

# Regular Board Meeting

## SCHOOL BOARD MEETING

EASTERN HANCOCK ADMINISTRATION BUILDING - 10370 E. 250 N., Charlottesville, IN 46117

(317-936-5444)

Monday, April 12, 2021

7:00pm - 8:00pm

### 1 Public Notice

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This meeting is a meeting of the School Board held in public for the purpose of conducting the School Corporation's business and is not to be considered a public community meeting. The Board will permit fair and orderly public expression as indicated by the Agenda Item Public Comment. Procedures to govern such participation are available upon request. The Board's meeting site is fully accessible to all persons. Any person requiring further accommodation should contact the Superintendent with the School Corporation's Administrative Office at 317-936-5444.

### 2 Call To Order

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**Minutes:**

Mr. James R. Jackson, Jr., Board President, called the regular Board Meeting to order at 7:00pm.

Present: James R. Jackson, Jr., Steve Brock, Tammy Stunda, Tammy Settergren, Scott Johnson

Absent: none

### 3 Pledge of Allegiance

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**Minutes:**

### 4 Success Stories

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**Minutes:**

-Mrs. Amanda Pyle, Elementary School Principal, introduced 4th grader Keegan Bridges. Keegan participated in the Virtual Science & Engineering Fair held at Eastern Hancock in February where he placed 1st in his division with his experiment on finding the warmest socks to use in cold weather events such as ice fishing. This qualified him for the Central Indiana Regional Science & Engineering Fair. At Regional, Keegan earned Reserve Grand Champion and was able to compete at the State Science Fair, making him only the third EH student to place this high.

-Mr. Adam Barton, Middle/High School Principal, explained that each year the Indiana Association of School Principals (IASP) selects senior students as Academic All-Stars based on test scores, academic and non-academic extracurricular activities, leadership, and community service and involvement. This year EH Senior Lainie Lawrence was selected. In addition, IASP recognizes junior year students as outstanding scholars in the Rising Stars of Indiana program. EH juniors selected this year were Gracie Beaudry, Noah Cochard, Isaac Lewis and Luke McCartney. Gracie and Noah attended the meeting and shared their future plans. Gracie hopes to study biomedical engineering in prosthetics in college, and Noah will be graduating early to attend Marian University for nursing this fall.

## 5 Public Comment

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**Minutes:**

-None

## 6 Consent Agenda

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### 6.1 Minutes of March 8, 2021

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### 6.2 Executive Memorandum for March 16, 2021

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### 6.3 Executive Memorandum for March 17, 2021

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### 6.4 Donations

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**Minutes:**

-Tony & Laura Martin - \$100 to Athletics in memory of Bill Perkins class of '74  
-Psi Iota Xi Sorority - \$125 to Band  
-Psi Iota Xi Sorority - \$125 to Drama  
Tri Kappa Sorority - \$300 to EHEF for cultural program  
TOTAL for April: \$650

### 6.5 Transfer Students

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**Minutes:**

-1 new for April

### 6.6 Field Trips

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**Minutes:**

-Out of State & Overnight - FFA - Marshal Co. Fairgrounds, Henry, IL - April 16-17, 2021  
-Overnight - FFA - Whitko Career Academy - April 30-May 1, 2021  
-Overnight - FFA - LaPorte County Fairgrounds - June 8-9, 2021

### 6.7 Substitutes

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**Minutes:**

-Sub Teacher: Abby Singleton

## 6.8 ECA

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**Minutes:**

-FFA Coaches: Brian Engleking, Josh Watson, Marty Matlock, Jason O'Neal, Dr. Dave Miller, Tommy Batt, Kevin Willis, Megan Mench, Jane Knudson

## 6.9 Certified Staff

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**Minutes:**

-Retirement - Evelyn Grissom - Kindergarten Teacher - Effective June 30, 2021  
-Resignation - Nicole Conners - Spanish Teacher - Effective June 30, 2021

## 6.10 Support Staff

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**Minutes:**

-New Hire - Jesse Veters - MS IA - Effective March 10, 2021  
-New Hire - Ryleigh Bowers - HS Essential Skills IA - Effective March 10, 2021  
-Resignation - Amanda Jackson - Bus Driver - Effective March 19, 2021  
-Summer Hire - Daniel Campbell - IT Assistant - Effective June 1-August 13, 2021  
-Temporary Hire - Cindy Ridolfo - Occupational Therapist - Effective August 4-November 5, 2021  
-New Hire - Steve Evans - Bus Driver - Effective April 8, 2021

## 6.11 Claims

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**Minutes:**

Prewritten:	\$120,560.75
Regular:	\$278,732.08
Payroll:	\$690,558.90
TOTAL:	\$1,089,851.73

Mrs. Settergren moved and Mr. Brock seconded a motion to approve the Consent Agenda as presented. Motion carried 5-0.

