

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

November 24, 2015

CALENDAR

Nov 24	5:30 p.m.	Public Work Session, Eastwood Elementary School
Nov 24	Immediately following	Executive Session, Eastwood Elementary School
Nov 24	7:00 p.m.	Regular Board Meeting, Eastwood Elementary School
Dec 8	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Dec 21	7:00 a.m.	Regular Board Meeting, J.C. Rice Educational Services Center

- 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 Elkhart Community Schools.
- E. BUILDING REPORT
 - Energy Education Report – Ted Foland
 - Kevin Beveridge - Principal
- F. MINUTES
 - November 10, 2015 – Public Work Session
 - November 10, 2015 – Regular Board Meeting
 - November 17, 2015 – Public Work Session
- G. TREASURER'S REPORT
 - Consideration of Claims
 - Financial Report – January 1, 2015 – October 31, 2015
 - Fund Loans – The Business Office reports on fund loans made at the end of October 2015.
 - Resolution for Transfer of Appropriation – The administration recommends Board approval of a resolution to transfer appropriations in 2015 tax reported funds.
 - Fundraisers - The Business Office recommends Board approval of proposed school fundraisers in accordance with Board Policy.

H. NEW BUSINESS

Communication & Data Department Update

Student Services Department Update

Instructional Leadership Department Update

Grant Confirmation – The administration seeks Board confirmation for grants submitted to IDOE for 2015-2016 Excellence in Performance Award Grant for ECS.

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

I. OLD BUSINESS

Board Policy GCBE – The administration presents proposed revisions to Board Policy GCBE, Professional Staff Vacations and Holidays, as initially presented at the Board's November 10th regular meeting.

J. PERSONNEL

Conference Leaves - The administration recommends approval of conference leave requests in accordance with Board Policy.

Conference Leaves for Carl D. Perkins Grant – The administration recommends approval of conference leave requests in accordance with Board Policy.

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

K. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

L. ADJOURNMENT



ELKHART CENTRAL HIGH SCHOOL

ELKHART
COMMUNITY SCHOOLS

DATE: November 16, 2015

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Brian Buckley
Elkhart Central Athletic Department

RE: Donation Approval

A donation in the amount of \$500.00 has been given to the Elkhart Central High School wrestling team from an anonymous donor. This donation will assist in strengthening the growth of our wrestling program at Elkhart Central.

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



ELKHART MEMORIAL HIGH SCHOOL

2608 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5600



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

Date: November 9, 2015

To: Dr. Rob Haworth
Board of School Trustees

From: Cary Anderson
Jacquie Rost, Athletic Director
Brian Weaver, Head Wrestling coach, EMHS

Re: Donation Approval

Elkhart Memorial High School Athletic department is in receipt of an extracurricular donation of a treadmill valued at \$250.00 to be used by the Elkhart Memorial Wrestling program for training purposes.

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

Mr. Glen Wilken
18109 Courtland Dr.
South Bend, IN 46637

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

Nov 24, 2015

(Date)

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

Number of Staff: 2 Administrators 36 Certified Staff 22 Classified Staff

Enrollment: 452 Total 76 %White 2.4 %Black 12.2 %Hispanic 2.6 %Asian 0 %Amer. Indian 6.8 %Multi Racial - %Pac. Island /Hawaiian 11/10/15 As of Date

Previous Year Stability Rate: 80
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: 20
% of Families Represented in PTA/PTO
(The number of parents that volunteer, etc. is closer to 50%)

Special Education:
Star Martial Arts, Pay it Forward, Boy Scouts, CARES Mentors, Student Council, Real Men Read, PAWS for Peace, Robotics, Girls on the Run, Minds in Motion

% on Free Lunches: 25.5 % with Reduced Lunches: 7.3

Breakfast Program: 59
Average Daily Participation

- Special Programs
 - Special curriculum features
 - Awards/honors
- Special Programs: Tools of the Mind, Connected Math; Awards/Honors: Honor Roll, Monthly Award Assemblies, Robotics Competition – Placed 2nd out of 18 schools in preparation for the FLL Tournament

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

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

EASTWOOD		2009	2010	2011	2012	2013	reorg	2014
Grade	% on Free/Reduced Lunch	30	34	30	35	37	N/A	28
	% English as a Second Language	10	10	10	8	5	N/A	8
3	Language Arts	68	80	74	83	76	77	80
	Mathematics	67	70	75	84	76	77	70
4	Language Arts	71	65	80	70	74	73	80
	Mathematics	69	61	75	74	82	82	78
5	Language Arts	67	70	64	70	60	63	79
	Mathematics	80	85	84	86	81	84	89
6	Language Arts	74	72	79	74	76	79	67
	Mathematics	81	79	85	85	83	87	87
All Grades	Language Arts	70	72	75	74	71	73	76
	Mathematics	75	75	80	82	81	82	81

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.

