

MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION  
THE METROPOLITAN SCHOOL DISTRICT OF WASHINGTON TOWNSHIP  
MARION COUNTY, INDIANA

Regular Meeting, August 12, 2009 - 7:00 p.m.

Present: Ms. Harris, Mr. Kite, Mr. Dzwonar, Mrs. Spann Roddy and Mr. Wright

Absent: None

Others: Dr. Mervilde, Mrs. Sutton, Dr. Ewing, Dr. Farrell, Mr. Licata, Gretchen Becker, Bart York, Penny Bigelow, Joe Goeller, Mike Wontwerth, Sam Reed, Pamela Gimmer, Mark Renholzberger, Lara Pastore, Diane Willis, Bill Turner, Ellen Miller, Laurie Murphy

Presiding: Ms. Harris, President

Approval Consent Agenda

Dr. Mervilde recommended that the Board approve the Consent Agenda including the following items:

- Approval of the Minutes of the July 8, 2009 Re-Organization Meeting, the Minutes of the July 8, 2009 Regular Meeting and the July 30, 2009 Memorandum of Executive Session
- Approval of Claims in the amount of \$17,283,046.22
- Approval of the Human Resources Report containing: Certified Personnel - Two Maternity Leaves (2), (3); Seven 2008-2009 Resignations (18), (19), (20), (21), (22), (23), (24); One 2009-2010 Resignation (1); Three Retirements (13), (14), (15); One Medical Leave (2); Three Change in Status (2), (3), (4); and Twenty Four New Appointments (33), (34), (35), (36), (37), (38), (39), (40), (41), (42), (43), (44), (45), (46), (47), (48), (49), (50), (51), (52), (53), (54), (55), (56), (57), (58) and Classified Personnel – Thirteen New Appointments (1), (2), (3), (4), (5), (6), (7), (8), (9), (10), (11), (12), (13); One Retirement (1); and Three Terminations (1), (2), (3).
- Approval or Acceptance of Non-competitive Grants, Gifts and Donations: There were two non-competitive grants presented for approval the Title III Language Instruction for Limited English Proficient and Immigrant Students in the amount of \$167,050.00 and the Non-English Speaking Program (NESP) Grant in the amount of \$194,898.36. There was one donation presented for approval - Dr. Gerald Lande donated a Proline C Panoramic X-ray machine valued at \$5,000.

**Mrs. Spann Roddy moved approval of the Consent Agenda as presented. Mr. Kite seconded. Passed unanimously.**

Superintendent's Announcements

Dr. Mervilde congratulated all the community members and employees that were recognized at the Annual Opening Day Meeting that was held on Monday August 10, 2009 at North Central High School. He gave special thanks to Mr. Doss and his staff and to Mrs. Sutton for coordinating the Opening Day Meeting. Mr. Joe Porter was honored as MSDWT teacher of the year. Mr. Porter is a 40 year veteran mathematics teacher. Through the generosity of

Fernando and Marsha Falcon, who own Champion Chrysler Jeep Dodge, Mr. Porter and his wife Karen received a week long cruise for being named MSDWT Teacher of the Year. Dr. Mervilde also thanked Mike Grueninger who owns Grueninger Travel for helping to make all the arrangements and bearing some of the cost of the trip.

A School Board Development Session will be held on August 21, 2009 from noon to 5:00 p.m. at the Community and Education Center. Topics of discussion will be the Development of Board Goals and the Development of a School Board Evaluation Process.

The Annual Fall Joint Conference for the Indiana School Boards Association and the Indiana Association of Public School Superintendents will be held September 28 & 29, 2009. Dr. Mervilde said he hopes all members will be able to attend the Conference. Mrs. Sutton will take care of reservations.

He reminded the Board that a series of school visitations for the fall is on the Agenda for discussion later in the meeting.

