

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

October 13, 2015

CALENDAR

Oct 13	5:30 p.m.	Public Work Session, Mary Beck Elementary School
Oct 13	Immediately following	Executive Session, Mary Beck Elementary School
Oct 13	7:00 p.m.	Regular Board Meeting, Mary Beck Elementary School
Oct 27	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Nov 10	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center

A. CALL TO ORDER/PLEDGE

B. INVITATION TO SPEAK PROTOCOL

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

D. BUILDING REPORT

Energy Education Report – Ted Foland
JeNeva Adams - Principal

E. MINUTES December 22, 2014 – Regular Board Meeting - REVISED
September 22, 2015 – Public Work Session
September 22, 2015 – Regular Board Meeting

F. Communication from Elkhart Teachers Association

G. TREASURER'S REPORT

Consideration of Claims

Bus Purchases – The Business Office recommends Board approval of the purchase of school buses for the 2015 Budget year.

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

H. NEW BUSINESS

Communication & Data Department Update

Instructional Leadership Department Update

Student Services Department Update

Grant Approval – The administration recommends approval for the submission of the following grant applications to:

Elkhart Education Foundation for an Innovation Grant from West Side Middle School.

Elkhart Education Foundation for an Innovative Teaching Grant from Beardsley Elementary School.

Elkhart Education Foundation for Small Group Lesson Instruction from Central High School.

Safe Fleet United Against Bullying for Bus Driver Bullying Prevention Training from Student Services.

Indiana Department of Education for Title II: Improving Teacher Quality from ECS.

Grant Confirmation – The administration seeks Board confirmation for grants submitted to:

Target for Purdue Partnership Field Trip Lunch from Central Orchestras.

Elkhart Municipal Band Foundation Fund from Central Music Department.

Elkhart County Community Foundation (Municipal Band) from Memorial Band.

Non-Residential Services Agreement – The administration recommends Board approval for alternative non-residential services for an Elkhart Community Schools' student.

I. PERSONNEL

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

Conference Leaves - 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



BRISTOL ELEMENTARY SCHOOL

705 INDIANA STREET • BRISTOL, IN 46507

PHONE: 574-848-7421



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: 09/30/2015

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Melissa Jennette

RE: Donation Approval

Amanda Carpenter (1st grade teacher) received a donation of \$500 from Global Building Products. The monies will be used to purchase instructional supplies for her classroom.

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:

Global Building Products, LLC.

1121 Herman Street

Elkhart, IN 46516



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. ROBERT HAWORTH
BOARD OF SCHOOL TRUSTEES

FROM: DR. DAVID BENAK DRB

DATE: SEPTEMBER 28, 2015

RE: DONATION APPROVAL - EACC

General Motors has donated a 2011 Chevrolet Malibu (VIN#1G1ZC5E12BF122963) with a value of \$5,582.50 to be used in our automotive technology services department at the Elkhart Area Career Center.

Jaime Stith, automotive technology services instructor, reports that this vehicle will be useful in the automotive programs and will be used by students 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:

Jennifer Morris
Vehicle/Donations Coordinator
1919 Technology Drive
Troy MI 48083



General Motors
General Motors Technology Donation Program
Important Time-Sensitive Memo

General Motors Corporation
DONATION AGREEMENT
DONATION TO NONPROFIT ORGANIZATION

Please note: This donation agreement must be completed, signed, title, dated and returned to the Donation Coordinator, PRIOR TO ANY DONATION BEING SHIPPED TO, OR PICKED UP BY, YOUR INSTITUTION. This is a change from current policy and is effective immediately. Once this document is completed and received, arrangements for shipping and/or pick-up will be made accordingly. Providing transportation for the donation is mandatory (at the expense of the Donee) within a 100 miles radius of the Donee. Please indicate if you are willing to pick-up from location: () Yes or () No. If no, please provide shipping address: If you do not want to participate in this donation, please check here: ()

Donation No: VEH2015-260		AD #:
Donated By: Silver Star Chevrolet 3440 Thousand Oaks Blvd Thousand Oaks, CA 91362 Contact Person: Jorge Canul Contact Phone: 805-267-3100		Name & Address of School/Institution (Donee - Other) Elkhart Career center 2424 California Rd Elkhart, IN 46514 Contact Person: David Benal Contact Phone: (574) 596-9062
Make: CHEVY MALIBU	1G1ZC5E12BF122963	Value: \$5,582.50
Other Comments (i.e. items missing, etc.): engine hesitates air bag light on and engine leaks GM will ship to you.		

The item(s) identified above (the "Donated Item(s)") has/have been identified for donation to you by General Motors Corporation for nonprofit, educational, or exhibition purposes only. It is important to note that products are given in "as is" condition with no warranties expressed or implied. By completing, signing and submitting this application your organization agrees to this and the following conditions:

1. The Donated Item(s) will be used only by you for non-profit, educational or exhibition purposes and will not be sold, disposed of, or transferred by you. Upon completion of your use of the Donated Item(s), you will scrap the Donated Item(s), disposing of it/them in such a manner as to ensure that it/they can no longer be used or sold (by GM Scrap Policy).
2. If the Donated Item(s) is a motor vehicle or component thereof, it will not be licensed, titled or operated on any public or private road or highway.
3. You acknowledge that the Donated Item(s) is not certified to comply with any federal, state or local laws, rules or regulations.
4. You accept the Donated Item(s) "as is, with all faults," it being understood that it is not covered by any warranty. General Motors Corporation expressly disclaims all warranties, including any implied warranty of merchantability or fitness for a particular purpose.
5. You acknowledge that automobiles, machinery, or equipment of any sort are potentially dangerous by their nature. You acknowledge that there is risk associated with the operation of the Donated Item(s), and that you knowingly assume this risk. You acknowledge that the Donated Item(s) will be operated only by experienced, knowledgeable users such as college or university level students or faculty. For high schools, you acknowledge that the Donated Item(s) will be operated by students only under the direct supervision of an experienced, knowledgeable faculty member.
6. General Motors Corporation expressly disclaims, and you expressly release General Motors Corporation from any and all liability associated with the Donated item(s). In addition, you agree to the extent permitted by applicable law, to indemnify and hold harmless General Motors Corporation, its officers, directors, employees, and agents from damages, liabilities, fines, judgements, costs (including settlement costs) and expenses associated therewith (including the payment of reasonable attorney fees and disbursements), (1) arising out of or in connection with the Donated item(s) or their use and possession; or (2) General Motors Corporation's enforcement of the provisions of this agreement.
7. The conditions set forth above have been communicated to, and are understood by all of your personnel who have access to the Donated Item(s).
8. The Donated property can not be transferred to any person, business or organization without the expressed written consent of General Motors and its agents. A Transfer Form is required for this purpose.

GM facilitates the donation of products to nonprofit entities in need of such equipment that do not have the resources to acquire such equipment on their own. It is the donee's sole responsibility to determine whether or not these products will perform as expected or needed. By completing and signing the product request form, the donee acknowledges that GM provides the products "as is" and without warranty or any kind, express or implied, including, but not limited to, warranties of merchantability or fitness for a particular purpose. "THE UNDERSIGNED" hereby acknowledges responsibility to, and agreement to, comply with all applicable export control laws for any item obtained from General Motors Corporation. "THE UNDERSIGNED" understands that General Motors Corporation reserves the right to reject any transaction determined to be in violation, or possible violation, of any applicable export control laws.

Please acknowledge your agreement to the above by signing this Donation Agreement in the space below and emailing a signed copy to GMDonations@TrainingSupportAdmin.com

Accepted and agreed to this 11 day of September, 20 15
By: David R Benal Title: Director



INSTRUCTIONAL LEADERSHIP

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

To: DR. ROB HAWORTH
FROM: DR. DAWN McGRATH
DATE: SEPTEMBER 24, 2015

GIFT APPROVAL – MUSIC DEPARTMENT

Scott Filley has offered to donation one (1) Gemeinhardt Flute (serial number M11625) 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 \$200.00.

