

CENTER GROVE COMMUNITY SCHOOL CORPORATION
BOARD OF SCHOOL TRUSTEES
February 20, 2014

MINUTES

Board of School Trustees of the Center Grove Community School Corporation met in regular session beginning at 7:15 p.m. on Thursday, February 20, 2014, in the Board Room at the Education Service Center, 4800 West Stones Crossing Road, Greenwood, Indiana.

Board members present:

Scott Alexander, President	<u>X</u>
Carol Tumey, Vice President	<u>X</u>
Adam Norman, Secretary	<u>X</u>
Rob Richards, Member	<u>Absent</u>
Jack Russell, Member	<u>X</u>

Also present:

Rich Arkanoff, Superintendent	<u>X</u>
Bill Long, Assistant Superintendent	<u>X</u>
Sally Hacker, Human Resources Director	<u>X</u>
Paul Gabriel, Chief Financial Officer	<u>X</u>

1. CALL TO ORDER

President Scott Alexander called the meeting to order at 7:15 p.m. and expressed his regrets for a late start due to the Executive Session running long.

2. PLEDGE OF ALLEGIANCE

Pleasant Grove Elementary student, Emma Foley, led the Pledge of Allegiance.

3. APPROVE AGENDA

It was recommended that the agenda for the February 20, 2014 Regular Meeting of the Board be approved as presented.

Motion by Russell seconded by Tumey vote 4-0

4. RECOGNITION

High School assistant principal Sandy Hillman recognized Industrial Technology teachers Cory Cooper and Courtney Rogge (not present) for receiving a \$10,000 Project Lead the Way Grant. These funds will be used to purchase materials and equipment to support the program.

Superintendent Arkanoff shared that during a recent administrative retreat, the board decided to highlight all the great things happening in Center Grove through an "In the Spotlight" recognition at each board meeting. This evening, Pleasant Grove Elementary principal Trael Kelly recognized fifth grade teacher Randy Allen for being an amazing teacher, special education assistant Judi Barnes for her selflessness and student Seth Jasek for his perseverance. President

Alexander thanked everyone for attending tonight's meeting and encouraged Seth to keep up the good work.

5. PUBLIC COMMENTS REGARDING AGENDA ITEMS

There were no public comments.

6. CONSENT ITEMS

It was recommended that the following Consent Agenda items be approved as presented:

Approval of Minutes (1/7/2014 Special Meeting/Executive Session and 2/10/2014 Executive Session), Personnel Report, Claims (10/17/2013, 12/6/2013 and 1/3/2014 Accounts Payable and 1/3/2014, 1/17/2014 and 2/5/2014 Payroll) and Field Trip Report.

Motion by Russell seconded by Norman vote 4-0

President Alexander expressed his appreciation to Dr. Gabriel and Mrs. Hacker for answering questions on the Consent Items.

Mrs. Hacker welcomed/introduced new employees Chris Painter (Director of Maintenance) and Shannon Nesius (Director of Food & Nutrition Services).

President Alexander expressed his appreciation to Chris Painter, Dave Statler and the entire maintenance crew for all their work during the recent snow storms.

7. ACTION ITEMS

Approve Resolution for Instructional Time Waiver

Superintendent's Recommendation: It is recommended the board approve a resolution modifying the 2013-2014 school calendar to make up three (3) lost student instructional days.

Dr. Long reported this resolution would modify the existing school calendar by adding 20 minutes (5 minutes to the beginning and 15 minutes to the end) of each school day from March 3 through May 30, 2014.

Several considerations were involved in determining whether to modify the original plan to make up lost days in June. One of those was a survey sent to more than 8,600 staff members and parents which showed 83% support the option of adding 20 minutes to each school day.

Motion by Tumey seconded by Norman vote 4-0

Secretary Norman expressed his gratitude to the administration for sending out the survey. He received a lot of positive comments from the community. He also encouraged parents to have patience while each of the building administrators determines how the additional 20 minutes will be utilized.

Vice President Tumey expressed her gratitude to teachers and administrators for their dedication and willingness to make these adjustments.

Superintendent Arkanoff shared that approximately 700 comments were received from the survey. Communications specialist Stacy Conrad has read through all the comments and has created a Frequently Asked Questions page on the Center Grove web site.

Approve Middlebury Survey for Maple Grove Parents

Superintendent's Recommendation: It is recommended the board approve the Middlebury Survey to be distributed to parents of Maple Grove students in grades 3, 4 and 5.

Dr. Wendy Kruger shared that last year the board approved for Maple Grove Elementary to pilot the Middlebury online language program in grades 3, 4 and 5. The students have been through a semester of the program making it is a good time to get feedback from parents as we get ready to look at what we are going to implement next year.

Motion by Russell seconded by Tumey vote 4-0

The survey will be sent out electronically through Skyward the week of February 24. Paper surveys will be available for those parents who do not have email access. The results will be shared with the board in March.

Plans are to expand the program into all five (5) elementary schools for grades 3, 4 and 5 next school year.

Accept Indiana Secured School Safety Grant

Superintendent's Recommendation: It is recommended the board accept the Indiana Secured School Safety Grant in the amount of \$50,000.

Dr. Long shared that we were selected to receive a \$50,000 matching grant from the Indiana Department of Homeland Security, which will be used to help offset the costs of our School Resource Officers. He also shared that we will be submitting our intent to apply for the 2014-2015 grant.

Motion by Norman seconded by Russell vote 4-0

Accept Bid for Safety and Security Upgrades

Superintendent's Recommendation: It is recommended the board accept the bid from JM Rowland in the amount of \$1,030,000 for the safety and security upgrades in our schools.

