

# Governing Board Meeting

James Hixson Board Room  
Thursday, July 13, 2023  
7:00pm

**Present:** Mrs. Cindy Payton, Business Manager, Central Nine Career Center; Mr. Greg Waltz, Nineveh Hensley Jackson United School Corporation; Mr. Michael Metzger, Greenwood Community School Corporation; Dr. William Kovach, Executive Director; Dawn Downer, Franklin Township Community School Corporation; Ms. Becky Nelson, Franklin Community School Corporation; Linda Polesel, Clark Pleasant Community School Corporation; Gary Robinson, Center Grove Community School Corporation

**Absent:** Mr. Ray Basile, Legal Counsel; Mr. Steve Johnson, Perry Township Schools; Ms. Jill Laker, Beech Grove City Schools

## 1 Pledge and Welcome

Greg Waltz, Board President

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This meeting is a meeting of the Governing Board in public for the purpose of conducting the Career Center's business and is not to be considered a public community meeting. There will be time for public participation as indicated by a specified agenda item.

Mission Statement: To engage, support, and empower students by providing active, career-based learning in an experiential environment.

### Minutes:

The meeting was called to order at 7:00 p.m. by Vice President, Dawn Downer. Mrs. Downer welcomed everyone and led the Pledge of Allegiance.

Those in attendance: Greg Waltz, Nineveh Hensley Jackson attending virtually but lost contact and was unable to reconnect and vote; Mike Quaranta, Assistant Director; Michelle Davis, Adult Education Director; Alvin Bible, HVAC Instructor and Laura Showalter, Executive Assistant/Benefits Coordinator.

Mrs. Downer asked if there were any changes/additions to the agenda. Dr. Kovach stated that the following agenda items were added after the agenda was posted. Item 4.6; Item 4.7; Item 4.11 and Item 4.12.

Linda Polesel moved for approval of the additions to the agenda. Gary Robinson seconded the motion. Motion passed 5-0.

## 2 Approval of Consent Agenda Items

### Minutes:

Gary Robinson moved for approval of the Consent Agenda Items as presented. Linda Polesel seconded the motion. Motion passed 5-0.

### 2.1 Financial Report and Claims

#### Attachments:

[CHECK DATE 6-09-2023.pdf](#)  
[CHECK DATES 6-23-2023.pdf](#)

[Financial 1.pdf](#)  
[Financial 2.pdf](#)  
[Financial 3.pdf](#)

## 2.2 Personnel Recommendations

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- No High School Personnel Report

## 2.3 Minutes for Approval

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**Attachments:**

[Minutes 6.8.23.pdf](#)

## 3 Old Business

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### 3.1 Update on Building Project

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**Minutes:**

Dr. Kovach gave an update on the Building Project. He stated that they are still working through the foundation issues with the multi purpose room. The Welding building is moving along and looking great.

## 4 Items of Action - ACTION

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### 4.1 Request Approval for Out of State Travel

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- ACTE National Conference, Phoenix, Arizona, November 28-December 2, 2023

**Minutes:**

Dr. Kovach requested approval for 6 staff member to attend the annual ACTE National Conference to be held in Phoenix, Arizona, November 28-December 2, 2023.

Becky Nelson moved for approval of the Out of State Travel. Mike Metzger seconded the motion. Motion passed 6-0.

**Attachments:**

[ACTE Conference 23.pdf](#)

### 4.2 Request Approval of Student Fees for 2023-2024 School Year

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- Student Fee - \$20.00
- Technology Fee - \$10.00
- Student Parking (Optional) - \$30.00

**Minutes:**

Dr. Kovach requested approval of the Student Fees for 2023-2024 School Year.

Gary Robinson moved for approval of the 2023-2024 Student Fees. Becky Nelson seconded the motion. Motion passed 5-0.

#### 4.3 Request Approval of 23-24 Staff Handbook

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**Minutes:**

Mike Quaranta requested approval of the 23-24 Staff Handbook.

Linda Polesel moved for approval of the 23-24 Staff Handbook. Gary Robinson seconded the motion. Motion passed 5-0.

**Attachments:**

[Staff Handbook 2023-2024 FINAL .pdf](#)

[Staff Handbook 2023-2024 DRAFT .pdf](#)

#### 4.4 Request Approval of 23-24 Student Handbook

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**Minutes:**

Dr. Kovach stated that the Dean of Students worked with a team of staff members to update the 23-24 Student Handbook. He then requested approval of the 23-24 Student Handbook.

Mike Metzger moved for approval of the 2023-2024 Student Handbook. Becky Nelson seconded the motion. Motion passed 5-0.

**Attachments:**

[2023-2024 Student Handbook FINAL Pending Board 1 .pdf](#)

#### 4.5 Request Approval of Insurance Memorandum of Understanding

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**Minutes:**

Dr. Kovach stated that there is a 2.5% increase to our insurance compared to last year. He stated that Central Nine is picking up the 2.5% and no additional costs will be passed on to the employees.

Gary Robinson moved to approval the Insurance Memorandum of Understanding. Becky Nelson seconded the motion. Motion passed 5-0.

**Attachments:**

[Insurance MOU Effective 11.1.23.pdf](#)

#### 4.6 Request Approval to Transfer Funds from Rainy Day

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- Requesting permission to transfer \$79,557.10 from Rainy Day to Construction Trades to cover deficit at June 30, 2023.

