

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Revised April 28, 2014

Elkhart Community Schools
Elkhart, Indiana

April 29, 2014

CALENDAR

Apr	29	5:30 p.m.	Public Work Session, Elkhart Memorial High School
Apr	29	immediately following	Executive Session, Elkhart Memorial High School
Apr	29	7:00 p.m.	Regular Board Meeting, Elkhart Memorial High School
May	13	7:00 p.m.	Executive Session, J.C. Rice Educational Services Center
May	20	7:00 a.m.	Public Work Session, J.C. Rice Educational Services Center
May	27	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center

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- A. CALL TO ORDER/PLEDGE
 - B. INVITATION TO SPEAK PROTOCOL
 - C. SUPERINTENDENT'S STUDENT ADVISORY COUNCIL REPRESENTATIVES
 - D. GIFT ACCEPTANCE - The administration recommends the Board accept with appreciation recent donations made to the Elkhart Community Schools.
 - E. STUDENT RECOGNITION
 - ESC Art Gallery Recognition
 - Optimist Oratorical Contest Winner
 - Top Ten Math Bowl Team-Pinewood
 - F. MEMORIAL BUILDING REPORT
 - Mark Tobolski – Principal
 - Building Energy Report-Ted Foland
 - G. MINUTES - April 15, 2014 – Public Work Session
April 15, 2014 – Regular Board Meeting
April 22, 2014 – Public Work Session
 - H. TREASURER'S REPORT
 - Consideration of Claims
 - Financial Report-January 1, 2014-March 31, 2014

Property/Liability Renewal-The Business Office recommends Board approval of the proposal submitted by the Wright Group.

Fundraiser Applications-The Business Office recommends Board approval of proposed school fundraisers in accordance with Board policy.

2014 Budget Timeline-A timeline for adoption for the 2015 Budget is provided for Board Review.

I. NEW BUSINESS

Administrative Regulation JFC-(1)-The administration presents proposed revisions to Administrative Regulation JFC-(1), Guidelines for Good School Order, for initial Board consideration.

Administrative Regulation JFC-(2) - The administration presents proposed revisions to Administrative Regulation JFC-(1), Rules for Student Conduct, for initial Board consideration.

Administrative Regulation JFCB- The administration presents proposed new Administrative Regulation JFCB, Bullying Prevention, for initial Board consideration.

Board Policy GDBA-12-The administration presents proposed revisions to Board Policy GDBA-12, Employees in Technology Services Positions Compensation Plan, and asks to waive second reading.

Grant Application-The administration seeks Board approval for the submission of a grant to The Indiana Works Council and the Center for Education and Career Innovation (CECI) encouraging innovative and collaborative career and technical training opportunities at Elkhart Area Career Center.

2014-2015 School Calendar-The administration presents proposed revisions to 2014-2015 School Calendar as approved at the December 10, 2013 Board Meeting.

Overnight Trip Request-The administration seeks Board approval of overnight trip requests.

J. PERSONNEL

Conference Leaves - It is recommended the Board grant conference leave requests in accordance with Board Policy to staff members as recommended by the administration.

Certified and Classified Staff - See the report and recommendations of the administration.

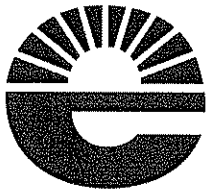
K. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

L. ADJOURNMENT




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CURRICULUM AND INSTRUCTION
J. C. Rice Educational Services Center
Elkhart Community Schools
2720 California Road, Elkhart, IN 46514-1220
(574) 262-5559 / 5556 fax
www.elkhart.k12.in.us

Memorandum

TO: Dr. Rob Haworth

FROM: Dr. John Hill 

DATE: April 18, 2014

RE: Gift Approval – Music Department

Susan and Charles Moore have offered to donate one (1) Glaesel Cello (serial number 5J252) to the music department of the Elkhart Community Schools.

Quinlan & Fabish Music Company has examined the instrument and finds it to be in good condition. The fair market value of the instrument is \$300.00.

I am requesting approval from the Board of School Trustees to accept this donation and that an appropriate letter of acknowledgement and appreciation be sent to:

Susan and Charles Moore
53254 Monticola Ln
Bristol IN 46507



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BEARDSLEY ELEMENTARY SCHOOL
Elkhart Community Schools
1027 McPherson Street, Elkhart, IN 46514-3571
(574) 262-5575 / 5576 fax
www.elkhart.k12.in.us

DATE: April 24, 2014
TO: Dr. Rob Haworth
Board of School Trustees

FROM: Valerie Priller

RE: Donation Approval

First Presbyterian Church presented a gift of \$220.50 for Beardsley kindergarten children to use for a fieldtrip to Pottawatomie Zoo. We appreciate their generosity and kindness. I am requesting approval from the Board of School Trustees to accept this donation and that an appropriate letter of acknowledgement and appreciation is sent to:

Respectfully Submitted,

Valerie Priller
Principal

First Presbyterian Church
200 East Beardsley Avenue
Elkhart, In 46514

Cleveland Elementary School

Elkhart Community Schools

53403 CR 1 North, Elkhart, Indiana 46514

Telephone: 574-262-5580; Fax: 574-262-5582

mstrickler@elkhart.k12.in.us

DATE: April 17, 2014

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Martha Strickler, Principal

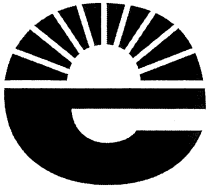
RE: Donation Approval

Mrs. Kelly Voreis, 4th grade teacher at Cleveland Elementary School, earned funding from Donors Choose for her submission of a project titled "Accommodating the Wiggles in the Classroom." Mrs. Voreis' request for 8 wiggly chairs, at a total cost of \$100.67, was approved by Donors Choose with the support from Donna Stevenson (Granger, Indiana), Abbie Thompson (Indiana), Rob Hoffer (Indiana), and Scott Hershberger (Indiana). The chairs are going to be used in Mrs. Voreis' classroom with all students during times when they are having difficulty focusing.

I am requesting approval from the Board of School Trustees to accept this donation and that an appropriate letter of acknowledgement and appreciation is sent to:

Donors Choose, Org.
134 West 37th Street
11th Floor
New York, NY 10018

Respectfully,
Martha Strickler
Principal
Cleveland Elementary School



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BRISTOL ELEMENTARY SCHOOL
Elkhart Community Schools
705 Indiana Avenue, Bristol, IN 46507-9458
(574) 848-7421 / 7422 fax
www.elkhart.k12.in.us

DATE: April 4, 2014
TO: Dr. Rob Haworth
Board of School Trustees
FROM: Melissa Jennette
RE: Donation Approval

We have received \$500 from the United Way for a "Relationship Grant". This donation is for helping with transitions into kindergarten for local families. The donation money will be used for start-up supplies.

I am requesting approval from the Board of School Trustees to accept this donation and that an appropriate letter of acknowledgement and appreciation is sent to:

United Way of Elkhart County
P.O. Box 3048
Elkhart, IN 46516



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HAWTHORNE ELEMENTARY SCHOOL
Elkhart Community Schools
501 West Lusher Avenue, Elkhart, IN 46517-1822
(574) 295-4820 / 4828 fax
www.elkhart.k12.in.us

DATE: April 24, 2014

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Amy Kindig-Hullinger, Hawthorne Elementary School

RE: Donation Approval

This donation is being given to fund the Kindergarten field trip to Potawatomi Zoo on May 22, 2014. The funds will cover the price of admission for all of the Hawthorne Kindergarten students. The total check amount is \$385.00. Zoo admission is \$5.50/student.

I am requesting approval from the Board of School Trustees to accept this donation and that an appropriate letter of acknowledgement and appreciation is sent to:

Impassion Mothering
57143 Garnet Lane
Goshen, IN 46528

DATE: 4/24/2014

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Nicole Spear, Speech-Language Pathologist, Mary Daly Elementary
Josh Nice, Principal, Mary Daly Elementary

RE: Donation Approval

I applied for and received a grant through the Indiana Youth Institute that paid for, through reimbursement, my hotel and registration expenses for the Indiana Speech Language Hearing Association State Convention that was held April 3-5, 2014 in Indianapolis, IN. The total amount of the grant was \$532.59.

I am requesting approval from the Board of School Trustees to accept this donation and that an appropriate letter of acknowledgement and appreciation is sent to:

Indiana Youth Institute, Nicole Brock, Program Manager
603 East Washington Street, Suite 800
Indianapolis, IN 46204

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

4/29/14

(Date)

TO: Board of School Trustees

FROM: Dr. Robert Haworth, Superintendent of Schools

SUBJECT: Profile of Elkhart Memorial High School
(Name of School)

Number of Staff: 7 Administrators 105 Certified Staff 88 Classified Staff

Enrollment: 1848 Total 56.3 %White 11.6 %Black 21.7 %Hispanic 1.7 %Asian .2 %Amer. Indian 8.4 %Multi Racial 0 %Pac. Island /Hawaiian 10/1/13 As of Date

Previous Year Stability Rate: 71%
Stability percentage is calculated by dividing the number of students who attended one school all year by the number of students who attended at any point.

Parent Involvement: info at mtg.
% of Families Represented PPAC or Booster Club

Special Education:
info at mtg.

% on Free Lunches: 51% % with Reduced Lunches: 10%

Breakfast Program: 232
Average Daily Participation

- Special Programs
 - Special curriculum features
 - Awards/honors
- info at mtg.

Attachments: School Improvement Plan Information and Graduation Rate History

ELKHART MEMORIAL HIGH SCHOOL
2608 California Road, Elkhart, 46514
Phone: 262-5600
Fax: 262-5625

Principal's Office

Mark Tobolski	Principal
Sarah Snyder	Secretary
Bernadette Taylor	Assistant Principal
Darlene Pollard	Secretary
Cary Anderson	Assistant Principal
Deborah Keller	Secretary
JeNeva Adams	Assistant Principal
Frank Kurth	Assistant Principal

Athletic Office 262-5633
Athletic Office Fax 262-5925

Jacquelyn Rost	Athletic Director
Rose Stanley	Secretary/Ticket Manager
Phyllis Tubbs	Assistant Athletic Director

Boys' Head Coaches

Scott Rost	Baseball
Mark Barnhizer	Basketball
Adam Homo	Cross Country/Track
William Roggeman	Football
Ryan Wixon	Golf
Dan Sullivan	Soccer
Jon Cook	Swimming
Matt Grubb	Tennis
Jim Iannarelli	Wrestling

Girls' Head Coaches

Steven Scott	Basketball
Courtney Kipker	Cheerleading
Adam Homo	Cross Country
Ryan Wixon	Golf
Don Knowlton	Soccer
Craig Sears	Softball
Jon Cook	Swimming
Alex Holtz	Tennis
Bruce Baer	Track
Jacqueline Rost	Volleyball

ELKHART MEMORIAL HIGH SCHOOL - Continued

Guidance Office 262-5628

Guidance Office Fax 262-5698

Twyla Kendrick
Camille Evans
Larry Fielstra
Bonnie Gingrich
Allison Makowski

Chairperson/5626

Art

Candice Clarke
Whitney Goeglein
Kevin Hartman
Matt Hartman

Chairperson/5694

Business Education

Rodney Donigan
Bruce Baer
Jordan Bender

Chairperson/5635

Community Liaison 262-5600/2154

Sarah Miles

ESL

Elizabeth Brenneman
Adriana Don

Family & Consumer Science

Rebecca Hindman
Robyn Kubsch
Rachael Meyers
Adina Sizemore

Chairperson/5604

Industrial Technology

Ian Salo
Barry Claywell

Chairperson/5606

Language Arts

Kerry Leader
Kasey Ackerman
Tiffany Adams
LaTosha Bonds

Chairperson

ELKHART MEMORIAL HIGH SCHOOL - Continued

Liz Brenneman
Jean Clements
Eileen Corson
Margaret DeBoer
Todd Efsists
Elizabeth Fackelman
Sherri Greenfield-Ludwig
Michael Henderson
Jemn Hershberger
Adam Homo
Kathryn Lane
Jeff Miller
Heather Walker

Mathematics

Alex Holtz
Jennifer Aires
Lori Booker
Gayle Davidhizar
Tina Davidhizar
Russell Emery
Raul Hernandez
Jodi Petty
Stacy Shields
Amanda Reichler
Elaine Reynolds
Kyle Sears
Amy Semancik
Susan Shrider
Julie Willard

Chairperson/5602

Media Services

Elizabeth Eisele

Librarian/Chairperson/5621

Music

Kurt Weimer
Brenda Butler
Tim Carnall
Jacob Robaska
Robin Todorovich
Joyce Wohead
Rebecca Yoder

Chairperson/Band/5644
Choir Director
Assistant Band
Assistant Band
Choir
Assistant Orchestra
Orchestra

