

AGENDA FOR  
BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING

Elkhart Community Schools  
Elkhart, Indiana

October 11, 2016

CALENDAR

Oct	11	5:30 p.m.	Public Work Session, West Side Middle School, 101 S. Nappanee St.
Oct	11	Immediately following	Executive Session, West Side Middle School, 101 S. Nappanee St.
Oct	11	7:00 p.m.	Regular Board Meeting, West Side Middle School, 101 S. Nappanee St.
Oct	25	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Oct	25	Immediately following	Executive Session, J.C. Rice Educational Services Center
Oct	25	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center

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A. CALL TO ORDER/PLEDGE

B. INVITATION TO SPEAK PROTOCOL

C. STUDENT RECOGNITION

JV Soccer Players

D. BUILDING REPORT

Building Energy Report – Jeff Komins  
Kristie Stutsman - Principal

E. MINUTES -

September 27, 2016 – Public Work Session  
September 27, 2016 – Regular Board Meeting

F. TREASURER'S REPORT

Consideration of Claims

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

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.

Partnership Agreement Update – Update on the partnership with Beacon Health Systems and the Community Foundation of Elkhart County.

G. NEW BUSINESS

2016-2017 Board Meeting Schedule – The administration seeks Board approval of the proposed changes to the Board of School Trustees’ meeting schedule for 2016-2017, and asks to waive 2<sup>nd</sup> reading.

Agreement related to Calculation of Years of Service for Retirement and VEBA Eligibility – The administration seeks Board approval of the Agreement and asks to waive 2<sup>nd</sup> reading.

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

New Course Offerings – The administration seeks Board approval of proposed new course offerings.

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

H. 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.

I. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

J. ADJOURNMENT

ELKHART COMMUNITY SCHOOLS  
Elkhart, Indiana

Sep 20, 2016  
(Date)

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

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Number of Staff: 2 Administrators 35 Certified Staff 29 Classified Staff

Enrollment: 585 Total 47 %White 17 %Black 25 %Hispanic 2 %Asian/  
Pacific Is. 0 %Amer. Indian 9 %Multi Racial 10/3/16 As of Date

Previous Year Stability Rate: 75  
Stability percentage is calculated by dividing the number of students who attended one school all year by the number of students who attended at any point.

Parent Involvement: 2 in Parent Advisory (hoping to increase)  
% of Families Represented in PTA/PTO

Special Education:  
Mild Program - 14% of our students

% on Free Lunches: 54 % with Reduced Lunches: 12

Breakfast Program: 115  
Average Daily Participation

- Special Programs
  - Special curriculum features
  - Awards/honors
- Move2Stand, National Junior Honor Society, Student Council, Academic Quiz Bowl, 5 STAR after-school program, Drama Club Project Based Learning, Agriculture Science, Service Learning

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

WEST SIDE MIDDLE SCHOOL  
101 S Nappanee St, Elkhart, 46514  
Phone: 295-4815  
Fax: 295-4812

Principal

Kristie Stutsman  
Darlyn Smale, Head Secretary

Assistant Principal

Sarah Pattee  
Cynthia Mansfield, Assistant Secretary

Activities Director

Steve Greenlee

Art

Heather Hall  
Leslie Rectanus

Chairperson

ESL

Brenda Cruz

Family & Consumer Science

Emily Fell

Guidance

Jennifer Beer  
Sylesta Morgan  
Keva VanZile, Assistant Secretary

Business Education

Lori Hoese

Language Arts

Lisa Graves  
Elizabeth Franks-Northern  
Jennifer Roth  
Marilyn Torres  
DeAnna Williams

## WEST SIDE MIDDLE SCHOOL - Continued

### Mathematics

Shannon Lovely  
Grant Choler  
Michael McCauley  
Steven McGrath  
Randall Metcalfe  
Derrick Thomas

Chairperson

### Media Services

Matt Howe

### Music

Tim Carnall  
James Keranen  
Stephanie Rappatta

Band/Chairperson  
Orchestra  
Choir

### Nurse

Brenda McClure

### Physical Education and Health

Matthew Walker  
Stephen Greenlee  
Christina Grubb  
Ryan Wixon

Chairperson

### Science

Mark Schroeder  
Brad Cogdell  
Ashley Davis  
Heather Kidder  
Holly Pennix

Chairperson

### Social Studies

Natalie Schultz  
Brittany Choler

Chairperson

WEST SIDE MIDDLE SCHOOL - Continued

Lisa McKee  
David Whittaker

Social Worker

Jami Presswood

Special Education

Deborah Gilles  
Lindsey Cox  
Elyssa Kovatch  
Chad O'Brien

Mild Interventions/Chairperson  
Mild Interventions  
Mild Interventions  
Mild Interventions

Paraprofessionals and Technical Assistants

Sarah Gurka-Cooke  
Carrie Conway  
Christine Otto  
Wyatt Ritchie  
Jamie Schultz  
Tiffany Smart  
Stephanie Williams  
Lindsey Walters

ESL Technical Assistant  
Mild Interventions Paraprofessional  
Mild Interventions Paraprofessional  
Mild Interventions Paraprofessional  
Mild Interventions Paraprofessional  
Mild Interventions Paraprofessional  
ISS paraprofessional  
Media Paraprofessional

Cafeteria

Shirley Sawyer  
Karen Allen  
Janet Burdick  
Fran Eggink  
Lavette Getter  
Sue Gilpin  
Nicole House  
Donna Miller  
Mary Svobada  
Marlene Worthington

Manager

Custodial and Maintenance

Ken West  
Richard Gorsuch  
Kenneth Bennett  
Justin Nelson

Head Custodian  
Night Supervisor

**ELKHART COMMUNITY SCHOOLS**  
**ISTEP+ Percentage of Students Passing**  
 (Undetermined and IMAST scores have been excluded)

10/3/2016

		Spr 2010	Spr 2011	Spr 2012	Prior Year Diff	*2013 reorg	Spring 2014	Spring 2015	Spring 2016
<b>WEST SIDE</b>	<i>% on Free/Reduced Lunch</i>	65.7	66.2	63.4		N/A	70	68	66
	<i>% English as a Second Language</i>	21.5	18.0	17.2		N/A	24		
<b>Grade</b>									
<b>7</b>	<b>Language Arts</b>	60	75	73	15	N/A	74	69	58
	<b>Mathematics</b>	64	72	77	8	N/A	83	55	60
<b>8</b>	<b>Language Arts</b>	61	67	69	6	N/A	74	64	56
	<b>Mathematics</b>	68	71	79	3	N/A	79	49	48
<b>All Grades</b>	<b>Language Arts</b>	61	71	71	10	N/A	74	67	57
	<b>Mathematics</b>	67	72	78	5	N/A	81	52	54

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.

