

CENTER GROVE COMMUNITY SCHOOL CORPORATION
BOARD OF SCHOOL TRUSTEES
April 17, 2014

MINUTES

Board of School Trustees of the Center Grove Community School Corporation met in regular session beginning at 7:04 p.m. on Thursday, April 17, 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>X</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>

Wendy Kruger, Director of Curriculum
Jack Parker, Assistant Director CIASE
Dave Statler, Facilities Engineer
Brooke Phillips, Maple Grove Principal

Other Guests:

Eric Howe, Hunt Construction Group
Terrie Hedeem, Day Care Consultant

1. CALL TO ORDER

President Scott Alexander called the meeting to order at 7:04 p.m.

2. PLEDGE OF ALLEGIANCE

Maple Grove Elementary School student, Aminata Diagana, led the Pledge of Allegiance.

3. APPROVE AGENDA

It was recommended that the agenda for the April 17, 2014 Regular Meeting of the Board be approved as presented.

Motion by Tumey seconded by Russell vote 5-0

4. RECOGNITION

In the Spotlight

This evening's In the Spotlight featured Maple Grove Elementary School (MGES). Principal Brooke Phillips recognized third grade student Aminata Diagana for being a good all around person/student and announced that she received a perfect score on the IREAD-3 assessment. Principal Phillips also recognized kindergarten teacher Melissa Gardner for being so enthusiastic and for trying new things to benefit students. Mrs. Gardner demonstrated a library/listening center project she created for the iPad that allows students to choose books they want to listen to by scanning a QR code. Head custodian Sherry Alden was also recognized for being such a hard worker and intuitive about things that need to be done in the building. Unfortunately, Ms. Alden was not present this evening due to illness.

Vice president Tumey expressed her gratitude to principal Phillips and everyone recognized from MGES. She is pleased that the decision was made to showcase (through In the Spotlight) all the good things going on in the corporation and feels this is a great opportunity for everyone to see the skills our staff have to offer.

Superintendent Arkanoff congratulated MGES on being named a Four Star school by the Indiana Department of Education.

United Way Johnson County Volunteer of the Year

Superintendent Arkanoff recognized Dr. Paul Gabriel (CFO) for being named the United Way Volunteer of the Year for Johnson County and commended him for everything he has done to help the community and Johnson County.

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 (3/20/2014 Executive Session and Regular Meeting), Personnel Report, Claims (Accounts Payable and Payroll) and Field Trip Report.

Motion by Norman seconded by Richards vote 5-0

7. ACTION ITEMS

Approve Textbook Rental Charges (High School)

Superintendent's Recommendation: It is recommended the board approve the high school textbook rental charges for 2014-2015.

Dr. Jack Parker presented the fees calculated for all consumable materials, textbooks, etc.

Motion by Russell seconded by Norman vote 5-0

President Alexander expressed his appreciation for the elimination of some consumables.

Point of clarification for president Alexander: The highest possible fee of \$725.00 represents the six (6) most expensive courses.

Point of clarification for vice president Tumey: Financial assistance is available through the Free and Reduced application process.

Points of clarification for board member Russell: As other subjects come up for adoption, the use of iPads (and the tendency for classroom sets) will be considered. Students may check out textbooks from the library and/or from classroom sets.

Approve Support Staff Handbook

Superintendent's Recommendation: It is recommended the board approve the updates and changes to the Support Staff Handbook.

Mrs. Sally Hacker shared that this year, a committee of ten (10) support staff employees met to discuss the recommended revisions to the Support Staff Handbook. Mrs. Hacker provided these updates to the Support Staff Handbook which will be in effect July 1, 2014.

Motion by Richards seconded by Tumey vote 5-0

The new Support Staff Handbook will be available online and paper copies will be available in each building. The handbook will be reviewed with all new support staff prior to beginning employment.

Point of clarification for board member Russell: The Support Staff Handbook is reviewed once a year and any changes/updates go into effect July 1.

Approve Secondary Student Handbooks

Superintendent's Recommendation: It is recommended the board approve the proposed changes and updates to the student handbooks for Center Grove High School and both middle schools.

Dr. Bill Long presented proposed changes to the secondary handbooks. Representatives from all three (3) schools met to ensure conformity and continuity among the buildings.

