

**REVISED  
11/7/16**

AGENDA FOR  
BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING

Elkhart Community Schools  
Elkhart, Indiana

November 8, 2016

CALENDAR

- Nov 8 5:30 p.m. Public Work Session, J.C. Rice Educational Services Center
- Nov 8 Immediately following Executive Session, J.C. Rice Educational Services Center
- Nov 8 7:00 p.m. Regular Board Meeting, J.C. Rice Educational Services Center
- Nov 15 7:00 a.m. Public Work Session, J.C. Rice Educational Services Center
- Nov 22 5:30 p.m. Public Work Session, J.C. Rice Educational Services Center
- Nov 22 Immediately following Executive Session, J.C. Rice Educational Services Center
- Nov 22 7:00 p.m. Regular Board Meeting, J.C. Rice Educational Services Center
- Nov 22 Immediately following Executive Session, J.C. Rice Educational Services Center

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- A. CALL TO ORDER/PLEDGE
- B. INVITATION TO SPEAK PROTOCOL
- C. SUPERINTENDENT’S STUDENT ADVISORY COUNCIL REPRESENTATIVES

Central High School – Stacy Dibley  
Memorial High School – Krystal Grubb

- D. MINUTES -  
October 25, 2016 – Public Work Session  
October 25, 2016 – Regular Board Meeting

- E. TREASURER'S REPORT

Consideration of Claims

Gift Acceptance - The administration recommends Board acceptance with appreciation of recent donations made to Elkhart Community Schools.

Permission to Advertise Notice of Additional Appropriation Hearing – The Business Office requests permission to advertise for an Additional Appropriation Hearing.

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

Extra Curricular Purchase - The Business Office seeks Board approval of an extra-curricular purchase request.

Group Medical and Dental Insurance – The administration is recommending changes to the 2017 benefit plan.

F. NEW BUSINESS

Grant Approval – It is recommended the Board approve submission of grants as recommended by the administration.

Grant Confirmation – The administration seeks Board confirmation for grants submitted to the Elkhart Education Foundation.

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

G. 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.

H. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

I. ADJOURNMENT

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

Elkhart Community Schools  
Elkhart, Indiana

October 25, 2016

North Side Middle School, 300 Lawrence Street, Elkhart – 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:

Tony England  
Tony Gianesi  
Doug Hasler  
Rob Haworth  
Brenda Kolbe

Dawn McGrath  
Kevin Scott  
Doug Thorne  
Bob Woods

The Board heard an update on the water issues and what had taken place to resolve them. Doug Thorne, Executive Director of Personnel & Legal Services, and Doug Hasler, Chief Operating Officer, reported on the recent insurance meetings and proposed cost and offerings for the upcoming year; and Kevin Scott, Chief Financial Officer, addressed the finances in regards to insurance. The Board also discussed agenda items for the regular Board meeting.

Topics  
Discussed

The meeting adjourned at approximately 6:05 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  
October 25, 2016

North Side Middle School, 300 Lawrence Street, Elkhart – at 7:00 p.m.

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

Mr. Duncan discussed the invitation to speak protocol.

Superintendent’s Student Advisory Council (SSAC) representatives introduced themselves. Logan Brown, from Central High School (CHS) and Khalek Sengsone, a senior from Memorial High School (MHS). In addition to SSAC, Logan Brown is a member of the Student Advisory Council (SAC) and a member of the swimming and diving team as a diver. He highlighted the recent sports activities with a second place finish for the volleyball team; cheerleaders to participate at semi-state; football team starting sectionals; and cross country runner Lauren Dibley placing in the top 100 at semi-state. Mr. Brown announced this year’s SSAC project will be a Blazer Fest, an event to promote Central with booths showcasing clubs, sports teams, and different academic departments. He invited all to attend the Track or Treat being held at Central on Thursday evening. Khalek Sengsone congratulated all the fall athletes including four cross country runner who participated in regional competition; noted winter sports teams are preparing for their season; and reported the band received gold ratings at regionals and semi-state. He described the three new clubs formed this year: Future Medical Professionals Club led by Keiana Bowie, Computer Science Club led by Cole Maddux, and Big Brother/Big Sister Club led by Mr. Sengsone created for seniors interested in mentoring freshmen.

The proposed Strategic Plan for 2017-2022 was presented for consideration by Superintendent Haworth. A motion was made and seconded. Board President Glenn Duncan opened the floor for comment from the audience. Twenty-two attendees requested to speak and a limit of three minutes was set for each speaker. Mr. Duncan then invited all of the Board members to speak regarding the Plan.

Place/Time
Roll Call
Call to Order
Protocol
SSAC Representatives
Strategic Plan 2017-2022

Board member, Karen Carter, expressed her concerns regarding the finances associated with merging the two high schools and as a result made a motion to amend the current motion to separate out the high school component from the rest of the plan. There was no second of the motion to amend and the motion died for lack of a second.

Glenn Duncan called upon each Board member for their vote on the Plan: Glenn Duncan - yea, Jeri Stahr - yea, Doug Weaver - yea, Karen Carter - nay; Susan Daiber - yea; Carolyn Morris - yea and Dorisanne Nielsen- yea. The Board approved the proposed Strategic Plan 2017-2022 by a vote of six to one. (Codified File 1617-57)

By unanimous action, the Board approved the following minutes:  
October 11, 2016 – Public Work Session  
October 11, 2016 – Regular Board Meeting

Approval of Minutes

By unanimous action, the Board approved payment of claims totaling \$5,776,488.34 as shown on the October 25, 2016, claims listing. (Codified File 1617-58)

Payment of Claims

By unanimous action, the Board accepted with appreciation the following donations made to Elkhart Community Schools (ECS): a golf cart valued at \$2,200.00 from Phyllis Tubbs to Memorial High School's athletic department; a Pegasus violin valued at \$400.00 from Jean Barton to the Roosevelt STEAM Academy for a 5<sup>th</sup> or 6<sup>th</sup> grade student in need; and \$500.00 from BABSCO to go towards the purchase of IREAD3 incentives for 3<sup>rd</sup> graders at Monger Elementary.