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

Elkhart Community Schools  
Elkhart, Indiana

September 27, 2016

J. C. Rice Educational Services Center, 2720 California Rd, 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  
Shawn Hannon  
Doug Hasler  
Rob Haworth  
Brenda Kolbe

Dawn McGrath  
Gary Sawtelle  
Kevin Scott  
Doug Thorne  
Bob Woods

The Board was introduced to Gary Sawtelle; heard Tony England, assistant superintendent of student services, provided a count clarification for School Without Walls; discussed information from the ISBA conference; and 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  
September 27, 2016

J. C. Rice Educational Services Center, 2720 California Rd, Elkhart – 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/Pledge

Mr. Duncan discussed the invitation to speak protocol.

Protocol

By unanimous action, the Board approved the following minutes:  
September 13, 2016 – Public Work Session  
September 13, 2016 – Regular Board Meeting  
September 20, 2016 – Public Meeting

Approval of Minutes

Shawn Hannon, assistant superintendent of communication and data, presented a communication update. The report included recent media coverage; current stories including American Sign Language being offered at the high schools, the food service showcase, and the strategic plan.

Communication Update

By unanimous action, the Board approved payment of claims totaling \$6,329,136.96 as shown on the September 27, 2016, claims listing. (Codified File 1617-38)

Payment of Claims

The Board received a financial report for the period January 1 – August 31, 2016. In response to Board inquiry, further information will be provided on two accounts.

Financial Report

By unanimous action, the Board accepted with appreciation the following donations made to Elkhart Community Schools (ECS): \$500 from Elkhart County Farm Bureau to the Elkhart Area Career Center (EACC) Future Farmers of America (FFA) Chapter for jackets and other contest materials; eight Lenovo Chromebooks from Donors Choose to Mary Feeser; \$250 from the VFW Men’s Auxiliary and \$350 from the VFW Ladies Auxiliary to Food Services to pay student negative balances at Hawthorne and Monger, respectively; one Blessing flute, one Bundy flute and one Mendihi trumpet valued at \$200.00, \$150.00 and \$20.00 respectively, from Jorge deLeon to ESC’s music department; \$500.00 from Passionately Purple, the Sarah Crane Foundation to Elkhart Memorial’s girls/boys cross country team for miscellaneous costs; \$500 each from Frank Lucchese and Verba DeMauro, Osolo Township Trustee

Gift Acceptance

to Osolo in support of their Title I Meeting and Annual Back to School Picnic; and \$2,000 from Northern Indiana Volleyball Association (NIVA) to West Side for their volleyball and athletic programs. The Board acknowledged the generous patrons who support our schools.

By unanimous action, the Board approved the 2017 Budget as presented at the Board's August 23<sup>rd</sup> regular meeting and September 13<sup>th</sup> public hearing. No comments, questions or concerns were expressed by the Board or audience members. (Codified File 1617-39)

2017 Budget

By unanimous action, the Board approved the 2017 Capital Projects Fund Plan, as presented at the Board's August 23<sup>rd</sup> regular meeting and September 13<sup>th</sup> public hearing. No comments, questions or concerns were expressed by the Board or audience members. (Codified File 1617-40)

2017 Capital  
Projects Fund

By unanimous action, the Board approved the 2017 School Bus Replacement Fund Plan, as presented at the Board's August 23<sup>rd</sup> regular meeting and September 13<sup>th</sup> public hearing. No comments, questions or concerns were expressed by the Board or audience members. (Codified File 1617-41)

2017 Bus  
Replacement  
Fund

By unanimous action, the Board adopted a Tax Neutrality Resolution authorizing a reduction to the 2017 Capital Projects, Transportation Operating, and Bus Replacement Funds by an amount equal to the levy for debt service on the pension bonds. (Codified File 1617-42)

Tax Neutrality  
Resolution

By unanimous action, the Board adopted a resolution authorizing reductions, which may be required at the budget hearing with the Department of Local Government Finance. (Codified File 1617-43)

Resolution for  
Budget  
Reduction

By unanimous action, the Board approved proposed school fund raisers in accordance with Board policy. The funds raised through the listed activities are deposited into each school's extra-curricular fund. (Codified File 1617-44)

Fundraiser  
Approval

By unanimous action, the Board approved submitting an application for an advance from the Indiana Department of Education Common School Fund Loan for approximately \$1.2 million. Doug Hasler, chief operating officer, reported the interest on the loan is one percent and will be used to purchase equipment for the one-to-one technology program.

Common  
School Fund  
Loan

Doug Hasler reported the lease agreement regarding the future aquatic center with Beacon Health Systems and the Community Foundation of Elkhart County has been reviewed and suggested revisions have been sent to legal counsel. Discussion ensued regarding owning vs. leasing, pre-commencement and annual operational rent, and scheduling. The Board expressed concern regarding the length of time involved in finalizing the agreement.

Partnership  
Agreement  
Update

By unanimous action, the Board tabled a vote on the Bristol-Washington Township Library Board of Trustees appointment.

Bristol Public Library Board Appointment

By unanimous action, the Board approved the EACC's agreements with its feeder schools – Baugo, Bremen, Concord, Edwardsburg, Goshen, Middlebury, Penn-Harris-Madison, School City of Mishawaka, and Wa-Nee. (Codified File 1617-45)

Elkhart Area Career Center Agreements

By unanimous action, the Board approved the submission of grants as recommended by the administration. Dawn McGrath, deputy superintendent, reviewed the new grant reporting format. (Codified File 1617-46)

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 September 27, 2016 listing. (Codified File 1617-47)

Conference Leaves

By a vote of 6 yea and 1 nay, the Board approved the following personnel recommendations of the administration:

Personnel Report

An agreement regarding a partial professional leave for a certified staff member. (Codified File 1617-48)

Consent Agreement

Employment of certified staff member Melissa Butner, music at Beck for the 2016-2017 school year effective 9/19/16.

Certified Employment

Maternity leave for certified staff member Jessica Moreno, grade 6 at Monger, beginning 10/24/16 and ending 11/11/16.

Certified Leave

Partial professional leave for certified staff member Shawn Hannon, assistant superintendent of communication & data, beginning 10/3/16 and ending 6/30/18.

Professional Leave

Administrative appointment of certified staff member, Gary Sawtelle as director of technology, effective 9/28/16.

