

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING
Elkhart Community Schools / Elkhart, Indiana
December 9, 2014

CALENDAR

December	9	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
December	9	Immediately following	Executive Session, J.C. Rice Educational Services Center
December	9	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
December	22	7:00 a.m.	Regular Board Meeting, J.C. Rice Educational Services Center
December	22	Immediately following	Public Work Session, J.C. Rice Educational Services Center
January	13	7:00 p.m.	Regular Board Meeting, Woodland Elementary
January	20	7:00 a.m.	Public Work Session, J.C. Rice Educational Services Center
January	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. GIFT ACCEPTANCE – The administration recommends the Board accept with appreciation recent donations made to the Elkhart Community Schools.

D. SUPERINTENDENT’S STUDENT ADVISORY COUNCIL REPRESENTATIVES

E. MINUTES –
November 25, 2014 – Public Work Session
November 25, 2014 – Regular Board Meeting

F. TREASURER'S REPORT

Consideration of Claims

Fundraisers – The Business Office recommends Board approval of proposed school fundraisers in accordance with Board Policy.

Bid Award – The Business Office recommends Board award contracts to the lowest responsible and responsive bidders for bids on the Safety, Security and Capital Improvements Project.

G. OLD BUSINESS

Board Policy GCBAA – The administration presents proposed revisions to Board Policy GCBAA, Professional Staff Merit System (Administrators), as initially presented at the November 25th Board meeting.

Administrative Regulation GCBAA – The administration presents proposed revisions to Administrative Regulation GCBAA, Administrator Qualification Guidelines for Performance Awards, for Board Review.

Administrative Regulation GCBAA – The administration presents proposed revisions to Administrative Regulation GCBAA, Performance Award Nomination Form, for Board review.

2015-2016 School Calendar – The administration recommends Board approval of the proposed 2015-2016 School Calendar, with revisions made after initially presented at the November 25th Board meeting.

H. NEW BUSINESS

Public Hearing – A public hearing will be held on Mary Beck Elementary School 2014-2015 Priority School Status.

Public Hearing – A public hearing will be held on the Superintendent's Contract.

Grant Application – The administration recommends Board approval for submission of two grants to Indiana Youth Institute for a school psychologist to attend National Association of School Psychologist annual meeting in February 2015

I. 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.

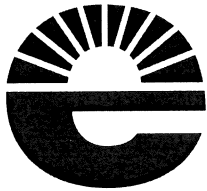
J. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

K. ADJOURNMENT



inspiring. excellence.

ELKHART MEMORIAL HIGH SCHOOL
Elkhart Community Schools
2608 California Road, Elkhart, IN 46514-1222
(574) 262-5600 / 5625 fax
www.elkhart.k12.in.us

DATE: November 20, 2014
TO: Dr. Rob Haworth
Board of School Trustees
RE: Donation Approval

We are in receipt of an extracurricular donation in the amount of \$1,000.00 for the girls/boys track team. This donation will go towards the purchase of team sweats, team shirts, shoes, equipment, and other miscellaneous costs associated with this program.

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:

Mr. Dana Homo
20399 S.R. 120
Bristol, IN 46507

Thanks,

Jacquie Rost
Elkhart Memorial High School, Athletic Director

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

Elkhart Community Schools
Elkhart, Indiana

November 25, 2014

Elkhart Area Career Center, 2424 California Road, Elkhart – 5:45 p.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:	Doug Hasler Rob Haworth John Hill	Doug Thorne Bob Woods David Byrd	
The Board discussed: Board meeting agenda, bid process, Board meeting schedule, grant procedure, School without Walls, Early College, STEAM Academy Open House, Boys and Girls Club, and Bower Farm visit.			Topics Discussed
The meeting adjourned at approximately 6:35 p.m.			Adjournment
APPROVED:			Signatures
<hr/> Dorisanne H. Nielsen, President	<hr/> Karen S. Carter, Member		
<hr/> Carolyn R. Morris, Vice President	<hr/> Susan C. Daiber Member		
<hr/> Glenn L. Duncan, Secretary	<hr/> Jeri E. Stahr, Member		
	<hr/> Douglas K. Weaver, Member		