EASTWOOD ELEMENTARY SCHOOL
2605 COUNTY ROAD 15 N, ELKHART, 46514
Phone: 262-5583
Fax: 262-5585

Principal

Kevin Beveridge
Debbie Black, Head Secretary

Academic Dean

Stephanie Kimmerly
Barbara Rosenberry, Assistant Secretary

Kindergarten

Karla Doyle
Kim Haas
Megan Schuler

First Grade

Victoria Culp
Mary Genovese
Robyn Hill

Second Grade

Deb Frost
Amy Jordan
Elizabeth Ordonez
Cambria Rief

Third Grade

Denise Demeter
Billie Jo Etchason
Andrea Welles

Fourth Grade

Michelle Holderman
Todd King
Carol Nusbaum

Fifth Grade

Nicole Gernand

EASTWOOD ELEMENTARY - Continued

Megan Gutierrez
Jamie Krempec

Sixth Grade

Nikki Harris
Kathleen Kielce
Theodore Miller

Special Education

Erin Buczkowski
Christina Herrick
Linda Liechty
Marlena Wolf

Mild Disabilities
Mild Disabilities
ED
SMH

Art

Eric Berger
Jody Smith

ESL

Nicole Allison

Music

Sharon Stauffer

Nurse

Laura Miller

Physical Education

Judy Johnston

Behavior Support

Susan Herr

Psychologist

Pat Reinhard

Speech Pathologist

Christy Marshall
Ashley Turner

EASTWOOD ELEMENTARY - Continued

Social Worker

Jantha Havens

Paraprofessionals

Dana Clark
Patricia Grace
Jill Gude
Ruth Iannarelli
Karen Johnston
Karen Mathias
Katheryn Swinehart
Barb Vargo
Dawn Winters
Coriene Woods
Barbara Yike

Instructional Paraprofessional
Keyboarding Paraprofessional
SMH Paraprofessional
Mild Disabilities Paraprofessional
Library Paraprofessional
Instructional Paraprofessional
ED Paraprofessional
Instructional Paraprofessional
Mild Disabilities Paraprofessional
ED Paraprofessional
SMH Paraprofessional

Cafeteria

Sarah Castleman
Sandra Davidson
Vicki Ellis
Carole Logan
Marlene Reed
Sarah Sanders

Custodians

Marva Taylor
Bryan Coryn

Head Custodian

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

Elkhart Community Schools
Elkhart, Indiana

November 10, 2015

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

Time/Place

Board Members
Present:

Carolyn R. Morris
Glenn L. Duncan
Susan C. Daiber

Karen S. Carter
Dorisanne H. Nielsen
Jeri E. Stahr
Douglas K. Weaver

Roll Call

ECS Personnel Present:

Shawn Hannon
Doug Hasler
Rob Haworth

Brenda Kolbe
Dawn McGrath
Doug Thorne
Bob Woods

The Board discussed the focus group meetings, trip to Kokomo, procedure for renaming a building, 2016-2017 calendar, and the agenda items for the regular Board meeting.

Topics
Discussed

The meeting adjourned at approximately 6:10 p.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

Douglas K. Weaver, Member

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
November 10, 2015

J. C. Rice Educational Services Center, 2720 California Rd, Elkhart – at approximately 7:05 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

Ms. Morris discussed the invitation to speak protocol.

Protocol

Superintendent’s Student Advisory Council (SSAC) representative from Central High School (CHS) introduced himself. Antwaan Allen, a senior, participates in football, basketball, and Students With A Goal (SWAG). He reported on the following school activities: Accuplacer is currently going on; the soccer team won the NIC championship; basketball has started, the fall sports banquet was last week; the Sadie Hawkins dance is approaching, and the play ‘Almost Main’ is Friday. He welcomed the Board members to attend upcoming events and thanked them for their time.

SSAC Representative

By unanimous action, the Board accepted with appreciation the following donations made to Elkhart Community Schools (ECS): \$750.00 from Patrick Industries and \$500.00 from Cressy & Everett to Elkhart Memorial High Schools athletic department for the boys/girls track team; an Armstrong Tenor Saxophone valued at \$550.00 from Martha Nelson to the ECS music department; 4,948 science fair boards valued at \$28,900.00 from Welch Packaging for students participating in building science fairs; and hats, scarves and gloves from Diana Wenger to distribute to school children through social workers.