Administrative Appointment

Resignation of the following ten (10) classified employees effective on dates indicated:

Classified Resignation

- Janice Borgman - food service at Osolo, 9/6/16
- Kimberly Buckley - food service at Cleveland, 9/16/16
- Toby Carter - tech support tech I at Tech Services, 9/13/16
- Heidy Cruz - paraprofessional at Hawthorne, 9/16/16
- Amanda Goodknight - paraprofessional at Cleveland, 10/3/16
- Rodney Herron - misc. food service truck driver at Commissary, 9/23/16
- Karen Nees - bus helper at Transportation, 9/23/16
- Tyresha Peoples - food service at Tipton/Central, 9/8/16
- Lisa Rose - paraprofessional at Beck, 9/16/16
- Coriene Woods - paraprofessional at Monger, 9/13/16

Regular employment for the following twelve (12) classified employees who have successfully completed their probationary periods, on dates indicated:

Jessica Ake - bus driver unassigned at Transportation, 9/19/16

Stacey Borst - secretary at Daly, 9/26/16

Jane Cooper - food service Pierre Moran, 9/26/16

Jerry Fuller - bus driver unassigned at Transportation, 9/19/16

Belinda Hines - food service at West Side, 9/26/16

Casey Lott - paraprofessional at Beck, 9/27/16

Collin Rowland - bus driver unassigned at Transportation, 9/19/16

Erin Schrock - social worker at Daly/Feeser, 9/26/16

Kristin Thalheimer - food service at Memorial, 9/27/16

LeAnn Thompson - paraprofessional at Riverview, 9/27/16

Morgan Winters - food service at North Side, 9/26/16

Bethany Zartman - secretary at Eastwood, 9/15/16

Classified  
Employment

Termination of classified employee Garrett Paulson, custodian at building services, effective 9/27/16 in accordance with GDPD c, f, g.

Classified  
Termination

Board members reported on their participation at the Indiana School Board Association (ISBA) meeting held in Indianapolis. The ISBA will lobby for permanent approval to use certain Capitol Project Funds to pay utilities, insurance, etc., to replace the current yearly legislative extension of this use of local tax funds.

From the  
Board

The meeting adjourned at approximately 8:00 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 CENTRAL HIGH SCHOOL

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**ELKHART**  
COMMUNITY SCHOOLS

DATE: October 4, 2016

TO: Dr. Rob Haworth  
Board of School Trustees

FROM: Brian Buckley  
Elkhart Central Athletic Department

RE: Donation Approval

A donation in the amount of \$3,200.00 has been given to the Elkhart Central High School football team from Bob and Amy Martin. This donation will assist in strengthening the growth of our football program at Elkhart Central.

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 the following:

Mr. and Mrs. Bob Martin  
15933 County Road 129  
Bristol, IN 46507



BUSINESS OFFICE

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

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

**FROM: ROBERT WOODS** *RW*

**DATE: SEPTEMBER 22, 2016**

**SUBJECT/ PIANO DONATION**

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Please notice Ms. Vicky Chrobot at the next School Board for donating a Wurlitzer piano to the school corporation. This piano will be placed in one of the schools for the enjoyment of the students and faculty.

Ms. Chrobot has placed a value of \$750 on this piano.

I am also requesting the school corporation send a letter of thank you for Ms. Chrobot which she can use for tax purposes.

Ms. Chrobot's address is: 3501 Briarwood, Elkhart, IN 46514

**Elkhart Community Schools**  
**Proposed School Fundraising Activities**  
**Oct. 11, 2016 Meeting of Board of School Trustees**

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
Bristol Student Council	Student council will sell bookstore items and smencils in the bookstore. Proceeds will be used for Red Ribbon Week activities.	10/12/2016 - 5/19/2016	9/22/2016	Nicole King
Bristol Student Council	Students will pre-sell Jumbo Jelly Beans with parent assistance after school hours. Proceeds will be used to support student body projects.	2/1/2016 - 3/31/2016	9/22/2016	Nicole King
Pinewood Physical Education	Students will "Jump Rope for Heart". Students will be jumping rope and discuss heart healthy living. Students will use the internet and solicit family and friends for donations. Proceeds will be given to the American Heart Association.	2/27/2016 - 3/17/ 2016	9/23/2016	Cheryl Gough
EACC Culinary Arts	Students will sell holiday pies for Thanksgiving. Proceeds will be used for a spring field trip.	11/7/2016 - 11/22/2016	9/30/2016	Margarita McClain
	<b>Please note the following fundraisers are presented for confirmation only.</b>			





BUSINESS OFFICE

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

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

**FROM: KEVIN SCOTT**

**DATE: OCTOBER 6, 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
North Side Extra-Curricular	20 kelly green/white tops	\$1,313.96
	20 kelly green/white skirts	
	20 sets green/white pom poms	



**NORTH SIDE MIDDLE SCHOOL**  
300 LAWRENCE STREET • ELKHART, IN 46514  
PHONE: 574-262-5570

★ ★

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

September 23, 2016  
To: Board of School Trustees  
From: Sara Jackowiak

This memo is being written to request board approval for the purchase of Cheerleading uniforms from the North Side Extra-Curricular Account. The uniforms will be utilized by the cheerleaders during boys basketball season.

The purchase includes:  
20 kelly green and white tops with NSMS  
20 kelly green and white skirts  
20 sets of green and white pom poms.

Total purchase amount: \$1,313.96 (including shipping)  
Vendor- Omni Cheer  
12375 World Trade Drive  
San Diego, California 92128



ph: 1.800.299.7822 fax: 1.858.487.1300 online: www.OmniCheer.com  
 12375 World Trade Drive | San Diego, CA 92128

All orders must include a signed school purchase order or payment. FAX orders must include signed school purchase order or credit card payment.

**Order & Billing Information** | Please Print

Date Needed: Oct. 27 / 2016  
 School Name or Buyer: North Side Middle School  
 Address: 300 Lawrence Street  
 City: Elkhart State: IN Zip: 46514  
 Contact Person: Laura Unsicker  
 E-mail Address: lunsicker@elkhart.k12.in.us  
 Buyer's Home Phone: (574)248-1500

\*Please fill in so we may contact you with order information

Existing Customer Account #: 0010783629 OC14SF

Cell Phone Number: ( )  
 Fax Number: ( )  
 Group (Team, Squad, etc.): Cheerleading  
 Address (if different):  
 City: State: Zip:  
 School Phone: 262-5570  
 Authorized Signature: *[Signature]*

Purchase Order # 13760

**Ship To** | Only if Different from Above

School Name or Buyer: North Side Middle School ATTN LAURA UNSICKER  
 Address (NO P.O. Boxes): 300 Lawrence Street  
 City: Elkhart State: IN Zip: 46514

Phone Number: ( 574 ) 262-5570  
 Group (Team, Squad, etc.): Cheerleading  
 Residence  Business Note: We cannot deliver to P.O. Boxes

**Payment Method**

- SCHOOL PURCHASE ORDER**  
 School purchase orders cannot be accepted over the phone or without proper signatures and a valid P.O. number. Faxed or mailed copies of purchase orders are acceptable with a school official's signature. All P.O.s must include shipping cost.
- CASHIER'S CHECK OR MONEY ORDER**  
 Enclosed payable to Omni Cheer®.
- PERSONAL CHECKS (Payable to Omni Cheer®)**  
 Must have imprinted name, address and phone number. Since personal checks must clear through the bank, please allow 2 weeks for your order to be processed. Orders will not be shipped until check is accepted by the bank. Returned checks will be subject to a \$20.00 service charge. Starter checks will not be accepted.
- VISA, MASTERCARD, AMERICAN EXPRESS or DISCOVER CARD (15-16 DIGITS)**  
 Please send a copy of driver's license for all orders over \$1000.  
 [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]  
 Security Number (3 or 4 digit): [ ] [ ] [ ] [ ]  
 Expiration Date: / /  
 Signature: \_\_\_\_\_

For your protection, we reserve the right to verify all credit card orders.