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:

Scott Filley
1630 Victoria Dr
Elkhart IN 46514

rtt



MARY DALY ELEMENTARY SCHOOL

1735 STRONG AVENUE • ELKHART, IN 46514

PHONE: 574-295-4870



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: 9/24/15
TO: Dr. Rob Haworth
Board of School Trustees
FROM: Josh Nice
RE: Donation Approval

Mary Daly Elementary received a check in the amount of \$375.00 from Trinity United Methodist Church. This money will be put towards our art and music programs.

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

Trinity United Methodist Church

2715 East Jackson Blvd

Elkhart, IN 46516



OSOLO ELEMENTARY SCHOOL
24975 COUNTY ROAD 6 EAST • ELKHART, IN 46514
PHONE: 574-262-5590



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

DATE: September 18, 2015
TO: Dr. Rob Haworth
Board of School Trustees
FROM: Gary Gardner, Principal of Osolo Elementary School
RE: Donation Approval

A donation of \$1203.80 was made to support our Title I Meeting and Annual Back to School Picnic held on August 27, 2015. We had over 700 people spend the evening on our playground learning about Title I, enjoying hot dogs and snow cones, jumping in inflatables, and playing on the playground. The donation was used to support the cost of the event.

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:

St Mark Missionary Church
55240 Bittersweet Road
Mishawaka, IN 46545-5212



PIERRE MORAN MIDDLE SCHOOL

200 WEST LUSHER AVENUE • ELKHART, IN 46517

PHONE: 574-295-4805



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: 9/24/2015

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Principal
Assistant Principal (Scott A. Sassaman)

RE: Donation Approval

This donation to Pierre Moran Middle School is from the Elkhart Area Marines. They are donating \$500.00 to Pierre Moran Middle School for the purchase of four bicycles. These bicycles will be used as end of the semester rewards for students that meet the criteria for the drawing. These students would have to have good grades (no "F's), no suspensions, good attendance, etc for the second grading period.

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:

Elkhart Area Marines
P.O. Box 2679
Elkhart, Indiana 46516



PIERRE MORAN MIDDLE SCHOOL

200 WEST LUSHER AVENUE • ELKHART, IN 46517

PHONE: 574-295-4805



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: 9/24/2015

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Principal
Assistant Principal (Scott A. Sassaman)

RE: Donation Approval

This donation is from Spin Zone Cycling in Granger. They are donating tee shirts, water bottles, bike lights, cow bells, and socks as rewards for our bike riding students. The value of the donation is at \$150.00. These donations will be for our bike riding students as rewards for positive behaviors.

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:

Spin Zone Cycling / SportCrafters Inc
51345 Bittersweet Rd
Granger, IN 46530



RIVERVIEW ELEMENTARY SCHOOL

2509 WOOD STREET • ELKHART, IN 46516

PHONE: 574-295-4850



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: September 28, 2015

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Barbara Cripe, Principal of Riverview School

RE: Donation Approval

Advance American has donated school supplies valued at \$ 75.00 for the third grade classroom of Katherine Bueter.

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:

Ms Jeanie Hanson
Manager Advance America
1803 Cassopolis St.
Elkhart, IN 46514

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

Oct. 13, 2015
(Date)

TO: Board of School Trustees

FROM: Dr. Robert Haworth, Superintendent of Schools

SUBJECT: Profile of Mary Beck Elementary School
(Name of School)

Number of Staff: 3 Administrators 36 Certified Staff 24 Classified Staff

Enrollment: 518 Total 18 %White 28 %Black 49 %Hispanic 0 %Asian .01 %Amer. Indian 6 %Multi Racial 0 %Pac. Island /Hawaiian 10-5-15 As of Date

Previous Year Stability Rate: 52%
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: 2%
% of Families Represented in PTA/PTO

Special Education:
Mild/LD Interventions
Intense Interventions

% on Free Lunches: 100 % with Reduced Lunches: 100

Breakfast Program: 100
Average Daily Participation

- Special Programs
 - Special curriculum features
 - Awards/honors
- SPECIAL PROGRAMS: One Love Drumming, Lifeline, 4-H, Boy Scouts, Girls on the Run, Real Men Read, IMA (Interdenominational Ministerial Alliance) Mentoring, CARES Mentors; SPECIAL CURRICULUM: Tools of the Mind (Kindergarten), Cowboy Ethics, Minds in Motion; AWARDS/HONORS: Monthly Awards Assembly (Beck Baron Award), PBIS (Flight Tickets), Student of the Month

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)

	2009	2010	2011	2012	2013	reorg	2014
BECK							
% on Free/Reduced Lunch	92	94	94	96	94	N/A	93
% English as a Second Language	41	40	42	42	38	N/A	43
Grade							
3	32	54	50	63	52	51	42
Language Arts	34	43	55	63	53	47	45
Mathematics							
4	33	32	42	50	61	65	54
Language Arts	36	41	46	53	53	57	47
Mathematics							
5	46	29	35	51	56	54	61
Language Arts	65	52	65	74	81	71	64
Mathematics							
6	38	57	49	53	52	47	63
Language Arts	64	71	68	69	68	62	73
Mathematics							
All Grades	37	43	44	54	55	54	54
Language Arts	48	51	57	65	64	58	56
Mathematics							

Yellow highlighting indicates passing rate at or above 70%.

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

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

BECK ELEMENTARY SCHOOL
818 McDonald Street, Elkhart, 46516
Phone: 295-4830
Fax: 295-4839

Principal

JeNeva Adams
Jenny Souter, Head Secretary

Assistant Principal

Christie Heerschop
Maleka Beard, Assistant Secretary

Assistant Principal

Tracey Kizyma-Whitmyer

Kindergarten

Becky Banas
Shantel Keith
Stephanie O'Brien
Meganne Vrient

First Grade

Sondra Flora
Brittany Sears
Sue Studer

Second Grade

Carla Darr
Rita Janson
Giovanni Ponciano
Hannah Rohrer

Third Grade

Maria Garcilazo
Robert Gingrich
Lora Mulstay
Elizabeth Schmucker
Ivette Sifuentes

Fourth Grade

Jennifer Benak

BECK ELEMENTARY SCHOOL - Continued

Heather Cline
Jacquelyn Fair

Fifth Grade

Jessica Caskey
Angel Hernandez
Suzanne Holcomb

Sixth Grade

Eric Menchinger
Shannon Wingard

Intervention Teacher

Megan Hughes
Evelyn Muniz
Kimberly Newburn - half day
Julie Stammich
Shaun Hesselbart

Special Education

Kimberly Austin
Rhonda Byler
Christina Snider

Mild Disabilities
Intense Intervention
Mild Disabilities

Nurse

Cathy Lindhe

Art

Jody Smith

Physical Education

Shaun McAllister

Social Worker

Carolyn Peters

Speech Pathologist

Ana-Alisa Gurley

BECK ELEMENTARY SCHOOL - Continued

Paige Walters

Behavior Specialist

Kristy Turner

Parent Support

Carina Losa

Music

Lyndel Borener

Paraprofessional and Technical Assistants

Trudy Conley

Lynnette FitzSimmons

Natasha Gawthrop

Esther Hargrove

Teila Hazwood

Dinita House-James

Laura Matteson

Sarah Morris

Pamela Reddell

Lisa Rose

Blanca Vargas

Instructional Paraprofessional

Mild Disabilities Paraprofessional

Instructional Paraprofessional

Intense Paraprofessional

Mild Disabilities Paraprofessional

ESL Paraprofessional

Library Paraprofessional

Intense Paraprofessional

Instructional Paraprofessional

Keyboarding Paraprofessional

Translator Paraprofessional

Cafeteria

Karen Crosby

Laterica Hubbard

Lanasha Taylor

Teresa Woodley

Custodian

Wade Bowser

Lucas Shirey

Head Custodian

MINUTES
OF THE REGULAR MEETING AND WORK SESSION
OF THE BOARD OF SCHOOL TRUSTEES

REVISED 10-6-15

Elkhart Community Schools
Elkhart, Indiana
December 22, 2014

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

Place/Time

Board Members Present:	Dorisanne H. Nielsen Carolyn R. Morris	Susan C. Daiber Jeri E. Stahr Douglas K. Weaver
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Roll Call

Absent:	Glenn L. Duncan	Karen S. Carter
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President Dorisanne Nielsen called the regular meeting of the Board of School Trustees to order. The pledge of allegiance was recited.

