

AGENDA FOR  
BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING

Elkhart Community Schools  
Elkhart, Indiana

November 10, 2015

CALENDAR

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

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A. CALL TO ORDER/PLEDGE

B. INVITATION TO SPEAK PROTOCOL

C. SUPERINTENDENT'S STUDENT ADVISORY COUNCIL REPRESENTATIVES

D. Gift Acceptance - The administration recommends the Board accept with appreciation recent donations made to Elkhart Community Schools.

E. SPECIAL RECOGNITION

West Side 7<sup>th</sup> Grade Big 11 Volleyball Champions

F. MINUTES

October 27, 2015 – Public Work Session  
October 27, 2015 – Regular Board Meeting  
October 30, 2015 – Special Board Meeting

G. TREASURER'S REPORT

Consideration of Claims

Public Hearing - A public hearing will be held on proposed Additional Appropriations.

Resolution - Rainy Day Fund Additional Appropriation – The Business Office recommends adoption of a proposed additional appropriation for the Rainy Day Fund.

Resolution - General Fund Additional Appropriation – The Business Office recommends adoption of a proposed additional appropriation for the General Fund.

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 Approval – The administration recommends approval for the submission of the following grant applications to the Elkhart Education Foundation:

First Tech Challenge Robotics Team Initiative from Central High School.

Grasping New Concepts Thru BrainPOP from Pierre Moran Middle School.

Water is Life from Riverview Elementary School.

Grant Update Report – The administration presents the grant submission and award update.

Board Policy GCBE – The administration presents proposed revisions to Board Policy GCBE, Professional Staff Vacations and Holidays, for initial consideration.

Elkhart Public Library Board Appointment

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

I. 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.

J. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

K. ADJOURNMENT



INSTRUCTIONAL LEADERSHIP

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

To: DR. ROB HAWORTH  
From: DR. DAWN McGRATH  
Date: OCTOBER 30, 2015

*DMC*

**GIFT APPROVAL – MUSIC DEPARTMENT**

Martha Nelson has offered to donation one (1) Armstrong Tenor Saxophone (serial number N211158) 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 \$550.00.

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:

Martha Nelson  
14 Melrose Manor  
Elkhart IN 46516

rtt



INSTRUCTIONAL LEADERSHIP

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

**TO: DR. ROB HAWORTH**  
**FROM: DR. DAWN MCGRATH** *DMC*  
**DATE: OCTOBER 30, 2015**

**GIFT APPROVAL – INSTRUCTIONAL LEADERSHIP**

Welch Packaging has donated science fair board to the students of ECS to be distributed to each student participating in building science fairs. There were 4,948 boards donated to ECS valued at approximately \$28,900.00.

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:

Welch Packaging  
Attn: Margie Nix  
1130 Herman Street  
Elkhart IN 46516

rlt





**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: October 29, 2015

TO: Dr. Rob Haworth  
Board of School Trustees

FROM: Jacquie Rost, Athletic Director

RE: Donation Approval

We are in receipt of an extracurricular donation in the amount of \$750.00 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:

Patrick Industries  
c/o Todd Cleveland  
107 W. Franklin St.  
P.O. Box 638  
Elkhart, IN 46515



**ELKHART MEMORIAL HIGH SCHOOL**

2608 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5600



**ELKHART COMMUNITY SCHOOLS**

J.C. RICE EDUCATIONAL SERVICES CENTER

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PHONE: 574-262-5500

DATE: October 30, 2015

TO: Dr. Rob Haworth  
Board of School Trustees

FROM: Jacquie Rost, Athletic Director

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:

Cressy & Everett, Inc. Realtors  
c/o Scott Hammontree  
332 N. Ironwood Dr.  
South Bend, IN 4615  
Elkhart, IN 46515

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

Elkhart Community Schools  
Elkhart, Indiana

October 27, 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:

Tony England  
Shawn Hannon  
Doug Hasler

Rob Haworth  
Dawn McGrath

The Board reviewed agenda items for the regular Board meeting.

The meeting adjourned at approximately 5:45 p.m.

Topics  
Discussed  
Adjournment

APPROVED:

Signatures

\_\_\_\_\_  
Carolyn R. Morris, President

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Karen S. Carter, Member

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Glenn L. Duncan, Vice President

\_\_\_\_\_  
Dorisanne H. Nielsen, Member

\_\_\_\_\_  
Susan C. Daiber, Secretary

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Jeri E. Stahr, Member

\_\_\_\_\_  
Douglas K. Weaver, Member



MINUTES  
OF THE REGULAR MEETING  
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools  
Elkhart, Indiana  
October 27, 2015

<p>J. C. Rice Educational Services Center, 2720 California Rd, Elkhart – at approximately 7:10 p.m.</p>	<p>Place/Time</p>			
<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Board Members Present:</td> <td style="width: 33%;">Carolyn R. Morris Glenn L. Duncan Susan C. Daiber</td> <td style="width: 33%;">Karen S. Carter Dorisanne H. Nielsen Jeri E. Stahr Douglas K. Weaver</td> </tr> </table>	Board Members Present:	Carolyn R. Morris Glenn L. Duncan Susan C. Daiber	Karen S. Carter Dorisanne H. Nielsen Jeri E. Stahr Douglas K. Weaver	<p>Roll Call</p>
Board Members Present:	Carolyn R. Morris Glenn L. Duncan Susan C. Daiber	Karen S. Carter Dorisanne H. Nielsen Jeri E. Stahr Douglas K. Weaver		
<p>President Carolyn Morris called the regular meeting of the Board of School Trustees to order. The pledge of allegiance was recited.</p>	<p>Call to Order</p>			
<p>Ms. Morris discussed the invitation to speak protocol.</p>	<p>Protocol</p>			
<p>Superintendent’s Student Advisory Council (SSAC) representatives from both high schools were welcomed and introduced themselves; Michael Foy, a senior from Memorial High School (MHS) and Langston Johnson a senior from Central High School (CHS). Langston Johnson participates in basketball, SSAC and culinary discovery club and intends to work towards a broadcasting journalism degree in college. He reported on the successes of the robotics team, football team, cross country, and cheerleaders going to state competition this weekend. Upcoming Central events include a bonfire and talent show. Michael Foy reported as a part of SSAC they are collecting donations through community service for a student-to-student scholarship and hope to raise over \$20,000. Fall sports have wrapped up with the exception of volleyball; the band goes to semi-state this weekend; the speech team goes to Plymouth next week; the play “Neverwhere” featuring underground London is coming mid-November; and students enjoyed the weeklong Fall break.</p>	<p>SSAC Representatives</p>			
<p>By unanimous action, the Board approved the following minutes: October 13, 2015 – Public Work Session October 13, 2015 – Regular Board Meeting</p>	<p>Approval of Minutes</p>			
<p>By unanimous action, the Board approved payment of claims totaling \$5,184,302.20 as shown on the October 27, 2015, claims listing. (Codified File 1516-43)</p>	<p>Payment of Claims</p>			
<p>The Board received a financial report for the period January 1 – September 30, 2015 and found it to be in order.</p>	<p>Financial Report</p>			