**Minutes:**

Cindy Payton requested approval to transfer funds from the Rainy Day fund to cover the \$79,557.10 deficit incurred by the Construction Trades Program at June 30, 2023.

A discussion was held regarding the progress of the Construction Trades Home and when it is anticipated to be completed and ready to put on the market to sell and where we are financially on the house. Cindy Payton shared that the cost of the home as of July 13, 2023 (including the claims

approved earlier in the consent agenda items) is currently at \$342,116. Several questions were asked: What are the expectations of the students? What are we subbing out. How are the estimates obtained. It was the consensus of the Board that a process be invoked to streamline the process of building the homes.

Mike Metzger moved for approval to transfer funds from Rainy Day to cover the deficit incurred at June 30, 2023 by the Construction Trades Program. Gary Robinson seconded the motion. Motion passed 5-0.

#### 4.7 Request Approval of Pay Rate Increases for Administration and Non Certified Employees

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**Minutes:**

Dr. Kovach requested approval of the pay rate increases for administration and non certified employees. He stated that it would be a 5% increase for highly effective employees and 3.75% for effective employees.

Gary Robinson moved for approval of the pay rate increases for administration and non certified employees. Linda Polesel seconded the motion. Motion passed 5-0.

**Attachments:**

[23-24 Payrate Increases.pdf](#)

#### 4.8 Request Approval to Purchase Police Car

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- 2016 Dodge Charger - \$9,500.00

**Minutes:**

Dr. Kovach shared that we have a police car to purchase from the City of Franklin. He stated it was a Dodge Charger used by the Franklin Police Department.

Gary Robinson moved for approval to purchase the police car. Linda Polesel seconded the motion. Motion passed 5-0.

#### 4.9 Request Approval of New Legal Counsel

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**Minutes:**

Dr. Kovach requested approval to hire new legal counsel to represent Central Nine Career Center. Dr. Kovach requested approval that Michelle Cooper from Lewis Kappes be hired as the new legal counsel effective August 1, 2023.

Mike Metzger moved for approval of the new legal counsel. Becky Nelson seconded the motion. Motion passed 5-0.

**Attachments:**

[69G8577 - Engagement Letter - 2023.PDF](#)

#### 4.10 Request Approval of Change Order for Welding Exhaust System

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**Minutes:**

Dr. Kovach requested approval of the change order for the welding exhaust system.

Becky Nelson moved for approval of the change order for the welding exhaust system. Mike Metzger seconded the motion. Motion passed 5-0.

**Attachments:**

[2100221 C9 OCO 02 - Unit B Owner Mechanical Equipment.pdf](#)

#### 4.11 Request Approval of School Billings

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**Minutes:**

Dr. Kovach requested the approval of the school billings based on assessed value and pre-enrollment numbers. He presented each partner school with a comparison of their billing from last year versus this year. He explained that the billing would be adjusted after count day for the remaining three billings.

Mike Metzger moved for approval of the school billings. Gary Robinson seconded the motion. Motion passed 5-0.

**Attachments:**

[PreEnrollment School Billing 23-24.pdf](#)

#### 4.12 Request Approval to Connect Portions of the Central Nine Administrative Survey to the Director's Evaluation

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**Minutes:**

It was the consensus of the Board to reflect on the survey as they complete the evaluation for Dr. Kovach.

After extensive discussion it was deemed unnecessary to have a vote on but Board members should use the survey to complete portions of the survey.

Motion was called for and no motion was made. Motion failed.

**Attachments:**

[Evaluation Attachment.jpg](#)

### 5 Director's Comments and Items of Information

Dr. Kovach, Director

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#### 5.1 Upcoming Dates and Events

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July 31-August 1, 2023 - Teacher In-Service

August 2, 2023 - First for Students

August 15, 2023 - Meet the Teacher Night

Next Governing Board Meeting - August 10, 2023- Showcase: End of Year Status Report by School - Chandra Beers

**Minutes:**

Dr. Kovach shared the Upcoming Dates and Events (listed above).

## 6 High School Division Update

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- Staffing Update

### **Minutes:**

Mike Quaranta shared that we are fully staffed for the beginning of the 23-24 school year.

## 7 Adult Education Division Action and Items of Information

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### 7.1 Approval of Adult Education Personnel Report

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#### **Minutes:**

Michelle Davis requested approval of the Adult Education Personnel Report.

Gary Robinson moved for approval of the Adult Education Personnel Report as presented. Linda Polesel seconded the motion. Motion passed 5-0.

#### **Attachments:**

[REV 1 Adult Education Personnel Report for July 2023 - Rev 1.pdf](#)

### 7.2 Request Approval for Adult Education Pay Increases

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#### **Minutes:**

Michelle Davis requested approval of the Adult Education Pay Increases.

Becky Nelson moved for approval of the Adult Education Pay Increases. Gary Robinson seconded the motion. Motion passed 5-0.

#### **Attachments:**

[AE Pay increase for 2023-24-rev1 1 .pdf](#)

## 8 Adult Education Monthly Update

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Adult Ed Goals 2022-2023

### **Minutes:**

Michelle Davis presented the Board with the Adult Education Monthly Update (attached above).

### **Attachments:**

[July Board - 2022-2023 Total Enrollment.pdf](#)

[July Board - June Enrollment.pdf](#)

## 9 Public Comments

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### **Minutes:**

None presented.

## 10 Board Member Comments

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**Minutes:**

None presented.

## 11 Adjournment

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**Minutes:**

With no further business, Mike Metzger moved for adjournment at 8:25 p.m.