informed the board we have had a difficult time in employing custodians to fill multiple openings. In an attempt to enhance our pool of candidates Mr. Gritten has worked with Kelly Employment Services, out of Danville, Illinois, for assistance with contract employees. A decision to move to a contract service for custodial staffing has not been made, but we are in the process of evaluating the potential opportunity for CCSC.

2018-10-132 PROJECT UPDATES

Board members were provided with updated Project Charts in the board packet. 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.

Items discussed included:

High School Weight Room/Fitness Center Project

-A Key Fob Entry Point has been placed at the high school weight room and fitness center. This was done in order to enhance security and safety at the high school, and during times our children may be in the facility.

-Further, facility usage guidelines have been defined and distributed to CCSC staff members. Mr. J. R. Haskins, athletic Director, is responsible for reviewing requests for use of the weight room.

Tennis Court Project Status

-The upgrades at the tennis court are not yet complete. While the new fencing is now in place, the coating portion of the project has been delayed. The plan is to complete this segment in order for a project completion of Thursday, August 16, 2018.

The new fencing looks very nice.

Obviously, this project has lingered over into the launch of the fall tennis season, forcing our student-athletes to utilize the courts at the city park. While this was not what we wanted to happen, Dr. Smith would like to acknowledge his appreciation for the flexibility, understanding, and

cooperation shown by coach Field, the student-athletes, the parents, and the city of Covington.

District/Wabash River Special Services Cooperative Offices

Discussions with the project manager for the construction of the new district and Wabash River Special Services Cooperative Offices, continued with a meeting on Wednesday, August 1, 2018. Randy Grubb and Melinda McGee presented an updated drawing for the proposed facility.

Some slight changes were made, when comparing to the previous drawing provided in January of this year. The changes included:

- Relocation of the basement, including the access stairway in order to increase seating capacity in the boardroom.

Note: The basement is now proposed to be under the CCSC office portion.

- Modification of public restrooms and seating locations, again with a focus on maximizing seating capacity in the boardroom.

Randy and Melinda also presented some proposed colors and designs for the interior portion of the facility.

Additional design adjustments - to the front lobby, and the front exterior design - were requested.

The go-forward plan is to have working meetings with the project and design team on August 15 and 29. From there, the intent is to have costs and a conceptual design for the facility presented to the board during the September board meeting for consideration.

Anyone interested in viewing the current facility design may see Dr. Smith he will be happy to review it with them.

Concerning the status of negotiations to purchase property near and around the district office...

-Two appraisals for the property adjacent to the district office have been received since the July board meeting. Board members have been provided copies of the appraisals and will be discussing the corporations go-forward strategy during executive session, following the regularly scheduled meeting this evening.

Mr. and Mrs. Chumley have been provided information as to the value placed on the property by the two appraisals.

Concerning the property at 1022 6th street...

-The closing on the purchase of this property was completed on Wednesday, July 11, 2018. Since this time the team of Gary Cooper, Joe Gritten, and John Karrfalt have been working to prepare the house for a temporary home of the CCSC District Office. The target date is to have the facility ready for move in by September 4, 2018.

9th Street Bridge

As everyone is aware the construction work on the 9th Street bridge is still in progress. Joe Gritten and J. R. Haskins have done a great job of working to understand when we might expect completion, while also identifying communication strategies to guide visitors to the athletic complex during the road closure.

The latest information we have is that the project may be completed by the end of the month.

High School Gymnasium Floor Enhancement

We have one project to review this evening, which requires board approval. As mentioned during the July monthly meeting we would like to proceed to have the high school gymnasium floor repainted and upgraded to modernize its' appearance.

-A drawing and copy of the "End - In - Mind", for how the gym floor will look upon completion, has been provided in the board meeting packet.

-Mr. Cunningham has performed due diligence with the review and obtainment of quotes for the project.

-A time frame for the project has been identified, with the period of September 4 identified as the launch for the work. The contractor will need three (3) weeks to complete the upgrade to the gym floor. During this time we have four (4) varsity volleyball games, which will be moved to the middle school gymnasium, with middle school events being conducted in the Multi-Purpose Room during this time.

-Mr. Haskins, CCSC Athletic Director, as well as our volleyball coach, Ms. Sutherlin, are supportive of the floor renovation project.

A motion was made that proposal from Cincinnati Floor Company for \$24,750 be approved as presented.

Motion by Mr. Doug Hunter
Seconded by Mr. Kevin Cates
Vote 4-0

2018-10-133 NEW BUSINESS

Transfer Requests

A motion was made to approve the nine requests for student transfers. Five are applying to the elementary, three to the middle school and one to the high school.

Motion by Mr. Doug Hunter
Seconded by Mr. Kevin Cates
Vote 4-0

Coaches Handbook

Mr. Haskins and Mr. Cunningham have worked to put together a manual for our athletic coaches. In conjunction, two new coaches evaluation forms have been identified and are a part of the handbook. A motion was made to approve the 2018-19 coaches athletic handbook as presented.

Motion by Mr. Doug Hunter
Seconded by Mr. Jeff Dennis
Vote 4-0

Sub Pay Increase

A motion was made to increase substitute pay from \$60.00 to \$65.00 effective August 13, 2018. This new rate would align with the average

of four area school corporations.