Doug Hasler, executive director of support services, reported the following fund loan was made on September 30, 2015: \$142,000.00 to Transportation Fund from Transportation Bus-Replacement Fund.

Fund Loans

By unanimous action, the Board approved United Health Care/UMR's proposal to provide network access and provide benefits administration services, and MetLife's proposal to provide fully insured dental benefits. Tabled the request to modify benefit eligibility for Elkhart Community Schools (ECS) classified employees working less than 30 hours per week for 48 hours; and a bus driver spoke in regards to the effect of the proposed modification excluding those who work less than 30 hours per week would have on his department. A special meeting will be called in the next 48 hours to allow for further investigation into the recommendation.

Group Medical and Dental Insurance

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. (Codified File 1516-44)

Fundraiser Approval

By unanimous action, the Board approved the tentative agreement with the Elkhart Teacher's Association (ETA) for a new two year collective bargaining agreement. (Codified File 1516-45)

Tentative Agreement

Shawn Hannon, assistant superintendent of communication and data, reported ECS is now using a LinkedIn account for employee/employer relationships and employee accomplishments. In response to Board inquiry, she responded all postings would be reviewed and approved by the employee. Also, a Board member highlighted a recent article on AP classes published in The Elkhart Truth. On the subject of data, Shawn reported the state has not released the ISTEP test scores and quoted the following statements from Governor Pence on the scores: "We grade our children every week and we can grade our schools every year, but those grades should fairly reflect the efforts of our students and teachers as we transition to higher standards and a new exam." and "... legislation is currently being crafted to ensure that test results will not negatively impact teacher evaluations or performance bonuses this year." In response to Board inquiry, she responded various formats were used for ISTEP testing including technology-enhanced items. In response to Board inquiry, she responded many schools prepared to administer ISTEP+ online were switched by IDOE to a paper administration due to a technology glitch which impacted special education and ESL students for whom questions are read aloud.

Department Report

Tony England, assistant superintendent of student services, commented on the recently awarded Safe Haven Grant providing for the development of protocol regarding bullying with the assistance of Mary Yoder Holsopple; and a group is attending a meeting in Colorado on anti-bullying in November. An agreement with Oaklawn will provide \$15,000 each for 19 schools for Positive Behavior Instruction and Support.

Department Report

Dr. Dawn McGrath, deputy superintendent, reported a strategic plan is due by the end of the year as a requirement of the Technical Innovate Grant received. She also presented the news video aired by WSBT on the Fall Into Reading Program at Roosevelt STEAM Academy held during Fall break. Sixty students from Title I schools around the district participated in hands-on activities and objectives that incorporated math, science and reading. Some of the activities included making play-doh, building Lego bridges and constructing buildings from marshmallows and spaghetti. Holly Conley, program coordinator, commented on the success of the event and the future of the program.

Department Report

By unanimous action, the Board approved the submission of the following grants to:

Grant Approval

Department of Homeland Security for Fiscal Year 2016 Secured School Safety Grant from ECS.

Gametime for Playground Matching Grant from ECS.

Elkhart Education Foundation (EEF) for Wireless Interactive Whiteboard Systems for 2<sup>nd</sup> grade from Eastwood.

Elkhart Education Foundation for Project CLICK from Mary Beck.

Elkhart Education Foundation for Maxing Out Our Education from Mary Daly.

(Codified File 1516-46)

Superintendent Haworth commented on the success of the EEF providing grants to the district. Board members commented on the hard work and dedication of the organization and the Boling family.

By unanimous action, the Board approved the following overnight trip requests: cheerleaders from Elkhart Central High School to travel to Indianapolis, IN on October 30 and 31 for IASP cheer championship; motorcycle & power equipment technology – Hot Rodders of Tomorrow team from EACC to travel to Indianapolis, IN on December 8 thru 12, to compete in Hot Rodders of Tomorrow Engine Challenge; and, choir from Central to travel to Ft. Wayne, IN on January 15 and 16, 2016 for All-State Choir rehearsal and performance.

Overnight Trip Requests

By unanimous action, the Board approved conference leave requests in accordance with Board policy for staff members as recommended by the administration on the October 27, 2015 listing and the October 27, 2015 Addendum. (Codified File 1516-47)

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 October 27, 2015 listing. (Codified File 1516-48) Dave Benak, director of career & technical education, at the Elkhart Area Career Center (EACC) presented the Board with the EACC conference leave categories. In response to Board inquiry, EACC conference leave requests will identify the categories met in each request.

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

Superintendent's administrative appointment of Rebecca Crocker, assistant principal at Monger, effective October 14, 2015

Maternity leave of absence for certified staff member Jennie Siri, speech pathologist at Cleveland, beginning 10/27/15 and ending 10/30/15.

