

School Board Meeting – June 1, 2021

Regular Session

CALL TO ORDER AND ROLL CALL – 7:00 P.M.

ESTABLISH A QUORUM AND PLEDGE OF ALLEGIANCE

The Board of School Trustees of the John Glenn School Corporation met in regular session at 7:00 P.M. on June 1, 2021 at the John Glenn High School Media Center. Board members present in person were Bob Borlik, Dan Drotar, Jared Egger, Bill Groves, Dennis Holland, and Ryan Knowlton. Mr. Christian Mattix was absent. There were four observers present.

DONATIONS & FUNDRAISERS (WES, NLES, UMS, JGHS)

John Glenn High School Donations:

- | | | |
|--------------------------------|--------|--|
| ➤ GR and Josephine Hershberger | \$50 | Scholarship in memory of Dick Kickbush |
| ➤ VFW Post 1954 Auxiliary | \$1000 | Girls Golf |

Recognitions:

Students at all of our buildings do so many great things that we would like to share with the community. Please see a list of recognitions from each building principal on our website following the meeting.

Mr. Dennis Holland made a motion to approve the above named donations, and Mr. Ryan Knowlton seconded the motion. The motion carried with a vote of six to zero.

CONSENT AGENDA ITEMS #1 – 3

1. Approve Minutes – May 18, 2021 – Regular Session
2. Approve Claims – 590 - 677
3. Approve Personnel Recommendations

Retirements/Resignations

- | | |
|------------------|---|
| a. Joe Stanley | Assistant Football Coach, Urey Middle School |
| b. Alissa Warner | Custodian, Urey Middle School |
| c. Marie Fansler | Transportation Director and Regular Route Driver, John Glenn School Corporation |
| d. Austin Foust | Boys Assistant Track Coach, Urey Middle School |
| e. Mike Wojtas | Boys 8 th Grade A-team Basketball Coach, Urey Middle School |

Appointments/Transfers

- | | |
|-----------------|---|
| a. Ryan Reese | Interim Varsity Softball Coach, John Glenn High School |
| b. Jose Capeles | Interim Varsity Softball Assistant Coach, John Glenn High School |
| c. Amy Weiss | 30 Hours Special Education Homebound Instruction, John Glenn School Corporation |
| d. Beth Griffey | Transfer from 6 th Grade A-team Volleyball Coach to 6 th Grade B-team |

- | | |
|-----------------------|--|
| | Volleyball Coach, North Liberty Elementary School. |
| e. Christyn Messick | Transfer from 8 th Grade A-Team Volleyball Coach, Urey Middle School, to 6 th Grade A-team Volleyball Coach, North Liberty Elementary School |
| f. Natasha Scott | Transfer from Part-time Custodian to Full-time Custodian, Urey Middle School |
| g. Nicole Slater | Athletic Secretary, John Glenn High School |
| h. Stevie Jackson | Fall and Winter Cheerleading Sponsor and Summer Camp, John Glenn High School |
| i. Celeste Merkes | Summer School Bus Driver, John Glenn School Corporation |
| j. Dave Lichtenbarger | ½ pay Girls Track Coach, Urey Middle School |
| k. Tim Davis | Transfer from Principal, Walkerton Elementary School to Director of Learning and Student Services, John Glenn School Corporation |

There was a brief discussion regarding the Director of Learning position. Mr. Drotar had a few questions regarding the hiring process, and to confirm the Union had input on this position. Mr. Winchell noted that we had followed the new, Union-agreed-upon, process of posting internally prior to posting externally. Mr. Davis and a few other internal candidates applied. Mr. Winchell vetted the applications through our normal hiring process. This includes conducting interview conversations, and conversing with the union and administrative leadership. Everyone agreed that we would be lucky to have someone of Mr. Davis' ethical standards, moral values, experience level, and work ethic to serve in our new grant funded director position. Mr. Winchell went on to note that many are sad to see Mr. Davis leave WES after 21 years of service there, but he is eager to serve the greater good of all 2000 students at John Glenn.

Mr. Bob Borlik made a motion to approve Consent Agenda Items 1-3 and Mr. Ryan Knowlton seconded the motion. The motion carried with a vote of six to zero.

NEW BUSINESS

1. Approve 2021-2022 Food Procurement Bids – Dairy, Bakery, GPO and Produce

Glenda Smith, Food Service Director, has submitted information concerning food procurement bid awards for our district from NIESC. All of our suppliers will remain the same for the 2021-2022 school year. Mr. Winchell reminded the Board that this is an annual process that requires Board approval. Mr. Bob Borlik made a motion to approve 2021-2022 Food Procurement Bids – Dairy, Bakery, GPO and Produce and Mr. Ryan Knowlton seconded the motion. The motion carried with a vote of six to zero.