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
November 25, 2014

Elkhart Area Career Center, 2424 California Rd., Elkhart – 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

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

The Board welcomed Superintendent’s Student Advisory Council (SSAC) representatives from both high schools. Nathan Munet, a senior at Central High School (CHS) is active in: track and cross country; National Honor Society (NHS); Student Council; and he is a student ambassador of the student hunger drive for SSAC. He shared fall sports have ended and winter sports have begun. Girls swimming, girl’s basketball teams are doing well and boy’s basketball begins soon. Boys wrestling has a returning state finalist and 3 regional qualifiers and hopes to have a great season. WNDU School Rules showcased CHS and highlighted the band, orchestra, cheerleaders, NHS, and a wide variety of student groups. Allyson Crane, a senior at Memorial High School (MHS), is captain on the soccer team, in student government, secretary of the senior class, and belongs to PEERS. She stated the goal for the SSAC food drive this year is to collect 50,000 pounds of food for the needy. Memorial’s girl’s volleyball team went to semi state this year which ended the fall sport season. Girl’s basketball and swimming has begun and boy’s basketball will begin in December. Veterans Day was observed at MHS with an assembly which included many veterans where Dr. Haworth was a speaker. WNDU School Rules visited and emphasized student government, key club, Genesis the school paper, Monolith the yearbook, military club as well as music and sports teams. A blood drive is planned for MHS which will include students and staff. Upcoming musical events are: Madrigal Dinner, December 6 and 7; and Happy Holidays concerts for band, orchestra and choir.

SSAC

By unanimous action, the Board accepted with appreciation donations made to Elkhart Community Schools (ECS): 23 EZ-4A Violin Shoulder Rests and 5 EZ-2A Violin Shoulder Rests valued at \$363.72 from Oliver Musica USA, Inc. to be used in the Pierre Moran Middle School Music Department; a check for \$200.00 from First Presbyterian Church to help the nurse provide health needs and promote wellness for the students

Gift Acceptance

that need assistance at Beardsley Elementary; a check for \$1,000.00 from WNDU and Martain's Super Markets "One School at a Time" program to be used to buy school supplies, winter gear, and other items for the Beardsley Store where students spend Beardsley Bucks they have earned for positive behavior; nine computers valued at \$450.00 from? for the computer networking program at the Elkhart Area Career Center; and several diesel engines and equipment with an approximate value of \$50,000.00 from the University of Northwestern Ohio to be used in the Elkhart Area Career Center's new diesel service technology program beginning in the fall.

The Board heard from Phyllis Tubbs, Assistant Athletic Director at Memorial acknowledged Brooke Moore for her outstanding Cross Country season placing 17th in the State and receiving many honors. The Memorial girls volleyball team was recognized for their winning season competing in the Final 4 at the State Tournament. Coaches were named, then each member of the team introduced themselves and Mrs. Tubbs shared their individual accomplishments. Sherwin Simon, Social Worker and Boys Soccer coach at Central recognized Alex Ramirez for his exceptional season. He finished the season being named Conference MVP. Alex led the team in goals as they ended the season 16-3.

Richard Mendez, Junior ROTC Program Manager, hopes to start Jr. ROTC at CHS and MHS. He has visited others schools who have these classes established and are willing to act as sister schools. Curriculum, uniforms, and rewards of this program were discussed. In response to Board inquiry, Mr. Mendez responded after much research, the boots he recommended were the cheapest quality boots available.

Elkhart Area Career Center Director Dave Benak, began by recognizing Mr. Gortney's efforts in getting the new diesel program up and running at EACC. Mr. Benak explained the many areas of the support helping students prepare for Career and College Readiness. Online lessons, curriculum integration, and co-teaching are a few examples. The 21st Century Skills Specialist/Business Liaison brought in 50 business partners who presented an Employability Skills Panel. The panel provided all juniors and seniors information about being a good employee. A mock interview day was scheduled, and a job fair was held. The Education/Careers Coordinator keeps in constant contact with Ivy Tech to make sure students are receiving credits, brings in military and college vendors and helps students plot their future. The guidance counselors make sure EACC has a safe physical and emotional atmosphere. The Skills USA coordinator helps students with their extra-curricular events which further develops leadership skills as they participate in competitions. He concluded by complementing Principal Matt Werbiansky who oversees the General Education Intervention team which keeps students on track and plans interventions when needed. EACC presently enrolls 881 students and hopes to increase that number to 1000.