Regular employment of the following twenty-one (21) classified employees, who have successfully completed their probationary periods, on dates indicated:

- Claudine Anderson - paraprofessional at Beardsley, 10/27/15
- Ron Barr, Jr. - custodian at Bristol/Eastwood, 10/19/15
- Lori Beber - paraprofessional at Central, 10/19/15
- Priscilla Brown - paraprofessional at Riverview 10/23/15
- Nicole Cantzler - paraprofessional at Cleveland, 10/9/15
- Angela Gates - bus helper at Transportation, 10/22/15
- Tonya Gates - bus helper at Transportation, 10/22/15
- Amanda Goodknight - paraprofessional at Cleveland, 10/19/15
- Crystal Howard - lunch paraprofessional at Pinewood, 10/24/15
- April Hunt - food service at Cleveland, 10/8/15
- Kysidra Jackson - lunch paraprofessional at Beardsley, 10/21/15
- Linda Jones - unassigned bus driver at Transportation, 10/28/15
- Heather Martin - paraprofessional at Roosevelt, 10/9/15
- Michelle Miller - lunch paraprofessional at Woodland, 10/8/15
- Margaret Schnippel - paraprofessional at Beardsley, 10/27/15
- Deborah Sheppard - food service at Beck, 10/9/15
- Shawna Torok - food service at Woodland, 10/28/15
- Jennifer Weldy - nurse at Hawthorne, 10/6/15
- Beverly Witcher - unassigned bus driver at Transportation, 10/23/15
- Teresa Woodley - food service at Beck, 10/9/15
- Dawn Yoder - food service at West Side, 10/16/15

Personnel Report

Administrative Appointment

Certified Maternity Leave

Classified Employment

Resignation of the following three (3) classified employees effective on dates indicated:

- Laura Cichoracki- secretary at ESC, 10/15/15
- Casey Lott - paraprofessional at Eastwood, 10/14/15
- Steve Mason Jr. - custodian at Roosevelt, 10/6/15

Classified  
Resignation

Parental leave for the following two (2) classified employees, effective on dates indicated:

- Marina Allen – unassigned bus driver at Transportation, beginning 10/12/15 and ending 12/18/15
- Rigoberto Carvajal – paraprofessional at Hawthorne, beginning 12/7/15 and ending 12/18/15.

Parental Leave

Retirement of Paula Watson, secretary at ESC, effect 10/27/15 with 29 years of service.

Retirement

By unanimous action, the Board approved Superintendent Haworth’s request to advertise for an Appropriations hearing.

From the  
Superintendent

Tentatively set Special Meeting for Friday, October 30<sup>th</sup>.

From the Board

The meeting adjourned at approximately 8:15 p.m.

Adjournment

APPROVED:

Signatures

\_\_\_\_\_  
Carolyn R. Morris, President

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Glenn L. Duncan, Vice President

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Susan C. Daiber, Secretary

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Karen S. Carter, Member

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Dorisanne H. Nielsen, Member

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Jeri E. Stahr, Member

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Douglas K. Weaver, Member

MINUTES OF THE  
SPECIAL MEETING  
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools  
Elkhart, Indiana  
October 30, 2015

J. C. Rice Educational Services Center, 2720 California Rd, Elkhart – at 10:30 a.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
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Roll Call

President Carolyn Morris called the meeting to order and the pledge was recited.

Call to  
Order/Pledge

By unanimous action, the Board untabled the Motion recommending a change in benefit eligibility for employees working less than 30 hours per week.

Group Medical  
and Dental  
Insurance

By unanimous action, the Board withdrew the Motion recommending a change in benefit eligibility for employees working less than 30 hours per week.

Group Medical  
and Dental  
Insurance

By unanimous action, the Board approved a Motion to grandfather current classified employees who are enrolled in the benefits plan, working less than 30 hours, into the District insurance plan for one additional year. The cost increase associated with this motion to be absorbed by the District. A bus driver audience member thanked the Board on behalf of the transportation department for taking additional time to review the motion and for an additional year to learn more about options. Board members thanked the insurance committee for their time and efforts.

Group Medical  
and Dental  
Insurance

The meeting adjourned at approximately 10:50 a.m.

Adjournment

APPROVED:

\_\_\_\_\_  
Carolyn R. Morris, President

\_\_\_\_\_  
Karen S. Carter, Member

Signatures

\_\_\_\_\_  
Glenn L. Duncan, Vice President

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Dorisanne H. Nielsen, Member

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Susan C. Daiber, Secretary

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Jeri E. Stahr, Member

\_\_\_\_\_  
Douglas K. Weaver, Member



**BUSINESS OFFICE**

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: Board of School Trustees  
Dr. Robert Haworth

FROM: Douglas A. Hasler

SUBJECT: Additional Appropriation Resolutions

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Following discussion in the last Board meeting, notice of proposed additional appropriations (one for General Fund, one for Rainy Day Fund) was published in local newspapers on October 30<sup>th</sup>. As stated in the notice, Board action on the proposed additional appropriations will take place in the November 10<sup>th</sup> Board meeting.

The proposed additional appropriation for the Rainy Day Fund is in the amount of \$2,900,000, and is necessary to pay for the additional payroll cost that is occurring in 2015 due to the shift in the start of the 2015-16 school year.

The proposed additional appropriation for the General Fund is in the amount of \$1,580,000, and is necessary to pay for the cost of stipends that have been approved for certified staff (and which will be proposed for administrative and classified staff).

There are available cash reserves in the Rainy Day Fund, and the General Fund sufficient to cover the additional appropriations that are proposed.

I will be recommending Board approval of these additional appropriations in the November 10<sup>th</sup> Board meeting. If you have any questions concerning these matters prior to Tuesday night's Board meeting, please contact me at 262-5563.