Nurse/5607

Deborah Canfield

ELKHART MEMORIAL HIGH SCHOOL - Continued

Physical Education and Health

Janie Boyden

Chairperson/5613

Jon Cook

Darlene Owings

William Roggeman

Charles Ross

Scott Rost

Psychologist

Annetta Ropp

School-To-Work

Peggy Presser

Science

Edward Hibshman

Chairperson/5641

Jon Cerling

Heather Fellows

Jamie Hill

Geetha John

Heidi Krusenklau

Rebecca Loar

Brenda Mueller

John Taylor

Ryan Wixon

Social Studies

Erin Hartman

Chairperson/5639

Stephen Asbury

Kyle Davis

Stefanie Foster

Sonya Harrington

Adam Meyers

Brandon Miller

Andre Tchakerian

Joseph Waltz

Bryon Whitten

Social Worker

Dave Replogle

ELKHART MEMORIAL HIGH SCHOOL - Continued

Special Education

Charlene Trotter	Chairperson/5639
Nick DeJong	ED
Denise Downing	Mild Disabilities
Adrienne Freiburger	Mild Disabilities
John Himschoot	Mild Disabilities
Don Knowlton	Intense Intervention
Linda Ogle	Severe Disabilities
Kristina Thomas-Bartley	Mild Disabilities
Nicole Vesta-Wade	Intense Intervention

Speech and Hearing Pathologist

Ashley Coe
Nancy Harper

World Languages

Rita Raval	Chairperson/5638
Jodi Buoscio	
Hiromi Hollett	
James Langton	
Stephanie Scalise	
James Smith	

Paraprofessionals/Technical Assistants

JoAnn Adams	MD Paraprofessional
Donna Banks	SD Paraprofessional
Cherie Books	School Safety Paraprofessional
Debra Cogswell	MD Paraprofessional
Deborah Ernsberger	SD Paraprofessional
Monda Fields	MD Paraprofessional
Denise Harris	Sev/Mod Paraprofessional
Michael Johnson	Study Hall Paraprofessional
Sherry Krask	Sev/Mod Paraprofessional
Fearne Leader	SD Paraprofessional
Teri Liponoga	SD Paraprofessional
Eugene McGregor	Technology Paraprofessional
Brenda Rogers	Job Coach Paraprofessional
Janell Snodgrass	Special Needs Paraprofessional
Cynthia Thompson	MD Paraprofessional
Kristine VanZile	MD Paraprofessional
Laura Walterhouse	MD Paraprofessional
Helena Yeater	MD Paraprofessional
Michelle Yoder	ISS Paraprofessional
Tami Zonker	Sev/Mod Paraprofessional

ELKHART MEMORIAL HIGH SCHOOL - Continued

Cafeteria

Angie Bails
Lori Arisman
Carol Brown
Teresa Byrkett
Evelyn Culbreath
Elizabeth Elkins
Kim Gappa
Donna Girten
Patricia Goins
Jenny Green
Lisa Grover
Teresa Hohman
Cynthia Irons
Donna Karacson
Stella McClinton
Jennifer Moon
Kelly Myers
Eva Peters
Brenda Shaffer
Debra Sherwood
Rosa Staltari
Betsy Tavallali
Rosie Washington
Mary Jane Werley
Barbara Wolf

Manager

Commissary

Kim Gundy
Teresa Anderson
Veronica Davis
Sue Ann Artley
Carol Brown
Jennifer Hoff
Janet LaPlace
Denise Pletcher
Karen Proctor
Patricia Robinison
Kimberly Stoll
Robin Truman
Jill Wolgamood

Manager/Commissary
Satellite Manager/CSS
Line Leader
Allergy Specialist

ELKHART MEMORIAL HIGH SCHOOL - Continued

Truck Drivers

Kivvon Jackson
Bobby Macon
Valorie Rahn
Chad Taylor
Rodney Tilford

Secretarial Staff

Janine DeShone
Staci Gillingham
Lin Ladd
Maribel Maxson
Sara Valencia

Receptionist
Registrar
Media Secretary
Guidance Secretary
Student Office

Custodial and Maintenance

Jackie Perry
Lisa Burton
Thomas Doke
Monty Donathen
Fred Dils
Amy Franks
Carrie Gee
Paul Kitt
Floyd Meherg
Melissa Perkins
Kim Raymond
Thomas Staub
Kenneth West

Head Custodian
Night Supervisor
Building Engineer
Head Grounds

Goal: All students will improve their literacy skills across the curriculum.

<p>Support Data:</p> <ul style="list-style-type: none"> • PSAT/SAT • English 10 ECA Scores-1st Time test takers <ul style="list-style-type: none"> ○ Overall Reading Comprehension score on Eng 10 ECA ○ Overall Writing Application score on Eng 10 ECA ○ Overall % of 10th Graders passing the ECA Eng 10 • Building Level Writing Data from Data Team Minutes and Reports 	<p>Standardized Assessment:</p> <ul style="list-style-type: none"> • English 10 ECA 	<p>Local Assessment:</p> <ul style="list-style-type: none"> • Building Writing Prompts for Grades 9-12 • Monthly Formative English 10 Assessments 		
<p>Intervention 1: Teachers will implement the 8-Step process in 9th and 10th grade Language Arts classrooms.</p>	<p>Benchmarks: 66% scoring proficient on ECA writing applications- Eng 10 ECA May 2013 71% scoring proficient on ECA on reading comprehension- Eng 10 ECA May 2013 66% of 10th graders passed the Eng 10 ECA-May 2013</p>	<p>Research/Best Practice Resources:</p> <ol style="list-style-type: none"> 1. Barron, B. & Darling-Hammond, L. <i>Teaching for Meaningful Learning.</i> 2. Gueldenzoph-Snyder, L. & Snyder M.J. <i>Teaching Critical Thinking and Problem-Solving Skills.</i> 3. Marzano, R. <i>Building Background Knowledge for Academic Achievement.</i> 4. Tomlinson, CA. <i>How to Differentiate Instruction in Mixed Ability Classrooms.</i> 5. Fountas and Pinnell, <i>Guiding Readers and Writers.</i> 6. Curriculum Mapping 7. Flash Drive Instructional Tool 8. PD State provided 8 step training 9. Kunjufu, Dr. Jawanza, <i>100+ Educational Strategies to Teach Children of Color</i> 		
<p>Strategies</p> <p>1.1 Teachers will create lesson plans that are aligned with content standards, incorporate reading and writing strategies.</p> <p>1.2 Teachers will implement the appropriate Marzano Effective Teaching strategies and other researched-based strategies.</p> <p>1.3 Teachers will measure student academic progress every four weeks through administering the 8-Step Instructional Window assessments that are aligned</p>	<p>Person(s) Accountable</p> <p>Language Arts</p> <p>All Teachers</p> <p>All Teachers</p>	<p>Timeline Begin-End</p> <p>Fall 2012- On-going</p> <p>Fall 2011- On-going</p> <p>Fall 2011- On-going</p>	<p>Resources</p> <ul style="list-style-type: none"> • <u>References:</u> #1, 6, 8 • <u>References:</u> #4, 7, 9 • <u>References:</u> #8 	<p>Staff Development</p> <ul style="list-style-type: none"> • Staff Collaboration on ECA standards • Review Marzano's strategies • Electronic library of resources. • Instructional Flash Drive • Modeling of Effective Teaching Strategies and differentiated instruction activities. • PD role playing • PD State provided 8 step training

with state standards.				
1.4 Teachers will remediate students who did not meet proficiency standards during the Instructional Window Assessments each month. This will occur for one entire week each month during Advisory Period.	LA and Math Teachers	Fall 2011-On-going	<ul style="list-style-type: none"> References: #8 	<ul style="list-style-type: none"> Data Team Meetings Learning Log Meetings

Goal: All students will improve their literacy skills across the curriculum.

<p>Support Data:</p> <ul style="list-style-type: none"> PSAT/SAT English 10 ECA Scores-1st Time test takers <ul style="list-style-type: none"> Overall Reading Comprehension score on Eng 10 ECA Overall Writing Application score on Eng 10 ECA Overall % of 10th Graders passing the ECA Eng 10 Building Level Writing Data from Data Team Minutes and Reports 	<p>Standardized Assessment:</p> <ul style="list-style-type: none"> English 10 ECA 	<p>Local Assessment:</p> <ul style="list-style-type: none"> Building Writing Prompts for Grades 9-12 Monthly Formative English 10 Assessments
<p>Intervention 2:</p> <p>Teachers will monitor student progress in argument-based writing using the building writing rubric. They will look at the student's content knowledge from the writing prompt to improve instruction.</p>	<p>Benchmarks:</p> <p>66% scoring proficient on ECA writing applications- Eng 10 ECA May 2013</p> <p>71% scoring proficient on ECA on reading comprehension-Eng 10 ECA May 2013</p> <p>66% of 10th graders passed the Eng 10 ECA-May 2013</p>	<p>Research/Best Practice Resources:</p> <ol style="list-style-type: none"> Barron, B. & Darling-Hammond, L. <i>Teaching for Meaningful Learning.</i> Guelenzoph-Snyder, L. & Snyder M.J. <i>Teaching Critical Thinking and Problem-Solving Skills.</i> Marzano, R.. <i>Building Background Knowledge for Academic Achievement.</i> Public Education and Business. <i>Thinking Strategies for Learners.</i> Ritchhart, R. & Perkins, D. <i>Making Thinking Visible.</i> <i>State of Indiana ECA sample questions</i> Tatum, A.W. <i>Engaging African American Males in Reading.</i> IDOE Common Core Major Shifts (videos) Common Core Standards

Activities	Person(s) Accountable	Timeline Begin-End	Resources	Staff Development
<p>2.1 Teachers will assign argument-based writing prompts based on informational texts four times a year. Assessment of students' understanding of content standards will be determined using the building writing rubric. Data will be posted monthly and collected by Administration through the Writing Prompt Learning Log via Data Teams.</p>	<p>All Teachers</p>	<p>Fall 2012- Ongoing</p>	<ul style="list-style-type: none"> • <u>Purdue OWL</u> Class textbook, ancillaries • <u>District Analytical Rubric</u> • <u>References: #1-5,8</u> 	<ul style="list-style-type: none"> • Model instructional strategies to support argumentative writing. • Through grade level and/or subject Data Team meetings, student writing results will be documented monthly for presentation at department chair and staff meetings. • Develop writing prompts specifically designed by each department to align with their content standards and common core content literacy standards. • Common scoring PD sessions to create inter-rater reliability
<p>2.2 Teachers will create interactive, content-specific word walls that include argument-based words and engage in other research-based activities to improve content vocabulary.</p>	<p>All Teachers</p>	<p>Fall 2012- Spring 2013</p>	<ul style="list-style-type: none"> • <u>References: #3</u> 	<ul style="list-style-type: none"> • Share argument-based words for the word walls • Share effective teaching practices in Data Team/Departmental meetings to improve students' retention of content vocabulary.
<p>2.3 Teachers will post monthly instructional focus posters that highlight the formative assessment standards in English 10 classrooms including essay topics.</p>	<p>All Teachers</p>	<p>Fall 2011- Ongoing</p>	<ul style="list-style-type: none"> • <u>References: #3</u> 	<ul style="list-style-type: none"> • Instructional focus calendars discussed in monthly data team meetings.
<p>2.4 Teachers will present bi-monthly differentiated ECA/SAT preparatory questions to students in all classrooms.</p>	<p>All Teachers</p>	<p>Spring 2012- Ongoing</p>	<ul style="list-style-type: none"> • <u>References: #6</u> 	<ul style="list-style-type: none"> • Targeted teachers will collaborate with other classroom teachers on effective literacy strategies.
<p>2.5 Teachers will orient students to informational text structures and research materials for their content area so students improve their reading and understanding of content.</p>	<p>All Teachers</p>	<p>Fall 2013</p>	<ul style="list-style-type: none"> • <u>References: #9</u> 	<ul style="list-style-type: none"> • Staff will be trained during PD sessions on informational text structures and research materials to improve reading comprehension.