Call to Order/Pledge

Mrs. Nielsen discussed the invitation to speak protocol.

Protocol

By unanimous action, the Board accepted with appreciation donations made to Elkhart Community Schools (ECS): approximately 250 scarves hand knit by Diane Dawe. Material for the scarves was donated by members of First Congregational Church. The scarves will be distributed to children in ECS; a check for \$800.00 from the Elkhart League of Women Voters for the U.S. History Trip; a Yamaha Upright Piano valued at \$2,300.00 from Fred and Judy Bechtold for ECS Music Department; 300 coats from the United Way of Elkhart for Roosevelt students in need; and a check for \$200.00 from Goodwill of South Bend to assist Roosevelt families in need of clothing and furniture.

Gift Acceptance

By unanimous action, the Board approved the following minutes:
December 9, 2014 - Public Work Session
December 9, 2014 - Regular Board Meeting

Approval of Minutes

By unanimous action, the Board approved payment of claims totaling \$5,870,157.22 as shown on December 22, 2014, claims listing. (codified file 1415-73)

Payment of Claims

The Board received a financial report for the period for the period January 1, 2014 – November 30, 2014 and found it to be in good order.

Financial Report

Doug Hasler, Executive Director of Support Services, reported the following fund loans were made on November 31, 2014: \$500,000.00 from General Fund to Transportation Operating Fund; and \$30,000.00 from General Fund to Transportation Bus Replacement Fund.

Fund Loans

<p>By unanimous action, the Board awarded the bid for the purchase of fuel during the calendar year 2015 to North Central CO-OP as the lowest and best, most responsive bidder. Dr. Robert Woods, Director of Business Operations, shared, in previous years we have taken fuel price over the lowest available dock price on the date of deliver, this year the Business Office is recommending a fixed price per gallon for the entire year of \$1.833 per gallon for no lead fuel, \$2.138 and \$2.228 per gallon of 38% cetane and 50% cetane diesel fuel respectively. (codified file 1415-74)</p>	<p>Fuel Bids</p>
<p>By unanimous action, the Board approved the bid award from HIMCO in Elkhart as the lowest and best, most responsive bidder for refuse removal for the next three years, 2015, 2016, and 2017. This company has been responsible for the refuse removal for the previous three years and has been a cooperative vendor dealing with any issues that arise. (codified file 1415-75)</p>	<p>Refuse Bids</p>
<p>By unanimous action, the Board approved proposed school fundraisers in accordance with Board policy.</p>	<p>Fundraisers</p>
<p>By unanimous action, the Board approved and waived second reading of proposed revisions to Board Policy GCEA, Substitute Teacher Pay Schedule. Doug Thorne, Executive Director of Personnel and Legal Services, explained the changes and in response to Board inquiry, Superintendent Haworth commented the shortage of substitute teaches is a state and nationwide issue and when we are short substitutes, other staff in each building are compensated to cover the classes of the absent teacher.</p>	<p>Board Policy GCEA</p>
<p>By unanimous action, the Board approved an overnight trip request for Memorial Wrestling Team to travel to Anderson IN for a wrestling meet in Yorktown IN on December 19-20, 2014.</p>	<p>Overnight Trip Requests</p>
<p>By unanimous action, the Board approved conference leave requests in accordance with Board policy for staff members as recommended by the administration of the December 22, 2014 listing. (codified file 1415-76)</p>	<p>Conference Leaves</p>
<p>By unanimous action, the Board approved the following personnel recommendations of the administration:</p>	<p>Personnel Report</p>
<p>Employment of the following two (2) certified employees for remainder of the 2014-2015 school year, effective on the dates indicated: Jessica Van, language arts at Pierre Moran, 1/5/15 Alexa Wagganer, grade 3 PEP at Bristol, 1/5/15</p>	<p>Certified Employment</p>
<p>Maternity Leave for the following two (2) certified employees effective on the dates indicated: Stacey VanEck, psychologist at ESC beginning 1/13/15 and ending on 2/23/15 Lindsey Walters, language arts at Central beginning 2/5/15 and ending 6/5/15</p>	<p>Maternity Leaves</p>
<p>By unanimous action, the Board cancelled the coaching and teaching contracts of James C. Iannarelli in accordance with Indiana Code 20-28-7.5-1(e).</p>	<p>Contract Cancellation</p>

By unanimous action, the Board approved the Superintendent's contract with suggestions as presented at the December 9th Board meeting. The contract begins on July 1, 2015 and concludes on June 30, 2018. **(codified file 1415-150)**

Superintendent
Contract

The Board heard Dr. Hill, Assistant Superintendent for Instruction, report on "Music for Social Change Workshops" at Goshen College on January 12, 2015 and Roosevelt STEAM Academy on Tuesday January 13. He invited the Board to visit Roosevelt.

From the
Audience

The meeting adjourned at approximately 7:34 a.m.

Adjournment

APPROVED:

Signatures

Dorisanne H. Nielsen - President

Carolyn R. Morris - Vice President

Glenn L. Duncan - Secretary

Karen S. Carter - Member

Susan C. Daiber - Member

Jeri E. Stahr - Member

Douglas K. Weaver - Member

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

Elkhart Community Schools
Elkhart, Indiana

September 22, 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
Doug Hasler
Rob Haworth
Cynthia Keeling
Bill Kovach

Dawn McGrath
Richie Mendez
Doug Thorne
Bob Woods

The Board heard updates on: the Junior ROTC program from Richie Mendez; the Fall Athletics changes from Bob Woods; and the creation of the agriculture department from Cynthia Keeling and Bill Kovach; discussed name changes for the LIFE program, the bus route bid procedures, and agenda items for the regular Board meeting.

Topics
Discussed

The meeting adjourned at approximately 6:30 p.m.

Adjournment

APPROVED:

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

Signatures

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
September 22, 2015

J. C. Rice Educational Services Center, 2720 California Rd, Elkhart – at approximately 7:10 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

By unanimous action, the Board accepted with appreciation the following donations made to Elkhart Community Schools (ECS): 1,400 gift certificates for pretzels valued at \$4,606.00 from Ben’s Pretzels to be divided among the elementary schools to be given to students who display random acts of kindness; 63 copies of “A Student’s Dictionary” valued at \$189.00 for all Riverview Elementary third grade students from the Elkhart Lions Club; \$500.00 to Monger Elementary for IREAD3 incentives including two bicycles and helmets from BABSCO; \$1,500.00 to Memorial High School (MHS) to purchase t-shirts honoring students’ efforts in the AP programs from Adam and Rachael Meyers ; 10 knitted hat and scarf sets and 15 hats to ECS for distribution from Mr. and Mrs. Doyle Ramsey; \$100.00 each from Ms. Victoria Moore, Mr. and Mrs. David Rohm, and Mr. and Mrs. Rodney Dale to help defray costs of the My Brother’s Keeper summit; \$500.00 each from Frank Lucchese and Ben Russo in support of the Title I Meeting and Annual Back to School Picnic at Osolo Elementary; and 610 booklets entitled *More Class Meetings That Matter: Respecting Others with Disabilities* valued at \$11,521.60 from LOGAN Community Resources to ECS.

