

CENTER GROVE COMMUNITY SCHOOL CORPORATION
BOARD OF SCHOOL TRUSTEES
June 16, 2016

MINUTES

The Board of School Trustees of the Center Grove Community School Corporation met in regular session beginning at 7:01 p.m. on Thursday, June 16, 2016, in the Board Room at the Education Service Center, 4800 West Stones Crossing Road, Greenwood, Indiana.

Board members present:

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

Also present:

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

Marcy Szostak, Assistant Director Elementary Curriculum
Jason Taylor, Chief Technology Officer

I. CALL TO ORDER

The board vice president Rob Richards took the gavel and chaired the meeting in the absence of the president and called the meeting to order at 7:01 p.m.

II. PLEDGE OF ALLEGIANCE

Board Member Carol Tumey led the Pledge of Allegiance.

III. ADOPTION OF THE AGENDA

It was recommended that the agenda for the June 16, 2016 regular meeting of the board be amended to combine Action Items #2 through #11 into one consensus package. These are routine items known in advance and distributed with the agenda package allowing sufficient time to be read by all board members prior to the meeting.

Motion by Alexander seconded by Russell vote 4-0

IV. PUBLIC COMMENTS REGARDING AGENDA ITEMS

There were no public comments.

V. CONSENT ITEMS

It was recommended that the following Consent Items be approved as presented: Approval of Minutes (5/19/2016 Work Session, Executive Session and Regular Meeting; June 2 Special Meeting and Community Forum), Personnel Report, Accounts Payable and Payroll Claims, Field Trip Report, and Purchase of Equipment.

Motion by Russell seconded by Alexander vote 4-0

VI. ACTION ITEMS

1. **Approve Agreement with Ray Skillman (Press Box)**

Superintendent's Recommendation: It is recommended the board approve the agreement with Ray Skillman.

Superintendent Dr. Rich Arkanoff provided additional information on the agreement. The agreement provides for a \$300,000 donation paid directly to the Center Grove Community School Corporation for the sole purpose of construction and equipping of the new press box at the Center Grove High School football stadium.

Motion by Tumey seconded by Russell vote 4-0

Superintendent Arkanoff expressed his gratitude and thanks to Mr. Skillman for his generous donation.

The following action items were approved in one consensus package allowing the board to approve all these items together without discussion or individual motions:

2. **Approve Change Order for High School Music Wing**

Superintendent's Recommendation: It is recommended the board approve a change order with RL Turner Corporation in the amount of \$83,340 for additional ADA parking spots near the music wing addition.

When construction begins on the Student Activity Center, some handicapped accessible parking spots near the entrance to the gymnasium and hall of excellence will be lost. This change order provides for additional ADA parking spots in the parking lot near the music wing addition.

3. **Approve 2016-2017 Elementary Student Handbook Changes**

Superintendent's Recommendation: It is recommended the board approve the 2016-2017 Elementary Student Handbook changes.

The only modifications to the handbook pertain to attendance. All elementary principals have reviewed and made recommended changes, as well as Julie Stigall and Lori Meyers with the Johnson County Family Resource Program.

4. **Approve 2016-2017 Level C Salary/Wage Scale Changes**

Superintendent's Recommendation: It is recommended the board approve salary/wage scale revisions for food service, technology and maintenance employees for the 2016-2017 school year.

The director of food and nutrition services, the director of maintenance and the chief technology officer have made recommendations for revisions to their department salary/wage scales for the 2016-2017 school year.

5. **Approve 2016-2017 Support Staff Handbook**

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

This year a committee of support staff employees met to discuss the recommended changes to the handbook. The handbook is available to staff via the Human Resources website. Each employee also has access via Employee Access to review the handbook and confirm electronically they have read it. For new employees, principals/supervisors sign off at the end of the probationary period confirming the employee has access to the handbook.

6. **Accept Bid for Sale of iPads**

Superintendent's Recommendation: It is recommended the board accept the bid from IT Assets, Inc. in the amount of \$132.00 per iPad 4, without charging cable or charging block.

