

Governing Board Meeting

James Hixson Board Room
Thursday, June 12, 2025
6:00pm

Present: Cindy Payton, Business Manager, Central Nine Career Center; Dr. William Kovach, Executive Director; Dawn Downer, Franklin Township Community School Corporation; Linda Polesel, Clark Pleasant Community School Corporation; Scott Alexander, Center Grove Community School Corporation; Brian Downard, Beech Grove City Schools; Chris Lewis, Perry Township Schools; Ed Harvey, Nineveh Hensley Jackson United School Corporation

Absent: Becky Nelson, Franklin Community School Corporation

1 Board Reorganization

- President
- Vice President
- Secretary

Minutes:

Dawn Downer moved for approval of the individuals and positions as follows:

Dawn Downer, Board President

Becky Nelson, Board Vice President

Linda Polesel, Board Secretary

Brian Downard seconded the motion. Motion passed 7-0.

2 Pledge and Welcome

Dawn Downer, Vice President

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 6:13 p.m. by Dawn Downer, President. Mrs. Downer welcomed everyone and led the Pledge of Allegiance.

Those in attendance: Alvin Bible, representing C9TA; Carol Bible, Adult Education; Gayle Brooks, Adult Education; Alisha Jongeling, Adult Education; John DeBlaze, Adult Education Student; Michelle Davis, Adult Education Director; and Laura Showalter, Executive Assistant/Benefits Coordinator.

3 Program Showcase - Adult Education

Michelle Davis

Minutes:

Michelle Davis gave an overview to the Board regarding how Adult Education works. A former student shared how Adult Education has furthered him in his work career.

4 Approval of Consent Agenda Items

Minutes:

Scott Alexander moved for approval of the Consent Agenda Items as presented. Ed Harvey seconded the motion. Motion passed 7-0.

4.1 Financial Report and Claims

Attachments:

[Financial 1.pdf](#)

[Financial 2.pdf](#)

[Financial 3.pdf](#)

[CHECK DATE 05-09-2025.pdf](#)

[CHECK DATE 05-23-2025.pdf](#)

4.2 Personnel Recommendations

Attachments:

[HS Personnel Report 6.12.25.pdf](#)

4.3 Minutes for Approval

Attachments:

[Minutes 5.8.25.pdf](#)

4.4 Donations

Attachments:

[Gwd Ed Foundation Donation.pdf](#)

5 Items of Action - ACTION

5.1 Request Approval of the 25-26 Education and Operating Budgets (2nd Reading)

Minutes:

Dr. Kovach presented the 25-26 Education and Operating Budgets to the Board as second reading and requested approval. He informed the Board that he had shared the proposed budgets with the Superintendents.

Linda Polesel moved for approval of the 25-26 Education and Operating Budgets. Scott Alexander

seconded the motion. Motion passed 7-0.

Attachments:

[Proposed 2025-2026 Budgets.pdf](#)

5.2 Request Approval of Property Casualty Insurance Plan

Minutes:

Dr. Kovach shared the Property Casualty Insurance Plan. He stated that there was a 6.4% increase from last year. He explained that the majority of the increase was due to the increase in claims in the area regarding wind and hail damages. Cindy Payton shared that a CERT training vehicle had also been added to the policy. A discussion was held whether a training vehicle needed to be covered under insurance if it was inoperable.

Ed Harvey moved for approval of the Property Casualty Insurance Plan as presented. Scott Alexander seconded the motion. Motion passed 7-0.

Attachments:

[Central Nine 2025-2026 Premium Summary.pdf](#)

5.3 Request Approval to Transfer Appropriations Within Each Fund as Part of Fiscal Year-End Process

Minutes:

Dr. Kovach requested approval to transfer appropriations within each fund as a part of the fiscal year-end process.

Ed Harvey moved for approval to transfer appropriations within each fund as a part of the fiscal year-end process. Chris Lewis seconded the motion. Motion passed 7-0.

5.4 Request Approval of the CERT Agreement

Minutes:

Dr. Kovach requested approval of the annual CERT Agreement.

Chris Lewis moved for approval of the CERT Agreement as presented. Brian Downard seconded the motion. Motion passed 7-0.

Attachments:

[CERT Agreement 25.26.pdf](#)

5.5 Request Approval for Credit Card Application Through First Financial Bank

The board for Central Nine Career Center, hereby authorize William Kovach, Executive Director, to sign credit card applications on behalf of Central Nine Career Center for the following cards:

Central Nine Card #1 - \$25,000

Central Nine Card #2 - \$25,000

We authorize the above monthly credit card limits for each card for an aggregate limit of \$25,000 total for both cards.

Minutes:

Dr. Kovach explained that we currently have a credit card through Horizon Bank. He shared that the current credit card company is wanting to issue a credit card for every employee that would be using it. Dr. Kovach stated that because we did not want to go that route, we applied for two credit cards through First Financial Bank with a limit of \$25,000 total. Dr. Kovach requested approval for the credit card application and affidavit through First Financial Bank.

Scott Alexander moved for approval for the credit card application through First Financial Bank. Brian Downard seconded the motion. Motion passed 7-0.

5.6 Request Approval of OrthoIndy Affiliation Agreement

Minutes:

Dr. Kovach requested approval of the Ortho Indy Affiliation Agreement. A discuss was held regarding a portion of the agreement that required Central Nine to carry student liability and malpractice insurance. Dr. Kovach explained that we carry student liability insurance within the property casualty insurance plan but was not sure if student malpractice was covered under the same plan.