Motion by Mr. Jeff Dennis
Seconded by Mr. Doug Hunter
Vote 4-0

Finance

Mrs. Dillon presented the board with budget changes for 2019. It is important to note that we received notification from the county a drop in Net AV for 2019 as follows:

Fulton Township - Decrease of \$1.663 million (-4.19%)
Troy Township - Decrease of \$3.613 million (-4.74%)
Covington - Increase of \$1.258 million (+2.3%)
Wabash Township - Decrease of \$2.924 million (-6.66%)
Mound Township - Increase of \$595,249

Another data point, as we look at our state funding, is that our student headcount will be down in Year - Over - Year enrollment. Our first day physical count identified 849 total students in the corporation. Assuming this level of enrollment, CCSC can expect to see a drop of approximately \$147,000 in state funding for 2019. The difference in enrollment is identified with the large graduating class of 2018 and the lower enrollment in our kindergarten class.

2018-10-134 2019 BUDGET

A motion was made that the superintendent be granted permission to post the 2019 budget.

Motion by Mr. Jeff Dennis
Seconded by Mr. Doug Hunter
Vote 4-0

A motion was made that the superintendent be granted permission to advertise the 2019, 2020 and 2021 Capital Projects Plan.

Motion by Mr. Doug Hunter
Seconded by Mr. Kevin Cates
Vote 4-0

A motion was made that the superintendent be granted permission to advertise the 2019 Bus Replacement Plan.

Motion by Mr. Kevin Cates
Seconded by Mr. Doug Hunter
Vote 4-0

2018-10-135 SUPERINTENDENT'S REPORT

Pathfinding

Dr. Smith had the opportunity to meet with Steve Thoman and Rich Warner, of Performance Services, on August 1. The intent was to familiarize himself with the facility study performed and reviewed early in 2018. The facility study has identified a number of needs in our buildings. Dr. Smith plans to organize an Operational Excellence Advisory Council, consisting of interested school-community stakeholders, in order to conduct a gap analysis, while working to help determine how we proceed. Anyone interested in being a part of this council may contact Dr. Smith at the district office.

CCSC will be receiving four (4) hand - held metal detectors through the state of Indiana program announced recently by Governor Eric Holcomb. Confirmation of our request was received from the state supplier. The leadership team and Dr. Smith are currently reviewing and discussing how to utilize the devices. At this point and time it is Dr. Smith's intent to utilize the metal detectors per the guidance focused on reasonable suspicion.

Aligning

Mr. Haskins has completed meetings with all of our fall sports parents and student-athletes. Dr. Smith attended all but one of those sessions and was very pleased with the positive and energetic approach Mr. Haskins utilized during these collaborative opportunities. Each session was well attended and Dr. Smith was proud of the manner in which Mr. Haskins is representing our Covington Trojan family.

Empowering

Mr. Karrfalt has worked to help CCSC launch a new Master Calendar tool, Eventlink, which will be utilized for all events - athletic, extra-curricular, and other such facility event scheduling.

Eventlink is our one-stop for all information around events scheduled at Covington High School, Covington Middle School, and Covington Elementary School. Individuals can sign up to receive access to schedules by going to Eventlink.com and creating an account.

We have also launched the SchoolMessenger mass notification tool, as well as the modified school district website. The website has many components still under construction, but Dr. Smith believes the school-community is going to like the changes.

In order to enhance efficiency around the scheduling of instructor absences and alignment of the respective substitute teacher, Mrs. Trudie Dillon and the building level administrative assistants have identified a technology tool "Willsub" for purchase and implementation. Willsub will offer a tremendous step forward in the management of our substitute needs. The team is targeting a launch later in the fall.

Thanks to the support of the Fountain County Commissioners the three county school corporations are now connected to the RAVE Panic Button App. This tool will allow nearly every CCSC employee the opportunity to immediately alert our school, as well as law enforcement and emergency responders in the event of an emergency.

Dr. Smith appreciates the work put forth by Southeast Fountain school superintendent Doug Allison in coordinating the launch of the RAVE app.

Modeling

Dr. Smith shared an email from Ms. Anna Keyes, Community Development Manager, for the American Cancer Society. As you may be aware, the Illiana [Relay For Life](#) Event was hosted at the Trojan Athletic Complex on Saturday, August 4, 2018. Ms. Keyes' email speaks to the heart and soul of our Covington School-Community.

Dr. Smith read a portion of her email:

“Your compassion and support throughout these past couple of weeks and month have been nothing short of amazing.”

Dr. Smith thanked our entire community for supporting this most deserving cause; and appreciate the efforts of Mr. Gritten and Mr. Haskins in supporting the needs of the event. Well done Covington.

Dates – of – Interest

- Supt Open Office Hours - Tuesday, September 4, 2018 5:00 - 7:30 pm
Supt Office
- CT Band Performance at Purdue - Saturday, September 8, 2018 - 1:00pm
- September Board Meeting - Public Hearing on the 2019 Budget - Monday, September 10, 2018 – 6:30pm District Office

2018-10-136 PUBLIC COMMENT

None

2018-10-137 BOARD COMMENT

Mr. Hunter shared with the board a collaboration of DACC and Covington Community Schools for an online course.

2018-10-138 ADJOURNMENT

A motion was made to adjourn at 7:42 p.m.

Motion by Mr. Jeff Dennis
Seconded by Mr. Doug Hunter
Vote 4-0

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

Secretary of the Board