Motion by Russell seconded by Norman vote 5-0

Approve School Make-Up Day Survey

Superintendent's Recommendation: It is recommended the board approve the proposed School Make-Up Day Survey for parents regarding their preference for adding make-up days to the 2014-2015 school calendar.

Dr. Long shared that currently the 2014-2015 calendar has two (2) built-in snow days (MLK Jr. Day and Presidents Day) with a notation that any additional days will be made up at the end of the school year.

Motion by Norman seconded by Tumey vote 5-0

The survey will ask parents to determine whether they would prefer to take as many as five (5) days from the second week of Spring Break (March 30-April 3) to use as snow make-up days. It

will be sent out immediately and parents will have approximately one (1) week to respond. A “Frequently Asked Questions” document will be developed and posted on the corporation website.

Point of clarification for vice president Tumey: The survey will not offer an option to add time to the school day. Administrators feel adding time to the school day this school year was a one-time offer from the Indiana Department of Education. Therefore, an introductory statement will be included with the survey addressing why adding minutes to the school day is not an option.

Approve Summer Programs

Superintendent's Recommendation: It is recommended the board the list of Center Grove High School Summer Sports Camps for 2014 and Center Grove hosting Camp Invention in June.

After some discussion, the board asked Dr. Long to confirm whether the Anticipated Personal Revenue column represents all staff salaries or just the salary for the coach. They also requested additional information on the number of students expected to participate in each of the sports camps.

The board decided to table the recommendation until the May board meeting.

Accept Bids for Center Grove Elementary Renovations

Superintendent's Recommendation: It is recommended the board accept bids from J.M. Rowland Construction LLC for general construction (Bid Category #1) in the amount of \$3,484,600, including alternate bids #1 through #4; Greiner Brothers, Inc. for mechanical (Bid Category #2) in the amount of \$2,037,783, including alternate bid #7; and AAA Electric of Terre Haute for electrical (Bid Category #3) in the amount of \$968,675, including alternate bid #1.

Dr. Long reported that on April 10, 2014, we opened five (5) bids for the general construction portion, two (2) bids for the mechanical portion and five (5) bids for the electrical portion of the renovations and additions for Center Grove Elementary School (CGES). After a thorough analysis of the bids by CSO Architects, Hunt Construction and facilities engineer Dave Statler, they recommend accepting the bids from J.M. Rowland, Greiner Brothers and AAA Electric. These bids were the lowest bids for Bid Category #1, Bid Category #2 and Bid Category #3. Work will begin on June 2 with substantial completion on or before October 15, 2015.

Motion by Tumey seconded by Norman vote 5-0

All bids came in under original estimates which has allowed us to include all alternates.

Point of clarification for board member Russell: The Change Order Process was approved by the board at the February 20, 2014 regular meeting.

Accept Bids for North Grove Elementary Renovations

Superintendent's Recommendation: It is recommended the board accept bids from J.M. Rowland Construction LLC for general construction (Bid Category #1) in the amount of \$3,775,500, including alternate bids #1 through #4; Greiner Brothers, Inc. for mechanical (Bid Category #2) in the amount of \$2,159,717, including alternate bids #4 and #7; and Banta Electrical

Contractors, Inc. for electrical (Bid Category #3) in the amount of \$964,150, including alternate bids #1 and #4.

Dr. Long reported that on April 10, 2014, we opened five (5) bids for the general construction portion, two (2) bids for the mechanical portion and five (5) bids for the electrical portion of the renovations and additions for North Grove Elementary School (NGES). After a thorough analysis of the bids by CSO Architects, Hunt Construction and facilities engineer Dave Statler, they recommend accepting the bids from J.M. Rowland, Greiner Brothers and Banta Electrical. These bids were the lowest bids for Bid Category #1, Bid Category #2 and Bid Category #3. Work will begin on June 2 with substantial completion on or before October 15, 2015.

Motion by Richards seconded by Russell vote 5-0

All bids came in under original estimates which has allowed us to include all alternates.

Point of clarification for board member Russell: These bids include all parking areas and landscaping.

President Alexander commended Dr. Long, Dave Statler and CSO Architects for doing a great job and coming in under the proposed budget.

Second Reading of Proposed Policy Revisions

Superintendent's Recommendation: It is recommended the board accept the second reading and approve the policies as presented.

