

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

February 24, 2015

CALENDAR

Feb	24	5:30 p.m.	Public Work Session, Hawthorne Elementary School
Feb	24	immediately following	Executive Session, Hawthorne Elementary School
Feb	24	7:00 p.m.	Regular Board Meeting, Hawthorne Elementary School
Mar	10	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Mar	17	7:00 a.m.	Public Work Session, J.C. Rice Educational Services Center
Mar	24	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center

- A. CALL TO ORDER/PLEDGE
- B. SPECIAL PRESENTATION
Roots of Rhythm Performance Drummers
- C. INVITATION TO SPEAK PROTOCOL
- D. SUPERINTENDENT'S STUDENT ADVISORY COUNCIL REPRESENTATIVES
- E. Gift Acceptance - The administration recommends the Board accept with appreciation recent donations made to Elkhart Community Schools.
- F. BUILDING REPORT
Energy Education Report - Ted Foland
Mary Teeter - Principal
- G. MINUTES - February 10, 2015 - Public Work Session
February 10, 2015 - Regular Board Meeting
February 17, 2015 - Public Work Session
- H. TREASURER'S REPORT
Consideration of Claims

Financial Report - January 1 - 31, 2015

Fund Loans - The Business Office reports on fund loans made at the end of January 2015.

2015 Budget Approval Update

Extra-Curricular Purchase – The Business Office seeks Board approval of extra-curricular purchase requests.

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

I. OLD BUSINESS

2015-2016 Board Meeting Schedule – The administration seeks Board approval of the proposed Board of School Trustees meeting schedule for 2015-2016, as initially presented at the Board’s February 10th meeting.

Board Policy DJA - The administration seeks Board approval of the proposed revisions to Board Policy DJA, Purchasing Authority and Bidding Requirements, as initially presented at the Board’s February 10th meeting.

J. NEW BUSINESS

Board Policy IKEA – The administration recommends approval of a waiver of the testing provision in Board Policy IKEA for spring 2015.

Grant Approval – The administration recommends Board approval for the submission of a grant application to CPEG Northern Indiana Project Lead the Way by North Side Middle School.

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

K. 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.

L. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

M. ADJOURNMENT

ELKHART CENTRAL HIGH SCHOOL ATHLETIC DEPARTMENT
1Blazer Blvd. Elkhart, Indiana 46516
574-295-4720

DATE: February 18, 2015
TO: Dr. Rob Haworth
Board of School Trustees
FROM: Brian Buckley, Elkhart Central Athletic Department
RE: Donation Approval

The Elkhart Central athletic department received a generous donation of \$4,500.00 to be used for the wrestling program.

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

Tia Burke
2500 Riverview Place
Elkhart, IN 46516-5040



inspiring. excellence.

ELKHART CENTRAL HIGH SCHOOL
Elkhart Community Schools
One Blazer Boulevard, Elkhart, IN 46516-4565
(574) 295-4700 / 4712 fax
www.elkhart.k12.in.us

DATE: February 9, 2015
TO: Dr. Rob Haworth
Board of School Trustees
FROM: Frank Serge, Principal
Nico Valentijn, Media
RE: Donation Approval

The following items have been donated to the Media Center at Elkhart Central High School. All the items are in working order and have been priced by "Buy it now" from eBay. The total of the donations below are valued at \$1,774.98.

- Power Mac G4
 - 400 MHz \$ 49.99
 - 733 MHz \$ 74.99
 - 1.25 GHz \$ 99.99
 - 1.0 GHz x 2 \$139.99
- Mac Pro G5
 - 2.0 GHz x 2 \$119.00
- Trinity by PLAY NLE w/o audio \$299.00
- Peavey 6 channel audio mixer \$ 49.99
- Olson OTM 3000 \$127.49
- Sony video monitor PVM14N1U \$ 99.99
- Dell computer Monitor 1901FP \$ 60.00
- CE J6000/J6001 Audio/video break out box \$ 99.00
- Shure SM7 microphone \$250.00
- Behringer B-1 microphone \$ 70.00
- Mic Stand-Desk \$ 16.55
- Mic Stand-floor \$ 20.00
- Canon DM-XL1Sa video camera \$199.00
w/no viewfinder or accessories

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:


Chris Sanchez
1505 Walnut Creek Blvd
Warsaw, IN 46580



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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
(574) 262-5556 fax
www.elkhart.k12.in.us

Memorandum

TO: Dr. Rob Haworth
FROM: Dr. John Hill 
DATE: February 12, 2015
RE: Gift Approval – Music Department

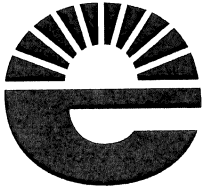
Debra Hughes has offered to donate one (1) Glaesel CE44 Cello (serial number 4V374) to the music department of the Elkhart Community Schools.

Quinlan & Fabish Music Company has examined the instrument and finds it to be in good condition. The fair market value of the instrument is \$500.00.

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:

Debra Hughes
67400 Union Road South
Union MI 49130

rlt



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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: February 9, 2015
TO: Dr. Rob Haworth
Board of School Trustees
RE: Donation Approval

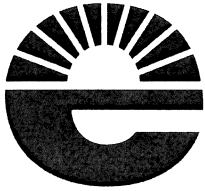
We are in receipt of an extracurricular donation in the amount of \$1,000.00 for the girls/boys track team. This donation will go towards the purchase of team sweats, team shirts, shoes, equipment, and other miscellaneous costs associated with this program.

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

David and Deborah Beaverson
51872 Stoney Creek Dr.
Elkhart, IN 46514-5843

Thanks,

Jacquie Rost
Elkhart Memorial High School, Athletic Director



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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: February 10, 2015
TO: Dr. Rob Haworth
Board of School Trustees
RE: Donation Approval

We are in receipt of an extracurricular donation in the amount of \$500.00 for the girls/boys track team. This donation will go towards the purchase of team sweats, team shirts, shoes, equipment, and other miscellaneous costs associated with this program.

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

Rich and Babette Boling
30006 Hickory Lane
Elkhart, IN 46514

Thanks,

Jacquie Rost
Elkhart Memorial High School, Athletic Director



ROOSEVELT STEAM ACADEMY

Elkhart Community Schools
201 W. Wolf Avenue
Elkhart, IN 46516-3426
(574) 295-4840 / 4845 fax
www.elkhart.k12.in.us

DATE: February 9, 2015
TO: Dr. Rob Haworth
Board of School Trustees
FROM: Jeff Komins, Principal
RE: Donation Approval

Roosevelt Steam Academy would like to express a heartfelt thank you to Vice President Business Banking Sheila Flint Sieradzki and Jim Pinarski Branch Manager of Centier Banks for their generous donation of hats, scarves and gloves.


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:

Centier Bank
303 County Road 17
Elkhart, IN 46516



Elkhart
Community Schools

WEST SIDE MIDDLE SCHOOL 101 S. Nappanee Street Elkhart, IN 46514
574-295-4815 fax 574-295-4812

DATE: February 10, 2015
TO: Dr. Rob Haworth
Board of School Trustees
FROM: Kristie Stutsman 
RE: Donation Approval

West Side received a donation of \$300.00 from Richard and Babette Boling to be used towards the purchase of ISTEP t-shirts for the student.

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

Richard & Babette Boling
30006 Hickory Road
Elkhart IN 46514

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

Feb. 24, 2015
(Date)

TO: Board of School Trustees
FROM: Dr. Robert Haworth, Superintendent of Schools
SUBJECT: Profile of Hawthorne Elementary
(Name of School)

Number of Staff: 2 Administrators 39 Certified Staff 30 Classified Staff

Enrollment: 478 Total 9 %White 25 %Black 61 %Hispanic 0 %Asian 0 %Amer. Indian 5 %Multi Racial 0 %Pacf. Island /Hawaiian 10/1/2014 As of Date

Previous Year Stability Rate: 69%
Stability percentage is calculated by dividing the number of students who attended one school all year by the number of students who attended at any point.