Gift Acceptance

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 1617-59)

Fundraiser 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 October 25, 2016 listings. (Codified File 1617-60)

Conference Leaves

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

Personnel Report

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

Certified Resignation

Melissa Cutcliffe – behavior support at ESC, 10/21/16  
Michelle McClintic – grade 5 at Osolo, 11/4/16

Maternity leave for the following two (2) certified staff members, on dates indicated:

Certified Leave

Victoria Culp - grade 1 at Eastwood, beginning 11/7/16 and ending 11/8/16  
Tracey Whitmyer - assistant principal at Beck, beginning 12/1/16 and ending 12/16/16

Change from resignation to retirement for certified staff member, Robyn Hill, grade 1 at Eastwood, with 15 years of service, at the end of the 2015-2016 school year.

Classified  
Change to  
Resignation

Regular employment of the following nine (9) classified employees, who have successfully completed their probationary periods, on dates indicated:

Classified  
Employment

- Loretta Champlin - food service Daly, 10/13/16
- Curbiee Coleman - paraprofessional at Tipton, 10/24/16
- Lori Elliott - secretary at EACC, 10/24/16
- Maria Gonzalez - paraprofessional at Riverview, 10/14/16
- Connie Jones - food service at Beardsley, 10/24/16
- Bethany Mowery - secretary at Hawthorne, 10/14/16
- Deondra Nelson - food service at Woodland, 10/24/16
- Demetrius Pegues - academic trainer at Beck, 10/12/16
- Ana Victoria Santos - secretary at Pinewood, 10/17/16

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

Classified  
Resignation

- Robert Henning - WVPE program director at EACC, 10/16/16
- Barbara White - food service at Commissary, 7/21/16

Termination of classified employee, Michelle Daniels, food service at Beck, in accordance with Board Policy GDPD 1, c, g.

Classified  
Termination

Termination of classified employee, Richard Hooven, bus driver at Transportation, in accordance with Board Policy GDPD 1, a, c, g.

Classified  
Termination

By unanimous action, the Board approved overnight trip requests for the Motorcycle/Outdoor Power Tech, Hot Rodders of Tomorrow team from EACC to travel to Indianapolis, IN on December 6 thru 10, for Hot Rodders of Tomorrow PRI Championship competition; and 7<sup>th</sup> and 8<sup>th</sup> grade social studies students from Pierre Moran to travel to Washington, DC and Gettysburg, PA on May 25 thru May 29, 2017, for US history curriculum.

Overnight Bus  
Trips

The meeting adjourned at approximately 9:30 p.m.

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

Adjournment

Signatures



ELKHART AREA CAREER CENTER

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

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

**FROM: DR. DAVID BENAK**

**DATE: NOVEMBER 8, 2016**

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**RE: DONATION APPROVAL - EACC**

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Don and Linda Hammond have donated miscellaneous automobile parts, with an approximate value of \$2,500.00, to be used in our Automotive Services Technology and Automotive Refinishing/Collision Repair Classes.

Mike Maloney, lead instructor at our annex buildings, reports that these parts will be useful in our Automotive classes 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:

Don & Linda Hammond  
51234 Stratford Dr  
Elkhart IN 46514





ELKHART AREA CAREER CENTER

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

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

**FROM: DR. DAVID BENAK**

**DATE: NOVEMBER 8, 2016**

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**RE: DONATION APPROVAL - EACC**

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Garry Kessler has donated a 1993 Peterbilt Semi-tractor (VIN# 1XPCDB4X2PD324730), with an approximate value of \$4,800.00, to be used in our Diesel Service Technology class.

Mike Maloney, lead instructor at our annex buildings, reports this vehicle will be useful in our Diesel class 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:

Mr. Garry Kessler  
9522 N 200 E  
LaPorte IN 46350



ELKHART AREA CAREER CENTER

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

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

**FROM: DR. DAVID BENAK**

**DATE: NOVEMBER 8, 2016**

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**RE: DONATION APPROVAL - EACC**

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Garry Kessler has donated a 1972 Butler flat bed semi-trailer (VIN# BT727287), with an approximate value of \$3,900.00, to be used in our Diesel Service Technology class.

Mike Maloney, lead instructor at our annex buildings, reports this vehicle will be useful in our Diesel class 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:

Mr. Garry Kessler  
9522 N 200 E  
LaPorte IN 46350



ELKHART AREA CAREER CENTER

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

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

**FROM: DR. DAVID BENAK**

**DATE: NOVEMBER 8, 2016**

**RE: DONATION APPROVAL - EACC**

Forest River, Inc. has donated a 2003 Ford Super Duty (VIN# 1FTWX32P83ED42417), with an approximate value of \$5,300.00, to be used in our Diesel Service Technology class.

