

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

May 13, 2014

CALENDAR

May	13	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
May	13	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
May	27	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
June	10	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
June	17	7:00 a.m.	Public Work Session, J.C. Rice Educational Services Center
June	24	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center

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Entertainment: Memorial High School Speech Team

- 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
 - JAG – Central High School
 - Stand up and speak out against Bullying – Woodland Elementary
- F. MINUTES - April 29, 2014 – Public Work Session
April 29, 2014 – Regular Board Meeting
- G. TREASURER'S REPORT
 - Consideration of Claims
 - Fundraiser Applications-The Business Office recommends Board approval of proposed school fundraisers in accordance with Board policy.
- H. UNFINISHED BUSINESS
 - Administrative Regulation JFC-(1)-The administration presents proposed revisions to Administrative Regulation JFC-(1), Guidelines for Good School Order, as initially presented at the Board’s April 29th meeting.

Administrative Regulation JFC-(2) - The administration presents proposed revisions to Administrative Regulation JFC-(1), Rules for Student Conduct, as initially presented at the Board's April 29th meeting.

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




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STUDENT SERVICES
J. C. Rice Educational Services Center
Elkhart Community Schools
2720 California Road, Elkhart, IN 46514-1220
(574) 262-5540 / 5548 fax
www.elkhart.k12.in.us

CORRECTION: Actual donation amount should be \$708.51 not \$378.00 as originally reported to the board on April 15th, 2014.

DATE: March 27, 2014

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Anthony England 

4/30/2014

RE: Donation Approval

Please accept the sponsorship of 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.

Expected cost of the field trip is estimated at \$378.00 should all students be in attendance.

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:

Brenda Bryan
60284 US 31 S
South Bend, IN 46614

Brenda is a special education teacher at Riverview Elementary.



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EASTWOOD ELEMENTARY SCHOOL
Elkhart Community Schools
53215 County Road 15 North, Elkhart, IN 46514-8583
(574) 262-5583 / 5585 fax
www.elkhart.k12.in.us

DATE: 4/24/2014

TO: Board of School Trustees

FROM: D. Black – Eastwood Elementary

RE: Donation Approval

A parent who wishes to remain anonymous, has donated \$50 to be used for classroom supplies.

I am requesting approval from the Board of School Trustees to accept this donation.

Thank you,

Kevin Beveridge
Principal
Eastwood Elementary



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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: Bruce Klonowski *BK*

DATE: April 25, 2014

RE: Gift Approval – For student field trips

Mrs. Beryl Billings Stone of Faithful Friends Pet Cremation Services has forwarded a check in the amount of \$100.00 to support transportation costs for future field trips.

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:

Mrs. Beryl Billings Stone
Faithful Friends Pet Cremation Services
1606 Navajo St.
Elkhart, IN 46516



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MONGER ELEMENTARY SCHOOL
Elkhart Community Schools
1100 East Hively Avenue, Elkhart, IN 46517-2669
(574) 295-4860 / 4865 fax
www.elkhart.k12.in.us

DATE: 4/29/14
TO: Dr. Rob Haworth
Board of School Trustees
FROM: Don Kominowski-Monger Elementary
RE: Donation Approval

Olive Garden would like to donate a lunch to our Mustang Golden Seal award winners for the 2013-14 school year. These students have worked hard to achieve this award. They **Get** things done, are **O**rganized, demonstrate **L**eadership, are **D**ependable, have **E**xcellent behavior, are **N**ice to others, **S**how respect, **E**ffort, have good **A**ttitudes, **L**isten and follow directions!

The lunch will consist of breadsticks, salad, and spaghetti with red and white sauce and serve approximately 150 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:

Olive Garden
cc Margaret Pera
3003 Brittany Ct
Elkhart, IN 46514>



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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: May 8, 2014
TO: Dr. Rob Haworth
Board of School Trustees
FROM: Cary Anderson, Assistant Principal EMHS
RE: Donation Approval

The Northern Indiana Student Hunger Drive graciously donated \$500 to the Elkhart Memorial High School's Superintendent's Student Advisory Council. The donation is in reference to the student's efforts in planning and running the Food Drive for Elkhart Community Schools. The funds will be used for various SSAC projects in the future.