Gift Acceptance

By unanimous action, the Board approved the following minutes:
September 8, 2015 – Public Work Session
September 8, 2015 – Regular Board Meeting
September 15, 2015 – Public Work Session

Approval of Minutes

By unanimous action, the Board approved payment of claims totaling \$4,979,690.60 as shown on the September 22, 2015, claims listing. (Codified File 1516-27)

Payment of Claims

<p>The Board received a financial report for the period January 1 – August 31, 2015 and found it to be in order.</p>	<p>Financial Report</p>
<p>Doug Hasler, executive director of support services, reported the following fund loans were made on August 31, 2015: \$743,000.00 to Debt Service Fund from General Fund; and \$233,000.00 to Transportation Fund from Transportation Bus-Replacement Fund.</p>	<p>Fund Loans</p>
<p>By unanimous action, the Board approved the 2016 Budget as presented at the Board’s August 25th regular meeting and September 8th public hearing. In response to Board inquiry, Mr. Hasler reviewed the process leading up to tonight’s vote. No further comments, questions or concerns were expressed by the Board or audience members. (Codified File 1516-28)</p>	<p>2016 Budget</p>
<p>By unanimous action, the Board approved the 2016 Capital Projects Fund Plan, as presented at the Board’s August 25th regular meeting and September 8th public hearing. No comments, questions or concerns were expressed by the Board or audience members. (Codified File 1516-29)</p>	<p>2016 Capital Projects Fund</p>
<p>By unanimous action, the Board approved the 2016 School Bus Replacement Fund Plan, as presented at the Board’s August 25th regular meeting and September 8th public hearing. In response to Board inquiry, Mr. Hasler responded this will help catch up and get back on track with bus purchases which had been eliminated in 2013 and 2014 due to budgetary limitations. No further comments, questions or concerns were expressed by the Board or audience members. (Codified File 1516-30)</p>	<p>2016 Bus Replacement Fund</p>
<p>By unanimous action, the Board adopted a Tax Neutrality Resolution authorizing a reduction to the 2016 Capital Projects, Transportation Operating, and Bus Replacement Funds by an amount equal to the levy for debt service on the pension bonds. (Codified File 1516-31)</p>	<p>Tax Neutrality Resolution</p>
<p>By unanimous action, the Board adopted a resolution establishing budget goals for the 2016. In response to Board inquiries, Mr. Hasler stated the latest information received was from 2013, at which time the state level was 57.5% and ECS’s was 64.1%. It is projected based on past information, to equal or exceed the state level again. (Codified File 1516-32)</p>	<p>2016 Budget Goals</p>
<p>By unanimous action, the Board adopted a resolution authorizing reductions, which may be required at the budget hearing with the Department of Local Government Finance. (Codified File 1516-33)</p>	<p>Resolution for Budget Reduction</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. (Codified File 1516-34)</p>	<p>Fundraiser Approval</p>

By unanimous action, the Board approved proposed revisions to Board Policy DLC, Expense Reimbursements (Administrators), as initially presented at the Board's September 8th meeting.

Board Policy
DLC

The Board was presented with proposed revised Administrative Regulation DLC, Expense Reimbursements (Administrators), as initially presented at the Board's September 8th meeting. The Board offered no further comments.

Administrative
Regulation DLC

By unanimous action, the Board approved proposed new Board Policy KL, Corporate and Community Partnerships, with revisions suggested at the Board's September 8th meeting.

Board Policy KL

Dr. Dawn McGrath, deputy superintendent, reported on the Headstart program. The program currently has 238 children enrolled at the following locations: Bristol, Mary Feeser, Hawthorne, Osolo, Roosevelt, and Woodland. There is a waiting list of 130 children, reflecting the need for additional services. Other programs include two Title I preschools, one at Hawthorne and one at Roosevelt, in addition to hosting the Growing Kids program at Bristol, the EACC tuition-based preschool, and the PACE program for preschoolers with special needs.

Department
Report

By unanimous action, the Board affirmed the name change request for the Jr.LIFE/LIFE programs at the Tipton Street Center to become the Elkhart Academy. Tony England, assistant superintendent of student services, responded to Board and audience inquiries, clarifying the name change is only for the programs and does not include changing the name of the Tipton Street Center.

Program Name
Change

Tony England introduced Mary Yoder Holsopple, Bullying Prevention Coordinator, as one of the contributing authors of More Class Meetings That Matter: Respecting Others with Disabilities curriculum booklets donated to ECS from LOGAN Center. The three areas of study include: disability awareness, appropriate language and bystander behavior.

Department
Report

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

Grant Approval

Lowe's Toolbox for Education Grant for Creating a Courtyard Classroom from Cleveland Elementary. Jennifer Lefever gave a brief background on the weather station concept suggested by her son Duncan as part of the courtyard classroom.

Elkhart Education Foundation for an Extra Curricular Grant from the Elkhart Area Career Center Cosmetology Department.

Elkhart Education Foundation for a Wildcats in the Community Grant from the West Side Community Service Club.

Elkhart Education Foundation for an Extra Curricular Grant from Elkhart Memorial High School Athletic Department.

Elkhart Education Foundation for an Extra Curricular Grant from Elkhart Memorial and Central High School Athletic Departments.

Indiana Department of Education for an Innovation Planning Grant from ECS.

First Source Foundation for a Midwest Clinic Orchestra Performance Lunch from Elkhart Central High School Orchestra.

Teachers Credit Union Foundation for a Midwest Clinic Orchestra Performance Lunch from Elkhart Central High School Orchestra.

Indiana Youth Institute for a Professional Development Grant from Tipton.

Target for a Target Field Trip Grant from Mary Beck Elementary.

(Codified File 1516-35)

By unanimous action, the Board confirmed the submission of a grant to Indiana Youth Institute for a Professional Development Grant from Riverview (Codified File 1516-35)

Grant Confirmation

By unanimous action, the Board waived second reading and approved proposed revisions to Board Policy GDBA-5, Secretarial/Business Wage Schedule. Doug Thorne, executive director of personnel and legal services, indicated the change was necessary to add an adult and community education receptionist position.

Board Policy GDBA-5

By unanimous action, the Board waived second reading and approved proposed revisions to Board Policy GDBA-10, Employees in Miscellaneous Positions Compensation Plan. Mr. Thorne indicated the change was necessary to eliminate the child care coordinator position and amend the salary range for the Jr. ROTC program manager.

Board Policy GDBA-10

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 September 22, 2015 listing. (Codified File 1516-36)

Conference Leaves – Perkins Grants

By unanimous action, the Board approved conference leave requests in accordance with Board policy for staff members as recommended by the administration on the September 22, 2015 listing and the September 22, 2015 Addendum. (Codified File 1516-37)

Conference Leaves

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

Employment of the following two (2) certified staff members, effective on dates indicated, for the 2015-16 school year:

Angela Gortney - EACC/Dental Health (TC) 9/21/15
Jay Squibb - social studies at Pierre Moran, 9/14/15

Maternity leave of absence for certified staff member Melissa Morey, grade 5 at Roosevelt, beginning 10/26/15 and ending 11/11/15.

