

AGENDA FOR  
BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING

Elkhart Community Schools  
Elkhart, Indiana

February 11, 2014

CALENDAR

Feb	11	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Feb	11	immediately following	Executive Session, J.C. Rice Educational Services Center
Feb	11	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Feb	18	7:00 a.m.	Public Work Session, J.C. Rice Educational Services Center
Feb	25	7:00 p.m.	Regular Board Meeting, North Side Middle School
Mar	11	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
  - Indiana Jr. High All-Region and All-State Band Members
  - National Hot Rodders Competition Team Members
- F. SPECIAL PRESENTATION
  - District Academic Coaches
- G. MINUTES - January 28, 2014 – Public Work Session  
January 28, 2014 – Regular Board Meeting
- H. TREASURER'S REPORT

Consideration of Claims

Extra-Curricular Purchase – The Business Office seeks Board approval of an extra-curricular purchase request from West Side Middle School.

Fund Loans - The Business Office reports on fund loans made at the end of January 2014.

I. NEW BUSINESS

Board Policy GDBA-1 – The administration presents proposed revisions to Board Policy GDBA-1, Food Service Employees’ Compensation Plan, and asks to waive second reading.

Board Policy GDBA-10 – The administration presents proposed revisions to Board Policy GDBA-10, Employees in Miscellaneous Positions Compensation Plan, and asks to waive second reading.

Grant Application – The administration recommends Board approval for submission of a grant application to the United Way.

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



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

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DATE: February 6, 2014  
TO: Dr. Rob Haworth  
Board of School Trustees

FROM: Valerie Priller

RE: Donation Approval

Elkhart Rotary Club presented a gift of \$540.00 for Beardsley children to use the Renaissance Learning Program. 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

Elkhart Rotary Club  
P.O. Box 933  
Elkhart, In 46515



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**MARY BECK ELEMENTARY SCHOOL**  
Elkhart Community Schools  
818 McDonald Street, Elkhart, IN 46516-4131  
(574) 295-4830 / 4839 fax  
[www.elkhart.k12.in.us](http://www.elkhart.k12.in.us)

DATE: January 30, 2014  
TO: Dr. Rob Haworth  
Board of School Trustees  
FROM: Richie Mendez, Michelle Atayde  
RE: Donation Approval

Mary Beck was chosen to receive a check in the amount of \$500.00 during a Healthy Lifestyle Event on Thursday, February 13, 2014. The money is a donation from Managed Health Services (MHS) and the money will be used towards the purchase of new gym and recess equipment for students.

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:


**Stephen Downing Jr.**  
Community Outreach Coordinator  
**MHS**  
1099 N. Meridian Street, Suite 400  
Indianapolis, IN 46204  
[www.mhsindiana.com](http://www.mhsindiana.com)  
[sdowning@mhsindiana.com](mailto:sdowning@mhsindiana.com)



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INSTRUCTION AND LEARNING  
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: January 23, 2014  
RE: Gift Approval – Music Department

Frank and Becky McClelland have offered to donate one (1) French Horn (serial number 74) 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 \$275.00.

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:

**Frank and Becky McClelland**  
53826 Kershner Lane  
Elkhart IN 46514

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**WOODLAND ELEMENTARY SCHOOL**  
Elkhart Community Schools  
1220 County Road 3, Elkhart, IN 46514-8991  
(574) 262-5578 / 5746 fax  
[www.elkhart.k12.in.us](http://www.elkhart.k12.in.us)

DATE: February 4, 2014

TO: Dr. Rob Haworth  
Board of School Trustees

FROM: Mr. Jonathan LeVan, Principal & Theresa Maier, Parent Coordinator, Title I

RE: Donation Approval

United Way of Elkhart County proposed a donation of an Early Childhood Community Grant of \$500.00 to support the Partnering with Parents of Preschoolers Kindergarten Readiness Workshop. We plan to purchase supplies to enhance writing activities for our parents to assist their young children in writing their names.

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  
601 County Road 17  
P.O. Box 3048  
Elkhart, IN 46515

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

Elkhart Community Schools  
Elkhart, Indiana

January 28, 2014

Beardsley Elementary School, 1027 McPherson Street, Elkhart – 5:30 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

The Superintendent gave the Board a report on Referendum news. The Board discussed school cancellations and make up days, and also discussed a new High School Class being offered.