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:

Jessica Hilary
Executive Director
Student Hunger Drive of Northern Indiana
P.O. Box 1249
Granger, IN 46530

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
April 29, 2014

J.C. Rice Educational Services Center, 2720 California Road – 7:00 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
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Place/Time

Roll Call

At 5:30 p.m. the Board met at Memorial High School (MHS). Fire Department on site recommended no one enter the building, the Board voted to move the meetings to J.C. Rice Educational Services Center.

Meeting location change

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 approved a motion to table the Superintendent's Student Advisory Council representative reports, student recognitions and MHS building report.

SSAC Representatives

By unanimous action, the Board accepted with appreciation donations made to Elkhart Community Schools: a cello valued at \$300.00 for ECS music by Susan and Charles Moore; \$220.50 for Beardsley kindergarteners to take a fieldtrip to Pottawatomie Zoo from First Presbyterian Church; 8 wiggle chairs with a value of \$100.67 for Cleveland 4th graders from Donors Choose with the support from Donna Stevenson, Abbie Thompson, Rob Hoffer and Scott Hershberger; \$500.00 from the United Way for start-up supplies to help local families transition into kindergarten; \$385.00 from Impassion Mothering to cover the price of admission for all Hawthorne kindergarten students to visit Potawatomi Zoo; and \$532.59 from the Indiana Youth Institute for hotel and registration to Indiana Speech Language Hearing Association State Convention for Nicole Spear of Mary Daly Elementary.

Gift Acceptance

By unanimous action, the Board approved the following minutes:
 April 15, 2014 – Public Work Session
 April 15, 2014 – Regular Board Meeting
 April 22, 2014 – Public Work Session

Approval of Minutes

By unanimous action, the Board approved payment of claims totaling \$6,542,095.26 as shown on the April 15, 2014, claims listing. (Codified File 1314-105)

Payment of Claims

The Board received a financial report for the period January 1, 2014 – March 31, 2014 and found it to be in order.

Financial Report

By unanimous action, The Board approved the proposal for Property/Liability Insurance Renewal by Wright Specialty Group. Doug Hasler, Executive Director of Support Services indicated our insurance agent; Gibson Insurance conducted a request for proposals and received two. Both companies were interviewed and Gibson recommended Wright Specialty Group.

Insurance

By unanimous action the Board approved proposed fundraisers offered by Mr. Hasler.

Fundraisers

By unanimous action, the Board approved a 2014 Budget timeline provided by Mr. Hasler. He reviewed the budget timeline for the development of the 2015 budget.

Budget Timeline

The Board was presented with proposed revisions to Administrative Regulation JFC-(1), Guidelines for Good School Order, for initial consideration. Doug Thorne, executive director of personnel and legal services, indicated the changes made: to clarify suspensions from school will be no more than five (5) days; under the bullying section, referencing the new Bullying Policy; and an addition under electronic devices stating, in addition to being subjected to discipline, electronic devices may be confiscated by the school and returned to the parent upon request.

Administrative Regulation JFC-(1)

The Board was presented with proposed revisions to Administrative Regulation JFC-(2), Rules for Student Conduct, for initial consideration. Mr. Thorne explained the regulation also references the proposed new Bullying Prevention Policy. In response to Board inquiry, Mr. Thorne clarified the suspension and expulsion process at ECS and praised Tony England, Director of Student Services, for doing a great job keeping kids in school. Also in response to Board inquiry, Mr. Thorne expressed these regulations are printed in Spanish and English and sent to each student's family at the beginning of the school year.