GRAND TOTAL	
SUBTOTAL (Add 1+2+3+4)	\$ 1,228.00
Add appropriate Sales Tax (Tax CA 7%, San Diego 8%)	\$
Shipping and Service Charge (Refer to chart below)	\$ 85.96
<b>ORDER GRAND TOTAL</b>	<b>\$ 1,313.96</b>

SHIPPING & HANDLING			
Order Subtotal	\$1-\$150	\$151-\$3,000	\$3,001+
<input type="checkbox"/> Cheer Saver® (7-10 days)*	\$7.00	5% of subtotal	4% of subtotal
<input checked="" type="checkbox"/> Ground (2-6 days)*	\$9.00	7% of subtotal	5% of subtotal
<input type="checkbox"/> 3-Day Expedited Service*	\$15.00	10% of subtotal	10% of subtotal
<input type="checkbox"/> 2-Day Expedited Service*	\$20.00	15% of subtotal	15% of subtotal
<input type="checkbox"/> Next Day Standard Expedited Service*	\$30.00	25% of subtotal	25% of subtotal
<input type="checkbox"/> Next Day Priority Expedited Service*	\$40.00	35% of subtotal	35% of subtotal

\*This is an estimate only. Some items may incur higher shipping fees due to size. Please call for exact quote. Shipping service charges must be correctly added to total to avoid order delay. Expedited service charges for megaphones and shoes will be calculated based on weight, package size, quantity and destination. Next day expedited shipping is not available in all areas.

DELIVERY SCHEDULE: Customized items require 3-6 weeks for production time. In stock items: 1-4 weeks. This is the approximate time necessary for an order to be processed, packed, shipped and delivered by regular ground service. Actual delivery will vary depending on the date your order is received, your location and product availability. You will be informed if an item is temporarily out of stock or discontinued. Shipments to Alaska and Hawaii are unable to be shipped ground and must be shipped 2-Day expedited for an additional charge. We use various carriers for each shipping option, and will choose the most appropriate delivery method for your desired service and address. It is not possible to specify a preferred carrier when placing your order. When you select 1, 2 or 3-Day Expedited Service, we may use air or ground shipping as necessary to get your items to you within the requested service time frame.

**Shorts | Skirts | T-Shirts | Custom Tees & Tanks | Briefs | Bodysuits | Uniform Tops & Skirts | Warmups**

Note: Any minimums or additional charges listed in the catalog. Check for sizes available.

ITEM NO.	DESCRIPTION/ PACKAGE NO.	COLOR	YXS*	YS	YM	YL	YXL	XS	S	M	L	XL	2XL	3XL	TOTAL QTY.	FOR EMBROIDERY OR APPLIQUE	UNIT PRICE \$	TOTAL PRICE \$
1. 419PT	Circle Skirt	KEYHOLE						3	9	4	3	1			20	11.00	19.95	619.00
2. 422KS	Crossover Skirt	REL.						3	9	4	3	1			20	19.95		399.00
3.																		
4.																		
5.																		
6.																		
7.																		
8.																		
9.																		
10.																		
11.																		
12.																		
13.																		
14.																		
15.																		
SUBTOTAL (1) \$ 1018																		

\*Not all sizes are available in all styles. For custom orders, draw personalization on separate sheet of paper.  
 \*Additional charges may apply.

**Shoes** | Check styles for sizes available

ITEM NO.	DESCRIPTION/COLOR	4	4½	5	5½	6	6½	7	7½	8	8½	9	9½	10	10½	11	12	13	14	TOTAL QTY.	UNIT PRICE \$	TOTAL PRICE \$	
1.																							
2.																							
SUBTOTAL (2) \$																							

Youth Sizes | Check styles for sizes available

ITEM NO.	DESCRIPTION/COLOR	8	8½	9	9½	10	10½	11	11½	12	12½	13	13½	1	1½	2	2½	3	3½	TOTAL QTY.	UNIT PRICE \$	TOTAL PRICE \$	
1.																							
2.																							
SUBTOTAL (2) \$																							

**Pom Poms** | Note: Custom poms minimum order 6 poms. Poms are ordered as individuals not in pairs.

ITEM NO.	DESCRIPTION	HANDLE STYLE	SIZE		POM MATERIAL				COLORS			TOTAL QTY.²	UNIT PRICE \$	TOTAL PRICE \$									
			LENGTH	WIDTH	PLASTIC	WET LOOK	METALLIC	HOLOGRAPHIC	1ST	2ND	3RD												
1. P14410	2-COLOR Pom	BATON	10"	3/4"	✓															40	5.25	210	
2.																							
SUBTOTAL (3) \$ 210																							

\* Represents individual poms not pairs.

**Bags | Megaphones | Socks | Hair Ribbons | Makeup | Fundraising | Accessories**

ITEM NO.	DESCRIPTION	SOCK QTY.		COLOR(S)	QTY.	UNIT PRICE \$	EMBROIDERY/ SCREENING STYLE NO.	EMBROIDERY/ SCREENING PRICE \$	TOTAL UNIT PRICE	TOTAL PRICE \$
		YOUTH	ADULT							
1.										
2.										
3.										
4.										
5.										
SUBTOTAL (4) \$										

**Monogramming** | Please complete or attach typed list on a separate page

NAME	YEAR DATE	SIZE	NAME	YEAR DATE	SIZE	NAME	YEAR DATE	SIZE



SETTING THE STANDARD!

ph: 1.800.299.7822 fax: 1.858.487.1300 online: www.OmniCheer.com
12375 World Trade Drive | San Diego, CA 92128

All orders must include a signed school purchase order or payment. FAX orders must include signed school purchase order or credit card payment.