Mike Maloney, lead instructor at our annex buildings, reports that this vehicle will be useful in our Diesel class 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:

Forest River, Inc.  
Attn: Gary Chamberlain  
PO Box 3030  
Elkhart IN 46515



INSTRUCTIONAL LEADERSHIP

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

To: DR. ROB HAWORTH *JH*  
FROM: JEAN CREASBAUM  
DATE: OCTOBER 28, 2016

**GIFT APPROVAL**

The Elkhart Luncheon Optimist Club has given a donation (check #1471) in the sum of \$250.00 to assist the music program at Roosevelt STEAM Academy.

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 Luncheon Optimist Club  
c/o Ann Hughes  
2105 S. Main Street  
Goshen, Indiana 46526

## NOTICE TO TAXPAYERS OF ADDITIONAL APPROPRIATION

Notice is hereby given to the taxpayers of Elkhart Community Schools in Elkhart County, Indiana, that the proper fiscal body will consider the following additional appropriation in excess of the budget for the current year at the location of the

Central Office at 2720 California Road, Elkhart, Indiana, at 7:00 o'clock p.m., on the 22<sup>nd</sup> day of November, 2016.

Fund Name: General Fund	AMOUNT
Major Budget Classification:	
Personal Services	\$ 3,300,000 _____
Supplies	\$ _____
Other Services & Charges	\$ _____
Township Assistance	\$ _____
Debt Service	\$ _____
Capital Outlays	\$ _____
TOTAL for the General Fund:	\$ 3,300,000 _____

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriation(s) as finally made will be referred to the Department of Local Government Finance (Department). The Department will make a written determination as to the sufficiency of funds to support the appropriation(s) within fifteen (15) days of receipt of a Certified Copy of the action taken.

Dated 11/11/2016

Kevin Scott, Chief Financial Officer

# ADDITIONAL APPROPRIATION RESOLUTION

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

Sec. 1. Be it resolved by the Board of School Trustees of Elkhart Community Schools, Elkhart County, that for the expenses of the taxing unit, the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to laws governing the same:

Fund Name: General Fund	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY
Major Budget Classification:		
Personal Services	\$ 3,300,000_____	\$ 3,300,000_____
Supplies	\$ _____	\$ _____
Other Services & Charges	\$ _____	\$ _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ _____	\$ _____
Capital Outlays	\$ _____	\$ _____
TOTAL for General Fund:	\$ 3,300,000_____	\$ 3,300,000_____

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Adopted this 22<sup>nd</sup> day of November, 2016.

AYE

NAY


ATTEST:

\_\_\_\_\_  
Secretary of Fiscal Body



CERTIFIED COPY OF ADDITIONAL APPROPRIATION

State Form 55819 (R2 / 12-15)

PRESCRIBED BY THE DEPARTMENT OF LOCAL GOVERNMENT FINANCE

NOTE: If reporting an additional appropriation of bond proceeds, complete only Sections I and III; and A, B, and C of Section II.

Section I

UNIT NAME: Elkhart Community Schools, Elkhart County, Indiana Unit Number: 2305
COUNTY NAME: Elkhart County County Number: 20
Date of Publication (month, day, year): 11/11/2016 Newspaper Name: Elkhart Truth
Date of Publication (month, day, year): 11/11/2016 Newspaper Name: Goshen News Date Received (month, day, year):
Date of Public Hearing (month, day, year): 11/22/2016
Date of Resolution/Ordinance (month, day, year): 11/22/2016 Order Number:

Section II

Complete for each fund from which the additional appropriations are made. Use a separate column for each fund. Lines referred to below are on the Fund Report issued by the Department.

Table with 5 columns and 17 rows. Row 1: A. DLGF Fund Number 0101. Row 2: B. Fund Name General Fund. Row 3: C. Appropriation Amount Requested \$3,300,000.00. Row 4: D. Amount by Reduction (Enter as a positive number.) Row 5: E. Net Amount of Increase (C minus D) \$3,300,000.00 \$0.00 \$0.00 \$0.00. Rows 6-17: 1. Property Tax Levy (Line 16), 2. Levy Excess (Line 15), 3. PTRC from CAGIT (Line 13A), 4. LOIT Levy Freeze Amount (Line 13B), 5. Misc. Revenue (Line 8B) \$84,840,530.00, 6. January 1 Cash Balance (Include investments.) \$4,652,381.00, 7. Subtotal of Funds (Add 1 thru 6.) \$89,492,911.00 \$0.00 \$0.00 \$0.00, 8. Less Circuit Breaker \$0.00, 9. Total Funds (7 minus 8.) \$89,492,911.00 \$0.00 \$0.00 \$0.00, 10. DLGF Approved Budget (Line 1) \$85,005,845.00, 11. Encumbered Appropriations Carried Forward From Previous Year \$499,704.75, 12. Temporary Loans Outstanding as of January 1 \$0.00, 13. Beginning Obligations (Add 10 thru 12.) \$85,505,549.75 \$0.00 \$0.00 \$0.00, 14. Surplus Funds (9 minus 13.) \$3,987,361.25 \$0.00 \$0.00 \$0.00, 15. Previous additional appropriation(s) approved since January 1, less any reductions in appropriations. \$0.00, 16. Amount transferred to the Rainy Day Fund (Note #1) \$0.00, 17. Surplus Funds Remaining (14 minus 15 minus 16.) \$3,987,361.25 \$0.00 \$0.00 \$0.00

Note #1: Do not use this line for additional appropriations for the rainy day fund. Transfers to the rainy day fund are miscellaneous revenues in the rainy day fund.

