

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

February 23, 2016

CALENDAR

Feb	23	6:15 p.m.	Executive Session, Pierre Moran Middle School
Feb	23	7:00 p.m.	Regular Board Meeting, Pierre Moran Middle School
Feb	23	Immediately following	Public Work Session, Pierre Moran Middle School
Feb	29	7:00 p.m.	Public Work Session, Elkhart City Council Chambers
Mar	8	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Mar	15	7:00 a.m.	Public Work Session, J.C. Rice Educational Services Center
Mar	16	1:00 p.m.	Public Work Session, PDC
Mar	18	1:00 p.m.	Public Work Session, Room A111, EACC

- A. CALL TO ORDER/PLEDGE
- B. INVITATION TO SPEAK PROTOCOL
- C. SUPERINTENDENT'S STUDENT ADVISORY COUNCIL REPRESENTATIVES
- D. Gift Acceptance - The administration recommends Board acceptance with appreciation recent donations made to the Elkhart Community Schools.
- E. SPECIAL RECOGNITION
All State Middle School Honor Choir member
- F. BUILDING REPORT
Building Energy Report – Ted Foland
Cynthia Bonner - Principal
- G. MINUTES -
February 9, 2016 – Regular Board Meeting
February 9, 2016 – Public Work Session
February 16, 2016 - Public Work Session
- H. TREASURER'S REPORT
Consideration of Claims
Financial Report – January 1, 2016 – January 31, 2016

Fund Loans – The Business Office reports on fund loans made at the end of January 2106.

Bid Award - The Business Office recommends Board approval of the bid award for West Side Middle School for asphalt replacement.

401(a) – The Business Office recommends approval of resolutions to amend and restate 401 (a) retirement plans.

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

I. NEW BUSINESS

Student Services – Report on Cares

Board Policy GCEA – Substitute Teacher Pay Schedule - The administration presents proposed revisions to Board Policy GCEA – Substitute Teacher Pay Schedule, and asks to waive 2nd reading.

Board Policy GDBA-6 – Paraprofessionals’ Compensation Plan - The administration presents proposed revisions to Board Policy GDBA-6 – Paraprofessionals’ Compensation Plan, and asks to waive 2nd reading.

Board Policy IGBC-E – Student Emails - The administration presents proposed new Board Policy IGBC-E – Student Emails, for initial consideration.

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

to the Indiana Youth Institute from Mary Daly for registration at the Indiana Speech Language Hearing Association 2016 Annual Convention.

to the Elkhart Education Foundation for the following grants:

- from West Side for Winning Wildcats
- from Beardsley for First Lego League Robotics Club supplies
- from Central for Shrek the Musical
- from Memorial for a wrestling mat
- from Central for Blue Blazer Indoor Track Surface
- from Monger for MSTAR awards banquet

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

J. PERSONNEL

Conference Leaves - It is recommended the Board grant conference leave requests in accordance with Board Policy to staff members as recommended by the administration.

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

K. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

L. ADJOURNMENT



PINEWOOD ELEMENTARY SCHOOL

3420 EAST BRISTOL STREET • ELKHART, IN 46514

PHONE: 574-262-5595



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: February 1, 2016
TO: Dr. Rob Haworth
Board of School Trustees
FROM: Kelly Carmichael
RE: Donation Approval

The Elkhart Rotary Club has graciously donated \$500 to Pinewood to host a reading event at Highland Mobile Home Park. The reading event will be on a Saturday in the spring. We will use the donation to purchase books and popcorn to give away to each child that attends. We will also have community members reading books at 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:

Elkhart Rotary Club
PO BOX 933
Elkhart, IN 46515

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

Feb. 17, 2016

(Date)

TO: Board of School Trustees
FROM: Dr. Robert Haworth, Superintendent of Schools
SUBJECT: Profile of Pierre Moran Middle School
(Name of School)

Number of Staff: 3 Administrators 47 Certified Staff 36 Classified Staff

Enrollment: 469 Total 33 %White 17 %Black 45 %Hispanic .7 %Asian/
Pacific Is. .2 %Amer. Indian 4 %Multi Racial Feb. 17, 2016 As of Date

Previous Year Stability Rate: 74
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: 13
% of Families Represented in PTA/PTO

Special Education:
69 students (15%)
5 teachers

% on Free Lunches: 68 % with Reduced Lunches: 9.5

Breakfast Program: 142
Average Daily Participation

- Special Programs
 - Special curriculum features
 - Awards/honors
- SPECIAL PROGRAMS: Lifeline, Five Star, Reaching Higher, Tolson 24K Student of the Month, Positive Behavior Interventions (Elkhart Area Marines donated four bikes at the semester), College Visits (Ball State)
SPECIAL CURRICULUM FEATURES: See attached.
AWARDS/HONORS: See attached.

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

PIERRE MORAN MIDDLE SCHOOL

200 W Lusher Ave, Elkhart, 46517

Phone: 295-4805

Fax: 295-4807

Principal

Cindy Bonner

Jayne Hammontree, Head Secretary

Assistant Principal

Scott Sassaman

Brent Curry, Assistant Secretary

Academic Dean

Viressa Davis

Activities Director

Jeremy Satterfield

Art

Kathryn Freehafer

Heather Blaha

Chairperson

ESL

Mariana Cortez Barajas

Izamar Garcia

Family & Consumer Science

Jennifer Higley

Guidance

Kristy Cisneros

Jason Pickler

Corina Romero, Secretary

Industrial Technology

Brian Tompkins

Intervention

Mike Lambdin

Diego Mendoza

PIERRE MORAN MIDDLE SCHOOL - Continued

Language Arts

Abigail Beckman
Kerri Charlwood
Melissa Grose
Angela Pippenger
Anthony Venable

Chairperson

Mathematics

Jennifer LeMunyon
Heather Clear
Josh Kinder
Jim McClain
Cara Starzyk

Chairperson

Media Services

Mary Gensel

Music

Dan Burton
Dan Farison
Misty Grubbs
Kyle Miller
Carus Shaffer

Chairperson/Band
Choir
Choir/General Music
Orchestra
Band

Nurse

Elishia Cook

Physical Education and Health

Rick Fiene
Jacquelyn Babb
Tim Borg

Chairperson

Psychologist

Carrie Fish

Social Worker

Eulah Mitchell

Secondary Community Liasion

Luis Alvarez

PIERRE MORAN MIDDLE SCHOOL - Continued

Science

Earl "Ted" Knudson
Rosalie Bickel
Aliya JoJo
Sara Pickler
Jeffery Van Lue

Chairperson

Social Studies

Tammy Tidey
Lacey Ball
Stacy Fann
Brandon Murphy
Jeremy Satterfield
Jay Squibb

Chairperson

Special Education

Trudi Alwine
Jamie Balyeat
Tim Jones
Stephanie Newton
Kelly Reid

Intense Interventions
Mild Interventions
Mild Interventions
Mild Interventions
Mild Interventions

Paraprofessionals and Technical Assistants

Sherrie Anspach
Linda de Romero
Corey Gregory
Tina Gwilt
Carol Hoff
Sybil Lee
Michael Mitchell
Janet Redding
Patricia Sellers
Marilyn Smith
Scott Stone