Gift Acceptance

The Board recognized the West Side 7th grade volleyball team for winning the Big 11 Championship. Kristie Stutsman, principal remarked great teachers make great coaches while introducing volleyball coach, Lindsey Cox, who presented team members with certificates to Felisha Campanello, Rebecca Ekema, Kendrea Randles, Cassandre Thrash and Emma Yohn. Certificates were also awarded to Emily Anderson, Amber Asher, Brookelyn Edgerton, Emily Kersten and Reagan Snyder who were unable to attend the presentation.

Special Recognition

<p>By unanimous action, the Board approved the following minutes: October 27, 2015 – Public Work Session October 27, 2015 – Regular Board Meeting October 30, 2015 – Special Board Meeting (As Amended)</p>	<p>Approval of Minutes</p>
<p>By unanimous action, the Board approved payment of claims totaling \$7,642,380.70 as shown on the November 10, 2015, claims listing. (Codified File 1516-49)</p>	<p>Payment of Claims</p>
<p>President Morris opened a public hearing on the proposed additional appropriation for the Rainy Day Fund in excess of the budget for 2015, with no comments from the audience, the hearing was closed.</p>	<p>Public Hearing</p>
<p>Doug Hasler, executive director of support services, stated the earlier 2015-2016 school year start date created an additional pay period for 2015. Two Board members expressed their reluctance to vote in favor of the appropriation; disappointment in the need for the Rainy Day appropriation; and explained their understanding of the original purpose of the fund. By unanimous action, the Board adopted a resolution for additional appropriation from the Rainy Day Fund for 2015. (Codified File 1516-50)</p>	<p>Resolution – Rainy Day Fund</p>
<p>President Morris opened a public hearing on the proposed additional appropriation for the General Fund in excess of the budget for 2015, with no comments from the audience, the hearing was closed.</p>	<p>Public Hearing</p>
<p>By unanimous action, the Board adopted a resolution for additional appropriation from the General Fund for 2015. (Codified File 1516-51)</p>	<p>Resolution – General Fund</p>
<p>By unanimous action, the Board approved proposed school fundraisers in accordance with Board policy. The funds raised through the listed activities are deposited into each school’s extra-curricular fund. In response to Board inquiry, Mr. Hasler will look into a solicitation received and report back at the next meeting. (Codified File 1516-52)</p>	<p>Fundraiser Approval</p>
<p>Shawn Hannon, assistant superintendent of communication and data, updated the status of ISTEP testing results. Letters were sent to parents notifying them of a one week window of opportunity to request a rescore. Specifics are not currently available to the schools but should be received in December. In other department areas: employee insurance information is on the website; and there has been a great response received thru social media for ‘good’ news and student successes.</p>	<p>Department Report</p>
<p>David Bird, academic dean of School Without Walls, reported the program currently has: 315 students, 63 being hybrid students; 305 credits earned so far this school year; 15 graduates; and continued participation from schools outside of ECS. In response to Board inquiries, he stated the need for a guidance counselor and the potential for the creation of new curriculum.</p>	<p>Department Report</p>

Dr. Dawn McGrath, deputy superintendent, outlined plans to select a Learning Management System (LMS) by second semester. Additionally, she described an invitation for teachers to apply to be Technology Champions and commit to intense professional development in exchange for access to technology. So far, 54 secondary, and 22 elementary teachers have applied.

Department Report

By unanimous action, the Board approved the submission of the following grants to the Elkhart Education Foundation (EEF) for:

Grant Approval

First Tech Challenge Robotics Team Initiative from Central.

Grasping New Concepts Thru BrainPOP from Pierre Moran Middle School.

Water is Life from Riverview Elementary School

(Codified File 1516-53)

The Board received a grant submission and award update from Kim Boynton, director of grant development/PreK.

Grant Update

The Board heard proposed revisions to Board Policy GCBE, Professional Staff Vacations and Holidays, for initial consideration. Doug Thorne, executive director of personnel and legal services, explained the revision eliminates the 'floating' holiday previously available between President's Day and the 4th of July and moves it the 4th of July.

Board Policy GCBE

By unanimous action, the Board approved the recommendation to appoint Clarence Thomas to a part-year term through June, 2016 on the Elkhart Library Board of Trustees to fill a vacancy.

Library Appointment

By unanimous action, the Board approved an overnight trip request for the wrestling team from Central to travel to Crawfordsville, IN on December 30 and 31, 2015 to compete in a tournament.