Section III

I, \_\_\_\_\_ fiscal officer of \_\_\_\_\_, do hereby certify that the above information is true and correct.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature Title
2720 California Road (574) 262-5553
Unit Mailing Address (number and street) Telephone Number
Elkhart, IN 46514 kscott@elkhart.k12.in.us
City, State and ZIP Email Address







BUSINESS OFFICE

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

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

**FROM: KEVIN SCOTT**

**DATE: NOVEMBER 3, 2016**

**SUBJECT/ EXTRA CURRICULAR PURCHASE**

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

SCHOOL/ACCOUNT	ITEM	AMOUNT
EMHS Extra Curricular	2 88-key Williams Digital Pianos	\$700.00



ELKHART MEMORIAL HIGH SCHOOL

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

**TO: DR. ROBERT WOODS**  
**FROM: CARY ANDERSON, PRINCIPAL**  
**DATE: 10/25/2016**

**EXPENDITURE OF EXTRACURRICULAR FUNDS**

The purpose of this memo is to request board approval for the expenditure of EMHS extracurricular funds. The EMHS Piano Program requests approval for the expenditure of \$700.00 out of their extra-curricular account to purchase two 88-key Williams Digital Pianos for instructional use and enhanced student learning outcomes by providing students weighted keyboards for more realistic piano performance practice inside the school Piano Lab (D207).



BUSINESS OFFICE

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

**NOVEMBER 3, 2016**

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

**FROM: DOUGLAS A. HASLER**

**DATE: NOVEMBER 3, 2016**

**SUBJECT: 2017 EMPLOYEE BENEFITS PLAN**

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In recent weeks, the Insurance Committee has met and finalized a recommendation for changes in the 2017 Employee Benefits Plan. Those recommendations, effective for the 2017 plan year, are as follows:

- To implement a 4-tier coverage structure (including coverage for an employee, employee/spouse, employee/child(ren), and family)
- To establish co-insurance on High Deductible Health Plans (HDHP) 1, 2, and 3 based on 80% plan/20% employee cost-sharing between the deductible and the out-of-pocket maximum
- To allow employees the option of purchasing additional life insurance at their own cost

With the implementation of the 4-tier coverage structure, the Insurance Committee believes that it would be appropriate to move forward with implementation of a spousal exclusion provision effective not sooner than January 1, 2018.

Based on claims experience through the month of September 2016, and after accounting for the introduction of co-insurance into HDHP 1, 2, and 3, the total cost of the plan is anticipated to increase by approximately 2.3% in 2017. The Administration is committed to making the ECS benefits plan as affordable to eligible employees as possible. Accordingly, the Administration is recommending that additional school funds, estimated to be approximately \$719,000, be committed to reducing the premium costs that employees would otherwise pay in \$719,000.

With the actions recommended by the Insurance Committee, and the commitment of additional school funds to pay for premium costs, no employee who maintains the same plan option and level of coverage would see a premium increase in 2017. In fact, most employees would realize a reduction in their annual premium costs.

This packet includes a copy of the 2017 medical benefit plan design, and rate sheets for classified and certified/administrator employee groups.

I will be recommending your approval of these recommendations during the November 8<sup>th</sup> Board meeting. If you have any questions concerning this matter prior to Tuesday night, please contact me at 262-5563.



# Elkhart Community School Corporation

## Potential Alternative 2017 Plan Design

Plan Design	2016 Plan Design Offerings							
	High Deductible/HSA Plan		High Deductible/HSA Plan		High Deductible/HSA Plan		High Deductible/HSA Plan	
	HDHP 1		HDHP 2		HDHP 3		HDHP 4	
	In-Network	Out-Network	In-Network	Out-Network	In-Network	Out-Network	In-Network	Out-Network
Annual Deductible	Non-Embedded		Non-Embedded		Embedded		Embedded	
Single	\$2,000		\$3,000		\$4,000	\$8,000	\$5,000	\$10,000
Family	\$4,000		\$6,000		\$8,000	\$16,000	\$10,000	\$20,000
Coinsurance	80%/20%	70%/30%	80%/20%	70%/30%	80%/20%	70%/30%	80%/20%	70%/30%
Out of Pocket Maximum (includes deductible)	Non-Embedded		Non-Embedded		Embedded		Embedded	
Single	\$3,000	\$5,000	\$4,000	\$6,000	\$5,000	\$16,000	\$6,500	\$20,000
Family	\$6,000	\$10,000	\$7,150	\$12,000	\$10,000	\$32,000	\$13,000	\$40,000
Office Visits								
Primary Care Physician	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins
Specialty Care Physician	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins
Preventive Care	100% coverage	ded & coins	100% coverage	ded & coins	100% coverage	ded & coins	100% coverage	ded & coins
Emergency Room	ded & coins		ded & coins		ded & coins		ded & coins	
Urgent Care Facility	ded & coins		ded & coins		ded & coins		ded & coins	
Prescription Drugs - Retail								
Generic	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins
Formulary Brand	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins
Non Formulary Brand	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins	ded & coins
Prescription Drugs - Mail Order								
Generic	ded & coins	not covered	ded & coins	not covered	ded & coins	not covered	ded & coins	not covered
Formulary Brand	ded & coins	not covered	ded & coins	not covered	ded & coins	not covered	ded & coins	not covered
Non Formulary Brand	ded & coins	not covered	ded & coins	not covered	ded & coins	not covered	ded & coins	not covered