Topics  
Discussed

The meeting adjourned at approximately 6:20 p.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

MINUTES  
OF THE REGULAR MEETING  
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools  
Elkhart, Indiana  
January 28, 2014

Beardsley Elementary School, 1027 McPherson St., 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	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
By unanimous action, the Board accepted with appreciation a donation made to Elkhart Community Schools (ECS) of 15 cases of graham crackers with a value is \$368.70 from Feed the Children which were distributed to ECS students along with the 15 cases of granola bars and 960 elementary backpacks with supplies.	Gift Acceptance
The School Board heard a building report by Principal of Beardsley Elementary School. Mrs. Priller shared her sadness that her students could not make their presentation because of the inclement weather. The Board asked her to have her students perform at a later meeting. Mrs. Priller provided a handout showing Beardsley’s Math and English/Language Arts ISTEP+ scores showing steady improvement over the last 5 years. The Board requested a consistent graph format when presenting a buildings ISTEP+ scores. They would like to see 5 year growth trends for each Math and English/Language Arts scores. Beardsley is focusing on growing the whole child and shared a chart showing how the school and community work together.	Beardsley Building Report
By unanimous action, the Board approved the following minutes: January 14, 2014 – Public Work Session January 14, 2014 – Annual Board of Finance January 14, 2014 – Regular Board Meeting	Approval of Minutes
By unanimous action, the Board approved payment of claims totaling \$9,519,161.85 as shown on the January 28, 2014, claims listing. (Codified File 1314-75)	Payment of Claims
The Board received a financial report for the period January 1, 2013-December 31, 2013 and found it to be in order. Doug Hasler, executive director of support services, reported reimbursement for Kindergarten	Financial Report



students will affect the monthly balance of the General Fund. Distribution has been changed from biannual to monthly.

By unanimous action, the Board approved and waived second reading of proposed revisions to Board Policy GCBA, Administrative Salary Schedule. In response to Board inquiry, Mr. Hasler indicated he will coordinate a presentation at a future Board meeting by the new Transportation Director.

Board Policy  
GCBA

By unanimous action, the Board approved overnight trip request for sixth graders at Pinewood Elementary to travel to Camp Friedenswald in Cassopolis, MI on March 27-28, 2014, to study standards in science and team building skills.

Overnight Trip  
Request

By unanimous action, the Board approved conference leave requests in accordance with Board policy for staff members as recommended by the administration on the January 28, 2014 listing. (Codified File 1314-76)

Conference  
Leaves

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

Personnel  
Report

Retirement of four (4) certified staff members effective at the end of the 2013-14 school year, with years of service in parenthesis:

Certified  
Retirement

Kay Hanft - Music at Cleveland, (28)  
Carol Pfeiffer - Special Ed at Central, (18)  
Richard Rushlow - Sixth grade at Daly, (42)  
Jean Ziolkowski - Second grade at Riverview, (35)

Employment of the following four (4) certified staff members:

Certified  
Employment

Raymond Callahan - Interventions at Pierre Moran  
Amanda Cregier - Spanish at Memorial  
Jennifer Pummill - Interventions at Roosevelt  
Christina Snider - Second Grade at Beck

A maternity leave of absence for Shaun McAllister - Physical Education at Beck, beginning 3/11/14 and ending 3/31/14.

Maternity  
Leave

Regular employment for the following four (4) classified employees who have successfully completed their probationary periods, on dates indicated:

Classified  
Employment

Bernayia Bonner - Food Service at Cleveland, 1/23/14  
Christina Buss - Paraprofessional at Feeser, 1/23/14  
Carmen Olinger - Paraprofessional at Osolo, 1/17/14  
Gary Sawtelle - Support Manager IV at ESC, 1/6/14

Resignation of seven (7) classified employees - effective on dates indicated:

Cristina Amadoe Corona – Paraprofessional at Osolo, 1/31/14  
Kathy Bressler – Paraprofessional at Beardsley, 1/6/2014  
Brian Conwell – Bus Driver Unassigned at Transportation, 1/14/14  
Patricia Moore – Reistered Nurse at Roosevelt, 1/31/14  
Roger Sullivan – Food Service at Riverview, 1/15/14  
Alexa Valdez – Bus Driver at Transportation 1/24/14  
Tiffany Vos – Bus Driver Unassigned at Transportation 1/31/14

Classified  
Resignation

Retirement of (2) classified employees – effective on dates indicated with years of service in parenthesis:

Delcena Lambdin – Bus Driver at Transportation, 3/28/14 (16)  
Pamela Walker – Secretary at Riverview, 6/6/14 (17)

Classified  
Retirement

By unanimous action, the Board adopted a resolution to amend Board Policy GDBDA regarding exhaustion of benefit time prior to the use of unpaid days, which shall be waived throughout the 2013-2014 school year on days which government entities issue orders prohibiting travel. (Codified File 1314-77)

Resolution

Superintendant Haworth announced there would be no school Wednesday, January 29<sup>th</sup> due to the cold.

