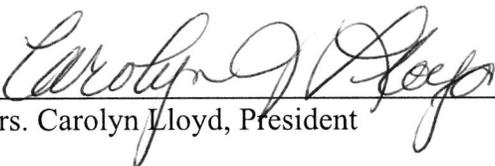


REGULAR MEETING OF THE
COVINGTON COMMUNITY SCHOOL CORPORATION
BOARD OF SCHOOL TRUSTEES

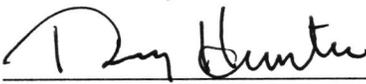
January 14, 2019

VOLUME 2019

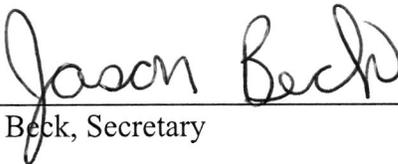
NO. 1



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
January 14, 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	Present
	Mr. Chad Herzog	Present

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

NEWS MEDIA:

GUESTS: Michelle Beck, Elementary Teacher

REGULAR MEETING OF THE BOARD – January 14, 2019 – 6:30 P.M.

2019-01-001 **OATH OF OFFICE**

Mrs. Dillon administered the Oath of Office to Kevin Cates and Carolyn Lloyd.

2019-01-002 **CALL TO ORDER**

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

2019-01-003 **BOARD OF FINANCE ORGANIZATION**

A motion was made to accept the following nominations for Board of Finance officers:

Carolyn Lloyd	President
Jason Beck	Secretary

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

Mrs. Dillon reported there are no investments.

2019-01-004 **BOARD OF FINANCE MEETING ADJOURNED**

A motion was made to adjourn the Board of Finance meeting.

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

2019-01-005 **BOARD ORGANIZATION**

A motion was made to accept the following nominations for School Board officers:

Carolyn Lloyd	President
Doug Hunter	Vice-President
Jason Beck	Secretary

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

A motion was made that Trudie Dillon be approved as Corporation Business Manager for Covington Community School Corporation.

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

A motion was made that Mrs. Judy Gee be approved as the Extra Curricular Treasurer for Covington Community Schools. In conjunction, a motion was made that Mrs. Jennifer Linville, also be approved as Extra Curricular Treasurer, effective July 1, 2019. Mrs. Linville is currently being trained to assume those duties.

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

A motion was made that Henthorn, Harris and Weliever be retained as legal counsel for Covington Community School Corporation for 2019.

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

2019-01-006 **ADOPTION OF AGENDA**

A motion was made that the agenda of the January 14, 2019 regular meeting of the Board of School Trustees be approved as presented.

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

2019-01-007 **EDUCATIONAL EXCELLENCE**

Mrs. Michelle Beck, third grade instructor, presented to the board the elementary reading comprehension strategy being adopted at Covington Elementary. Mrs. Beck has been instrumental in the adoption and implementation of the Smekens program.

2019-01-008 **APPROVAL OF MINUTES**

A motion was made that the minutes of the December 10, 2018 regular meeting of the Board of School Trustees be approved as presented.

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

2019-01-009 **CLAIMS**

Claims 7482, 7485, 7487, 7497, 7500, 7555, 7558, and 7559 were questioned and reviewed by the board. A motion was made that claims numbered 7443 to 7563 be approved as presented.

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

2019-01-010 **INTRA-FUND TRANSFERS RESOLUTION**

A motion was made that the intra-fund transfers resolution be approved as presented.

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

2019-01-011 **CANCELLATION OF OUTSTANDING CHECKS**

A motion was made to approve the cancellation of vendor checks outstanding for two or more years in accordance with Indiana Code.