**HEALTH/DENTAL INSURANCE PREMIUM RATES**  
*Effective for deductions in December 2016*

<b>HDHP #1</b>				
Deductible -- Single \$2,000 Family \$4,000	ANNUAL PREMIUM	EMPLOYER CONTRI- BUTION	ANNUAL EMPLOYEE COST	PER PAY DEDUCTION
Single, Full-time	\$8,968.60	\$5,535.00	\$3,433.60	\$ 143.07
Single, Half-time	\$8,968.60	4,434.00	4,534.60	\$188.94
Employee & Spouse, Full Time	\$20,523.05	\$10,200.00	\$10,323.05	\$430.13
Employee & spouse Half Time	\$20,523.05	\$8,160.00	12,363.05	\$515.13
Employee & Child(ren), Full-time	\$16,248.21	\$6,800.00	\$9,448.21	\$393.68
Employee & Child(ren) Half-time	\$16,248.21	\$5,440.00	10,808.21	\$450.34
Family, Full-time	\$25,321.57	\$14,300.00	\$11,021.57	\$459.23
Family, Half-time	\$25,321.57	\$12,086.00	\$13,235.57	\$551.48
Family, Both Employed Full-time	\$25,321.57	\$14,658.00	\$10,663.57	\$444.32

<b>HDHP #2</b>				
Deductible -- Single \$3,000 Family \$6,000	ANNUAL PREMIUM	EMPLOYER CONTRI- BUTION	ANNUAL EMPLOYEE COST	PER PAY DEDUCTION
Single, Full-time	\$8,215.03	\$5,535.00	\$2,680.03	\$111.67
Single, Half-time	\$8,215.03	\$4,434.00	\$3,781.03	\$157.54
Employee & Spouse, Full-time	\$18,789.91	\$10,200.00	\$8,589.91	\$357.91
Employee & Spouse Half-time	\$18,789.91	\$8,160.00	\$10,629.91	\$442.91
Employee & Child(ren), Full-time	\$14,891.85	\$6,800.00	\$8,091.85	\$337.16
Employee & Child(ren), Half -time	\$14,891.85	\$5,440.00	\$9,451.85	\$393.83
Family, Full-time	\$23,211.59	\$14,300.00	\$8,911.59	\$371.32
Family, Half-time	\$23,211.59	\$12,086.00	\$11,125.59	\$463.57
Family, Both Employed Full-time	\$23,211.59	\$14,658.00	\$8,553.59	\$356.40

<b>HDHP #3</b>				
Deductible -- Single \$4,000 Family \$8,000	ANNUAL PREMIUM	EMPLOYER CONTRI- BUTION	ANNUAL EMPLOYEE COST	PER PAY DEDUCTION
Single, Full-time	\$8,014.46	\$5,535.00	\$2,479.46	\$103.31
Single, Half-time	\$8,014.46	\$4,434.00	\$3,580.46	\$149.19
Employee & Spouse, Full-time	\$18,328.54	\$10,200.00	\$8,128.54	\$338.69
Employee & Spouse, Half-time	\$18,328.54	\$8,160.00	\$10,168.54	\$423.69
Employee & Child(ren), Full-time	\$14,530.77	\$6,800.00	\$7,730.77	\$322.12
Employee & Child(ren), Half-time	\$14,530.77	\$5,440.00	\$9,090.77	\$378.78
Family, Full-time	\$22,649.99	\$14,300.00	\$8,349.99	\$347.92
Family, Half-time	\$22,649.99	\$12,086.00	\$10,563.99	\$440.17
Family, Both Employed Full-time	\$22,649.99	\$14,658.00	\$7,991.99	\$333.00

**HEALTH/DENTAL INSURANCE PREMIUM RATES**  
*Effective for deductions in December 2016*

<b>HDHP #4</b>				
Deductible -- Single \$5,000 Family \$10,000	ANNUAL PREMIUM	EMPLOYER CONTRI- BUTION	ANNUAL EMPLOYEE COST	PER PAY DEDUCTION
Single, Full-time	\$7,591.01	\$5,535.00	\$2,056.01	\$ 85.67
Single, Half-time	\$7,591.01	\$4,434.00	\$3,157.01	\$131.54
Employee & Spouse, Full-time	\$17,354.59	\$10,200.00	\$7,154.59	\$298.11
Employee & Spouse, Half-time	\$17,354.59	\$8,160.00	\$9,194.59	\$383.11
Employee & Child(ren), Full-time	\$13,768.55	\$6,800.00	\$6,968.55	\$290.36
Employee & Child(ren), Half-time	\$13,768.55	\$5,440.00	\$8,328.55	\$347.02
Family, Full-time	\$21,464.32	\$14,300.00	\$7,164.32	\$298.51
Family, Half-time	\$21,464.32	\$12,086.00	\$9,378.32	\$390.76
Family, Both Employed Full-time	\$21,464.32	\$14,658.00	\$6,806.32	\$283.60