Administrative Regulation JFC-(2)

The Board was presented with proposed New Board Policy JFCB, Bullying Prevention, for initial consideration. Mr. Thorne explained it is state mandated we have a policy addressing bullying prevention. The policy as presented was developed from the Indiana Department of Education's model policy, by Mr. England, Mary Yoder Holsopple, Bully Prevention Coordinator for ECS, and Mr. Thorne changes were made to fit our district needs. Mr. Thorne stated all staff members, not just teachers, have had anti-bullying training which makes recognizing bullying and reporting more accurate. State law mandates a prompt investigation of all reports of bullying behavior, intervention and follow-up for both the victim of any bullying behavior and the student who engaged in the bullying behavior. Both policies also require, pursuant

Board Policy JFCB-Bullying Prevention

to state law that confirmed incidents of bullying behavior be reported to the Superintendent, the Board of School Trustees, and ultimately the Indiana Department of Education. It was noted many allegations of bullying are determined during an investigation to be conflict existing between two students rather than bullying. In response to Board inquiry, he stated the model policy does not give much leeway when defining teacher responsibilities when they observe bullying behavior, however since for many years our schools have been involved in initiatives to prevent bullying behavior, the policy will not change what is already taking place in our schools. The education Mrs. Yoder Holsopple has provided our staff is research based and is being used throughout the nation. At no expense to our corporation, she has been asked to train school employees in other states regarding the Olweus Bullying Prevention program in use in the Elkhart Community Schools. Mr. Thorne assured the board he would take their ideas and make changes to the policy and bring it back to them in the future.

By unanimous action, the Board approved proposed revisions and waived second reading to Board Policy GDBA-12, Employees in Technology Services Positions Compensation Plan. Mr. Thorne indicated the changes are needed to update the salary schedule needed for a new hire.

Board Policy
GDBA-12

By unanimous action, the Board approved 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 by the Elkhart Area Career Center (Codified File 1314-106)

Grant
Application

By unanimous action, the Board approved proposed revisions to the 2014-2015 School Calendar as originally approved at the December 10, 2013 Board Meeting. (Codified File 1314-107)

2014-2015
School Calendar

By unanimous action, the Board approved overnight trip request; Elkhart Area Career Center students attending National Skills USA Contest in Kansas City, Kansas on June 23-28th.

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 29, 2014 listing. (Codified File 1314-108)

Conference
Leaves

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

Personnel
Report

Five Consent agreements regarding unpaid time (codified file 1314-109)

Consent
Agreements

Change to Maternity leave for Nicole Serge-Nemes, Grade 3 at Beardsley.	Maternity Leave Change
Retirement of two (2) certified employees, with years of service in parenthesis: Kathleen Dowiat, Grade 1 at Monger (23) Pamela Howell, Special Ed at Osolo (16) Theresa Vuchenich, Interventions at Hawthorne (19)	Certified Retirement
Resignation of two (2) classified employees effective on dates indicated: Margaret Bloczynski, Grade 5 at Osolo, 6/6/14 Deborah Richards, Special Education at Cleveland, 6/6/14 Lisa Wilkes, Special Education at Beck, 6/6/14	Certified Resignation
Employment of the following eight (8) classified employees who have successfully completed their probationary period: Ronald Barr Sr., Custodian at Hawthorne, 4/11/14 Haley Burkhart, Physical Therapist at ESC, 4/21/14 Donna Johnson, Paraprofessional at Riverview, 4/14/14 Andrea Pinarski, Paraprofessional at North Side, 4/23/14 Josh Roth, Paraprofessional at Riverview, 4/14/14 Mila Simeonova, Bus Driver Unassigned Transportation, 4/21/14 Jeanetta Thompson, Food Service at West Side, 4/21/14 Leia Williams, Secretary at Hawthorne, 4/14/14	Classified Employment
Resignation of classified employee Rodney Tilford, Food Service at Memorial.	Classified Resignation
Retirement of seven (7) classified employees with years of service in parenthesis: Sara Braun, Registered Nurse at Woodland (10) Sally Coddens, Bus Driver at Transportation (29) Monda Fields, Paraprofessional at Memorial (16) Carolyn Holmes, Secretary at North Side (18) Lin Ladd, Secretary at Memorial (16) Cathy VanDerGriff, Bus Driver at Transportation (31) Janet Williamson, Paraprofessional at Woodland (20)	Classified Retirement
Voluntary leave of Bryan Kratzer, Paraprofessional at Bristol.	Classified Leave

Superintendent Dr. Rob Haworth thanked everyone for their flexibility in moving locations and his staff for making phone calls to cancel speakers, entertainment and award recipients. Dr. Haworth asked Mr. Hasler to speak. Mr. Hasler explained ECS may seek a waiver with Board approval from the implementation of the "protected taxes" statute which shifts circuit breaker losses from debt service funds to the Transportation and Capital Projects Funds. The Board approved the waiver and Mr. Hasler will submit the waiver request to the Department of Local Government Finance by May 1, 2014.