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 November 10, 2015 listing. (Codified File 1516-54)

Conference Leaves

By unanimous action, the Board approved conference leave requests for the Carl D. Perkins Grant in accordance with Board policy for staff members as recommended by the administration on the November 10, 2015 listing. (Codified File 1516-55)

Conference Leaves - Perkins

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

Personnel Report

A consent agreement regarding unpaid time. (Codified File 1415-56)

Consent Agreement

A settlement agreement related to the use of sick leave. (Codified File 1415-57)	Settlement Agreement
Administrative appointments by Superintendent Haworth for David Bird, program supervisor at School Without Walls effective 11/11/15; and Gail Draper, supervisor of Early College Program effective 7/23/15.	Administrative Appointments
Resignation of the following two (2) certified staff members effective on dates indicated: Robert Weber, ENL at Beck, 11/6/15 Andrew Wood, assistant principal at Central, 1/22/16	Certified Resignations
Change to maternity leave for certified staff member Meg Brewer, speech pathologist at PACE, beginning 4/4/15 and ending 6/1/16.	Certified Maternity Leave
Regular employment of the following eight (8) classified employees, who have successfully completed their probationary periods, on dates indicated: Semage Amalnathan - food service at Pinewood, 11/4/15 Debra Baker - paraprofessional at Hawthorne, 11/10/15 Nina Bayes - paraprofessional at Daly, 11/9/15 Jammie Fields - lunch paraprofessional at Beardsley, 11/9/15 Melissa Frederick - food service at Pierre Moran, 11/9/15 Ranesha Halliburton - paraprofessional at Memorial, 11/5/15 Dolly Lozano - paraprofessional at Hawthorne, 11/10/15 Elizabeth Nutt - food service at Bristol, 10/28/15	Classified Employment
Resignation of the following eight (8) classified employees effective on dates indicated: Andrea Bussard - food service at Beardsley, 11/6/15 Amy Franks - custodian at Memorial, 11/13/15 Rick Hayford - unassigned bus driver at Transportation, 10/23/15 Holly Kerstin - paraprofessional at Woodland, 10/30/15 Laura Lucchese-Urban - paraprofessional at Bristol, 11/13/15 Carolyn Miller - unassigned bus driver at Transportation, 11/13/15 Drew Morris - custodian at Building Services, 10/30/15 Kirstin Truman - paraprofessional at Monger, 11/6/15	Classified Resignation
Personal leave for classified employee Peggy Caston, bus helper at Transportation, beginning 11/23/15 and ending 12/4/15	Personal Leave

<p>Retirement of the following three (3) classified employees effective on dates indicated, with years of service in parentheses:</p>	<p>Retirement</p>
<p style="padding-left: 40px;">Brenda Ellsworth - bus driver at Transportation, 1/1/16 (34) Mary Jo Raab - secretary at Career Center, 1/8/16 (11) Donald Swanson - bus driver at Transportation, 1/4/16 (13)</p>	
<p>Change to retirement of classified employee Harriett Lewis, paraprofessional at West Side, with 15 years of service</p>	<p>Change of Retirement</p>
<p>By unanimous action, the Board approved a recommendation presented by Doug Thorne, authorizing a stipend for classified personnel. Full time employees will receive \$1,000.00 and part-time employees (less than six hours per day) will receive \$500.00. In response to Board inquiry, Mr. Thorne clarified the stipend will be given to employees who have completed their probationary period prior to November 17, 2015.</p>	<p>Classified Stipend</p>
<p>Superintendent Haworth introduced Rebecca Crocker, recently appointed assistant principal at Monger. Ms. Crocker spoke of the dedication of the staff at Monger and thanked the Board for approving the appointment.</p>	<p>From the Superintendent</p>
<p>By unanimous action, the Board approved a title change for Carl Rust from assistant principal to director of the Elkhart Elementary Academy as presented by Superintendent Haworth.</p>	<p>From the Superintendent</p>
<p>By unanimous action, the Board approved a recommendation Elkhart Community Schools partner with the Boys and Girls Club in order to consider the impact of Beardsley Elementary as a shared space facility. James Taylor, Area Director and Kevin Deary, CEO, commented on the positive impact joining forces would have on students.</p>	<p>From the Superintendent</p>
<p>The meeting adjourned at approximately 8:15 p.m.</p>	<p>Adjournment</p>

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

Signatures

ACCOUNT BALANCES/INVESTMENT DETAIL

OCTOBER 2015

PETTY CASH \$ 500.00

GENERAL ACCOUNTS:

Lake City Bank	19,999,392.19
Lake City Bank - Merchant Account	677,418.05
Teachers Credit Union	2,819,329.35

SCHOOL LUNCH ACCOUNTS:

Lake City Bank	(59,995.57)
Change Fund	2,110.00

TEXTBOOK RENTAL ACCOUNTS:

Chase Bank	895,136.53
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PAYROLL ACCOUNTS:

Lake City Bank - Payroll Account	533,681.57
Lake City Bank - Flex Account	56,946.57
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 12/29/15 at .43%	77,000.00
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\$ 25,063,415.50



