

MONROE COUNTY COMMUNITY SCHOOL CORPORATION
BOARD OF SCHOOL TRUSTEES
Regular Meeting, August 21, 2007

MINUTES

The Board of School Trustees of the Monroe County Community School Corporation met in a regular meeting at 7:00 p.m. on Tuesday, August 21, 2007, in the Board Room at the Administration Center, 315 E. North Drive, Bloomington.

Board members present:

Jim Muehling	President
Teresa Grossi	Vice President
Lois Sabo-Skelton	Secretary
Valerie Merriam	Assistant Secretary
Jeannine Butler	Member
Susan Daniels	Member
Sue Wanzer	Member

Also present:

James Harvey	Superintendent of Schools
Tim Thrasher	Comptroller
Peggy Chambers	Assistant Superintendent for Human Resources & Personnel
Mary Lovejoy	Assistant Superintendent for Curriculum and Instruction
Mike Shipman	Director of Assessment and School Operations
Mike Scherer	Director of Extended Services
Janet Tupper	Administrative Assistant
Lou Johnson	Director of Food Services
Linda Hobbs	Food Services Associate
Dave Dickson	Attorney for the Board's Bargaining Team
Nicole Kauffman	Reporter, <i>The Herald-Times</i>
Tina Peterson	Executive Director, MCCA Foundation

In addition to the above, 10 citizens signed the visitor list (which is included as a part of the official record of this meeting) and two representatives of Bloomington Community Access TV were present.

1. **CALL TO ORDER**

President of the Board, Jim Muehling, called the meeting to order at 7:00 p.m. He explained the procedure to be followed for public dialogue with the Board.

2. **PUBLIC DIALOGUE**

Mr. Muehling announced that the first of six forums scheduled for the Board to receive public input regarding Fairview Elementary School will be held on August 28 at 7:00 p.m. at Fairview Elementary School. He noted that the dates for these meetings are listed on the school system website (www.mccsc.edu) and there is a link for comments to be sent via e-mail to the Board.

Mr. Muehling recognized six students from David Pillar's class at BHS North.

At 7:05 p.m., there were no additional comments from the public and Mr. Muehling moved to the next

item on the agenda.

3. **SUPERINTENDENT'S REPORT**

Commendation – International Student Media Festival – Mr. Harvey commended Jeff Rudkin, teacher, and the B-TV students as well as BHS South students who were winners in national competition of the Student Media Festival.

Appreciation – Marlin Renovation – Mr. Harvey also shared a note of appreciation from Chris Finley, Principal at Marlin Elementary School in which he commended building maintenance workers, custodians, technicians, teachers and Mr. Scherer for getting Marlin ready to start school on time with renovation completed.

Enrollment Update – Mr. Shipman shared a report on elementary staffing projections for 2007-2008 as well as actual enrollment for all MCCSC schools as of August 21, 2007. He noted that although students had moved, the projected enrollments were not always accurate for specific buildings but the overall elementary enrollment projection was 14 students more than actually enrolled.

MCCS Foundation Fund Raising – Mr. Harvey asked MCCS Foundation Executive Director Tina Peterson to share information regarding the fund raising reception held on August 16 to introduce Alan Veach, New Tech High School (NTHS) Principal, and to kick-off a fund-raising drive for NTHS.

Ms. Peterson said the reception was hosted by Cook Group Incorporated and they invited many peers in the community. She said they as an organization are excited about the Board's work and they want to be supportive. She said Cook Group donated \$150,000 to support high school reformation efforts. She said Kem Hawkins, President of Cook Group Incorporated, was present at the reception and he spoke eloquently about community support. She said Angela Parker announced that the Community Foundation of Bloomington and Monroe County is giving \$35,000 for the start-up of NTHS. She noted that they are so in favor of this effort that they amended their procedure to accept a proposal outside their usual funding period.

Mr. Harvey noted that the Cook Group donation is part of a matching grant. He thinks the biggest area is going to be endowing the computers. He said he hopes that people understand that these are one time staff development costs and one time computer costs. He expressed appreciation for these endorsements of high school redesign. He said this money will help come up with concrete plans; they want to support continuation of community conversations but they also want to support change. He noted that Kem Hawkins talked about it being their honor to lead the way with donations that will transform the community. Mr. Harvey added that Aurora Alternative High School principal and faculty have an idea about how they want to transform Aurora. He said these discussions are bringing about transformation.

On behalf of the Board, Mr. Muehling thanked Ms. Peterson and the MCCS Foundation Board for their work and community members for their support.