ELKHART COMMUNITY SCHOOLS  
 ADDITIONAL APPROPRIATION RESOLUTION

Whereas, it has been determined that it is now necessary to appropriate more money than was originally appropriated in the annual budget; now, therefore:

Be it resolved by the Board of School Trustees of Elkhart Community Schools, Elkhart County, that for the expenses of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to laws governing the same:

Fund Name: <u>Rainy Day Fund</u>	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY
Major Budget Classification:		
10000 Personal Services	\$ <u>2,900,000</u>	\$ <u>2,900,000</u>
20000 Supplies	\$ _____	\$ _____
30000 Other Services & Charges	\$ _____	\$ _____
40000 Capital Outlays	\$ _____	\$ _____
50000 Debt Obligations	\$ _____	\$ _____
 TOTAL for <u>Rainy Day Fund</u>	 \$ <u>2,900,000</u>	 \$ <u>2,900,000</u>

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Adopted this 10<sup>th</sup> day of November, 2015.

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ATTEST:

\_\_\_\_\_  
 Secretary



ELKHART COMMUNITY SCHOOLS  
 ADDITIONAL APPROPRIATION RESOLUTION

Whereas, it has been determined that it is now necessary to appropriate more money than was originally appropriated in the annual budget; now, therefore:

Be it resolved by the Board of School Trustees of Elkhart Community Schools, Elkhart County, that for the expenses of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to laws governing the same:

Fund Name: <u>General Fund</u>	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY
Major Budget Classification:		
10000 Personal Services	\$ <u>1,580,000</u>	\$ <u>1,580,000</u>
20000 Supplies	\$ _____	\$ _____
30000 Other Services & Charges	\$ _____	\$ _____
40000 Capital Outlays	\$ _____	\$ _____
50000 Debt Obligations	\$ _____	\$ _____
 TOTAL for <u>General Fund</u>	 \$ <u>1,580,000</u>	 \$ <u>1,580,000</u>

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Adopted this 10<sup>th</sup> day of November, 2015.

NAY

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ATTEST:

\_\_\_\_\_  
 Secretary

**Elkhart Community Schools**  
Proposed School Fundraising Activities  
Nov. 10, 2015 Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Sponsor(s)
West Side Washington D.C. Student Travelers	Students will sell Christmas poinsettias. Proceeds will be used to help students pay for their trip to Washington D.C.	11/18/15 - 11/30/15	Lisa McKee
Elkhart Central Dance Marathon	A "Movie Night" will be held at ECHS. Donations to attend the movie will be given to Riley's Children's Hospital.	12/5/2015	Sarah Bertsch
Elkhart Central Dance Marathon	Students will donate money to a bucket with their favorite teacher's picture on it . The winning teacher will have to perform a "hip" dance during lunch hours.	3/21/16- 3/29/16	Sarah Bertsch
Elkhart Central Dance Marathon	Students will pre-register for a Dance Marathon to include a T-shirt and a donation to Riley Children's Hospital.	3/21/2016 - 4/16/2016	Sarah Bertsch
EACC Culinary Arts II	Students will prepare and sell Thanksgiving pies. Proceeds will help offset the cost of the yearly Senior field trip.	11/13/15 - 11/24/15	Margarita McClain
	<b>Please note the following fundraiser is presented for confirmation only.</b>		
Elkhart Central Dance Marathon	A Twisted Cow "Give Back Night" was held with 20% of the proceeds being given to Dance Marathon. Proceeds were donated to Riley's Children's Hospital	10/29/2015	Sarah Bertsch



DATE: 10/28/15

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

FROM: Lacey Ball

SCHOOL /ENTITY APPLYING: Pierre Moran Middle School

GRANT TITLE: Grasping New Concepts through BrainPOP

GRANT APPLICATION READ  YES  NO

ENTITY APPLYING TO: Elkhart Education Foundation

GRANT AMOUNT: 4322.25

GRANT SUBMISSION DEADLINE: 11/11/15

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION: *Cynthia Benner*

**EXPLANATION OF GRANT:**

The grant is for students and teachers at Pierre Moran Middle School to have the ability integrate technology into their classroom through a subscription to BrainPOP. BrainPOP is an online teaching tool that introduces students to a variety of topics through short, informative, content based videos that include content vocabulary.

**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:**

This project will be funded for 3 years (grant total is for a 3 year subscription to BrainPOP). After 3 years, we will need to renew our subscription with the help of additional funding through grants or other resources.

**WHERE/HOW WILL GRANT FUNDING BE UTILIZED:**

Pierre Moran Middle School / All classrooms will have access to BrainPOP.

**WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:**

Lacey Ball

BOARD:  APPROVED  DENIED

DATE OF BOARD APPROVAL



**ELKHART**  
COMMUNITY SCHOOLS

# Grant Approval Form

DATE: 10/27/15

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

FROM: Tracy Korn

SCHOOL / ENTITY APPLYING: Elkhart Central

GRANT TITLE: ECS First Tech Challenge Robotics Team Initiative (Renewal)

GRANT APPLICATION READ  YES  NO

ENTITY APPLYING TO: Elkhart Education Foundation

GRANT AMOUNT: \$1,000

GRANT SUBMISSION DEADLINE: Nov. 1 (but permission acquired to submit after board review)

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION:

### EXPLANATION OF GRANT:

We are applying for a \$1000 grant renewal to further our team mission of community outreach through our feeder schools, as well as to promote Elkhart Community Schools as a presence in the field of FIRST TECH CHALLENGE robotics throughout the Midwest.

### IF PART OF GRANT, NOTIFY:

DIRECTOR OF TECHNOLOGY	<input type="checkbox"/> YES <input checked="" type="checkbox"/> N/A	DATE CONTACTED	
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:

We have made arrangements to work collaboratively with ETHOS Science Center as a meeting place for practices. They have agreed to support our technological needs, equipment needs, and transportation to events for a facility fee of \$1,000. This grant would cover our costs for the season and allow us to continue growing our program, which will not only serve as a feeder for our high school FRC program, but will also continue to enrich the engineering talent pool for college recruitment and ultimately, our community.

### WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

ETHOS facility usage fee, which encompasses all our technological, equipment, and transportation needs to competitions.

### WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Tracy Korn

BOARD:  APPROVED  DENIED

DATE OF BOARD APPROVAL



**ELKHART**  
COMMUNITY SCHOOLS

# Grant Approval Form

DATE:

10/27/15

TO:

Dr. Robert Haworth, Superintendent  
Board of School Trustees

FROM:

Tracy Korn

SCHOOL / ENTITY APPLYING:

Elkhart Central

GRANT TITLE:

ECS First Tech Challenge Robotics Team Initiative  
(Renewal)

GRANT APPLICATION READ

YES  NO

ENTITY APPLYING TO:

Elkhart Education Foundation

GRANT AMOUNT:

\$1,000

GRANT SUBMISSION DEADLINE:

Nov. 1 (but permission acquired to submit after board review)

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION:

### EXPLANATION OF GRANT:

We are applying for a \$1000 grant renewal to further our team mission of community outreach through our feeder schools, as well as to promote Elkhart Community Schools as a presence in the field of FIRST TECH CHALLENGE robotics throughout the Midwest.

### IF PART OF GRANT, NOTIFY:

DIRECTOR OF TECHNOLOGY

YES  N/A

DATE CONTACTED

DIRECTOR OF SAFETY AND SECURITY

YES  N/A

DATE CONTACTED

DIRECTOR OF STUDENT SERVICES

YES  N/A

DATE CONTACTED

DIRECTOR OF FOOD SERVICES

YES  N/A

DATE CONTACTED

### SUSTAINABILITY PLAN:

We have made arrangements to work collaboratively with ETHOS Science Center as a meeting place for practices. They have agreed to support our technological needs, equipment needs, and transportation to events for a facility fee of \$1,000. This grant would cover our costs for the season and allow us to continue growing our program, which will not only serve as a feeder for our high school FRC program, but will also continue to enrich the engineering talent pool for college recruitment and ultimately, our community.

### WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

ETHOS facility usage fee, which encompasses all our technological, equipment, and transportation needs to competitions.

### WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Tracy Korn

BOARD:  APPROVED  DENIED

DATE OF BOARD APPROVAL

\_\_\_\_\_



DATE:

10/30/15

TO:

Dr. Robert Haworth, Superintendent  
Board of School Trustees

FROM:

Cindy Gilbert

SCHOOL / ENTITY APPLYING:

Riverview Elementary School

GRANT TITLE:

Water is Life

GRANT APPLICATION READ

YES  NO

ENTITY APPLYING TO:

Elkhart Education Foundation

GRANT AMOUNT:

\$1,359.60

GRANT SUBMISSION DEADLINE:

11/11/15

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION:

*Barbara Cripe*

### EXPLANATION OF GRANT:

We would like to support our custodian and staff by educating our students, parents, and community about the need for clean, accessible water, by purchasing diesel jerry cans for our students to carry home and write about how their life would be impacted if they had to walk for water.

### IF PART OF GRANT, NOTIFY:

DIRECTOR OF TECHNOLOGY

YES  N/A

DATE CONTACTED

DIRECTOR OF SAFETY AND SECURITY

YES  N/A

DATE CONTACTED

DIRECTOR OF STUDENT SERVICES

YES  N/A

DATE CONTACTED

DIRECTOR OF FOOD SERVICES

YES  N/A

DATE CONTACTED

### SUSTAINABILITY PLAN:

Our custodian visits Haiti every year where they walk 7 miles to get water. Our students and staff support her by bringing in shoes and school supplies, but we have recently turned this into a learning opportunity for our students. We have a school wide curriculum being implented for each grade level about water. We would use these containers each year, and plan on doing a "Jerry Can Carry" at the end of the school year.

### WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

Funds will be used to purchase 40 jerry cans at \$33.99 dollars per container.

### WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Cindy Gilbert, Parent Support Coordinator with assistance from Barb Cripe, Principal

BOARD:  APPROVED  DENIED

DATE OF BOARD APPROVAL

Board of School Trustees Grant Submission and Award Update  
November 10, 2015

<b>Grant Title</b>	<b>Grantee Organization</b>	<b>Amount Requested</b>	<b>Award Status</b>	<b>Amount of Award</b>
<b>Awarded Grants</b>				
Indiana School Counseling Conference	Indiana Youth Institute	\$448.00	Grant Awarded 9/30/2015	\$448.00
Department of Homeland Security Safety Grant-Memorial High School	Department of Homeland Security	\$50,000.00	Funds Reimbursed 8/7/2015	\$50,000.00
Indiana Safe Haven	Indiana Criminal Justice Institute	\$20,000.00	Grant Awarded 8/4/2015	\$20,000.00
Time Saving Strategies to Integrate SLP Interventions Conference	Indiana Youth Institute	\$399.43	Grant Awarded	\$399.43
eLearning in Classrooms	Indiana Department of Education	\$30,000.00	Grant Awarded 8/2015	\$30,000.00
<b>Total 8/1/2015-11/10/2015</b>				<b>\$100,847.43</b>
<b>Total 11/10/2015</b>				<b>\$100,847.43</b>
<b>Approved Grants (Funds Approved) *Annual District Grant Applications for Program Funding (Title, Department of Education, Special Education)</b>				
Perkins Secondary CTE Grant	Indiana Department of Education	\$660,866.09	Approved	\$660,866.09
Non-English Speaking Program	Indiana Department of Education	\$399,605.64	Approved	\$399,605.64
Title III	Indiana Department of Education	\$358,221.25	Approved	\$358,221.25
Title I	Indiana Department of Education	\$3,966,720.08	Approved	\$3,966,720.08
Federal Grant FY2016 Part B611 (ages 3-21)	Department of Education	\$3,101,095.00	Approved	\$3,101,095.00
Federal Grant FY2016 Part B619 (ages 3-5)	Department of Education	\$111,682.00	Approved	\$111,682.00
<b>Total To Date 11/10/2015 *2015-2016 School Year</b>				<b>\$8,598,190.06</b>
<b>Pending Notification</b>				
College and Career Readiness Grant	Learn More Indiana Career Ready Contest	\$1,000		
One School at a Time	WNDU/Martin's Supermarket	\$1,000		
Band Grant	Fenders Foundation	3 Instruments		
Getting In Touch with Literacy Conference	Indiana Youth Institute	\$750.00		
Incentives for LIFE and Jr. LIFE Students	Elkhart Education Foundation	\$1,000.00		
K-4 Engineering and Programming Skills - Roosevelt	Elkhart Education Foundation	\$2,635.35		
Skills USA Competition Membership - Career Center	Elkhart Education Foundation	\$2,000.00		