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

Shannon Asbury - secretary at Cleveland, 9/8/15
Kimberly Gappa - custodian at Central, 9/8/15
Earline Hunt - bus helper at Transportation, 9/16/15
Nathan Schmitt - custodian at Building Services, 9/8/15

Resignation of the following eight (8) classified employees effective on dates indicated:

Dennis Copeland - social worker at Roosevelt, 9/16/15
Karla Cunningham - paraprofessional at Cleveland, 9/9/15
Sabrina Engbrecht - paraprofessional translator at Woodland, 9/11/15
Angela Gortney - para print manager at EACC, 9/18/15
June Jensen - bus driver at Transportation, 9/1/15
Heather Kidder - paraprofessional at West Side, 9/4/15
Georgi Simeonov - bus driver unassigned at Transportation, 9/4/15
Lula Williams - lunch paraprofessional at Pierre Moran, 6/5/15

Health leave for classified employee, Jane Bryant, paraprofessional at Osolo, beginning 8/31/15 and ending 12/18/15.

Regretfully, the death of classified employee, Sylvester Wheeler, bus driver at Transportation on 9/4/15 with 1 year of service.

Termination of classified employee, Kimberly Corse, food service at Woodland, effective 9/17/15; in accordance with Board Policy GDPD.

By unanimous action, the Board approved a waiver to the bus bid procedure presented by Mr. Thorne. The bus committee worked with the administration on waiver request to staff 30 bus routes currently without a designated driver. The waiver is for the balance of the school year and will be brought back to the Board if a permanent change in the procedure is beneficial to the district.

Personnel Report

Certified Employment

Certified Maternity Leave

Classified Employment

Classified Resignation

Classified Medical Leave

Classified Death

Classified Termination

Bus Bid Procedure Waiver

The meeting adjourned at approximately 8:05 p.m.

APPROVED:

Carolyn R. Morris, President

Glenn L. Duncan, Vice President

Susan C. Daiber, Secretary

Karen S. Carter, Member

Dorisanne H. Nielsen, Member

Jeri E. Stahr, Member

Douglas K. Weaver, Member

Adjournment

Signatures



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: Board of School Trustees
Dr. Haworth

FROM: Douglas A. Hasler

SUBJECT: Proposed Bus Purchase

I am forwarding the attached recommendation from Henry Lohmeyer for the purchase of 15 school buses. The pricing quoted by Mr. Lohmeyer has been obtained through the state cooperative purchasing program that Indiana school corporations can access.

Due to budgetary limitations, Elkhart Schools has not purchased school buses since 2012. It is critical that we resume a regular rotation of bus purchases so that we avoid mechanical and breakdown issues that become increasingly common with an aging school bus fleet.

As you can see from Mr. Lohmeyer's recommendation, the final pricing includes the trade in of a number of vehicles (6 in total) from our existing fleet. The value of these trade-ins will reduce the bus purchase cost.

The total purchase cost (after accounting for the trade-in value) will be \$1,478,614. Due to limitations in property tax revenue, it will be necessary to split this cost between the Bus Replacement Fund and the Referendum Operating Fund.

I will be recommending your approval of this proposed purchase in Tuesday night's meeting. If you have questions concerning this matter prior to the meeting, please contact me at 262-5563.



TRANSPORTATION DEPT.

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: MR. DOUG HASLER
FROM: MR. HENRY LOHMEYER
DATE: OCTOBER

SUBJECT: BUS BID RECOMMENDATION

Mr. Hasler,

Listed below you will find my recommendations for the awarding of the 2015 bus bid:

The State Cooperative Purchasing web site was used to establish our minimum specifications for the bus bid. The most responsive bidders are as follows.

Midwest Transit for the purchase of thirteen (13) 72 passenger commercial motor vehicles at the price of \$1,257,312.00. Price reflects a trade value of \$38,700.00 .

Midwest Transit was the most responsive bidder to our minimum specifications as posted on the State Cooperative Purchasing web site.

Kerlin Bus Sales and Leasing for the purchase of two (2) 84 passenger commercial motor vehicles at the price of \$221,302.00. Price reflects a trade value of \$40,000.00.

Kerlin Bus Sales and Leasing was the most responsive bidder to our minimum specifications as posted on the State Cooperative Purchasing web site.

Elkhart Community Schools
Proposed School Fundraising Activities
October 13, 2015 Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Sponsor(s)
Eastwood Student Council	Smencils will be sold once a week to students. Proceeds will be used for selected groups such as Loveway, Humane Society, Backpack project, etc.	10/16/2015 - 5/27/2016	Kelly Kielce
Central Future Problem Solvers	Hacienda give back night. A portion of the receipts will be given to the club. Proceeds will be deposited into the club account to pay for registration fees for competition .	11/3/2015	Stephanie Ruff
Central Move 2 Stand	The club will sell pink hearts to promote kindness and awareness during breast cancer awareness month. Proceeds will be donated to organizations that fund breast cancer patients and activities.	10/26/2015-10/30/2015	Jill Marston & Kris Miller
Central Student Council	Students will take orders for Rise 'n Roll donuts outside of school. Pick up of donuts will be after school. Proceeds will be used to pay for IASC membership and scholarships for seniors.	9/28/2015 - 10/8/2015	Jessica Schibley
MHS Sigma Beta Upsilon	Students will sell pink ribbons and other small items during October for breast cancer awareness. Proceeds will go to the United Cancer services of Elkhart County.	10/14/2015-10/30/2015	Janie Boyden
MHS Young Adult Program	Students will sell dinner rolls from Texas Roadhouse. Proceeds will be used to support community based activities, celebrations and products for the Young Adult Program.	3/7/2015 - 3/24/2015	Linda Ogle
MHS Intense Intervention	Students will host a craft show selling items they have made. Proceeds will be used to support activities and celebrations for Intense Intervention students.	11/30/2015 - 12/4/2015	Linda Ogle
MHS Young Adult Program	Students will sell dinner rolls and gift cards from Texas Roadhouse. Proceeds will be used to support celebrations and products for students in the Young Adult Program.	11/2/2015-11/24/2015	Linda Ogle
	Please note the following fundraiser is presented for confirmation only.		
Central Students for Diversity & Unity	Hacienda give Back day. Hacienda will give a portion of the receipts to the club. Proceeds will be used to defray costs of the talent show.	10/11/2015	Janet Riley



**Elkhart
Community Schools**

inspiring. excellence.

Grant Approval Form

DATE:

9/30/2015

TO:

Dr. Robert Haworth, Superintendent
Board of School Trustees

FROM:

Tara Pieters

SCHOOL /ENTITY APPLYING:

West Side Middle/PLTW

GRANT TITLE:

Elkhart Education Innovation Grant

GRANT APPLICATION READ YES NO

ENTITY APPLYING TO:

Elkhart Education Foundation

GRANT AMOUNT:

1,078.87

GRANT SUBMISSION DEADLINE:

11/1/2015

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION:

EXPLANATION OF GRANT:

Applying for a grant to receive one PLTW Vex Robotics kit to allow more students to take the course. One kit provides material for four students.

IF PART OF GRANT, NOTIFY:

DIRECTOR OF TECHNOLOGY

YES N/A

DATE CONTACTED

10/1/15

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:

Broken or worn out parts will be replaced by my personal school budget that is allocated to me each January.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

West Side Middle School Technology Class - Project Lead the Way students

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Tara Pieters

BOARD: APPROVED DENIED

DATE OF BOARD APPROVAL



DATE:

10/2/2015

TO:

Dr. Robert Haworth, Superintendent
Board of School Trustees

FROM:

Beardsley Elementary

SCHOOL / ENTITY APPLYING:

Sixth Grade and EL

GRANT TITLE:

Inovative Teaching Grant

GRANT APPLICATION READ

YES NO

ENTITY APPLYING TO:

The Elkhart Education Foundation

GRANT AMOUNT:

\$3819.04

GRANT SUBMISSION DEADLINE:

November 1

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION:

Valerie A. Priller

EXPLANATION OF GRANT:

We need 3 iPads to be used by EL staff to collect and use student data in order to help students learn content vocabulary. We need 15 Graphing Calculators for our 6th grade. These will help students to shift their focus from a lower level skills, to "analysis" a higher level skill.

