

AGENDA FOR  
BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING

Elkhart Community Schools  
Elkhart, Indiana

February 9, 2016

CALENDAR

Feb	9	6:15 p.m.	Executive Session, J.C. Rice Educational Services Center
Feb	9	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Feb	9	Immediately following	Public Work Session, J.C. Rice Educational Services Center
Feb	16	7:00 a.m.	Public Work Session, J.C. Rice Educational Services Center
Feb	18	1:00 p.m.	Public Work Session, PDC
Feb	19	1:00 p.m.	Public Work Session, PDC
Feb	23	7:00 p.m.	Regular Board Meeting, Pierre Moran Middle School

\*\*\*\*\*

- 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  
Hot Rodders – Elkhart Area Career Center
- F. 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
- G. TREASURER'S REPORT
  - Consideration of Claims
  - Appropriations Transfer – The Business Office reports on the transfer of appropriations of the 2015 tax fund.
  - Extra Curricular Purchases - The Business Office seeks Board approval of extra-curricular purchase requests.

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

H. NEW BUSINESS

Student Services Update on Student Led Conferences

Memorandum of Understanding – The administration seeks Board approval of a Memorandum of Understanding with the Elkhart Teachers Association regarding new pay rates for current and additional added pay positions.

Grant Approval – The administration recommends approval for the submission of the following grant application to Heart of Cook Foundation for the purchase of violins from Elkhart Central Orchestra.

I. 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.

J. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

K. ADJOURNMENT



ELKHART AREA CAREER CENTER

\*\*\*\*\*

**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

**TO: DR. ROBERT HAWORTH**  
**BOARD OF SCHOOL TRUSTEES**

**FROM: DR. DAVID BENAK**

**DATE: FEBRUARY 3, 2016**

**RE: DONATION APPROVAL - EACC**

Dwight Moudy, on behalf of Elkhart County Farm Bureau, Inc., has donated \$250.00 to be used for start up costs for the FFA chapter at the Elkhart Area Career Center

Cyndy Keeling, agriculture coordinator, reports that this monetary donation will be useful for future plans for the agriculture program.

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

Dwight Moudy  
Elkhart County Farm Bureau, Inc.  
215 W Lincoln St  
Goshen IN 46526



ELKHART AREA CAREER CENTER

\*\*\*\*\*

**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

**TO: DR. ROBERT HAWORTH**  
**BOARD OF SCHOOL TRUSTEES**

**FROM: DR. DAVID BENAK**

**DATE: FEBRUARY 3, 2016**

**RE: DONATION APPROVAL - EACC**

Kip Sanner, on behalf of Weller Truck Parts, has donated the following items to be used in our diesel service technology program:

- (1) Fuller Model RT14710 truck transmission, estimated value \$350.00
- (1) Easton Model DSP40 truck differential, estimated value \$250.00

Pete Lestinsky, diesel service technology instructor, reports that these items will be useful in our diesel program 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:

Kip Sanner  
Weller Truck Parts  
3303 William Richardson Ct, Suite 200  
South Bend, IN 46628



**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

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

Elkhart Community Schools  
Elkhart, Indiana

January 21, 2016

Professional Development Center, 2424 California Road, Elkhart – 1:00 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  
Rob Haworth

Dawn McGrath  
Doug Thorne

The Board reviewed information from the Ball State University educational study, community meetings, staff survey results, and focus group recommendations to develop a strategic plan to enable system-wide educational improvement.

Topics  
Discussed

The meeting adjourned at approximately 5:00 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  
BOARD RETREAT/PUBLIC WORK SESSION  
OF THE  
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools  
Elkhart, Indiana

January 22, 2016

Professional Development Center, 2424 California Road, Elkhart – 1:00 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:

Kim Boynton  
Tony England  
Doug Hasler  
Rob Haworth

Dawn McGrath  
Dan Rice  
Doug Thorne

The Board heard presentations by Kim Boynton, Director of Grant Development/ Pre-K, on Pre-K programming, Dan Rice, Senior Director of Technology, on the 1:1 technology, and Doug Hasler, Executive Director of Support Services on the cost of technology. Continued work on the strategic plan.