Student
Recognition

Special
Presentation

Building Report

<p>Ted Foland, Energy Education Specialist, reported on the three buildings making up EACC. In 2014, cost avoidance is 34.7% which is 3.2% ahead of 2013. They are one of only 3 buildings who have increased their avoidance. They have avoided over \$62,267.00 in energy costs. From September 2009 our overall cost avoidance in ECS is 25.5% valued at over \$5,135,000.00.</p>	<p>Energy Report</p>
<p>By unanimous action, the Board approved the following minutes: November 11, 2014 - Public Work Session November 11, 2014 - Regular Board Meeting November 18 - Public Work Session</p>	<p>Approval of Minutes</p>
<p>By unanimous action, the Board approved payment of claims totaling \$5,916,766.37 as shown on November 25, 2014, claims listing. (codified file 1415-60)</p>	<p>Payment of Claims</p>
<p>The Board received a financial report for the period for the period January 1, 2014 – October 31, 2014 and found it to be in good order.</p>	<p>Financial Report</p>
<p>Robert Woods, Director of Business Operations, reported the following fund loan was made on October 31, 2014: \$480,000.00 from Bus Replacement Fund to Transportation Operating Fund.</p>	<p>Fund Loans</p>
<p>By unanimous action, the Board approved the purchase of T-shirts from the extracurricular account at EACC. The cost of the t-shirts is \$560.00 and they will be sold as a fundraiser.</p>	<p>Extra-Curricular Purchase</p>
<p>By unanimous action, the Board adopted a resolution to transfer appropriations in 2014 tax reported funds.</p>	<p>Resolution</p>
<p>By unanimous action, the Board adopted a resolution to authorize participation in the SEC’s Municipalities Continuing Disclosure Initiative.</p>	<p>Resolution</p>
<p>By unanimous action, the Board approved proposed school fundraisers in accordance with Board policy.</p>	<p>Fundraisers</p>
<p>By unanimous action, the Board approved proposed revisions to Board Policy GCBA, Administrative Salary Schedule, as originally presented at the November 11th Board meeting. Doug Thorne, Executive Director of Personnel and Legal Services clarified this revision would not change present salaries, it places salaries into classifications based on 10 specific considerations.</p>	<p>Board Policy GCBA</p>
<p>By unanimous action, the Board approved proposed revisions to Board Policy GCBA, Professional Staff Merit System (Administrators). Mr. Thorne explained these revisions would replace the merit system with a performance award model.</p>	<p>Board Policy GCBA</p>

The Board was presented proposed revisions to Administrative Regulation GCBAA, Administrator Qualification Guidelines for Performance Awards, for Board review. In response to Board inquiry, Mr. Thorne agreed the performance goals and awards would be presented to the Board prior to the beginning of the school year.

Administrative
Regulation
GCBAA

The Board was presented proposed revisions to Administrative Regulation GCBAA, Performance Award Nomination Form, for Board review.

Administrative
Regulation
GCBAA

By unanimous action, the Board approved proposed revisions to the following Board Policies, Board member Duncan abstained on GDBA-8 and Board member Weaver abstained on GDBA-6: Board Policy GDBA-1, Food Service Employees' Compensation Plan; Board Policy GDBA-2, Mechanics' Compensation Plan; Board Policy GDBA-3, Bus Drivers' Compensation Plan; Board Policy GDBA-3a, Bus Helpers' Compensation Plan; Board Policy GDBA-4, Support Staff Salary Schedule (Maintenance Personnel); Board Policy GDBA-5, Secretarial/Business Compensation Plan; Board Policy GDBA-5a, Executive Assistant Compensation Plan; Board Policy GDBA-6, Paraprofessional Compensation Plan; Board Policy GDBA-7, Technical Assistant's Compensation Plan; Board Policy GDBA-8, Registered Nurses' Compensation Plan; Board Policy GDBA-9, Social Workers' Compensation Plan; Board Policy GDBA-10, Miscellaneous Positions Compensation Plan; Board Policy GDBA-11, Therapists' Compensation Plan; and GDBA-12, Employees' in Technology Services Positions Compensation Plan.