After much discussion, Scott Alexander moved to table Action Item 5.6 until additional information could be obtained.

Attachments:

[Affiliation Agreement Central Nine.pdf](#)

6 Director's Comments and Items of Information

Dr. Kovach, Director

Debrief from superintendent/principal meeting regarding adding a third session for the 2026-2027 school year.

Minutes:

Dr. Kovach the debrief from the superintendent/principal meeting regarding adding a third session for the 2026-2027 school year. He shared it was the consensus of the meeting group to move forward with the proposal for a third session. He stated that he would be having an additional work session with the group and would be bringing it to the Governing Board for approval at the August or September Governing Board Meeting. It was suggested that a work session be held with the Board prior to bringing it for approval.

6.1 Upcoming Dates and Events

- Next Governing Board Meeting - July 10, 2025

Minutes:

Dr. Kovach shared the upcoming dates and events (listed above).

7 Adult Education Division Action Items

7.1 Approval of Adult Education Personnel Report

Minutes:

Michelle Davis requested approval of the Adult Education Personnel Report.

Ed Harvey moved for approval of the Adult Education Personnel Report as presented. Scott Alexander seconded the motion. Motion passed 7-0.

Attachments:

[Adult Education Personnel Report for June 2026.pdf](#)

7.2 Request Approval of Administrator Assistance Contract

Minutes:

Michelle Davis requested approval of the Administrator Assistance Contract with Paul Gabriel. She explained that this is an open ended contract for 5 hours a month average for a total of \$7,200.00. The Board wanted assurance that this contract was to ensure that accounts will be accurate for adult education. She assured the Board that was the case.

Scott Alexander moved for approval of the Administrator Assistance Contract as presented. Linda Polesel seconded the motion. Motion passed 7-0.

Attachments:

[Administrator Assistance Contract.pdf](#)

7.3 Request Approval for Public Official Bonds

Minutes:

Michelle Davis requested approval for the public official bonds. She explained that one is a renewal for the Adult Education Assistant Director and the other two are for the new Adult Education part-time office secretaries.

Ed Harvey moved for approval of the Public Official Bonds. Scott Alexander seconded the motion. Motion passed.

Attachments:

[Request approval for Public Official Bond2025.pdf](#)

7.4 Request Approval of Stipend Pay for Adult Education Employees

Minutes:

Michelle Davis requested approval of stipend pay for Adult Education Employees. She explained that she worked with Paul Gabriel regarding whether the Adult Education employees should receive a raise or a stipend. She stated that they decided that in order to ensure that they ended the year under budget, they would propose stipends instead of raises. She shared with the Board that she still had quite a bit of money left in the budget that needs to be used before June 30th. If the money is not used, it will be sent back to the State of Indiana. It was asked what the criteria was for each of the stipends given. Were individual evaluations given? Michelle Davis stated that individual evaluations were not given but it was due to the performance of Adult Education as a whole. She also state that no stipends or raises have been given in a couple of years. An in depth discussion was held on whether all the individuals listed should receive the stipend.

Scott Alexander moved for approval of the stipend pay for the Adult Education employees as

presented. Linda Polesel seconded the motion. Ed Harvey abstained from the vote. Motion passed 6-0.

Attachments:

[Request for stipend pay 2025.pdf](#)

7.5 Request Approval to hold \$100,000 from Adult Education Funds for 2024-2025 Program Year for the Purpose of Paying Back Old Adult Education Funds That Need to Be Zeroed Out

- Based on Audit Findings from State Board of Accounts and permission from DWD to expend grant funds for this purpose.

Minutes:

Michelle Davis requested approval to hold \$100,000 from Adult Education Funds for the 2024-2025 program year for the purpose of paying back old Adult Education Funds that need to be zeroed out.

Dr. Kovach explained that only 2 Board members currently have the background of exactly what happened during the Adult Education Audit. He shared that it began in 2016 when the individual that worked with Adult Education to ensure accuracy passed away, Michelle Davis did not hire a replacement and that is when the issues began. He explained that purchase orders were left open from previous years, never zeroed out, and were continued to be used. This ultimately caused grants to be overspent. After much discussion, it was the consensus of the Board to hold a work session in July to gain further knowledge.

Scott Alexander moved for approval to hold \$100,000 from Adult Education Funds for the 2024-2025 Program Year for the purpose of paying back old Adult Education Funds that need to be zeroed out. Linda Polesel seconded the motion. Motion passed 7-0.

8 Adult Education Division Item(s) of Information

8.1 PY25 Award Letter

Minutes:

Michelle Davis shared the PY25 Award Letter with the Governing Board as an informational item (attached).

Attachments:

[R5 C9 PY25 AWARD LETTER 2-ABE revised.pdf](#)

9 Adult Education Monthly Update

Adult Ed Goals 2024-2025

Minutes:

Michelle Davis shared the Adult Education Monthly Update.

Attachments:

[June Board - May Enrollment 2025.pdf](#)

10 Public Comments

Minutes:

None presented.

11 Board Member Comments

Minutes:

None presented.

12 Adjournment

Minutes:

With no further business, Ed Harvey moved for adjournment at 7:50 p.m.