Topics  
Discussed

The meeting adjourned at approximately 5:15 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

January 26, 2016

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

Kim Boynton

Tony England

Doug Hasler

Rob Haworth

Dawn McGrath

Doug Thorne

Bob Woods

The Board heard a report on Paths to Quality regarding Pre-K from Kim Boynton, Director of Grant Development/ Pre-K, reviewed upcoming events, and agenda items for the regular Board meeting.

Topics  
Discussed

The meeting adjourned at approximately 6:15 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 REGULAR MEETING  
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools  
Elkhart, Indiana  
January 26, 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

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. Puja Patel, a senior from Memorial High School (MHS) is involved in the National Honor Society, Move2Stand, and Key Club. She reported MHS recently held their "Coming Home" week which ended with a school-wide pep session where the student body heard about the upcoming Project Y initiative. She also reported on all of the sports activities including wrestling sectionals, girls basketball sectionals, swim sectionals, and between Friday's basketball games the student-athlete mentors with the Woodland Program and CARES mentors will be recognized. Other activities include upcoming band and orchestra contests, varsity and JV Winter Color Guard competitions, and winter percussion ensemble competitions. Sophomores Katie Buckley and Logan Brown represented Central High School (CHS). Besides involvement in SSAC and Key Club, Ms. Buckley is a swimmer and Mr. Brown is a diver. They reported on upcoming sports activities including basketball, wrestling, swimming, and gymnastics. Other activities include: 8<sup>th</sup> grade parent night, reading camps at Beardsley, and the unified track meet on April 20<sup>th</sup>. Special recognition for breaking school records was given to diving champions Mikayla Karasek and Logan Brown. A Board member commented on the good things heard about the Key Club at a recent Kiwanis meeting.

SSAC  
Representatives

By unanimous action, the Board accepted with appreciation the following donation made to Elkhart Community Schools (ECS): \$200.00 worth of gift cards from the First Congregational Church to be distributed by social workers to help students and families as the need arises.

Gift Acceptance

<p>By unanimous action, the Board approved the following minutes:  January 12, 2016 – Public Work Session  January 12, 2016 – Organizational Meeting  January 12, 2016 – Board of Finance Annual Meeting  January 12, 2016 – Regular Board Meeting</p>	<p>Approval of Minutes</p>
<p>By unanimous action, the Board approved payment of claims totaling \$4,710,325.37 as shown on the January 26, 2016, claims listing. (Codified File 1516-84)</p>	<p>Payment of Claims</p>
<p>The Board received a financial report for the period January 1 – December 31, 2015 and found it to be in order. In response to Board inquiry, Doug Hasler, executive director of support services, explained the publicity and benefit from a payment made to the Kroc Center.</p>	<p>Financial Report</p>
<p>By unanimous action, the Board adopted a resolution to allow the Treasurer to transfer from one fund to another. (Codified File 1516-85)</p>	<p>Resolution to Transfer</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 1516-86)</p>	<p>Fundraiser Approval</p>
<p>A presentation on restorative practices being used at the Elkhart Academy was given by Mindy King, Academic Dean and Connie Caiceros, Director, Center for Community Justice (CCJ). Ms. King gave an update on the 6-week book study, The Little Book of Restorative Discipline for Schools, done in conjunction with the Center for Community Justice. The focus was on ways to eliminate suspensions when possible, to keep students in school and to empower students to make better choices, more about appreciating the entire student, not just the behavior. A new plan has been created for conferencing with students to focus less on discipline and more on accountability. The Academy hopes to continue working with the CCJ on restorative discipline practices and staff training. Ms. Caiceros reported on the success of the book study, future work on teaching to heal relationships, and training for administrators and teachers. In response to Board inquiry, it was reported 175 students are currently participating in the program.</p>	<p>Department Report</p>
<p>By unanimous action, the Board approved proposed revisions to Board Policy GDBA-1 Food Service Employees’ Compensation Plan, and waived 2<sup>nd</sup> reading. Doug Thorne, executive director of personnel and legal services, explained the proposed revision reclassified food allergists from Class III to Class IV.</p>	<p>Board Policy GDBA-1</p>

The Board was presented with proposed revisions to Administrative Regulation GDBA-10 Miscellaneous Position Pay Schedule regarding food service substitute pay rates. In response to Board inquiry, Mr. Thorne stated food service retired subs are paid at a higher rate due to their valuable service and experience. He noted the regulation would be clarified to read retired food service workers.