Parent Involvement: 1%
% of Families Represented in PTA/PTO

Special Education:
11% special ed

% on Free Lunches: 87.5 % with Reduced Lunches: 7.2

Breakfast Program: 348
Average Daily Participation

Before & After School Child Care: 5 am participation 7 pm participation

- Special Programs
- Special curriculum features
- Awards/honors

Top 3 finalist for Indiana's Title I Distinguished Schools for 2013-2014

Attachments: School Improvement Plan Information, Standardized Test Profile, and Staffing/Class Size Report

HAWTHORNE ELEMENTARY SCHOOL
501 W Lusher Ave, Elkhart, 46517
Phone: 295-4820
Fax: 295-4828

Principal

Mary Teeter
Carol West, Head Secretary

Assistant Principal

Jean Milfort
Leia Williams, Assistant Secretary

Academic Dean

Shirley Elliott

Preschool

Taylor Feller
Yessica Ramirez, Paraprofessional

Kindergarten

Ellen Coget
Julie Cook
Amy Kindig-Hullinger

First Grade

Hannah Hueni
Heidi Miller
Elizabeth Signor
Katie Wilhelm

Second Grade

Chris Bess
Lorren Bordine
Angela Kucharski
Michelle Troutman

Third Grade

Kristy Camacho
Julie Gunn
Jeanette Krabill

Fourth Grade

Lashawndra Gates
Carissa Glasgow
Karen Lockhart
Helen Stegmann

Fifth Grade

Julie Plaia
Jolene Ritchie
Denise Uitdenhowen

Sixth Grade

Margaret Agnew
Melissa Carr
Elizabeth Senders

Intervention Teachers

Naomi Baumgartner
Shane Betzer
Anna Calkins
Ashley Carlson
Julie Springer

ESL

Sandra King

Special Education

Laura Cohen
Katrina Foree
Amy Miller

Mild Disabilities

Art

Jennifer Barth

Physical Education

Bernerd Haskins

Music

Dawn Ashton

Nurse

Bruce Atkinson

Parent Support

Carina Losa

Social Worker

Jamie Rininger

Psychologist

Danielle Miller

Behavior Support

Cythnia Pinkowski

Speech

Elizabeth Cauley

Paraprofessional and Technical Assistants

Lydia Billings

Rigoberto Carvajal

Earline Childress

Deborah Clarkson

Rose Everett

Jessica Fortoso

Ruth Iannarelli

Ercillia Maeda

Mellanie Miller

Pam Reid

JoAnne Scheetz

Emily Toledo

Lindsay Walter

Mild Disabilities Paraprofessional

ENL Paraprofessional

Instructional Paraprofessional

Media Paraprofessional

Instructional Paraprofessional

Translator Paraprofessional

Intense Paraprofessional

ESL Technical Assistant

Mild Disabilities Paraprofessional

Special Needs Paraprofessional

Special Needs Paraprofessional

Keyboarding Paraprofessional

Mild Disabilities Paraprofessional

Cafeteria

Kathryn Aistrop

Latonya Coleman

Cindy Bowers

Connie Dawson

Kathy Kuzniewicz

Shelly Piggie

Rosie Washington

Custodians

Beverly Robinson

Lucas Shirey

Head Custodian

TURNAROUND PRINCIPLE #1: SCHOOL LEADERSHIP

Ensure that the principal has the ability to lead the turnaround effort. Under the definition of “turnaround principles” in the document titled ESEA flexibility, an LEA that has review the performance of the current principal in a priority school and determined that it would like to retain that principal to lead the turnaround effort must “demonstrate to the SEA that the current principal has a track record in improving achievement and has the ability to lead the turnaround effort”. The SEA has the responsibility of ensuring that an LEA has either made this demonstration or replaced the principal for each priority school that is implementing interventions aligned with the turnaround principles.

Strategies must be included for the following:

- Principal must be provided with operational flexibility in the areas of scheduling, staff, curriculum, and budget
- The principal uses data to establish a coherent vision that is understood and supported by the entire school community
- The principal develops and promotes a coherent strategy and plan for implementing the school vision, which includes clear measurable goals, aligned strategies and a plan for monitoring progress and driving continuous improvement.
- The principal uses data to work collaboratively with staff to maintain a safe, orderly and equitable learning environment.
- The principal communicates high expectations to staff, students and families, and supports students to achieve them.
- The principal ensures that a rigorous and coherent standards-based curriculum and aligned assessment system are implemented with fidelity.
- The principal ensures that classroom level instruction is adjusted based on formative and summative results from aligned assessments.
- The principal uses informal and formal observation data and on-going student learning outcome data to monitor and improve school-wide instructional practices and ensure the achievement of learning goals for all students (including SWD and ELLs).
- The principal ensures that the schedule is intentionally aligned with the school improvement plan in order to meet the agreed upon school level learning goals.
- The principal effectively employs staffing practices (recruitment and selection, assignment, shared leadership, job-embedded professional development, observations with meaningful instructional feedback, evaluation, tenure review) in order to continuously improve instructional and meet student learning goals.
- The principal uses data and research-based best practices to work with staff to increase academically-focused family and

PAI Addressed	Interventions/Action Strategies	Driver	Timeline	Evidence	Status
1, 2, 3	A new principal was assigned to the school.	Principal	August 2013 - ongoing	New principal	On-going
1, 2, 3	Every staff member had to be interviewed before being assigned to this school .The new principal had authority to select the staff she desired.	Principal	April 2013	New staff roster	Accomplished
1, 2	The new principal monitors the implementation of the ELA curriculum to ensure it is taught with fidelity.	Principal, Asst. Principal, Academic Dean	Daily beginning August 14, 2013	Daily instructional rounds by the administrators. Feedback to teachers.	On-going
1, 2	The principal meets monthly with each grade level to review formative assessment data and discuss effective instructional strategies.	Principal, Asst. Principal	Monthly beginning September 2013	Monthly discussion notes	On-going
1, 2, 3	Data walls are visible and kept current for students and teachers to track their progress toward individual and grade-level goals. Students maintain their own data folders to track their progress.	Principal, Data Coordinator	October 2013 - ongoing	<ul style="list-style-type: none"> • Data wall is constructed in the teacher's lounge. • Classroom data is posted. • Students' maintain individual data binders. 	On-going
1, 3	The principal structured the school day to provide time for Tier 2 instruction.	Principal	August 2013	Daily schedule distributed.	Accomplished

TURNAROUND PRINCIPLE #2: SCHOOL CLIMATE AND CULTURE

Establish a school environment that supports the social, emotional, and learning needs of all students.

To determine which non-academic services or activities will be appropriate and useful under this principle, an LEA should examine the needs of students in a priority school. Based on the results of that examination, an LEA might choose to carry out a number of activities to address emotional, and health needs; implementing approaches that improve school climate and discipline such as implementing a system of positive behavioral interventions and supports or taking steps to eliminate bullying and students harassment; or initiating a community stability program to reduce the mobility rate of student in the school.

Strategies must be included for the following:

- The school community supports a safe, orderly and equitable learning environment.
- The school community maintains a culture that values learning and promotes the academic and personal growth of students and staff.
- High expectations* are communicated to staff, students and families; students are supported to achieve them.

*Expectations of professionalism, instruction, communication and other elements of the school’s common teaching framework to staff; Expectations of attendance, academic performance, behavior, postsecondary attainment, etc. to families

PAI Addressed	Interventions/Action Strategies	Driver	Timeline	Evidence	Status
2	Monthly learning log meetings and staff meetings twice a month keep the focus on student data, learning, effective instructional strategies and expectations for staff and students.	Principal	September 2013 - ongoing	Learning Log notes Staff agenda items	ongoing
1, 2, 3	A new discipline plan was put into place that addresses student behavior and performance expectations.	Academic Dean	August 2013 - ongoing	PBIS plan	ongoing
1	At back to school night teachers explained expectations and displayed anchor papers. Regular communications are sent to parents regarding expectations and performance results.	Teachers	August 2013 - ongoing	Back-to-Night Agenda Display of anchor papers Parent Conference Attendance Communication includes newsletters, report cards, and test results.	ongoing

TURNAROUND PRINCIPLE #3: EFFECTIVE INSTRUCTION

Ensure that teachers utilize research-based, rigorous and effective instruction to meet the needs of all students and aligned with State Standards. As part of meeting the turnaround principle regarding strengthening the school's instructional program based on student needs, and LEA may choose to improve the school's kindergarten or preschool program so that it is research-based, rigorous, and aligned with State Standards.