Music Technical Assistant
ESL Paraprofessional
Intense Interventions Paraprofessional
Intense Interventions Paraprofessional
Mild Interventions Paraprofessional
ISS Paraprofessional
Mild Interventions Paraprofessional
Media Paraprofessional
Mild Interventions Paraprofessional
Mild Interventions Paraprofessional
Intense Interventions Paraprofessional

PIERRE MORAN MIDDLE SCHOOL - Continued

Cafeteria

Linda Corrighan

Manager

Jalethia Black

Yvonne Curtis

Christine Davis

Stanley Davis

Mayra DeLuna Aguilar

Melissa Frederick

Jessica Getter

Sharon Kirkpatrick

James Neal

Gloria Pace

Breah Tolbert

Carmen White

Maxine Williams

Custodial and Maintenance

Renee Strieby

Head Custodian

Victoria Cockerham

Night Supervisor

Angela Anderson

Gladys Ballard

Becky Schindler

PROFILE OF PIERRE MORAN MIDDLE SCHOOL

SPECIAL CURRICULUM FEATURES:

(New Electives) Advanced Guitar, Woods/Small Engines (Engines donated by local businesses), Community Philanthropy, Creative Dramatics (Partnership with Premier Arts), Creative Writing, Foods, Communications (Now producing daily video announcements)

AWARDS/HONORS

Orchestra and Band both received all Gold Ratings at ISSMA, Choir received mostly Gold and Silver at ISSMA, Amelia Redding was chosen for State Honors Choir, Four 2016 Scholastic Art Honorable Mention Award Winners: Their work will be on display at the Century Center Bendix Theatre through February.

ELKHART COMMUNITY SCHOOLS

ISTEP+ Percentage of Students Passing

(Undetermined and IMAST scores have been excluded)

	2009	2010	2011	2012	2013	2014	2015
PIERRE MORAN							
Grade							
7							
% on Free/Reduced Lunch	70	78	75	75	77	74	77
% English as a Second Language	29	32	28	33	22	38	
Language Arts	45	55	57	56	57	60	51
Mathematics	59	69	62	59	69	60	42
8							
Language Arts	46	50	56	50	63	60	35
Mathematics	54	67	69	66	72	67	32
All Grades							
Language Arts	45	52	57	53	60	60	42
Mathematics	57	68	66	63	71	64	36

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.

istephistory15DistSchls1_NoUndlMAST

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
February 9, 2016

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

Place/Time

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

President Glenn Duncan called the regular meeting of the Board of School Trustees to order. The pledge of allegiance was recited.

Call to Order

Mr. Duncan discussed the invitation to speak protocol.

Protocol

Superintendent's Student Advisory Council (SSAC) representatives introduced themselves. Junior Olivia Haworth represented Central High School (CHS). Ms. Haworth is the Student Council president, on the Move2Stand leadership team, the Prom committee, National Honor Society, and yearbook editor. Recent highlights included ACT tests were taken; girls swimming took 3rd place at sectionals; Sydney Dygert broke a school record in the 100 meter fly at sectionals; blood drive was extremely successful; Winter Guard placed 3rd at competition; gymnastics placed 1st at Lakeland invitational; seniors Brian Vance and Dakota Bowman were voted Indiana Football Coaches Association (IFCA) Academic All-State in football; and rehearsals for Shrek the Musical are taking place. Upcoming events include winter sports activities, Say What Karaoke, and a Sadie Hawkins dance. Project Y reading camp at Beardsley is going very well and plans are moving forward for the unified track and field meet. Olivia commented on the shift in goals of the project from simply a day off to helping the Beardsley students and giving back to the community. Nolan Grose, a sophomore from Memorial High School (MHS) is involved in class Olympics, basketball, football and baseball. He reported on the success of the music department at recent competitions including multiple qualifiers for state competitions; 8 wrestlers going to semi-state in Fort Wayne; the Sadie Hawkins dance sponsored by the Varsity Club; and six college commitments. He invited the Board to attend the Student Coffee House on February 18th and the Booster Bash on February 27th.

SSAC Representatives

By unanimous action, the Board accepted with appreciation the following donation made to Elkhart Community Schools (ECS): \$250.00 from Elkhart County Farm Bureau, Inc. for start up costs of the Future Farmers of America (FFA) chapter at the Elkhart Area Career Center (EACC); and a Fuller Model RT14710 truck transmission and an Easton Model DSP40 truck differential valued at \$600.00 from Kip Sanner at Weller Truck Parts for the diesel service technology program at the EACC.

Gift Acceptance

Matt Werbiansky, EACC principal, introduced Ryan Gortney, motorcycle outdoor power technology teacher, and the members of two Hot Rodders teams which placed 7th and 12th at the national "Hot Rodders of Tomorrow" competition. Mr. Gortney gave a brief background of what is necessary to qualify for the competitions and the dedication and hours spent in preparation. Certificates were presented to Team Moroso members Nicholas Reames, Davison Emery, Blade Corpe, Ryan Bell and Ryan Wickizer, and Team Flex-A-Lite members Lucas Clark, Garrett Rieth, Brandon Lovell, Dakota Ysais, and Edward Mozader. The students earned \$250,000 in scholarships through their participation at the event.

Special Recognition

By unanimous action, the Board approved the following minutes:

- January 21, 2016 – Board Retreat/Public Work Session
- January 22, 2016 – Board Retreat/Public Work Session
- January 26, 2016 – Public Work Session
- January 26, 2016 – Regular Board Meeting

Approval of Minutes

By unanimous action, the Board approved payment of claims totaling \$9,487,128.30 as shown on the February 9, 2016, claims listing. In response to Board inquiry, Doug Hasler, executive director of support services, clarified the claims paid out of the Early/After School Child Care fund. (Codified File 1516-90)

Payment of Claims

The Board received a report on the transfer of appropriations of the 2015 tax fund.

Appropriations Transfer Report

By unanimous action, an extra-curricular purchase of ISTEP t-shirts for students and staff at West Side Middle School to be used as an incentive for students to give their best efforts on ISTEP, in the amount of \$2,800.00.

Extra Curricular Purchases

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 1516-91)

Fundraiser Approval

Victoria Toney, supervisor of special education/mild intervention, introduced Lindsey Cox, special education teacher at West Side who gave a presentation on student led conferences. Mrs. Cox reported the student led conferences are a way of engaging students in their Individual Education Plan (IEP) by identifying their strengths and weaknesses. The goal is to help students have a better understanding of themselves and to feel they fit in. In response to Board inquiry as to how the program is being received, Mrs. Cox replied some students engaged from the beginning and some did not, others have now been able to vocalize their need for help and have learned there is a great support system available to them.

Department
Report

By unanimous action, the Board approved a Memorandum of Understanding with the Elkhart Teachers Association regarding new pay rates for current and additional added pay positions. (Codified File 1516-92)

Memorandum
of
Understanding

By unanimous action, the Board approved an overnight trip request for 8 Memorial wrestlers to travel to Fort Wayne on February 12 and 13, to compete in semi-state wrestling matches.