From the  
Superintendent

The meeting adjourned at approximately 7:28 p.m.

Adjournment

APPROVED:

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Dorisanne H. Nielsen - President

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Carolyn R. Morris - Vice President

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Glenn L. Duncan - Secretary

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Karen S. Carter - Member

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Susan C. Daiber - Member

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Jeri E. Stahr - Member

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Douglas K. Weaver - Member

Signatures

# Memorandum

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**To:** Dr. Haworth

**From:** Kristie Stutsman 

**Date:** 1/31/2014

**Re:** Approval for Purchase of ISTEP Shirts

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West Side Middle School is requesting approval to purchase ISTEP t-shirts for staff and students from our extra-curricular account. The cost of the t-shirts is \$2720.00. The t-shirts are used as an incentive for students to give best effort on ISTEP. Students sign a pledge card promising to do their best on the test (see attached).

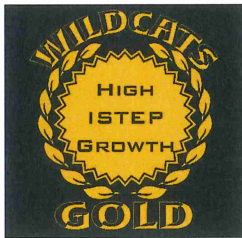
West Side Student Council and National Junior Honor Society students continue to do activities to raise money to cover the cost of the t-shirts.

I \_\_\_\_\_ promise to do my best to achieve my goals of

\_\_\_\_\_ on ISTEP this year.

I will focus on the following:

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_

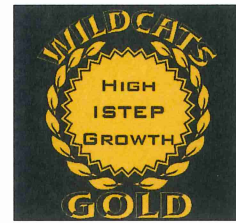


I \_\_\_\_\_ promise to do my best to achieve my goals of

\_\_\_\_\_ on ISTEP this year.

I will focus on the following:

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_

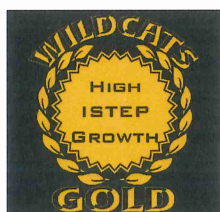


I \_\_\_\_\_ promise to do my best to achieve my goals of

\_\_\_\_\_ on ISTEP this year.

I will focus on the following:

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_

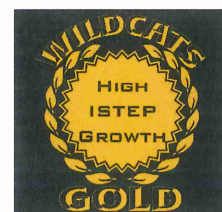


I \_\_\_\_\_ promise to do my best to achieve my goals of

\_\_\_\_\_ on ISTEP this year.

I will focus on the following:

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_



**ELKHART COMMUNITY SCHOOLS**

**DATE: 01/31/14**

**TO: MR. DOUGLAS A. HASLER**

**FROM: DIANA STAMPER**

**RE: LOANS -- ONE FUND TO ANOTHER**

**THE FOLLOWING LOANS WERE MADE ON 01/31/14:**

**\$ 995,000 TO FUND 0250 RETIREMENT/SEV BOND FUND FROM FUND 0100 GENERAL FUND**  
**\$1,850,000 TO FUND 0200 DEBT SERVICE FROM 0350 CAPITAL PROJECTS FUND**

**Proposed Revised Board Policy**

**FOOD SERVICE EMPLOYEES' COMPENSATION PLAN**

**Section 1. FOOD SERVICE EMPLOYEES' SALARY SCHEDULE**

The Board of School Trustees hereby adopts the following wage and career increment schedule for food service personnel to be effective beginning January 1, 2009.