Strategies must be included for the following:

- Teachers ensure that student-learning objectives are specific, measurable, attainable, realistic and timely, and are aligned to the standards-based curriculum.
- Teachers use multiple instructional strategies and multiple response strategies that actively engage and meet student learning needs.
- Teachers use frequent checks for understanding throughout each lesson to gauge student learning, and to inform, monitor and adjust instruction.
- Teachers demonstrate necessary content knowledge.
- Teachers demonstrate the necessary skills to use multiple measures of data, including the use of diagnostic, formative and summative assessment data, to differentiate instruction to improve student achievement.
- Teachers hold high expectations for all students academically and behaviorally as evidenced in their practice.

PAI Addressed	Interventions/Action Strategies	Driver	Timeline	Evidence	Status
1, 2	Teachers display the learning objectives on the focus wall aligned to the curriculum.	Teachers	August 2013 - ongoing	Posted Focus Walls	ongoing
1, 2, 3	Teachers are monitored for effective teaching practices and use interactive learning strategies using walkthroughs, feedback and several meetings per month	Principal, Asst. Principal, Academic Dean	August 2013 - ongoing	Walkthroughs, Observations, Instructional Rounds	ongoing
3	Daily math review, poster method, and biweekly assessments provide teachers with timely feedback.	Teachers	August 2013 - ongoing	Daily instructional rounds by administrators. Problem solving posters are visible	ongoing
2	Teachers use window assessments to monitor student learning.	Teachers	September 2013 - ongoing	Data spreadsheets	ongoing
1, 2, 3	Teachers use interactive white boards to engage learners.	Academic Dean	September 2013	Teachers utilizing the white boards for instruction	Accomplished Individual training as needed
1, 2, 3	Teachers use the M:drive to access scientifically based resources.	Academic Dean	September 2013	Teachers using the information from the district m:drive	Accomplished Individual training as needed
3	Teachers are trained in ISTEP data analysis, systematic math review, problem solving, Acuity data disaggregation.	Asst. Principal	January 2014 - ongoing	Teachers implementation of math review and problem solving with fidelity	ongoing

TURNAROUND PRINCIPLE #4: CURRICULUM, ASSESSMENT, AND INTERVENTION SYSTEM

Ensure that teachers have the foundational documents and instructional materials needed to teach to the rigorous college- and career-ready standards.

Strategies must be included for the following:

- The district or school curriculum is aligned with the Indiana Academic Standards (IAS).
- Teachers and school leaders collect classroom level data to verify that the adopted and aligned IAS curriculum is the “taught” curriculum.
- The district provides formative assessments in literacy and math to enable teachers to effectively gauge student progress and inform instructional decisions at the classroom and team levels.
- Instructional materials and resources are aligned to the standards-based curriculum documents.
- An intervention plan designed to meet the learning needs of students who are two or more years behind in ELA and Mathematics is planned, monitored and evaluated for effectiveness based on defined student learning goals.

PAI Addressed	Interventions/Action Strategies	Driver	Timeline	Evidence	Status
1, 2, 3	GEI process was redesigned to address students' academic needs who are 2 or more years behind.	GEI Coordinator, GEI Team, Principal	August 2013 - ongoing	GEI minutes	ongoing
1, 2	BURST intervention program addresses all 5 components of reading in grade K-2	Lead Intervention Teacher	October 2013 - ongoing	mClass data	ongoing
1, 2	GRAPESEEDS intervention program serves low-language and ELL students with communication skills.	ENL Teacher	December 2013 - ongoing	Exposure Management Chart	ongoing
1, 2	READWELL specifically addresses K-6 students who are extremely low in reading skills and fluency.	Principal	August 2013 - ongoing	Read Well Unit Tests	ongoing
1, 2	The intervention program – write-in readers and Toolkits – of the core reading program are used to address needs at each grade level.	Classroom Teachers & Interventionists	September 2013 - ongoing	Completion of write-in reader units	ongoing
1, 2	30-minute SUCCESS periods daily provide additional intense time on the weekly focus skills.	Classroom Teachers & Interventionists	September 2013 - ongoing	Daily schedule and rounds.	ongoing
3	Readjusting the math instructional calendar to follow the scope and sequence of the Everyday Math program.	Principal	August 2013 - ongoing	Everyday Math scope and sequence Monthly instructional discussions	ongoing
3	15-30 minute intervention groups address student gaps in number sense	Math Intervention Teacher, Asst. Principal		Math Intervention teacher's schedule	ongoing

TURNAROUND PRINCIPLE #5: EFFECTIVE STAFFING PRACTICES

Develop skills to better recruit, retain and develop effective teachers.

Strategies must be included for the following:

- Hiring timelines and processes allow the school to competitively recruit effective teachers.
- School leadership uses teacher evaluation to provide feedback for improving classroom practices, informing professional development and increasing learning outcomes
- Teachers are provided professional development that enables them to continuously reflect, revise, and evaluate their classroom practices to improve learning outcomes in both a structured collaborative setting and individually.
- Staff assignment is intentional to maximize the opportunities for all students to have access to the staff's instructional strengths.

PAI Addressed	Interventions/Action Strategies	Driver	Timeline	Evidence	Status
1, 2	The school has 3 interventionists for reading.	Principal	August 2013 - ongoing	Payroll	ongoing
2, 3	The school has 1 interventionist for math.	Principal	October 2013 - ongoing	Payroll	Ongoing
1, 2, 3	The school has 4 ENL providers; 2 mild disability teachers and 1 intense disability teacher.	Principal	August 2013 – ongoing	Payroll	ongoing
1, 2, 3	The district determines the hiring timelines.	District	April 2013 - ongoing	District guidelines	ongoing
1, 2, 3	Every staff member had to be interviewed before being assigned to this school .The new principal had authority to select the staff she desired.	Principal, Asst. Principal	April 2013	Staff roster	Accomplished
1, 2, 3	All teachers are required to have 2 formal walk-throughs and 1 observation per semester.	Principal, Asst. Principal	August 2013 - ongoing	Walkthrough and Observation forms	ongoing
1, 2, 3	Monthly learning log meetings and staff meetings twice a month keep the focus on student data, learning, effective instructional strategies and expectations for staff and students.	Principal, Asst. Principal	September 2013 - ongoing	Learning Log minutes	ongoing
1	The district language arts coach provides support as needs are identified by the administrators during walk-throughs.	Principal	September 2013 - ongoing	Teacher discussion	ongoing
1, 2, 3	Weekly early release time will be used for professional development and teacher collaboration.	Principal, Asst. Principal	January 2014 - ongoing	Professional development agenda	ongoing

TURNAROUND PRINCIPLE #6: ENABLING THE EFFECTIVE USE OF DATA

Ensure the school-wide use of data focused on improving teaching and learning. Examples of data that an LEA may consider include: student outcome data, such as student achievement data, graduation rates, dropout rates, student attendance rates, percentage of students completing advanced coursework, discipline incidents, truants, distribution of teachers by performance level on the LEA's teacher evaluation and support system, and teacher attendance rate. An LEA may also wish to examine the results of formative or interim assessments to help improve classroom instruction.

Strategies must be included for the following:

- Multiple forms of data are presented in user-friendly formats and in a timely manner to drive all decisions for improving climate and culture.
- Multiple forms of data are presented in user-friendly formats in a timely manner to drive all decisions for improving student achievement.
- A specific schedule and process for the analysis of on-going formative assessment data tied to the CCRSS aligned curriculum that includes the specific goals for improvement, defined strategies, progress monitoring and evaluation.