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: Mr. Douglas A. Hasler

FROM: Tracey Bolin

DATE: October 30, 2015

LOANS – ONE FUND TO ANOTHER

The following loan was made on 10/30/15:

\$342,000 to Fund 0410 Transportation Fund from Fund 0420 Trans. Bus Replacement Fund

ELKHART COMMUNITY SCHOOLS

RESOLUTION FOR TRANSFER OF APPROPRIATIONS

November 24, 2015

WHEREAS, it has been determined that it is necessary to transfer monies appropriated in certain 2015 tax supported funds,

NOW, THEREFORE, BE IT RESOLVED BY the Board of School Trustees of the Elkhart Community Schools, Elkhart, Indiana, that for the expenses of said corporation necessary appropriation transfers be hereby appropriated and ordered set apart for the purposes necessitated, subject to the laws governing same.

BE IT FURTHER RESOLVED THAT whereas it has been shown that certain existing appropriations now have balances which will not be needed for the purposes for which appropriated, it is further resolved that those existing appropriations be reduced.

ADOPTED THIS 24TH DAY OF NOVEMBER 2015:

AYE

NAY

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

BOARD OF SCHOOL TRUSTEES

ATTEST: _____
Secretary, Board of School Trustees

Elkhart Community Schools
Proposed School Fundraising Activities
Nov. 25, 2015 Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Sponsor(s)
Beck Student Council	Photos will be taken of students and parents at the winter dance. Proceeds will be used for future PBIS school activities	12/18/2015	Alexis Valdez
Central Swim Team	Students will sell Holiday cards. Proceeds will be used to purchase warm-up jackets.	11/25/2015 - 12/20/2015	Brian Buckley
Central Champs	Loose change will be collected during lunch hours. Money will be used to provide for Central's Salvation Army "Adopted Family".	11/30/2015 - 12/11/2015	Missie Dickerson
Central Dance Marathon	Students will sell Blue Blazer car decals. Proceeds will be donated to Riley Children's Hospital	1/25/2016 - 3/25/2016	Sarah Bertsch
	Please note the following fundraiser is presented for confirmation only.		



INSTRUCTIONAL LEADERSHIP

PHONE: 574-262-5559



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER
2720 CALIFORNIA ROAD • ELKHART, IN 46514
PHONE: 574-262-5500

November 16, 2015

Memorandum

Re: Notification of Grant Submission

To The Elkhart Board of School Trustees:

Instructional Leadership has applied for a 2015-2016 *Excellence in Performance Award* Grant presented by the Indiana Department of Education. The release of this particular grant and timeline for submission did not allow the department to follow procedures put in place to request permission to apply.

Please feel free to contact me with any additional questions.

Sincerely,

Handwritten signature of Beth A. Williams in cursive script.

Beth A. Williams
Supervisor of Federal Programs



DATE: 11/16/15

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

FROM: Beth A. Williams

SCHOOL / ENTITY APPLYING: Elkhart Community Schools

GRANT TITLE: IDOE 2015-2016 Excellence in Performance Award

GRANT APPLICATION READ YES NO

ENTITY APPLYING TO: Indiana Department of Education

GRANT AMOUNT: Unknown

GRANT SUBMISSION DEADLINE: 11/18/15

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION: Dawn J. McGrath

EXPLANATION OF GRANT:

Incentive awards to retain highly effective teachers in Title I Focus and Priority Schools (Beardsley, Beck, Hawthorne and Pierre Moran)

IF PART OF GRANT, NOTIFY:

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

SUSTAINABILITY PLAN:

Title I and Title II dollars may be allocated for this purpose.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

Incentive awards to retain highly effective teachers in the above named schools for the 2015-2016 SY

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Dawn McGrath

BOARD: APPROVED DENIED

DATE OF BOARD APPROVAL

**ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST**

School: Elkhart Central High School

Class/Group: Wrestling Team

Number of Students: 16

Date/Time Departing: 12/29 at 5:00 pm

Date/Time Returning: 17/31 by 8:00 pm

Destination: North Montgomery High School Crawfordsville, IN
City State

Overnight Facility: Holiday Inn

Mode of Transportation: White School Bus

Reason for Trip: The wrestling team will participate in a two day wrestling tournament at North Montgomery High School.