Board Policies

The Board was presented the 2015-2016 School Calendar for initial consideration. John Hill, Assistant Superintendent for Instruction, pointed out the new schedule would have students starting school earlier in the year, having a full week off for fall break which balances the semesters, and explained built in snow days. In response to Board inquiry, Dr. Hill explained the benefits of aligning our schedules with other school corporations. Superintendent Haworth added starting school earlier allows more instruction days before testing, and the fall break helps staff with remediation. (codified file 1415-61)

2015-2016
School Calendar

By unanimous action, the Board approved the amended 2014-2015 Board Meeting Schedule, as originally presented at the September 9th Board meeting. Superintendent Haworth amended the schedule by removing the December 5th meeting which was no longer needed. (codified file 1415-62)

2014-2015
Board Meeting
Schedule

By unanimous action, the Board confirms the submission of a grant to the Read Well Intervention through the Indiana Department of Education Early Learning Intervention Literacy Grant. (codified file 1415-63)

Grant
confirmation

By unanimous action, the Board approved the submission of a grant to the PACERS Foundation Grant-Bullying Prevention. (codified file 1415-64)

Grant
Application

By unanimous action, the Board approved the submission of a Sow It Forward Grant for Food Gardens from International Kitchen Gardeners. (codified file 1415-65)

Grant Application

By unanimous action, the Board approved conference leave requests in accordance with Board policy for staff members as recommended by the administration of the November 25, 2014 listing. (codified file 1415-66)

Conference Leaves

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

Personnel Report

Consent agreement regarding retention compensation and two consent agreements regarding unpaid time. (codified file 1415-67)

Consent Agreements

Maternity leave for Tara Pieters, industrial tech at West Side beginning 12/18/14 and ending 1/28/15.

Maternity Leave

Change to maternity leave for Malia Jaynes, speech pathologist at Beck beginning 9/16/14 and ending 6/5/15.

Change to Maternity Leave

Resignation of certified employee Andrea Bayadsy, language arts at West Side effective 11/25/14.

Certified Resignation

Employment of twenty-two (22) classified employees, who have successfully completed their probationary period:

Classified Employment

- Samantha Avila, food service at Memorial, 11/20/14
- Dana Clark, paraprofessional at Eastwood, 11/18/14
- Dreama Coleman, paraprofessional at Roosevelt, 11/5/14
- Latoyna Coleman, food service at Hawthorne, 11/10/14
- Pamela Dennis, food service at North Side, 11/5/14
- Sherriann Gard, paraprofessional at Osolo, 11/14/14
- Jalisa Gates, bus helper at Transportation, 11/5/14
- Leah Gregory, paraprofessional at Riverview, 11/11/14
- Nekeyta Hardy, secretary at Riverview, 10/16/14
- Bethanie Hartman, paraprofessional at Roosevelt, 11/11/14
- Broc Hiatt, food service/supplies receiver driver at Memorial, 11/20/14
- Genney Jeffery, bus driver unassigned at Transportation, 11/19/14
- Jessica Leng, food service at North Side, 11/11/14
- Karen Mackowiak, paraprofessional at Osolo, 11/18/14
- David Peete, custodian at Memorial, 11/17/14
- Demetrius Pegues, paraprofessional Tipton, 11/18/14
- Sarah Sanders, food service at Riverview/Eastwood, 11/18/14
- Lucas Shirey, custodian at Hawthorne, 11/5/14
- Danielle Smith, bus helper at Transportation, 11/13/14
- Sheryl Tavernier, bus helper at Transportation, 11/5/14
- Sondia Tolbert, bus helper at Transportation, 11/5/14
- Adrienne Williams, College and Career Readiness at EACC, 11/13/14