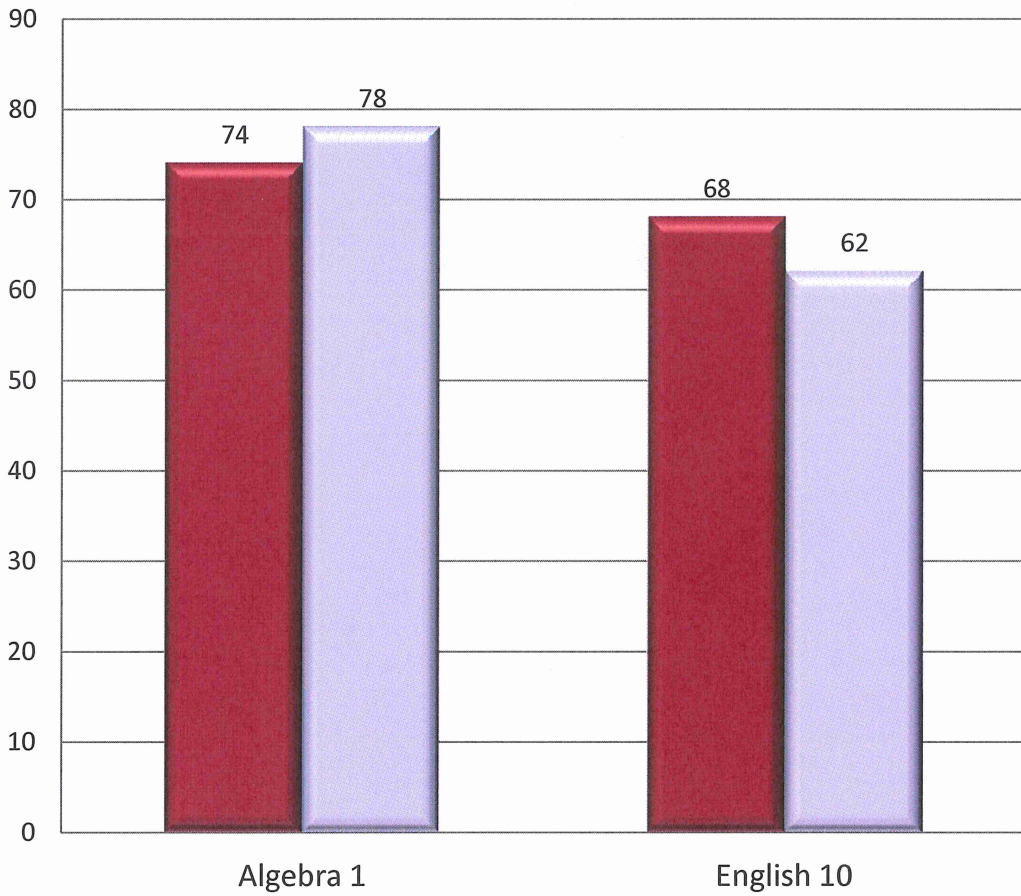
Goal: All students will improve their literacy skills across the curriculum.

Support Data:	Standardized Assessment:	Local Assessment:		
<p>• ECA</p> <p>• PSAT/SAT</p> <p>• Baseline Discipline Data 2008-09</p> <p>Intervention 3: Teachers will become more culturally competent in order to build and maintain positive relationships with students at-risk of not graduating.</p> <p>Benchmark:</p> <ul style="list-style-type: none"> • Decrease in referrals, suspension/expulsions in all subgroups. • Graduation rate for class 2012 = 80% • Increase graduation rate 3% each year for each subgroup. • 36% = passing rate for 10th grade African-American students during May 2013 Eng 10 ECA 	<ul style="list-style-type: none"> • English 10 ECA • Algebra I ECA <p>Research/Best Practice Resources:</p> <ol style="list-style-type: none"> 1. Anderson, KM. <i>Differentiating Instruction to Include All Students.</i> 2. Love, A & Kruger, A.C. <i>Teacher Beliefs and Student Achievement in Urban School Serving African American Students.</i> 3. Parson, G.C. & Kritsonis, W.A. <i>A National Focus: An Assessment of the Habits of African American Males from Urban Households of Poverty Who Successfully Complete Secondary Education Programs.</i> 4. Nivingston, J. & Nahimana, C. <i>Problem Child or Problem Context: Ecological Approach to Young Black Males.</i> 5. Whiting, G.W. <i>Scholar Identity Institute: Guiding Darnel and Other Black Males.</i> 6. Willis, S. & Mann, L. <i>Differentiated Instruction: Finding Manageable Ways to Meet Individual Needs.</i> 7. Wyatt, S. <i>The Brotherhood: Empowering Adolescent African American Males Toward Excellence.</i> 8. Payne, R. <i>A Framework for Understanding Poverty.</i> 9. Flash Drive Instructional Tool 10. Kunjufo, Dr. Jawanza, <i>100+ Educational Strategies to Teach Children of Color</i> 	<ul style="list-style-type: none"> • Building Writing Prompts for Grades 9-12 • Monthly Formative English 10 Assessments 		
Activities	Person(s) Accountable	Timeline Begin-End	Resources	Staff Development
<p>3.1 Analyze student referrals, suspension/expulsion data (disaggregated - Special Needs/IEP, race, grade level, and gender) and implement strategies based on strengths and weaknesses of data.</p>	All Teachers	Fall 2009-On-going	<ul style="list-style-type: none"> • PowerSchool • Referrals • Staff involved in conflict mediation 	<ul style="list-style-type: none"> • A team reviews the data and procedures with the staff annually
<p>3.2 Provide at-risk students with a staff mentor through the use of a "Guarantee Board" to monitor progression on passing End-of-Course Assessments.</p>	All Teachers	Spring 2012-Ongoing	<ul style="list-style-type: none"> • <u>References:</u> #5, 7, 8 	<ul style="list-style-type: none"> • Staff Meetings
<p>3.3 Teachers use effective strategies for building relationships to work with African American students.</p>	All Teachers	Fall 2009-On-going	<ul style="list-style-type: none"> • <u>References:</u> #1-10 	<ul style="list-style-type: none"> • Provide teachers with strategies on how to build relationships with at risk students. • Staff Meetings

<p>3.5 Teachers will differentiate instruction, challenging all students to achieve the highest levels of Bloom's Taxonomy.</p>	<p>All Teachers</p>	<p>Fall 2011- Spring 2012</p>	<ul style="list-style-type: none"> • <u>References:</u> #1, 9, 10 	<ul style="list-style-type: none"> • Modeling of Effective Teaching Strategies from the Instructional Flash Drive highlighting various effective teaching strategies, classroom management and differentiated instruction. • Staff meetings • Data Team meetings
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MEMORIAL HIGH SCHOOL
END OF COURSE ASSESSMENT

**% of Grade 10 Students with
Passing ECA Scores**



■ 2012 ■ 2013

Note: ECS Students begin taking the Algebra 1 exam at the end of 8th grade, so they have had five opportunities to pass by the end of 10th grade.

MINUTES OF THE
PUBLIC WORK SESSION
OF THE
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

April 15, 2014

J.C. Rice Educational Services Center, 2720 California Rd., Elkhart – 5:30 p.m.

Board Members
Present:

Dorisanne H. Nielsen
Carolyn R. Morris
Glenn L. Duncan

Karen S. Carter
Susan C. Daiber
Jeri E. Stahr
Douglas K. Weaver

ECS Personnel Present:

Rob Haworth
Doug Thorne

John Hill
Doug Hasler

The Board discussed the Board Meeting Agenda, Kindergarten Roundup, Corporate Calendar for 2014-15, Circuit Breaker Losses, Referendum, ISBA Board Election changes, High Dive Park clean up, and Cobus Creek.

The meeting adjourned at approximately 6:30 p.m.

APPROVED:

Dorisanne H. Nielsen, President

Karen S. Carter, Member

Carolyn R. Morris, Vice President

Susan C. Daiber Member

Glenn L. Duncan, Secretary

Jeri E. Stahr, Member

Douglas K. Weaver, Member

Time/Place

Roll Call

Topics
Discussed

Adjournment

Signatures

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
April 15, 2014

J.C. Rice Educational Services Center, 2720 California Road – 7:00 p.m.

Place/Time

Board Members Present:	Dorisanne H. Nielsen Carolyn R. Morris Glenn L. Duncan	Karen S. Carter Susan C. Daiber Jeri E. Stahr Douglas K. Weaver
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Roll Call

Beardsley Elementary guitar ensemble entertained before the meeting.

Entertainment

President Dorisanne Nielsen called the regular meeting of the Board of School Trustees to order. The pledge of allegiance was recited.

Call to Order/Pledge

Mrs. Nielsen discussed the invitation to speak protocol.

Protocol

Mrs. Nielsen welcomed Superintendent’s Student Advisory Council (SSAC) representative from Memorial High School (MHS). Mitchell Crothers is a freshman who plays baseball. Current activities at MHS include: Elkhart Food Drive, April 15-May 7 supporting Church Community Services; athletics is donating 50% of their gate income for these two weeks to the food drive and is taking a survey of all student athletes to find ways to improve the program; Dollars for Scholars is having a fundraiser at MHS April 17th, a basketball game between the Harlem Ambassadors and the Charger Challengers, a team including local Elkhart Community Schools (ECS) staff; the Jazz Band will be performing at Bethel College; and the Music Dept. will be hosting ISSMA District Concert Contest April 25-26, 2014.

SSAC
Representatives

By unanimous action, the Board accepted with appreciation donations made to Elkhart Community Schools: \$100.00 each from Mr. James West of Kauffman Laundry and Ms. Vivian A. Rood to support transportation costs for future field trips; \$315.97 from a Texas Roadhouse fundraiser to support transportation costs for future field trips; an estimated amount of \$378.00 from Brenda Bryan to sponsor a field trip to include bus transportation, bowling and food for approximately 63 intense intervention students from Riverview, Bristol, Cleveland, Hawthorne, Beck, Roosevelt, Feeser and Eastwood elementary schools; 24 Dell computers with an approximate value of \$9,600.00 from St. Thomas the Apostle School to be used in the Elkhart Area Career Center (EACC) firefighting program; science lab materials valued at \$431.80 from Rodney Daniels of Gills Etc. Pet Shop for MHS eco-column lab.

Gift Acceptance

The Board heard from Mayor Richard Moore who congratulated four ECS staff members who have been employed for 40 years. Mayor Dick Moore stated it was a pleasure to award the City's highest honor to these employees for their many years of service and was grateful for all they have done for our community. He presented Key to the City plaques to: Gary McAllister, Teacher at Feeser; Diana Stamper, Executive Assistant/Bookkeeper; Richard Veness, Transportation; and LaMonte Heflick, Speech Pathologist at Hawthorne. Doug Thorne, Executive Director of Personnel and Legal Services, introduced the employees nominated for employee of the year by their peers and the winners in three categories. Nominees for Distinguished Certified Support Employee: Marilyn Creiger, guidance counselor at Pierre Moran, and Kathy Byrd school counselor at EACC; nominees for Distinguished Classified Employee: Sarah Snyder, secretary at MHS; Heidi Compton, custodian at Woodland; Lori Clifford, librarian at Mary Feeser; Diana Duncan, nurse at Mary Daly; Jamie Woodfin, custodian at Bristol; Cathy Sailor, executive assistant at ESC; Mary Gunderson, instructional paraprofessional at Eastwood; and Lester Perry, custodian at Central. Nominees for Distinguished Classroom Teacher: Gary McAllister, 6th grade teacher at Feeser; Sarah Pattee, math teacher and department head at West Side; Michael P. McCauley, math teacher at West Side; Matthew Hartman, art teacher at MHS; Quincy Phipps, art teacher at Cleveland; and Elizabeth Sokolowski, art teacher at CHS. The winners were: Kathy Byrd, Lester Perry and Matthew Hartman. Mayor Moore presented the awards.

Special
Recognition

The Board heard from Mary Yoder Holsopple, coordinator of ECS Bully Prevention Program. She spoke about the Teachers Credit Union (TCU) Bookmark program which started at Riverview Elementary School and grew to a system wide event. She recognized the three winners of the contest: Izavela Roeun, Osolo; Brooke Watson, Pinewood and Karen Rivas, Pierre Moran. Mrs. Val Priller, principal of Beardsley Elementary, introduced students being rewarded for Independent Work: Jocelyn Turney, Cloe Cataldo, Eduardo Salazar, Esperanza Reyes Gonzalez, Alexander Vorasane, Katelin Pritchard, Kalley Slater, Jiana Woods and Nathalie Zagal Nava. Both groups of students received certificates from Mayor Moore.

Student
Recognition

By unanimous action, the Board approved the following minutes:
March 25, 2014 – Public Work Session
March 25, 2014 – Regular Board Meeting

Approval of
Minutes

By unanimous action, the Board approved payment of claims totaling \$6,376,321.82 as shown on the April 15, 2014, claims listing. (Codified File 1314-101)

Payment of
Claims

Doug Hasler, Executive Director of Support Services, reported the following fund loans were made on March 31, 2014: \$40,000 from Capital Projects Fund to Debt Service; and \$450,000 from Transportation-Bus Replacement to Transportation-Operating.

Fund Loan

By unanimous action, the Board approved proposed revisions as amended to Board Policy KI, Fundraising, as initially presented at the Board's March 25th meeting.

Board Policy K1

The Board was presented with new Administrative Regulation KI, Application for Fundraiser Approval. The Board offered no changes or suggestions.