Customization: Embroidery & Tackle Twill

Draw Locations On Illustrations Below

T-Shirts | Tanks | Shorts

Check if: [ ] Front [ ] Back [ ] Sleeve

Item #: \_\_\_\_\_

Name/Letters: \_\_\_\_\_

Color 1: \_\_\_\_\_

Color 2: \_\_\_\_\_

Color 3: \_\_\_\_\_

Total Number Garments: \_\_\_\_\_

Warmup Jackets | Pants

Check if: [ ] Front [ ] Back [ ] Sleeve

Item #: \_\_\_\_\_

Name/Letters: \_\_\_\_\_

Color 1: \_\_\_\_\_

Color 2: \_\_\_\_\_

Color 3: \_\_\_\_\_

Total Number Garments: \_\_\_\_\_

Uniform (Tops | Skirts)

Check if: [x] Front [ ] Back

Item #: # TPBS

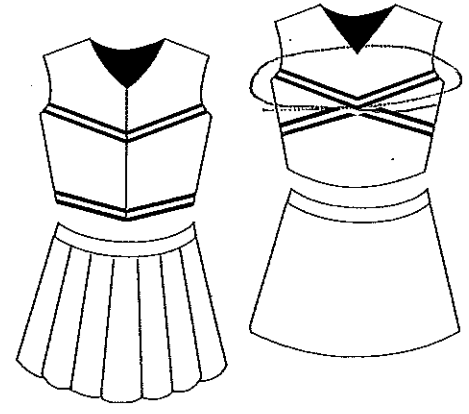
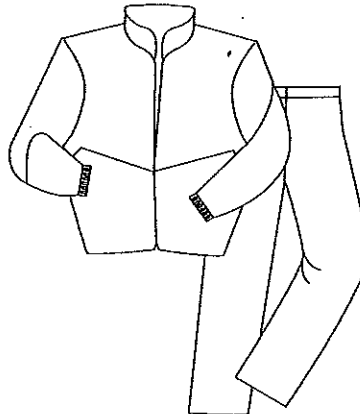
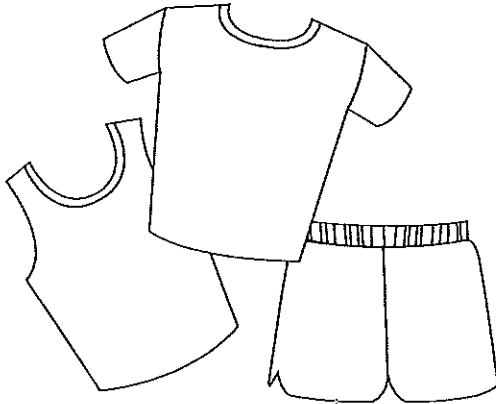
Name/Letters: NSMS

Color 1: white

Color 2: \_\_\_\_\_

Color 3: \_\_\_\_\_

Total Number Garments: 20



Bags

Check if: [ ] Front [ ] Top [ ] Left Side

Item #: \_\_\_\_\_

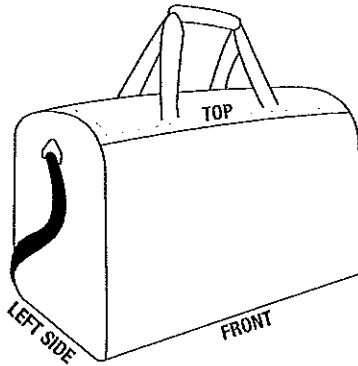
Name/Letters: \_\_\_\_\_

Color 1: \_\_\_\_\_

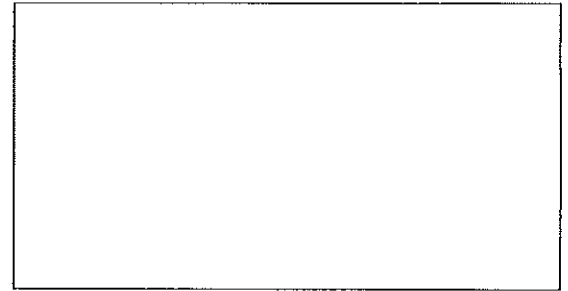
Color 2: \_\_\_\_\_

Color 3: \_\_\_\_\_

Total Number Garments: \_\_\_\_\_



Sketch Your Lettering or Design Below or Enclose A Sample



Order Form

Pricing: Prices and promotions are subject to change without notice.
Terms: Net 15 days, upon receipt of invoice. All amounts past due 30 days will be subject to an additional finance charge of 1.5% per month on the outstanding balance, plus any collection charges.
Confirmation: Copies of orders and invoices provided upon request.
Cancellations: Custom orders cannot be cancelled once production has started.
Guarantee: All merchandise is completely guaranteed against material defects in workmanship. All manufacturers offer various guarantees for their merchandise based on individual products.
Colors: All colors shown in the catalog are approximate. Omni Cheer® strives to maintain consistent color matching, shading variances may occur due to fabrication and dye lot differences. Omni Cheer® recommends ordering color samples.
Availability: Occasionally in stock items are temporarily out of stock due to unforeseen seasonal demands of our products. Please call to check availability.
Customization: Many items in the catalog may be customized to match your school or organization colors, name or mascot. Please contact our sales representative for help with custom orders. CUSTOMIZED ITEMS CANNOT BE RETURNED OR EXCHANGED.
Samples: Omni Cheer® recommends ordering sizing & color samples before customization or personalization. See the Returns/Exchanges section for excluded items.

Returns/Exchanges

- Custom made garments, custom color prints and lettered items cannot be returned or exchanged.
Stockable items may be returned or exchanged. A restocking fee of 10% of the items purchase price will be charged on returned items, not on exchanges.
Due to health regulations, briefs, bodysuits, makeup, brushes, stickers, jewels, hair bows and socks may not be returned if the original package has been opened.
Shoes must be in their original unmarked box. Shoes with soiled or worn bottoms, scuffs or any sign of wear cannot be returned or exchanged. No returns/exchanges will be accepted after 30 days due to inventory control measures.
Please check your order carefully upon arrival, any damaged orders must be reported immediately. Errors, shortages and discrepancies must be reported within 5 days of receipt.
Returns/Exchanges must be in the original condition and packaged with a return form or a letter of explanation, name, address, phone number and restocking fee.
We will not accept C.O.D. returns or returns billed to us. Replacements are subject to availability and our normal delivery schedule.
Please use FedEx, UPS Ground Tracking or the Post Office "Return Receipt Requested" so your shipment can be tracked if lost. Please insure package for their replacement value.
Items returned that were purchased as part of a package with gifts will be returned as if all the other items kept were purchased at individual prices and deducted from the returned gifts.

**PURCHASE ORDER  
ACCOUNTS PAYABLE VOUCHER  
SCHOOL EXTRA-CURRICULAR ACCOUNT**

**NORTH SIDE MIDDLE SCHOOL**

300 LAWRENCE STREET ELKHART, INDIANA 46514

Paid By Check

Date 9/22, 2016

No. \_\_\_\_\_ Date \_\_\_\_\_, 20\_\_\_\_

No 13760

Purchased From Omni Cheer

Address 12375 World Trade Drive San Diego CA

Purchased For Cheerleading 92128

Delivered To North Side

Send Invoice To \_\_\_\_\_

To The Disbursing Officer:

The following expense is proposed, payable from the

Activity Equip Fund

An invoice or bill to be properly itemized must show: kind of service, where performed, dates service rendered, by whom, rates per day, number of hours, rate per hour, number of units, price per unit, etc.