Resignation of eight (8) classified employees effective on dates given:
Judy Bass, food service at Central, 11/28/14
Blanton Beathea, paraprofessional at North Side, 11/21/14
Kyseidra Jackson, paraprofessional at Osolo, 11/12/14
Carmen Macon, technical assistant at Central, 12/1/14
Carla Moore, paraprofessional at Hawthorne, 11/7/14
Dana Oberg, registered nurse at Monger, 11/21/14
Amy Peterson, paraprofessional at Feeser, 12/19/14
Connie Sweirengin, bus driver at Transportation, 11/21/14

Classified
Resignation

Voluntary leave of Nancy Rodman, paraprofessional at EACC beginning on 4/13/15 and ending on 6/4/15.

Voluntary Leave

The Board heard a report from Board secretary Glenn Duncan about a trip to Charles L. Bowers School Farm in Detroit, Michigan when a group from ECS observed a year-round farm with various educational programs and community events. Mr. Duncan reported each student was required to perform community service before graduating. He recommended ECS implement this idea and added it would be good for the students and good for the community.

From the Board

The meeting adjourned at approximately 8:39 p.m.

Adjournment

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

Elkhart Community Schools
Proposed School Fundraising Activities
Dec. 9, 2014 Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Sponsor(s)
Central Riley Dance Marathon	4 on 4 soccer tournament will be held in Central Gym. A \$10.00 entry fee will be charged per team. Proceeds will go to Riley Children's Hospital.	2/28/2015	Jessica Schibley
	Please note the following fundraisers are presented for confirmation only.		
West Side Middle School National Honor Society	11 male teachers grew out their beards for "No Shave November". Proceeds from this activity went to Church Community Services Food Pantry	11/10/2014-11/25/2014	Heather Kidder
MHS Girl's Tennis Team	Rise and Roll donuts and gift certificates were sold . Proceeds will be used for uniforms, tournaments and tennis balls.	12/1/2004-12/10/2014	Alex Holtz

PROFESSIONAL STAFF MERIT SYSTEM PERFORMANCE AWARDS
(ADMINISTRATORS)

Section 1.

The Superintendent shall establish, for Board review and approval, guidelines for administrator's performance awards. ~~These guidelines shall be examined annually by the Superintendent and the Superintendent's Cabinet.~~ Any ~~recommended changes~~ **recommended by the Superintendent** in the guidelines for the following year shall be brought to the Board's attention no later than May 1, of each year.

Performance awards may be ~~developed~~ **recommended to the** ~~by the~~ Superintendent **and shall be based upon the administrator accomplishing performance goal(s) established by the Superintendent with input received from the individual administrator.** by either of the two methods below:

- ~~A. Individual Option.~~ An administrator may desire to be considered for a performance award at the completion of a given contract year. In this event, the administrator desiring such consideration shall complete Form GCBAA. The completed form shall be reviewed by the administrator's supervisor, the Assistant Superintendents, and the Superintendent. Based upon that review, the Superintendent may authorize a performance award for the administrator.
- ~~B. Supervisor Option.~~ Based upon outstanding performance by an individual as recognized by the administrator's immediate supervisor, a nomination may be made, and substantiated with supporting information, to the Superintendent for consideration of a performance award. All awards by the Superintendent shall be documented and presented to the Board of School Trustees.

Section 2.

Performance awards may be in the form of any or all of the following:

- A. Additional compensation, **in an amount to be determined by the Superintendent, added to administrator's contract salary as a result of meeting the administrator's performance goal and paid to the administrator during the school year when the goal is met.**
- ~~B.~~ An extended contract covering a period of multiple years.
- ~~B.~~ Approval to attend an additional meeting or conference with expenses paid during the succeeding year.

Section 3.

The Superintendent shall provide an annual report to the Board as to the awards paid to administrators.

