

20/20+

EnVision

A Community Discussion on the Future of Education in Brownsburg

Steering Committee Meeting No. 5

January 19, 2010

6:30 p.m.

Meeting Notes

- 1) Review of Facilitator Professional Services Agreement:
 - a) The status of the clarifications and negotiation of fees with Shank Public Relations Counselors, Inc. was reviewed to address any questions from the Steering Committee as a whole. Copies of the clarifications, agreement, and recommendation were distributed (as well as issued to the Steering Committee electronically prior to the meeting), and the review included:
 - i) The clarifications issued by Shank in response to the Steering Committee's questions following the January 5, 2010 meeting;
 - ii) A calculation of the total potential costs associated with the EnVision effort, including any costs associated with public opinion data collection, etc.;
 - iii) The final contract terms as negotiated with Shank;
 - iv) The proposed recommendation for professional services to be placed before the Board of School Trustees at their January 25, 2010 Board Meeting.
 - b) There were no significant questions from the Steering Committee membership, and the Steering Committee's recommendation will be brought to the Board of School Trustees at the January 25, 2010 Board Meeting.
- 2) Review of Commission Membership:
 - a) The Commission Membership is growing but remains below the target count of 80 individuals total. The demographic data for the members identified to date was quickly reviewed, including noting areas where the composition of the Commission may not be accurately reflecting the demographics of the community as a whole. Membership will be encouraged in these areas to insure a balance and appropriate Commission membership.
- 3) Planning for Commission Meeting No. 1:
 - a) Mrs. Marilyn Shank was introduced to the Steering Committee, including providing Marilyn's background for the benefit of those Steering Committee members that were unable to attend the interview sessions conducted at Steering Committee Meeting No. 4.

- b) Presuming that some level of baseline BCSC operations and financial information will be required by the Commission, the district has been collecting the data it expects will be requested. Data collected to date was presented to the Steering Committee with the intent of identifying omissions and to insure the information was clearly communicated. Questions from the Steering Committee for additional data or clarification included:
- i) Provide the size of the various funds utilized by the district (in terms of dollars – also suggest a pie graph to clearly communicate relative sizes one fund to another);
 - ii) Split “Technology/Repairs/Equipment” to clarify that repairs and equipment are more than those items associated with Technology;
 - iii) Provide clarification of the “Pension Fund” – why is it needed and what is its purpose?
 - iv) Define what is meant by “State Basic via Stimulus \$3,875,607.56”;
 - v) Provide a functional definition for “classified” versus “certified” staff;
 - vi) Will need to provide “classroom” versus “non-classroom” expenditures (which will further require a definition of “classroom”);
 - vii) Will need to provide “administrative” costs (which will further require a definition of “administrative”);
 - viii) Consider additional information/definition of “New Facility Appeal ‘Sunset’”?
 - ix) Explain why/how small growth impacts revenue;
 - x) Provide explanation and detail of cost reductions taken in calendar year 2009;
 - xi) Provide explanation and detail of cost reductions being considered/implemented in calendar year 2010;
 - xii) Several Steering Committee members noted that at some point questions regarding specific programs will require specific cost and impact data to facilitate the discussion and any recommendations (how much does the program cost and how many students are impacted);
 - (i) A list of the top 10 to 15 programs will be developed for communication and consideration by the Commission.
 - xiii) Provide a definition of “Core Curriculum” versus “extras”;
 - xiv) A comment was made by a Steering Committee member regarding the need to balance cost containment with the quality of the overall program;