Overnight Trip
Request

By unanimous action, the Board approved the submission of a grant to Heart of Cook Foundation from the Elkhart Central Orchestra to purchase violins. (Codified File 1516-93)

Grant Approval

By unanimous action, the Board approved conference leave requests in accordance with Board policy for staff members as recommended by the administration on the February 9, 2016 listing. (Codified File 1516-94)

Conference
Leaves

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

Personnel
Report

Retirement of the following three (3) certified staff members effective on dates indicated, with years of service in parentheses:

Certified
Retirement

Rebecca Hindman - FACS at Memorial (22)

Martin McCrindle - public safety at EACC (15)

Barbara VanWechel - FACS at Central, (15)

Voluntary leave for certified staff member Dorren Shelt, grade 6 PEP at Pinewood, beginning 2/15/16 and ending 2/26/16.

Voluntary
Leave

Resignation of the following two (2) certified staff members effective on dates indicated:

Certified
Resignation

Karen Keranen, special education at Memorial, 2/1/16

Lisa Munoz, language arts at Central, 6/1/16

<p>Regular employment of the following five (5) classified employees, who have successfully completed their probationary periods, on dates indicated:</p> <ul style="list-style-type: none"> Nichole Carey - paraprofessional at EACC, 1/26/16 Ivy Copeland - food service at Hawthorne, 1/29/16 Virginia Jackson - lunch para at West Side, 1/29/16 Teresa Perry - food service at Cleveland, 1/29/16 Susan Raifsnider - paraprofessional at Bristol, 2/5/16 	Classified Employment
<p>Retirement of the following three (3) classified employees effective on dates indicated, with years of service in parentheses:</p> <ul style="list-style-type: none"> Jeffrey Coyner - maintenance at Building Services, 5/31/16 (15) Gregory Gary - custodian at EACC, 2/29/16 (29) Sarah Whitmer, secretary at West Side, 4/29/16 (32) 	Classified Retirements
<p>Resignation of the following three (3) classified employees effective on dates indicated:</p> <ul style="list-style-type: none"> Samantha Avila - food service at Memorial, 1/22/16 Alicia Harris - paraprofessional at Beardsley, 1/29/16 Judith McCarthy, food service at Monger/Roosevelt, 1/28/16 	Classified Resignations
<p>A staff member commented on the unclear memos regarding Friday, February 12th day off without pay for paraprofessionals. Memorandums sent were not specific in identifying what school year the change in policy would take place. In response, the administration will look in to clarification.</p>	From the Audience
<p>Dr. Haworth congratulated two departments on jobs well done: Communication and Data with regards to the District's website; and Student Services regarding issues on disproportionality.</p>	From the Superintendent
<p>By unanimous action, the Board adopted a resolution establishing individual performance goals for Dr. Haworth for the 2015-2016 school year.</p>	From the Board
<p>The Board was introduced to Michelle White, second grade student teacher at Feeser.</p>	From the Board
<p>A Board member commented on students contributing to the Superintendent's goal of increasing IREAD scores by their participation in Project Y Reading Camp at Beardsley.</p>	From the Board
<p>congratulated Michelle Sokol of the Elkhart Truth on her WNIT presentation with regards to ECS.</p>	From the Board
<p>The meeting adjourned at approximately 8:05 p.m.</p>	Adjournment

APPROVED:

Glenn L. Duncan, President

Susan C. Daiber, Vice President

Karen S. Carter, Secretary

Carolyn R. Morris, Member

Dorisanne H. Nielsen, Member

Jeri E. Stahr, Member

Douglas K. Weaver, Member

Signatures

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

Elkhart Community Schools
Elkhart, Indiana

February 9, 2016

J. C. Rice Educational Services Center, 2720 California Rd, Elkhart – at
approximately 8:10 p.m.

Time/Place

Board Members
Present:

Glenn L. Duncan
Susan C. Daiber
Karen S. Carter

Carolyn R. Morris
Dorisanne H. Nielsen
Jeri E. Stahr
Douglas K. Weaver

Roll Call

ECS Personnel Present:

Tony England
Shawn Hannon
Doug Hasler

Rob Haworth
Dawn McGrath
Doug Thorne

The Board heard a communications update from Shawn Hannon, Assistant
Superintendent of Communication and Data, and agenda items for the
February 23, 2016 regular Board meeting.

Topics
Discussed

The meeting adjourned at approximately 10:00 p.m.

Adjournment

APPROVED:

Signatures

Glenn L. Duncan, President

Carolyn R. Morris, Member

Susan C. Daiber, Vice President

Dorisanne H. Nielsen, Member

Karen S. Carter, Secretary

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

February 16, 2016

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

Time/Place

Board Members

Present:

Glenn L. Duncan

Susan C. Daiber

Karen S. Carter

Carolyn R. Morris

Dorisanne H. Nielsen

Jeri E. Stahr

Roll Call

Absent:

Douglas K. Weaver

ECS Personnel Present: Rob Haworth

Doug Thorne

The Board met to review proposed bylaws and revisions to the policies adopted for Elkhart Community Schools.

Topics
Discussed

The meeting adjourned at approximately 8:35 a.m.

Adjournment

APPROVED:

Glenn L. Duncan, President

Carolyn R. Morris, President

Susan C. Daiber, Vice President

Dorisanne H. Nielsen, Member

Karen S. Carter, Secretary

Jeri E. Stahr, Member

Douglas K. Weaver, Member

Signatures

ACCOUNT BALANCES/INVESTMENT DETAIL

JANUARY 2016

PETTY CASH \$ 500.00

GENERAL ACCOUNTS:

Lake City Bank	23,094,115.88
Lake City Bank - Merchant Account	796,035.97
Teachers Credit Union	2,822,847.59
BMO Harris Bank (UMR insurance)	407,420.00

SCHOOL LUNCH ACCOUNTS:

Lake City Bank	(53,323.64)
Change Fund	2,110.00

TEXTBOOK RENTAL ACCOUNTS:

Chase Bank	994,979.99
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PAYROLL ACCOUNTS:

Lake City Bank - Payroll Account	632,891.51
Lake City Bank - Flex Account	56,039.68
Teachers Credit Union-Payroll Account	50,237.68
Teachers Credit Union - Flex Account	11,659.13

INVESTMENTS:

Lake City Bank Certificate of Deposit	0.00
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\$ 28,815,513.79



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: Mr. Douglas A. Hasler

FROM: Tracey Bolin

DATE: January 31, 2016

LOANS – ONE FUND TO ANOTHER

The following loan was made on 01/31/16:

\$1,450,000 to Fund 0250 Retire/Sev Bond Fund Debt Serv from Fund 0200 Debt Service Fund



BUILDING SERVICES
1135 KENT STREET • ELKHART, IN 46514
PHONE: 574-262-5690



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

Date: February 17, 2016

To: Board of School Trustees

From: Anthony J. Gianesi

RE: Recommendation for Award – West Side Middle School Asphalt Project

On February 16, 2016 bids were received for the West Side Middle School Asphalt Project.

All bids have been reviewed by Elkhart Community Schools and Fidelis Management for compliance with plans and specifications prepared by Fidelis Management.