Board of School Trustees Grant Submission and Award Update  
November 10, 2015

West Side Projects: Dog treats for humane society, books for elementary schools, and flags for veterans' headstones in local cemeteries	Elkhart Education Foundation	\$243.75		
Central and Memorial Student Athletic Fee Assistance	Elkhart Education Foundation	\$4,800.00		
Partnership with 5Star for athlete teamwork and character building – Memorial High School	Elkhart Education Foundation	\$2,000.00		
West Side Project Lead the Way VEX Robotics	Elkhart Education Foundation	\$1078.87		
Instrument Specialists for small group lessons at Central High School	Elkhart Education Foundation	\$4,900.00		
EL Staff iPads - Beardsley	Elkhart Education Foundation	\$3,819.04		
Outdoor Classroom at Cleveland Elementary	Lowe's Tool Box for Education	\$5,000.00		
Lunch for Central Orchestra at Midwest International Band and Orchestra Clinic	Teacher's Credit Union	\$1,836.00		
Lunch for Central Orchestra at Midwest International Band and Orchestra Clinic	First Source Foundation	\$1,836.00		
Lunch for chaperones at Purdue Clinic - Central High School	Target	\$650.00		
Bus Driver Bully Prevention Training	Safe Fleet United Against Bullying	\$10,000.00		
Lunch for Central Orchestra during Midwest International Band and Orchestra Clinic	Target Field Trip	\$945.00		
Field Trip-Mary Beck Kindergarten Zoo	Target	\$1,053.00		
Memorial High School Band-Lesson Subsidy	Community Foundation of Elkhart County-Municipal Band	\$4,000.00		
New musical education technology in Central Band room	Community Foundation of Elkhart County-Municipal Band	\$8,382.09		
Expand College and Career Readiness efforts	College and Career Readiness	\$1,000.00		
Secured Safety School Grant	Department of Homeland Security	\$50,000.00		
Playground Grant-Eastwood, Cleveland, Osolo	Gametime	\$125,000.00		
Project CLICK -Mary Beck	Elkhart Education Foundation	\$4,800.00		
IWB - Eastwood 2nd Grade	Elkhart Education Foundation	\$4,126.96		



Board of School Trustees Grant Submission and Award Update  
November 10, 2015

Moby Max - Mary Daly	Elkhart Education Foundation	\$3,261.57		
Reading Camp - Bristol	United Way	\$1,500.00		
<b>Grants Not Received</b>				
Library Grant	James Patterson Pledge to Libraries	\$9,000.00		
<b>Withdrawn or Not Submitted</b>				

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 10, 2015



**ELKHART COMMUNITY SCHOOLS  
OVERNIGHT TRIP REQUEST**

School: Elkhart Central High School

Class/Group: Wrestling Team

Number of Students: 16

Date/Time Departing: 12/30 at 5:00 am

Date/Time Returning: 12/31 by 2:00 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 Whickas, Abe Que, John Weaver, Zach Kurtz, Carson Suppington, Brian Pfiel

Cost per Student: 0

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: 10/19/15

Approved by Board: \_\_\_\_\_

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

**ELKHART COMMUNITY SCHOOLS**

**Elkhart, Indiana**

DATE: November 6, 2015  
 TO: Dr. Robert Haworth, Superintendent  
 FROM: Dr. Dawn McGrath *Dawn McGrath*  
 RE: **Conference Leave Requests**  
**November 10, 2015 - Board of School Trustees Meeting**

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

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
<p><b>INDIANA SCHOOL COUNSELORS ASSOCIATION (ISCA) 2015 FALL CONFERENCE</b></p> <p>This conference will provide an opportunity to attend training sessions regarding the effective use of data as school counselors; College and Career Readiness curriculum; how to increase student achievement through the use of tutors in the classroom; behavior interventions, and so much more.</p> <p>Indianapolis, IN</p> <p>November 12 - 13, 2015 (2 day's absence)</p> <p>ADRIENNE BASHORE - MEMORIAL (0-0)</p>	\$700.00	\$0.00
<p><b>2015 HOOSIER EDUCATIONAL COMPUTER COORDINATORS (HECC) STATE CONFERENCE</b></p> <p>This conference is an opportunity to investigate Virtual Desktop Infrastructure (VDI) to provide a Windows environment for students and staff on chromebooks and other devices. Information learned will be shared with the Technology Services Department.</p> <p>Indianapolis, IN</p> <p>November 12 - 13, 2015 (2 day's absence)</p> <p>PAUL BROKAMP - ESC (0-0)</p> <p>DWIGHT RHOADES - ESC (0-0)</p>	\$2,704.62	\$0.00
<p><b>INDIANA SCHOOL SAFETY SPECIALIST ACADEMY</b></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>November 17 - 19, 2015 (3 day's absence)</p> <p>KEVIN DEAN - FEESER (0-0)</p> <p>GARY GARDNER - OSOLO (0-0)</p> <p>JEFF KOMINS - ROOSEVELT (1-1)</p> <p>JON LEVAN - WOODLAND (0-0)</p>	\$3,787.60	\$0.00