Names of Chaperones: Zach Whickens, Abe Que, John Weaver, Zack Kurtz, Carson Suppington, Brian Pfiel

Cost per Student: BO

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: [Signature] Date: 10/15/15

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

Approval of Assistant Superintendent: [Signature] Date: 11/12/15

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

ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST

School: ELKHART MEMORIAL

Class/Group: VARSITY WRESTLING

Number of Students: 15

Date/Time Departing: 11/20/15 Around 4:00 PM

Date/Time Returning: 11/21/15 Around 9:00 - 10:00 PM

Destination: NEW CASTLE IN

City

State

Overnight facility: Holiday Inn Anderson

Mode of Transportation: MINI BUS (2)

Reason for trip: TOURNAMENT

Names of chaperones: BRIAN WEAVER, SHANE HENDRICKSON, NICK CORPE

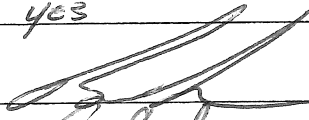
Cost per student: \$35 to \$40 PER WRESTLER

Describe Plans for Raising
Funds or Funding Source: PARENTS

Plans to defray costs for
needy students: WRESTLING FUNDS

Are needy students made
aware of plans? YES

Signature of
Teacher/Sponsor

 11-11-15

Signature of Principal:

Date:

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

Approval of Assistant
Superintendent:



Date: 11/16/15

Approval by Board:

**ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST**

School: Elkhart Central
Class/Group: Girls Basketball
Number of Students: 14
Date/Time Departing: Dec 29 9:AM
Date/Time Returning: Dec 30 midnight
Destination: Columbus Indiana City State
Overnight Facility: TBD per Pat McKee Rooms are at no charge
Mode of Transportation: Bus
Reason for Trip: Basketball tournament Subway/Columbus North Invitational

Names of Chaperones: Will Coatie, Troy Gray, Leslie Coatie, Janice Fuller, Anna Bishop, and Carlos Harris, Ken Hunt

Cost per Student: Food Cost

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:

[Signature]
[Signature] Date: 11/11/15

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

Approval of Assistant Superintendent:

Date:

Approved by Board:

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

Proposed Revised Board Policy*(as presented during the 11/10/15 BST meeting)***PROFESSIONAL STAFF VACATIONS AND HOLIDAYS****(Administrators)****Section 1. Vacations**

- A. Administrators employed by a twelve-month contract shall be eligible for twenty days of vacation each contract year, exclusive of weekends and holidays. Any twelve-month administrator who has been an Elkhart Community Schools administrator for five years is eligible for twenty-five days each contract year (Eligibility shall be determined by dividing total contracted days by 260). Such days will accrue on the first day of employment in each year, subject to paragraph B hereof. The days of vacation will be available to the administrator during the twelve months of such contract year and for six months after the expiration of said contract. Unused vacation days will not be cumulative after the expiration of the eighteen (18) month period.
- B. Upon dismissal or resignation of an administrator employed by a twelve (12) month contract, such administrator shall be entitled to compensation for the unused vacation days for which he or she is still eligible from his or her previous contract and the unused days, on a pro-rated basis, according to the time such administrator has served on his or her current contract.
- C. Administrators not employed by a twelve (12) month contract shall not be required to work during the following:
1. Friday immediately following Thanksgiving Day.
 2. Christmas recess as described in the School Calendar.
 3. Spring recess as described in the School Calendar.
 4. Fall Recess as described in the School Calendar
 5. Snow Days, unless used as an emergency make-up day, as described in the School Calendar

Section 2. Holidays

- A. All administrators shall be paid for the following holidays:
1. Labor Day
 2. Thanksgiving Day
 3. Martin Luther King Jr. Day
 4. Presidents Day (2 days **for 10, 10.5, and 11 month administrators/1 day for 12 month administrators**)
 5. Memorial Day

Professional Staff Vacations and Holidays
(Administrators)

- B. Administrators who are employed by a twelve-month contract shall also be paid for the following holidays:
1. Independence Day (2 days, ~~but only one day may then be taken in A.4.~~)
 2. Friday immediately following Thanksgiving Day
 3. Christmas (2 days)
 4. New Year's (2 days)
 5. Specific dates for items 1, 3 and 4 above must be approved by the immediate supervisor.
- C. When any holiday is celebrated on a weekend, it will be a paid holiday on the Friday preceding or the Monday following, unless school is in session.

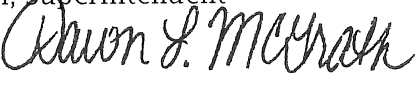
~~January 11, 2005~~ **November 24, 2015**

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: November 20, 2015

TO: Dr. Robert Haworth, Superintendent

FROM: Dr. Dawn McGrath 

RE: **Conference Leave Requests
November 24, 2015 - Board of School Trustees Meeting**

The following requests for excused absences are recommended for approval:

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
<p>RICHMOND HIBBARD INTERMEDIATE SCHOOL VISIT</p> <p>This visit will provide a valuable opportunity to learn about Richmond's Early College program for grades 3 - 8 as Pierre Moran may potentially expand ECS's Early College program to include middle school students.</p> <p>Richmond, IN</p> <p>December 6 - 7, 2015 (1 day's absence)</p> <p>KRISTY CISNEROS - PIERRE MORAN (1-2)</p> <p>GAIL DRAPER - EARLY COLLEGE (0-0)</p> <p>BILL KOVACH - EACC (2-5)</p> <p>REGINA ROBERSON - CENTRAL/EARLY COLLEGE (0-0)</p> <p>SUMMER RUNYAN - MEMORIAL/EARLY COLLEGE (0-0)</p> <p>SCOTT SASSAMAN - PIERRE MORAN (0-0)</p>	\$1,160.45	\$0.00
<p>INDIANA ASSOCIATION FOR THE GIFTED (IAG) STATE CONFERENCE</p> <p>This conference will provide an overview on the latest classroom instruction, materials, and state expectations. Participants will be attending several workshops pertaining to new strategies for teaching gifted students.</p> <p>Indianapolis, IN</p> <p>December 14 - 15, 2015 (2 day's absence)</p> <p>LISA GRAVES - WEST SIDE (0-0)</p> <p>AMY MATHEWS - BEARDSLEY (0-0)</p> <p>HANNAH ROHRER - BECK (0-0)</p>	\$1,028.24	\$340.00
<p>CONNECTING LEARNING ASSURES SUCCESSFUL STUDENTS (C.L.A.S.S.)</p> <p>This new teacher workshop is an opportunity for educators to explore strategies in classroom management, student engagement, assessments, collaboration, meaningful connections, and differentiations based upon current brain research. Participants will also partake in classroom observations; a teacher panel discussion; and have processing time with colleagues and student ambassadors.</p> <p>Goshen, IN</p> <p>December 15, 2015 (1 day's absence)</p>	\$653.40	\$0.00

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
KELLY CARMICHAEL - PINWOOD (1-1) JILL CARRISON - PINWOOD (0-0) JENNIFER CUNNINGHAM - PINWOOD (0-0) KELLY DOHERTY - PINWOOD (0-0) SHERRY KEESLAR - ESC (0-0) JAMIE HARADINE - PINWOOD (0-0) PATRICIA HEITZMANN - PINWOOD (0-0) JULIE KLINE - PINWOOD (0-0) BRETT SCHULER - PINWOOD (0-0)		
MIDWEST MUSIC CLINIC FOR BAND AND ORCHESTRA DIRECTORS This clinic will provide the most current information regarding the best practices for teaching band and orchestra. Information learned will be used to help recharge the music program. Chicago, IL December 17 - 19, 2015 (2 day's absence) JERAMIAH BOWMAN - CENTRAL (0-0)	\$1,194.75	\$170.00
FUTURE OF EDUCATION TECHNOLOGY CONFERENCE (FETC) The Technology Study Team has been tasked with determining how ECS can utilize technology to improve instruction. This conference will not only introduce current trends in technology, but also deepen the understanding of our current use and needs. FETC will assist the corporation in moving forward with integrating technology in a way which will enhance instruction and better prepare students, teachers, and administrators for the future. Orlando, FL January 13 - 15, 2016 (4 day's absence) CARY ANDERSON - MEMORIAL (0-0) KEVIN BEVERIDGE - EASTWOOD (0-0) DAVID BIRD - SWW (0-0) KIMBERLY BOYNTON - ESC (0-0) AMANDA BRANDY - DALY (0-0) JEAN CREASBAUM - ESC (4-6) JASON GRASTY - CENTRAL (1-2) BILL KOVACH - EACC (3-6) HEIDI KRUSENKLAUS - MEMORIAL (2-0) MICAH LAMBERT - DALY (2-2) SCOTT SASSAMAN - PIERRE MORAN (1-1) KALEIGH SEILER - DALY (0-0) AMY STINE - CENTRAL (1-4) BETH WILLIAMS - ESC (1-1) MARY WISNIEWSKI - NORTH SIDE (2-5)	\$23,109.98	\$1,360.00