The Business Office recommends award of a contract in the amount enumerated (see Fidelis Management recommendation dated February 16, 2016) to Rieth-Riley Construction Company, Inc. of Goshen, Indiana as the lowest and best, most responsive and most responsible bidder.

Base Bid:	\$214,245.00
Alternate No. 2 (Improve drainage)	\$9,600.00
TOTAL	\$ 223,845.00

The project includes the replacement of the east parking lot and expansion of the existing drainage system.

Funding for this project will come from the 2014 Referendum bonds.

Anthony J. Gianesi

Director of Building Services

Elkhart Community Schools
J.C. Rice Educational Services Center
2720 California Road
Elkhart, Indiana 46514



200 South Hobart Road, Suite 200 Hobart, IN 46342
PH 219-363-4716 FAX 219-947-1856

www.fidelismgmt.com



February 16, 2016

Re: West Side Middle School Asphalt Replacement

Members of the Board:

Legal ads for "NOTICE TO CONTRACTORS" were published on February 2, 2016 and February 9, 2016 in two different publications.

Bids were opened and read aloud on February 16, 2016 at 10:00 AM. The bidding documents were reviewed by Fidelis Management for bidding compliance.

The base bid includes replacement of the east parking lot. Alternate 1, that is not being recommended at this time, is for west parking lot. Alternate 2 is for the replacement of the existing drainage structures at the east parking lot and recommend that this alternate be accepted.

The base bid work and alternate are within the projected budget and we are hereby recommending the award of the contract to Rieth-Riley Construction Company, Inc. The contract amount will be \$ 223,845.00

We have also attached the bid tabulations from the bidders for your review.

Respectfully Submitted,

Christopher La Follette
Chairman/CEO
Fidelis Management, Inc.



West Side Middle School Asphalt Project Elkhart Community Schools BID TABULATION

200 South Hobart Road, Suite 200
Hobart, IN 46342
219-363-4716

Bids Received At: J.C. Rice Educational Services Center
2720 California Road, Elkhart, IN 46514

Bid Date: February 16, 2016
Bids Due: 10:00 AM
Bids Read: 10:10 AM

Asphalt Work

	Rieth-Riley	NIBLOCK				
Form 96 (Revised 1987)	X	X				
Suppl. Bid Proposal Form	X	X				
Addenda	X	X				
Non-Collusion Affidavit	X	X				
Domestic Steel Cert.	X	X				
Bid Bond	X	X				
Financial Statement	X	X				
AIA 305	X	X				
BASE BID	\$214,245	\$220,789.75				
Alternates						
1	Add \$76,488	Add \$87,606.75				
2	Add \$9,600	Add \$9,000				
Base Bid with Alternate 2	\$223,845	\$229,790				



VALIC Retirement Services Company
P.O. Box 15648
Amarillo, TX 79105

January 30, 2016

Re: **REQUIRED PLAN UPDATE**
Elkhart Community Schools 401(a) Plan; GA#47446.P002 (the "Plan")

Dear Retirement Plan Administrator:

It is time to restate your plan document. Internal Revenue Service ("IRS") regulations require retirement plan documents be updated periodically to incorporate law changes. The law changes incorporated in this restatement include:

- Pension Protection Act ("PPA")
- Final regulations under Internal Revenue Code Section 415
- Heroes Earnings Assistance and Relief Tax Act ("HEART")
- Worker, Retiree and Employer Recovery Act ("WRERA")
- Small Business Jobs Act ("JOBS")

Collectively these are included in the "PPA document".

Failure to execute a restated document by the April 30, 2016 deadline may result in costly corrections.

To assist you in the timely update of the Plan, VALIC has drafted a restatement of your current document onto VALIC's preapproved Governmental Volume Submitter plan document which incorporates the law changes listed above. Please review all provisions in the enclosed plan documents carefully to ensure they are consistent with the operation of your Plan.

As a valued partner, VALIC is pleased to provide this PPA restatement to you at no cost. Additionally we have provided an **ACTION ITEMS** list to assist you.

Should you have any questions please do not hesitate to contact our Plan Sponsor Service Team at 1-888-478-7020 or contact your VALIC financial advisor.

VALIC, Institutional Services

Securities and investment advisory services offered through VALIC Financial Advisors, Inc., member FINRA, SIPC and an SEC-registered investment advisor. Annuities issued by The Variable Annuity Life Insurance Company. Variable annuities distributed by its affiliate, AIG Capital Services, Inc., member FINRA. VALIC represents The Variable Annuity Life Insurance Company and its subsidiaries, VALIC Financial Advisors, Inc. and VALIC Retirement Services Company.

**RESOLUTION AUTHORIZING
AMENDMENT AND RESTATEMENT OF RETIREMENT PLAN
VIA ADOPTION OF VALIC RETIREMENT SERVICES COMPANY RETIREMENT PLAN FOR GOVERNMENTAL EMPLOYERS**

WHEREAS, Elkhart Community Schools (hereinafter, the "Employer"), previously established the Elkhart Community Schools 401(a) Plan (hereinafter, the "Plan") for the exclusive benefit of its employees and their beneficiaries, which Plan was originally effective as of July 1, 2001; and

WHEREAS, the Employer retained the power to amend and/or terminate the Plan; and

WHEREAS, the Employer now desires to amend and restate the Plan by adopting the VALIC Retirement Services Company Retirement Plan for Governmental Employers document; and

NOW THEREFORE, BE IT RESOLVED that the Employer hereby amends and restates that Plan, effective July 1, 2015, by adopting the document titled "VALIC Retirement Services Company Retirement Plan for Governmental Employers," in the form and substance as the document heretofore presented to the governing body of the Employer; and

RESOLVED FURTHER, that the appropriate representatives of the Employer be, and the same hereby are, authorized and directed to: (i) execute the adoption agreement to the VALIC Retirement Services Company Retirement Plan for Governmental Employers document as approved; (ii) execute all other documents and to do all other things as may be necessary or appropriate to make the VALIC Retirement Services Company Retirement Plan for Governmental Employers document effective July 1, 2015, including the execution of any amendments required by the Internal Revenue Service in order to continue and maintain the qualified and exempt status of the Plan; and (iii) execute any other documents required to obtain reliance on advisory letters issued to the VALIC Retirement Services Company Retirement Plan for Governmental Employers by the Internal Revenue Service.

CERTIFICATION

I, Glenn Duncan, do hereby certify that the above resolutions were unanimously adopted by the governing body of the Employer at a meeting duly held at Elkhart, Indiana, on the 23rd day of February, 2016.

Signed: _____

Name: Glenn Duncan

Title: President

Date: _____

Board Secretary
Karen Carter



VALIC Retirement Services Company
P.O. Box 15648
Amarillo, TX 79105

January 30, 2016

Re: **REQUIRED PLAN UPDATE**
Elkhart Community Schools Retirement 401(a) Plan; GA#47446.P005 (the "Plan")

Dear Retirement Plan Administrator:

It is time to restate your plan document. Internal Revenue Service ("IRS") regulations require retirement plan documents be updated periodically to incorporate law changes. The law changes incorporated in this restatement include:

- Pension Protection Act ("PPA")
- Final regulations under Internal Revenue Code Section 415
- Heroes Earnings Assistance and Relief Tax Act ("HEART")
- Worker, Retiree and Employer Recovery Act ("WRERA")
- Small Business Jobs Act ("JOBS")

Collectively these are included in the "PPA document".