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
<p><b>GETTING IN TOUCH WITH LITERACY</b></p> <p>This conference will provide information and training to assist students who are blind or have low vision and don't typically develop good literacy skills due to multiple disabilities.</p> <p>Albuquerque, NM</p> <p>November 18 - 23, 2015 (6 day's absence)</p> <p>JULENE FITCH - TIPTON (0-0)</p>	\$1,741.20	\$0.00
<p><b>FACILITATING RESTORATIVE CONFERENCE</b></p> <p>This conference will provide information regarding effective ways to repair harm and rebuild relationships, how to facilitate behavior change, how to improve school climate, how to increase accountability, as well as alternatives to suspension.</p> <p>Indianapolis, IN</p> <p>November 19 - 20, 2015 (2 day's absence)</p> <p>JOYCE BILBREY - NORTH SIDE (0-0)</p>	\$300.00	\$140.00
<p><b>INDIANA ASSOCIATION OF SCHOOL PRINCIPALS (IASP) FALL CONFERENCE - ASSISTANT PRINCIPALS</b></p> <p>This conference will provide an opportunity for assistant principals to hear from distinguished national speakers, network with colleagues, and hear updates on key educational issues through over 30 concurrent sessions.</p> <p>Indianapolis, IN</p> <p>November 20, 2015 (1 day's absence)</p> <p>REBECCA CROCKER - MONGER (0-0)</p> <p>CHRISTIE HEERSCHOP - BECK (0-0)</p> <p>TRACEY KIZYMA-WHITMYER - BECK (0-0)</p>	\$2,101.00	\$0.00
<p><b>INDIANA ASSOCIATION OF SCHOOL PRINCIPALS (IASP) FALL CONFERENCE</b></p> <p>This conference is a premier educational experience for principals with dynamic keynote speakers and practical concurrent sessions.</p> <p>Indianapolis, IN</p> <p>November 23 - 24, 2015 (2 day's absence)</p> <p>JENEVA ADAMS - BECK (0-0)</p> <p>VAL PRILLER - BEARDSLEY (2-2)</p> <p>NICOLE SERGE - BEARDSLEY (1-1)</p>	\$2,246.40	\$0.00

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
<p><b>GLOBAL AND DIVERSITY AND INCLUSION BENCHMARKS</b></p> <p>This conference will provide information about Global Diversity and Inclusion Benchmarks (GDIB). Participants will have an opportunity to assess their own organizations, followed by a discussion on how they can move their organization forward. Participants will walk away with a practical roadmap for their organization based on globally recognized benchmarks. The workshop will provide a tool for expanding the value of equity and intercultural relations in schools, community, and among all employees.</p> <p>Ontario, Canada</p> <p>November 24 - 25, 2015 (1 day's absence)</p> <p>JEAN CREASBAUM - ESC (3-5)</p> <p>TESSA SUTTON - ROOSEVELT (1-1)</p>	\$1,196.50	\$0.00
<p><b>KIDS COUNT CONFERENCE</b></p> <p>This conference will provide information to help build and improve Elkhart Community Schools' after-school programs; especially in the areas of funding and students engagement.</p> <p>Indianapolis, IN</p> <p>November 30 - December 2, 2015 (3 day's absence)</p> <p>LORI REYES - MONGER (0-0)</p> <p>NINA SWARTZLANDER - MONGER (1-1)</p> <p>DEB WEAVER - COMMUNITY EDUCATION (1-2)</p>	\$1,618.56	\$510.00
<p><b>INDIANA ASSOCIATION FOR THE GIFTED (IAG) STATE CONFERENCE</b></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>CHRISTINE ERLACHER - PINWOOD (0-0)</p>	\$477.57	\$170.00
<p><b>HOOSIER ASSOCIATION OF SCIENCE TEACHERS, INC. (HASTI)</b></p> <p>This conference will provide information from the IDOE and other Science groups around the state promoting the advancement, stimulation, extension, improvement, and coordination of science education in all fields of science at all educational levels.</p> <p>Indianapolis, IN</p> <p>February 4 - 5, 2016 (2 day's absence)</p> <p>BRENDA MUELLER - MEMORIAL (0-0)</p> <p>JOHN TAYLOR - MEMORIAL (1-0)</p>	\$910.00	\$340.00



<b>2015 - 2016 CONFERENCES</b>	<b>EXPENSES</b>	<b>SUBSTITUTE</b>
<b>RIGHTS OF SCHOOL AND POLICE PERSONNEL</b> This workshop will provide information regarding interrogation, search, discipline, custody, arrest, and student resistance. This workshop is on-going training for the certified school safety specialists. Mishawaka, IN February 4, 4016 (1 day's absence) MELISSA JENNETTE - BRISTOL (0-0)	\$9.00	\$0.00
<b>FOR CONFIRMATION ONLY: (RECEIVED TOO LATE FOR PRIOR APPROVAL)</b>		
<b>INDIANA ASSOCIATION FOR HEALTH, PHYSICAL EDUCATION, RECREATION, AND DANCE (IAHPERD)</b> This conference will provide over 80 sessions pertaining to the newest equipment and instruction trends of physical education. Indianapolis, IN November 5, 2015 (1 day's absence) AMY GARRETSON - CENTRAL (0-0)	\$274.35	\$85.00
<b>TOTAL</b>	<b>\$18,066.80</b>	<b>\$1,245.00</b>
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	\$150,843.32	\$6,800.00
2015 YEAR-TO-DATE ADJUSTMENTS	(\$3,878.00)	(\$140.00)
2016 YEAR-TO-DATE OTHER FUNDS	\$2,102.30	\$340.00
2016 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
<b>GRAND TOTAL</b>	<b>\$164,570.40</b>	<b>\$8,670.00</b>

*(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 4, 2015  
 TO: Dr. Robert Haworth, Superintendent  
 FROM: Dr. David Benak *DRB*  
 RE: **Conference Leave Requests Paid Under Carl D. Perkins Grant  
 November 10, 2015 - Board of School Trustees Meeting**