# 7 Hancock County Public Library Annual Report

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**Minutes:**

-Director of the Hancock County Public Library Mr. Dave Gray and Eastern Hancock appointment to the library board Libby Manship attended the meeting to present the annual library report. Mr. Gray explained how the library is funded and what the yearly budget is spent on. He also shared the library's focus on children in their supply of registration cards to staff and students in all four county schools as well as the implementation of the Imagination Library program for children birth to age 5. Although comparable statistics for 2020 were more difficult to measure, the library was still able to operate at roughly 70-80% activity compared to previous years. They were also creative in designing an entirely virtual reading club during the pandemic that had nearly 500 participants. One of the best changes that occurred during 2020 that the library plans to continue with is using the Bookmobile to reach at-risk and homebound residents of the county to allow even more people the opportunity to enjoy the benefits of our county library.

## 8 2020-21 Calendar Change to Account for Parent Teacher Conference/E-Learning Day

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### Minutes:

-Mr. David Pfaff, Superintendent, reminded the Board that we amended the 2020-21 school calendar at the September 2020 Board Meeting to allow September 23 to be both a Parent/Teacher Conference Day as well as an e-Learning Day. With the unknown of COVID in addition to potential incimate weather, this would allow a buffer day to work with. Thankfully that buffer day was not needed, so Mr. Pfaff requested that we cancel classes on Monday, May 10 to keep our school calendar at the required 180 Student Days and 185 Teacher Contract Days. Cancelling this day will not interfere with statewide or AP testing.

Mr Johnson moved and Mrs. Stunda seconded a motion to approve the removal of Monday, May 10 from the 2020-21 Academic Calendar. Motion carried 5-0.

## 9 Resolution for Electronic Funds Transfer - Eventlink

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### Minutes:

-Mr. Adam Kinder, Director of Business & Operations, presented a request from the Athletic Department regarding Eventlink, a program they utilize for ticketing and scheduling of events. Eventlink also has the capability to do electronic fund transfers. They requested the use of Eventlink as a method to pay officials for athletic events. The use of paper checks is no longer efficient when officials have to cancel last minute and other officials are hired as replacements.

Mr. Brock moved and Mrs. Settergren seconded a motion to approve the Resolution to use Eventlink for electronic funds transfer for the payment of athletic officials. Motion carried 5-0.

## 10 HS Renovation & Addition Bid Acceptance

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### Minutes:

-Mr. Kinder reviewed the process so far leading up to and including the bids received for the High School locker rooms/weight room renovation and addition. This also included an estimated timeline of construction and completion. He then shared the recommendation to accept Gilliatte General Contractors for their base bid as well as three of the alternate changes. (See attachments for complete details.)

Mr. Johnson moved and Mr. Brock seconded a motion to approve Gilliatte General Contractors' base bid amount of \$2,915,000 as well as alternates #1, #4, and #5 for a total construction cost of \$3,284,000. Motion carried 5-0.

## 11 Informational

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### Minutes:

-Mr. Kinder informed the Board of plans to purchase a full-size school bus in the next few months as well as possibly trade in two others. Since the cost is under the \$150,000 threshold that requires approval, this is for informational purposes only.

## 12 Other Items Allowed by the Board

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### Minutes:

-Mr. Johnson inquired about the possible need for storing items or adding temporary external classrooms during the renovation process. Mr. Kinder and Mr. Pfaff stated that at this time there is no anticipation of needing either.

