

# Central Nine Career Center Governing Board Meeting

James Hixson Board Room  
Thursday, June 9, 2016  
7:00pm

**Present:** Mrs. Cindy Payton, Business Manager, Central Nine Career Center; Ms. Beth Prindle, Beech Grove City Schools; Mrs. Carol Tumey, Center Grove Community School Corporation; Mr. Greg Waltz, Nineveh Hensley Jackson United School Corporation; Mrs. Gwen Freeman, MSD Perry Township; Mrs. Beatrice Dunn, Clark-Pleasant Community School Corporation; Ray Basile, Legal Counsel; Bill Maschmeyer, Franklin Community School Corporation; Dr. David Edds, Director, Central Nine Career Center; Ms. Dawn Downer, Franklin Township Community School Corporation; Mr. Michael Metzger, Greenwood Community School Corporation

## 1 Pledge and Welcome

**Mr. Greg Waltz, President**

Mission Statement: We provide the necessary facilities, appropriate equipment, technological instruction and learning environment relevant to business and industrial needs in order to enhance student success.

### Minutes

The meeting was called to order at 7:08 p.m. by President, Greg Waltz. Mr. Waltz welcomed everyone and led the Pledge of Allegiance. Mr. Waltz asked if there were any amendments to the agenda.

Dr. Edds requested to amend the agenda by adding action item 3.15 consideration of paying the new director 4 extra days at her daily rate.

Gwen Freeman moved to amend the agenda by adding Action Item 3:15. Carol Tumey seconded the motion. Motion passed 8-0.

## 2 Approval of Consent Agenda Items

### Minutes

Gwen Freeman moved for approval of the Consent Agenda Items as presented. Mike Metzger seconded the motion. Motion passed 8-0.

### 2.1 Financial Report and Claims

 [Payroll 5 6 16.pdf](#)

 [Payroll 5 20 16.pdf](#)

 [Financial 1.pdf](#)

 [Financial 2.pdf](#)

 [Financial 3.pdf](#)

### 2.2 Personnel Recommendations

 [Personnel Report 6.9.16.pdf](#)

### 2.3 Minutes for Approval

 [Executive Minutes 5.12.16.pdf](#)

 [Minutes 5.12.16.pdf](#)

 [Minutes 6.2.16 Public Hearing.pdf](#)

## 2.4 Donations



[Donation.pdf](#)

## 3 Items of Action - ACTION

### 3.1 Approval of the Executive Director's Contract



[16-17 Director Addendum-Otte.pdf](#)

#### Minutes

Dr. Edds requested approval of the hiring of Nicole Otte as the new Central Nine Career Center Executive Director as of July 1, 2016.

Beth Prindle moved to approve the hiring of Mrs. Nicole Otte as the new Executive Director of Central Nine Career Center. Gwen Freeman seconded the motion. Motion passed 8-0.

Mrs. Otte thanked the Board and explained that she is honored and humbled to serve the staff and students of such a great school.

### 3.2 Approval of the 2016-2017 Budget



[Budget 2016-2017.pdf](#)

#### Minutes

Dr. Edds presented the Board with the 2016-2017 Budget. He praised Cindy Payton for once again being able to flat line the budget. He noted that the Central Nine Teacher's Association requested that they receive an increase of \$1,000 for teachers who were rated highly effective and an increase of \$850 for those rated effective. They elected that in lieu of an increase in health insurance.

Gwen Freeman moved for approval of the 2016-2017 Budget. Bill Maschmeyer seconded the motion. Motion passed 8-0.

### 3.3 Approval of the Property Casualty Insurance Plan

#### Minutes

Dr. Edds presented the annual request of approval for the Property Casualty Plan. He explained that he is requesting to stay with Green Owens Insurance. The only difference in the plan is the adding of terrorism coverage and a decrease in the premium of \$4,500.

Carol Tumey moved for approval of the Property Casualty Insurance Plan. Dawn Downer seconded the motion. Motion passed 8-0.