Failure to execute a restated document by the April 30, 2016 deadline may result in costly corrections.

To assist you in the timely update of the Plan, VALIC has drafted a restatement of your current document onto VALIC's preapproved Governmental Volume Submitter plan document which incorporates the law changes listed above. Please review all provisions in the enclosed plan documents carefully to ensure they are consistent with the operation of your Plan.

As a valued partner, VALIC is pleased to provide this PPA restatement to you at no cost. Additionally we have provided an **ACTION ITEMS** list to assist you.

Should you have any questions please do not hesitate to contact our Plan Sponsor Service Team at 1-888-478-7020 or contact your VALIC financial advisor.

VALIC, Institutional Services

Securities and investment advisory services offered through VALIC Financial Advisors, Inc., member FINRA, SIPC and an SEC-registered investment advisor. Annuities issued by The Variable Annuity Life Insurance Company. Variable annuities distributed by its affiliate, AIG Capital Services, Inc., member FINRA. VALIC represents The Variable Annuity Life Insurance Company and its subsidiaries, VALIC Financial Advisors, Inc. and VALIC Retirement Services Company.

**RESOLUTION AUTHORIZING
AMENDMENT AND RESTATEMENT OF RETIREMENT PLAN
VIA ADOPTION OF VALIC RETIREMENT SERVICES COMPANY RETIREMENT PLAN FOR GOVERNMENTAL EMPLOYERS**

WHEREAS, Elkhart Community Schools (hereinafter, the "Employer"), previously established the Elkhart Community Schools Retirement 401(a) Plan (hereinafter, the "Plan") for the exclusive benefit of its employees and their beneficiaries, which Plan was originally effective as of July 1, 2006; and

WHEREAS, the Employer retained the power to amend and/or terminate the Plan; and

WHEREAS, the Employer now desires to amend and restate the Plan by adopting the VALIC Retirement Services Company Retirement Plan for Governmental Employers document; and

NOW THEREFORE, BE IT RESOLVED that the Employer hereby amends and restates that Plan, effective January 1, 2016, by adopting the document titled "VALIC Retirement Services Company Retirement Plan for Governmental Employers," in the form and substance as the document heretofore presented to the governing body of the Employer; and

RESOLVED FURTHER, that the appropriate representatives of the Employer be, and the same hereby are, authorized and directed to: (i) execute the adoption agreement to the VALIC Retirement Services Company Retirement Plan for Governmental Employers document as approved; (ii) execute all other documents and to do all other things as may be necessary or appropriate to make the VALIC Retirement Services Company Retirement Plan for Governmental Employers document effective January 1, 2016, including the execution of any amendments required by the Internal Revenue Service in order to continue and maintain the qualified and exempt status of the Plan; and (iii) execute any other documents required to obtain reliance on advisory letters issued to the VALIC Retirement Services Company Retirement Plan for Governmental Employers by the Internal Revenue Service.

CERTIFICATION

I, Glenn Duncan, do hereby certify that the above resolutions were unanimously adopted by the governing body of the Employer at a meeting duly held at Elkhart, Indiana, on the 23rd day of February, 2016.

Signed: _____

Name: Glenn Duncan

Title: President

Date: _____

Board Secretary
Karen Carter



VALIC Retirement Services Company
P.O. Box 15648
Amarillo, TX 79105

January 30, 2016

Re: **REQUIRED PLAN UPDATE**
Elkhart Community Schools Severance 401(a) Plan; GA#47446.P006 (the "Plan")

Dear Retirement Plan Administrator:

It is time to restate your plan document. Internal Revenue Service ("IRS") regulations require retirement plan documents be updated periodically to incorporate law changes. The law changes incorporated in this restatement include:

- Pension Protection Act ("PPA")
- Final regulations under Internal Revenue Code Section 415
- Heroes Earnings Assistance and Relief Tax Act ("HEART")
- Worker, Retiree and Employer Recovery Act ("WRERA")
- Small Business Jobs Act ("JOBS")

Collectively these are included in the "PPA document".

Failure to execute a restated document by the April 30, 2016 deadline may result in costly corrections.

To assist you in the timely update of the Plan, VALIC has drafted a restatement of your current document onto VALIC's preapproved Governmental Volume Submitter plan document which incorporates the law changes listed above. Please review all provisions in the enclosed plan documents carefully to ensure they are consistent with the operation of your Plan.

As a valued partner, VALIC is pleased to provide this PPA restatement to you at no cost. Additionally we have provided an **ACTION ITEMS** list to assist you.

Should you have any questions please do not hesitate to contact our Plan Sponsor Service Team at 1-888-478-7020 or contact your VALIC financial advisor.

VALIC, Institutional Services

Securities and investment advisory services offered through VALIC Financial Advisors, Inc., member FINRA, SIPC and an SEC-registered investment advisor. Annuities issued by The Variable Annuity Life Insurance Company. Variable annuities distributed by its affiliate, AIG Capital Services, Inc., member FINRA. VALIC represents The Variable Annuity Life Insurance Company and its subsidiaries, VALIC Financial Advisors, Inc. and VALIC Retirement Services Company.

**RESOLUTION AUTHORIZING
AMENDMENT AND RESTATEMENT OF RETIREMENT PLAN
VIA ADOPTION OF VALIC RETIREMENT SERVICES COMPANY RETIREMENT PLAN FOR GOVERNMENTAL EMPLOYERS**

WHEREAS, Elkhart Community Schools (hereinafter, the "Employer"), previously established the Elkhart Community Schools Severance 401(a) Plan (hereinafter, the "Plan") for the exclusive benefit of its employees and their beneficiaries, which Plan was originally effective as of July 1, 2006; and

WHEREAS, the Employer retained the power to amend and/or terminate the Plan; and

WHEREAS, the Employer now desires to amend and restate the Plan by adopting the VALIC Retirement Services Company Retirement Plan for Governmental Employers document; and

NOW THEREFORE, BE IT RESOLVED that the Employer hereby amends and restates that Plan, effective January 1, 2016, by adopting the document titled "VALIC Retirement Services Company Retirement Plan for Governmental Employers," in the form and substance as the document heretofore presented to the governing body of the Employer; and

RESOLVED FURTHER, that the appropriate representatives of the Employer be, and the same hereby are, authorized and directed to: (i) execute the adoption agreement to the VALIC Retirement Services Company Retirement Plan for Governmental Employers document as approved; (ii) execute all other documents and to do all other things as may be necessary or appropriate to make the VALIC Retirement Services Company Retirement Plan for Governmental Employers document effective January 1, 2016, including the execution of any amendments required by the Internal Revenue Service in order to continue and maintain the qualified and exempt status of the Plan; and (iii) execute any other documents required to obtain reliance on advisory letters issued to the VALIC Retirement Services Company Retirement Plan for Governmental Employers by the Internal Revenue Service.