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

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
<p><b>SUCCESS BY SIX</b></p> <p>United Way of Elkhart is sponsoring this workshop to educate community members on the importance of high quality early education, support for families, and partnerships between public school and other early ed programs. This will help train students on local expectations.</p> <p>Goshen, IN                      November 20, 2015</p> <p>BARBARA GINGERICH (1-2), STEPHANIE TENNANT (0-0)</p> <p>INDUSTRY SPECIFIC CONFERENCE</p>	<p>\$135.00</p>	<p>\$85.00</p>
<p><b>2016 INTERNATIONAL BUILDERS' SHOW</b></p> <p>This conference provides cutting edge information about current and future code changes and compliance. It will provide students with information relevant to career pathways.</p> <p>Las Vegas, NV                      January 18-22, 2016</p> <p>MARK HUCKLEBERRY (0-0) INDUSTRY SPECIFIC CONFERENCE</p>	<p>\$1,250.00</p>	<p>\$425.00</p>
<p><b>NATIONAL TECH CENTERS THAT WORK LEADER'S FORUM</b></p> <p>This conference will host 300+ CTE educators, leaders, and school improvement consultants expressing practical strategies to engage our students in challenging academics and relevant career opportunities.</p> <p>Charleston, NC                      February 1-4, 2016</p> <p>BRANDON EAKINS (1-0), BETH HALL (1-0),                      DAVID KRIEGEL (0-0), TRACI PANKRATZ (3-4)</p> <p>LEADERSHIP CONFERENCE</p>	<p>\$5,486.00</p>	<p>\$1,020.00</p>

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
<b>TOTAL</b>	<b>\$6,871.00</b>	<b>\$1,530.00</b>
2015-16 YEAR-TO-DATE PERKINS FUNDS	\$3,835.28	\$1,530.00
<b>GRAND TOTAL</b>	<b>\$10,706.28</b>	<b>\$3,060.00</b>

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



PERSONNEL DEPARTMENT

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

**TO: DR. ROBERT HAWORTH**  
**FROM: MR. DOUGLAS THORNE**  
**DATE: NOVEMBER 10, 2015**

**PERSONNEL RECOMMENDATIONS**

**CERTIFIED**

- a. **Consent Agreement** – We recommend the approval of a consent agreement regarding unpaid time.
- b. **Settlement Agreement** – We recommend the approval of a settlement agreement related to the use of sick leave.
- c. **Resignation** – We report the resignation for the following employee:

**Robert Weber**  
Began: 8/4/15

**Beck/ENL**  
Resign: 11/6/15

**Andrew Wood**  
Began: 8/1/06

**Central/Assistant Principal**  
Resign: 1/22/16

- d. **Change to Maternity Leave** – We recommend a change to a maternity leave for the following employee:

**Meg Brewer**  
Begin: 4/14/15

**PACE/Speech Pathologist**  
End: 6/1/16

**CLASSIFIED**

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

**Semage Amalnathan**  
Began: 9/2/15

**Pinewood/Food Service**  
PE: 11/4/15

**Debra Baker**  
Began: 9/8/15

**Hawthorne/Paraprofessional**  
PE: 11/10/15

**Nina Bayes**  
Began: 8/31/15

**Daly/Paraprofessional**  
PE: 11/9/15

**Jammie Fields**  
Began: 9/1/15

**Beardsley/Lunch Paraprofessional**  
PE: 11/9/15

**Melissa Frederick**  
Began: 8/31/15

**Pierre Moran/Food Service**  
PE: 11/9/15

**Ranesha Halliburton**  
Began: 9/3/15

**Memorial/Paraprofessional**  
PE: 11/5/15

**Dolly Lozano**  
Began: 9/8/15

**Hawthorne/Paraprofessional**  
PE: PE: 11/10/15

**Elizabeth Nutt**  
Began: 8/31/15

**Bristol/Food Service**  
PE: 10/28/15

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

**Andrea Bussard**  
Began: 10/20/14

**Beardsley/Food Service**  
Resign: 11/6/15

**Amy Franks**  
Began: 6/15/13

**Memorial/Custodian**  
Resign: 11/13/15

**Rick Hayford**  
Began: 8/6/15

**Transportation/Unassigned Bus Driver**  
Resign: 10/23/15

**Holly Kerstin**  
Began: 12/7/12

**Woodland/Paraprofessional**  
Resign: 10/30/15

**Laura Lucchese-Urban**  
Began: 8/15/12

**Bristol/Paraprofessional**  
Resign: 11/13/15

**Carolyn Miller**  
Began: 8/24/05

**Transportation/Unassigned Bus Driver**  
Resign: 11/13/15

**Drew Morris**  
Began: 4/20/15

**Building Services/Custodian**  
Resign: 10/30/15

**Kirstin Truman**  
Began: 9/30/14

**Monger/Paraprofessional**  
Resign: 11/6/15

- c. **Personal Leave** – We recommend the approval of an unpaid personal leave for the following classified employee:

**Peggy Caston**  
Begin: 11/23/15

**Transportation/Bus Helper**  
End: 12/4/15

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

**Brenda Ellsworth**  
Began: 8/27/84

**Transportation/Bus Driver**  
Retire: 01/01/16  
34 Years of Service

**Mary Jo Raab**  
Began: 6/22/04

**Career Center/Secretary**  
Retire: 01/8/16  
11 Years of Service

**Donald Swanson**  
Began: 8/21/02

**Transportation/Bus Driver**  
Retire: 01/4/16  
13 Years of Service



PERSONNEL DEPARTMENT

\*\*\*\*\*

**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

**TO: DR. ROBERT HAWORTH**  
**FROM: W. DOUGLAS THORNE**  
**DATE: NOVEMBER 10, 2015**

**ADDENDUM TO PERSONNEL REPORT**

**CERTIFIED**

- a. **Administrative Appointment** – The administration recommends confirmation of the following administrative appointment:

**David Bird    Program Supervisor/School Without Walls    Eff: 11/11/15**

**Gail Draper    Supervisor/Early College Program    Eff: 7/23/15**

**CLASSIFIED**

- a. **Change to Retirement** – We report a change in retirement of the following classified employee:

**Harriet Lewis**  
Began: 9/25/00

**West Side/Paraprofessional**  
Retire: 12/4/15  
15 Years of Service