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:

Mr. Thompson our 6th grade math teacher will train the students on how to use the graphing calculators and collect them at the end of each lesson. The iPads will be used mainly by adults and kept in a safe secure area when not being used. The district's technology department can help support any needs that may occur.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

The graphing calculators and iPads will be used at Beardsley Elementary School by students and staff.

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Chris Scalise, Val Priller with support from our EL and sixth grade students.

BOARD: APPROVED DENIED

DATE OF BOARD APPROVAL



DATE: 9/30/15

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

FROM: Jeramiah Bowman

SCHOOL /ENTITY APPLYING: Central High School

GRANT TITLE: Small Group Lesson Instruction

GRANT APPLICATION READ YES NO

ENTITY APPLYING TO: Elkhart Education Foundation

GRANT AMOUNT: 4900.00

GRANT SUBMISSION DEADLINE: November 1

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION: *Frank Sarge*

EXPLANATION OF GRANT:

This grant would allow the Central Band Program to hire instrument specialists to teach small group lessons during the school day. This grant would benefit every student in the Central Bands. Many students cannot afford private lessons, this would fulfill that need.

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 grant would fulfill our instrumental specialists for the Spring of 2016. If this grant is not awarded again, we would fundraise to keep this program running in 2017. We are confident that the success of this program will be clearly evident, and it will be supported again in the future.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

This grant would be used by Central HS to hire instrumental specialists.

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Jeramiah Bowman

BOARD: APPROVED DENIED

DATE OF BOARD APPROVAL



DATE:

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

FROM:

SCHOOL / ENTITY APPLYING:

GRANT TITLE:

GRANT APPLICATION READ YES NO

ENTITY APPLYING TO:

GRANT AMOUNT:

GRANT SUBMISSION DEADLINE:

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION: 

EXPLANATION OF GRANT:

All school employees should be able to identify bullying behavior; to know what to do when they see it, suspect it, or it is reported to them and how to prevent peers mistreating peers. Bus drivers were trained in 2008. There has been significant change in drivers. The money will be used to pay drivers to attend training scheduled outside of their work hours.

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 checked="" type="checkbox"/> YES <input type="checkbox"/> N/A	DATE CONTACTED	<input type="text" value="9/29/2015"/>
DIRECTOR OF STUDENT SERVICES	<input checked="" type="checkbox"/> YES <input type="checkbox"/> N/A	DATE CONTACTED	<input type="text" value="9/28/2015"/>
DIRECTOR OF FOOD SERVICES	<input type="checkbox"/> YES <input checked="" type="checkbox"/> N/A	DATE CONTACTED	<input type="text"/>

SUSTAINABILITY PLAN:

Plan would get all current drivers trained in bullying prevention initiatives. Bus drivers (and other non-certified employees) can be incorporated into this training. New hires trained annually.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

BOARD: APPROVED DENIED

DATE OF BOARD APPROVAL



DATE:

10.5.2015

TO:

Dr. Robert Haworth, Superintendent
Board of School Trustees

FROM:

Beth A Williams

SCHOOL /ENTITY APPLYING:

Elkhart Community Schools

GRANT TITLE:

Title II: Improving Teacher Quality

GRANT APPLICATION READ YES NO

ENTITY APPLYING TO:

IDOE

GRANT AMOUNT:

558,507.00

GRANT SUBMISSION DEADLINE:

10.31.2015

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION:

EXPLANATION OF GRANT:

School improvement and professional development activities

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:

Annual grant (Federal funds)

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

District wide

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Beth A. Williams

BOARD: APPROVED DENIED

DATE OF BOARD APPROVAL



ELKHART
COMMUNITY SCHOOLS

Grant Approval Form

DATE: 9-17-15

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

FROM: Kyle Weirich

SCHOOL /ENTITY APPLYING: Elkhart Central HS Orchestras

GRANT TITLE: Purdue Partnership Field Trip Lunch

GRANT APPLICATION READ YES NO

ENTITY APPLYING TO: TARGET

GRANT AMOUNT: \$650.00

GRANT SUBMISSION DEADLINE: September 30, 2015

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION: *[Handwritten Signature]*

EXPLANATION OF GRANT:

This project will serve students grades 10- 12 who are a part of the Elkhart Central HS Orchestra. The grant would provide a lunch for our students, directors, and chaperones while the ECHS Orchestra is spending the day at Purdue University, for their clinics with the Purdue University Symphony Orchestra as a part of the Purdue Partners in Music Education Program.

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:

There will be no recurring cost, as this is not an annual event.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

Elkhart Central HS Symphony Orchestra, one lunch on April 13, 2016 at Purdue University.

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Kyle Weirich, ECHS Orchestra Director

BOARD: APPROVED DENIED

DATE OF BOARD APPROVAL



ELKHART CENTRAL HIGH SCHOOL

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: BOARD OF SCHOOL TRUSTEES
FROM: FRANK SERGE *FS.*
DATE: OCTOBER 5, 2015

GRANT CONFIRMATION

Jeremiah Bowman did not get the official notification of the grant application until September 9, 2015. It was not able to be completed within the board deadline for approval. We are requesting a confirmation rather than an approval at this late date.



DATE: 9/30/15

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

FROM: Jeramiah Bowman

SCHOOL / ENTITY APPLYING: Central High School

GRANT TITLE: Music Education Technology

GRANT APPLICATION READ YES NO

ENTITY APPLYING TO: Elkhart Municipal Band Foundation Fund

GRANT AMOUNT: 8382.09

GRANT SUBMISSION DEADLINE: October 9

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION: *Mark Serge*

EXPLANATION OF GRANT:

This grant would allow the Central Band Program to purchase and install new music education technology in the Central Band Room. This equipment would benefit every student currently enrolled, and all future students as well. This equipment would significantly enhance the resources available to ECHS students. and make the ECHS Band room state of the art.

IF PART OF GRANT, NOTIFY:

DIRECTOR OF TECHNOLOGY	<input checked="" type="checkbox"/> YES <input type="checkbox"/> N/A	DATE CONTACTED	9/18/2015
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:

This grant would significantly update the ECHS Band Room for many years to come. With some small maintenance and software upgrades annually, this equipment will remain in great condition.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

This grant would be used by Central HS to purchase and install new music education technology.

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Jeramiah Bowman

BOARD: APPROVED DENIED

DATE OF BOARD APPROVAL



DATE: 09/25/15

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

FROM: Kurt Weimer

SCHOOL / ENTITY APPLYING: Elkhart Memorial Band

GRANT TITLE: Private Lesson Subsidy

GRANT APPLICATION READ YES NO

ENTITY APPLYING TO: Elkhart County Community Foundation - Municipal Band

GRANT AMOUNT: \$4,000 GRANT SUBMISSION DEADLINE: 10/9/15

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION: *Kurt Weimer*

EXPLANATION OF GRANT:

The purpose of the grant is to subsidize (in part or full) private lessons for any Memorial High School band member or West Side or North Side "Future Charger." A priority will be placed on students in the middle schools.

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 will be the second year of this specific program and we will continue to apply for this same grant each year. Most of this money will be spent at the end of the grant cycle; the need for the subsidy comes at the beginning of the school year.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

Reimbursements to students for private lesson costs.