### 3.4 Approval of the 2016-2017 High School Non-Certified and Administrative Pay Scales



[Non Certified Wages.pdf](#)



[Administrator Contracts.pdf](#)

#### Minutes

Dr. Edds presented the request for the approval of the non certified employee wages with a 2 percent increase. He explained that the 2 percent increase had been included in the 2016-2017 budget that had just been approved. He also requested an increase in salary of the Business Manager due to the responsibilities and work load of that position.

Gwen Freeman moved to approve the Non-Certified and Administrative Pay scales. Bill Maschmeyer seconded the motion. Motion passed 8-0.

### **3.5 Permission to Transfer Appropriations with each fund as part of Fiscal Year-End Process**

#### **Minutes**

Mrs. Payton requested permission to transfer appropriations within each fund to balance out the fiscal year end. This process is done annually. No transfers are made from fund to fund, only within each fund.

Dawn Downer moved for approval to transfer appropriations within each fund as part of the fiscal year end process. Beth Prindle seconded the motion. Motion passed 8-0.

### **3.6 Approval of the 2016-2017 Tuition Billings**








 [Tuition Billings.pdf](#)

#### **Minutes**

Dr. Edds reviewed the Tuition Billing spreadsheets. He explained that the July and September billings are calculated using a formula derived from our general fund budget, pre-enrollment numbers and assessed valuations. Billings will be adjusted after the September Count Day.

Bill Maschmeyer moved for approval of the 2016-2017 Tuition Billings. Carol Tumey seconded the motion. Motion passed 8-0.

### **3.7 Approval of New Program Offerings**

 [Beech Grove PI.pdf](#)  
 [Center Grove PI.pdf](#)  
 [Franklin Central PI.pdf](#)  
 [Franklin Community PI.pdf](#)  
 [Greenwood PI.pdf](#)  
 [Indian Creek PI.pdf](#)  
 [Perry Meridian PI.pdf](#)  
 [Whiteland PI.pdf](#)

#### **Minutes**

Nicole Otte presented the Board with the new program offerings for Central Nine and the sending high schools.

Gwen Freeman moved for approval of the New Program Offerings. Carol Tumey seconded the motion. Motion passed 8-0.

### **3.8 Approval of the 2016-2017 CERT Agreement**

 [CERT Agreement 2 .pdf](#)

#### **Minutes**

Dr. Edds requested approval of the 2016-2017 CERT Agreement. He explained that this is an annual agreement approved by the Board. He pointed out that the CERT Board is

working with Central Nine on ways that the cost can be decreased. The Board encouraged Nicole Otte to continue to be involved in these discussions.

Bill Maschmeyer moved for approval of the 2016-2017 CERT Agreement. Dawn Downer seconded the motion. Motion passed 8-0.

### **3.9 Approval of the Gang Activity and Internal Controls Policies**



[Gang Activity.pdf](#)



[Internal Controls.pdf](#)

#### **Minutes**

Dr. Edds explained that approval of a Gang Activity and Internal Controls Policy has been legislatively mandated to be approved and in place by July 1.

Gwen Freeman moved for approval of the Gang Activity and Internal Controls Policies. Bill Maschmeyer seconded the motion. Motion passed 8-0.

### **3.10 Approval to Remove Items from Fixed Inventory**



[Fixed Inventory 2 .pdf](#)

#### **Minutes**

Dr. Edds requested approval to remove the 1999 Chevrolet Cavalier from the Central Nine Fixed Inventory. He explained that the car has no value to Central Nine and will be scrapped for money.

Carol Tumey moved to remove the requested item from the fixed inventory. Gwen Freeman seconded the motion. Motion passed 8-0.

### **3.11 Approval of the Updated Teacher Evaluation Tool**



[Teacher Evaluation UPDATE 2016-17.pdf](#)

#### **Minutes**

Nicole Otte presented the updated Teacher Evaluation Tool to the Board. She explained that changes included formalizing the process of making updates to the tool and assuring that teachers are following and adhering to students with and IEP.