<b><u>WAGE SCHEDULE</u></b>										
STEP	I		II		II.5	III	IV	V	VI	VII
	A	B	A	B	B	B	B	B	B	B
Probationary	7.71	7.54	8.03	7.86	8.89	12.83	13.55	15.27	13.55	15.10
64 days - 1 year	8.43	8.24	8.78	8.58	9.59	13.63	14.34	16.08	14.34	15.89
1 year – 2 years	9.21	8.98	9.54	9.31	10.32	14.04	15.10	16.81	15.10	16.64
2 years – 3 years	10.09	9.83	10.43	10.14	11.15	15.12	15.95	17.67	15.95	17.50
Over 3 years	10.60	10.32	10.94	10.64	11.67	15.82	16.67	18.40	16.67	18.21

Key: Column A = Less than four hours/day employees  
 Column B = Four or more hours/day employees (In addition the three percent (3%) employee contribution to PERF will be paid by Elkhart Community Schools)

- I - Less than 6.5 hour Satellite Employees **and Elementary Lunch Paraprofessionals**
- II - Commissary and Cafeteria Employees, **Secondary Lunch Paraprofessionals**, and 6.5 hours or more Satellite Employees
- II.5 - Commissary Line Leader
- III - Managers, Middle Schools and Allergy Specialist
- IV - Central High School Manager
- V - Satellite Manager/Computer Software Support/Head Start
- VI - Memorial High School Manager and Summer Feeding Supervisor
- VII - Commissary Manager and Summer Production Manager

1. The career increment applies to all food service personnel.
2. The career increment takes effect for each regular employee on the anniversary date (5-10-15-20 years). The career increment is not cumulative, but the scheduled amount is added to the employee's regular rate set forth on the Wage Schedule.
3. Years of employment will be determined by using the date the employee became regularly employed by the Elkhart Community Schools or by a township school which has since become a part of the Elkhart Community Schools.

**CAREER INCREMENT SCHEDULE**

- \$.20 5 years, but less than 10
- .30 10 years, but less than 15
- .50 15 years, but less than 20
- .70 20 years and over

**Lunch Paraprofessionals, who were hired as a lunch paraprofessional prior to February 11, 2014, will be paid under the paraprofessional wage schedule as outlined below.**

<b><u>Step</u></b>	<b><u>ECS Experience as Paraprofessional</u></b>	<b><u>Hourly Rate</u></b>	
		<b><u>A</u></b>	<b><u>B</u></b>
<b><u>1</u></b>	<b><u>0 days or more, but less than 64 days (Probationary Rate)</u></b>	<b><u>9.35</u></b>	<b><u>8.85</u></b>
<b><u>2</u></b>	<b><u>64 days or more, but less than 1 year</u></b>	<b><u>9.47</u></b>	<b><u>9.18</u></b>
<b><u>3</u></b>	<b><u>1 year or more, but less than 2 years</u></b>	<b><u>9.93</u></b>	<b><u>9.66</u></b>
<b><u>4</u></b>	<b><u>2 years or more, but less than 3 years</u></b>	<b><u>10.44</u></b>	<b><u>10.13</u></b>
<b><u>5</u></b>	<b><u>3 years or more, but less than 4 years</u></b>	<b><u>10.92</u></b>	<b><u>10.59</u></b>
<b><u>6</u></b>	<b><u>4 years or more, but less than 5 years</u></b>	<b><u>11.33</u></b>	<b><u>10.99</u></b>
<b><u>7</u></b>	<b><u>5 years or more, but less than 6 years</u></b>	<b><u>11.83</u></b>	<b><u>11.46</u></b>
<b><u>8</u></b>	<b><u>6 years or more, but less than 7 years</u></b>	<b><u>12.27</u></b>	<b><u>11.91</u></b>
<b><u>9</u></b>	<b><u>7 years or more</u></b>	<b><u>12.77</u></b>	<b><u>12.40</u></b>

**Key:** **Column A = Less than four hours/day employees**  
**Column B = Four or more hours/day employees (In addition, the three percent (3%) employee contribution to PERF will be paid by Elkhart Community Schools.)**

**LUNCH PARAPROFESSIONAL  
CAREER INCREMENT SCHEDULE**

<b><u>Years regularly employed by Elkhart Community Schools</u></b>	<b><u>Amount of Hourly Career Increment</u></b>
<b><u>5 or more, but less than 10</u></b>	<b><u>.20</u></b>
<b><u>10 or more, but less than 15</u></b>	<b><u>.30</u></b>
<b><u>15 or more, but less than 17</u></b>	<b><u>.40</u></b>
<b><u>17 or more, but less than 20</u></b>	<b><u>.50</u></b>
<b><u>20 or more</u></b>	<b><u>.60</u></b>

**February 11, 2014** July 11, 2013



**EMPLOYEES IN MISCELLANEOUS POSITIONS COMPENSATION PLAN****Section 1. MISCELLANEOUS WAGE/SALARY SCHEDULE**

The Board of School Trustees hereby adopts the following wage schedule for the positions below to be effective January 1, 2009. In addition, the three percent (3%) employee contribution to PERF will be paid by Elkhart Community Schools.