What is the title of the grant?	What is the name of the granting agency/entity?	School/entity applying?	Individual/contact applying for the grant?	What is the amount applied for?	How will the grant funds be used and who will oversee the management of the grant?	Please explain how the grant funds will be used to support the district vision, focus, and goals.	Please outline the grant budget for the funds requested.
Move2Stand UW Community Partner Grant	United Way of Elkhart County	Student Services for Elkhart Community Schools	Mary Yoder Holsopple	\$15,000-\$18,000	This grant application is to fund the annual Move2Stand youth summits for our high schools and middle school students and to provide financial assistance to the Move2Stand clubs throughout the 2017-2018 school year. Mary Yoder Holsopple, Bullying Prevention Coordinator will oversee the management of this grant.	The Move2Stand clubs are part of the student-led initiative to improve the "climate" in our secondary schools. This is part of the bullying prevention initiative. When students feel safe in school they are more likely to attend school and do well academically.	Days 1 and 2 \$7,000 – Contractual Expenses \$1,956 – Lunch, Snacks, Water \$1,400 – Substitutes \$3,265 – T-shirts  Mid-Year Booster \$1,140 – Food, Water  Community Service Move2Stand Day \$1,172 – Lunch, Snacks, Water \$1,000 – Substitutes  \$16,933 – Total
2016-2017 High Ability Grant	Indiana Department of Education	ECS	Dawn McGrath	\$81,182.00	Dawn McGrath will oversee the management of the grant intended to support the improvement of services to students with high ability.	This year's goals focus on improving the delivery of services. Therefore the funds are being used to support PD, curriculum development and instructional materials. This year we do not have to include the cost of assessments because we received a competitive grant last year that pays for identification materials.	\$34,072.77 – Salaries for PD and curriculum writing \$4,793.86 – Benefits \$18,715.37 – Conferences \$17,000.00 – Instructional Supplies \$6,600.00 – Tuition for teachers to earn HA certification



School Name	Organization Name	Applicant Point Person	Co-Applicants	Project Title	Grade(s)	Number of Students Impacted	Amount Requested	Abstract	Budget	Committee Notes	Recommende d for Funding
ECHS/Ea st Middle School	Elkhart East Wrestling	Zach Whickcar	Abe Que	Middle School Warm Ups	6th - 8th	30+	\$1,000	The athletic departments at both high schools have decided to combine the middle school wrestling programs. In doing so, new uniforms and equipment will be needed. We are asking for help purchasing the warm ups that will be needed by the middle school wrestling team.	We will purchase 30 pairs of sweatpants that will cost \$13.34 each. We will purchase 30 1/4 zip warm up tops that cost \$35.99 each.  Our total would be \$1,479.90. What wouldn't be covered, if chosen, would be purchased with any money raised through the high school fundraisers.	According to Buck this is excellent pricing and should last 3-4 years especially if the coaches control collection and washing after each match. This is something that our athletic programs are going to need help with as they are rebranded through the merger. Buck says that middle school East & West teams are already demonstrating great outcomes with the combination of resources. It does put additional responsibility on the high school programs to oversee these middle school teams, but the benefit is creating true feeder system. Recommended for \$1000 funding	\$1,000
EMHS	Girls Basketball	Steve Scott	Chip Morgan	"Basketball Shoes"	9-12	12-15	\$960	There are many athletes in this program who can't afford the team shoe which is an estimated cost of \$80/year. We would like to be able to cover this cost for those in need. The number of those athletes who need assistance varies from year to year, but about half is generally accurate.	Unable to provide names of athletes at this time nor the exact number of girls who will need financial assistance; however, based on the past, about 12-15 will need help with full payment or at least partial payment of team basketball shoes. The amount \$960 as requested would cover the cost of 12 athletes to receive full payment of shoes. If the amount of players is more than 12, then a division of the grant money will take place to help as many as possible.	Conditions of funding for this grant: Student must be on official free/reduced lunch status, they must complete 1 hour of community service for every \$10 they receive in financial assistance, the coach is responsible for finding opportunities for community service, verifying that they actually do the hours and turning in the proof to the athletic office before funding is distributed. Student's parents/guardians can also "work off" a portion of the amount as well. This is NOT the responsibility of EEF or the Athletic Office to keep track of qualifications being met, the coach requesting the grant is responsible. EEF logo to appear on any gear that is appropriate!	\$960
ECHS	SOFTBALL/BASEBALL	BRENT BARDO	Steve Stutsman - Head Baseball Coach	RETRACTABLE HITTING CAGE	9-12	60	\$5,000.00 PER TEAM	To secure funds to purchase and install a new 12' x 14' x 70' Retractable Hitting cage for the "new gym".	Estimate#:QT511962 Total Cost: \$12,757.08 which includes professional installation by "On Deck" Sports.	Buck is checking to see if he can get better pricing. We did find out that track throwers, golf and softball and baseball would benefit from this equipment. It will benefit at least 100 athletes in its first year of use. The machine has a lifespan of 10-15 years and will benefit more than 1000 students during that time. The equipment can be reinstalled at EMHS in a few years of Varsity begins practicing there after the merger. 10 Year warranty is available and included in the pricing. Maintenance costs are minimal and can be covered from the athletic budget.	\$5,000
ECHS	Baseball	Steve Stutsman	Softball	Indoor drop down hitting cage	9-12	55-60	\$5,000	Installation of an indoor drop down hitting cage in the new gym.	Softball submitted the estimate of \$12,757.08 from OnDeck Sports. Estimate will be included with the grant application.	ditto	\$5,000