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
NATIONAL SCIENCE TEACHERS ASSOCIATION CONFERENCE This conference is designed for teachers to explore lessons and student engagement activities as well as professional development opportunities centered on science, technology, engineering, and mathematics topics and careers. Nashville, TN March 30 - April 1, 2016 (4 day's absence) DOUGLAS HUNNINGS - RIVERVIEW (1-0) KATHRYN LUBKER - MEMORIAL (1-2) HOLLY O'CONNELL - PINWOOD (0-0)	\$5,713.00	\$1,020.00
FOR CONFIRMATION ONLY: (RECEIVED TOO LATE FOR PRIOR APPROVAL)		
ADVANCED PLACEMENT (AP) HUMAN GEOGRAPHY WORKSHOP Participation in this conference will provide information specifically geared towards the Human Geography Advanced Placement (AP) test and how it is graded. This information will be used to better prepare students for the AP test. Indianapolis, IN November 24, 2015 (1 day's absence) BRYAN WHITTEN - MEMORIAL (0-0)	\$637.15	\$85.00
TOTAL	\$33,496.97	\$2,975.00
2015 YEAR-TO-DATE GENERAL FUNDS	\$15,273.78	\$1,500.00
2016 YEAR-TO-DATE GENERAL FUNDS	\$229.00	\$170.00
2015 YEAR-TO-DATE OTHER FUNDS	\$154,880.16	\$7,310.00
2015 YEAR-TO-DATE ADJUSTMENTS	(\$3,878.00)	(\$140.00)
2016 YEAR-TO-DATE OTHER FUNDS	\$31,562.43	\$2,805.00
2016 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$198,067.37	\$11,645.00

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

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

DATE: November 19, 2015
 TO: Dr. Robert Haworth, Superintendent
 FROM: Dr. David Benak *DRB*
 RE: **Conference Leave Requests Paid Under Carl D. Perkins Grant**
November 24, 2015 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
HOT RODDERS OF TOMORROW FINALS 10 Career Center students will be competing at the world finals competition for a chance to win scholarships. Indianapolis, IN December 8-11, 2015 RYAN GORTNEY (2-5), ANGEE GORTNEY (1-5) CTSO Competitions	\$551.00	\$680.00
TOTAL	\$551.00	\$680.00
2015-16 YEAR-TO-DATE PERKINS FUNDS	\$10,706.28	\$3,060.00
GRAND TOTAL	\$11,257.28	\$3,740.00

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



TO: DR. ROBERT HAWORTH
FROM: MR. DOUGLAS THORNE
DATE: NOVEMBER 24, 2015

PERSONNEL RECOMMENDATIONS

CERTIFIED

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

b. **New Certified Staff** – We recommend the following new certified staff for employment in the 2015-16 school year:

Kara Draeger Thomas	Central/Language Arts
Britney Ellis	Beck/Grade 5
Derek Swartzendruber	Central/Science
Tara White	ESC/Coordinator of Media/Library

c. **Retirement** – We report the retirement of the following employee effective December 18, 2015:

Christy Marshall	Eastwood/Speech Pathologist	35 Years of Service
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d. **Change to Personal Leave** – We recommend a change to a personal leave for the following employee:

Stacey Vaneck	ESC/Psychologist
Begin: 8/4/15	End: 6/1/16

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

Lorraine Cripe	Central/Math
Began: 8/12/13	Resign: 12/18/15
Shelley Gingerich	North Side/Math
Began: 8/12/13	Resign: 11/13/15

f. **Health Leave** – We recommend a health leave for the following employees:

Melissa Cutcliffe

Begin: 12/8/15

Woodland/Behavior Support

End: 12/18/15

Jai Palmer-Davidson

Begin: 11/18/15

Beck/Special Education

End: 6/1/16

CLASSIFIED

a. **Settlement Agreement** – We recommend the approval of a settlement agreement regarding compensation.

b. **New Employees** – We recommend regular employment for the following classified employees:

Jalethia Black

Began: 8/3/15

Pierre Moran/Food Service

PE: 11/2/15

Melissa Chavez

Began: 9/9/15

Transportation/Bus Driver

PE: 11/12/15

Rachel Chigwada

Began: 9/8/15

Cleveland/Lunch Paraprofessional

PE: 11/11/15

Brian Chomer

Began: 9/17/15

Memorial/Food Service Truck Driver

PE: 11/2/15

Stanley Davis

Began: 9/8/15

Pierre Moran/Lunch Paraprofessional

PE: 11/12/15

Tonya Fisher

Began: 9/9/15

North Side/Paraprofessional

PE: 11/12/15

Sandra Heckathorn

Began: 9/8/15

Transportation/Unassigned Bus Driver

PE: 11/14/15

Igné Herfurth

Began: 9/14/15

Monger/Paraprofessional

PE: 11/21/2015

Nicole House

Began: 9/11/15

West Side/Food Service

PE: 11/21/15

Heide Schuller

Began: 9/15/15

Feeser/Nurse

PE: 11/24/15

Larry Schumacher

Began: 9/14/15

Transportation/Unassigned Bus Driver

PE: 11/20/15

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

Dan Nisley
Began: 8/6/15

Transportation/Bus Driver
Resign: 11/6/15

d. **Termination** - We recommend the termination of the following classified employee:

Lydia Bloom
Began: 3/16/15

Bristol/Paraprofessional
Terminate: 11/24/15
Board Policy: GDPD