PAI Addressed	Interventions/Action Strategies	Driver	Timeline	Evidence	Status
1, 2, 3	Monthly learning log meetings focus on analyzing ongoing formative assessments, MCLASS and quarterly ACUITY data.	Principal, Asst. Principal	September 2013 - ongoing	Learning Log Minutes	ongoing
2	The district sends monthly reports (OBQ) that provide data to analyze student behavior so we can utilize the staff more efficiently.	Mary Holsopple	October 2013 - ongoing	Monthly reports	ongoing
1, 2, 3	Data walls are displayed and updated regularly for teachers. Students' data folders provide timely data for students to track their progress.	Principal, Data Coordinator	October 2013 - ongoing	<ul style="list-style-type: none"> • Data wall is constructed in the teacher's lounge. • Classroom data is posted. Students' maintain individual data binders.	ongoing
1, 2, 3	Student data is used in conferences to motivate students to see the tie between their behavior and their academic performance.	Teachers, administrators	October 2013 - ongoing	Student data binders and individual student conferences with administrators using Acuity and ISTEP data	ongoing
1, 2	SUCCESS groups are driven by windows assessment results	Teachers	September 2013 - ongoing	Data spreadsheets	ongoing

TURNAROUND PRINCIPLE #7: EFFECTIVE USE OF TIME

Redesign time to better meet student and teacher learning needs and increase teacher collaboration focusing on improving teaching and learning. An LEA has flexibility in determining how to meet the turnaround principle regarding redesigning the school day, week, or year in a priority school. An LEA should examine the current use of time in the school and redesign the school day, week, or year based on the particular needs of the school. For example, an LEA may choose to add time to the school day or add days to the school year. However, an LEA is not required to add time; it may also redesign the school day by for example, moving to block scheduling to reduce transition time between classes and increase instructional time.

Strategies must be included for the following:

- The master schedule is clearly designed and structured to meet the needs of all students.
- The master schedule is clearly designed to meet the intervention needs of all students who are two or more years behind in ELA or Mathematics.
- The master schedule is clearly structured and designed to meet the professional development needs of staff.

PAI Addressed	Interventions/Action Strategies	Driver	Timeline	Evidence	Status
1, 3	The master schedule is set for a specified time for each block of learning in reading and math.	Teachers	August 2013	Teacher daily schedules posted outside the rooms	Accomplished
1	Tier 2 intervention time is scheduled into the master schedule daily for 30 minutes.	Principal	August 2013	Master Schedule	Accomplished
1, 2, 3	The master schedule includes a weekly student early release for teachers to have an additional 45 minutes for professional development.	Superintendent, Principal, Asst. Principal	January 2014 - ongoing	Master Schedule	Accomplished
1, 2, 3	Tier 3 is scheduled daily to meet IEP, ILP and needs of students 2 or more years below grade level.	Intervention & Special Needs Teachers	August 2013 - ongoing	ENL, Special Needs teachers' schedules	ongoing
2	The master schedule includes monthly learning log meetings.	Principal, Asst. Principal	September 2013 - ongoing	Learning Log Minutes	ongoing
1, 3	The master schedule includes bi-weekly grade level collaboration meetings	Principal	August 2013 - ongoing	Hawthorne calendar	ongoing
1, 2, 3	The master schedule includes daily common plan time for grade level teachers.	Principal	August 2013 - ongoing	Master schedule	ongoing

TURNAROUND PRINCIPLE #8: EFFECTIVE FAMILY AND COMMUNITY ENGAGEMENT

Increase academically focused family and community engagement. An LEA might conduct a community-wide assessment to identify the major factors that significantly affect the academic achievement of students in the school, including an inventory of the resources in the community and the school that could be aligned, integrated, and coordinated to address these challenges. An LEA might choose to establish organized parent groups, hold public meetings involving parents and community members to review school performance and help develop school improvement plans, use surveys to gauge parent and community satisfaction and support, implement complaint procedures for families, coordinate with local social and health service providers to help meet student and family needs, provide wraparound services for students, or provide parent education classes (including GED, adult literacy, and EL programs).

Strategies must be included for the following:

- Families are engaged in academically related activities, school decision-making, and an open exchange of information regarding students' progress in order to increase student learning for all students.
- Community groups and families of students who are struggling academically and/or socially are active partners in the educational process and work together to reduce barriers and accelerate the academic and personal growth of students.

PAI Addressed	Interventions/Action Strategies	Driver	Timeline	Evidence	Status
1, 3	Quarterly academic nights are held for parents.	Parent Coordinator	August 2013 - ongoing	Parent sign-in sheets	ongoing
1, 3	Weekly partnering with parents of preschools focuses on academic	Parent Coordinator	September 2013 - ongoing	Parent sign-in sheets	ongoing
1, 2, 3	Parent teacher conferences inform parents of their child's progress.	Teachers	September 2013	Parent sign-in sheets	Accomplished
1, 3	The district offers opportunities for the school to coordinate educational opportunities with the community.	District	September 2013 - ongoing	Schedule field trips	ongoing
1, 3	CARES mentors provide academic support to identified students.	CARES Coordinator & Social Worker	September 2013 - ongoing	CARES schedule	ongoing
1, 3	Trinity Methodist Church mentors provide academic and social support to identified students.	Church Lady & Social Worker	September 2013 - ongoing	Church Lady schedule	ongoing

Student Achievement Plan
SCHOOL: Hawthorne Elementary School
DISTRICT: Elkhart Community Schools

Leadership Team Assignments
2014-2015
DATE: September 5, 2014

Student Achievement Plan (SAP)

8 TURNAROUND PRINCIPLES	TEAM MEMBERS ASSIGNED TO MONITOR PRINCIPLE
#1: SCHOOL LEADERSHIP	Mary Teeter, Jean Milfort, Shirley Elliott
#2: SCHOOL CLIMATE AND CULTURE	Jean Milfort, Shirley Elliott, Cindy Pinkowski, Jamie Rininger
#3: EFFECTIVE INSTRUCTION	Mary Teeter, Jean Milfort, Shirley Elliott
#4: CURRICULUM, ASSESSMENT, AND INTERVENTION SYSTEM	Mary Teeter, Jean Milfort, Shane Betzer, Sandra King, Naomi Baumgartner
#5: EFFECTIVE STAFFING PRACTICES	Cheryl Waggoner, Mary Teeter, Jean Milfort, Shirley Elliott
#6: ENABLING THE EFFECTIVE USE OF DATA	Mary Teeter, Jean Milfort, Karen Lockhart, Naomi Baumgartner, Cindy Pinkowski
#7: EFFECTIVE USE OF TIME	Mary Teeter, Jean Milfort, Shirley Elliott
#8: EFFECTIVE FAMILY AND COMMUNITY ENGAGEMENT	Carina Losa, Jessica Fortosa, Jamie Rininger, Cindy Pinkowski

Team members will represent each of the 8 Turnaround Principles listed above.

At each Leadership Team meeting, 2 groups will provide progress updates and next steps for their assigned Turnaround Principle. As tasks are accomplished, they should be checked off in the "status" column of the Student Achievement Plan.

GOAL: Review the entire document each year addressing two Turnaround Principles a month.

ELKHART COMMUNITY SCHOOLS
ISTEP+ Percentage of Students Passing
 (Undetermined and IMAST scores have been excluded)

	2009	2010	2011	2012	2013	reorg	2014
HAWTHORNE							
% on Free/Reduced Lunch	95	96	95	93	92	N/A	94
% English as a Second Language	44	45	46	46	34	N/A	52
Grade							
3	42	49	43	56	42	51	55
Language Arts	45	55	50	42	41	49	51
Mathematics							
4	40	50	54	56	60	67	67
Language Arts	35	57	55	58	60	63	72
Mathematics							
5	34	41	45	53	62	72	67
Language Arts	52	56	61	70	79	87	76
Mathematics							
6	46	47	38	50	60	72	73
Language Arts	60	61	57	66	67	73	82
Mathematics							
All Grades	41	47	45	54	56	65	64
Language Arts	48	58	56	59	61	68	68
Mathematics							

Yellow highlighting indicates passing rate at or above 70%.

*Spring 2013 scores reorganized by the students' expected 2013-14 schools.

This is for informational purposes only-The official scores are in the "Spring 2013" column.

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
February 10, 2015

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

Place/Time

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

President Carolyn Morris called the regular meeting of the Board of School Trustees to order. The Pledge of allegiance was recited.

Call to Order/Pledge

Mrs. Morris discussed the invitation to speak protocol.