2. Approve Potential Expansion of Head Start Services and Possible Partnership with St. Patrick's Catholic Church

Mr. Winchell reminded the Board that we briefly discussed an expansion of Head Start services at the last board meeting. We have a long standing relationship with the local Head Start Consortium that governs over all Head Start programs in Elkhart and St. Joseph counties. Each superintendent then serves as members of a governing board for the Consortium. Head Start is a federally funded early childhood education program with services from birth through age 5, although we currently only have programming for 3-5 year olds locally. The local consortium approached John Glenn to see if we would be interested in expanding our current programming, but previous discussions had fizzled out due to COVID. Now that we are on the back side of the pandemic, they are interested in starting the expansion of programming. As we have reviewed where we could possibly house an additional classroom of pre-k services, we want to be cautious about our overall capacity at both elementary schools. Through brainstorming conversations, it was proposed that we may be able to use the St. Patrick's Catholic School. Head Start and St. Patrick's Church are both in agreement that this would be an excellent opportunity, and we are in the process of drafting an MOU Agreement which will outline who is responsible for what repairs/upgrades to the building, and a service agreement. In general, Head Start will shoulder a majority

of the building preparation costs. We are asking for official approval of the Board to continue pursuing this expansion of Head Start services, and partnership with St. Patrick's Church through the Head Start Consortium. When an MOU draft is accepted by all parties, things will need to move quickly with hopes of having the property ready for students this coming fall. All agreements will be cleared with our lawyer, Mr. Kaminski, and brought back to the Board for final approval. Mr. Ryan Knowlton made a motion to approve the Potential Expansion of Head Start Services and Possible Partnership with St. Patrick's Catholic Church and Mr. Bob Borlik seconded the motion. The motion carried with a vote of six to zero.

3. Approve Overnight Athletic Trip

Mr. Eric Stephens has provided all proper paperwork requesting approval for the football team to attend team camp at Manchester University in June. Mr. Bob Borlik made a motion to approve Overnight Athletic Trip and Mr. Jared Egger seconded the motion. The motion carried with a vote of six to zero.

4. Approve Purchase over \$25,000 – Urey Bathroom Renovations

Mr. Winchell reminded the Board that this project was on our previous meeting's agenda and we made the decision to table it in order to make sure we were following all Indiana Codes, and that this renovation was truly what was best for Urey students/staff. It is our goal to have ADA compliant bathrooms on the second and third floors at Urey Middle School. When the first set of quotes came in, we were concerned that each proposal suggested cutting the number of toilets/urinals in half, compared to what we have now. This was concerning since it is already a challenge getting the student population through bathroom breaks in a timely manner. We asked our trusted teammates at D.A.Dodd to come back through and advise the best way to proceed. They suggested keeping the same amount of urinals/toilets that we currently have, and convert a separate staff restroom to the ADA compliant option on the third floor. For the second floor, they will, at a later time, convert a storage closet into an ADA compliant restroom. Three quotes were requested from local companies. D.A.Dodd presented a quote of \$148,900, Edward J. White, Inc. provided a \$124,351 bid and Scotty's Ventures made the decision not to quote due to not being able to meet our predicated timeline. Although Edward J. White came in with the lowest quote, D.A.Dodd has a substantial and impeccable work history at JGSC. The uniqueness of this project calls for the company that installed the original bathrooms, as well as the fact that they are already on-campus for other projects. This put them in a unique position to meet our desired timelines, even in this tough construction climate. Thus, we are making the recommendation to approve D.A.Dodd for the Urey Bathroom Renovations. Mr. Dennis Holland made a motion to approve Purchase over \$25,000 – Urey Bathroom Renovations with D.A. Dodd for a total of \$148,900 and Mr. Ryan Knowlton seconded the motion. The motion carried with a vote of six to zero.