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Kurt Weimer

BOARD: APPROVED DENIED

DATE OF BOARD APPROVAL

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: October 8th, 2015
 TO: Dr. Robert Haworth, Superintendent
 FROM: Dr. David Benak
 RE: **Conference Leave Requests Paid Under Carl D. Perkins Grant
 October 13, 2015 - Board of School Trustees Meeting**

The following requests for excused absences are recommended for approval:

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
SEMA/HOT RODDERS OF TOMORROW ENGINE CHALLENGE Will supervise students competing for scholarship money and teach HROT sessions on how I use it to motivate students towards success. Las Vegas, NV November 2-6, 2015 RYAN GORTNEY (1-0)	\$371.50	\$170.00
SEMA/HOT RODDERS OF TOMORROW ENGINE CHALLENGE Will proctor and grade written tests and help test IEP students. Also in charge of scholarships awarded to students and teams. Las Vegas, NV November 2-6, 2015 ANGELA GORTNEY (0-0)	\$245.00	\$0.00
TOTAL	\$616.50	\$170.00
2015-16 YEAR-TO-DATE PERKINS FUNDS	\$2,723.32	\$595.00
GRAND TOTAL	\$3,339.82	\$765.00

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

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: October 8, 2015
TO: Dr. Robert Haworth, Superintendent
FROM: Dr. Dawn McGrath
RE: **Conference Leave Requests**
October 13, 2015 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
TIMESAVING STRATEGIES TO INTEGRATE YOUR SLP INTERVENTIONS INTO CLASSROOMS: MOVING FROM A CASELOAD TO A WORKLOAD APPROACH This conference will provide dozens of time savings, practical strategies; new ways to provide quality interventions; realistic, timesaving approaches; and practical ideas to provide highly effective therapy, even with high caseloads. Indianapolis, IN October 26, 2015 (1 day's absence) SUE THOMAS - ROOSEVELT (0-0)	\$0.00	\$0.00
HORIZON EDUCATION ALLIANCE - PROJECT BASED LEARNING This workshop will provide a focus on project based learning and the incorporation of the private sector into a classroom setting. Elkhart, IN October 26 - 29, 2015 (4 day's absence) STEPHANIE DONCELOVIC - MEMORIAL (0-0) ADAM MEYERS - MEMORIAL (0-0) JEFF MILLER - MEMORIAL (0-0) ERIC SHIPP - MEMORIAL (0-0)	\$0.00	\$0.00
MICHIGAN ASSOCIATION OF SCHOOL PSYCHOLOGISTS Ms. Alexander will be presenting on the topic of Bridging the Cultural Conundrum to Create Safe Classroom Environments. This session will provide a pertinent, practical and strategic guide to help teachers cultivate safe multicultural classroom environments. Traverse City, MI October 27 - 28, 2015 (2 day's absence) SHANTER ALEXANDER - STUDENT SERVICES (0-0)	\$0.00	\$0.00
PEARSON'S CONFERENCE ON TEACHING Ms. Benak has been asked to share her experiences with the Summer Lab School in an effort to help others see the importance and positive effects on both students and candidate teachers. Chicago, IL October 27, 2015 (2 day's absence) JENNIFER BENAK - MARY BECK (0-0)	\$0.00	\$170.00

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
<p>MULTI-TIERED SYSTEMS OF SUPPORT (MTSS)</p> <p>This conference will provide information about MTSS, an evidence-based model which uses data-based problem solving to integrate academic and behavioral instruction and intervention based on student needs.</p> <p>Valparaiso, IN</p> <p>October 28, 2015 (1 day's absence)</p> <p>REBEKAH THOMPSON - STUDENT SERVICES (1-2)</p>	\$149.10	\$0.00
<p>DEFUSE AND MANAGE PROBLEM STUDENTS AND CONFRONTATIONAL PARENTS: SCHOOL AND POLICE TACTICS THAT WORK</p> <p>This training provides a practical, tactical course on verbal strategies to take control of situations over the phone, in a meeting, witness interviews, interrogations, and with unexpected visitors which will provide key negotiation methods that work.</p> <p>Merrillville, IN</p> <p>October 28, 2015 (1 day's absence)</p> <p>MARY TEETER - HAWTHORNE (0-0)</p>	\$132.75	\$0.00
<p>AMERICAN ASSOCIATION OF SCHOOL LIBRARIANS CONFERENCE</p> <p>This conference will provide workshops, presentations and exhibits to convey current practices and technology trends in media centers and school libraries across the United States. The information learned will be used to continue and improve the leadership and exceptional services of the media center for the students at North Side Middle Schools.</p> <p>Columbus, OH</p> <p>November 5 - 6, 2015 (2 day's absence)</p> <p>LOUANNE NOMMAY - NORTH SIDE (0-0)</p>	\$1,023.84	\$0.00
<p>LIBRARY OF CONGRESS - TEACHING WITH PRIMARY SOURCES</p> <p>This conference is designed to work with colleges and other organizations to help teachers use the Library of Congress's rich reservoir of digitized primary source materials to design challenging, high-quality instruction.</p> <p>Fort Wayne, IN</p> <p>November 6 - 7, 2015 (1 day's absence)</p> <p>BRITTANY CHOLER - WEST SIDE (0-0)</p>	\$0.00	\$85.00
<p>ADVANCE COLLEGE PROJECT (ACP) U.S. HISTORY SEMINAR</p> <p>The ACP training seminar is an intensive seminar required for all teachers who teach ACP courses. Teachers will become affiliated with the Indiana University academic departments and will be covering the syllabi, course topics, textbooks, and suggested teaching strategies.</p> <p>Bloomington, IN</p> <p>November 6, 2015 (1 day's absence)</p> <p>STEFANIE FOSTER - MEMORIAL (0-0)</p>	\$0.00	\$0.00

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
<p>REACHING NEW HEIGHTS IN BULLYING PREVENTION</p> <p>This conference will provide information to help the district's Bullying Investigation Taskforce develop Bullying Investigation Protocols for the district.</p> <p>Denver, CO</p> <p>November 8 - 11, 2015 (3 day's absence)</p> <p>JILL BALCOM - BRISTOL (0-0)</p> <p>TONY ENGLAND - ESC (1-5)</p> <p>SKIP SMELTZER - MEMORIAL (0-0)</p> <p>MARY WISNIEWSKI - NORTH SIDE (1-2)</p> <p>MARY YODER-HOLSOPPLE - STUDENT SERVICES (0-0)</p>	\$5,835.00	\$0.00
<p>ADVANCED PLACEMENT - STUDIO ART PROFESSIONAL DEVELOPMENT</p> <p>This workshop will provide participants with some of the best tools and techniques for helping students acquire the skills needed to excel in the Advanced Placement classroom.</p> <p>Indianapolis, IN</p> <p>November 24, 2015 (1 day's absence)</p> <p>ASHLEY BERGER - CENTRAL (0-0)</p> <p>KELLY HARRINGTON - CENTRAL (0-0)</p>	\$630.20	\$170.00
<p>INDIANA ASSOCIATION FOR THE GIFTED (IAG) 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 13 - 15, 2015 (2 day's absence)</p> <p>DEB BACHMAN - OSOLO (0-0)</p> <p>KRISTEN BECRAFT - DALY (0-0)</p> <p>KELLY BROWN - FEESER (0-0)</p> <p>AMANDA COLLIER - WOODLAND (0-0)</p> <p>DEBORAH FROST - EASTWOOD (0-0)</p> <p>NIKKI HARRIS - EASTWOOD (0-0)</p> <p>ADAM HOMO - MEMORIAL (0-0)</p> <p>SUSAN LAW - CLEVELAND (0-0)</p> <p>APRIL MAST - CLEVELAND (0-0)</p> <p>KERRY MULLET - RIVERVIEW (0-0)</p> <p>TIM MYERS - CLEVELAND (0-0)</p> <p>JENNIFER TASHIJON - NORTH SIDE (0-0)</p> <p>ALEXA WAGGONER - BRISTOL (0-0)</p> <p>KENDRA WARDLAW - ROOSEVELT (0-0)</p>	\$7,894.61	\$2,380.00