CERTIFICATION

I, Glenn Duncan, do hereby certify that the above resolutions were unanimously adopted by the governing body of the Employer at a meeting duly held at Elkhart, Indiana, on the 23rd day of February, 2016.

Signed: _____

Name: Glenn Duncan

Title: President

Date: _____

Board Secretary
Karen Carter

Elkhart Community Schools
Proposed School Fundraising Activities
February 23, 2016 Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Sponsor(s)
MHS Girls Tennis Team	A Nelson's chicken barbecue will be held. Proceeds will be used for court time, uniforms, physical trainer costs, tennis balls, and other equipment	3/19/2016	Alex Holtz
MHS Baseball Team	Players will sell coupon cards that contain discounts to local restaurants. Proceeds will be used to purchase pullovers, hoodies, socks, hats, t-shirts etc. to be worn by players during the season.	3/19/2016 - 3/26/2016	Scott Rost
	Please note the following fundraiser is presented for confirmation only.		

SUBSTITUTE TEACHER PAY SCHEDULE

The Board of School Trustees hereby adopts the following wage rates for substitute teachers commencing on **February 23, 2016**.

	Substitute License <u>Permit or Certified Teacher Working as a Substitute</u>	<u>Substitute Permit or Regular Teaching License (after 45 day's serving as an ECS substitute during the school year)</u>	Certified Employees Retired from ECS or from another Indiana School Corporation* <u>Retired Certified Teacher with Proof of Retirement*</u>
Full day	\$85.00 <u>\$95.00</u>	<u>\$100.00</u>	\$100 <u>\$125.00</u>
One-half day	\$45.00 <u>\$50.00</u>	<u>\$55.00</u>	\$ 55 <u>\$70.00</u>

* Individuals who held a license issued by the Indiana Professional Standards Board or the Division of Professional Standards of the Indiana Department of Education who were employed by Elkhart Community Schools or another ~~Indiana School Corporation~~ **District**, and who retired from Elkhart Community Schools or another ~~Indiana School Corporation~~ **District** are eligible to be compensated according to the wage specified above for "~~Certified Employees Retired from ECS or from another Indiana School Corporation~~ **Retired Certified Teacher with Proof of Retirement.**"

Effective September 22, 2009, when a substitute is employed to substitute for a special education paraprofessional, the employee shall be paid \$85.00 for each full day of employment in that position.

Effective January 1, 2015, when a substitute is employed as a school nurse, the employee shall be paid \$100.00 per day for each full day of employment as a substitute school nurse.

The Executive Director of Personnel and Legal Services will review this policy annually with the Board of School Trustees prior to its last regular meeting in May.

Proposed Revised Board Policy**PARAPROFESSIONALS' COMPENSATION PLAN**

The Board of School Trustees hereby adopts the following wage schedule for paraprofessionals to be effective January 1, 2016.

Section 1.	PARAPROFESSIONALS' WAGE SCHEDULE
-------------------	---

A. No B.A. or B.S. Degree in Education

Step	ECS Experience as Paraprofessional	Hourly Rate	
		A	B
1	0 days or more, but less than 64 days (Probationary Rate)	9.68	9.17
2	64 days or more, but less than 1 year	9.80	9.51
3	1 year or more, but less than 2 years	10.28	10.01
4	2 years or more, but less than 3 years	10.81	10.49
5	3 years or more, but less than 4 years	11.31	10.97
6	4 years or more, but less than 5 years	11.73	11.38
7	5 years or more, but less than 6 years	12.25	11.87
8	6 years or more, but less than 7 years	12.71	12.33
9	7 years or more	13.23	12.84

B. B.A. or B.S. Degree in Education

Step	ECS Experience* as Paraprofessional <i>* subject to Sections 2-A-5 and 2-B-2</i>	Hourly Rate	
		A	B
1	0 days or more, but less than 64 days (Probationary Rate)	10.39	10.13
2	64 days or more, but less than 1 year	10.81	10.49
3	1 year or more, but less than 2 years	11.31	10.97
4	2 years or more, but less than 3 years	11.73	11.38
5	3 years or more, but less than 4 years	12.25	11.87
6	4 years or more, but less than 5 years	12.71	12.33
7	5 years or more	13.23	12.84

Key: Column A = Less than four hours/day employees
 Column B = Four or more hours/day employees (In addition, the three percent (3%) employee contribution to PERF will be paid by Elkhart Community Schools.)

Section 2.**EXPLANATION OF SCHEDULES****A. Paraprofessional with no B.A. or B.S. Degree**

1. An employee who does not possess by January 1 of each year a Bachelor of Arts or Bachelor of Science degree in education from an accredited four-year college or university shall be classified as a "paraprofessional" and shall be paid a wage in accordance with the Wage Schedule, pursuant to Section 1-A of this Policy.
2. Any paraprofessional with thirty (30) or more but less than ninety (90) semester hours credit as described in part 4 of this section shall be placed on Step 3 of the salary schedule after successful completion of probationary employment.
3. Any paraprofessional with ninety (90) or more semester hours credit as described in part 4 of this section shall be placed on Step 4 of the salary schedule after successful completion of probationary employment.
4. All semester credit hours must be a part of a regular college or university program leading to a B.A. or B.S. degree in education, and a letter of verification shall be submitted to the Director of Personnel for approval before credit towards experience is granted.
5. Verified experience as a teacher, substitute teacher, or educational aide will be evaluated to determine placement, but in no case will an employee be placed at Step 8 or higher.
6. **Executive Director of Personnel and Legal Services/Designee may place paraprofessionals in hard to fill positions (e.g. emotionally disabled, intense intervention) on steps 4 – 8 of the Paraprofessionals' Wage Schedule at their date of hire.**
7. No change in wage status due to earned credit hours shall be made at any time other than January 1 of each year.
8. Paraprofessionals employed on or before January 1, 1976, who possess a B.A. or B.S. college degree in a field other than educational shall be eligible for placement on Section 1-B, Paraprofessional Wage Schedule.

B. Paraprofessional with a B.A. or B.S. Degree

1. Upon completion of a Bachelor of Arts or Bachelor of Science degree in education, a paraprofessional shall be classified, beginning January 1 of the year following completion of said degree, as a "paraprofessional" and shall be paid a wage in accordance with the Paraprofessional Wage Schedule, pursuant to Section 1-B of this Policy.
2. Verified experience as a teacher, substitute teacher, or educational aide will be evaluated to determine placement, but in no case will an employee be placed at Step 6 or higher.

C. Paraprofessionals assigned to emotionally disabled classrooms as well as special education classrooms where custodial care and lifting are required shall be paid a differential of \$1.00 per hour over their existing rate. **In addition, paraprofessionals who are required to perform pre-trip inspections of activity busses will be paid a differential of \$1.00 per hour over their existing rate.****D. Elementary library paraprofessionals and keyboarding instructional paraprofessionals shall be paid a differential of \$1.00 per hour over their existing rate.**

STUDENT EMAILS

Elkhart Community Schools (“ECS”) students, in grades 3 through 12, may be provided with a school corporation electronic mail (“email”) account. The primary purpose of this account shall be for students to communicate with school staff, outside resources related to school assignments, and/or fellow students for education-related purposes. Limited occasional and reasonable personal use of the account is permitted, provided the use complies with applicable school policies and law, does not interfere with the email system, and does not disrupt the operation of the schools.