Administrative  
Regulation  
GDBA-10

By unanimous action, the Board approved proposed revisions to the Staff Performance Evaluation Plan to include the use of an outside evaluator. The Board commented on the need for an outside evaluator based on the current evaluation requirements put on administrators.

Staff  
Performance  
Evaluation Plan

The Board received a grant submission and award update from Kim Boynton, director of grant development/PreK. Mrs. Boynton highlighted the award of another playground grant and it will be implemented at Eastwood, Cleveland and Osolo. The date will be announced at a future meeting and all are invited to participate again this year.

Grant Update  
Report

By unanimous action, the Board approved the proposed 2016-2017 Board Meeting Schedule, and waived 2<sup>nd</sup> reading. (Codified File 1516-87)

2016-2017  
Board Meeting  
Schedule

By unanimous action, the Board approved the time change for Public Works Sessions from February 9, 2016 through June 28, 2016. The Work Sessions will move from 5:30 p.m. to immediately following the 7:00 p.m. Regular Board Meetings. (Codified File 1516-87)

2015-2016  
Board Meeting  
Schedule

By unanimous action, the Board approved conference leave requests in accordance with Board policy for staff members as recommended by the administration on the January 26, 2016 listing and January 26, 2016 addendum. (Codified File 1516-88)

Conference  
Leaves

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

Personnel  
Report

A consent agreement regarding employee retention for a certified staff member. (Codified File 1415-89)

Consent  
Agreement

Regular employment for certified staff member Maria Devries, world language at Central, effective 1/19/16.

Certified  
Employment

Regular employment of the following seven (7) classified employees, who have successfully completed their probationary periods, on dates indicated:

- Terri Huffman - paraprofessional at North Side, 1/20/16
- Jacques Neal - social worker at Roosevelt, 1/26/16
- Ellen Springer - food service at North Side, 1/26/16
- Victor Staner - custodian at Beck/Hawthorne, 1/22/16
- Mindy Trotter - unassigned bus driver at Transportation, 1/16/16
- Debra Watson - food service at Roosevelt, 1/11/16
- Andrea Yeager - paraprofessional at Roosevelt, 1/29/16

Classified Employment

Resignation of the following two (2) classified employees effective on dates indicated:

- Cristel Cuacuamoxtla - paraprofessional at Monger, 1/22/16
- Luke Roeschley - paraprofessional at Tipton, 1/19/15

Classified Resignations

Personal leave for classified employee, Carmen White, food service at Pierre Moran, beginning 01/11/16 and ending 2/16/16.

Classified Medical Leave

The meeting adjourned at approximately 7:40 p.m.

Adjournment

APPROVED:

Signatures

\_\_\_\_\_  
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

ELKHART COMMUNITY SCHOOLS  
Elkhart, IN

February 4, 2016

TO: Board of School Trustees  
Dr. Haworth

FROM: Douglas A. Hasler

SUBJECT: Appropriation Transfers

---

A report summarizing the transfer of appropriations within each of the state-approved funds at the end of the 2015 budget year is attached. These transfers are done pursuant to the resolution approved by the Board in the November 19<sup>th</sup> Board meeting.

If you have any questions prior to the next Board meeting, please call me at 262-5563

TRANSFER APPROPRIATIONS  
2015

GENERAL FUND	DECREASED	INCREASED
11000 INSTRUCTIONAL		343,417.80
12000 INSTRUCTIONAL	242,764.55	
13000 INSTRUCTIONAL	118,372.65	
14000 INSTRUCTIONAL	257,994.41	
16000 INSTRUCTIONAL	105,450.20	
17000 INSTRUCTIONAL	465,256.50	
21000 SUPPORTING SERVICES		300,877.44
23000 SUPPORTING SERVICES		65,802.76
24000 SUPPORTING SERVICES		33,334.73
25000 SUPPORTING SERVICES		398,909.40
27000 SUPPORTING SERVICES		28,930.29
31000 COMMUNITY SERVICES		20.00
33000 COMMUNITY SERVICES		18,545.89
	(1,189,838.31)	1,189,838.31