## 13 Around the Table for Positive Comments

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### Minutes:

- Mr. Brock congratulated the 14 High School National Honor Society inductees for this year as well as the 30 Middle School students soon to be inducted into Junior National Honor Society. He especially liked reading the spotlight on each student that Honor Society created and posted to Facebook.
- Mrs. Stunda shared her appreciation for all the detailed thought that has been put into the renovation process from the design to the conscientiousness of cost.
- Mrs. Settergren expressed her happiness at seeing the parking lots full again as spring sports are able to take place this year. It has also been good to be able for our FFA teams to continue competing in events despite the COVID limitations. Mr. Settergren also thanked Erin Harmon for bringing food trucks periodically to the school for staff to enjoy this year.
- Mr. Johnson congratulated the Middle School Band and their director, Mr. Adam Eaton, on their Gold rating earned at ISSMA Organizational contests recently.
- Mr. Jackson seconded that commendation adding how amazing that is to do when so much of the year they have not been allowed to work together regularly due to the COVID restrictions.
- Mr. Pfaff asked Mrs. Amanda Pyle, Elementary School Principal, to share their great news regarding the IREAD3 test. This year, despite all the changes, EH 3rd Graders had a 91.6% pass rate, indicating that we have not had a significant loss in learning here at Eastern Hancock when so many other schools have really suffered from the changes caused by the pandemic.

## 14 Adjournment

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### Minutes:

- Mr. Johnson moved and Mr. Brock seconded a motion to adjourn. Motion carried 5-0.

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James R. Jackson, Jr., Board President

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Scott Johnson, Board Secretary

# CSC OF EASTERN HANCOCK COUNTY

## 2020-2021

**Approved 4-12-21**

### Teacher Only Days:

July 30
July 31
January 4
May 28

### E-Learning/Parent-Teacher Conferences

September 23 - E-Learning for students
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### Student Holidays/Breaks:

September 7 - Labor Day
October 5-9 - Fall Break
November 25-27 - Thanksgiving
December 21-January 4 - Christmas Break
January 18 - Martin Luther King Jr. Day
February 12 - No School
February 15 - Presidents Day
March 22-April 2 - Spring Break
May 10 - No School
May 31 - Memorial Day (if in session)

### Professional Development Days:

(Students begin school at 8:40am)

Wednesday, September 2
Wednesday, November 4
Wednesday, December 2
Wednesday, February 3 - Cancelled
Wednesday, March 3 - Cancelled
Wednesday, May 5 - Cancelled

### First Student Day Each Semester:

August 3
January 5

### Last Student Day

May 27
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### Snow Days:

January 18 - Martin Luther King, Jr. Day
February 12

### Graduation Day:

June 5
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S = Student Days  
T = Teacher Days  
□ = End of Grading Period

**1st Sem. - 91 Student Days, 94 Teacher Days**  
**2nd Sem. - 89 Student Days, 91 Teacher Days**  
**Total - 180 Student Days, 185 Teacher Days**

July 20						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

S= 0 T= 2

August 20						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

S= 21 T= 21

September 20						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

S= 21 T= 22

October 20						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

S= 17 T= 17

November 20						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

S= 18 T= 18

December 20						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

S= 14 T= 14

January 21						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

S= 18 T= 19

February 21						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

S= 18 T= 18

March 21						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

S= 15 T= 15

April 21						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

S= 20 T= 20

May 21						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

S= 18 T= 19

June 21						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

S= 0 T= 0

# CSC of Eastern Hancock County

10370 E. County Rd. 250 N. \* Charlottesville, IN 46117 \* [www.easternhancock.org](http://www.easternhancock.org)  
(317) 936-5444 Phone \* (317) 467-0064 Phone \* (317) 936-5516 Fax

School Board,

On April 1<sup>st</sup>, bids were received for the Eastern Hancock High School addition and locker room renovation project. At the bid meeting there were 8 potential contractors that submitted bids for the project. It was wonderful to see so many companies interested and that there was not any huge discrepancy between the different bids. I am attaching the bid results and an explanation of each alternate bid. The base bid is to do the renovation in the most basic form. The alternates are for things that we are willing to change or compromise to help control cost or specifics we would like to see done but not a necessity.

## **SEE ATTACHED EXCEL FORM FOR SPECIFIC PRICING**

**Base Bid** – This is the amount that would get the project done as originally specified within the plan design and specifications. Does **NOT** include HS gymnasium HVAC upgrades.

**Alternate Bid #1** – To add new HVAC to the HS gymnasium. This is not included in the base bid and the amounts listed in alternate #1 would be added to the base bid.

**Alternate Bid #2** – This is if we use York brand HVAC units instead of Trane HVAC units. Throughout the entire corporation we have moved to using Trane for quality and reliability of equipment. It also helps in continuity of service providers, parts on hand and familiarity of maintenance. If we use York instead of Trane units, we would (deduct) the amount listed from the base bid.