Protocol

Superintendent’s Student Advisory Council (SSAC) representatives from both high schools; Brayan Vargas from Memorial High School and Katie Buckley from Central High School were welcomed and introduced themselves. Katie reported upcoming events at Central include girls diving regional and wrestling semi state. She invited the Board to attend “Say What Karaoke”. Brayan reported on upcoming events at Memorial: wrestling semi-state, girl’s basketball sectionals and track season beginning. The Charger Booster club has their annual bash at the Matterhorn to raise funds to support students. Memorial’s graduation rate is currently at 86.5%; students are taking the Accuplacer test and the school is working to improve the number of students to pass the end of course assessment test on their first attempt.

SSAC Representatives

By unanimous action, the Board accepted with appreciation the following donations made to Elkhart Community Schools (ECS): to the ECS music department; a cello from Rebecca Rice, valued at \$500.00, and a spinet piano from John Funk, valued at \$700.00; coats, hats, and gloves from MSC Industrial Supply Community Outreach Team to ECS students; \$500.00 from Hops Quality Detailing to the Memorial athletic department to support girls/boys track program needs; and \$200.00 from the Trinity United Methodist Women to Pinewood Elementary’s nurse to use for student needs.

Gift Acceptance

The Board recognized the Bristol Robotics Team. Principal Melissa Jennette introduced the team: Liliith Bennett, Allison Freeze, Haidyn Fritz, Alexander Germain, Carter Gull, Nick Romanetz, Katelyn Smith, Savannah Tully and Coaches Rita Walt and Mark Mow. The team received 1st place at the competition at Memorial High School and placed

Student Recognition

20th at the state competition in Ft. Wayne. Mrs. Walt and Mrs. Jennette thanked the parents who supported their children by bringing them to over 200 hours of practices and assisting with the practices.

Doug Thorne, executive director of personnel and legal services, provided a report on the Personnel department. Mr. Thorne stated the personnel department provides support to Elkhart's educators from cradle to grave; assists employees with maternity leave due to the birth of a child all the way to a death in the family. He introduced his staff: Cheryl Waggoner, director of talent recruitment and management; Loria Mayes, executive assistant; Marcia Hiatt, secretary; Traci Thomas, secretary; and Angela Neal, receptionist. Mr. Thorne listed some of the areas the personnel department handles: certified staff recruiting; issuing employee contracts; retirement; staff recognition; maternity leaves; employee evaluations; setting wage and salary rates; recruiting, training and assigning substitute teachers; state reporting; E-verify; record retention; and student teacher placement and observation. Mr. Thorne stated the personnel department's theme for the year is "save the drama for your llama".

Department
Spotlight

By unanimous action, the Board approved the following minutes:
January 27, 2015 – Public Work Session
January 27, 2015 – Regular Board Meeting

Approval of
Minutes

By unanimous action, the Board approved payment of claims totaling \$11,299,846.54 as shown on the February 10, 2015, claims listing. (Codified File 1415-89)

Payment of
Claims

By unanimous action, the Board awarded the bid for the Mary Feeser Elementary School roof replacement project to Morris and Sons Roofing, Inc. of Bourbon, IN as the lowest and best, most responsive and most responsible bidder. This project will be paid out of referendum funding and includes the replacement of the entire roof. (Codified File 1415-90)

Bid Award

By unanimous action, the Board awarded the bid for the Cleveland Elementary School roof replacement project to Lawmasters, Inc. of Elkhart, IN as the lowest and best, most responsive and most responsible bidder. This project will be paid out of referendum funding and includes the replacement of the entire roof. (Codified File 1415-91)

Bid Award

The Board approved a change order to the previously awarded bid for the Safety, Security, and Capital Improvements Project. Tony Gianesi, director of building services, reported this change will allow for updating fire alarms and installation of new storage casework and fixed walls. The project budget is sufficient to cover the costs since bids on other projects have been coming in at levels lower than anticipated. (Codified File 1415-92)

Change Order

The Board received an update on construction projects at Beardsley, Pinewood, Woodland and West Side. Mr. Gianesi indicated projects are on schedule. Chiller replacements at Riverview, Pierre Moran, and West Side are continuing with a target completion date of April 1, 2015. Roof replacement projects should begin during spring break, weather permitting.

Construction Update

By unanimous action, the Board approved proposed school fundraisers in accordance with Board Policy. Doug Hasler, executive director of support services, asked to table the request from Mary Beck Elementary 3-6 grade until further information can be gathered. The funds raised through the listed activities are deposited into each school's extra-curricular fund. (Codified File 1415-93)

Fundraiser Approval

The Board was presented with proposed revisions to Board Policy DJA, Purchasing Authority and Bidding Requirements, for initial consideration.

Board Policy DJA

The Board was presented a draft of the 2015-2016 Board of School Trustees meeting schedule for initial consideration.

2015-2016 Board Meeting Schedule

The Board approved acceptance of three (3) grants which were submitted without prior board approval: a grant from Central Band to Elkhart County Community Foundation Municipal Band Fund to purchase new music and equipment for winter percussion and marching band; a grant from Bristol Elementary to the Elkhart Education Foundation (EEF) for a MobyMax Initiative; and a grant from Riverview Elementary to EEF for a sixth grade energy unit. (Codified File 1415-94)

Grant Acceptance

By unanimous action, the Board approved overnight trip requests for wrestlers from Central and Memorial to travel to Ft. Wayne, IN on February 13-14, 2015 to compete in the semi-state competition and one diver from Central to travel to Indianapolis on February 13-14, 2015 to compete in the State diving meet.

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 February 10, 2015 listing. (Codified File 1415-95)

Conference Leaves

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

Personnel Report

Resignation of two (2) certified employees effective on dates indicated:

Certified Resignation

Deanne Anadon - adult education at Career Center, 3/20/15
Lisa Dercach - intervention at Osolo, 1/13/15

<p>Maternity leave of absence for the following two (2) certified staff members effective on dates indicated: Allison DeShone - second grade at Daly, beginning 3/10/15 and ending on 3/27/15 Katherine Wilhelm - first grade at Hawthorne, beginning 2/23/15 and ending on 3/6/15</p>	<p>Maternity Leave</p>
<p>Health leave of absence for the following two (2) certified staff members effective on dates indicated: Theresa Holmes - first grade at Beck, beginning 1/30/15 pm and ending on 6/5/15 Martin McCrindle - public safety at Career Center, beginning 8/4/15 and ending on 6/1/16</p>	<p>Health Leave</p>
<p>Regular employment for the following nine (9) classified employees who have successfully completed their probationary periods, on dates indicated: Kutrina Butler - paraprofessional at Tipton, 1/27/15 Christina Cornell - secretary at Cleveland, 1/26/15 Yvonne Curtis - food services at Pierre Moran, 2/3/15 Corey Gregory - paraprofessional at Pierre Moran, 2/2/15 Brandy Grenert - food services at Cleveland, 1/26/15 Pamela Squibb - bus driver unassigned at Transportation, 2/4/15 Jakia Tyson - food services at Beardsley, 1/26/15 Roxanna Wade - paraprofessional at Career Center, 1/26/15 Deidre Wright - bus driver unassigned at Transportation, 2/2/15</p>	<p>Classified Employment</p>
<p>Resignation of the following five (5) classified staff members effective on dates indicated: Norman Anderson - custodian at Bristol, 2/27/15 Dorrene Johnson - parent support at Beck, 2/5/15 Theodora Martin - paraprofessional at Monger, 2/20/15 Elvira Oliver - bus driver unassigned at Transportation, 1/30/15 Emily Toledo - paraprofessional at Hawthorne, 2/6/15</p>	<p>Classified Resignation</p>
<p>Retirement of classified employee, Robert Fink, bus driver at Transportation effective 1/30/15, with 17 years of service.</p>	<p>Classified Retirement</p>
<p>Termination of a classified employee, Kathy Wentzel, bus driver at Transportation, effective 1/30/15; in accordance with Board Policy GDPD, section 1 a, b, f, g.</p>	<p>Classified Termination</p>
<p>The Board was reminded by Superintendent Haworth of the free regional showing of the documentary <i>Rise Above the Mark</i> on Thursday, February 19th at the Lerner Theater. The documentary is for parents, teachers, school administrators, and tax payers who care about providing a quality public education for all students.</p>	<p>From the Superintendent</p>

The Board was introduced to a current student teacher by Board member Jeri Stahr who is completing her student teaching at Bristol Elementary School.