REFERENDUM TAX LEVY	DECREASED	INCREASED
27000 SUPPORTING SERVICES	90,200.00	
47000 NON-PROGRAM CHARGES		90,200.00
	(90,200.00)	90,200.00

DEBT SERVICE FUND	DECREASED	INCREASED
25000 SUPPORTING SERVICES		400.00
51000 GENERAL OBLIGATION BOND	685.54	
54000 COMMON SCHOOL		285.54
	(685.54)	685.54

CAPITAL PROJECTS FUND	DECREASED	INCREASED
22000 SUPPORTING SERVICES	452,229.91	
25000 SUPPORTING SERVICES	31,282.14	
26000 SUPPORTING SERVICES	614,548.35	
41000 NON PROGRAM CHARGES	100,000.00	
43000 NON PROGRAM CHARGES		708,028.10
45000 NON PROGRAM CHARGES		655,987.62
47000 NON PROGRAM CHARGES	278,244.13	
49000 NON PROGRAM CHARGES	110,711.19	
53000 DEBT SERVICE		223,000.00
	(1,587,015.72)	1,587,015.72

TRANSPORTATION FUND	DECREASED	INCREASED
21000 SUPPORTING SERVICES		6,207.71
22000		96.98
23000		12,384.38
24000		26,743.68
25000		40,659.27
26000		3,738.46
27000 SUPPORTING SERVICES	103,630.48	
45000 NON-PROGRAM CHARGES		13,800.00
	(103,630.48)	103,630.48

ELKHART COMMUNITY SCHOOLS  
Elkhart, Indiana

February 4, 2016

TO: Dr. Haworth  
Board of School Trustees

FROM: Doug Hasler

SUBJECT: Extra-Curricular Purchase

---

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

SCHOOL/ACCOUNT	ITEM	AMOUNT
West Side Extra Curricular Account	ISTEP t-shirts	\$2,800.00



**WEST SIDE MIDDLE SCHOOL**  
101 SOUTH NAPPANEE STREET • ELKHART, IN 46514  
PHONE: 574-295-4815

\*\*\*\*\*

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

**To:** Dr. Haworth

**From:** Kristie Stutsman

**Date:** 1/22/16

**Re:** Approval for Purchase of ISTEP Shirts

---

West Side Middle School is requesting approval to purchase ISTEP t-shirts for staff and students from our extra-curricular account. The cost of the t-shirts is \$2800.00. The t-shirts are used as an incentive for students to give best effort on ISTEP.

West Side Student Council and National Junior Honor Society sell Nelson's chicken to raise the money for t-shirts.



**Elkhart Community Schools**  
Proposed School Fundraising Activities  
Feb. 9, 2016 Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Sponsor(s)
Beck Student Council	Change will be collected from students and staff to be donated to the Leukemia & Lymphoma Society through "Pennies for Patients" campaign.	2/15/2016 - 2/26/2016	Alexis Valdez
North Side PBIS Team	An after school dance will be held for both 7th and 8th grade students. Proceeds will be used for rewards for good student behavior.	2/25//2016	Mary Wisnewski
West Side D.C. Travelers	Students will sell discount cards for Elkhart and St. Joseph counties. Money raised will be used to help defray the costs of the D.C. trip in Oct. of 2016.	2/25/2016 - 3/8/2016	Lisa McKee
West Side Student Council	"One Dime At A Time" collection will be held to collect money from students and staff to donate to Church Community Services to defeat hunger in Elkhart County.	2/25/2016	Carol Lesperance
EMHS Speech and Debate Team	Students will sell carnations for Valentines Day. Proceeds will be used for speech and debate operational costs.	2/10/2016 - 2/11/2016	Kathryn Lane
EMHS Sigma Beta Upsilon	"Pennies for Patients" campaign will be held. All proceeds will go to the Leukemia & Lymphoma Society.	2/10/2016 - 2/19/2016	Janie Boyden
EMHS Choir	Annual Spring Fundraiser will be held with students selling gourmet popcorn and snacks to the community. Proceeds will be used to purchase classroom materials, uniforms etc.	2/10/2016 - 2/22/2016	Megan Farison & David Brennan
EMHS Softball Team	Students will be selling advertisements for the program given away at home games. Proceeds from the sale will be used to purchase equipment for the softball diamond.	3/1/2016 - 3/22/2016	Craig Sears
Central Society For a Better Earth	Students will be selling items from Natures Vision catalog. Proceeds will be used to purchase additional recycling bins for the school.	2/16/2016 - 3/10/2016	Eric Jantzen
Central Key Club	A Nelson's BBQ chicken sale will be held. Proceeds will be used to pay for convention and other expenses that arise during the year.	4/30/2016	Krista Riblet
Central Track & Field	A Nelson's BBQ chicken sale will be held. Proceeds will be used to purchase track warm-ups and equipment.	4/22/2016	Jake Balch & Crystal Davis