The following policy revisions were presented for a first reading on March 20, 2014; therefore, tonight's meeting will be considered as a second reading.

Motion by Norman seconded by Russell vote 5-0

President Alexander expressed his gratitude to secretary Norman and Dr. Long for all their hard work.

0151.1	Organization (Revised Bylaw)
1130	Conflict of Interest – Private Practice (Revised Policy)
1630.01	Family & Medical Leaves of Absence “FMLA” (New Policy)
1662	Anti-Harassment (New Policy)
3231	Outside Activities of Staff (Revised Policy)
3242	Professional Growth Requirements (New Policy)
3362	Anti-Harassment (Revised Policy)
3419.01	Privacy Protections of Self-Funded Group Health Plans (Revised Policy)
3419.02	Privacy Protections of Fully Insured Group Health Plans (Revised Policy)
3430.01	Family & Medical Leaves of Absence “FMLA” (Revised Policy)
4362	Anti-Harassment (Revised Policy)
4419.01	Privacy Protections of Self-Funded Group Health Plans (Revised Policy)
4419.02	Privacy Protections of Fully Insured Group Health Plans (Revised Policy)
4430.01	Family & Medical Leaves of Absence “FMLA” (Revised Policy)

5111	Determination of Legal Settlement and Eligibility for Enrollment of Students Without Legal Settlement in the Corporation (Revised Policy)
5340	Student Concussions (Revised Policy)
5517	Anti-Harassment (Revised Policy)
5517.01	Bullying (Revised Policy)
5630.01	Use of Seclusion and Restraint With Students (Revised Policy)
6144	Investment Income (Revised Policy)
6151	Bad Checks and Uncollectable Debts (Revised Policy)
6152	Student Fees and Charges (Revised Policy)
7217	Possession of Firearms and Weapons By Visitors (Revised Policy)
7510	Use of School Facilities (Revised Policy)
7510.01	Use of Corporation Physical Fitness Facilities (Revised Policy)
8510	Wellness (Revised Policy)

8. REPORTS

Dr. Long and Dr. Wendy Kruger presented a report on the proposed Day Care Center. A recommendation on finances/cost structure and using in-house staff versus a commercial daycare is expected to be brought to the board in May.

9. OTHER BUSINESS

Board members provided the following updates:

President Alexander

- Insurance Committee Update - Clinic usage up; working on additional healthcare options.

Vice President Tumey

- Central Nine Career Center - Spring Adult Education catalog is available in the Education Service Center reception area; April students of the month for Center Grove include Robert Pomranky, David Russell and Kayla Poland.
- Athletic Booster Club Update - Golf outing scheduled for June 5, 2014.

Secretary Norman

- Policies - Next batch of revisions will take place in June.

Board Member Russell

- Center Grove Alternative Academy - New carts have been donated to the CARE Pantry; Gleaner Food Truck event was very successful; graduation scheduled for May 21; CARE Pantry is in need of boxes.
- Center Grove Education Foundation - Gala for the Grove very successful (profits unknown); working on date for next year.

Board Member Richards

- Bargersville Planning Commission - Working at future growth and expansion.
- Greenwood Chamber of Commerce - Celebrated its 60th Anniversary on April 17.

Legislative Updates

- Superintendent Arkanoff has sent letters to legislators at the state level regarding the Qualified Zone Academy Bond (QZAB) program and the State Connectivity Grant.

Superintendent Arkanoff announced that the director of Special Services Johnson County and Surrounding Schools, Dr. Pam Wright, will be retiring at the end of the school year. The position has been posted, and they are getting ready to conduct interviews. Mr. Arkanoff expressed his gratitude to Dr. Wright for her service.

Superintendent Arkanoff commended the teachers and students at Center Grove High School, Center Grove Middle School Central, Center Grove Elementary, Maple Grove Elementary and Sugar Grove Elementary for being named Four Star schools by the Indiana Department of Education.

10. ANNOUNCEMENTS

President Alexander announced there will be a Strategic Planning Committee meeting on May 13, 2014.

The next regular board meeting is scheduled for May 15, 2014.

11. ADJOURNMENT

There being no further business to bring before the board, the meeting was adjourned at 8:30 p.m.