The meeting adjourned at approximately 7:45 p.m.

APPROVED:

Carolyn R. Morris, President

Glenn L. Duncan, Vice President

Susan C. Daiber, Secretary

Karen S. Carter, Member

Dorisanne H. Nielsen, Member

Jeri E. Stahr, Member

Douglas K. Weaver, Member

From the Board

Adjournment

Signatures

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

Elkhart Community Schools
Elkhart, Indiana

February 17, 2015

J. C. Rice Educational Services Center, 2720 California Rd, Elkhart – 7:00 a.m.

Board Members Present:	Carolyn R. Morris Glenn L. Duncan Susan Daiber	Karen S. Carter Dorisanne H. Nielsen Jeri E. Stahr
Absent:	Douglas K. Weaver	
ECS Personnel Present:	Rob Haworth	John Hill

Time/Place

Roll Call

The Board discussed current legislation in the General Assembly, the ISTEP testing window, and asking a research institution to perform a study on various school matters.

Topics Discussed

The meeting adjourned at approximately 8:30 a.m.

Adjournment

APPROVED:

Signatures

Carolyn R. Morris, President

Karen S. Carter, Member

Glenn L. Duncan, Vice President

Dorisanne H. Nielsen, Member

Susan C. Daiber, Secretary

Jeri E. Stahr, Member

-absent-

Douglas K. Weaver, Member

ACCOUNT BALANCES/INVESTMENT DETAIL

JANUARY 2015

PETTY CASH	\$	500.00
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GENERAL ACCOUNTS:

Lake City Bank	35,455,079.09
Lake City Bank - Merchant Account	301,046.78
Teachers Credit Union	2,299,534.89

SCHOOL LUNCH ACCOUNTS:

Lake City Bank	164,421.86
Change Fund	2,130.00

TEXTBOOK RENTAL ACCOUNTS:

Chase Bank	1,538,661.40
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PAYROLL ACCOUNTS:

Lake City Bank - Payroll Account	653,552.42
Lake City Bank - Flex Account	54,709.22
Teachers Credit Union-Payroll Account	50,237.68
Teachers Credit Union - Flex Account	11,659.13

INVESTMENTS:

Lake City Bank Certificate of Deposit To mature 06/26/15 at .37%	77,000.00
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\$ 40,608,532.47

ELKHART COMMUNITY SCHOOLS

DATE: 01/30/15

TO: Mr. Douglas A. Hasler

FROM: Tracey Bolin

RE: Loans - One Fund to Another

The following loan was made on 1/30/15:

\$305,000 to Fund 0200 Debt Service Fund from Fund 0100 General Fund

\$4,400,000 to Fund 0200 Debt Service Fund from Fund 0350 Capital Projects Fund

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

February 19, 2015

TO: Board of School Trustees
Dr. Haworth

FROM: Douglas A. Hasler

SUBJECT: 2015 Budget Update

The Indiana Department of Local Government Finance issued the final Budget Order for Elkhart County over the weekend. This order establishes approved appropriations, tax levies, and tax rates for all Elkhart County taxing units, including Elkhart Community Schools.

In 2015, the total tax rate for Elkhart Community Schools will be \$1.2352 (per \$100 of taxable assessed valuation). This tax rate is less than the 2014 rate of \$1.2861, which fulfills our commitment that the tax rate will not increase in 2015 even with the approval of our two referendum questions. I will be providing you a detailed update of the approved budget for 2015 in Tuesday night's meeting.

If you have any questions concerning the 2015 prior to Tuesday night, please call me at 262-5563.

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

February 19, 2015

TO: Dr. Haworth
Board of School Trustees

FROM: Doug Hasler

SUBJECT: Extra-Curricular Purchase

The Business Office recommends Board approval of purchase of the following items from extra-curricular funds:

SCHOOL/ACCOUNT	ITEM	AMOUNT
Central Choir Extra Curricular Fund	55" Wall Mount Television	\$1,202.90

Elkhart Community Schools
ELKHART CENTRAL HIGH SCHOOL
#1 Blazer Blvd.
Elkhart, IN 46516

MEMORANDUM

Date: February 9, 2015
To: Dr. Robert Haworth
From: Frank Serge
William Niederer
RE: Approval of purchase

Elkhart Central respectfully requests the Board of School Trustees to approve the purchase of (1) Gefer HDMI cable 30', (1) Gabor Wall mount, (1) Pearstone HDMI cable 6', and (1) Samsung H6350 55" Television. The purchase price total for all items listed is \$1202.90, this will be paid out of the extracurricular account Choir Fund. Attached please find a descriptive on these items, they will be used in the actual choir room. Thank you.


Frank Serge
Principal of ECHS

800-947-8003

CLAIM FOR PAYMENT SCHOOL EXTRA-CURRICULAR ACCOUNT

2015
DATE February 5 19

PURCHASED FROM BH Photo Video B+H Photo + Electronics Corp.

ADDRESS 420 9th Avenue, NY, NY 10001

PURCHASED FOR _____

DELIVERED TO _____

INVOICE HANDED TO _____

TO THE DISBURSING OFFICER:

THE FOLLOWING EXPENSE IS INCURRED, PAYABLE FROM THE SCHOOL EXTRA-CURRICULAR ACCOUNT AND CHARGEABLE TO THE

Choir FUND

NO PAYMENT TO BE MADE FOR THIS CLAIM UNTIL THIS FORM IS PROPERLY FILED AND THE ITEMS RECEIVED.

QUANTITY	DESCRIPTION	UNIT	PRICE	TOTAL
1	Gefen HDMI Cable 30' #GECHH30		145 00	\$145 00
1	Gabor Wall Mount #GAFSM3760		99 95	99 95
1	Pearstone HDMI Cable 6' #PEHDA106		8 95	8 95
1	Samsung H6350 55" TV #SAUN55H6350		949 00	949 00
<i>Don't write check until receipt.</i>				
TOTAL				\$1202 90

PRICED O.K.

ITEMS RECEIVED O.K.
EXCEPT AS NOTED

SIGNED _____ CLAIMANT

APPROVED FOR PAYMENT

Dr. G. Lidman

DATE _____ 19 _____

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

Regular Board of School Trustees' Meetings
2015-2016

Regular meetings will be held at 7:00 p.m. in the J. C. Rice Educational Services Center, 2720 California Road, Elkhart, Indiana unless otherwise noted.

A public work session is held at 5:30 p.m. preceding each regular meeting in the J. C. Rice Educational Services Center, 2720 California Road, Elkhart, Indiana unless otherwise noted

July	14, 2015		January	12, 2016	Osolo
July	28, 2015		January	26, 2016	
August	11, 2015		February	9, 2016	
August	25, 2015		February	23, 2016	Pierre Moran
September	8, 2015		March	8, 2016	
September	22, 2015		March	22, 2016	
October	13, 2015	Mary Beck	April	12, 2016	Central
October	27, 2015		April	26, 2016	
November	10, 2015		May	10, 2016	
November	24, 2015	Eastwood	May	24, 2016	Riverview
December	8, 2015		June	14, 2016	
December	21, 2015	7:00 a.m.	June	28, 2016	

Any changes to the regular meeting schedule will be determined by Board action and special notice of any variance in date, time, or location will be posted and mailed to persons who have requested the same.

Public Work Sessions
2015-2016

Public work sessions will be held at 7:00 a.m. in the J. C. Rice Educational Services Center, 2720 California Road, Elkhart.

July	21, 2015	January 21 & 22, 2016 – Annual Board Retreat
August	18, 2015	February 16, 2016
September	15, 2015	March 15, 2016
November	17, 2015	April 19, 2016
December	21, 2015	May 17, 2016
		June 21, 2016

The Board's meeting site is accessible to all persons. Any person requiring accommodation or assistance should contact the Assistant Secretary to the Board of School Trustees with the School Corporation's administrative office, located at 2720 California Road, Elkhart, Indiana 46514, at 574-262-5516

PURCHASING AUTHORITY AND BIDDING REQUIREMENTS

The Director of Business Operations is the designated purchasing agent for Elkhart Community Schools. The corporation Treasurer or Deputy Treasurer are authorized to act as purchasing agent in the event of the absence of the Director of Business Operations. **The Senior Director of Technology is authorized to serve as the designated purchasing agent for corporation technology needs.**

All expenditures must be approved by the purchasing agent prior to being made.