### Comments From the Public

Mrs. Penny Bigelow, Mr. Joe Goeller and Mrs. Pamela Gimmer provided comments to the Board. These comments can be heard in their entirety on the meeting's audio recording at <http://www.msdtw.k12.in.us/board/mini.html>

### Action Items

1. Approval of Resolution to Convey the Former White River School Property – Mr. Licata

The School Board has leased the property at 1955 East 73<sup>rd</sup> Street to the Indianapolis Department of Parks and Recreation since October 2004. The Parks Board has already spent approximately a half million dollars abating the property, demolishing the building, clearing the site, adding play structures and a shelter. In addition, the value of the property is very limited due to its location and flood plain issues. Mr. Licata asked the School Board to approve the transfer of all its interests in the property to the Parks Board by adopting the Resolution tonight. A similar Resolution will be adopted by the Parks Board.

**Mr. Kite moved approval of the Resolution to convey the property located at 1955 East 73<sup>rd</sup> Street to the Indianapolis Department of Parks and Recreation as presented. Mr. Wright seconded. Passed unanimously**

2. Approval of Educational Services Company Consultant Agreement – Mr. Licata

Mr. Licata reported that the District has a long standing relationship with this company. They are currently going to review the District's Section 125 Plan and other fringe benefits provided to employees. This Agreement will allow them to provide ongoing services for the District. The Board had questions. Discussion took place.

**Mr. Dzwonar moved approval of the Agreement with Educational Services Company in the amount of \$200.00 per hour as presented. Mr. Kite seconded. The motion passed 4-1 with Mr. Wright opposed.**

3. Approval of District Soft Drink Contract – Mr. Licata

Mr. Licata explained that currently each school in the District has its own soft drink contract. The contract presented to the Board tonight for approval is a five-year agreement with Coca-Cola. This contract will bring all the soft drink contracts throughout the District into one contract. One of the key advantages of doing a District wide contract will be the rebate money on case sales that will generate additional money for the schools. Currently individual school contracts are not provided with this financial arrangement. Schools get commission money based on sales in the schools, but do not receive the rebate money. The additional revenue will be used to support athletic and extra curricular programs. The contract will follow the guidelines that were prepared through the Alliance for a Healthier Generation that was adopted in 2006 by the American Heart Association, beverage companies and others. The Board had questions. Discussion took place.

**Mr. Dzwonar moved approval of the District Soft Drink Contract with Coca-Cola as presented. Mr. Kite seconded. Passed unanimously**

4. Approval of Administrative Services Agreement – Workers Compensation – Mr. Licata

Mr. Licata told the Board that this Agreement will allow the J.W.F. Specialty Company to become a third party administrator for the District's Workers Compensation program. He reminded the Board that three years ago the District became self-insured, but that we still need a third party administrator to handle claims, review physician recommendations and keep the District in compliance with state laws. The Board had questions. Discussion took place.

**Mr. Kite moved approval of the Administrative Services Agreement with the J.W.F. Specialty Company as presented. Mr. Wright seconded. Passed unanimously**

5. Approval of Appointment of Architectural Services for Future Roofing Project – Mr. Smith

On June 4, 2009 a professional services request for proposal was released for roof replacement at North Central High School and Northview Middle School. Interested firms were required to submit a response that included project understanding, scope of services, approach, qualifications and experience, staffing plan, references and fee. Responses were evaluated based on qualification and specific experience, project understanding and approach, experience with similar projects, satisfaction of previous clients, capacity to meet proposed timeline and proven capacity to prepare construction documents that produce competitive bids and fees.

Eleven proposals were received and evaluated using the established criteria. Mr. Smith recommended that CSO Architects be awarded a contract in the amount of \$39,000 for architect services related to roof replacement at North Central High School and Northview Middle School.

The Board had questions. Discussion took place. The Board accepted a comment from audience member Penny Bigelow.

**Mr. Dzwonar moved approval to award a contract to CSO Architects for roofing projects in the amount of \$39,000 as presented. Mr. Kite seconded. Passed unanimously**

6. Approval of Engineering Services for Future HVAC Projects – Mr. Smith

On June 4, 2009 a professional services request for proposal was released for the renovation of HVAC systems at Crooked Creek, Spring Mill and John Strange Elementary Schools. Interested firms were required to submit a response that included project understanding, scope of services, approach, qualifications and experience, staffing plan, references and fee. Responses were evaluated based on qualification and specific experience, project understanding and approach, experience with similar projects, satisfaction of previous clients, capacity to meet proposed timeline and proven capacity to prepare construction documents that produce competitive bids and fees.