GCBAA
Proposed Revised Administrative Regulation
(as presented during the 11/25/14 BST meeting)

ADMINISTRATOR QUALIFICATION GUIDELINES FOR PERFORMANCE AWARDS

A. ~~Basic eligibility requirements:~~

~~The immediate supervisor, Assistant Superintendents—where applicable, and Superintendent agree that:~~

- ~~1. the basic job description has been carried out in a satisfactory manner.~~
- ~~2. standard job performance elements—progress toward building/departmental goals, attendance, care of equipment/facilities, communications, fiscal management, follow up, task schedules, relationships—are in order.~~
- ~~3. satisfactory support is provided to system wide goals.~~

~~If items one, two, and three above are met, then eligibility for consideration for a performance award has been established.~~

B. ~~Performance awards may be granted for one or more of the following activities:~~

- ~~1. Leadership and/or significant service that results in effective, significant innovation.~~
- ~~2. Leadership and/or significant service that results in a major competitive grant award that funds an approved program or project.~~
- ~~3. Significant improvement in pupil performance within the administrator's responsibility.~~
- ~~4. Sustained level of outstanding pupil performance within the administrator's responsibility.~~
- ~~5. Special, effective service in connection with a local, state or national professional task force/committee/study team.~~
- ~~6. Significant leadership/participation in staff development activities for staff or colleagues.~~
- ~~7. Outstanding leadership—initiation, preparation, and follow up—during the solution of a difficult department or building problem within the administrator's responsibility.~~
- ~~8. Leadership or other significant service that results in operational efficiencies and/or effectiveness.~~
- ~~9. Leadership or other special significant service that leads to the accomplishment of system wide goals.~~
- ~~10. Leadership or other special, significant service that leads to the accomplishment of building or departmental goals.~~
- ~~11. Leadership that leads to special local, state, or national positive recognition for the Elkhart Community Schools and/or a particular department or building.~~

Administrator Qualification Guidelines for Performance Awards (Cont)

~~12. Civic/professional leadership/participation that contributes to improved education in the Elkhart Community Schools.~~

AC. Administration of the Performance Awards

1. Superintendent will make all final decisions.
2. Qualification cycle runs from July 1 to June 30. However, recognition may be given to accomplishments that extend beyond any one given year.
- ~~3. All dollars will be awarded.~~
34. Individual amounts will be determined by the Superintendent **and reported to the Board annually.**
- ~~5. Nomination is to be made on Form GCBA to the Superintendent.~~
46. The Superintendent is not eligible for a performance award under this policy.

February 1992 **December 9, 2014**

PERFORMANCE AWARD NOMINATION FORM

Date Filed

Prepared for: _____
Administrator

Prepared by: _____
Administrator

Description of performance for which award is sought:

Dates/time frame of performance:

Results:

Names of persons familiar with the quality of the performance:

Original to Superintendent's Office
CC: Immediate Supervisor
Assistant Superintendents



SCHOOL CALENDAR: JULY 2015 - JUNE 2016

JULY 2015

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

AUGUST 2015

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30	31					

SEPTEMBER 2015

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OCTOBER 2015

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31						

NOVEMBER 2015

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DECEMBER 2015

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26	27	28	29	30	31	

August
 4 Full day pre-session for teachers - non-student day
 5 Full day pre-session for teachers - non-student day
 6 Students' first day - Full day all students

September
 7 Labor Day - All Schools Closed

October
 2 End of 1st grading period - all schools
 8 Parent/Teacher Conferences (for all students)
 19-23 Fall Recess - all schools closed

November
 25-27 Thanksgiving Recess - all schools closed

December
 18 End of 2nd grading period/1st semester - all schools
 21-Jan 1 Winter Recess - all schools closed

January
 4 School resumes after Winter Recess
 18 Martin Luther King Jr. Day - all schools closed

February
 3 No School - Emergency Make-up Day
 12-15 Presidents' Day Recess - all schools closed

March
 11 End of 3rd grading period - all schools
 16 P/T Conferences for elementary only (no school for elementary students, school in session for all secondary schools) ****may be used as emergency make-up day if necessary**
 25 No School - Emergency Make-up Day

April
 1 No School - Emergency Make-up Day
 4-8 Spring Recess - all schools closed
 14 Kindergarten Roundup - Elementary Schools