EMHS/E CHS	ElkLogics Robotics Team	Nick Seidl	Ted Elli	ElkLogics 2017 Competition Season	9-12	35	\$5,000	ElkLogics is a robotics team that includes 35 students from both Elkhart Memorial and Elkhart Central. The students, mentored by professionals from industry, design, fabricate, program, and test a robot during a six-week build season each year. We are nine year veterans in the FIRST Robotics Competition (FRC), an international competition with over 3000 teams representing 24 countries. FRC is the highest level of competition within FIRST, which also includes the FIRST Tech Challenge (FTC) and FIRST LEGO League (FLL). ElkLogics is funded each year through grants and donations from corporate and non-profit partners. We are currently seeking a grant to help us pay our annual entry fees. The fees cover entry into two of the three events in Indiana and a small supply of robot parts provided by FIRST. Performance at these two events can earn us a berth in the state championship, and possibly the world championship in St. Louis this spring.	FIRST Robotics Competition 2017 Entry Fee: \$5000.	Recommended for full funding	\$5,000
EMHS	EMHS Theatre	Todd Efsits	Megan Lewis (assistant director)	If You Build It They Can Play	9-12	100+	\$5,000.00	I am amazed at what our students can do on stage and the talent drawn forth in each show we do. Sadly, what we have to work with comes up short compared to what these students can do. Our only funding comes from ticket sales, which usually just covers the needs of each show. Very little is left to develop proper work spaces and equipment. We are asking for funds to create work spaces, storage, and organization for the three main "behind the scenes" components of our theatre program: set building, properties, and costumes. In addition, we are in dire need of good equipment to build the world in which the students perform and develop the costumes to make their come truly alive.	4x8x1/2 plywood: \$15 each @ 150 sheets.....\$2250 2x4x8 wood studs: \$3 each @ 500 studs.....\$1500 misc hardware (hinges, screws, nails).....\$350 Rubbermaid bins: \$10 each @ 50.....\$500 Singer sewing machine.....\$200 Dewalt screw gun (3) @ \$80 each.....\$240  Total	Recommended for partial funding. They seem to have a long way to go before they would be able to use all of these materials effectively. Once they show progress and outcomes, they can reapply for more. This amount should get them the supplies they need to create their next 2 shows this year.	\$2,500
EMHS	Boy's Basketball	Kyle Sears	Boys Basketball team	Player packages	9-12	10-15	\$1,426.10	We are requesting fund help for our players that are financially unable to purchase team shoes and shirts. We usually have around 13 players that are unable to fully pay for their items, so that comes from team funds.	Team Shoes cost \$73.75 per player. Team shooting shirt costs \$15.75 Team shirt \$10.70 Team shirt \$9.50  Totaling 109.70 per player	Conditions of funding for this grant: Student must be on official free/reduced lunch status, they must complete 1 hour of community service for every \$10 they receive in financial assistance, the coach is responsible for finding opportunities for community service, verifying that they actually do the hours and turning in the proof to the athletic office before funding is distributed. Student's parents/guardians can also "work off" a portion of the amount as well. This is NOT the responsibility of EEF or the Athletic Office to keep track of qualifications being met, the coach requesting the grant is responsible. EEF logo on any gear where appropriate.	\$1,000
<b>Totals for this cycle:</b>											<b>\$20,460</b>

**ELKHART COMMUNITY SCHOOLS  
OVERNIGHT TRIP REQUEST**

School: Elkhart Central High School

Class/Group: Choirs

Number of Students: 4

Date/Time Departing: January 13, 2017 - 6:30 AM

Date/Time Returning: January 14, 2017 - 7:00 PM

Destination: Hotel Fort Wayne, Embassy Theatre Fort Wayne IN  
City State

Overnight Facility: Hotel Fort Wayne

Mode of Transportation: private vehicle (with parent agreement)

Reason for Trip: Students were selected for and will be rehearsing & performing with the Indiana All-State Honor Choir.

Names of Chaperones: Provided by music organization sponsor

Cost per Student: \$85.00

Describe Plans for Raising Funds or Funding Source: Students have access to choir fundraisers

Plans to Defray Costs for Needy Students: Scholarship programs are available

Are Needy Students Made Aware of Plans? Yes

Signature of Teacher/Sponsor: William Lueder 9/13/2016

Signature of Principal: Frank Sarge Date: 9/14/16  
\*\*\*\*

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

Approval of Assistant Superintendent: Dawn McDralk Date: 10/26/16

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

**ELKHART COMMUNITY SCHOOLS**

**Elkhart, Indiana**

DATE: November 1, 2016  
 TO: Dr. Robert Haworth, Superintendent  
 FROM: Dr. David Benak  
 RE: Conference Leave Requests Paid Under Carl D. Perkins Grant  
 November 8, 2016 - Board of School Trustees Meeting

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
<p><b>Wired Differently Seminar</b></p> <p>This conference will give me insight on working with students with learning disorders. I will utilize the knowledge gained for greater student success.</p> <p>Chicago IL                      November 30, 2016                      Michele Zachary (0-0)                      Instructional Leadership</p>	\$335.66	\$95.00
<b>TOTAL</b>	<b>\$335.66</b>	<b>\$95.00</b>
2016-17 YEAR-TO-DATE PERKINS FUNDS	\$7,113.48	\$1,710.00
<b>GRAND TOTAL</b>	<b>\$18,124.86</b>	<b>\$2,470.00</b>

# ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: November 3, 2016  
TO: Dr. Robert Haworth, Superintendent  
FROM: Dr. Dawn McGrath *Dawn J. McGrath*  
RE: **Conference Leave Requests  
November 8, 2016 - Board of School Trustees Meeting**

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

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
<b>HOOSIER EDUCATIONAL COMPUTER COORDINATORS (HECC) 2016 STATE CONFERENCE</b> This conference will build content knowledge and offer new strategies that can be shared through professional development sessions in the district. Indianapolis, IN November 11, 2016 (1 day's absence) BRIAN BENNETT - MEMORIAL/ESC (0-0) TARA WHITE - ESC (3-8)	\$890.10	\$0.00
<b>INDIANA ASSOCIATION OF SCHOOL PRINCIPALS FALL CONFERENCE</b> This conference will help us better understand the high demands of being a highly effective school leader. Indianapolis, IN November 21 - 22, 2016 NICOLE SERGE - BEARDSLEY (1-1)	\$540.00	\$0.00
<b>INDIANA ASSOCIATION OF THE GIFTED (IAG) CONFERENCE</b> This conference will provide an overview on the latest classroom instruction, materials, and state expectations. Participants will be attending several workshops pertaining to new strategies for teaching gifted students. Indianapolis, IN December 12 - 13, 2016 NINA SWARTZLANDER - MONGER (2-5)	\$467.00	\$190.00
<b>NATIONAL ATHLETIC DIRECTORS CONFERENCE</b> This conference will provide assistance in planning for and leadership of the Athletic Department. Nashville, TN December 12 - 13, 2016 BRIAN BUCKLEY - CENTRAL (0-0)	\$1,680.00	\$0.00