From the
Superintendent

President Dorisanne Nielsen stated WVPE has been named one of the Top 10 Stations in the country. She asked everyone who watches or listens to Public Television or radio to contribute generously.

From the Board

The meeting adjourned at approximately 8:25 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
May 13, 2014 Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Sponsor(s)
Life Program, Student Activity	Ford Drive One Fundraiser. Funds from this activity will be used for student activities i.e positive reinforcement, after school activities	5/17/2014	Kelly Blair
North Side Middle School Activities Office	5 Guys Burger and Fries give back day. The restarurant will give North Side 25% of receipts collected with a North Side voucher. Proceeds will be used to support all clubs and organizations and athletic teams.	5/18/2014	Betsy Tepe and Janet Ferro
Beardsley Elementary, Extra Curricular	Spirit of the Season Items sold from booklet to family and friends. Proceeds will go into the Extra Curricular/Emergency Fund.	9/4/2014 - 9/15/2014	Lori Whisler
Bristol Elementary, Student Council	Relay Recess. Funds raised will be donated to American Cancer Society through Elkhart County Relay for Life.	5/19 - 5/23/14	Nicole King and Chris Romanetz
West Side Middle School, Move 2 Stand	Culver's Give Back Night. 10% of sales placed by group or customer with a coupon will go to the group. Funds raised will go for purchasing incentives for Olweus, PBIS, and 8 STEP rewards.	5/20/2014	Jami Presswood and Deb Gilles

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 Behavior, 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.~~ Engaging in bullying behavior as defined in Board Policy JFCB. 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~~ **May 13, 2014**

Proposed Revised Administrative Regulation
(with suggestions made during the 4/29/14 BST meeting)

RULES FOR STUDENT CONDUCT

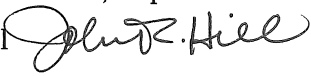
In addition to adopted Board Policies and Administrative Regulations governing all students of the Elkhart Community Schools, the Elkhart Community Schools adopt the following rules governing student conduct. These rules apply to actions which occur on school property, inside or outside the school building, 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.**~~
Bullying Behavior: Intentional behaviors involving unwanted negative actions which may be repeated over time and involve an imbalance of power.
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.

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: May 8, 2014
 TO: Dr. Robert Haworth, Superintendent
 FROM: Dr. John Hill 
 RE: **Conference Leave Requests**
May 13, 2014 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2013 - 2014 CONFERENCES	EXPENSES	SUBSTITUTE
<p>PROJECT EXCEL PROFESSIONAL DEVELOPMENT DAY AT VINCENNES UNIVERSITY</p> <p>Participation in Professional Development Day is required for Project Excel staff who are teaching dual credit courses at the EACC.</p> <p>Vincennes, IN</p> <p>May 14 - 15, 2014 (2 day's absence)</p> <p>ROBERT BAILEY - EACC (1-1)</p> <p>MIKE MALONEY - EACC (2-1)</p> <p>JAIME STITH - EACC (4-6)</p>	\$611.00	\$425.00
<p>THE IMPACT OF DEVELOPMENTAL TRAUMA: A CLINICAL, PUBLIC HEALTH AND PERSONAL PERSPECTIVE</p> <p>This conference will strengthen our communities understanding of the effects of developmental trauma from a clinical, public health, and personal perspective.</p> <p>South Bend, IN</p> <p>May 22, 2014 (1 day's absence)</p> <p>KEVIN BEVERIDGE - EASTWOOD (1-1)</p> <p>SUSAN CLIFTON - CLEVELAND (0-1)</p> <p>MELISSA FISHER - BEARDSLEY (2-3)</p> <p>TRACY GUNN - BEARDSLEY (0-0)</p> <p>LINDA LIECHTY - EASTWOOD (0-0)</p> <p>CHRISTY MARSHALL - EASTWOOD (0-0)</p> <p>JENNY SAGER - ESC (0-0)</p>	\$481.36	\$170.00
<p>THE IMPACT OF DEVELOPMENTAL TRAUMA: A CLINICAL, PUBLIC HEALTH AND PERSONAL PERSPECTIVE</p> <p>This conference will strengthen our communities understanding of the effects of developmental trauma from a clinical, public health, and personal perspective.</p> <p>South Bend, IN</p> <p>May 23, 2014 (1 day's absence)</p>	\$599.56	\$425.00