- xv) In addition to the questions and items noted above, a list of items identified by the Indiana State Board of Education as a “Citizens’ Checklist” was distributed, with notes as to the status of each identified item at BCSC (see attached document with this Meeting Note).
 - xvi) Steering Committee members were encouraged to submit any additional comments so they can be addressed prior to Commission Meeting No. 1.
 - xvii) After discussion, the Steering Committee agreed the presentation is a good start. A Steering Committee member suggested the information be issued to the Commission participants prior to the meeting to allow time for review. After discussion, a copy of the presentation will be provided with the documents going out on January 26, 2010 to the Commission membership.
- c) Marilyn noted that the Commission members joining the Steering Committee on February 2, 2010 will be seeing much of this information for the first time, while the Steering Committee will have now been considering the issues one way or another for the past six weeks. A number of other issues regarding the function of the Commission and Steering Committee were openly discussed:
- i) Any pre-conceived expectations must be openly identified, discussed, and understood (what is legally required, etc.);
 - ii) If there are issues some may believe to be pre-conceived but in fact are not, these issues must be firmly identified and the Commission will need to dispel the issue of pre-conceived expectations.
 - iii) While the Commission will operate as a whole, the Steering Committee will continue to serve as the internal leadership to the Commission.
 - iv) It is important to publicize the EnVision process through all available outlets – community knowledge and participation will be critical to the success of the effort:
 - (1) Newspapers (Hendricks County Flyer, Indianapolis Star);
 - (2) Broadcast media (BCSC-TV, “Radio Brownsburg”);
 - (3) Brownsburg Week;
 - (4) BCSC information outlets (BCSC “Key Communicators”, Vision BCSC class and alumni, BCSC Spotlight recipients);

- (5) Various community “locations” or groups” that may have a large percentage of people that while impacted by these issues may not otherwise actively participate in the discussion:
 - (a) Sertoma;
 - (b) Lions;
 - (c) American Legion;
 - (d) McDonald’s;
 - (e) Flap Jack’s;
 - (f) Elegance;
 - (g) Condominium associations;
 - (h) BCSC “Use of Facilities” groups.
- 4) Commission Meeting No. 1 – Tuesday, February 2, 2010 at 6:30 p.m., White Lick Elementary School Cafeteria:
 - a) Miss Corbin will provide a brief opening statement regarding the purpose and intent of the EnVision Commission process.
 - b) Marilyn Shank will review whatever items she believes are needed prior to the next Commission Meeting.
- 5) Commission Schedule and Calendar:
 - a) The calendar for the balance of the Commission effort was reviewed, and specific dates were noted (see attached schedule document). Several “tentative” meeting dates were set early on to allow additional time for Community Gathering preparation – these sessions will only occur if necessary.
- 6) The meeting adjourned at approximately 9:00 p.m.



Citizens' Checklist

Developed by the Indiana State Board of Education

Monetary Adjustments		School Board	School Administration	Teachers Association	Comments	Savings
1.	Conduct an analysis of the alignment of spending with actual learning:	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	In process	
A.	Undertake a district or school analysis of where funds are spent and whether they align to student learning.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	In process	
B.	Identify the source of barriers that deter effective alignment of resources to learning.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	In process	
C.	Identify steps to take to eliminate or reduce those barriers.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	In process	
2.	Freeze, reduce or rollback the present salary and benefits of all employees.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	Completed & in process	
3.	Freeze the salary and benefits of all certified staff at present levels and suspend incremental salary increases.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	Teacher contract negotiations. Completed for administrators, top of scale certified, and classified staff.	
4.	Require all corporations to review and compare their health plan to the state plan for cost effectiveness, level of coverage, appropriate deductibles or adjusting benefits to their current plan.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree		Completed
5.	Eliminate corporation matches to 403(b), 401(a) and 457(b) plans for all employees.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	Under consideration and teacher negotiation	
6.	Suspend hiring except those positions that are neutral to the general fund or that hire additional teachers.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	Completed	
7.	Expand the use of the Rainy Day Fund.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	In process	

Program Adjustments		School Board	School Administration	Teachers Association	Comments	Savings
1.	Reduce or roll back operational and programmatic budgets to previous year levels.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	Completed	
2.	Offer no summer school opportunities that are not fully reimbursable from the state level or do not pay for themselves with reimbursements from vocational dollars. Enable shift of dollars from administrative use to targeted summer school or other remedial use.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	Completed	
3.	Focus the corporation curriculum on the core subjects, narrowing elective offerings within core subjects. Corporations should utilize flexibility granted to them by the State Board of Education to find creative ways to reconfigure curriculum and define priorities.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	Under consideration	
4.	Extra Curricular Offerings					
A.	Reduce the number of sports, clubs, and academic teams offered by the corporation or use participation fees or sponsorships to pay for them.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	Under consideration	
B.	Eliminate activities outside the varsity level competition played on non-school days, including all weekends to save energy cost and supervision personnel.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	Under consideration	
C.	Consider charging all non-school groups to contribute to incremental costs of operating the facility.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	Completed	
5.	Examine and reduce all fringe benefit packages of school board members and administration, including health, life, dental, vision, etc.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	Completed	
6.	Eliminate benefit packages of department chairs, lead teachers and other teaching personnel that provide financial incentives or time away from the classroom setting, such as extra preparation time.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	Under consideration	