4. **DONATIONS, ECA EXPENDITURES AND FIELD TRIP REQUESTS**

Mr. Harvey recommended acceptance of donations, authorization of the ECA expenditure, and approval of field trips as included in his report to the Board. Ms. Merriam so moved. Dr. Grossi seconded the motion, which carried unanimously.

5. **CONTRACTS**

Mr. Thrasher asked the Board to consider an addition to this report, a contract with the Indiana Department of Transportation for the Safe Routes to School Program. He recommended approval of contracts and agreements as presented, including the addition. Dr. Butler so moved. Dr. Grossi seconded the motion, which carried unanimously.

6. **RECALL REPORT TABLED ON JULY 10: FOOD SERVICE SANITATION & SAFETY FOR SCHOOL YEAR 2007-2008**

Mr. Muehling recalled to the table an item that had been tabled on July 10: Food Service Sanitation & Safety for School Year 2007-2008. He noted that at the July 10 meeting, Ms. Merriam moved and Dr. Sabo-Skelton seconded a motion to approve the recommendation to award a bid to Smart Systems in the amount of \$49,500 for food service sanitation and safety. He said the recommended bid was \$18,150 higher than the bid submitted by Labtek, the school system's current vendor, and a representative of Labtek raised questions about the recommendation. Since Ms. Johnson was not present to respond, the recommendation was tabled. He called on Ms. Johnson to comment.

Ms. Johnson referred to the packet of information that she had provided to the Board and invited questions. Dr. Butler said she had read all of the information but still could not determine what was being provided for the \$18,000-plus difference. She said if training is not included, she does not understand what the school system is receiving for this additional money. Ms. Johnson explained that when they service our account they deliver product and conduct an on-sight review of our facilities and spot-check to make sure our people are using the product as they state. She said in the past (with Labtek) we just bought product and she is trying to get to the place where we purchase product from a single source. She said currently product is purchased from a number of suppliers but with Smart Systems everything is made by one manufacturer. She added that she authorized a pilot with Smart Systems this spring semester at Templeton, BHS North, Highland Park, Grandview and Jackson Creek. In response to a question from Ms. Daniels, Ms. Johnson said the cost of the product coming from one source is included in the bid. She mentioned there is an additional \$75 for recertification if they teach the class. She said just to take the exam was \$15 but they still had to have a certified person to proctor the exam.

Ms. Merriam said she was concerned that they guarantee a maximum 48 hours response time for emergencies. She asked if that was an issue during the pilot. Ms. Johnson said no, that was not a problem. During ensuing discussion, Ms. Johnson confirmed that Smart Systems will assist with writing HACCP plans but that would be another cost and that is not what we are purchasing since that is the responsibility of food service in each building.

Dr. Sabo-Skelton said she is concerned about an outside agency coming in to tell us everything is okay; she wants us to say it is okay. Ms. Johnson said we do our own on-site reviews and she has her own form of what she is checking when she is in the building. When asked if there are different standards for schools, she said we have to have certified food handlers which hospitals do not have to have. She said we must have a food safety program built on HACCP principles. She added that our managers and assistant managers are all certified.

In response other questions, Ms. Johnson said she knows when Smart Systems is coming to the schools because they send an e-mail to advise when they will be in the district. Ms. Wanzer understood that the additional cost for this contract is service that is more readily available and more

proactive. Ms. Johnson said yes and stated that service has not been a part of the former contract. She said her recommendation is based on the tract record they had with the Smart Systems' pilot. She thinks that service is worth the additional \$18,000.

Tom Fyan, Labtek Vice President, said they offered to do a pilot program but they were not included. He said they were asked just to do the dish machine and to do it cheaply. He said they did the dish machine last year for \$13,000. He said what Ms. Johnson describes insofar as training is what a chemical company normally does. He said they need to be monitored by an on-site supervisor every day and when they do on-site monthly visits they remind supervisors of this requirement. He noted that the previous food service directors asked for only a one-page summary of all service call reports. He said if an alarm goes off they respond the same day. He added that they have done a lot of troubleshooting for the school system, including free consultation and reports delivered to each site supervisor. Mr. Fyan said they manufacture all products at the same site and in this county.

In response to Ms. Merriam's question, Ms. Johnson said Labtek was not offered a pilot because she felt they already knew what they could do. Ms. Merriam asked about the availability of free services for HACCP training. Ms. Johnson said the Department of Education will always help but if there are others that do it, it is not free.

Tracy Bruce, Labtek salesperson, said the program they supplied was different from what was asked for to bid. He said what they are asking for now is different from what was requested in the past.

There was a call for the vote on the motion to award the bid for food service sanitation and safety for the school year 2007-2008 to Smart Systems, Inc. Nay: Daniels, Butler, Merriam. Aye: Grossi. Nay: Muehling. Aye: Wanzer. Nay: Sabo-Skelton. Motion failed to carry.