Administrative Regulation K1

By unanimous action, approved proposed revisions and waived 2nd reading to Board Policy GDBA-10, Employees in Miscellaneous Positions Compensation Plans. Mr. Thorne explained the waiving of a 2nd reading is due to the immediate need to develop a new position during the transition and training of a new Comptroller. The new position, which will be temporary, is Deputy Comptroller.

Board Policy GDBA-10

By unanimous action, approved submission of the United Way Innovation Grant in the amount of \$17,990.00 for Move2Stand training expenses for 2014-2015 at Memorial High School and Central High School. (Codified File 1314-102)

Grant Application

By unanimous action, the Board approved overnight trip requests; Automotive Technology students from Elkhart Area Career Center (EACC) to Ford AAA Competition in Indianapolis from April 24-25, 2014; and Motorcycle/Outdoor Power students from EACC to State Finals for Ford AAA Contest in Indianapolis, April 24-25, 2014.

Overnight Trip Requests

By unanimous action, the Board approved conference leave requests and an addendum in accordance with Board policy for staff members as recommended by the administration on the April 15, 2014 listing. (Codified File 1314-103)

Conference Leaves

By unanimous action, the Board approved the following personnel recommendations of the administration:

Personnel Report

Four Consent agreements regarding unpaid time (codified file 1314-104)

Consent Agreements

Change to voluntary leave for certified employee Kimberlee Stephens, Grade 6 at Beardsley beginning 1/31/14 and ending 3/28/14

Certified Voluntary Leave

Maternity leave for two (2) certified employees:

Certified Maternity Leave

Jacqueline Moore-Special Education at Feeser beginning 4/30/14 and ending 5/27/14

Ashley Morris-Kindergarten at Beardsley beginning 5/27/14 and ending 6/6/14

<p>Retirement of three (3) certified employees at the end of the 2013-2014 school year with years of service in parenthesis: LaMonte Heflick, Speech Pathologist at Hawthorne (41) Arlene Silba, Principal at Hawthorne (43) Theresa Vuchenich, Interventions at Hawthorne (19)</p>	<p>Certified Retirement</p>
<p>Resignation of two (2) classified employees effective on dates indicated: Shannon Lovely, Math at West Side, 6/6/14 Sara Smith, Special Education at West Side, 6/6/14</p>	<p>Certified Resignation</p>
<p>Employment of the following three (3) classified employees who have successfully completed their probationary period: Denise Jackson, Paraprofessional at EACC, 3/21/14 Hazel Johnson, Custodian at Central, 4/1/14 Ollie Williams, Food Service at Beck, 4/1/14</p>	<p>Classified Employment</p>
<p>Resignation of two (2) classified employees effective on dates given: Sandra Armstrong, Paraprofessional at Feeser, 3/24/14 Bernayia Bonner, Food Service at Cleveland, 3/27/14</p>	<p>Classified Resignation</p>
<p>Retirement of five (5) classified employees with years of service in parenthesis: Judith Brown, Bus Helper in Transportation , 6/6/14 (31) Deborah Ernsberger, Paraprofessional at Memorial, 6/6/14 (13) Sheila Gerou, Paraprofessional at Pierre Moran, 6/6/14 (12) Dorothy Harris, Bus Helper in Transportation, 6/6/14 (34) Mary Shupert, Bus Driver in Transportation, 4/4/14 (25)</p>	<p>Classified Retirement</p>
<p>Termination of classified employee Heather Phelps, Paraprofessional at Hawthorne, 3/24/14 in accordance with Board Policy GDPD Section 1 b, c, f and g</p>	<p>Classified Termination</p>
<p>Heard from Board member Karen Carter, Kiwanis K.i.D.'s 4th Grade Recognition Day at the Matterhorn April 22, noon, the Board is invited.</p>	<p>From the Board</p>
<p>The meeting adjourned at approximately 8:15 p.m.</p>	<p>Adjournment</p>

APPROVED:

Signatures

Dorisanne H. Nielsen - President

Carolyn R. Morris - Vice President

Glenn L. Duncan - Secretary

Karen S. Carter - Member

Susan C. Daiber - Member

Jeri E. Stahr - Member

Douglas K. Weaver - Member

MINUTES OF THE
PUBLIC WORK SESSION
OF THE
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

April 22, 2014

Pierre Moran Middle School, 200 W. Lusher Ave., Elkhart – 7:00 a.m.

Time/Place

Board Members
Present:

Dorisanne H. Nielsen
Carolyn R. Morris
Glenn L. Duncan

Karen S. Carter
Susan C. Daiber
Jeri E. Stahr
Douglas K. Weaver

Roll Call

ECS Personnel Present:

Rob Haworth
Robert Woods
Matt Werbiansky

John Hill
Doug Hasler

The Board discussed: Food Drive, NEOLA, Referendum update, IREAD scores, Liability Insurance Bids, Kiwanis Kids Luncheon and Indiana Study Council.

Topics
Discussed

The meeting adjourned at approximately 8:10 a.m.

Adjournment

APPROVED:

Signatures

Dorisanne H. Nielsen, President

Karen S. Carter, Member

Carolyn R. Morris, Vice President

Susan C. Daiber Member

Glenn L. Duncan, Secretary

Jeri E. Stahr, Member

Douglas K. Weaver, Member

ACCOUNT BALANCES/INVESTMENT DETAIL

MARCH 2014

PETTY CASH	\$	500.00
GENERAL ACCOUNTS:		
Lake City Bank		27,286.77
Teachers Credit Union		22,051,422.71
SCHOOL LUNCH ACCOUNTS:		
Teachers Credit Union		347,044.00
Change Fund		2,130.00
TEXTBOOK RENTAL ACCOUNTS:		
Chase Bank		1,707,754.10
PAYROLL ACCOUNTS:		
Teachers Credit Union-Payroll Account		1,263,296.56
Teachers Credit Union - Flex Account		67,472.18
INVESTMENTS:		
First State Bank Certificate of Deposit To mature 06/25/14 at .21%		68,300.00
	\$	25,535,206.32

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

April 24, 2014

TO: Board of School Trustees
Dr. Haworth

FROM: Douglas A. Hasler

SUBJECT: Property/Liability Insurance Renewal

With the assistance of our insurance agent, Gibson Insurance, we have recently conducted a request for proposals process with property and liability insurance carriers. Ultimately, two companies – Indiana Insurance (Liberty Mutual) and the Wright Specialty Group submitted proposals.

The proposals were evaluated, and interviews with the representatives of the two companies were conducted on April 15th. Based on evaluations of the proposals, the interviews that were conducted, and follow-up clarifications concerning the proposals, I will be recommending that the Board of School Trustees accept Wright Specialty Group's proposal for property/liability insurance during the April 29th Board meeting.

I have been in communication with various Indiana school corporations that the Wright Group currently serves. These schools are reporting good experience working with the Wright Group to date.

Ron Jordan from Gibson Insurance has prepared the attached document summarizing the RFP process, and the proposals received from Indiana Insurance and the Wright Group.

I will be prepared to discuss this matter with you further during the public work session on Tuesday evening. If you have any questions on this topic prior to Tuesday night, please call me at 262-5563.

**ELKHART COMMUNITY SCHOOL CORPORATION
PROPERTY & LIABILITY INSURANCE RENEWAL
EFFECTIVE 5/1/2014**

The 2014 insurance renewal strategy included seeking proposals from qualified insurers offering programs for:

- Traditional insurance – Indiana Ins. Co., Wright Specialty Group (Catlin Ins. Co.), and the Hanover Ins. Co.
- All Lines Aggregate Insurance – Using various insurers and London syndicates
- Flood Insurance – Various insurers

Proposals were received from Indiana Ins. Co and Wright Specialty Group. The attached Property & Liability Insurance Proposal summarizes their proposed programs and costs.

A committee comprised of Douglas Hasler and Cathy Sailor from Elkhart Community Schools as well as Ron Jordan, Diane Davidson, Andy Barker and Brian Kubicki from Gibson reviewed the proposals and conducted interviews with both insurers.

Elkhart Community School Corporation recommends renewal with Wright Specialty and the Catlin Ins. Co. (AM Best A XV). An “A” rating is assigned to an insurer that in the rating services’ opinion possesses an excellent ability to meet their ongoing insurance obligations.

The proposed renewal premium for the 5/1/14-15 policy term is \$500,520. This represents a \$53,224 reduction from the expiring premium of \$553,744. The amount of premium applicable to rate decrease achieved by the renewal strategy exceeds this amount. However, increases in student counts, additional coverage’s, and higher limits of insurance reduced the total impact of rate changes.

A review of all coverages, limits and deductibles of the insurance program was conducted. Major changes to the program include:

- The Flood limit of insurance for Elkhart Central High School will increase from \$1 million to \$2 million and the coverage is amended to also include Business Interruption and Extra Expense. The Landmark American Ins. Co (AM Best A XIII) will provide this coverage. Additionally, Federal Flood coverage will be incepted at the Tipton School.
- The Property and Business Interruption / Extra Expense limit of insurance will increase from \$489 million to \$514 million. Coverage has been redesigned to include all locations without a restriction to the amount of loss recovery in any one month.
- Agreement was secured to facilitate the utilization Barnes & Thornburg as defense counsel with regard to liability claims. This will better assist ECS with the evaluation and progress of claims while improving claim handling responsiveness of the insurer.
- The Property and Equipment Breakdown deductible is increased from \$50,000 to \$75,000 in exchange for an annual premium reduction \$13,428.

ELKHART COMMUNITY SCHOOL CORPORATION

PROPERTY & LIABILITY INSURANCE PROPOSAL

<u>COVERAGE</u>	<u>PROPOSED PROGRAM</u>	Indiana Expiring	Indiana Renewal	Wright Specialty
<u>Property</u>	\$488,999,618 Blanket Limit	\$186,447	\$184,056	\$142,379
<u>Flood</u>	\$2,000,000 Limit	60,951	65,956	65,956
<u>Business Income</u>	\$24,489,550 Blanket Limit	Included	Included	Included
<u>Electronic Data Processing (EDP)</u>	\$10,920,000 EDP Values	12,099	11,138	7,166
<u>Misc Inland Marine</u>	\$966,630 Specific Limits by Category	2,036	3,282	1,119
<u>Equipment Breakdown</u>	Indiana: Property Limit / Wright: \$100,000,000 Limit	Included	Included	Included
<u>Crime</u>	\$100,000 Employee Dishonesty Limit	308	355	690
<u>General Liability</u>	\$1,000,000 Occurrence / \$2,000,000 Aggregate	67,435	76,283	66,855
<u>Employee Benefits Liability</u>	\$1,000,000 Each Employee / Agg Varies by Carrier	440	374	250
<u>Violent Acts</u>	\$300,000 Aggregate Limit	3,927	1,594	600
<u>Sexual Misconduct / Molestation</u>	\$1,000,000 Occurrence / \$1,000,000 Aggregate	15,396	13,629	Included
<u>School Leaders Errors & Omissions</u>	\$1,000,000 Wrongful Act / \$1,000,000 Aggregate	22,051	20,000	43,801
<u>Law Enforcement Professional</u>	\$1,000,000 Wrongful Act / \$1,000,000 Aggregate	6,794	2,253	4,390
<u>Business Automobile</u>	\$1,000,000 Limit	139,035	109,816	115,375
<u>Garagekeepers Legal Liability</u>	Indiana: \$200,000 Limit / Wright: \$250,000 Limit	Included	Included	Included
<u>Umbrella / Excess Liability</u>	\$15,000,000 Limit	36,825	41,426	51,939
	PROPOSED ANNUAL PREMIUM	\$553,744	\$530,162	\$500,520

Elkhart Community Schools
Proposed School Fundraising Activities
April 29, 2014 Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Sponsor(s)
Pinewood Student Council	Students will be allowed to wear a hat for a day by paying \$1. Funds raised will be donated to the Child and Parent Services Lifesavers Campaign.	5/9/2014	Gayla Konanz

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

April 24, 2014

TO: Board of School Trustees
Dr. Haworth

FROM: Douglas Hasler

SUBJECT: 2015 Budget Timeline

I have updated the budget timeline for the development and approval of the 2015 budget. This timeline tracks very closely to last year's schedule. The timeline (which appears on the reverse side of this memo) is structured to meet all deadlines established by Indiana law and guidance from DLGF. I will review this timeline in next Tuesday's Board meeting. If you have any questions concerning this schedule or the process described in the timeline document, please contact me at 262-5563.