7.	Eliminate payment from the general fund to professional organizations and reduce travel and conference expenses.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<div style="border: 1px solid black; padding: 5px; text-align: center;">In process</div>
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Adjustments That Reduce the Cost of Staff Without Affecting Instruction						
	School Board	School Administration	Teachers Association	Comments	Savings	
1.	Encourage reconfiguration of buildings within a corporation that reduces administrative, operational and support staff costs.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<div style="border: 1px solid black; padding: 5px; text-align: center;">In process</div>		
A.	Sell or lease surplus properties	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree			
B.	Examine corporation grade level delivery system.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<div style="border: 1px solid black; padding: 5px; text-align: center;">Completed</div>		
2.	Increase class size numbers that reduce teaching staff in classes where educational outcomes will not be negatively impacted.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<div style="border: 1px solid black; padding: 5px; text-align: center;">Under consideration</div>		
3.	Eliminate delivery systems that increase the cost of academic education by more staff such as block schedules or trimesters.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<div style="border: 1px solid black; padding: 5px; text-align: center;">Not yet considered</div>		
4.	Eliminate or reduce the use of staff that does not directly connect to instruction.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<div style="border: 1px solid black; padding: 5px; text-align: center;">Completed and in process</div>		
5.	Outsource transportation, cafeteria, janitorial and other ancillary services.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<div style="border: 1px solid black; padding: 5px; text-align: center;">Under consideration</div>		
6.	Investigate consolidation of school services both internally and externally.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<div style="border: 1px solid black; padding: 5px; text-align: center;">Under consideration</div>		
7.	Offer free financial planning services for employees eligible for retirement.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<div style="border: 1px solid black; padding: 5px; text-align: center;">In process</div>		

Community Reporting and Accountability						
	School Board	School Administration	Teachers Association	Comments	Savings	
1.	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<input type="checkbox"/> Agree <input type="checkbox"/> Disagree	<div style="border: 1px solid black; padding: 5px; text-align: center;">In process and never ending...</div>		

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EnVision Commission Calendar

All meetings are scheduled to run from 6:30 p.m. through 8:30 p.m. unless noted otherwise.

February 2, 2010 – EnVision Commission Meeting No. 1 – White Lick Elementary School Cafeteria – Purpose and charge of the Commission, baseline information.

March 9, 2010 – EnVision Commission Meeting No. 2 – location TBD – Additional information and data; identification of community data collection methodology.

March 16, 2010 – EnVision Commission Meeting No. 2a – Tentative planning meeting if necessary in preparation for Community Gathering I.

March 23, 2010 – **Community Gathering I** – Issues and Priorities.

April 13, 2010 – EnVision Commission Meeting No. 3 – Review of Community Gathering I data, identification of information and communication gaps.

April 20, 2010 – EnVision Commission Meeting No. 3a – Tentative planning meeting if necessary in preparation for Community Gathering II.

April 27, 2010 – **Community Gathering II** – Priorities and Alignment.

May 11, 2010 – EnVision Commission Meeting No. 4 – Review of Community Gathering II data, development of options, alignment of resources and expectations.

May 25, 2010 – **Community Gathering III** – Narrowing the options.

June 8, 2010 – EnVision Commission Meeting No. 5 – Review of Community Gathering III outcomes, development of draft report.

June 22, 2010 – **Community Gathering IV** – Presentation of draft report.

July 2010 – EnVision Commission Meeting No. 6 – Final review of report and associated recommendations.

July 2010 – EnVision 20/20+ Commission report and recommendation submitted to the Board of School Trustees.