<b>2016 - 2017 CONFERENCES</b>	<b>EXPENSES</b>	<b>SUBSTITUTE</b>
<b>NASA/IPAC TEACHER ARCHIVE RESEARCH PROGRAM (NITARP) AMERICAN ASTRONOMICAL SOCIETY (AAS) WINTER MEETING 2017</b> This conference will allow students to be able to see me doing experiments, modeling and inquiry as it is part of science and the science curriculum. Students in the research classes will also gain new resources and skills they can use. Grapevine, TX January 3 - 5, 2017 JOHN TAYLOR - MEMORIAL (1-5)	\$0.00	\$95.00
<b>INDIANA MUSIC EDUCATORS ASSOCIATION (IMEA) PROFESSIONAL DEVELOPMENT CONFERENCE</b> This conference will provide opportunities to learn new choral literature and techniques from state and national experts and composers. Fort Wayne, IN January 13, 2017 WILLIAM NIEDERER - CENTRAL (0-0)	\$0.00	\$95.00
	<b>\$3,577.10</b>	<b>\$380.00</b>
2015 YEAR-TO-DATE GENERAL FUNDS	\$15,398.78	\$1,500.00
2016 YEAR-TO-DATE GENERAL FUNDS	\$16,668.89	\$2,355.00
2015 YEAR-TO-DATE OTHER FUNDS	\$170,119.88	\$7,915.00
2015 YEAR-TO-DATE ADJUSTMENTS	(\$3,878.00)	(\$140.00)
2016 YEAR-TO-DATE OTHER FUNDS	\$187,363.57	\$22,000.00
2016 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
<b>GRAND TOTAL</b>	<b>\$385,673.12</b>	<b>\$33,630.00</b>

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



PERSONNEL DEPARTMENT

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. ROBERT HAWORTH  
FROM: MR. DOUGLAS THORNE  
DATE: NOVEMBER 8, 2016

**PERSONNEL RECOMMENDATIONS**

**CERTIFIED**

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

Jessica Moreno	Monger/Grade 6
Begin: 10/24/16	End: 11/18/16

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

Hannah Boyd	Roosevelt/Special Education
Began: 8/2/16	Resign: 11/22/16

- c. Personal Leave – We recommend a personal leave for the following employee:

Lori Hoese	West Side/Business Education
Begin: 11/21/16	End: 12/16/16

Leslie Rectanus	West Side/Art
Begin: 10/24/16	End: 12/16/16

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

Jill Robison	Roosevelt/Grade 4
Begin: 12/11/16	End: 12/16/16

**CLASSIFIED**

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

Deborah Canfield	Memorial/Registered Nurse
Began: 8/6/98	Retire: 11/29/16

- b. Resignation – We report the resignation for the following classified employee:

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

**Pierre Moran/Food Service**  
Resign: 11/16/16

**Trina Jackson**  
Began: 8/25/14

**Career Center/Paraprofessional**  
Resign: 11/11/16

**Heather Palmer**  
Began: 4/13/15

**Commissary/Food Service**  
Resign: 11/3/16

**Joanna Pizana**  
Began: 1/20/16

**Transportation/Bus Driver**  
Resign: 11/10/16

c. **New Hires** – We recommend regular employment for the following classified employees:

**Courtney Curry**  
Began: 9/12/16

**Central/Secretary**  
PE: 11/7/16

**Kelly Davis**  
Began: 8/30/16

**Roosevelt/Paraprofessional**  
PE: 11/1/16

**Hannah Duncan**  
Began: 8/31/16

**Pierre Moran/Paraprofessional**  
PE: 11/2/16

**Michelle Genslinger**  
Began: 8/29/16

**Transportation/Bus Driver Unassigned**  
PE: 10/31/16

**Heather Harrington**  
Began: 9/12/16

**ESC/Secretary**  
PE: 11/7/16

**Marissa Meyer**  
Began: 8/29/16

**Riverview/Paraprofessional**  
PE: 10/31/16

**Arissa Miller**  
Began: 9/6/16

**Central/Paraprofessional**  
PE: 11/8/16

**Michael VanKlaveren**  
Began: 8/25/16

**Roosevelt/Paraprofessional**  
PE: 10/27/16

**Yalunka Washington**  
Began: 8/31/16

**North Side/Paraprofessional**  
PE: 11/2/16

**Diana Weber**  
Began: 9/6/16

**Cleveland/Food Service**  
PE: 11/8/16

**Dana Wyatt**  
Began: 9/12/16

**ESC/Secretary**  
PE: 11/7/16



d. **Unpaid Leave Request** – We recommend an unpaid leave for the following employee:

**Janell Lunsford**  
Began: 10/12/16

**Memorial/Paraprofessional**  
End: 1/2/17

**Sarah Troncoso**  
Began: 10/26/16

**Transportation/Bus Driver**  
End: 1/23/17