POSITION	HOURLY WAGE RANGE
Assistant Supervisor of Transportation	21.90 – 27.05
Transportation Trainer/Dispatcher	18.25 – 21.32
Food Service Truck Driver	14.65 – 17.40
Food Service Receiving/Supply	14.65 – 17.40
Assistant Supervisor of Building Services	21.90 – 27.05
Supply Manager	14.46 – 17.42
Food Service Training Specialist	16.60 – 23.25
Food Service Bids & Commodity Coordinator	15.81 – 24.70
Child Care Coordinator	13.24 – 16.42
Transportation Route/Driver Coordinator	18.25 – 21.32
Adult/Community Education Non-Contract Teachers	31.43 *
Building Community Education Coordinator	25.50 – 31.88
Radio Station Staff Announcer	8.60 – 12.22
Radio Station Development Assistant	10.00 – 16.00
School Security Officer	21.66
Title I/Funded Pupil/Program/Parent Support Person	18.22 – 26.53
High School Parent/Community Liaison	18.22 – 26.53
Asst. Site Coordinator - 21 <sup>st</sup> Century Community Learning Center	14.00
After-School Community Education Organized Activities Leader	14.00
After-School Community Education Organized Activities Assistant	9.39
Deaf/Hard of Hearing Educational Interpreter	15.00 – 28.00
Technology Support for Student Accounting and Program Evaluation	15.81 – 18.81

\* Hourly rate based on .001 of the certified teacher's base salary

POSITION	YEARLY SALARY RANGE
Radio Station Manager	46,215 – 68,660
Radio Station Development Director	43,494 – 65,814
Radio Station Business Account Manager	34,328 – 64,719
Radio Station Program Director	34,328 – 52,814
Radio Station Senior Reporter and Assignment Editor	29,655 – 43,423
Radio Station Operations Manager	23,766 – 38,950
Radio Station Morning Edition Host	23,766 – 36,311
Radio Station Promotions Manager	27,743 – 41,278
Radio Station Membership Manager	30,766 – 43,586
<del>Public Relations and Volunteer Coordinator</del>	<del>39,694 – 53,703</del>
Safe and Drug Free Schools Coordinator	24,036 – 28,043
Olweus Bullying Prevention Program Coordinator	39,694 – 53,703

Energy Education Specialist	54,940 – 74,399
School Psychologist Intern	35,520
21 <sup>st</sup> Century Community Learning Center Coordinator	2,500 (per semester)

An employee who is required to report to work to respond to an emergency outside of the employee's regular work hours will be paid for a minimum of two (2) hours.

~~July 23, 2013~~ **February 11, 2014**



**PINWOOD ELEMENTARY SCHOOL**  
Elkhart Community Schools  
3420 East Bristol Street, Elkhart, IN 46514-4468  
(574) 262-5595 / 5745 fax  
www.elkhart.k12.in.us

inspiring. excellence.

DATE: February 6, 2014  
TO: Dr. Rob Haworth  
Board of School Trustees  
FROM: Melinda Shaw  
RE: Grant Application

The mission of the Success By 6 Summit is - "To annually engage community members in an enthusiastic conversation about valuing young children, particularly around issues of quality care, enrichment and parental involvement.

United Way believes that over their first five years, children are hard-wired for future learning through every day experiences. The right experiences are pivotal to a child's healthy development.

Participants include Eastwood School, Pinewood School, Hillcrest Pre-school and Cornerstone Christian Montessori.

1. **Project Overview** (500 word maximum) Please describe how the relationship will be strengthened, particularly highlighting the three action steps that will be taken?
  1. We will purchase **resource materials for each kindergarten and preschool teacher**. The title is Ready Bodies Learning Minds. These materials are important to get students physically ready for kindergarten and first grade learning.
  2. We will develop a **year end summary of skills** for the preschools to use as an individual student report to the kindergarten teachers.

We will plan another **collaboration meeting** in the spring at Pinewood School so that preschool teachers/administrators can visit kindergarten rooms and see year-end products in the areas of language arts and math. We would want to do this kind of activity next school year using Hillcrest and Eastwood as the host schools to ensure the collaboration process continues.