7. **REVISION TO BYLAW 0144.1 – Board Compensation**

Mr. Harvey recommended approval of the change in Board compensation as proposed. Dr. Butler so moved. Ms. Daniels seconded the motion. Mr. Muehling reviewed the Board's research regarding compensation for Board members in other school systems and stated that he prefers the change become effective for the next Board. Dr. Butler recalled that during previous discussion it was noted that this change may encourage others to serve on the Board. Following a time for additional discussion, Board members voted unanimously to approve the revision to Bylaw 0144.1 as recommended.

8. **PROPOSED AMENDMENTS TO THE MCEA CONTRACT AGREEMENT**

Mr. Harvey explained that the Board had received proposed amendments to the MCEA Contract Agreement in an executive session on August 14. He noted that these amendments are a result of bargaining that has been going on since August 2006. He introduced Dave Dickson, attorney for the Board's bargaining team. Mr. Dickson mentioned that the teams had worked very hard on both sides in a cordial way and he was happy to bring this proposal to the Board. He noted that the agreement is for three years, 2006-2009, and includes a memorandum of understanding that addresses retroactive pay for 2006-2007. He was pleased that it addresses some longstanding issues, particularly in the area of health insurance. He said there was considerable give and take between the two organizations in terms of things we were able to work out and he was pleased to recommend approval. Dr. Sabo-Skelton so moved. Ms. Wanzer seconded the motion.

Dr. Grossi expressed thanks to all parties involved in reaching this agreement. Dr. Butler concurred

with special thanks to Mr. Harvey for improving some relationships that helped lead to this. She was pleased to see a multi-year and fair contract. Board members voted on the motion to approve amendments to the MCEA Contract Agreement as recommended. Aye: Butler, Daniels, Grossi, Merriam, Muehling, Sabo-Skelton, Wanzer. Motion carried.

9. **CHANGE ORDER #8 FOR THE BHS NORTH TRACK PROJECT**

Mr. Scherer recommended approval of Change Order #8 for the BHS North Track Project in the amount of \$11,157. Ms. Wanzer so moved. Dr. Sabo-Skelton seconded the motion, which carried unanimously.

10. **HIRE CONSTRUCTION MANAGER FOR PHASE I OF THE LONG TERM SCHOOL FACILITIES PLAN**

Mr. Scherer recommended that Weddle Brothers Construction Company be hired to be the Construction Manager for Phase I of the Long Term Facilities Plan with a contract to be negotiated and submitted for approval once the scope of work has been established. Ms. Wanzer so moved. Dr. Grossi seconded the motion.

During ensuing discussion, Mr. Scherer said the service building may be renovated or rebuilt and the percentage charge is open-ended because we don't know what we are doing with Fairview and the service building. He said they will also assist with estimating NTHS options. He said the state statute regarding professional services applies to hiring a construction manager, i.e. we can ask for RFP's or choose a professional based on past experience. Mr. Scherer said in the past we interviewed firms and both times we chose Weddle Brothers. He said the drawback is that it takes a good general contractor out of doing our work and they are usually not in the construction manager business. He noted that some construction managers will offer 2% but charge for reimbursements and there is none of that with Weddle; what they quote is what they charge.

Board members voted on the motion to hire Weddle Brothers as the construction manager for phase I of the Long Term School Facilities Plan. Aye: Butler, Daniels, Grossi, Merriam, Muehling, Sabo-Skelton, Wanzer. Motion carried.

11. **DECLARE ITEMS AS SURPLUS TO BE SOLD AT PUBLIC AUCTION**

Mr. Scherer recommended that the Board declare listed items as surplus to be sold at public auction at a date to be determined sometime in October. Dr. Butler so moved. Ms. Merriam seconded the motion, which carried unanimously.

12. **APPOINT BATCHELOR MIDDLE SCHOOL PRINCIPAL**

Ms. Chambers introduced Paul White, reviewed his credentials and recommended his appointment as principal at Batchelor Middle School. Dr. Sabo-Skelton so moved. Ms. Merriam seconded the motion. Ms. Chambers said a reception will be held for Mr. White at Batchelor on Monday, August 27. Board members welcomed Mr. White and voted unanimously to approve his appointment as recommended.

13. **PERSONNEL MATTERS**

Ms. Chambers said interviews for an assistant principal at Jackson Creek were completed yesterday and an addendum was included to recommend the appointment of David Pillar to that position. She

reviewed his credentials and introduced him to the Board. Mr. Pillar expressed gratitude to the interview committee and thanked the Board for this opportunity. Ms. Chambers recommended approval of the personnel report and addendum as presented. Dr. Grossi so moved. Dr. Butler seconded the motion.