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
FOR CONFIRMATION ONLY: (RECEIVED TOO LATE FOR PRIOR APPROVAL)		
ISTEP+ CONTENT REVIEW MEETING Ms. Holcomb will be reviewing the newly developed ISTEP+ test items. Participation is critical to ensure all test components are developmentally appropriate for Indiana students and to be sure the content is aligned with the Indiana Academic Standards. Indianapolis, IN October 1 - 2, 2015 (2 day's absence) SUZANNE HOLCOMB - BECK (0-0)	\$0.00	\$170.00
TOTAL	\$15,665.50	\$2,975.00
2015 YEAR-TO-DATE GENERAL FUNDS	\$9,962.34	\$1,190.00
2016 YEAR-TO-DATE GENERAL FUNDS	\$0.00	\$0.00
2015 YEAR-TO-DATE OTHER FUNDS	\$131,887.90	\$6,035.00
2015 YEAR-TO-DATE ADJUSTMENTS	(\$4,178.00)	\$0.00
2016 YEAR-TO-DATE OTHER FUNDS	\$1,192.30	\$0.00
2016 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$138,864.54	\$7,225.00

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



PERSONNEL DEPARTMENT

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. ROBERT HAWORTH
FROM: MR. DOUGLAS THORNE
DATE: OCTOBER 13, 2015

PERSONNEL RECOMMENDATIONS

CERTIFIED

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

Cynthia Smith Tipton/ENL

- b. **Maternity Leave** – We recommend a maternity leave for the following employee:

Ashley Carlson Hawthorne/Intervention
Begin: 11/9/15 End: 11/24/15

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

Melissa Morey Roosevelt/Grade 5
Begin: 10/26/15 End: 11/6/15

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

Kaci Wilkinson Pinewood/Special Education
Began: 8/13/07 Resign: 10/9/15

CLASSIFIED

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

Charity Burke Transportation/ Bus Driver Unassigned
Began: 8/6/15 PE: 10/8/15

Anita Byrd Beardsley/Food Service
Began: 8/5/15 PE: 10/7/15

Rachel Campagnoli
Began : 8/6/15

Feeser/Paraprofessional
PE : 10/9/15

Robin Créer
Began: 8/6/15

Transportation/ Bus Driver Unassigned
PE: 10/9/15

Bobbie Denney
Began: 8/4/15

Monger/Food Service
PE: 10/7/15

Vicki Ellis
Began: 8/6/14

Eastwood/Lunch Paraprofessional
PE: 10/8/15

Chere Engstrom
Began: 8/4/15

West Side/Food Service
PE: 10/7/15

Amber Fredrychowski
Began: 8/6/15

Beardsley/Paraprofessional
PE: 10/9/15

Wendy Freeland
Began: 8/3/15

Central/Nurse
PE: 10/6/15

Tracy Freeman
Began: 8/7/15

Tipton/Paraprofessional
PE: 10/10/15

Karen Gadson
Began: 8/6/15

Tipton/Paraprofessional
PE: 10/9/15

Whitney Grandison
Began: 8/6/15

Tipton/Paraprofessional
PE: 10/9/15

William Greene
Began: 8/6/15

Central/Paraprofessional
PE: 10/9/15

Rick Hayford
Began: 8/6/15

Transportation/Bus Driver Unassigned
PE: 10/9/15

Arlin House
Began: 5/20/15

Transportation/Bus Driver Unassigned
PE: 9/22/15

Cynthia Johansen
Began: 8/6/15

Feeser/Lunch Paraprofessional
PE: 10/9/15

Scott Killelea
Began: 8/6/15

Transportation/Bus Driver Unassigned
PE: 10/9/15

Stephanie Kline
Began: 8/6/15

Beardsley/Paraprofessional
PE: 10/9/15

Amelia Larsen
Began: 8/5/15

North Side/Food Service
PE: 10/8/15

Molly Loeffelholz
Began: 8/4/15

Beardsley/Speech Therapist
PE: 10/7/15

Donald Lowe
Began: 8/6/15

Transportation/Bus Driver Unassigned
PE: 10/9/15

Jeff Martin
Began: 7/20/15

Transportation/Mechanic
PE: 9/21/15

Joel Mbugua
Began: 8/6/15

Transportation/Bus Driver Unassigned
PE: 10/9/15

Judith McCarthy
Began: 8/6/15

Monger/Lunch Paraprofessional
PE: 10/9/15

Donna Miller
Began: 8/6/15

Transportation/Bus Driver Unassigned
PE: 10/9/15

Denny Nisley
Began: 8/6/15

Transportation/Bus Driver Unassigned
PE: 10/8/15

Jacqueline Robinson
Began : 8/6/15

Transportation/Bus Driver Unassigned
PE : 10/9/15

Brittney Saint-Louis
Began: 8/4/15

Beardsley/Paraprofessional
PE: 10/7/15

Theresa Serfino
Began: 8/6/15

Feaser/Paraprofessional
PE: 10/9/15

Toya Sheppard
Began: 8/6/15

Transportation/Bus Helper
PE: 10/9/15

Thomas Sibal
Began: 7/27/15

Career Center/Misc Membership Manager
PE: 9/28/15

Kirsten Smith
Began: 8/6/15

Memorial/Music TA
PE: 10/9/15

Kayla Stafford
Began: 7/23/15

Riverview Secretary
PE: 9/24/15

Bryan Taylor
Began: 8/6/15

Transportation/Bus Driver Unassigned
PE: 10/9/15

Breah Tolbert
Began: 8/3/15

Pierre Moran/Food Service
PE: 10/6/15

Emily Toledo
Began: 8/4/15

Hawthorne/Paraprofessional
PE: 10/7/15

Carmela Tomsits
Began: 8/6/15

Memorial/Food Service
PE: 10/9/15

Wesley Turner
Began: 8/6/15

Transportation/Bus Driver Unassigned
PE: 10/9/15

Barbara White
Began: 8/5/15

Memorial/Food Service
PE: 10/7/15

Sandra White
Began: 5/20/15

Transportation/Bus Driver Unassigned
PE: 9/22/15

Zachary Wilfert
Began: 8/3/15

Building Service/Tech Support Tech
PE: 10/6/15

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

Francesca Anderson
Began: 12/4/14

Tipton/Paraprofessional
Resign: 9/17/15

Heather Erlacher
Began: 3/4/13

Adult Education/Secretary
Resign: 9/25/15

Marcia Hiatt
Began: 7/1/10

ESC/Secretary
Resign: 9/21/15

Tracy Mast
Began: 8/15/07

Transportation/Bus Driver
Resign: 10/6/15

Karen Russell
Began: 9/8/10

Cleveland/Lunch Paraprofessional
Resign: 9/25/15

Molly Shields
Began: 8/15/14

Career Center/Paraprofessional
Resign: 9/24/15

Lorrie Stork
Began: 8/15/14

Transportation/Bus Helper
Resign: 10/16/15

Nicole Thompson
Began: 3/24/14

Cleveland/Food Service
Resign: 10/9/15

Joann Williams
Began: 2/15/11

Bristol/Secretary
Resign: 10/16/15

Kristina Wiskotoni
Began: 3/12/08

Memorial/Food Service
Resign: 10/9/15

- c. **Medical Leave** – We recommend a medical leave for the following classified employee:

Fred Dils

Begin: 8/27/15

Memorial/Custodian

End: 12/31/15

- d. **Change to Retirement** – We recommend a change to a retirement for the following classified employee:

Harriett Lewis

Began: 9/25/00

West Side/Paraprofessional

Retire: 12/4/15

15 Years of Service

- e. **Retirement** – We report the retirement of the following classified employee:

Diane Lucchese

Began: 10/25/99

Central/Paraprofessional

Retire: 9/25/15

15 Years of Service