DH:cs

ELKHART COMMUNITY SCHOOLS

2015 BUDGET TIMELINE

June 17, 2014	Budget Draft Review (Debt Service Fund, Pension Debt Service Fund, Capital Projects Fund, Transportation Operating Fund, and Bus Replacement Fund and proposed plans for Capital Projects and Bus Replacement) @ 7:00 a.m. Work Session
July 15, 2014	Budget Draft Review (General Fund and updates for other funds) @ 7:00 a.m. Work Session
August 25, 2014	Legal Notice (Form 3) to Newspapers
August 26, 2014	Present 2015 Budget, Bus Replacement Plan, CPF Plan Forms 1 - 5 to Board Approval from Board to Advertise 2015 Budget, Bus Replacement Plan, CPF Plan Approval to Hold Public Hearing on Budget, Bus Replacement Plan, CPF Plan
August 29, 2014	First Notice Published (Must be at least 10 days before the Public Hearing; Last day for first publication September 13th)
<i>August 29, 2014</i>	<i>Submit proposed budgets, tax rates, and tax levies to Elkhart County for review.</i>
September 5, 2014	Second Notice Published (Last day for second publication September 20th)
September 9, 2014	Public Hearing – Budget, Bus Replacement Plan, CPF Plan (Last day for public hearing on budget October 22nd)
September 23, 2014	Board Adoption (Last day for budget, CPF, and Bus Replacement Plan adoption, November 1st) Resolution – Adopt 2015 Budget Resolution – Adopt 2015 School Bus Replacement Plan Resolution – Adopt 2015 CPF Plan
September 26, 2014	Adopted, signed copies of Budget/Capital Projects Fund Plan to County Auditor: 2 sets, including 1 set Original Proofs of Publication
September 29, 2014	Publish Notice of Adoption of CPF Plan
October 9, 2014	Obtain County Auditor Certificate of No Remonstrances Concerning CPF Plan

GUIDELINES FOR GOOD SCHOOL ORDER**Section 1. General Responsibilities****A. School Responsibilities**

The primary responsibility of the Elkhart Community Schools is to provide each student with an opportunity to acquire meaningful knowledge and skills and to help develop fully his or her potential as an individual in a safe environment. In order to assure a climate for learning, Elkhart Community Schools must maintain certain standards of conduct for school citizenship.

The Board of School Trustees of the Elkhart Community Schools and its employees have the legal responsibility for establishing and enforcing rules for student conduct. The Board of School Trustees has established these Guidelines for Good School Order, among other administrative regulations, and has directed administrative officers and other school personnel to carry out these regulations. School staff members will individually, collectively, and cooperatively work with parents/guardians and appropriate available community resources to help each student gain acceptable self-disciplinary standards. Elkhart Community Schools will make a copy of all discipline rules available to students and students' parents.

To enable the schools to meet the needs of all students, district-wide and building rules and standards of conduct are based on the same principles which govern the life of every individual. Primary among these principles must be respect for self and others and, based on such respect, the freedom to think, speak, and act. Failure to comply with any rule adopted by the Board of School Trustees or the administration shall constitute grounds for expulsion, suspension, or any other reasonable disciplinary action(s). Avenues will be provided to students for due process as prescribed by law. Moreover, qualified students with disabilities may be entitled to additional protections or rights as provided by law.

B. Student Responsibilities

Students have the responsibility to know and act in accordance with the rules and regulations of the school. In this regard, each student shall

1. follow reasonable directions of school personnel in all educational settings;
2. refrain from disruptive behavior which interferes with the educational environment;
3. accept responsibility for his or her own behavior;
4. show respect for self and for others; and
5. be involved in the educational process to the fullest extent possible.

C. Parent/Guardian Responsibilities

1. Parents/guardians are to become familiar with these Guidelines and review them with their children.
2. Parents/guardians are to work with their children and with school personnel to resolve any disciplinary problems.
3. Parents/guardians can be required to participate in any action taken in connection with their child's behavior.

D. Delegation of Authority

In carrying out the purposes of the school corporation, the following grants of authority are made, subject to the limitations which exist under law:

1. When students are being supervised, each teacher or other Elkhart Community Schools staff member is authorized to take any action reasonably necessary to carry out, or to prevent interference with, an educational function.
2. A principal, including any principal's designee, may take any action concerning his or her school or any school activity within his or her jurisdiction reasonably necessary to carry out, or prevent interference with, any educational function or school purpose. Such action may include establishing written rules and standards to govern student conduct.
3. The superintendent, and other administrators with the superintendent's approval, may take any action with respect to all schools within the superintendent's jurisdiction which is reasonably necessary to carry out, or to prevent interference with, any educational function or school purpose.
4. The superintendent and principal may adopt procedures establishing lines of responsibility in compliance with Elkhart Community Schools' discipline policies and administrative regulations.
5. The Board of School Trustees may also make such other delegations of rule-making, disciplinary, and other authority, as are reasonably necessary in carrying out the purposes of the school corporation.

Section 2. Enforcement of Student Conduct Rules

In the absence of student self-discipline, each administrator, teacher, or any other school personnel is responsible for implementing the rules for student conduct adopted by the individual school and the Board of School Trustees.

Some behavior problems are more serious than others and require different approaches and clearly defined actions.

A. Definitions

1. As used in these Guidelines for Good School Order, the term "conduct constituting an interference with school purposes," or comparable language, means any conduct which causes, or which can reasonably be foreseen to cause, a substantial disruption or material interference in the carrying out of school purposes. Undifferentiated fear or apprehension of disturbance, disruption, or interference shall not alone constitute sufficient grounds to support a determination this conduct exists.
2. As used in these Guidelines for Good School Order, the term "dismissal from school, class, or activity" means disciplinary action whereby a middle school or high school teacher will have the right to dismiss a student from the teacher's class or activity for a period not to exceed five (5) class periods, and an elementary teacher will have the right to dismiss a student from the teacher's classroom or activity for a period of up to one (1) school day.

3. As used in these Guidelines for Good School Order, the term “educational function” means the performance by the school corporation, or its officers or employees, of an act or series of acts in carrying out school purposes.
4. As used in these Guidelines for Good School Order, the term “expulsion” means a disciplinary action whereby a student
 - a. is separated from school attendance for a period exceeding five (5) school days;
 - b. is separated from school attendance for the balance of the then current semester or current year, unless a student is permitted to complete required examinations in order to receive credit for courses taken in the then current semester or current year; or
 - c. is separated from school attendance for possession of firearms, deadly weapons, or destructive devices, which may include an assignment to attend an alternative school, an alternative educational program, or a homebound educational program.

The term does not apply to situations in which a student is disciplined using a method described in Section 2(B)(1) to (11) of these Guidelines for Good School Order, when a student is removed from school after being found ill, or when the student is removed from school for failure to comply with the immunization requirements.

5. As used in this Administrative Regulation, the term “school function” means any activity sanctioned or sponsored by the school.
6. As used in these Guidelines for Good School Order, the term “school purposes” means the purposes for which the school operates, including
 - a. promoting knowledge and learning;
 - b. maintaining an orderly and effective educational system; and
 - c. taking any action under the authority conferred on the school corporation by any statute.
7. As used in this Administrative Regulation, the term “suspension” means any disciplinary action which does not constitute an expulsion, whereby a student is separated from school attendance for a period of not more than five (5) school days.

The term does not apply to situations in which a student is disciplined using a method described in Section 2(B)(1) to (11) of these Guidelines for Good School Order, when a student is removed from school after being found ill, or when the student is removed from school for failure to comply with the immunization requirements.

B. Discipline

In dealing with students who have not exhibited sufficient self-discipline to live and work in harmony with others, school personnel may use any or all of the following discipline techniques (among others) as consequences to inappropriate behavior for students under their supervision, subject to the limitations which exist under law:

1. counseling with a student or group of students;
2. conferences with parent(s)/guardian(s);
3. assigning additional academic work;
4. rearranging class schedules;

5. requiring a student to remain at school after regular school hours to do additional academic work or for counseling;
6. restricting extracurricular activities;
7. rescinding the privilege of riding the school bus;
8. assignment by the principal of a special course of study, an alternative educational program, or an alternative school;
9. assignment of not more than one hundred twenty (120) hours of service with a non-profit organization, as outlined by statute;
10. referring students to law enforcement personnel in cases related to violations of the law;
11. denial of attendance at extra-curricular activities;
12. complying with state laws which prevent issuance of or invalidation of driver's licenses or learner's permits;
13. Dismissal from Class or Activity – Teacher
 - a. A middle school or high school teacher will have the right to dismiss a student from the teacher's class or activity for a period not to exceed five (5) class periods.
 - b. An elementary teacher will have the right to dismiss a student from the teacher's classroom or activity for a period of up to one (1) school day.
14. Suspension from School – Principal

A school principal (or designee) may deny a student the right to attend school or take part in any school function for not more than five (5) ~~ten (10)~~ school days. However, a student may be suspended for more than five (5) ~~ten (10)~~ school days, if the suspension is pending an expulsion decision and the continued suspension will prevent or substantially reduce the risk of interference with an educational function or purpose or a physical injury to the student, other students, school employees, or visitors to the school.
15. Expulsion from School

In accordance with the due process procedures defined in this administrative regulation, a student may be expelled from school for a period no longer than the remainder of the school year in which the expulsion took effect, if the misconduct occurred during the first semester. If a student is expelled during the second semester, the expulsion remains in effect for summer school and may remain in effect for the first semester of the following school year. A principal may require a student, who is at least sixteen (16) years of age and who wishes to reenroll after expulsion, to attend an alternative school or educational program or evening classes.

C. Grounds for Suspensions and Expulsions

1. Prohibited Conduct Which May Result in a Suspension or Expulsion:

The following types of student conduct may constitute grounds for suspension, expulsion, or other disciplinary action, subject to the limitations which exist under law. Such conduct is defined to include, but not to be limited to, the following acts committed on school grounds immediately before or during school hours, or immediately after school hours, or at any other time when the school is being used by a school group; off school grounds at a school activity, function, or event; or when traveling to or from school or a school activity,

function, or event. The discipline rules may also apply when the student is using property or equipment provided by the school.

- a. Interference with School Purposes. Using violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or other comparable conduct constituting an interference with school purposes or urging other students to engage in such conduct.
- b. Speech/Conduct. Engaging in speech or conduct, including use of clothing, jewelry, or hair style, which is profane, indecent, lewd, vulgar, disparaging of another's race, disability, religion, ethnic background, or gender, an indicator of gang involvement, or offensive to school purposes.
- c. Vandalism. Causing, or attempting to cause, damage to school or private property.
- d. Theft. Stealing, or attempting to steal, school or private property, or being in possession of another person's property.
- e. Fighting or Physical Injury. Intentionally causing, or attempting to cause, physical injury or behaving in such a way as could reasonably cause physical injury to any person. Self-defense or reasonable action undertaken on the reasonable belief it was necessary to protect some other person does not, however, constitute a violation of this provision.
- f. Bullying, Intimidation, or Harassment. Verbal, written, physical acts, or in other ways conveyed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the other student. Threatening, intimidating, or harassing any person, causing injury to an individual's person or property or, with the intent of obtaining money or anything of value from the person. Engaging in sexual harassment of another person, which involves sexually-related verbal statements, gestures, or physical contact. This section also includes bullying through the use of data or computer software which is accessed through a computer, computer system, or network of the school. **Failure to comply with Elkhart Community School's Bullying Prevention Policy may result in disciplinary action.**
- g. Hazing. Participation in an act of hazing. Hazing will be considered to be any act of initiation into any organization, group, activity, or social entity which causes or creates a substantial risk of causing mental, emotional, or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing will not diminish the inappropriateness of an act of hazing.
- h. Drug involvement. Knowingly possessing, using, providing, or transmitting to another person or being under the influence of any substance which is, looks like, or which is or was represented to be a tobacco product, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, substance containing alcohol, heavily-based caffeine product, substance containing phenylpropanolamine (PPA), steroid, stimulant, depressant or intoxicant of any kind, or any paraphernalia for the use of such substance. An individual who uses an authorized drug as prescribed for him or her by a registered physician shall not be in violation of this rule. (Any student who is unsure if possession, use, or providing another person with any particular substance would violate this rule should contact the building principal before possessing, using, or transmitting the substance in question.)
- i. Student Operated Vehicles. Improperly operating motorized vehicles on school property, failing to obey posted speed limits, failing to display parking passes, or

failing to obey other school regulations and Indiana laws which may apply. Keeping prohibited items in any automobile while it is on school property.

- j. Electronic Devices. Knowingly using on school grounds during school hours an electronic device (e.g. cellular phone, tablet computer, **pager**, music device, digital camera, **electronic equipment**, etc.) in a manner which constitutes an interference with a school purpose, educational function, invasion of privacy, or act of academic dishonesty; or is profane, indecent, or obscene.

In addition to being subjected to discipline, students who use an electronic device in a manner which is inconsistent with these rules may have the device confiscated by the school. Such device will be returned to the parent upon request.