**Alternate Bid #3** – One savings we considered is to reuse some of best existing lockers. This is only about 150 or so lockers that would be used exclusively upstairs and in offices. The base bid includes this reuse of existing and the alternate is to replace all lockers with new. If we decide to go to all new, we will need to add the amount listed to the base bid.

**Alternate Bid #4** – This is to add rubberized flooring in a large section of the new weight room. The base bid is finish sealed concrete. The rubberized flooring was something important to athletics. Rubberized floor is easier to sanitize and can help reduce injuries due to the shock absorption of falls, jumps and is safer than concrete due to the nature of activities being done in the area.

**Alternate Bid #5** – This alternate is to include epoxy flooring in the coaches and trainer's office areas. The base bid was for finished concrete or VCT tile depending on the space. The epoxy flooring would be like what is in our current restrooms and is preferred. It holds up well to traffic and does not require any annual maintenance except cleaning and sanitizing. This would add to the base bid the amount listed.

**Alternate Bid #6** – The base bid is to use OJS Building Services to install the controls system on the new HVAC units. This controls system monitors fresh air, CO2, allows scheduling of on/off and monitors function of the units. OJS has done the majority of the work with our current system, worked with Stair Associates to build the controls design and knows our buildings, software and needs. The alternate is to use Havel Controls over OJS. In the long run we feel OJS Building Services has a better understanding of the project and can provide superior service.

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David Pfaff  
Superintendent

Jenny Toth  
HR Specialist

Adam Kinder  
Director of Business & Operations

Tracy McCarty  
Executive Secretary

Kelly McKeeman  
Director of Special Education

**Alternate Bid #7** – This is one that is somewhat complicated. The project was originally designed to use roof joists in the weight room addition. However, contractors were concerned about how long it would take to get joists due to a current manufacturing shortage. During the bid process Stair Associates decided to change the base bid requirement to steel beams in lieu of joists which can be supplied faster than joists. Alternate 7 is to use joists instead of steel beams in the weight room. There is a benefit to keeping steel beams due to our timeline. Currently, the lead time on getting joists is 140-240 days and the lead time on steel beams is 45-50 days. By going with beams our hope is to have a roof over the new weight room by early August. If we decide to take alternate 7 and use joists, we would be looking at November before we get the new addition under roof.

At this point we reserve the right to accept any, all, or none of the alternate bids. The order listed is not indicative of the order of preference. Alternate bid prices may be accepted with original contract or may be held for future acceptance.

**RECOMMENDATION OF ACCEPTANCE:**

Gilliatte General Contractors – Base Bid	\$ 2,915,000
Alternate 1: HVAC	\$ 342,000
Alternate 4: Rubber Flooring	\$ 16,000
Alternate 5: Epoxy Flooring	\$ 11,000
<b>TOTAL</b>	<b>\$ 3,284,000</b>

Gilliatte General Contractors has been around over 30 years and is very familiar in the school construction industry. They have recently done work for Lawrence Central, Carmel Clay and have a proven track record. The subcontractor list for the project they provided includes companies that have done work for Eastern Hancock in the past and have done quality work. If you have any other question or concerns, please let me know.

Thanks,



Adam Kinder  
Director of Business & Operations



EASTERN HANCOCK SCHOOLS  
Locker Room Renovations and Additions

BID TABULATIONS

	GILLATTE	FERGUSON	3-D PRO	MACDUGALL	PRIDEMARK	EQUITEMI	RUNNEHOBOMI	VERKLER
BASE BID	2,915,000	2,920,000	3,034,000	3,044,000	3,136,000	3,211,253	3,250,000	3,279,000
ALTERNATE 1: ADD GYM HVAC	342,000	331,700	342,000	348,000	344,000	507,854	390,000	351,000
ALTERNATE 2: ALTERNATE HVAC MANUFACTURER (YORK INSTEAD OF TRANE UNITS)	(53,000)	(56,300)	(48,000)	(50,000)	(56,700)	(111,390)	(53,000)	(50,000)
ALTERNATE 3: NEW LOCKERS IN LIEU OF SALVAGED (ALL NEW INSTEAD OF RE-USING BE)	12,000	17,200	24,000	20,000	17,800	3,303	21,000	15,000
ALTERNATE 4: RESILIENT ATHLETIC FLOORING RUBBERIZED FLOOR WEIGHT ROOM INST	16,000	27,100	24,000	17,500	28,900	30,141	24,000	19,000
ALTERNATE 5: EPOXY RESIN FLOORING (CLOSETS STORAGE AREAS INSTEAD OF CONCRE	11,000	6,400	12,000	14,100	10,600	18,541	6,700	10,000
ALTERNATE 6: ALTERNATE MECHANICAL CONTROLS (USING HAVEL FOR PROGRAMMIN	(6,400)	(6,800)	(6,400)	(6,400)	(6,800)	(17,500)	(6,400)	(6,000)
ALTERNATE 7: ROOF JOISTS	(11,000)	5,100	-	(10,000)	11,700	(11,000)	(12,000)	(11,000)
TOTAL ALL ALTERNATES	3,225,600	3,244,400	3,381,600	3,377,200	3,485,500	3,631,202	3,620,300	3,607,000
TOTAL ALTERNATES AS PROPOSED FOR ACCEPTANCE (MINUS ALT 2, 3, 6 & 7)	3,284,000	3,285,200	3,412,000	3,423,600	3,519,500	3,767,789	3,670,700	3,659,000