**MEMORANDUM OF UNDERSTANDING**

*(New Pay Rates for Current and Additional Added Pay Positions)*

This Memorandum of Understanding (“Agreement”) establishes new and revised pay rates for added pay and included duty positions set forth in Appendix B of the Master Contract between the Elkhart Teachers Association, Inc. (“ETA”) and Elkhart Community Schools (“ECS”) and is entered by ETA and ECS on this 4<sup>th</sup> day of February 2016.

1. The ETA is the exclusive representative for certified teachers employed by ECS.
2. ETA and ECS have entered into a Master Contract (“Contract”) governing certain terms and conditions for the employment of certified teachers.
3. As a result of negotiations, the current Contract states the ECS and ETA agreed to form a committee charged with reviewing positions covered by Appendix B in the Contract, and will make recommendations to Appendix B. These proposed recommendations are set forth herein.

Base \$ 31,430  
Academic Positions

---

Mock Trial	0.0200	630
Move to Stand	0.0200	630
Key Club	0.0200	630
Elementary Robotics	0.0500	1,575
MS Robotics	0.0500	1,575
Building Level G/T Coordinator	0.0150	475
Building Wellness Coordinator	0.0150	475
MS Math Department Chair	0.0880	2,770
MS LA Department Chair	0.0880	2,770
MS Spec Ed Dept. Chair	0.0880	2,770
HS Academic Competition*	0.0770	2,425
MS/Elem Academic Comp.*	0.0500	1,575

\*Full Squad Competing Teams

Music

Elementary Music	0.0100	315
Middle School Choir	0.0680	2,140
Middle School Choir Assist.	0.0600	1,890
HS Pep Band	0.0400	1,260
Head Comp Band	0.1500	4,715
Asst. Comp Band	0.0750	2,360
Percussion	0.0850	2,675
Winter Percussion	0.1000	3,145
Winterguard	0.1200	3,775
Co-Curricular Jazz	0.0250	790
Extra Curricular Jazz	0.0500	1,575

Athletics

Elementary Football	0.0485	1,525
Elementary Volleyball	0.0485	1,525
Elem Boys Basketball	0.0485	1,525
Elem Girls Basketball	0.0485	1,525
Elem Boys Soccer	0.0485	1,525
Elem Girls Soccer	0.0485	1,525
Middle School Girls Soccer	0.0750	2,360
HS Head Soccer Coach	0.1818	5,715
HS Assistant Soccer Coach	0.0909	2,860
Lacrosse Program Development Position Year 1	0.1000	3,145
Lacrosse Program Development Position Year 2	0.1500	4,715
HS Activities Director	0.1100	3,460

\* All added pay positions will continue to be posted when available to be filled.

4. Additional Recommendations

- a. Effective with the 2016-17 School Year, Building Principals will have a budget for Technology Coordinator and Data Coordinator duties in the amount of \$5,005 for High Schools; \$3,500 for Elementary and Middle Schools and Elkhart Area Career Center; and Elkhart Academy. Multiple teachers can contribute to the work of Data Coordinator and or Technology Coordinator. Services are to be paid at \$35.00 per hour.
- b. Effective with the 2016-17 School Year, Contest Advancement – This provision is applicable for all extra-curricular and co-

curricular programs with officially sanctioned contests. When a program advances beyond sectionals (or the first round equivalent), “coaches” are eligible for an additional \$200.00 paid by claim, signed by the Building Principal, for each additional level of competition (e.g. regional, semi-state, state, etc.).