QUANTITY	DESCRIPTION	UNIT	PRICE	TOTAL
40	Poms		5 25	\$ 210 00
20	skirts		19 95	399 00
20	shells		19 95	619 00
20	shells embroidery		11 00	
	shipping & service charge			85 96

TOTAL THIS ORDER \$ 1313.96

Signed: Betsy Tepe

Person Authorized to Purchase

I hereby certify that there is an unobligated balance in the applicable fund sufficient to pay the above order.

Date: Sept 22, 2016

[Signature]  
Treasurer

ELKHART COMMUNITY SCHOOLS  
Elkhart, Indiana

Regular Board of School Trustees' Meetings - 2016-2017

Regular meetings will be held at 7:00 p.m. in the J. C. Rice Educational Services Center, 2720 California Road, Elkhart, Indiana unless otherwise noted.

A public work session is held at 5:30 p.m. preceding each regular meeting in the J.C. Rice Educational Services Center, 2720 California Road, Elkhart, Indiana unless otherwise noted

July	12, 2016	January	10, 2017	July	11, 2017
July	26, 2016	January	24, 2017	July	25, 2017
August	9, 2016	February <i>at Pinewood</i>	14, 2017	August	8, 2017
August <i>at Cleveland</i>	23, 2016	February <i>5 pm at No. Side prior to BB</i>	28, 2017	August <i>at Beardsley</i>	22, 2017
September	13, 2016	March	14, 2017	September	12, 2017
September	27, 2016	March <i>at Memorial</i>	28, 2017	September	26, 2017
October <i>at West Side</i>	11, 2016	April	11, 2017	October <i>at Daly</i>	10, 2017
October <b><i>at North Side</i></b>	25, 2016	April	25, 2017	October	24, 2017
November	8, 2016	May <i>at Monger</i>	9, 2017	November	14, 2017
November	22, 2016	May	23, 2017	November	28, 2017
December <i>at Feeser</i>	13, 2016	June	13, 2017	December <i>at North Side</i>	12, 2017
December	20, 2016*	June	27, 2017	December	19, 2017*

Any changes to the regular meeting schedule will be determined by Board action and special notice of any variance in date, time, or location will be posted and mailed to persons who have requested the same.

Public Work Sessions - 2016-2017

Public work sessions will be held at 7:00 a.m. in the J. C. Rice Educational Services Center, 2720 California Road, Elkhart.

July	19, 2016	January 19 & 20, 2017**	July	18, 2017	
August	16, 2016	February	21, 2017	August	15, 2017
September	20, 2016	March	21, 2017	September	19, 2017
November	15, 2016	April	18, 2017	November	21, 2017
December	20, 2016*	May	16, 2017	December	19, 2017*
		June	20, 2017		

\* denotes 8:00 a.m.

\*\* denotes – Annual Board Retreat

The Board's meeting site is accessible to all persons. Any person requiring accommodation or assistance should contact the Assistant Secretary to the Board of School Trustees with the School Corporation's administrative office, located at 2720 California Road, Elkhart, Indiana 46514, at 574-262-5506.

AGREEMENT RELATED TO CALCULATION OF  
YEARS OF SERVICE FOR RETIREMENT AND  
VEBA ELIGIBILITY

This Agreement ("Agreement") is entered into by the Elkhart Teachers Association, Inc. ("ETA") and the Elkhart Community Schools ("ECS") on this 28<sup>th</sup> day of September 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. The Contract provides, in Appendix D §2 and §3, that a teacher employed by ECS on or before January 1, 2006 must have provided service to ECS for fifteen (15) years in order to be eligible to receive the benefits set forth in §2 Retirement and §3 VEBA of Appendix D.
4. ETA and ECS have, subsequent to the negotiations resulting in the benefits set forth above, allowed teachers to include in the calculation for benefit eligibility, years recognized by ECS from prior districts for salary schedule placement.
5. ETA and ECS agree this language serves to discriminate against those teachers employed by ECS prior to January 2, 2006.
6. ETA and ECS agree to waive the language related to calculating years of service, so those teachers severing employment during calendar year 2016, and for all teachers retiring subsequent to 2016, may include in the calculation of years of service for those years recognized by ECS for salary schedule placement at the time of employment, provided the teacher meets all other provisions of the Contract, Indiana Law, and Regulations governing the retirement of certified teachers.
7. All other terms set forth in the Contract shall continue to be in effect.

ELKHART COMMUNITY SCHOOLS

By: 

\_\_\_\_\_  
W. Douglas Thorne,  
Executive Director of Personnel and Legal Services



ELKHART TEACHERS ASSOCIATION

By: Alex Holtz  
Alex Holtz, ETA President

Approved by Board of School Trustees on: \_\_\_\_\_

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

cc: Rob Haworth  
Doug Hasler  
Kevin Scott  
Deb Shoup  
Board of School Trustees  
Personnel  
ETA

What is the title of the grant?	What is the name of the granting agency/entity?	Please list 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.
21st Century Community Learning Centers Program (21st CCLC)	U.S. Department of Education with the pass through entity of the Indiana Department of Education	Roosevelt STEAM Academy and PMMS	Dawn McGrath	Approximately \$250,000 per year for four years	The Office of Instructional Leadership will oversee the grant. The purpose of the initiative is to establish 21st CCLC programs that provide economically disadvantaged students with opportunities for academic enrichment, personal enrichment, and other activities designed to complement the students' regular academic program. The 21st CCLC program must also engage adult family members of actively participating students, through educational and personal development opportunities. The 21st CCLC programs provide safe environments for students during non-school hours.	The grant requires alignment to academic programming during the school day. With the success of the STEAM concept at Roosevelt and the extension of the STEAM emphasis in the newly acquired School Improvement Grant for PMMS, this additional funding will augment curricular plans in place while adding support for student attendance and behavior as well as providing parental support.	Grant funds will be used to pay for project staff, required professional development, supplies, and contracts with service providers (such as Premier Arts, Notre Dame, Five Star, Agape for Parent University, and HEA for required program evaluation).