2013 - 2014 CONFERENCES	EXPENSES	SUBSTITUTE
DEBRA BEEHLER - ESC (3-7) KASEY WARREN BRENNEMAN - BEARDSLEY (0-0) KELLY CARMICHAEL - BEARDSLEY (0-0) MYRA CORS - CLEVELAND/FEESER (2-3) SUSAN HERR - EASTWOOD (0-0) CHRISTINA HERRICK - EASTWOOD (0-0) EMILY LEWANDOWSKI - MONGER/RIVERVIEW (0-0) HANNAH SCHMIDT - CLEVELAND (0-0) KATHERYN SWINEHART - EASTWOOD (0-0)		
INDIANA ASSOCIATION OF CAREER AND TECHNICAL EDUCATION DISTRICTS (IACED) SUMMER CONFERENCE This conference will consist of informational roundtables covering topics such as Governor Pence; 5 Star Technology; Indiana Career Council and Regional Works Councils; Dave Emmert, legal issues; followed by the Awards Banquet and Annual meeting. Nashville, IN June 9 - 11, 2014 (3 day's absence) DAVID BENAK - EACC (5-9) BILL KOVACH - EACC (7-24)	\$1,721.35	\$0.00
NATIONAL SKILLS USA COMPETITION Accompanying students to the National Skills USA Competition. Kansas City, KS June 20 - 28, 2014 DAVID BENAK - EACC (6-12) RAY COLLINS - EACC (0-0) RYAN GORTNEY - EACC (3-7) MARK HUCKLEBERRY - EACC (2-2) JOHN KRAUS - EACC (2-3) MICHELE ZACHARY - EACC (2-6)	\$2,555.00	\$0.00
2014 INDIANA INTERDISCIPLINARY COOPERATIVE COORDINATOR'S ASSOCIATION (IICCA) - CATCH THE WAVE TO BEST PRACTICES This conference will provide information about work based learning including topics such as the Collection and Utilization of Data; Flipping Your Classroom; Student/Employer Evaluations; Forms to Set Up a Program; Expansion of Programs; Educational Websites; Lesson Plans; and Setting Up Programs. Indianapolis, IN June 15 - 18, 2014 (0 day's absence) BRENDA EMERSON - EACC (5-11) JACKIE O'HARA - EACC (2-3)	\$779.99	\$0.00

2013 - 2014 CONFERENCES	EXPENSES	SUBSTITUTE
PROJECT LEAD THE WAY (PLTW) CORE TRAINING This training consists of an intensive program intended to give an overview of the PLTW course. During the training, participants must complete a portfolio before they earn the certification necessary to teach the course. June 15 - 27, 2014 (0 day's absence) Kokomo, IN NICK SEIDL - MEMORIAL (0-0)	\$3,775.00	\$0.00
WORLD-CLASS INSTRUCTIONAL DESIGN AND ASSESSMENT This training is part one of the 2014 training to implement the WIDA English Language Development (ELD) standards framework for English Learners. The purpose is to develop a foundational understanding of the WIDA standards framework to begin implementation in the local context. Indianapolis, IN July 17, 2014 (1 day's absence) BRAD SHEPPARD - ESC (0-0) BETH WILLIAMS - ESC (0-0)	\$406.00	\$0.00
FOR CONFIRMATION ONLY: (RECEIVED TOO LATE FOR PRIOR APPROVAL)		
NATIONAL SCHOOL REFORM LEADER'S TRAINING This training will address new ways for school district administrators to apply professional development procedures as well as appropriate protocol planning for such. Plymouth, IN May 13 - 15, 2014 (3 day's absence) BRAD SHEPPARD - ESC (1-3)	\$756.24	\$0.00
TOTAL	\$11,685.50	\$1,020.00
2013 YEAR-TO-DATE GENERAL FUNDS	\$18,405.16	\$2,340.00
2014 YEAR-TO-DATE GENERAL FUNDS	\$9,362.96	\$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	\$57,052.57	\$7,735.00
2014 YEAR-TO-DATE ADJUSTMENTS	(\$1,188.00)	\$0.00
GRAND TOTAL	\$208,829.71	\$23,930.00