May
 9 No School - Emergency Make-up Day
 23 No School - Emergency Make-up Day
 30 Memorial Day - all schools closed

June
 1 Last Day of School - full day for all students ******

JANUARY 2016

S	M	T	W	T	F	S
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31						

FEBRUARY 2016

S	M	T	W	T	F	S
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14	X	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

MARCH 2016

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APRIL 2016

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MAY 2016

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JUNE 2016

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25	26	27	28	29	30	

Key:

- = Professional day for teachers (non-student day)
- S** = No School (may be used as emergency make-up day, if necessary)
- X** = School Out of Session (during the instructional school year)
- K** = Kindergarten Roundup
- ⊗** = Parent/Teacher Conferences (no school for students)
- ⚠** = Parent/Teacher Conferences (no school for elementary, secondary schools in session)

**** If necessary, additional emergency make-up days will be added at the end of the school year.**



Grant Approval Form

DATE:

TO: Dr. Robert Haworth, Superintendent
Board of School Trustees

FROM:

SCHOOL / ENTITY APPLYING: **RFA Read** **YES** **NO**

NAME OF ADMINISTRATOR APPROVING APPLICATION:

GRANT TITLE:

ENTITY APPLYING TO:

GRANT AMOUNT:

GRANT SUBMISSION DEADLINE:

EXPLANTION OF GRANT:

This grant could help pay for expenses related to attendance at the National Association of School Psychologist annual meeting that I plan to attend in February 2015.

IF PART OF GRANT, NOTIFY:

- | | | |
|--|--|----------------------------------|
| DIRECTOR OF TECHNOLOGY | <input type="checkbox"/> YES <input checked="" type="checkbox"/> N/A | DATE <input type="text"/> |
| DIRECTOR OF SAFETY AND SECURITY | <input type="checkbox"/> YES <input checked="" type="checkbox"/> N/A | DATE <input type="text"/> |
| DIRECTOR OF STUDENT SERVICES | <input type="checkbox"/> YES <input checked="" type="checkbox"/> N/A | DATE <input type="text"/> |
| DIRECTOR OF FOOD SERVICES | <input type="checkbox"/> YES <input checked="" type="checkbox"/> N/A | DATE <input type="text"/> |

SUSTAINABILITY PLAN:

This is a one-time grant application to be used for travel expenses. No plan for sustainability is needed.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

It will be used to attend the national conference.

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Mary Jo Sartorius

BOARD: APPROVED DENIED

DATE OF BOARD APPROVAL



Grant Approval Form

DATE:

TO: Dr. Robert Haworth, Superintendent
Board of School Trustees

FROM:

SCHOOL / ENTITY APPLYING: RFA Read YES NO

NAME OF ADMINISTRATOR APPROVING APPLICATION:

GRANT TITLE:

ENTITY APPLYING TO:

GRANT AMOUNT: GRANT SUBMISSION DEADLINE:

EXPLANATION OF GRANT:

This grant could help pay for expenses related to attendance at the National Association of School Psychologist annual meeting in February 2015

IF PART OF GRANT, NOTIFY:

- DIRECTOR OF TECHNOLOGY YES N/A DATE
- DIRECTOR OF SAFETY AND SECURITY YES N/A DATE
- DIRECTOR OF STUDENT SERVICES YES N/A DATE
- DIRECTOR OF FOOD SERVICES YES N/A DATE

SUSTAINABILITY PLAN:

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WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

It will be used to attend the national conference.