This section applies at all times while on school premises including school buses or at school sponsored events, regardless of the location.

- k. Sale of drugs. Engaging in the unlawful selling of a controlled substance or engaging in a violation of criminal law which constitutes a danger to other students or constitutes an interference with school purposes or an educational function.
- l. Insubordination. Failing to comply with directions of teachers or other school personnel where the failure constitutes an interference with school purposes or an educational function, including extra-curricular functions and other school sponsored activities.
- m. Academic Dishonesty. Submission by a student of any schoolwork, for the purpose of meeting course requirements, which does not represent the efforts of the individual student. Any form of academic dishonesty is prohibited. Academic dishonesty includes, but is not limited to, plagiarism, forgery, copying or stealing another person's work, allowing another person to copy one's own work, doing another person's class work, creating more than one copy of one's work for distribution, intentionally accessing another's material for the purpose of using it as one's own, downloading information from other sources and presenting it as one's own, unauthorized copying of software, or unauthorized use of hard copy or software to develop one's own software.
- n. Violation of the law. Engaging in unlawful activity on or off school grounds, including any unlawful activity during weekends, holidays, other school breaks, and the summer, if
- (1) the unlawful activity may be considered to be an interference with school purposes or an educational function; or
 - (2) the student's removal is necessary to restore order or protect persons on school property.
- o. Violation of school rules. Violating or repeatedly violating any rules which are reasonably necessary and are validly adopted.
- p. Refusing a Search. Refusing to permit a lawful, reasonable search by authorized school officials of the student's person and/or possessions. A student who uses a locker which is the property of the school is presumed to have no expectation of privacy in the locker or the locker's contents.
- q. Pyrotechnic Devices. Possessing and/or using, on school grounds without authorization by school officials, any pyrotechnic device, including firecrackers.

2. Prohibited Conduct Which Will Result in an Expulsion

The following conduct will constitute grounds for expulsion, subject to the limitations that exist under law:

- a. Possession/Use of a Firearm, Destructive Device, or Deadly Weapon. Bringing or possessing a firearm or destructive device to school or on school property will result in expulsion for at least one (1) calendar year, with the return of the student at the beginning of the first school semester after the end of the one (1) year period. Bringing or possessing a deadly weapon to school or on school property may result in expulsion for not more than one (1) calendar year. The following definitions apply with regard to this section:

- (1) A firearm is any weapon which is capable of expelling, is designed to expel, or may readily be converted to expel a projectile by the action of an explosion.
- (2) The following items are considered to be destructive devices:
 - i. an explosive, incendiary, or overpressure device which is configured as a bomb, a grenade, a rocket with a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, a Molotov cocktail, or a device substantially similar to an item described above;
 - ii. a type of weapon which may be readily converted to expel a projectile by the action of an explosive or other propellant through a barrel which has a bore diameter of more than one-half inch; or
 - iii. a combination of parts designed or intended for use in the conversion of a device into a destructive device.
- (3) The following items are considered to be deadly weapons:
 - i. a loaded or unloaded firearm;
 - ii. a destructive device, weapon, taser or electronic stun weapon, device, equipment, chemical substance, or other material which, in the manner it is used, or could ordinarily be used, or is intended to be used, is readily capable of causing serious bodily injury;
 - iii. an animal which is readily capable of causing serious bodily injury and used in the commission or attempted commission of a crime; or
 - iv. a biological disease, virus, or organism which is capable of causing serious bodily injury.

The superintendent may, on a case by case basis, modify the period of expulsion for a student who has brought a firearm or destructive device to school.

The superintendent shall immediately notify the county prosecuting attorney's office when a student is expelled for bringing or possessing a firearm or destructive device. The superintendent may give similar notice if the student brings or possesses a deadly weapon.

3. Expulsion Based Upon Legal Settlement

- a. A student may be expelled, subject to the limitations which exist in Federal and State law, when the student's legal settlement is not in the attendance area of Elkhart Community Schools and the student is not authorized by any other provision of School Board Policy or State Law to attend the Elkhart Community Schools.

- b. The Director of Student Services/designee shall have the authority to recommend expulsion to the Superintendent for this reason.

D. Student Due Process Procedures

1. Procedure for Dismissal from Class or Activity

When dismissing a student from an educational function, the recommended actions for teachers or other school personnel are as follows:

- a. Inform the student of the reason(s) for his or her dismissal. (Students whose presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process may be immediately dismissed from class without informing the student of the reasons.)
- b. Instruct the student to leave the classroom or activity.
- c. Tell the student where to report.
- d. Follow up the dismissal by checking to see if the student reported as instructed.
- e. Notify the administration by completing the Report of Student Dismissal, or in such other written manner as may be appropriate.

2. Procedure for Suspensions

Any principal or designee may suspend a student from school and all school functions for a period of five (5) school days or less after an investigation has determined such suspension is necessary for further school purposes or to prevent an interference with school purposes.

When a principal (or designee) determines a student should be suspended, the following procedures will be followed:

- a. The student will be afforded an opportunity for a meeting during which the student is entitled to the following:
 - 1) a written or oral statement of the charges;
 - 2) a summary of the evidence against the student, if the student denies the charges; and
 - 3) an opportunity to explain his or her conduct.
- b. The meeting shall precede suspension of the student and the student's parents or guardians will be notified as soon as possible after the meeting is concluded. In addition, the student's parents or guardians will be given written notification of the suspension. The notification will describe the student's misconduct, and the action taken by the principal. ("Student Suspension Notice" Administrative Regulation JFC-su)
- c. Where the nature of the misconduct requires the immediate removal of the student, the meeting with the principal will then be held within a reasonable time following the date of the suspension.
- d. Prior to the student's return to school from a suspension of three (3) school days or more, the principal should attempt to schedule a meeting with the student's parent(s)/guardian(s) for the purpose of discussing the student's conduct.

3. Procedure for Expulsions

When a principal (or designee) recommends to the superintendent (or designee) a student be expelled from school, the following procedures will be followed:

- a. The principal, vice-principal, or assistant principal shall, after consulting or attempting to consult with the Executive Director of Personnel and Legal Services, complete the "Principals Written Charge Requesting Expulsion," Administrative Regulation JFC-ex³.
- b. After said form has been completed, the form shall be delivered to the Superintendent, with a copy to the Director of Student Services and the Executive Director of Personnel and Legal Services. For a student with a disability, the form shall also be submitted to the Director of Special Education. The Superintendent shall, after having reviewed the charge and determining reasonable grounds for an investigation exist, appoint an Expulsion Examiner and forward the charge, within one school day of its receipt, to such Expulsion Examiner.
- c. The superintendent (or designee) shall either decide to conduct the expulsion meeting or appoint one of the following persons to conduct the expulsion meeting:
 - 1) Legal counsel; or
 - 2) A member of the administrative staff if the member has not expelled the student during the current school year and was not involved in the events giving rise to the request for expulsion.
- d. The Expulsion Examiner shall, within two days after receiving the "Principal's Written Charge Requesting Expulsion," complete and personally deliver or send to the parent(s)/ guardian(s) and student by certified mail the "Notice Regarding Expulsion Request." The Notice must contain the reasons for the expulsion and the procedure for requesting an expulsion meeting.
- e. If the Expulsion Examiner does receive a request for an expulsion meeting in person or by mail within five school attendance days after receipt by parent(s)/guardian(s) of the Notice Regarding Expulsion Request, the Expulsion Examiner shall schedule the meeting within a period of five school days after it is requested. When scheduling such meeting, the Expulsion Examiner should confer with the principal, the Executive Director of Personnel and Legal Services, and the parent(s)/guardian(s) as to the date and time of the meeting.
- f. The superintendent or person appointed to conduct the expulsion meeting may issue subpoenas, compel the attendance of witnesses, and administer oaths to persons giving testimony at the expulsion meeting. If an expulsion meeting is held, the principal (or designee), will present evidence to support the charges against the student. The student or parent will have the opportunity to answer the charges against the student and to present evidence to support the student's position. The individual conducting the expulsion meeting will make a written summary of the evidence heard at the meeting, and should the individual conclude disciplinary action is necessary, make a recommendation to the Superintendent or Superintendent's designee. The Superintendent or Superintendent's Designee may accept, reject, or modify the recommendation of the individual who conducted the expulsion meeting. Notice of the action taken shall be given to the student, the student's parent, the principal, and the Director of Student Services.

- g. The student or parent has the right to appeal the decision of the Superintendent to the school board within 10 days of the receipt of notice of the action taken. The student or parent appeal to the school board must be in writing and must provide a statement of the reasons, written information or submissions in support (provided said written information or submissions were provided at the original expulsion meeting) and arguments for overruling the decision of the Superintendent. If an appeal is properly made, the board must consider the appeal. The board shall hold a meeting to consider the written summary of the expulsion meeting and the written arguments of the school administration and the student and/or the student's parent. The board will make its decision based upon the written submissions of the parties and any documents introduced during the original expulsion meeting, unless the board votes to conduct a meeting at which the school administration and student and/or the student's parents shall appear. In the event the board votes to conduct a meeting at which the school administration and the student and/or the student's parents shall appear, the meeting shall be held in executive session and the Board President shall communicate to the school administration and the student and/or the student's parents the procedure to be used during the meeting. The board may then take any action deemed appropriate. The decision of the board may be appealed only through judicial review. The board may vote to not hear appeals of actions taken after an expulsion meeting. If the board votes not to hear such appeals, subsequent to the date of the vote, a student or parent may appeal only through judicial review.
- h. If the Expulsion Examiner does not receive a request for an expulsion meeting within five school attendance days after receipt by parent(s)/guardian(s) of the Notice of Expulsion Request, or a student/parent fails to appear at an expulsion meeting after receipt of the Notice, then all rights administratively to contest and appeal the expulsion shall be forfeited. The Expulsion Examiner shall then notify by memorandum the Superintendent, the principal, the Director of Student Services, and the Executive Director of Personnel and Legal Services that the action requested in the charge by the principal concerning such student shall automatically become effective.
- i. An expulsion which takes effect more than three (3) weeks before the beginning of the second semester of a school year must be reviewed before the beginning of the second semester. An expulsion remaining in effect during the first semester of the following school year must be reviewed before the beginning of the school year.

4. Possession and Self-Administration of Medication Permitted

A student with a chronic disease or medical condition may possess and self-administer medication for the chronic disease or medical condition, without risk of discipline for possession of drugs, if certain conditions are met.

5. Procedure for Students with Disabilities

Students with disabilities are subject to the same disciplinary action for violating school rules as any other student. However, if a student with a disability is subjected to disciplinary change of placement, there are additional procedural safeguards which apply. A disciplinary change of placement occurs when a student is removed for more than ten (10) consecutive school days or is subjected to a series of removals which cumulates to more than ten (10) school days in a school year and constitutes a pattern.

When a student with a disability is subjected to a series of removals accumulating to more than ten (10) school days in a school year, the principal (or designee) must determine if the

series of removals constitutes a pattern. If the principal determines a disciplinary change of placement has not occurred, the school shall follow the procedures for suspension (outlined above) and in consultation with at least one (1) of the student's teachers, determine the extent to which services are needed to enable the student to do the following:

- a. Continue to participate in the general education curriculum, although in another setting.
- b. Progress towards meeting the goals set out in the student's IEP.

If a disciplinary change of placement occurs, the following procedures must be followed:

- a. The school must notify the student's parents and provide the parent with the Notice of Procedural Safeguards on the date the decision to make a removal that constitutes a change of placement is made. If the school is unable to notify the parent on the date the decision is made, notice must be mailed to the parent not later than the following business day.
- b. Within ten (10) instructional days of any decision to change the placement of a student with a disability, the Case Conference Committee (CCC) must meet to determine whether the student's behavior is a manifestation of the student's disability. The conduct will be considered a manifestation of the student's disability, if the CCC determines the conduct was
 - (i) caused by, or had a direct and substantial relationship to the student's disability;
or
 - (ii) the direct result of the school's failure to implement the student's IEP.
- c. If the conduct was a manifestation of the student's disability, the CCC must either
 - (i) conduct a functional behavioral assessment, unless an FBA was conducted prior to the behavior resulting in disciplinary action, and implement a behavioral intervention plan for the student; or
 - (ii) review the BIP and modify it, as necessary if a BIP has already been developed for the student.

Then, the student shall be returned to the placement from which the student was removed, unless the parent and school agree to a change of placement as a part of a BIP or an interim alternative setting is required due to weapons, drugs, or serious bodily injury.