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

2019-01-012 **PERSONNEL**

A motion was made to approve the following personnel items:

Resignation

Cindy Tolley

Mini Bus Driver

Termination

Christine Sigmon Food Services

Retirement

Penny Smith Middle School English Instructor

Temporary Hire

Staci Bechtold Long term EL Spec Needs Sub Teacher
Shawna High Long term EL Spec Needs Aide

ECA Assignments

Toni Crain 6th grade Girls Basketball

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

2019-01-013 **Project Updates**

CTE Automotive Facility Remodeling

A meeting was conducted on January 8, 2019, regarding the status of the CTE Automotive Facility Remodeling project. Mr. Jerry Firestone, design contractor for the project, reviewed the final design packet with representatives from the four (4) school corporations - Attica, Covington, Southeast Fountain, and MSD Warren County.

Mr. Firestone is in the process of opening up the bidding phase of the project, with final bids due at the CCSC District Office on February 19, 2019. Alternate design proposals are being included in the proposal packet to ensure the best opportunity to attain the targeted project cost of \$300,000, or less. The project remains on track to the previously established timeline.

District Office Project

The property at 601 Market Street has been cleared for the launch of construction of the CCSC District Office/Board Room facility. During the past three (3) weeks, Campbell Excavating has worked to remove the old office building, including the basement portion, and the pavement previously used for parking. Fill dirt has been placed in the area where the basement was located, with the ground prepared for the next steps of the project.

Randy Grubbs, design contractor with The River Group has been working during the past month on finalizing preliminary design bids in order to conduct a verification of potential project costs. Based on the results of this step in the process, he will proceed with finalizing the design and beginning the bid process.

LED Lighting Projects

During the holiday break, the gymnasiums in the high school and middle school received LED lighting, including the MPR. The two projects are basically complete with an audit underway to ensure all areas, such as closets, offices, etc... have moved to LED lighting.

Facility Planning and Study

A meeting will be held on Monday, January 28, 2019, of the Superintendent's Advisory Council, in conjunction with a Special Session School Board meeting to hear a review of the priority rankings of building needs. Representatives from Gibraltar Design and the Steftenagel Group will lead the review.

Key Fob Additions

General Alarm has been working to complete the addition of nine (9) Key Fob entry points at the high school, middle school, and elementary school. Wiring and connections have been prepared for going live, which is expected by the end of January.

Policy Number 334

The board heard the second reading of an update to the CCSC Homeless Students Policy, Policy Number 334, which is being updated in order to align our procedures with the federal McKinney - Vento Act. A motion was made to approve the update as presented.

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

Policy Number 437

The board heard the second reading of Policy Number 437. The adjustments being proposed for the policy are related to the

new operational schedules being implemented at the start of the second semester, as well as a need to bring the policy in line with current actual practices. A motion was made to approve the policy as presented.

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

McKinney - Vento District Plan

The board heard the second reading of the federal McKinney-Vento Act. A motion made to approve the plan as presented.

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

2019-01-014 NEW BUSINESS

Covington Wrestling Club

The Covington Wrestling Club has requested the use of the high school wrestling room on seven (7) dates in January and February of this year. Mr. Haskins and Mr. Cunningham have reviewed the application for use of school facilities, approving the request. A motion was made to approve the request.

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

Driver Education

A motion was made to offer Driver Education course at Covington High School in the summer of 2019 at the following rates:

In-district student	\$325
Out-of-district student	\$375

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

Summer School

The building leaders and Dr. Smith are working on a proposal for a summer school program. There are opportunities to be reimbursed for classes such as middle school English and Math. Once the review is complete a formal proposal will be presented to the board.

Policy 436

The board heard the first reading of proposed changes to Policy 436, Family and Medical Leave. The proposed changes are necessary due to the previous policy revision being outdated.

Policy 424

The board heard the first reading of a revised Policy 424. This policy relates to staff performance evaluation planning, with the proposal to replace an outdated corporate policy.

2019-01-015 SUPERINTENDENT REPORT OUT

Pathfinding

The 2019 Legislative session is underway with a number of proposed bills related to education. With 100 bills already introduced, which link to education in our state, there are six (6) being watched closely by the ISBA. In particular, House Bill 1003 has received a great deal of press and attention.