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

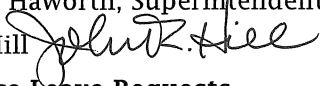
Mary Jo Sartorius

BOARD: APPROVED DENIED

DATE OF BOARD APPROVAL

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: December 4, 2014
 TO: Dr. Robert Haworth, Superintendent
 FROM: Dr. John Hill 
 RE: **Conference Leave Requests**
December 9, 2014 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2014 - 2015 CONFERENCES	EXPENSES	SUBSTITUTE
MIDWEST MUSIC CLINIC FOR BAND AND ORCHESTRA DIRECTORS This clinic will provide the most current information regarding the best practices for teaching band and orchestra. Information learned will be used to help recharge the music program. Chicago, IL December 18 - 20, 2014 (2 day's absence) DAN BURTON - CENTRAL (0-0)	\$971.00	\$170.00
AMERICAN CHORAL DIRECTORS ASSOCIATION (ACDA) - NATIONAL CONFERENCE This conference will provide an opportunity to learn new literature and techniques by attending concert performances and clinic sessions. Salt Lake City, UT February 25 - 27, 2015 (1-1) WILLIAM NIEDERER - CENTRAL (1-1)	\$299.00	\$255.00
TOTAL	\$1,270.00	\$425.00
2014 YEAR-TO-DATE GENERAL FUNDS	\$33,623.70	\$5,135.00
2015 YEAR-TO-DATE GENERAL FUNDS	\$299.00	\$340.00
2014 YEAR-TO-DATE OTHER FUNDS	\$169,312.37	\$14,490.00
2014 YEAR-TO-DATE ADJUSTMENTS	(\$4,099.40)	\$0.00
2015 YEAR-TO-DATE OTHER FUNDS	\$3,917.20	\$0.00
2015 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$203,052.87	\$19,965.00

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



Date: December 9, 2014
To: Dr. Robert Haworth
From: Mr. W. Douglas Thorne
Subject: Personnel Recommendations

Certified

- a. **New Certified Staff** – We recommend the following new certified staff for employment in the 2014-15 school year:

Haley Baker	West Side/Language Arts
Jennifer Beer	Osolo/Behavior Support
Kristina Turpin	Beardsley/Grade 5

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

William Roggeman Began: 8/13/12	Memorial/Physical Education Resign: 12/19/14
Maria Schroeder Began: 8/16/10	Bristol/Grade 3 PEP Resign: 12/19/14

- c. **Maternity Leave** – We recommend a maternity leave for the following employees:

Adria Anderson Begin: 1/6/15	Bristol/Grade 1 End: 6/5/15
Elizabeth Wilson Begin: 1/5/15	Daly/Special Education End: 2/9/15

Classified

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

Maleka Beard Began: 9/22/14	Central/Beardsley/Food Service PE: 11/25/14
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Lindsay Burnett Began: 9/22/14	Pinewood/Bristol/Social Worker PE: 11/25/14
Roberta Eby Began: 9/17/14	Central/Paraprofessional PE: 11/20/14
Annette Lagadon Began: 9/24/14	Memorial/Food Service PE: 12/1/14
Sandra Piggie Began: 9/22/14	Daly/Monger/Food Service PE: 11/25/14
Yessica Ramirez Began: 9/22/14	Hawthorne/Paraprofessional PE: 11/25/14
Cassie Robershaw Began: 9/22/14	West Side/Food Service PE: 11/25/14
Allison Smith Began: 9/22/14	Daly/Paraprofessional PE: 11/25/14
Eugene Stewart Began: 9/29/14	Central/Custodian PE: 12/2/14
Kendra Wieneke Began: 9/17/14	Memorial/Technical Assistant PE: 11/20/14
Melanie Zottor Began: 9/17/14	Transportation/Bus Driver Unassigned PE: 11/20/14

b. Resignation – We report the resignation of the following classified employees:

Paige Adams Began: 8/25/14	Beardsley/Paraprofessional Resign: 12/17/14
Candace Davis Began: 8/15/14	Transportation/Bus Driver Unassigned Resign: 12/1/14
Julie Moody Began: 8/15/14	Transportation/Bus Driver Unassigned Resign: 12/5/14
Sarah Snyder Began: 6/8/09	Memorial/Secretary Resign: 12/12/14

c. Retirement – We report the retirement of the following classified employee:

James Conklin Began: 12/13/04	Transportation/Bus Driver Retire: 12/19/14 10 Years of Service
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d. Voluntary Leave - We recommend a voluntary leave for the following classified employee:

Matt Perkey Begin: 1/5/15	Central/Paraprofessional End: 3/20/15
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