Eight proposals were received and evaluated using the established criteria. Mr. Smith recommended that BSA Life Structures be awarded a contract in the amount of \$288,000 for engineering services related to the replacement of HVAC systems at Crooked Creek, Spring Mill and John Strange Elementary Schools. The Board had questions. Discussion took place.

**Mr. Kite moved approval to award a contract to BSA Life Structures for engineering services in the amount of \$288,000 as presented. Mr. Wright seconded. Passed unanimously**

Information Items

1. Transportation and Traffic Safety Report – Mr. Licata and Mrs. Hower

The Board members were each presented with a copy of the District's Transportation Resource Guide Notebook. Two copies of the Resource Guide are at each Elementary and Middle School and four copies are at the high school. Copies are also available at the Transportation Department and the Community and Education Center.

The Resource Guide is the culmination of two projects, the Transportation Task Force that was created by the Superintendent and the Six Sigma Project that was done by the Transportation Department in conjunction with Eli Lilly and their Community Outreach Program. Six Sigma is a quality improvement program that the Superintendent's Cabinet decided could be very helpful with the Transportation Department's routing system. Most of the data for the project came out of the GPS tracking system that tracks all District school buses on a daily basis. The Seven Habits of a Highly Successful Bus Driver is a laminated reference file of everything a bus driver, especially a substitute bus driver, should know while operating a school bus. This file will be kept on every District school bus at all times and will be referred to regularly by drivers.

Mr. Licata and Mrs. Hower went over the Resource Guide in detail. Procedures will be pretty standard throughout the District; however there are some unique standards to each building. Each building will add those specific standards to their building Resource Guide in coordination with the Transportation Department. District Security Officers are at every school assisting with the traffic flow each day. The Task Force consisted of bus drivers, Eli Lilly personnel and other District Personnel. Mr. Licata thanked Dr. Hibbard, Phil Smith, Mrs. Hower

and her staff because without their efforts this task could not have been completed its work in two months. Eli Lilly loaned the School District the services of two extraordinary Six Sigma Black Belts, Denise Dickson and Beth Schumacher.

The Board had questions and comments. Discussion took place.

## 2. School Board School Visitation Schedule – Dr. Mervilde

The Board received the School Board Visitation Schedule in advance of the meeting. Dr. Mervilde asked Board Members to send the dates they are available to visit schools to him or Ms. Harris so a schedule can be completed. Ms. Harris will compile the schedule and get back to the Board.

### Board Comments/Liaison Reports

Ms. Harris said she has been functioning more as a parent than a Board Member this week preparing her son for his transition to middle school. She said is pleased with everything the district and the school do to help incoming middle school students have a positive transition.

Mr. Wright complimented the Foundation employees for voluntarily taking a 30% pay cut. He said he wanted to express his appreciation and recognition in their doing that, especially in these hard economic times. He also noted that his wife has volunteered to help teach English to ELL families at Fox Hill Elementary School.

Mr. Dzwonar appreciated the Opening Ceremony with all District staff and Dr. Mervilde's comments in particular which he felt were right on the mark. He looks forward to Dr. Mervilde sharing those comments with the wider community as the school year progresses as they include good information for everyone concerned about the health of Washington Township Schools. Mr. Dzwonar noted his appreciation of the efforts of staff in maximizing revenue for extra curricular and sports activities via the soft drink contract. Finally, he attended Ice Cream Socials at John Strange, Spring Mill and Fox Hill and found them well attended with energetic staff and excited students and parents.

Mr. Kite and Ms. Harris attended the New Teacher Luncheon; it was nice to see how excited the new teachers were. Mr. Kite felt fortunate to read a poem at an Eagle Ceremony for two North Central graduates who received their Eagle Awards from the Boy Scouts of America. The Back-to-School meeting was very good. The Superintendent did a good job of presenting a lot of information to a packed auditorium.

### Adjournment

There being no further business, **Ms. Harris adjourned the meeting at 8:34 p.m.**