

# Board of School Trustees Meeting

NWCSD of Shelby County Board Room

Wednesday, February 19, 2020

6:30pm - 8:30pm

**Present:** Mr. Ken Polston, Board Member; Mrs. Kathy Cord, Administrative Assistant; Mr. Vince Sanders, Board President; Mr. Steve Steele, Board Vice-President; Mrs. Wendy Gearlds, Board Secretary; Mr. Todd Brandman, Board Member; Mr. Chris Hoke, Superintendent; Tammy Achenbach, Corporation Treasurer

**Absent:** David Ploog, Board Member

## 1 Public Hearing on Proposed Superintendent Contract Extension

Mr. Vince Sanders, Board President

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### Minutes:

The public hearing was opened at 6:40 p.m. by Board Vice-President, Mr. Steele. Mr. Steele stated the hearing was being held to hear public comments/questions on the proposed contract extension for the Superintendent. He then opened the floor for questions or comments from the public. There were no questions or comments, and the hearing was closed at 6:43 p.m.

### Attachments:

[Notice of Proposed Superintendent Contract Extension 2-19-20.pdf](#)

## 2 Invocation and Pledge of Allegiance

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### Minutes:

Mr. Hough offered the invocation prior to calling the regular meeting to order. Following the invocation, all present recited the Pledge of Allegiance.

## 3 Regular Session (to begin immediately following closing of the Public Hearing)

Mr. Vince Sanders, Board President

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### 3.1 Call to Order

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#### Minutes:

Mr. Steele called the regular board meeting to order 6:45 p.m. Four board members were present, with Mr. Sanders and Mr. Ploog being absent.

### 3.2 Additions or Revisions to the Agenda

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#### Minutes:

Mr. Hoke reported the appointment of the new board member was moved from Agenda Item 4 to Agenda Item 5.

### 3.3 Consent Agenda (B.A.R.)

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**Minutes:**

A motion was made by Mr. Polston and seconded by Mr. Brandman to approve the minutes of the January 6, 2020, board meeting, the minutes of the February 10, 2020, executive board session, and all claims as presented. Motion passed 4 yes, 0 no. At this time, Mr. Sanders joined the meeting.

**Attachments:**

[Board Claims 2-19-2020.pdf](#)

[Board Payroll 2-19-2020.pdf](#)

[Board Minutes - Exec - 2-10-20.pdf](#)

[Board Minutes - 1-6-20.pdf](#)

## 4 Superintendent's Report

Mr. Chris Hoke, Superintendent

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### 4.1 Recommendation of Personnel (B.A.R.)

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**Minutes:**

A motion was made by Mr. Steele and seconded by Mr. Polston to approve the following personnel recommendations. Motion passed 5 yes, 0 no.

- Lauren Ruble - request for temporary leave
- Michele Martin - resignation as TCMS Instructional Assistant
- Anthony Christian - resignation as TCHS Special Ed Instructional Assistant
- Robin Vaught - resignation as TCES Instructional Assistant
- Dan Brumfield - hire as TCMS Temporary Substitute Teacher
- Kylie Kramer - pay increase from Level I Instructional Assistant to Level II Instructional Assistant
- Michele Martin - resignation as TCHS Assistant Softball Coach
- Scott Brown - resignation as TCHS Volunteer Baseball Assistant
- Caylie Almond - hire as TCMS Volunteer Cheerleading Assistant Coach
- Gabriella Mahurin - hire as TCHS Assistant/JV Girls Tennis Coach
- Kenny Slaughter - hire as TCHS Assistant/JV Paid Baseball Coach
- Kayla Craft - hire as TCHS Assistant/JV Softball Coach
- Rehire the following Coaches:
  - Justin Bergman - Varsity Baseball Coach
  - David Chapman - Baseball Volunteer
  - Scott Latimer - Baseball Volunteer
  - Aaron Pyle - Varsity Softball Coach
  - Austin Hall - Girls Tennis Coach

- Eric Fink - Varsity Coed Track
- Joy Adams - Assistant Coed Track Coach
- Becky Longo - Assistant Coed Track Coach
- Karen O'Neill - Boys Golf Coach
- Megan Armstrong - TCMS Girls Track Coach
- Blake Wilkins - TCMS Boys Track Coach

**Attachments:**

[February Personnel Recommendations.pdf](#)

## 4.2 Recommendation to Accept Donations (B.A.R.)

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**Minutes:**

A motion was made by Mr. Brandman and seconded by Mr. Steele to accept the following donations. Motion passed 5 yes, 0 no.