For purchases of supplies and/or materials under \$50,000, the purchasing agent may purchase such supplies or materials on the open market for the best value and price without soliciting bids, proposals, or quotations.

For purchases of supplies and/or materials of at least \$50,000 and not more than \$150,000, the purchasing agent must invite quotations from at least three suppliers known to deal in the supplies to be purchased. Such invitations shall be made at least seven days before the fixed date for receiving the quotations. If a satisfactory quotation is received, the purchasing agent shall award the contract to the lowest responsible and responsive offeror. The purchasing agent may reject all quotations received if none are responsive and/or responsible. If the purchasing agent does not receive a responsive and/or responsible quotation, the purchase may be made by following the process for purchases under \$50,000.

If the cost of the items purchased is in excess of the legal limit, as set forth in I.C. 5-22-8-1.2 & 3, specifications must be prepared describing the kind, quantity and quality of all materials, equipment, goods and supplies which may be needed for a designated period. The purchasing agent shall give notice of the time and place of receiving bids by publication by two insertions in each of two newspapers, in accordance with I.C. 5-3-1, and said notice shall appear at least ten days prior to receiving of bids. If no valid bid is received therefore, or for any item thereof, the Board may approve the purchase of such item or items on the open market.

The purchasing agent will recommend the lowest responsible and responsive bid. Preference will be given to the school community bidder and then to the state bidder provided there are identical bids, and service and quality are equal. Normally, supplies and materials will be purchased from stores and business houses ~~that~~ **which** regularly have in stock the merchandise under consideration.

Legal Reference: I.C. 5-22-8-2
I.C. 5-22-8-3



**Elkhart
Community Schools**

inspiring. excellence.

Grant Approval Form

DATE: 2-11-15

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

FROM: Sara Jackowiak

SCHOOL / ENTITY APPLYING: North Side Middle School

GRANT TITLE: CPEG Northern Indiana Project Lead The Way Grant

GRANT APPLICATION READ YES NO

ENTITY APPLYING TO: Project Lead The Way, Inc.

GRANT AMOUNT: \$10,800.00

GRANT SUBMISSION DEADLINE: March 15, 2015

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION:

EXPLANATION OF GRANT:

The Project Lead The Way Gateway grant supports the implementation costs of starting a PLTW course at the middle school level. The 8th grade course would focus on the application of advanced mathematical concepts in the areas of Design and Modeling, VEX Robotics, Automation and Robotics and Medical Detectives. The grant allocation, over a three year period, would cover PLTW yearly

IF PART OF GRANT, NOTIFY:

DIRECTOR OF TECHNOLOGY	<input checked="" type="checkbox"/> YES <input type="checkbox"/> N/A	DATE CONTACTED	2-11-15
DIRECTOR OF SAFETY AND SECURITY	<input type="checkbox"/> YES <input checked="" type="checkbox"/> N/A	DATE CONTACTED	
DIRECTOR OF STUDENT SERVICES	<input type="checkbox"/> YES <input checked="" type="checkbox"/> N/A	DATE CONTACTED	
DIRECTOR OF FOOD SERVICES	<input type="checkbox"/> YES <input checked="" type="checkbox"/> N/A	DATE CONTACTED	

SUSTAINABILITY PLAN:

Once the initial teacher training is completed and the acquisition of the needed equipment, the program can be sustained through North Side's building supply budget. We will evaluate the effectiveness of the program each year and to monitor the carry-over to the related high school courses.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

Grant allocations will be utilized at North Side Middle School to implement a new PLTW course.

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Sara Jackowiak and Bill Kovatch

BOARD: APPROVED DENIED

DATE OF BOARD APPROVAL

ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST

School: Elkhart Central

Class/Group: Boys Wrestling

Number of Students: 10

Date/Time Departing: 2/20 2 12:00

Date/Time Returning: 2/21 10:00p.m

Destination: _____
Indy In
City State

Overnight facility: yes

Mode of Transportation: White Bus

Reason for trip: State Meet

Names of chaperones: Zach Whicker

Cost per student: _____

Describe Plans for Raising
Funds or Funding Source: _____

Plans to defray costs for
needy students: _____

Are needy students made
aware of plans? _____

Signature of
Teacher/Sponsor

Signature of Principal:

Date: 2/10/15

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

Approval of Assistant
Superintendent:

Date: 2/10/15

Approval by Board: _____

ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST

School: Memorial H.S.
Class/Group: Wrestling
Number of Students: 2
Date/Time Departing: Friday, Feb 20 @ 10:30am
Date/Time Returning: Sunday, Feb 22 @ noonish
Destination: Banker's Life Indy IN
City State
Overnight facility: hotel -
Mode of transportation: Mini bus
Reason for trip: State finals - wrestling

Names of chaperones: Brian Weam, Noel Corpel,
Mark Stewart, Jeremy
Cost per student: Sundapur, Jacquelin Kost

Describe Plans for Raising Funds or Funding Source: -
Plans to defray costs for needy students: -
Are needy students made aware of plans? -

Signature of Teacher/Sponsor: [Signature]

Signature of Principal: Mark [Signature] Date: 2/18/15

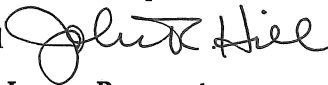
Send to Assistant Superintendent for Instruction for approval and for submission to Board of School Trustees

Approval of Assistant Superintendent: [Signature] Date: 2/18/15

Approval by Board: _____

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

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

DATE: February 19, 2015
 TO: Dr. Robert Haworth, Superintendent
 FROM: Dr. John Hill 
 RE: **Conference Leave Requests**
February 24, 2015 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2014 - 2015 CONFERENCES	EXPENSES	SUBSTITUTE
<p>EARLY CHILDHOOD PROFESSIONALS OF NORTHERN INDIANA (ECPNI) FOOD INSTITUTE FOR DIRECTORS AND FOOD SERVICE PERSONNEL</p> <p>This is an opportunity for directors and food service personnel to see inspiring plate presentations by amazing chefs; meet vendors and sample trendy new products; and learn actionable information regarding childhood nutrition from food service experts.</p> <p>South Bend, IN</p> <p>February 26, 2015 (1/2 day absence)</p> <p style="padding-left: 40px;">TAMMARA OBENDORF - TAPP (0-0)</p> <p style="padding-left: 40px;">LORNA SUGGS - TAPP (0-0)</p>	\$0.00	\$0.00
<p>MEAN GIRLS</p> <p>This seminar will provide research based strategies educators can use to address and prevent female bullying, cyber bullying and relational aggression.</p> <p>Indianapolis, IN</p> <p>March 4, 2015 (1 day's absence)</p> <p style="padding-left: 40px;">JAMI PRESSWOOD - WEST SIDE (0-0)</p>	\$159.00	\$0.00
<p>PREVENTING DEFIANCE CLASSROOM MANAGEMENT WORKSHOP</p> <p>This workshop will provide information regarding the latest best practices teachers can use to improve behavioral interactions and interventions with students in the classroom.</p> <p>Indianapolis, IN</p> <p>March 5, 2015 (1 day's absence)</p> <p style="padding-left: 40px;">KIM HAAS - EASTWOOD (1-1)</p>	\$104.53	\$85.00
<p>KNOWLES SCIENCE TEACHING FOUNDATION (KSTF) SPRING MEETING</p> <p>This meeting will provide an opportunity for Mr. Kinder to engage in collaborative inquiry into his own teaching practice in the company of other STEM educators. The meeting will focus on how to utilize Complex Instruction as a way of supporting students through developing tasks with multiple access points, norms which encourage participation by all students, and strategies for leveraging students strengths while building on areas in need of Philadelphia, PA</p> <p>March 6 - 7, 2015 (0-0)</p> <p style="padding-left: 40px;">JOSHUA KINDER - PIERRE MORAN (0-0)</p>	\$0.00	\$0.00