5. Approve Purchase over \$25,000 – Fuel Project

Mr. Winchell reminded the Board that back in the fall, we brought three scenarios before the Board concerning purchasing our own fuel tanks. This would allow us to purchase our fuel for buses at a wholesale rate. At that time, we elected to partner with Good Oil to investigate total costs and possible locations. After many meetings with the fuel company and the Town of Walkerton, it has been decided that we need a 3000 gallon tank for diesel fuel, and a 3000 gallon split tank for unleaded fuel. The split tank will allow the Corporation and the Town of Walkerton a way to account individually for fuel usage specific to each entity. Good Oil has provided a quote of approximately \$65,000 for the tanks, installation and the computerized fuel pump system that will keep track of who uses how much fuel, and more importantly, prevents unauthorized persons from accessing the tanks. We are finalizing the draft of the inter-local agreement with the Town once a few final decisions are made on placement of the tanks, who will prepare the concrete pads for the tanks to sit on, fencing, barricades, and insurance. The TIF Board has agreed to fund us \$35,000 or more for this project. It is projected that purchasing our fuel at a wholesale cost could save us \$7,000-\$17,000 per year. Special note should be made that we are purchasing this equipment through the Sourcewell preapproved bidding process. Even though this project is over \$25,000, we do not need to obtain three quotes since we are using state/federal pre-approved bid

providers. Mr. Jared Egger made a motion to approve Purchase over \$25,000 – Fuel Project, and Mr. Dan Drotar seconded the motion. The motion carried with a vote of six to zero.

6. Approve Purchase over \$25,000 – Baseball, Football and Softball Scoreboards

Mr. Winchell noted that as part of our facilities plan and our effort to put short, mid and long term plans together, we have a needs vs. wants list. If we need something, we will budget appropriately to make it happen and we will sprinkle wants throughout as the budget allows. Our football scoreboard has been on the needs list with concerns that the wiring could fail at any time. As we started the process of gathering quotes, it became apparent that it would be to our benefit to look at replacing the baseball and softball scoreboards at the same time. Mr. Stephens, Athletic Director, gathered quotes from three vendors as required by Indiana code for any purchase over \$25,000. NEVCO provided a quote of \$60,565.43, Team Sports provided a quote of \$68,850 and Varsity Scoreboards provided an incomplete quote of \$36,143.99 (this was incomplete because it did not include installation for the baseball and softball scoreboards). After researching each vendor, it is our recommendation to purchase all three scoreboards from NEVCO. \$45,000 worth of these expenses will be covered by interest that has been earned on the 2019 GO Bond. It was further noted that the School Corporation has earned \$45,000 in interest on the 2019 GO Bond. This is extra, non-tax payer, money for the Corporation to use for additional needs as a result of our fixed interest rate accounts with TCU. We are excited to be able to sprinkle “wants” in with the needs by good planning, group pricing and extra interest income. Mr. Bob Borlik made a motion to approve Purchase over \$25,000 – Baseball, Football and Softball Scoreboards, and Mr. Ryan Knowlton seconded the motion. The motion carried with a vote of six to zero.

REPORTS

1. Superintendent’s Report

Mr. Winchell noted the following:

- COVID – It wouldn’t have been a year of COVID if we didn’t have positive cases during the last day of school. There was no close contact tracing and there was no effect on graduation, thank goodness. Governor Holcomb recently released guidance stating that masks would be required in schools through June 30, 2021. Other than the positive cases on the last day, our local positivity rate has decreased. It was excellent to have such a great turn out at graduation.
- Building Projects – All plans are made and projects have started at North Liberty and Walkerton. The contractors have a tight deadline and they are working hard to meet it.
- Looking forward at the calendar and the items that need to be completed prior to the next board meeting, I am suggesting that we hold our next meeting on Wednesday, June 23, 2021. This extra week will allow us the opportunity to wrap up several items prior to the July 4th holiday. Mr. Winchell also noted that we typically only hold one meeting in July, this year the meeting will be held on July 20th.

BOARD COMMENTS/QUESTIONS

- The Board requested an update on local COVID numbers for the meeting on June 23rd so that we can start making plans for our return to school plan in the fall.
- Mr. Groves informed the Board that Mr. Winchell has been talking about finding someone to fill the position of Transportation Director, and how challenging it might be to find someone qualified to lead the department in the right direction. It may be best to find someone who could not only look over the transportation department, but also the food service department, the human resource department, and the maintenance department. Mr. Groves asked the board to consider this option. Mr. Knowlton agreed with Mr. Groves that there may be the need to look for a teammate with a cluster of skills, not just in driving a bus or in transportation.

- Mr. Knowlton noted the updated guidance regarding virtual board meetings, specifically if we plan to allow board members to attend meetings virtually and vote remotely then we will need to have a virtual option for patrons. Mr. Knowlton also noted some constituents have inquired about potential virtual meetings. Mr. Winchell will investigate.

UPCOMING CALENDAR EVENTS

NEXT MEETING DATE: June 23, 2021 John Glenn Admin Building 7PM

ADJOURNMENT

Mr. Bill Groves called the meeting adjourned at 8:37 PM.

PRES. _____

SEC'Y. _____