On Monday, June 13, 2016, we opened six (6) bids for purchase of surplus equipment – Apple iPads. IT Assets, Inc. provided the best and highest bid to purchase the equipment. The proceeds from this sale will be used toward future technology purchases.

7. **Approve Resolution for Sale of Surplus iPads to Government Entity**

Superintendent's Recommendation: It is recommended the board approve a resolution authorizing the sale of surplus iPads to a government entity.

The resolution authorizes the sale of 150 surplus Apple iPads along with charging blocks, cables and cases to Clark Pleasant Community School Corporation for an amount of \$132.00 per complete unit. The total amount anticipated from the sale is \$19,800. The proceeds from this sale will be used toward future technology purchases.

8. **Approve Roll Over of Administrator/Director Contracts**

Superintendent's Recommendation: It is recommended the board roll over administrative contracts starting July 1, 2016.

This roll over will establish a two (2)-year contract for administrators and directors beginning July 1, 2016. No changes to salary or any other contract provisions are being made at this time.

9. **Approve Resolution for Internal Controls**

Superintendent's Recommendation: It is recommended the board approve a resolution adopting internal control standards.

The State Board of Accounts is requiring every political subdivision to adopt internal controls prior to July 1, 2016. This new initiative requires us to 1) adopt internal control standards; and 2) train appropriate personnel.

10. **Approve Resolution for Restatement of 401(a) Plan**

Superintendent's Recommendation: It is recommended the board approve a resolution for the restatement of our 401(a) Plan.

In order to comply with the periodic changes made to the applicable tax laws, the 401(a) Plan must be amended. The plans were reviewed by Church, Church, Hittle + Antrim and minor changes were made. Therefore, it is necessary and appropriate to amend and restate the 401(a)

Plan in order to maintain its tax qualified status. This will not change anything about the way employees participate in the plan.

11. Approve Resolutions for Transfer of Funds

Superintendent's Recommendation: It is recommended the board approve resolutions to transfer \$706,000 from the capital projects fund to the rainy day fund and \$220,000 from the transportation fund to the rainy day fund.

Items #2 through #11 were approved together in one motion:

Motion by Alexander seconded by Russell vote 4-0

12. Additional Appropriation Hearing & Resolution

Superintendent's Recommendation: It is recommended the board conduct a public hearing on an additional appropriation for various funds in the amount of \$1,308,138. Following the public hearing, it is recommended that the board approve the attached resolution regarding the additional appropriation.

Vice president Richards opened the public hearing. Chief financial officer Dr. Paul Gabriel reported that the action item #11 previously taken (Approve Resolutions for Transfer of Funds) requires the following appropriations:

- \$349,901 (General Fund) will be appropriated that was used in March 2016 to pay employee stipends
- \$94,383 (Debt Service Fund) will be used to make GO Bond payments
- \$638,000 (Rainy Day Fund) will be used to pay for outsourced custodial services
- \$68,000 (Rainy Day Fund) will be used to purchase vehicles
- \$602,139 (Rainy Day Fund) will be used to support the cash balance in the General Fund

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

Motion by Alexander seconded by Tumey vote 4-0

VII. OTHER BUSINESS

- Secretary Jack Russell shared information on the Gala for the Grove's profits and the search for a new executive director.
- Board member Tumey shared information on Central Nine enrollment and the new director (Nicole Otte).
- Superintendent Arkanoff shared information on a recent Professional Learning Communities (PLC) conference. Nine (9) staff members from Center Grove attended the PLC Leadership Institute in St. Charles, Missouri. This new initiative will have a major impact on student learning in Center Grove.
- Superintendent Arkanoff shared his desire to look at new start times for Center Grove schools. As more and more schools are adjusting their school day schedules, he would like to create a study group to take a closer look at the impact of school start times on student learning.

VIII. ANNOUNCEMENTS

Vice president Richards made the following announcements:

A regular meeting is scheduled for Thursday, July 21, 2016.

IX. ADJOURNMENT

There being no further business to bring before the Board, the meeting was adjourned at 7:24 p.m.