2014 - 2015 CONFERENCES	EXPENSES	SUBSTITUTE
<p>EARLY CHILDHOOD SPECIAL EDUCATION ADMINISTRATORS CONFERENCE</p> <p>This conference will provide updates from the Indiana Department of Education which will ensure the preschool special education indicators remain in compliance. All information learned will be shared with special education department.</p> <p>Indianapolis, IN</p> <p>March 9 - 10, 2015 (2 day's absence)</p> <p style="padding-left: 40px;">KATHY MENTZ - PACE (0-0)</p> <p style="padding-left: 40px;">JENNIFER SAGER - PACE (0-0)</p>	\$730.00	\$0.00
<p>ADVANCED PLACEMENT TRAINING AND INCENTIVE PROGRAM INDIANA (TIP-IN) MOCK EXAM GRADING</p> <p>This workshop will provide an opportunity for teachers to deepen their understanding of the redesigned exam in order to better prepare students for AP exams.</p> <p>Lawrence, IN</p> <p>March 13 - 14, 2015 (1 day's absence)</p> <p style="padding-left: 40px;">HEATHER FELLOWS - MEMORIAL (1-1)</p> <p style="padding-left: 40px;">BRENDA MUELLER - MEMORIAL (1-1)</p> <p style="padding-left: 40px;">JOHN TAYLOR - MEMORIAL (0-0)</p> <p style="padding-left: 40px;">JULIE TYRAKOWSKI - MEMORIAL (1-1)</p> <p style="padding-left: 40px;">HEATHER WALKER - MEMORIAL (1-1)</p>	\$0.00	\$0.00
<p>ADULTS REACHING ALGEBRA READINESS</p> <p>This workshop is the sequel training to the Adult Numeracy Instruction (ANI) professional development. Like ANI, it is an extended, cohort-style, hybrid training which will take place over the course of the 2014-2015 academic year. This series of workshops will focus on research based strategies used to help educators teach adults advanced algebra.</p> <p>Indianapolis, IN</p> <p>March 18 - 20, 2015 (0 day's absence)</p> <p style="padding-left: 40px;">JOANNE COGDELL - COMMUNITY EDUCATION (1-3)</p>	\$740.97	\$0.00
<p>INDIANA INTERSCHOLASTIC ATHLETIC ADMINISTRATORS ASSOCIATION</p> <p>This conference will provide information and updates regarding high school athletics.</p> <p>Indianapolis, IN</p> <p>March 23 - 24, 2015 (1 day's absence)</p> <p style="padding-left: 40px;">BRIAN BUCKLEY - CENTRAL (1-4)</p>	\$325.00	\$0.00
<p>ADVANCED PLACEMENT TRAINING AND INCENTIVE PROGRAM INDIANA (TIP-IN) MOCK EXAM GRADING</p> <p>The workshop will provide an opportunity for teachers to deepen their understanding of the redesigned exam in order to better prepare students for the AP exam.</p> <p>Indianapolis, IN</p> <p>April 17, 2015 (1 day's absence)</p> <p style="padding-left: 40px;">NEIL BAHBAH - CENTRAL (1-1)</p>	\$0.00	\$0.00

2014 - 2015 CONFERENCES	EXPENSES	SUBSTITUTE
<p>FY 2013 STATEWIDE PROFESSIONAL DEVELOPMENT CONFERENCE</p> <p>This conference will provide an opportunity to network with Family and Consumer Science educators across the State. Topics being covered include best practices; the latest FACS content updates; and new pathways, assessments, and plan program developments.</p> <p>Indianapolis, IN</p> <p>April 20 - 21, 2015 (2 day's absence)</p> <p>ANITA GORDEN - CENTRAL (1-1)</p> <p>BARBARA VAN WECHEL - CENTRAL (0-0)</p>	\$173.00	\$85.00
<p>WORLD CLASS INSTRUCTIONAL DESIGN AND ASSESSMENT (WIDA) STANDARDS TRAIN-THE-TRAINER</p> <p>This workshop will provide training on the implementation of WIDA Standards for English language learners. Participants will be trained to officially lead the professional development for WIDA Standards.</p> <p>Indianapolis, IN</p> <p>April 28 - 30, 2015 (3 day's absence)</p> <p>BRAD SHEPPARD - ESC (4-7)</p> <p>BETH WILLIAMS - ESC (3-4)</p>	\$1,155.00	\$0.00
<p>PROJECT WET</p> <p>Project WET is an interdisciplinary water education program. The workshops are hands-on and designed to train educators in activities which cover many water related topics giving participants a broad base of knowledge about water's value in our lives and our impact on water, both historically and today.</p> <p>Indianapolis, IN</p> <p>May 2, 2015 (0 day's absence)</p> <p>SUSAN CORBETT - CLEVELAND (1-2)</p> <p>BRYAN NOWAKOWSKI - CLEVELAND (1-3)</p>	\$527.10	\$0.00
<p>INDIANA SCHOOL SAFETY SPECIALIST ACADEMY</p> <p>This training is provided by the School Safety Specialist Academy and will count towards training required by the State for the School Safety Specialist Certification renewal.</p> <p>Indianapolis, IN</p> <p>May 17 - 19, 2015 (3 day's absence)</p> <p>KELLY BERHEIDE - CENTRAL (1-2) <i>1 DAY ONLY</i></p> <p>KEVIN BEVERIDGE - EASTWOOD (2-1)</p> <p>MELISSA JENNETTE - BRISTOL (4-5) <i>1 DAY ONLY</i></p>	\$798.00	\$0.00
TOTAL	\$4,712.60	\$170.00

2014 - 2015 CONFERENCES	EXPENSES	SUBSTITUTE
2014 YEAR-TO-DATE GENERAL FUNDS	\$33,623.70	\$5,135.00
2015 YEAR-TO-DATE GENERAL FUNDS	\$1,674.32	\$510.00
2014 YEAR-TO-DATE OTHER FUNDS	\$169,312.37	\$14,490.00
2014 YEAR-TO-DATE ADJUSTMENTS	(\$7,035.40)	(\$680.00)
2015 YEAR-TO-DATE OTHER FUNDS	\$19,290.26	\$850.00
2015 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$216,865.25	\$20,305.00

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



Date: February 24, 2015
To: Dr. Robert Haworth
From: Mr. W. Douglas Thorne
Subject: Personnel Recommendations

Certified

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

Connie Rhodes Began: 8/12/13	Roosevelt/Special Ed Resign: 6/5/15
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Classified

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

Kimberly Allen Began: 12/1/14	Transportation/Bus Driver Unassigned PE: 2/17/15
Brook Bevan Began: 11/20/14	Bristol/Food Services PE: 2/10/15
Janice Borgman Began: 11/24/14	Osolo/Food Services PE: 2/17/15
Cordelia Brown Began: 11/24/14	Memorial/Food Services PE: 2/17/15

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

Kutrina Butler Began: 11/4/14	Tipton/Paraprofessional Resign: 2/17/15
Traci Pace Began: 10/9/14	Pierre Moran/Food Services Resign: 2/12/15
Bethany Reed Began: 11/15/12	North Side/Food Services Resign: 2/12/15

David Peete
Began: 9/15/14

Memorial/Custodian
Resign: 2/20/15

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

Terrance Deshone
Began: 1/22/90

Transportation/Bus Driver
Retire: 2/11/15
25 Years of Service

Lester Prout
Began: 3/8/04

Central/Paraprofessional
Retire: 5/29/15
11 Years of Service

Vicki Shoemaker
Began: 1/13/97

West Side/Registered Nurse
Retire: 6/5/15
18 Years of Service

d. Medical Leave – We recommend the medical leave of the following classified employee:

Lula Williams
Begin: 2/17/15

Pierre Moran/Food Services
End: 6/4/15

e. Voluntary Leave – We recommend a voluntary unpaid leave for the following classified employees:

Georgi Simeonov
Begin: 3/6/15

Transportation/Bus Driver Unassigned
End: 9/7/15

Mila Simeonova
Begin: 3/6/15

Transportation/Bus Driver
End: 9/7/15