- A. All ECS-issued student email accounts are the property of the Elkhart Community Schools. Student use of their ECS email account must be in compliance with this policy, Board Policy IGBC, and all other policies adopted by ECS. Students and their parents/guardians accept all responsibility to understand school corporation policies related to the use of ECS provided technology and an ECS email account. Students are responsible for messages sent from their accounts and are not to share their passwords with anyone other than their parent/guardian.
- B. At the sole discretion of the Superintendent and within the bounds of applicable law, student email accounts, by grade level, may be granted “full access” privileges with the ability to communicate from and to most any email address on the Internet, may be granted “limited access” privileges which can only send and receive to other ECS accounts, or they may be granted some amalgam of the two, depending on the appropriateness to the grade levels of the students being served.
- C. Email sent or received is not confidential, and students should not have any expectation of privacy regarding the content their emails. While ECS does not make a practice of monitoring email, the administration reserves the right to retrieve and review the contents of user emails as necessary, including any which may already have been deleted by the sender and receiver. ECS may create filters to scan for and eliminate files and or messages which are unsafe or are unrelated to school operations.
- D. Accounts will be created at the time of student enrollment, or at any other reasonable time during the school year. When a student is first provided a school corporation email account, the student’s school shall provide the student and their parent/guardian information regarding how to access the account, safe use of email, and a copy of this policy. Thereafter, ECS shall provide information regarding student email annually in its Student/Parent Guide.
- E. Accounts will be suspended upon student graduation, withdrawal, or any other separation from enrollment. The district assumes no obligation to deliver or otherwise make available information that a student has stored in an email account once that student has separated from enrollment. Email from suspended accounts will be deleted regularly except in cases where the suspension of service was a result of misconduct for a student still enrolled or in cases where the information is subject to litigation hold. Any emails archived automatically by a system process will be kept for only thirty (30) days.
- F. Communication through the ECS email system will exhibit common sense and civility. Students are expected to report to a building administrator any unusual emails such as those which might be considered threatening, bullying, obscene, a violation of this school policy, or an attempt to lure them into dangerous or illegal behaviors. Students should not

forward chain letters, jokes, or graphics files. Students are not to disclose personally identifiable information such as home telephone numbers, cell phone numbers, or home addresses in emails.

- G. The use of the email system is a privilege and may be revoked by ECS when, in the sole judgment of the ECS, a student has used email in a manner which violates the terms of this policy or any other policy adopted by ECS, including but not limited to the Guidelines for Good School Order, Rules for Student Conduct, Bully Prevention Policy, and the ECS Non-Discrimination Policy.

February 23, 2016



DATE:

2/8/2016

TO:

Dr. Robert Haworth, Superintendent
Board of School Trustees

FROM:

Nicole Spear

SCHOOL / ENTITY APPLYING:

Mary Daly

GRANT TITLE:

Indiana Speech Language Hearing Association 2016 Annual Convention

GRANT APPLICATION READ YES NO

ENTITY APPLYING TO:

Indiana Youth Institute

GRANT AMOUNT:

\$750.00

GRANT SUBMISSION DEADLINE:

3/10/2016

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION:

EXPLANATION OF GRANT:

This grant from the Indiana Youth Institute would cover the cost of my registration fee as well as my hotel costs for the three day convention. This convention allows me to obtain nearly all of my continuing education credits in one location.

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:

As this is a convention, the grant will be used solely for this and there will be no recurring costs involved.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

The grant would be utilized to cover my registration fee and hotel expenses during the convention.

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Nicole Spear

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:

The funds from this grant will allow us to take 40 Move2Stand leaders to a team building event that will help build a strong foundation throughout the course of the year. This training will assist in setting the tone from the beginning of the year on how to treat others and demonstrating strong leadership skills.

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:

The group will need to be funded in following years to come; however, as the group continues to grow fundraising will be an easier task

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

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:

The grant will be used to purchase two EV3 Mindstorm Robotics Kits for our newly established Robotics team. They will replace the antiquated NXT robotic kits we used last year. This will allow our students to be actively engaged in designing and programming a robot that can compete on equal footing with other teams at First Lego League tournaments.

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:

The robots will last for several years. Any additional costs will be minimal and we are confident we can raise small amounts of money for through parent donations or fundraisers.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

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:

The ECHS students (cast, crew, drama club and our tech theatre class students) have dreamed up a beautiful plan for sets, costumes, lighting and makeup for our upcoming production of Shrek the Musical, but the current funds leftover from last year only cover the rights for the musical itself and leave little for anything else.

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 is really the kickstart we need to be a self-sustaining program. Good quality programs attract sponsors and boost ticket sales, as noted in the above effects from our fall show.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

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:

The cost of a new wrestling mat is about \$11,000.00. We have received donations from the Elkhart Memorial Athletics Booster Club and from the Memorial Wrestling Club which will help us reach our goal. The rest of the money will come from the EMHS Athletic Department. The requested monetary amount will help us get this mat sooner.

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 until we have to refurbish the mat. Refurbishing must occur about every 8-10 years.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

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:

The Elkhart Central Boys and Girls Track teams would like to purchase a 100-foot portable runway surface that can be used during the winter to train in the hallways. This will allow our athletes to practice drills on a rubber surface regardless of the climate.

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:

At this time, we only see the need for one runway. It will only be used in the winter months, which will significantly extend its lifespan.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

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:

The request is being made for our T-shirts/banquet and awards. The students MUST earn their sprit wear and consequently it becomes a symbol of pride and unity with an organization that is making a difference in the community. Finally, hard work and dedication deserves praise. At the end of the year we like to have a banquet to recognize outstanding members of the MSTAR team.

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:

At this time staffing is paid by 21st century grant. I am taking time to arrange time to speak with many of our service programs to help with this financing of the program. Realizing that funding this program today; may very well keep their own volunteer organization alive in the future. I am working on donation to help.

WHERE/HOW WILL GRANT FUNDING BE UTILIZED:

The request is being made for our T-shirts/banquet and awards.

WHO WILL MONITOR GRANT COMPLIANCE AND COMPLETE REQUIRED REPORTS:

Monger Elementary

BOARD: APPROVED DENIED

DATE OF BOARD APPROVAL

**ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST**

School: Elkhart Central High School

Class/Group: Wrestling

Number of Students: 7

Date/Time Departing: 2-12-16 2:00 P.M.

Date/Time Returning: 2-13-16 11:00 P.M.