This bill, if voted into law, would identify expenditure targets for school corporations to attain, with a goal of having 85% of educational revenue spent on education, with 15% for the operational aspect school districts maintain. While the bill's language would call for "school corporations shall make every reasonable effort"...to adhere to these targets, consequences for those corporations not meeting the goal are outlined in the bill.

The bill is an attempt, per proponents, to identify funds to provide higher instructor pay levels.

Ms. Dillon and Dr. Smith have reviewed the CCSC 2019 fiscal plan. Our early estimates, and please note this may change subject to unforeseen expenses occurring, is that we have an excellent opportunity of meeting the targeted 85%, or more, for educational purposes. It is estimated that 15 - 18% of educational revenue will be transferred to cover operational expenses for this budget cycle.

Aligning

Non-Certified Handbook

Dr. Smith and his team have been working on the creation of a new non-certified employee handbook. The board was presented with a copy of the first draft, under first reading. There are a number of new areas covered within the draft, including a section on pre-employment drug screening, social media expectations, a review of ethical standards expected of our employees, harassment, and violence in the workplace to name a few. A review and consideration of the handbook for implementation will be held at a future meeting.

Empowering

Resilient Youth Planning Grant

North Central Health Services has notified us that CCSC will receive the Resilient Youth Planning Grant, totaling \$19,814. The funds will be used to identify a strategy for the adoption and implementation of a social/emotional coping curriculum for students. Dr. Smith appreciates the support and work of Ms. Karrfalt, Ms. Girdler, and Ms. Myers for making this award possible.

Modeling

CCSC Leadership Development Program.

This program has been structured as a two - year cohort, with those selected and interested in participating assigned relevant projects for the success of CCSC. Further, during this two - year window cohort members are provided education and training around such leadership philosophies as Dr. Stephen Covey's 7 Habits of Highly Effective People, Jim Collins' 5 Levels of Leadership, and more.

Earlier in the fall CCSC staff members were provided an opportunity to indicate their interest in being considered for the first cohort. Through this survey we had four (4) individuals come forward to participate in the program. Funding for the program will be based, annually, on the availability of grant monies. This year, we were fortunate to be approved by the state of Indiana for the utilization of Title IV funds. A motion was made to approve the CCSC Leadership Development Program.

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

Young Hoosier Book Award Program Volunteer Recognition

Dr. Smith recognized Ms. Kara Taylor, Media Specialist, for being involved as a Young Hoosier Book Award program volunteer. The Indiana Library Federation has recognized the work Ms. Taylor does with reviewing recently released books targeting young readers. Through involvement in this program Mrs. Taylor represents the values of Covington Community School Corporation in caring for children. Thank you for all you do Ms. Taylor.

Dates - of - Interest

CHS Champions Together Assembly (10 A.M.)	January 25
CHS Champions Together Clinic (3:30 P.M.)	January 25
Wrestling Sectional - Crawfordsville	January 26
Superintendent's Advisory Council (6 P.M.)	January 28
Girls Basketball Sectional - LCC	Jan 29-Feb 2
Superintendent Open Office Hours (5 P.M.)	February 4
School Board Meeting (6:30 P.M.)	February 11

2019-01-016 **STATEMENTS FROM EMPLOYEES/PUBLIC**

None

2019-01-017 **STATEMENTS FROM BOARD**

Jason Beck welcomed Chad Herzog to the school board.

2019-01-018 **DOCUMENT SIGNING**

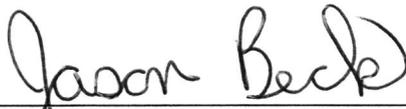
Minutes, claims, resolutions and other documents were signed by the board.

2019-01-019 **ADJOURNMENT**

A motion was made to adjourn at 7:41 p.m.

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

An executive session was held at 5:30 p.m. to discuss personnel.



 Secretary of the Board