2. **Describe the Project's most exciting feature** (350 word maximum)

**The collaboration and communication between public and non public schools as well as between preschool and kindergarten programs is an exciting new venture. Spreading the awareness that strong bodies make stronger minds and increases a student's capacity for learning is also very exciting.**

3. **How will this project make the transition to kindergarten easier for families with young children in these Care Provider programs?** (250 work maximum)

**Preschool teachers will become better aware of the expectations for incoming kindergarteners. Families will become more aware of how the body shapes the brain for learning.**

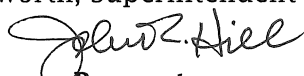
4. **How will the team know if this project has been a success? Describe how you assess this project at the end of the school year.** (350 maximum)

**We will develop a survey for teachers asking for their input on the usefulness of the resources and the value of the collaboration meetings.**

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

## ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: February 6, 2014  
 TO: Dr. Robert Haworth, Superintendent  
 FROM: Dr. John Hill   
 RE: **Conference Leave Requests**  
**February 11, 2014 - Board of School Trustees Meeting**

**The following requests for excused absences are recommended for approval:**

2013 - 2014 CONFERENCES	EXPENSES	SUBSTITUTE
<p><b>COUNCIL OF EXCEPTIONAL CHILDREN (CEC)</b>                      Tony England serves as a state representative and will be speaking at this conference. Mr. England will also be introducing a Memorial student who is being honored during the program.                      Indianapolis, IN                      February 12, 2014 (1 day's absence)                      TONY ENGLAND - ESC (2-3)</p>	\$265.00	\$0.00
<p><b>2014 SPRING INDIANA COUNCIL OF ADMINISTRATORS OF SPECIAL EDUCATION (ICASE)</b>                      Mary Jo Sartorius will be attending the CEC presentation to support the Memorial student who is being recognized. Mrs. Sartorius will also be attending the ICASE conference which will provide valuable information regarding upcoming IDOE changes, updates, and monitoring.                      Indianapolis, IN                      February 12 - 14, 2014 (3 day's absence)                      MARY JO SARTORIUS - ESC (1-2)</p>	\$340.39	\$0.00
<p><b>THE ECONOMICS OF EARLY EDUCATION SUMMIT</b>                      This conference will provide insight into how investing in early childhood education now will yield great returns for the future. Superintendent Glenda Ritz will kick off the conversation about essential early learning topics such as birth to 3rd grade continuum, transition from early childhood programs to kindergarten, and school readiness.                      Indianapolis, IN                      February 19, 2014 (1 day's absence)                      KIMBERLY BOYNTON - PACE (1-1)                      KAITLIN PUTT - BRISTOL (0-0)                      BETH WILLIAMS - ESC (4-6)</p>	\$391.80	\$0.00
<p><b>COMPUTER SCIENCE SUMMIT</b>                      This summit will provide further professional development for those teachers who are members of the AP-TIP Indiana grant schools. This particular summit will focus on Computer Science which is a new course being offered this year.                      Notre Dame University                      February 21, 2014 (1 day's absence)                      JILL HALLORAN-BARNES - CENTRAL (2-1)</p>	\$0.00	\$85.00

<b>2013 - 2014 CONFERENCES</b>	<b>EXPENSES</b>	<b>SUBSTITUTE</b>
<b>MOST OF US - POSITIVE COMMUNITY NORMS (PCN) TRAINING</b> This conference will provide insight to PCN, which is a community (environmental) transformational approach engaging audiences throughout the community for the purpose of improving health and safety. They will be covering Science of the Positive; Transformational Leadership Framework; Three Components of the PCN Framework; Normative Theory; and How to Foster Transformation and Improve Outcome Effectiveness Within Their Community. Information learned will be used by Mrs. Yoder-Holsopple throughout the District. Elkhart, IN March 11 - 13, 2014 (3 day's absence) MARY YODER-HOLSOPPLE - ESC (1-4)	\$60.00	\$0.00
<b>AMERICA'S BEAUTY SHOW</b> This show will provide the most up-to-date information regarding current and upcoming trends in the cosmetology industry including hair design skills; product and tool innovations; and business and education information. The information learned will be used to help make cosmetology students more career ready. Chicago, IL March 22 - 24, 2014 (1 day's absence) TRACY PLANK-TEEGARDEN - EACC (0-0)	\$188.50	\$0.00
<b>NATIONAL SCIENCE TEACHERS ASSOCIATION (NSTA) - NEXT GENERATION SCIENCE STANDARDS (NGSS) CURATOR TRAINING</b> Ms. Wirth has been asked to participate in the NGSS Curator training. This entails reviewing and cataloguing NGSS resources which will be published for teachers across the country. Boston, MA April 2 - 6, 2014 (3 day's absence) DANA E' WIRTH - ESC (3-5)	\$360.00	\$0.00
<b>TOTAL</b>	<b>\$3,376.82</b>	<b>\$340.00</b>
2013 YEAR-TO-DATE GENERAL FUNDS	\$18,405.16	\$2,340.00
2014 YEAR-TO-DATE GENERAL FUNDS	\$1,421.60	\$1,650.00
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	\$9,564.63	\$2,210.00
2014 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
<b>GRAND TOTAL</b>	<b>\$154,588.41</b>	<b>\$17,470.00</b>