Destination: FT. WAYNE City IN. State

Overnight Facility: Hotel

Mode of Transportation: CAR

Reason for Trip: Semi State Championship

Names of Chaperones: 2

Cost per Student: _____

Describe Plans for Raising Funds or Funding Source: Athletic Department

Plans to Defray Costs for Needy Students: N/A

Are Needy Students Made Aware of Plans? N/A

Signature of Teacher/Sponsor: [Signature]

Signature of Principal: [Signature] Date: 2/11/16

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

Approval of Assistant Superintendent: [Signature] Date: 2/17/16

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

**ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST**

School: Elkhart Central High School

Class/Group: Swimming

Number of Students: 2

Date/Time Departing: 2-12-16 8:00 A.M

Date/Time Returning: 2-13-16 11:00 P.M

Destination: Indy City IN State

Overnight Facility: Hotel

Mode of Transportation: CAR

Reason for Trip: STATE Swim Meet

Names of Chaperones: 2

Cost per Student: _____

Describe Plans for Raising Funds or Funding Source: Athletic Department

Plans to Defray Costs for Needy Students: N/A

Are Needy Students Made Aware of Plans? N/A

Signature of Teacher/Sponsor: [Signature]

Signature of Principal: Frank Seeger Date: 2/11/16

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

Approval of Assistant Superintendent: [Signature] Date: 2/17/16

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

ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST

School: Memorial H.S.

Class/Group: Wrestling

Number of Students: 4

Date/Time Departing: 2/19/16 @ 10:30 am

Date/Time Returning: 2/21/16 @ 12:30 pm

Destination: Indy

Overnight facility: Fairfield Downtown City State

Mode of transportation: School mini bus / buses

Reason for trip: State Finals

Names of chaperones: Brian Weaver, Nock Corpel,
Shane Henderson, Dan Coulahan

Cost per student: —

Describe Plans for Raising Funds or Funding Source: —

Plans to defray costs for needy students: —

Are needy students made aware of plans? —

Signature of Teacher/Sponsor: JRst

Signature of Principal: Gdp Date: 2/16/16

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

Approval of Assistant Superintendent: amkrath Date: 2/18/16

Approval by Board: _____

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

**ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST**

School: Elkhart Central

Class/Group: Girls Basketball

Number of Students: 17

Date/Time Departing: February 27, 2016 8 AM

Date/Time Returning: February 28, 2016

Destination: Girls Basketball STATE Finals Indianapolis
City State IN

Overnight Facility: _____

Mode of Transportation: White Bus

Reason for Trip: To show the team the state finals so
we can reach our goal of wanting to
get there.

Names of Chaperones: Will Coatie, Leslie Coatie, Ken Hunt
Troy Gann, Carlos Harris, Janice Fuller
\$30

Cost per Student: _____

Describe Plans for Raising Funds or Funding Source: _____

Plans to Defray Costs for Needy Students: _____

Are Needy Students Made Aware of Plans? _____

Signature of Teacher/Sponsor: Will Coatie

Signature of Principal: Paul Sarge Date: 2/9/16

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

Approval of Assistant Superintendent: Clayton J. McVrack Date: 2/16/16

Approved by Board: _____

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

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

DATE: February 18, 2016
 TO: Dr. Robert Haworth, Superintendent
 FROM: Dr. Dawn McGrath *Dawn J. McGrath*
 RE: **Conference Leave Requests**
February 23, 2016 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
INDIANA EDUCATORS WINTER CONFERENCE This conference will focus on improving instruction through the introduction of new strategies and practices in effective instruction, best practices for classroom instruction, and improvement of reading outcomes. Indianapolis, IN February 26, 2016 (1 day's absence) MARY TEETER - HAWTHORNE (1-1)	\$568.50	\$0.00
PLYMOUTH HIGH SCHOOL PROBLEM BASED LEARNING (PBL) VISIT This visitations is an opportunity for educators to observe and learn more about Problem Based Learning in the high school setting. All information learned will be shared with teachers during staff meetings. Plymouth, IN February 29, 2016 (1 day's absence) ADAM MYERS - MEMORIAL (1-4) JEFF MILLER - MEMORIAL (1-4) ERIC SHIPP - MEMORIAL (0-0)	\$43.20	\$255.00
ADVANCED WORKSHOP - CONTINUOUS IMPROVEMENT Participation in this workshop will help educators understand the accreditation process for the upcoming school year. All information learned will be shared with teachers during staff meetings. March 8, 2016 (1 day's absence) Elkhart, IN March 8, 2016 (1 day's absence) CARY ANDERSON - MEMORIAL (1-4) KATHLEEN BAIN - MEMORIAL (0-0) COLLEEN SHOOK - MEMORIAL (0-0)	\$240.00	\$170.00

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
INDIANA INTERSCHOLASTIC ATHLETIC ADMINISTRATORS ASSOCIATION This conference will provide information and updates regarding high school athletics. Indianapolis, IN March 20 - 22, 2016 (2 day's absence) JACQUIE ROST - MEMORIAL (0-0)	\$527.40	\$0.00
THIRD ANNUAL MIDWEST POWERSCHOOL USERS GROUP CONFERENCE Participation in this conference will provide an opportunity to learn about all the upcoming changes to the PowerSchool Student Management System which will have a significant impact on our district. Michigan City, IN March 21 - 23, 2016 (3 day's absence) JOHN STORER - TECH SERVICES (0-0)	\$914.32	\$0.00
FOCUS ON INCLUSION CONFERENCE This conference will focus on best practices for students in the areas of co-teaching, differentiation, behavior management, and transition. The information learned will be shared during special education district professional development opportunities held throughout the school year. Indianapolis, IN February 23 - 24, 2016 (2 day's absence) MARY JO SARTORIUS - ESC (0-0)	\$611.50	\$0.00
	\$2,904.92	\$425.00
2015 YEAR-TO-DATE GENERAL FUNDS	\$15,398.78	\$1,500.00
2016 YEAR-TO-DATE GENERAL FUNDS	\$404.00	\$170.00
2015 YEAR-TO-DATE OTHER FUNDS	\$155,180.16	\$7,820.00
2015 YEAR-TO-DATE ADJUSTMENTS	(\$3,878.00)	(\$140.00)
2016 YEAR-TO-DATE OTHER FUNDS	\$60,441.28	\$7,735.00
2016 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$227,546.22	\$17,085.00

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



TO: DR. ROBERT HAWORTH
FROM: MR. DOUGLAS THORNE
DATE: FEBRUARY 23, 2016

PERSONNEL RECOMMENDATIONS

CERTIFIED

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

b. **Retirement** – We report the retirement of the following employee effective 6/1/16:

Geraldine Geiger Cleveland/Grade 4 30 Years of Service

c. **Health Leave** – We recommend the approval of a health leave for the following employee:

Amy Miller Roosevelt/Special Education
Began: 8/2/16 End: 5/26/17

d. **Maternity Leave** – We recommend the approval of a maternity leave for the following employee:

Kimberly Wallace Beardsley/Grade 1
Began: 3/28/16 End: 5/6/16

e. **Personal Leave** – We recommend the approval of a personal leave for the following employee:

Jason Yoder Rupp Central/Math
Began: 8/2/16 End: 5/26/17

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

Stacey VanEck ESC/Psychologist
Began: 8/9/06 Resign: 6/1/16

CLASSIFIED

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

Brenda Miltroka Central/Custodian
Began: 8/1/12 Resign: 2/23/16

b. **New Employee** – We recommend regular employment for the following classified employee:

Suzanne Ragsdale
Began: 12/7/15

Monger/Paraprofessional
PE: 2/22/16