## INSTRUCTION & LEARNING

PHONE: 574-262-5559

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### ELKHART COMMUNITY SCHOOLS

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

October 5, 2016

TO: Board of School Trustees  
FROM: William Kovach  
RE: New Course for (2016-17 school year):

ART HISTORY/VC4024

#### ***Essential Questions and Standards***

[http://www.doe.in.gov/sites/default/files/standards/cte-agriculture/cf-ag-plantandsoilscience\\_7-8-14.pdf](http://www.doe.in.gov/sites/default/files/standards/cte-agriculture/cf-ag-plantandsoilscience_7-8-14.pdf) - Agriculture  
Plant Science standards

#### ***Assessments***

Essential Questions:

- How do the Principles of Design influence painting and other art mediums?
- How has artistic expression changed through time?
- Who are influential artists from history, and how did they contribute to culture?
- In what ways did world religions influence artistic expression?
- What are the main artistic periods through history?
- What are the main characteristics of art produced during different periods in history?
- What characteristics cause art to transcend time?
- What characteristics make art aesthetically pleasing?

Indiana Academic Standards for the Visual Arts covered in Art History:

- Standard 1 Understand art in relation to history and past and contemporary culture
- Standard 2 Recognize significant works of art and the chronological development of art movements and historical periods
- Standard 3 Describe, analyze, and interpret works of art and artifacts
- Standard 4 Theorize about art and make informed judgments
- Standard 5 Reflect on and discuss the nature of art, aesthetic experience, and aesthetic issues concerning the meaning and significance of art

#### ***Student Activities***

Student activities consist of study modules with reading, vocabulary, and images of exemplars.

#### ***Wording of the course description to be offered in the curriculum guide***

Art History is a course based on the Indiana Academic Standards for Visual Art. Students taking Art History engage in sequential learning experiences that encompass art history, art criticism, and aesthetics. Students study works of art and artifacts from world cultures, utilize research skills to discover social, political, economic, technological, environmental, and historical trends and connections; analyze, interpret, theorize, and make informed judgments about artwork and the nature of art; relate art to other disciplines and discover opportunities for integration.

***Student needs met by this course***

School Without Walls is enrolling increasing numbers of underclassmen. Because all of our coursework is offered through Apex, we do not have the comprehensive electives offered at traditional high schools. Therefore, this course offers another elective option for students who are completing their graduation requirements online.

***College and Career Pathway***

Arts/Humanities

***Data to support the demand for this course***

School Without Walls currently has 303 students enrolled, with students being added every week. Underclassmen currently comprise nearly 20% of our students, and our elective offerings are limited. We currently only have three courses that are true electives (aside from foreign language). Adding this course will mean that students have another elective option, both to finish their graduation requirements, as well as to pursue an area of interest.

***Expected improved outcome***

We expect this course to help more students meet graduation requirements, and therefore, increase the graduation rate.

**REQUIRED RESOURCES**

***Software/Hardware:***

Because the course is completed on Apex, computers are required (at minimum: a Chromebook).

***Digital content:***

All content is delivered digitally through Apex.

***Materials/Supplies:***

Licenses are required for student use, but no additional licenses will be needed to add this course.

***Printed material, text:***

Study guides will be printed to help students navigate the digital content.

**THE OPPORTUNITY COST AND INSTRUCTIONAL CAPACITY:**

The benefits of adding Art History far outweigh any costs. The instructional capacity is already in place, as this is a course offered on Apex. The additional elective is both an area of interest for many students, as well as a crucially needed elective at School Without Walls.





Animal Health • Animal Selection

***Student needs met by this course***

Fulfills a Life Science or Physical Science requirement for the General Diploma only or counts as a Directed Elective or Elective for the General, Core 40, Core 40 with Academic Honors and Core 40 with Technical Honors diplomas

***College and Career Pathway***

This course will help students develop strong 21st century skills such as critical thinking, communication and collaboration. Students can receive Dual Credit through Ivy Tech.

***Data to support the demand for this course***

This course will not only serve to add a unique perspective to life sciences in the grades 9-12 it will reach a broader dynamic of our student population. This course will also generate CTE funds of approximately \$450/per student. Elkhart County is the 2nd largest Agricultural County in the State of Indiana

***Expected improved outcome***

Students will have a broader perspective of life sciences, scientific methods and have gained valuable inquiry-based learning skills that will be needed as they continue their exploration in science in their secondary educational experiences.

**REQUIRED RESOURCES**

***Software/Hardware:***

CASE curriculum would require each student to have access to COWS in classroom available for student use. (Approximately 30 computers per high school) 1 Cow per HS

***Digital content:***

CASE curriculum will be provided to instructors after their completion of the training June 4th – 14th

***Materials/Supplies:***

Upgrade of approximately \$20,000.00 in equipment over a 2 year period, this would include, microscopes, Vernier equipment and laboratory tools for the high schools.

***Printed material, text:***

5 text books per classroom. Students will have a notebook that will be produced by the teacher.

**THE OPPORTUNITY COST AND INSTRUCTIONAL CAPACITY:**

There are no existing courses that might be impacted by reduction of enrollment due to the provision of this course. One teacher would be hired to split time between Central and Memorial. No physical changes to the facilities are needed, there would be a lab/classroom needed at each high school for use of this program for a half day.





## INSTRUCTION & LEARNING

PHONE: 574-262-5559

\*\*\*\*\*

### ELKHART COMMUNITY SCHOOLS

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

October 5, 2016

TO: Board of School Trustees

FROM: William Kovach

RE: New Course for (2017-18 school year):

PLANT SCIENCE/HS5170

#### ***Essential Questions and Standards***

[http://www.doe.in.gov/sites/default/files/standards/cte-agriculture/cf-ag-plantandsoilscience\\_7-8-14.pdf](http://www.doe.in.gov/sites/default/files/standards/cte-agriculture/cf-ag-plantandsoilscience_7-8-14.pdf) - Agriculture  
Plant Science standards

#### ***Assessments***

Assessments are established by the CASE Plant Science Curriculum. They include projects, checks for understanding, and unit tests. There are also ECA available designed and created by the IAAE (Indiana Agriculture Association Educators) to evaluate the understanding of the objectives and standards of the course.

#### ***Student Activities***

Students will be required to complete the following activities on a weekly basis:

1. Science Notebooks
2. Laboratory exercises
3. Projects/ Problem Based Learning Activities
4. Presentations
5. Vocabulary
6. Close readings
7. Checks for understanding

#### ***Wording of the course description to be offered in the curriculum guide***

Principles of Agricultural Science – Plant (ASP) course provides a foundation of plant science knowledge and skills. Students will experience various plant science concepts through exciting "hands-on" activities, projects, and problems. Student experiences will include the study of plant anatomy and physiology, classification, and the fundamentals of production and harvesting. Students will learn how to apply scientific knowledge and skills to use plants effectively for agronomic, forestry, and horticultural industries. Students will discover the value of plant production and its impact on the individual, the local, and the global economy. Students will work on major projects and problems similar to those that plant science specialists, such as horticulturalists, agronomists, greenhouse and nursery managers, and plant research specialists, face in their respective careers.

Students will understand specific connections between the course's lesson and Supervised Agricultural Experience and FFA components of agricultural education programs. Students will improve investigative, experimental and communication skills.