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



Date: May 13, 2014
To: Dr. Robert Haworth
From: Mr. W. Douglas Thorne
Subject: Personnel Recommendations

Certified

- a. **Retirement** – We report the retirement of the following employees at the end of the 2013-14 school year:

Don Kominowski	Monger/Principal	17 Years of Service
Gary McAllister	Feeser/Grade 6	37 Years of Service
Kevin Ong	Central/English	34 Years of Service
Patricia Reinhard	ESC/Psychologist	23 Years of Service

Classified

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

Jennifer Beer Began: 2/24/14	Roosevelt/Paraprofessional PE: 5/5/14
Hannah Breden Began: 2/24/14	Beardsley/Paraprofessional PE: 5/5/14
Charles Conley Began: 2/24/14	Hawthorne/Paraprofessional PE: 5/5/14
Elizabeth Crowley Began: 1/20/14	Beardsley/Food Service PE: 4/28/14
Stephanie Elam Began: 2/25/14	Beardsley/Paraprofessional PE: 5/5/14
DeAnn Graham Began: 2/19/14	Beardsley/Paraprofessional PE: 4/29/14

Julie Grosser Began: 2/24/14	Transportation/Bus Dr Unassigned PE: 5/5/14
Jennifer Hilliard Began: 2/12/14	Beck/Paraprofessional PE: 4/22/14
LaToya Keys Began: 2/18/14	Beck/Food Service PE: 4/28/14
Scott Stone Began: 2/25/14	Hawthorne/Paraprofessional PE: 5/5/14
Mindy Szyarto Began: 2/21/14	Memorial/Food Service PE: 5/5/14

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

Jimmy Gates Began: 6/14/06	Beck/Custodian Resign: 5/16/14
Julia Lacy Began: 10/12/04	Feeser/Paraprofessional Resign: 5/30/14
Sunshine Lloyd Began: 3/25/13	PACE/Paraprofessional Resign: 6/6/14
Michele Miller Began: 9/20/02	Transportation/Bus Driver Resign: 4/28/14
Charlene Nelson Began: 9/19/02	Transportation/Bus Helper Resign: 4/24/14

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

Vicky Grafton Began: 5/17/82	Transportation/Bus Driver Retire: 6/27/14 32 Years of Service
Laura Humphrey Began: 8/22/90	ESC/Secretary Retire: 8/29/14 24 Years of Service
Virginia Johnson Began: 5/13/94	Transportation/Bus Driver Retire: 9/2/14 20 Years of Service
Linda Skinner Began: 1/4/93	Transportation/Bus Driver Retire: 7/3/14 21 Years of Service
Lori Whisler Began: 1/4/93	Beardsley/Secretary Retire: 6/13/14 21 Years of Service

Barbara Windbigler
Began: 8/23/95

Transportation/Bus Driver
Retire: 7/3/14
18 Years of Service

Ralph Windbigler
Began: 11/2/81

Transportation/Bus Driver
Retire: 6/6/14
32 Years of Service

d. Voluntary Leave - We recommend a voluntary leave for the following classified employees:

Stacie Booher
Begin: 5/1/14

Tipton/Paraprofessional
End: 6/6/14

Eva Peters
Begin: 4/28/14

Memorial/Food Service
End: 6/6/14