

Director of Operations Report for November 2020

To: Dr. Glaze and Tipton School Board

From: C. Scott Wessel, Director of Operations, Tipton Community School Corporation

Re: Directors of Operation Report

Date: 12/8/2020 (for the month of November 2020)

Mowing Bid Specification for a proposed hybrid mowing system-

It is time to ask for bids for the mowing. Tipton Community School Corporation awarded our current mowing contractor, Unique landscaping a one year contract. Tipton Community School Corporation wanted to use that year to look into other options for getting the mowing completed. One of those options is doing some kind of mow share partnership with the city of Tipton. Upon further review, This option is not really that viable, and would not benefit the school system or the city. It has also been suggested that Tipton Community School Corporation do our own mowing. We would need more equipment and manpower. Currently, I am proposing that for the next two years Tipton Community School Corporation enter into a hybrid model of lawn care. Tipton Community School Corporation will buy a mower with profits from the land sale in the front of the property. This is a good time to buy that equipment because the money from the land sale is money the corporation did not have. Tipton Community School Corporation will be responsible for mowing all athletic and competition fields. The corporation will bid out the remainder of the property for a two year contract. If this mowing plan is successful, Tipton Community School Corporation can look at taking over more mowing at the end of the two year contract. The two year time frame will let the corporation assess if mowing the entire property is a viable alternative to bidding out the mowing. Below is a link to the bid specifications that will go out upon board approval.

[Mowing Bid Specs](#)

Virtual Learning provides time for drivers to practice other routes-

November 13-November 26 Tipton Community School Students were placed in virtual learning. Bus Drivers made great use of this time by practicing other driver's routes. Routes that were practiced together were routes that were near or touching each other. The following bus drivers worked together to learn each other's routes: 51-47-31, 34-49, 21-14-16, 19-26-25, 52-53, 17-5-2, 10-30, 43-48-9 Contract and Corporation drivers both participated in this, and it was very beneficial. There is a lack of subs in the pipeline. We currently have two drivers studying to become drivers. We have three subs with limited availability. In this era of COVID 19, Drivers could be sick on a moment's notice. Other drivers would be paid to go on a second run to go get students, ensuring students get to school.

During the shutdown custodians used the time students were on virtual learning to time for deep cleaning all of the buildings. They spent time disinfecting classrooms, bathrooms, and hallways to make sure that the buildings were safe for the students to return on 11/30/2020.

Mr. Wessel gets driving time in-

During the virtual learning, while drivers were learning other routes, Mr. Wessel rode and drove with several different drivers to get in observation and driving hours. Mr. Wessel needs 8 hours of driving time and 4 hours of observation time to be eligible for a CDL. Mr. Wessel has over ten hours of driving time, and over 7 hours of observation time. Mr. Wessel has chosen to attempt to get a CDL to help with the bus driver shortage. The following drivers have graciously ridden with Mr. Wessel: Randy Carlisle, Dave Arnette, Scott Cessna, Jennifer Edwards, Kevin WittKamper, Tammy Smith, Randall Hudson, Dave Heath, Lisa Bunting, Kelly Collis, Mike Monday, and Jim Voss. Driving and observation time are complete for Mr. Wessel. Mr. Wessel has to take the skills portion of the test to get a license. Mr. Wessel will be able to fill in in an emergency when he gets the license.

Students Vandalize a Sprinkler in a locker room in the Auxiliary gym-

On 11/30, a sprinkler head was broken off by students allegedly hanging from the pipe. Because the sprinkler system was dispersing water, the fire alarm went off. The fire department was dispatched and students were evacuated. The sprinkler system made a water mess to clean up. Dan, Eric and Talon did a great job fixing the problem and cleaning up the mess before any permanent damage was done to the building. There were a few leads about who the students were who did the vandalism. High School administrators are following those leads to track down the student or students who were responsible for the vandalism damage.

Drivers tested for the safety of students-

On November 9, 2020, random bus drivers were tested for drugs and alcohol. All Tipton Community School Corporation and contracted bus drivers are in a random testing pool for drugs and alcohol through IU Health, Occupation Services at Tipton Hospital. There is a requirement through the state to test a certain number of drivers to be in compliance with the state Law and the State Police CDL audit. IU Health, Occupation Services tracks that number and makes sure that Tipton Community School Corporation tests the proper number of drivers every quarter. IU Health Occupation Services sends Tipton Community School Corporation a secure email the day before drivers are to be tested with the list of drivers who are to take the random drug and alcohol test. On the day of the test, Drivers get a slip of paper that says they have to report to the testing site by noon. If a driver does not show up for the test, it is considered a failed test. This process is in place to make sure that the drivers are safe for the students of Tipton Community School Corporation. Results are sent to Mr. Wessel, and Dawn Benefiel. The test results are stored in the drivers folders and are presented to Trooper McPike when he does the CDL audi in January. In the CDL audit, Trooper McPike makes sure that TCSC is in compliance with Indiana State Law.

2019-2020 Secured Safe Schools Grant-

The 2019-2020 Secured School Safety Grant has been paid to Tipton Community School Corporation in the amount of \$ 43,430. This grant covered the cost of the SRO. We were originally awarded \$58,000 from the Indiana Criminal Justice Institute to cover the cost of the SRO program. The amount of money we received was lowered to \$43,430 because we did not pay the SRO as much money because of COVID19.