Gwen Freeman moved for approval of the updated Teacher Evaluation Tool. Beatrice Dunn seconded the motion. Motion passed 8-0.

### **3.12 Approval for Building Lot Purchase**



[Building Trades Lot Agreement.pdf](#)

#### **Minutes**

Dr. Edds requested approval to purchase a lot in Knollwood Farms for the 2016-2017 Construction Trades Project Home. He explained that there is only one lot remaining for purchase in this subdivision.

Bill Maschmeyer moved for approval of the purchase of the Building lot. Gwen Freeman seconded the motion. Motion passed 8-0.

### **3.13 Approval of the 2016-2017 Student Fees**



[2016-17 Student Fees.pdf](#)

## Minutes

Nicole Otte presented the Board with the 2016-2017 Student Fees. She explained that she is trying to move away from charging textbook rental due to the difficulty of collecting on free and reduced accounts. She stated that she has requested that teachers eliminate workbooks and go to classroom sets of textbooks.

Mike Metzger moved for approval of the 2016-2017 Student Fees. Gwen Freeman seconded the motion. Motion passed 8-0.

### 3.14 Approval to Conduct ECA Audit



[Administrator Assistance.pdf](#)

## Minutes

Dr. Edds reminded the Board that he has spoken to them in regards to his concerns of the accuracy of the ECA Accounts. He stated that the State Board of Accounts no longer does audits on ECA accounts but is requesting that he be allowed to hire Administrator Assistants to do a 3 year audit of Central Nine's ECA Accounts.

Gwen Freeman moved for approval to conduct the ECA Audit. Dawn Downer seconded the motion. Motion passed 8-0.

## 4 Director's Comments and Items of Information

Dr. Edds

### 4.1 Superintendent Meeting Notes

- No meeting held in June

## Minutes

Dr. Edds thanked the Board for the confidence and support they have shown in him over the last 3 years as Director of Central Nine. He reminded the Board was a great place for kids Central Nine is.

### 4.2 Upcoming Dates and Events

- July 25-26, 2016 - Teacher In-Service Days
- July 27, 2016 - First Day of School for Students

## Minutes

Dr. Edds shared the upcoming dates and events.

## 5 High School Division Update

- No Report

## 6 Adult Education Division Action and Items of Information

### 6.1 Approval of Adult Education Personnel Report



[Adult Education Personnel Report for June 2016 2 .pdf](#)

## Minutes

Michelle Davis requested approval of the Adult Education Personnel Report.

Gwen Freeman moved for approval of the 2 new hires to Adult Education. Beatrice Dunn seconded the motion. Motion passed 8-0.

Carol Tumey moved for approval of the increase in days and no increase in salary for Barb Miller. Beatrice Dunn seconded the motion. Motion passed 8-0.

Gwen Freeman moved for the requested pay increased as presented for the two Adult Education Coordinator positions. Dawn Downer seconded the motion. Motion passed 8-0.

Gwen Freeman moved for the renewal of the Adult Educations Director's contract and increase in salary. Beatrice Dunn seconded the motion. Motion passed 8-0.

## **6.2 Adult Education Monthly Update**



[AE monthly report for Board 060916.pdf](#)

### **Minutes**

Michelle Davis presented the Adult Education Monthly Update (see attached).

## **7 Board Member Comments**

### **Minutes**

Beth Prindle thanked Dr. Edds for his successful term here at Central Nine.

Dr. Edds thanked Nicole Otte, Cindy Payton, and Laura Showalter and John Showalter for their work at Central Nine. He explained that because of their work and committment makes Central Nine so successful.

Mr. Waltz stated that a June 28th special meeting could possibly be held due to hiring needs.

## **8 Public Comments**

### **Minutes**

None presented.

## **9 Adjournment**

### **Minutes**

With no further business, Gwen Freeman moved for adjournment at 7:43 p.m.

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Greg Waltz, President

Date

Beatrice Dunn, Secretary

Date