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



Date: February 11, 2014  
To: Dr. Robert Haworth  
From: Mr. W. Douglas Thorne  
Subject: Personnel Recommendations

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**Certified**

- a. **Consent Agreement** – We recommend the approval of two consent agreements regarding unpaid time.
  
- b. **New Certified Staff** – We recommend the following new certified staff for employment in the 2013-14 school year:

<b>Nicholas Seidl</b>	<b>Memorial/Industrial Technology</b>
<b>Kimberly Williams</b>	<b>Unassigned/Elementary</b>

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

<b>Brett Cramer</b>	<b>Hawthorne/Special Education</b>
Began: 8/14/06	Resign: 1/31/14

- d. **Voluntary Leave** – We recommend an unpaid personal leave for the following employee:

<b>Kimberlee Stephens</b>	<b>Beardsley/Grade 6</b>
Began: 1/31/14 PM	End: 4/11/14

**Classified**

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

<b>Twila Culbreath</b>	<b>Pierre Moran/Food Service</b>
Began: 10/30/13	PE: 1/21/14
<b>Sidney Hawkins</b>	<b>Roosevelt/Central/Food Service</b>
Began: 11/18/13	PE: 1/21/14

<b>Sheila Iannarelli</b> Began: 11/14/13	<b>Feeser/Paraprofessional</b> PE: 2/3/14
<b>Adell Kyle</b> Began: 11/8/13	<b>Pierre Moran/Food Service</b> PE: 1/28/14
<b>Sara Lewter</b> Began: 11/14/13	<b>Memorial/Food Service</b> PE: 2/3/14
<b>Anne Mayer</b> Began: 11/11/13	<b>North Side/Paraprofessional</b> PE: 1/28/14
<b>Laura Miller</b> Began: 11/11/13	<b>Eastwood/Registered Nurse</b> PE: 1/28/14
<b>Lynne Miller</b> Began: 11/4/13	<b>North Side/Paraprofessional</b> PE: 1/23/14
<b>Robert Myers</b> Began: 11/15/13	<b>Memorial/Custodian</b> PE: 1/24/14
<b>Jennifer Robakowski</b> Began: 11/11/13	<b>Pierre Moran/Food Service</b> PE: 1/28/14
<b>Charlotte Roby</b> Began: 11/4/13	<b>Central/Food Service</b> PE: 1/23/14
<b>Shari Warlick</b> Began: 11/11/13	<b>Central/Paraprofessional</b> PE: 1/28/14

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

<b>Leticia Armstrong</b> Began: 12/12/08	<b>West Side/Paraprofessional</b> Resign: 2/7/14
<b>Michelle Cross</b> Began: 10/30/13	<b>Memorial/Food Service</b> Resign: 2/13/14
<b>Stephanie Fahrenkrog</b> Began: 8/20/12	<b>West Side/Food Service</b> Resign: 2/5/14
<b>Kimberly Williams</b> Began: 8/21/13	<b>Beardsley/Paraprofessional</b> Resign: 1/28/14

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

<b>Francine House</b> Began: 1/7/98	<b>Transportation/Bus Driver</b> Retire: 4/30/14 16 Years of Service
<b>Kathleen Williams</b> Began: 8/26/91	<b>Transportation/Bus Driver</b> Retire: 3/28/14 22 Years of Service



**d. Voluntary Leave** – We recommend an unpaid leave for the following employee:

**Marlene Reed**  
Begin: 1/30/14

**Eastwood/Paraprofessional**  
End: 3/30/14