- \$200.00 to TCES Archery from JarDon, LLC.
- \$100.00 to TCES Archery from Dunkin Donuts
- \$200.00 to TCES for student lunch accounts from Pleasant View Heritage Association
- \$575.64 to TCES from Kroger Community Rewards
- \$150.00 to TCHS Prom Committee from Elegant L

**Attachments:**

[February Donations.docx](#)

## 4.3 Recommendation to Approve Overnight and Out of State Field Trips (B.A.R.)

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**Minutes:**

A motion was made by Mrs. Gearlds and seconded by Mr. Steele to approve the following out-of-state and/or overnight field trips. Motion passed 5 yes, 0 no.

- TCHS Physics students trip to Kings Island on May 8, 2020
- TCHS Robotics World Championship trip to Louisville, Kentucky on April 22-25, 2020
- TCHS Robotics U.S. Open Competition in Council Bluffs, Iowa on April 2-5, 2020
- High School students trip to Barcelona and Madrid, Spain (and possibly Lisbon, Portugal) during Spring Break 2022

**Attachments:**

[Field Trip Robotics - US Open.pdf](#)  
[Field Trip - Physics to Kings Island.pdf](#)  
[Field Trip - Robotics World Championship.pdf](#)  
[Field Trip - Spain.pdf](#)

#### 4.4 Recommendation to Create a TCMS ECA Donation Account (B.A.R.)

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**Minutes:**

Mr. Hoke presented a recommendation to create an account at the middle school to receipt donation monies at the building level. A motion was made by Mr. Brandman and seconded by Mrs. Gearlds to approve the recommendation. Motion passed 5 yes, 0 no.

#### 4.5 Recommendation to Approve Special Education Electronic Contract Resolution 2020-01 (B.A.R.)

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**Minutes:**

A motion was made by Mr. Steele and seconded by Mrs. Gearlds to adopt Resolution 2020-01 Authorization to Sign Agreements For Alternative Services and Private Residential School Placements. This resolution delegates authority from the School Board to the Superintendent to sign agreements for Special Education needs. Motion passed 5 yes, 0 no.

**Attachments:**

[Special Education Electronic Contract Resolution.docx](#)

#### 4.6 Recommendation to Appoint General Contractor for Fieldhouse Renovation Project (B.A.R.)

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**Minutes:**

Mr. Hoke recommended awarding the contract for General Contractor for the Fieldhouse Renovation project to Runnebohm Construction at a cost of \$2,810,000, with a \$100,000 contingency. A motion was made by Mr. Polston and seconded by Mr. Steele to approve awarding the contract to Runnebohm Construction. Motion passed 5 yes, 0 no.

**Attachments:**

[Memo - Recommendation Award of contract GC Scope of Work Fieldhouse.pdf](#)  
[Bid Form - Runnebohm.pdf](#)

#### 4.7 Recommendation to Approve Flooring Contractor for Fieldhouse Renovation Project (B.A.R.)

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**Minutes:**

Mr. Hoke recommended awarding the flooring contract for the Fieldhouse Renovation project to Cincinnati Floor Company at a cost of \$219,538. The flooring will be installed at the end of the renovation project. Start date for the install is projected to be January 2, 2021. A motion was made by Mr. Polston and seconded by Mr. Brandman to approve the recommendation. Motion passed 5 yes, 0 no.

**Attachments:**

[Recommendation to Award Contract for Fieldhouse Floor.pdf](#)

#### 4.8 Approval of Contract for Engineering Services - TCMS Bus Lot Revisions (B.A.R.)

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**Minutes:**

Mr. Hoke presented a recommendation to enter into a contract with Commonwealth Engineers, Inc., for the TCMS Bus lot renovations and the traffic flow upgrade project. Roger Kottlowski from

Commonwealth presented a preliminary plan for the redesign which provides a single line of buses parked against the curb at the middle school to increase safety when loading/unloading buses. He also presented a concept design to redirect traffic flow in front of the middle school and at the 4-way stop. Mr. Hoke stated that funding is in place to proceed with Phase I (redesign of the bus lot) in the summer of 2020, and Phase II (traffic flow upgrade) could be completed in summer of 2021. A motion was made by Mr. Steele and seconded by Mrs. Gearlds to approve the recommendation to enter into an engineering design contract with Commonwealth Engineers, Inc. Motion passed 5 yes, 0 no.