- c. Effective Dates – Any reductions in stipend amounts will be effective with the 2016-2017 school year and any increases in stipend amounts will be retroactive to the beginning of the 2015-2016 school year.
- d. Program Expansion and Evaluation Committee – The Superintendent and Association President shall appoint three (3) members each, to a standing committee of teachers and administrators to review requests for the development of new extra and co-curricular programs, and to evaluate on-going extracurricular and co-curricular programs. The committee shall meet semi-annually to review requests for new programs, evaluate participation in on-going programs, and make recommendations to the Board of School Trustees and Elkhart Teachers Association Board for revisions to added pay positions, additional positions, and or programs.

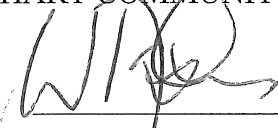
5. Eliminated Positions

- a. Reading Recovery
- b. District Literacy Coach
- c. Drivers Ed. Coordinator
- d. Drivers Ed.
- e. Team Leaders
- f. High School Newspaper
- g. Middle School Vocal Music Additional Instruction
- h. High School Vocal Music Additional Instruction
- i. Middle School Jazz
- j. High School Activities Director (Included Duty)

ELKHART COMMUNITY SCHOOLS

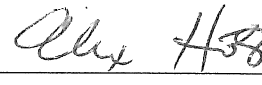
ELKHART TEACHERS ASSOCIATION

BY:



Ex. Dir. of Personnel & Legal Serv.

BY:

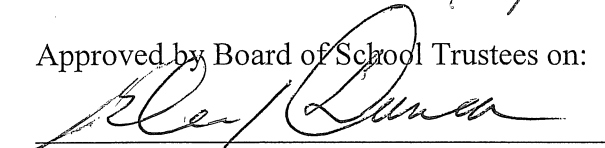


E.T.A. President

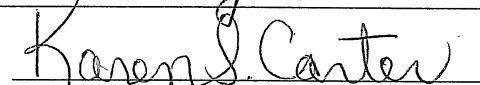
Approved by Board of School Trustees on:

February 9, 2016

President



Secretary



cc:

ETA  
Dr. Robert Woods  
Building Principals  
Athletic Directors  
Activity Directors  
Personnel  
Payroll

ELKHART COMMUNITY SCHOOLS  
OVERNIGHT TRIP REQUEST

School: Memorial H.S.

Class/Group: Wrestling

Number of Students: 8

Date/Time Departing: 2/12/16 @ 4:00 PM

Date/Time Returning: 2/13/16 @ 8:00 PM

Destination: Fort Wayne City State

Overnight facility: Holiday Inn Fort Wayne

Mode of transportation: School mini bus/buses

Reason for trip: Semi-State Wrestling @ FW Coliseum

Names of chaperones: Brian Weaver, Nick Corpel,  
Shane Henderson, Dan Coulakian

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: JR

Signature of Principal: Gdt Date: 2/8/16

\*\*\*\*\*

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

Approval of Assistant Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

Approval by Board: \_\_\_\_\_

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



DATE:

1-21-16

TO:

Dr. Robert Haworth, Superintendent  
Board of School Trustees

FROM:

Kyle Weirich

SCHOOL /ENTITY APPLYING:

Elkhart Central HS Orchestras

GRANT TITLE:

Violin Purchase

GRANT APPLICATION READ

YES  NO

ENTITY APPLYING TO:

Heart of Cook Foundation

GRANT AMOUNT:

\$9,695.74

GRANT SUBMISSION DEADLINE:

Feb. 15, 2016

SIGNATURE OF ADMINISTRATOR APPROVING APPLICATION:

**EXPLANATION OF GRANT:**

This project will serve students grades 9-12 who are a part of the Elkhart Central HS Orchestras. The grant would provide three high quality violins to the ECHS orchestra to rent out to students. These students would not be able to otherwise afford an instrument of this quality.

**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:**

Elkhart Community Schools will pay for upkeep of the instruments and bows.

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

Spring, 2016: purchase of three violins, bows, cases, and shoulder rests from Quinlan & Fabish Music Co.