Joist lead time days:	50	40	30	45	45	45	No Response	45
Joist lead time days:	140	240	150	150	140	140	No Response	140
Beam shop drawings days:	35	25	30	30	30	30	No Response	30
Beam lead time days:	45	50	90	45	42	42	No Response	42



4/6/2021

C.S.C. of Eastern Hancock County  
10370 E. County Rd. 250N.  
Charlottesville, IN 46117

Attention: Mr. Adam Kinder  
RE: E.H.H.S. Locker Room Renovation and Addition

Dear Mr. Kinder,

On April 1, 2021 we assisted the C.S.C. of Eastern Hancock County in receiving bids for the E.H.H.S. Locker Room Renovation and Addition project. We received bids from (8) contractors capable of doing the Work. Through discussion with you, Mr. Pfaff and Mr. Wilson, it is our understanding that you are interested in entertaining the Base Bid as well as Alternate Bids 1, 4, and 5. I have attached the Bid Tabulation form as well as the specification section describing the alternate bids for your information. Based on the Base Bid and the selected alternates, Gilliatte General Contractors is the lowest and most responsive bidder.

I have Contacted Gilliatte and discussed the Work with Gilliatte's Project Manager, Nick Branson. Mr. Branson stated that he is comfortable with their bid, and that they are ready to begin the shop drawing process as soon as they receive a Notice to Proceed or Contract. Mr. Branson will schedule a pre-construction meeting upon receipt of one of these documents, and is prepared to begin the Work. We have also received a Subcontractors and Suppliers list.

Stair Associates Inc. is happy to recommend Gilliatte General Contractors as the General Contractor for this project.

Please let us know how you would like to proceed,

A handwritten signature in black ink, appearing to read "Randall D. Stair".

Randall D. Stair  
Partner

A handwritten signature in black ink, appearing to read "Martin L. Truesdell".

Martin L. Truesdell, AIA, LEED, AP  
Director of Architecture

Attachments: Bid Tabulation  
Specifications section 01 10 00 – Alternate Bids

**Project Financing – Budget**

Total Distribution of Bond Proceeds:	\$3,489,097.45
<u>Issuance Fees for Bonds:</u>	<u>\$ (108,081.10)</u>
<b>Total Proceeds Available for Construction</b>	<b>\$3,381,016.35</b>

This project is fully funded by borrowed funds that cannot be used for salaries or benefits of employees. With the received project bid, we do **NOT** anticipate any state or local dollars to be spent on the renovation of the HS locker rooms or new addition.

**Bid Information –**

Base Bid – Gilliatte General Contractors	\$2,915,000.00
Alternate Discussion	
<u>Proposed Alternates for Approval 1,4,5</u>	<u>\$ 369,000.00</u>
<b>Total Budget for Project</b>	<b>\$3,284,000.00</b>

**Tentative Timeline –**

Formal Approval April 12, 2021

Onsite work to begin – May 1<sup>st</sup>,2021

Phase 1 – Current Varsity Lockers and Weight Room

Current Varsity to become P.E locker – Estimated Completion August, 2021

Weight Room – Estimated Completion October 1, 2021

Phase 2 – Under Locker Room begins once P.E. Lockers are complete

Under lockers estimated completion January, 2022

Phase 3 – Upper Locker Rooms being as spaces become available

Upper Lockers estimated completion by March 1, 2022