**Attachments:**

[TCMS Bus Lot - Commonwealth Engineers Proposal.pdf](#)

[Memo - Recommendation Award of contract to Commonwealth Engineers.pdf](#)

## 5 Appointment to Board of School Trustees - Brandywine Township (B.A.R.)

Mr. Vince Sanders, Board President

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**Minutes:**

Due to Mr. Bass' resignation from the School Board effective January 27, 2020, a process was put into place to replace Mr. Bass. Mr. Sanders made a recommendation to appoint Mrs. Cressa Rund as the replacement. A motion was made by Mr. Polston and seconded by Mrs. Gearlds to approve the recommendation. Motion passed 5 yes, 0 no. The Oath of Office was given to Mrs. Rund and she was seated at this time.

## 6 Financial Report

Mrs. Tammy Achenbach, Corporation Treasurer

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**Minutes:**

Mrs. Achenbach reported that expenses in the Education Fund appear slightly high for the month due to three payrolls, and revenue was normal for the month. There was no change in the Debt Service Fund. Expenses and revenue were within the benchmark range in the Operations Fund. Mrs. Achenbach reminded the Board that revenue for Operations is from receipt of property tax funds which are transferred from the Education Fund monthly. The Rainy Day Fund balance increased for the month. The funds were the final disbursement from dissolution of Hancock Madison Shelby Education Services funds. School Lunch Fund expenses were a little higher for the month due to paying November and December invoices and fewer student days due to holidays.

**Attachments:**

[Board Fund Report January 2020.pdf](#)

## 7 Quarterly Athletics Report

Mr. Bryan Graham, TCHS Athletic Director

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**Minutes:**

TCHS - Mr. Graham reported that the wind screen order is still incomplete, and the bill won't be paid until the full order is received. Football equipment re-conditioning is being done, and new equipment for spring sports is being purchased. The gate revenue is low currently due to families having previously purchased sports passes. Balance in this account at the end of January was \$62,204.88.

FTA - Mr. Graham reported that the baseball/softball/t-ball season is starting. Another round of football equipment is due to be replaced. There are plans to update equipment for baseball/softball. Basketball season just ended and approximately 275 kids participated. Balance in this account at the end of January was \$39,202.60.

**Attachments:**

[Board Athletic Report.pdf](#)

[Board FTA Report.pdf](#)

## 8 Input from Board Members and Administration

Mr. Vince Sanders, Board President

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### Minutes:

Mrs. Gearlds offered thanks to the contractors for explaining the details of the current projects. She also welcomed Mrs. Rund to the Board.

Mr. Steele offered thanks for the presentations. He also offered thanks to Glenn Bass for his service to the Board and welcomed Mrs. Rund.

Mr. Brandman welcomed Mrs. Rund to the Board.

Mr. Hoke welcomed Mrs. Rund. He also offered thanks for all the donations, and acknowledged the high school Robotics teams for qualifying for the U.S. Open Competition.

Mrs. Rund commented she appreciates opportunity to give back to her community.

Mr. Sanders offered thanks to Mrs. Rund for being willing to serve on the Board. He also offered appreciation for the donations and thanked those who attended the meeting.

## 9 Adjournment (B.A.R.)

Mr. Vince Sanders, Board President

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### Minutes:

There being no further business to come before the Board, the meeting was adjourned at 7:49 p.m. on a motion made by Mr. Steele and seconded by Mr. Brandman. Motion passed 6 yes, 0 no.

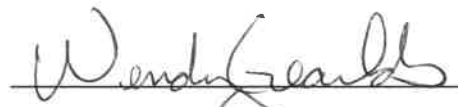
Approved:

  
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Vince Sanders, Board President

  
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Steve Steele, Board Vice-President

  
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Wendy Gearlds, Board Secretary

  
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Ken Polston, Board Member

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Todd Brandman, Board Member

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David Ploog, Board Member

  
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Cressa Rund, Board Member