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

Kyle Weirich, ECHS Orchestra Director

BOARD:  APPROVED  DENIED

DATE OF BOARD APPROVAL

**ELKHART COMMUNITY SCHOOLS**  
**Elkhart, Indiana**

DATE: February 4, 2016  
 TO: Dr. Robert Haworth, Superintendent  
 FROM: Dr. Dawn McGrath   
 RE: **Conference Leave Requests**  
**February 9, 2016 - Board of School Trustees Meeting**

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

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
<p><b>SCIENCE, TECHNOLOGY, ENGINEERING, AND MATH (STEM) TRAINING</b></p> <p>Participation in this training will provide educators with new STEM activities which will help our students to become "thinkers". Activities learned will be implemented in the classroom as well as in after school club activities.</p> <p>Michigan City, IN</p> <p>February 18, 2016 (1 day's absence)</p> <p style="padding-left: 40px;">FERN PALMER - MONGER (0-0)</p> <p style="padding-left: 40px;">LORI REYES - MONGER (1-3)</p> <p style="padding-left: 40px;">NINA SWARTZLANDER - MONGER (2-4)</p>	\$268.08	\$255.00
<p><b>FOCUS ON INCLUSION CONFERENCE</b></p> <p>This conference will focus on best practices for student 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.</p> <p>Indianapolis, IN</p> <p>February 23 - 24, 2016 (2 day's absence)</p> <p style="padding-left: 40px;">CHELLI ALLEN - OSOLO (0-0)</p> <p style="padding-left: 40px;">NAOMI BAUMGARTNER - HAWTHORNE (0-0)</p> <p style="padding-left: 40px;">KRISTY CAMACHO - HAWTHORNE (0-0)</p> <p style="padding-left: 40px;">ELLEN COGET - HAWTHORNE (0-0)</p> <p style="padding-left: 40px;">HOLLY CONLEY - OSOLO (0-0)</p> <p style="padding-left: 40px;">JEAN CREASBAUM - ESC (6-11)</p> <p style="padding-left: 40px;">SHIRLEY ELLIOTT - HAWTHORNE (0-0)</p> <p style="padding-left: 40px;">KATRINA FOREE - HAWTHORNE (0-0)</p> <p style="padding-left: 40px;">GARY GARDNER - OSOLO (1-3)</p> <p style="padding-left: 40px;">LIZ GINGERICH - BRISTOL (0-0)</p>	\$11,138.10	\$1,870.00



2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
LAURIE KAISER - HAWTHORNE (0-0) SHERRY KEESLAR - OSOLO (1-1) STEPHANIE KNOWLTON - BRISTOL (0-0) MICHELLE MCCLINTIC - OSOLO (0-0) KRISTI RAY - BRISTOL (0-0) CAROLYN REPAICH - OSOLO (0-0) REBEKAH THOMPSON - BRISTOL (2-3) DIANE UMMEL - OSOLO (0-0) KRISTIN WEAVER - BRISTOL (0-0) CINDY WHITTAKER - OSOLO (0-0)		
<b>INDAINA EDUCATORS WINTER CONFERENCE</b> This conference will focus on improving instruction through the introduction of new strategies and practices in effective instruction features, best practices for classroom instruction, and improvement of reading outcomes.  Indianapolis, IN February 26, 2016 (1 day's absence) GARY GARDNER - OSOLO (2-5) JENNIFER LOUPEE - WOODLAND (0-0)	\$578.00	\$0.00
<b>TRANSPORTING STUDENTS WITH DISABILITIES CONFERENCE</b> This conference will provide valuable tools and insight into the unique needs of students with disabilities during transport. Information learned will be used to make more informed decisions about safe transportation practices and will be shared with transportation staff and drivers.  Louisville, KY March 13 - 16, 2016 (3 day's absence) LEIGH BELL - TRANSPORTATION (0-0)	\$1,470.80	\$0.00
<b>NATIONAL ALTERNATIVE EDUCATION CONFERENCE</b> This conference will host numerous speakers who are highly regarded in Alternative Education. The information learned will be shared with the Elkhart Academy staff.  Ponte Vedra Beach, FL March 16 - 19, 2016 (3 day's absence) MARK TOBOLSKI - ELKHART ACADEMY (1-2)	\$1,487.00	\$0.00
	<b>\$14,941.98</b>	<b>\$2,125.00</b>

2015 - 2016 CONFERENCES	EXPENSES	SUBSTITUTE
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	\$57,536.36	\$7,310.00
2016 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
<b>GRAND TOTAL</b>	<b>\$224,641.30</b>	<b>\$16,660.00</b>