Dr. Grossi said she could not imagine anyone better than Mr. Pillar to fill the assistant principal position at Jackson Creek. She said he has been a star since his arrival and he has been instrumental in starting the senior project as well as high school redesign at BHS North as they move forward with small learning communities. Dr. Butler said she was torn by losing a good teacher to administration; North will miss him and Jackson Creek will get an excellent assistant principal. Ms. Merriam added that she had the privilege of working with Mr. Pillar and he is always such a balance. Mr. Harvey said Mr. Pillar will have a two-year contract.

Ms. Chambers drew attention to the retirement of two certified staff members: Teresa Kinder who retires as a special education teacher at Tri-North after 30 years with MCCSC and Alma Makurat who is retiring from Lakeview on November 1 after serving as an elementary teacher and computer coordinator for 25 years.

Following a time for additional comments, Board members voted on the motion to approve the Personnel Report as recommended, including the addendum. Aye: Butler, Daniels, Grossi, Merriam, Muehling, Sabo-Skelton, Wanzer. Motion carried.

14. **AUTHORIZATION TO ADVERTISE 2008 BUDGETS, CAPITAL PROJECTS FUND PLAN AND SCHOOL BUS REPLACEMENT PLAN**

Mr. Thrasher explained that this is the first step in the budget adoption process. He noted two changes in the budget material forwarded to the Board and replacement pages were provided to the Board and to the public. He said if it is approved, a hearing will be set for September 4 and the Board will be asked to adopt the budget on September 18. He reviewed details of the proposed budgets as well as a summary of changes in various funds and recommended that the Board authorize publication of the legal advertisement for the 2008 budgets, Capital Projects Fund Plan and School Bus Replacement Plan based upon the documents presented. Ms. Wanzer so moved. Dr. Grossi seconded the motion. Following a time for discussion, Board members voted unanimously to authorize publication as recommended.

15. **CLAIMS**

Mr. Thrasher presented the Register of Claims and recommended their allowance as submitted. Ms. Wanzer so moved. Mr. Muehling seconded the motion. Aye: Butler, Daniels, Grossi, Merriam, Muehling, Sabo-Skelton, Wanzer. Motion carried.

16. **STAFF EVALUATION GUIDELINES 3220 AND FORMS**

Mr. Harvey explained that this is one of a series of policies that are 'frozen' and attached to the collective bargaining agreement which must be changed by mutual consent. He said during the course of the year, staff evaluation guidelines and the accompanying forms had been discussed and these are the changes recommended by both the administration and the MCEA. He noted a significant change is a mid-year conference to make sure there are no last minute surprises. He reviewed other changes and thanked sub-committee members Peggy Chambers, Linda Richardson and Sandy Steele (UniServ Director) for their efforts to reach consensus on changes to these

guidelines.

17. **INFORMATION, PROPOSALS OR COMMENTS FROM THE PUBLIC** – There was no response to Mr. Muehling’s invitation for public comment.

18. **INFORMATION AND PROPOSALS FROM BOARD MEMBERS**

Ms. Daniels said she is grateful to work with the Board and Mr. Harvey. She said she has learned so much and especially appreciates the help of veteran Board members. She hopes that the public knows how many hours Mr. Harvey puts in to help our district move forward. Dr. Butler voiced agreement.

Ms. Merriam noted that the Board voted down a proposal at this meeting and she wanted to know about the next steps. Mr. Harvey said he will have a conference with Mr. Scherer and Ms. Johnson. He said the current contract continues until the Board takes action to award a new one, i.e. we will continue to buy products from Labtek and service from Smart Systems. Board members expressed their feelings about the process and Mr. Harvey agreed this is not a way the Board wants to go on every quote. He indicated that he should have withdrawn the recommendation until questions were resolved. He suggested this is something the Board could talk about in a future work session.

Board members talked about their desire to schedule a fall retreat, noting that they will talk about the Budget process on September 4 but believe they need more two hours for that discussion. Ms. Tupper will poll the Board for dates in October. The Board would also like to look at dates in April for a spring retreat and will be giving some thought to the focus of that meeting.

Mr. Muehling mentioned again that the first meeting for Fairview conversations is scheduled for 7:00 p.m. on August 28 at Fairview School and child care will be provided.

19. **ADJOURNMENT**

There being no further business to come before the Board, Mr. Muehling declared the meeting to be adjourned at 9:25 p.m.

Jim Muehling, President

Teresa Grossi, Vice President

Lois Sabo-Skelton, Secretary

Valerie Merriam, Assistant Secretary

Jeannine Butler, Member

Susan Daniels, Member

Susan P. Wanzer, Member