Dr. Long reported that on February 6, 2014, we opened eight (8) bids for the safety and security upgrade projects for Sugar Grove Elementary, Pleasant Grove Elementary, Middle School Central and Middle School North. After a thorough analysis of the bids by CSO Architects, Hunt Construction and Facilities Engineer Dave Statler, they recommend accepting the bid from JM Rowland.

Motion by Russell seconded by Tumey vote 4-0

Mr. Russell asked for clarification as to why this bid only covers four (4) schools. Dr. Long shared that they fall under one (1) bond. The other safety and security upgrades will be bid separately.

Vice President Tumey asked for a completion date. Dr. Long shared he anticipates all the upgrades will be completed by mid October 2014.

President Alexander and Dr. Long confirmed the JM Rowland bid was the lowest bid that met our qualifications.

Approve Change Order Process for Renovation Projects

Superintendent's Recommendation: It is recommended the board approve the Change Order Process for the upcoming renovation projects.

Dr. Long reported that in order to expedite the change order process, the administration is requesting authority to approve change order requests that total less than \$25,000 per item. These change orders could be approved without waiting for a board meeting to occur. All change orders will go through a thorough review before moving forward. Change orders larger than \$25,000 would require board approval in advance. All change orders, regardless of size, will be reported to the board on a regular basis.

Motion by Norman seconded by Tumey vote 4-0

Approve Resolution for Emergency Personal Leave

Superintendent's Recommendation: It is recommended the board approve a resolution granting two (2) Emergency Personal Days for impacted employees.

Mrs. Hacker shared that the Indiana Department of Education approved waiver days for students and teachers for January 6, 2014 and January 7, 2014 due to extreme weather conditions. As a result, the administration feels that it is appropriate to offer a "waiver" to other staff members by granting them two (2) Emergency Personal Days. Essential employees (maintenance, custodians and some administrative staff) who reported to work on January 6, 2014 and January 7, 2014 will be paid and their two (2) Emergency Personal Days can be utilized at a later time.

Motion by Norman seconded by Russell vote 4-0

Secretary Norman expressed his appreciation to the administration for supporting all staff members.

Vice President Tumey feels we have a dedicated group of people and is honored to have those employees at Center Grove.

Approve Resolution for 2013 End of Year Transfers

Superintendent's Recommendation: It is recommended the board approve a resolution approving total transfers made of \$1,981,511.12 as the books were closed for 2013.

Dr. Gabriel provided information about the year-end transfers that were made in the tax-related funds as the books were closed for 2013. These are transfers made within each fund. No transfers have been made from one fund to another.

Motion by Russell seconded by Norman vote 4-0

Close Unused 2013 CPF Projects

Superintendent's Recommendation: It is recommended the board approve carrying over eight (8) CPF projects totaling \$844,275 into 2014 and closing the remaining 2013 projects totaling \$417,393.15.

Dr. Gabriel presented a list of CPF accounts which had remaining appropriations. He is requesting they be carried forward into 2014. There were also several accounts which were not carried forward, and therefore reverted to the cash balance in the CPF to be used for a variety of programs.

Motion by Tumey seconded by Russell vote 4-0

President Alexander requested clarification of the Site Development Repairs account description. Dr. Gabriel explained that this account represents a category of accounts for the maintenance department. It includes things that are outside the building - repairing something on site (i.e., fencing, sidewalks).

Approve Resolution for Transfer of Funds from CPF to Rainy Day Fund

Superintendent's Recommendation: It is recommended the board approve a resolution to transfer \$285,000 from the CPF to the Rainy Day Fund to cover the cost of Center Grove's custodial contract for the next six (6) months.

Dr. Gabriel reported that every six (6) months we transfer money from the CPF to the Rainy Day Fund to cover our custodial contract. This transfer should be enough to cover expenses through July 2014.

Motion by Norman seconded by Tumey vote 4-0

Additional Appropriation Hearing & Resolution-Rainy Day Fund

Superintendent's Recommendation: It is recommended the board conduct a public hearing on an additional appropriation for the Rainy Day Fund in the amount of \$285,000. Following the public hearing, it is recommended that the board approve the attached resolution regarding the additional appropriation.

President Alexander opened the Public Hearing. Dr. Gabriel reported that the action previously taken (Approve Resolution for Transfer of Funds from CPF to Rainy Day Fund) requires an expenditure of \$285,000 to cover Center Grove's custodial contract for the next six (6) months.

There were no comments from the public. The hearing was closed.

Motion by Tumey seconded by Russell vote 4-0

8. REPORTS

Dr. Long provided an update and comparison from September 2013 on enrollment.

Dr. Long presented timelines and schematic drawings for safety and security upgrades for Sugar Grove Elementary, Pleasant Grove Elementary, Middle School Central and Middle School North. He also presented timelines, construction estimates and conceptual site plans for Center Grove Elementary, North Grove Elementary and the High School additions/renovations. Stacy Conrad presented a communication plan for construction.

Dr. Kruger shared the Indiana Department of Education's A-F Accountability performance grades reflecting scores for the 2012-2013 school year.

The report on the Climate Survey Action Plan-Talk About It was pushed to the March board meeting.

9. OTHER BUSINESS

Superintendent Arkanoff recognized two (2) bus drivers for their attendance - Darlene Sidebottom and Marlene West - and expressed his appreciation to all Center Grove bus drivers for all they do; especially during the recent snow storms.

10. ANNOUNCEMENTS

President Alexander announced the Gala for the Grove will be held on Saturday, February 22, at the Indiana Roof Ballroom beginning at 6:00 p.m.

The next regular board meeting is scheduled for March 20, 2014.

11. ADJOURNMENT

There being no further business to bring before the Board, the meeting was adjourned at 8:49 p.m.