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

**ELKHART COMMUNITY SCHOOLS**

**Elkhart, Indiana**

DATE: February 1, 2016  
 TO: Dr. Robert Haworth, Superintendent  
 FROM: Dr. David Benak  
 RE: **Conference Leave Requests Paid Under Carl D. Perkins Grant  
 February 9, 2016 - Board of School Trustees Meeting**

The following requests for excused absences are recommended for approval:

<b>2015 - 2016 CONFERENCES</b>	<b>EXPENSES</b>	<b>SUBSTITUTE</b>
<b>HEA/CELL/EACC Visit to Brooklyn Poly-Tech</b>  This visit will allow us to view the poly-tech model that has set standards for other poly-tech programs.  Brooklyn, NY February 22-24, 2016 BRENDA EMERSON (3-6) LEADERSHIP CONFERENCE	\$1,079.20	\$0.00
<b>AMERICA'S BEAUTY SHOW</b>  This cosmetology show provides an opportunity to gain knowledge of new products and techniques introduced for 2016 and include the techniques into classroom curriculum. This conference also counts towards license renewal for Workplace Specialists. McCormick Place, Chicago, IL March 12-13, 2016 TRACY PLANK-TEEGARDEN (0-0), AMY STUTZMAN (0-0) INDUSTRY-SPECIFIC CONFERENCE	\$468.00	\$0.00
<b>TOTAL</b>	<b>\$1,547.20</b>	<b>\$0.00</b>
2015-16 YEAR-TO-DATE PERKINS FUNDS	\$17,328.57	\$4,080.00
<b>GRAND TOTAL</b>	<b>\$18,875.77</b>	<b>\$4,080.00</b>

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



**TO: DR. ROBERT HAWORTH**  
**FROM: MR. DOUGLAS THORNE**  
**DATE: FEBRUARY 9, 2016**

**PERSONNEL RECOMMENDATIONS**

**CERTIFIED**

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

<b>Rebecca Hindman</b>	<b>Memorial/FACS</b>	<b>22 Years of Service</b>
<b>Martin McCrindle</b>	<b>Career Center/Public Safety</b>	<b>15 Years of Service</b>
<b>Barbara VanWechel</b>	<b>Central/FACS</b>	<b>15 Years of Service</b>

b. **Voluntary Leave** – We recommend the approval of a voluntary leave for the following employee:

<b>Doreen Shelt</b>	<b>Pinewood/Grade 6 PEP</b>
Begin: 2/15/16	End: 2/26/16

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

<b>Karen Keranen</b>	<b>Memorial/Special Education</b>
Began: 8/4/15	Resign: 2/1/16
<b>Lisa Munoz</b>	<b>Central/Language Arts</b>
Began: 8/11/08	Resign: 6/1/16

**CLASSIFIED**

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

<b>Nichole Carey</b>	<b>Career Center/Paraprofessional</b>
Began: 11/17/15	PE: 1/26/16
<b>Ivy Copeland</b>	<b>Hawthorne/Food Service</b>
Began: 1/4/16	PE: 1/29/16
<b>Virginia Jackson</b>	<b>West Side/Lunch Paraprofessional</b>
Began: 11/16/15	PE: 1/29/16
<b>Teresa Perry</b>	<b>Cleveland/Food Service</b>
Began: 11/16/15	PE: 1/29/16

**Susan Raifsnider**  
Began: 11/23/15

**Bristol/Paraprofessional**  
PE: 2/5/16

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

**Jeffrey Coyner**  
Began: 3/29/01

**Building Services/Maintenance**  
Retire: 5/31/16  
15 Years of Service

**Gregory Gary**  
Began: 4/29/86

**Career Center/Custodian**  
Retire: 2/29/16  
29 Years of Service

**Sarah Whitmer**  
Began: 1/26/84

**West Side/Secretary**  
Retire: 4/29/16  
32 Years of Service

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

**Samantha Avila**  
Began: 9/17/14

**Memorial/Food Service**  
Resign: 1/22/16

**Alicia Harris**  
Began: 9/9/09

**Beardsley/Paraprofessional**  
Resign: 1/29/16

**Judith McCarthy**  
Began: 8/6/15

**Monger ~Roosevelt/Food Service**  
Resign: 1/28/16