- d. If the conduct was NOT a manifestation of the student's disability, the school may impose disciplinary sanctions in the same manner as it does for students without disabilities. However, the student must continue to receive appropriate services.
- e. The school may remove a student with a disability to an interim alternative educational setting for up to forty-five (45) school days; if the student, while at school, on school premises, or at a school function, does the following:
 - (i) carries a weapon to school or possesses a weapon;
 - (ii) knowingly possesses or uses illegal drugs or sells or solicits the sales of a controlled substance; or
 - (iii) inflicts serious bodily injury upon another person.

Regardless of whether the CCC determines the student's conduct is a manifestation of the

student's disability, the student may remain in the IAES for up to forty-five (45) school days. But, the student must continue to receive appropriate services.

~~May 28, 2013~~ **April 29, 2014**

Proposed Revised Administrative Regulation**RULES FOR STUDENT CONDUCT**

In addition to adopted Board Policies and Administrative Regulations governing all students of the Elkhart Community Schools, the Elkhart Community Schools adopt the following rules governing student conduct. These rules apply to actions which occur on school property, inside or outside the school building, or on property adjacent to school property; or at any school-sponsored activity regardless of location; or when traveling to or from school or any educational activity. Disregard of these rules shall constitute grounds for suspension, expulsion, or any other reasonable form of disciplinary action. In addition to being subjected to discipline, students who use cellular phones, tablet computers, music devices, digital cameras, electronic equipment and other similar devices in a manner which is inconsistent with these rules may have those devices confiscated by the school.

1. Insubordination. Refusal to obey or follow a reasonable order or directive given by any Elkhart school staff member. Refusal to provide proper and sufficient identification upon request of any staff member. Staff members shall mean teachers, administrators, custodians, bus drivers, paraprofessionals, all other employees and officials, and authorized volunteers.
2. Failure to clearly display a school identification card when this is required by a student's school.
3. Theft of school property or property belonging to another student or staff member or being in possession of stolen property.
4. Fighting and/or committing any act which jeopardizes the health, safety, or welfare of other students, staff members, or visitors.
5. Vandalism. Damaging any property belonging to other students, staff, or to the Elkhart Community Schools.
6. Use of, display of, or participation in any form of profanity, indecency, or obscenity.
7. Use of conduct or language which reasonably threatens, intimidates, or indicates disrespect of another person.
8. Bullying. Student(s) who use overt, repeated acts or gestures, including, but not limited to, verbal or written communications, and/or physical acts, with the intent to harass, ridicule, humiliate, intimidate, or harm other students, **or otherwise fail to comply with the Bullying Prevention Policy adopted by Elkhart Community Schools.**
9. Failure to follow directions during an emergency or an emergency drill.
10. Failure to follow cafeteria procedures and rules.
11. Consuming food or drink in the building except in the cafeteria or other designated areas.
12. Use of the elevator without the specific and express permission of a staff member.
13. Leaving a class station or other assigned area without permission of a staff member.
14. Leaving school property at a time other than the end of the student's scheduled day, unless specific permission is granted by the administration, and the sign-out procedure is followed by the student.

15. Failure to comply with school attendance/tardy policies.
16. Failure to comply with study hall, detention, and/or in-school suspension regulations.
17. Failure to attend assigned detention including, but not limited to, after-school detention, lunch detention, weekend detention, etc.
18. Failure to comply with driving and parking regulations. Reckless driving is prohibited (when applicable).
19. Failure to comply with bus regulations.
20. Failure to comply with the school's release time regulations.
21. Possession or use of tobacco in any form; possession, use, or under the influence of alcohol; or possession, use, under the influence, or transmission of any controlled substance or substance represented as a controlled substance, or paraphernalia for the use of such substance.
22. Violating any reasonable condition of probationary enrollment status for which proper notice has been given.
23. Using an electronic device (e.g. cellular phone, tablet computer, music device, digital camera, etc.) in a manner which constitutes an interference with a school purpose, educational function, invasion of privacy, or act of academic dishonesty; or is profane, indecent, or obscene.
24. Failure to comply with the building's dress code.
25. Failure to bring required materials and equipment to classes and refusal to participate in class activities.
26. Continuously and intentionally making noise or acting in any manner so as to interfere with the ability of any teacher or any other school personnel to conduct the educational function under his/her supervision.
27. Violations of the Board of School Trustees' Policy on Acceptable Use of Electronic Information, Services, and Networks (IGBC) regarding appropriate use of school corporation computers and networks.
28. Knowingly possessing, handling, or transmitting a knife, gun, destructive device, or any other object which can reasonably be considered a weapon.
29. Possessing and/or using, on school grounds, without authorization by school officials, matches, cigarette lighters, or any pyrotechnic device, including firecrackers.

Bullying Prevention

The following policy has been established by the Board of School Trustees of the Elkhart Community Schools (“Board”) regarding efforts to prevent incidents of bullying occurring in the school district.

I. Policy Statement

The Board prohibits acts of bullying of a student. The Board has determined a safe and civil environment in school is necessary for students to learn and achieve high academic standards. Bullying, like other disruptive or violent behaviors, disrupts both a student’s ability to learn and a school’s ability to educate its students in a safe and disciplined environment. Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior; treating others with civility and respect; and refusing to tolerate harassment, intimidation or similar bullying behaviors.

II. Definitions

1. Bullying

- a. As defined by the Board, bullying means intentional behaviors involving unwanted negative actions which are often repeated over time and involve an imbalance of power.
- b. As defined by Indiana Code, bullying means overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically), physical acts committed, aggression, or any other behaviors, which are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student, and create for the targeted student, an objectively hostile school environment which:
 - i. places the targeted student in reasonable fear of harm to the targeted student’s person or property;
 - ii. has a substantially detrimental effect on the targeted student’s physical or mental health;
 - iii. has the effect of substantially interfering with the targeted student’s academic performance; or
 - iv. has the effect of substantially interfering with the targeted student’s ability to participate in or benefit from the services, activities, and privileges provided by the school.
- c. This term may not be interpreted to impose any burden or sanction on, or include in the definition of the term, the following:
 - i. participating in a religious event;

- ii. acting in an emergency involving the protection of a person or property from an imminent threat of serious bodily injury or substantial danger;
- iii. participating in an activity consisting of the exercise of a student's rights protected under the First Amendment to the United States Constitution or Article I, Section 31 of the Constitution of the State of Indiana, or both;
- iv. participating in an activity conducted by a nonprofit or governmental entity that provides recreation, education, training, or other care under the supervision of one or more adults;
- v. participating in an activity undertaken at the prior written direction of the student's parent; or
- vi. engaging in interstate or international travel from a location outside Indiana to another location outside Indiana.

III. Policy Provisions

1. The Superintendent shall adopt discipline rules in compliance with the Indiana Code which prohibits bullying and includes provisions concerning education, parental involvement, and intervention. These discipline rules shall apply regardless of the location in which the bullying occurred (i.e., the bully and the targeted student are students at a school within the school corporation); the bullying has created, for the targeted student, an objectively hostile school environment; and disciplinary action is reasonably necessary to avoid substantial interferences with school discipline or prevent an unreasonable threat to the rights of others to a safe and peaceful learning environment.
2. The principal at each school shall implement procedures which are consistent with the Guidelines for Good School Order and Rules for Student Conduct and ensure both appropriate consequences and remedial measures be provided for students who commit one or more acts of bullying. Appropriate consequences and remedial measures are those which vary according to the severity of the offenses, and consider both the developmental ages of the student offenders as well as the students' histories of inappropriate behaviors, per the code of student conduct.
3. The principal at each school shall be responsible for designating a member of his/her staff to receive all complaints alleging violations of this policy.
4. All school employees, volunteers and contracted service providers who have contact with students are required to verbally report alleged violations of this policy to the principal or the principal's designee on the same day an incident was witnessed or reliable information regarding the occurrence of an incident was received. A written report (e.g., Sprigeo, email, memo, etc.) of the incident shall also be submitted to the school principal or principal's designee within one (1) school day of submitting the verbal report.

5. Students, faculty and staff, parents, and visitors of a school are encouraged to submit a written report of alleged policy violations to the principal (or principal's designee) on the same day the incident was witnessed or reliable information regarding the occurrence of the incident was received. Such a report may be made anonymously using Sprigeo. Formal action for violations of the code of student conduct may not be taken solely on the basis of an anonymous report.
6. Any school employee, volunteer, or contracted service provider who promptly reports an incident of harassment, intimidation, or bullying, and who makes this report in compliance with the procedures of this policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.
7. The principal or designee shall conduct a thorough and complete investigation for each report of an alleged incident of bullying received. The investigation shall be initiated by the principal or the principal's designee within one school day of the submission of the written incident report. The principal may appoint additional personnel to assist the in the investigation. The investigation shall be completed and the written findings submitted to the principal as soon as possible, but not later than five school days from the date of the written report of the alleged incident of harassment, intimidation, or bullying behavior. The principal shall submit a report of confirmed bullying incidents to the superintendent or designee within ten (10) school days of the completion of the investigation. The superintendent or his/her designee shall report the results of each investigation confirming incidents of bullying to the Board on a quarterly basis during regularly scheduled board meetings.
8. Each school shall record the frequency of confirmed bullying incidents in the following categories: verbal bullying, physical bullying, social/relational bullying, and electronic or written communication bullying. Each school shall report this information to the superintendent, who will report it to the Board and Indiana Department of Education. Information shall be submitted to the Indiana Department of Education by July 1 of each year.
9. The principal shall provide information about the investigation, in accordance with Federal and State law and regulation, to the parents of the student(s) who was bullied as well as the parents of the student(s) with the bullying behavior. The information provided to parents includes the nature of the investigation, whether the corporation found evidence of bullying, and whether consequences were imposed or services provided to address the bullying incident if the evidence of bullying was substantiated. This information is to be provided in an expedited manner following completion of the investigation.
10. Any school employee who observes bullying behavior or receives a report of behavior which violates the terms of this policy and fails to report this information may be subjected to disciplinary action.

Any school employee responsible for conducting an investigation under this policy and fails to investigate the reported behavior which violates this policy may be subject to disciplinary action.

Any school employee who does not take sufficient action to minimize or eliminate bullying behavior after witnessing or observing a bullying incident may be subject to disciplinary action.

11. The superintendent is authorized to define the range of ways in which school staff and the principal or the principal's designee shall respond once an incident of bullying is confirmed, according to the parameters described in the corporation's code of student conduct. The Board recognizes some acts, which violate the terms of this policy, may be isolated incidents requiring the school officials to respond appropriately to the individuals committing the acts. Other acts may be so serious they require a response either at the school corporation level or by local law enforcement officials. Consequences and appropriate remedial measures for a student(s) who commits an act of bullying may range from positive behavioral interventions up to and including suspension or expulsion.
12. The principal shall proceed in accordance with the Guidelines for Good School Order and Rules for Student Conduct, as appropriate, based on the investigation findings. As appropriate to the investigation findings, the principal shall ensure the Guidelines for Good School Order and Rules for Student Conduct have been implemented, and provide intervention and/or relevant support services (i.e., refer to counseling, establish training programs to reduce bullying and enhance school climate, enlist parent cooperation, and involvement or take other appropriate action). Intervention and support implemented by the principal or his/her designee should include follow up services to both the targeted student and the student with bullying behavior.
13. The principal of each school is authorized to acknowledge and respond to instances of false reporting of alleged bullying incidents. The principal is expected to respond with consequences and remedial measures regarding any person found to have falsely accused another as a means of bullying for:
 - a. Students – Consequences and appropriate remedial measures for a student could range from positive behavioral interventions up to and including suspension or expulsion.
 - b. School Employees – Consequences and appropriate remedial measures for a school employee who has contact with students could entail discipline in accordance with corporation policies, procedures, and agreements.
 - c. Visitors or Volunteers – Consequences and appropriate remedial measures for a visitor or volunteer could be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of building or grounds privileges, or prohibiting contact with students or the provision of student services.
14. The superintendent shall annually disseminate this policy to all parents who have children enrolled in a school within the school corporation. The superintendent shall post a link to the policy which is prominently displayed on the home page of the school corporation's website. The superintendent shall ensure notice of the

corporation's policy appears in the student handbooks and all other publications of the school corporation which set forth the comprehensive rules, procedures, and standards for schools within the school corporation.

15. Each school shall provide researched based bullying prevention instruction to all students in grades 1-12 within the school no later than October 15th of each school year. It is expected this instruction will be part of a more comprehensive bully prevention effort communicated to the students throughout the school year, and the age appropriate, research based instruction for all students in grades 1-12.
16. Each school shall provide annual training on this policy and bullying prevention and intervention instruction to corporation and school employees, volunteers, and contracted service providers who have direct and on-going contact with students.
17. The Board understands the characteristics and resultant needs of each school will continue to evolve, and the existing base of knowledge regarding bullying prevention and intervention will continue to grow. Research on bullying prevention practices will continue to emerge, and the data on the nature of bullying behaviors will continuously change. It is essential for school administrators and officials to regularly review available bullying prevention and intervention data. Additionally, school administrators are expected to collect and analyze in-house data regarding bullying incident investigations, incident frequency, and the effects of the corporation's efforts to address bullying behaviors. Through data-driven practice, administrators will be best qualified to determine the need for changes to policies and procedures and to institute improvements to prevention and intervention programs and approaches.

April 29, 2014

EMPLOYEES IN TECHNOLOGY SERVICES POSITIONS COMPENSATION PLAN

Section 1. TECHNOLOGY SERVICES WAGE/SALARY SCHEDULE
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The Board of School Trustees hereby adopts the following wage schedule for the positions below to be effective November 1, 2012. In addition, the three percent (3%) employee contribution to PERF will be paid by Elkhart Community Schools.

POSITION	HOURLY WAGE RANGE
Support Technician (I)	15.38 14.42 – 24.04
Office Systems Support Technician (I)	14.42 – 18.00

POSITION	YEARLY SALARY RANGE
Network Engineer (V)	60,000 – 86,000
Technical Support Manager (IV)	60,000 – 80,000
Computer Systems Specialist (IV)	56,000 – 76,000
Office Systems Support Manager (III)	48,000 – 66,000
Database Administrator/Programmer (III)	44,545 – 68,107
Technical Support Specialist (III)	48,000 – 66,000
Advanced Support Technician (II)	42,000 – 60,000
Network Infrastructure Technician (II)	36,000 – 60,000
Programmer/Analyst (II)	42,000 – 60,000
Office Systems Support Specialist (II)	40,000 – 58,000
Digital Communications Specialist	35,000 – 55,000

~~April 9, 2013~~ **April 29, 2014**



Elkhart Area Career Center • 2424 California Road • Elkhart, Indiana 46514 • 574/262-5650 • Fax 574/262-5801

A Division of Elkhart Community Schools

DATE: April 22, 2014

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Bill Kovach

RE: Grant Application Request

The Indiana Works Council and the Center for Education and Career Innovation (CECI) have announced the availability of \$4.3 million in grant funding for Innovative Career and Technical Education (CTE) Curricula. The grants are designed to encourage innovative and collaborative career and technical training opportunities for Hoosier students, working in conjunction with the eleven regional Works Councils around the state.

The goal of these grants are to foster and scale the most innovative and effective CTE curriculum models. These models require a 3:1 ratio of grant funding to private investment match, meaning that the grantee will receive \$3 in grant funding for each \$1 of private investment match. We are looking to apply for approximately \$120,000.00.

Our mission will be to advance the learning outcomes for Hoosier students and adult workers by: (1) aligning statewide efforts to connect the education and workforce training pipeline with the needs of Indiana's employers, and (2) supporting the expansion of innovative and highly effective education and career development initiatives.

I am requesting approval from the Board of School Trustees to submit an application for this grant.

**ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST**

School: EACC
Class/Group: Skills USA
Number of Students: 12
Date/Time Departing: 6/23 @ 4:00 AM
Date/Time Returning: 6/28 @ 11:12 PM
Destination: KANSAS City KS
Overnight Facility: DoubleTree by Hilton Overland Park KS
Mode of Transportation: Charter Bus
Reason for Trip: NATIONAL Skills USA Contest

Names of Chaperones: Ryan Gortney, Ray Collins, John Krus,
Michelle Cochran, Kathy Overholt, Mark Hockberry

Cost per Student: 140.00

Describe Plans for Raising Funds or Funding Source: EACC

Plans to Defray Costs for Needy Students: N/A

Are Needy Students Made Aware of Plans? N/A

Signature of Teacher/Sponsor: [Signature]

Signature of Principal: David R Benak Date: 4/18/14

Send to Assistant Superintendent for Instruction for approval and for submission to the Board of School Trustees.

Approval of Assistant Superintendent: [Signature] Date: 4/23/14

Approved by Board: _____
(All overnight trips require prior approval by Board Policy IICA.)



Date: April 29, 2014
To: Dr. Robert Haworth
From: Mr. W. Douglas Thorne
Subject: Personnel Recommendations

Certified

a. **Consent Agreement** – We recommend the approval of five consent agreements regarding unpaid time.

b. **Retirement** – We report the retirement of the following employees :

Kathleen Dowiat	Monger/Grade 1	23 Years of Service	Eff: 8/1/14
Pamela Howell	Osolo/Special Ed	16 Years of Service	Eff: 6/6/14

c. **Resignation** – We report the resignation of the following employees:

Margaret Bloczynski Began: 8/23/04	Osolo/Grade 5 Resign: 6/6/14
Deborah Richards Began: 8/18/03	Cleveland/Special Education Resign: 6/6/14
Lisa Wilkes Began: 8/14/06	Beck/Special Education Resign: 6/6/14

d. **Change to Maternity Leave** – We recommend a change in a maternity leave for the following employee:

Nicole Serge-Nemes Begin: 4/14/14	Beardsley/Grade 3 End: 5/2/14
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Classified

- a. **New Employees** - We recommend regular employment for the following classified employees:

Ronald Barr Sr. Began: 2/4/14	Hawthorne/Custodian PE: 4/11/14
Haley Burkhart Began: 2/11/14	ESC/Physical Therapist PE: 4/21/14
Donna Johnson Began: 2/3/14	Riverview/Paraprofessional PE: 4/14/14
Andrea Pinarski Began: 2/11/14	North Side/Paraprofessional PE: 4/23/14
Josh Roth Began: 2/3/14	Riverview/Paraprofessional PE: 4/14/14
Mila Simeonova Began: 3/5/14	Transportation/Bus Driver Unassigned PE: 4/21/14
Jeanetta Thompson Began: 2/10/14	West Side/Food Service PE: 4/21/14
Leia Williams Began: 2/4/14	Hawthorne/Secretary PE: 4/14/14

- b. **Retirement** – We report the retirement of the following classified employees:

Sara Braun Began: 8/23/04	Woodland/Registered Nurse Retire: 8/25/14 10 Years of Service
Sally Coddens Began: 11/5/84	Transportation/Bus Driver Retire: 5/31/14 29 Years of Service
Monda Fields Began: 11/3/97	Memorial/Paraprofessional Retire: 4/30/14 16 Years of Service
Carolyn Holmes Began: 10/18/95	North Side/Secretary Retire: 6/6/14 18 Years of Service
Lin Ladd Began: 8/20/97	Memorial/Secretary Retire: 5/30/14 16 Years of Service

Cathy VanDerGriff
Began: 9/20/82

Transportation/Bus Driver
Retire: 6/27/14
31 Years of Service

Janet Williamson
Began: 9/7/93


Woodland/Paraprofessional
Retire: 6/6/14
20 Years of Service

c. Voluntary Leave – We recommend a voluntary leave for the following classified employee:

Bryan Kratzer
Begin: 8/15/14

Bristol/Paraprofessional
End: 11/14/14

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

DATE: April 24, 2014
 TO: Dr. Robert Haworth, Superintendent
 FROM: Dr. John Hill 
 RE: **Conference Leave Requests**
April 29, 2014 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2013 - 2014 CONFERENCES	EXPENSES	SUBSTITUTE
ADVISERS AND EDITORS SEMINAR This conference will help to provide the appropriate structure needed to better organize the Yearbook Club, which is an after school group focusing on beginning level photography, news reporting, and yearbook layout and design. Kalamazoo, MI May 2, 2014 (1 day's absence) BRITTANY CHOLER - WEST SIDE (0-0) LINDSEY COX - WEST SIDE (0-0)	\$157.20	\$85.00
NATIONAL SCHOOL REFORM LEADER'S TRAINING This conference will provide a refreshing new approach to applying professional development procedures within a school corporation. Information learned will be used to help evaluate Elkhart Community School's protocol planning. Plymouth, IN May 13 - 15, 2014 (3 day's absence) FAITH SCHULTZ - ESC (3-5)	\$627.89	\$0.00
PROJECT EXCEL PROFESSIONAL DEVELOPMENT DAY AT VINCENNES UNIVERSITY Participation in Professional Development Day is required for Project Excel staff who are teaching dual credit courses at the EACC. Vincennes, IN May 14 - 15, 2014 (2 day's absence) MARY BETH HALL SOMMERS - EACC (1-1)	\$70.00	\$170.00
EARLY COLLEGE SITE VISITATIONS This is an opportunity for Dr. Benak to visit Center Grove and Richmond Early College campuses. Center Grove has experience in identifying and supporting students for Early College and Richmond has implemented a middle school model for pre-Early College, both of which are of interest to the EACC and ECS. Indianapolis/Richmond, IN May 15 - 16, 2014 (2 day's absence) DAVID BENAK - EACC (4-7)	\$450.00	\$0.00

2013 - 2014 CONFERENCES	EXPENSES	SUBSTITUTE
<p>MINDS IN MOTION 301 TRAINING</p> <p>This training is designed for schools which have led a Minds in Motion program for at least one year. This training will include best practices, peer learning, and the new Minds in Motion video.</p> <p>Elkhart, IN</p> <p>May 22, 2014 (1 day's absence)</p> <p> MEGAN DUMUJE - RIVERVIEW (1-2)</p> <p> ANDREA HOLTZ - RIVERVIEW (0-0)</p> <p> CAROLYN LESPERANCE - WEST SIDE (0-0)</p>	\$160.00	\$85.00
<p>LEADERSHIP DEVELOPMENT PROGRAM (LDP) IN SPECIAL NEEDS EDUCATION - PART I</p> <p>This conference will provide leadership development training for special needs personnel which focuses on improving and expanding career and technical training, as well as employment opportunities and support services for special (needs) populations, youths, and adults/non-traditional learners in the state of Indiana.</p> <p>Lafayette, IN (Purdue University)</p> <p>June 2 - 6, 2014 (5 day's absence)</p> <p> BRANDON EAKINS - EACC (0-0)</p>	\$1,979.75	\$0.00
<p>LEADERSHIP DEVELOPMENT PROGRAM (LDP) IN SPECIAL NEEDS EDUCATION - PART II</p> <p>As a part of this program, they will be developing a K-12 strategic plan which will provide a support system to will help students take ownership of a career pathway. Much of the focus will be on kindergarten, 6th, 8th, and 12th grade.</p> <p>Lafayette, IN (Purdue University)</p> <p>July 14 - 18, 2014 (5 day's absence)</p> <p> BRANDON EAKINS - EACC (0-0)</p> <p> BILL KOVACH - EACC (0-0)</p>	\$2,824.55	\$0.00
<p>LAYING THE FOUNDATION III - TRAINING AND INCENTIVE PROGRAM IN INDIANA (AP-TIP IN)</p> <p>This conference is designed for Honors/Pre-Advanced Placement teachers in Math, English, and Science. The institute will focus on academic content along with the teaching skills necessary to build a strong AP program.</p> <p>Westfield, IN</p> <p>July 15 - 18, 2014 (0 day's absence)</p> <p> ADAM HOMO - MEMORIAL (0-0)</p>	\$0.00	\$0.00
<p>CENERGISTIC 2014 SUMMER NATIONAL TRAINING CONFERENCE</p> <p>This conference will provide continuing education and training in regards to our cost avoidance program.</p> <p>Chicago, IL</p> <p>August 11 - 12, 2014 (2 day's absence)</p> <p> TED FOLAND - BUILDING SERVICES (0-0)</p>	\$264.18	\$0.00

2013 - 2014 CONFERENCES	EXPENSES	SUBSTITUTE
FOR CONFIRMATION ONLY: (RECEIVED TOO LATE FOR PRIOR APPROVAL)		
TALK WITH YOUR BABY FACILITATOR TRAINING	\$48.60	\$0.00
This training is designed to teach parents, grandparents, and caregivers about the importance of talking, interacting, and reading with children starting at birth. As parent support coordinator for Riverview, Ms. Gilbert plans to hold meetings at Riverview to share this information with parents following her training. South Bend, IN April 28, May 5, and May 12, 2014 (3 day's absence) CINDY GILBERT - RIVERVIEW (0-0)		
TOTAL	\$5,797.08	\$255.00
2013 YEAR-TO-DATE GENERAL FUNDS	\$18,405.16	\$2,340.00
2014 YEAR-TO-DATE GENERAL FUNDS	\$5,587.96	\$2,585.00
2013 YEAR-TO-DATE OTHER FUNDS	\$125,197.02	\$11,270.00
2013 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
2014 YEAR-TO-DATE OTHER FUNDS	\$47,750.07	\$6,545.00
2014 YEAR-TO-DATE ADJUSTMENTS	(\$1,188.00)	\$0.00
GRAND TOTAL	\$195,752.21	\$22,740.00

(Figures in parentheses are the number of conferences & the number of absence days previously approved for the current school yr.)