The ASP course is intended to build a foundation on the Introduction to Agriculture, Food and Natural Resources course. The course is structured to enable all students to have a variety of experiences that will provide an overview of the plant industries. To complete the Plant Program of Study, CASE offers specialization courses (Animal and Plant Biotechnology or Food Science and Safety) and the capstone course, Agricultural Research and Development.

The knowledge and skills students develop will be used in the specialization and capstone courses within the CASE program.

The ASP course includes the following units of study:

Worlds of Opportunity • Mineral Soils • Soilless Systems • Anatomy and Physiology • Taxonomy • The Growing Environment • Plant Reproduction • Surviving a Harsh Environment • Crop Production and Marketing

***Student needs met by this course***

Fulfills a Life Science or Physical Science requirement for the General Diploma only or counts as a Directed Elective or Elective for the General, Core 40, Core 40 with Academic Honors and Core 40 with Technical Honors diplomas

***College and Career Pathway***

This course is the second course for pathway in life sciences with a concentration in plant and soils. Students can receive Dual Credit through Ivy Tech.

***Data to support the demand for this course***

This course will not only serve to add a unique perspective to life sciences in the grades 9-12 it will reach a broader dynamic of our student population. This course will also generate CTE funds of approximately \$450/per student. Elkhart County is the 2nd largest Agricultural County in the State of Indiana.

***Expected improved outcome***

Students will have a broader perspective of life sciences, scientific methods and have gained valuable inquiry-based learning skills that will be needed as they continue their exploration in science in their secondary educational experiences.

**REQUIRED RESOURCES**

***Software/Hardware:***

CASE curriculum would require each student to have access to COWS in classroom available for student use. (Approximately 30 computers per high school) 1 COW per HS

***Digital content:***

CASE curriculum will be provided to instructors after their completion of the training summer of 2017.

***Materials/Supplies:***

Upgrade of approximately \$20,000.00 in equipment over a 2 year period, this would include, microscopes, Vernier equipment and laboratory tools for the high schools.

***Printed material, text:***

5 text books per classroom. Students will have a notebook that will be produced by the teacher.

**THE OPPORTUNITY COST AND INSTRUCTIONAL CAPACITY:**

There are no existing courses that might be impacted by reduction of enrollment due to the provision of this course. One teacher would be hired to split time between Central and Memorial. No physical changes to the facilities are needed, there would be a lab/classroom needed at each high school for use of this program for a half day.





**ELKHART COMMUNITY SCHOOLS  
OVERNIGHT TRIP REQUEST**

School: Elkhart Central High School

Class/Group: Drumline / Percussion Students

Number of Students: 15

Date/Time Departing: 3:30 pm November 9<sup>th</sup> (Wed.)

Date/Time Returning: 3 pm November 13<sup>th</sup> (Sun.)

Destination: Indianapolis Convention Center Indianapolis Indiana  
City State

Overnight Facility: Hotel

Mode of Transportation: School Bus

Reason for Trip: This trip could help with my professional

development as well as the students playing  
abilities. The world's largest percussion conference  
helps students network and opens a new level of percussion  
resources.

Names of Chaperones: Ericka Muir, Lovaine Brandi Larey

Cost per Student: \$300

Describe Plans for Raising Funds or Funding Source: None, students' parents have agreed to pay out of pocket.

Plans to Defray Costs for Needy Students: Discount from membership services at PASIL

Are Needy Students Made Aware of Plans? Yes

Signature of Teacher/Sponsor: [Signature] (Sean Cook)

Signature of Principal: [Signature] Date: 9/30/16  
\*\*\*\*\*

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

Approval of Assistant Superintendent: [Signature] Date: 10/5/16

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

**ELKHART COMMUNITY SCHOOLS**

**Elkhart, Indiana**

DATE: October 6, 2016  
 TO: Dr. Robert Haworth, Superintendent  
 FROM: Dr. Dawn McGrath *Dawn J. McGrath*  
 RE: **Conference Leave Requests**  
**October 11, 2016 - Board of School Trustees Meeting**

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

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
<p><b>BUILDING RESILIENT YOUTH AND YOUTH WORKERS</b></p> <p>This conference provides speakers who are renowned professionals in the field of youth and family services to train area workers on strengths-based practices.</p> <p>Fort Wayne, IN</p> <p>October 13, 2016 (1 day's absence)</p> <p>MAE SIMS - STUDENT SERVICES (0-0)</p>	\$107.00	\$0.00
<p><b>INDIANA CONNECTED EDUCATORS CONFERENCE</b></p> <p>This conference will provide information regarding the integration of educational technology into the classroom.</p> <p>Noblesville, IN</p> <p>October 13, 2016 (1 day's absence)</p> <p>PAUL WALKER - NORTH SIDE (0-0)</p>	\$75.00	\$95.00
<p><b>INDIANA LIBRARY FEDERATION ANNUAL CONFERENCE</b></p> <p>This conference will provide an opportunity to listen to guest speakers and partake in collaboration sessions. The content covered and knowledge gained will be infused into the library program for all students.</p> <p>Indianapolis, IN</p> <p>November 9 - 10, 2016 (2 day's absence)</p> <p>LOUANNE NOMMAY - NORTH SIDE (0-0)</p> <p>TARA WHITE - ESC (2-6)</p>	\$1,684.04	\$0.00
<p><b>2016 HOOSIER EDUCATIONAL COMPUTER COORDINATORS (HECC) STATE CONFERENCE</b></p> <p>This conference aims to be a resource for technology professionals and teachers who utilize technology in the schools and classroom. There will be opportunities to meet with vendors and attend workshops to learn new ways to deploy, support, and maintain new technology across the district.</p> <p>Indianapolis, IN</p> <p>November 12 - 13, 2015 (2 day's absence)</p> <p>PAUL BROKAMP - TECH SERVICES (0-0)</p> <p>MATTHEW HENSLEY - TECH SERVICES (0-0)</p>	\$5,138.00	\$0.00

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
DWIGHT RHOADES - TECH SERVICES (0-0) GARY SAWTELLE - TECH SERVICES (0-0)		
<b>INDIANA ASSOCIATION FOR 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 11 - 13, 2016 (2 day's absence) KEVIN BEVERIDGE - EASTWOOD (0-0) MELISSA CADOTTE - OSOLO (0-0) KELLY CARMICHAEL - CLEVELAND (0-0) REBECCA CROCKER - PINWOOD (0-0) CHRISTIE HEERSCHOP - OSOLO (0-0) TAMMIE HIBSHMAN - FEESER (1-2) JANELLE HOSTETLER - RIVERVIEW (1-2) TIM PEDLEY - NORTH SIDE (0-0) STACEY SAILOR - FEESER (0-0) KENDRA WARDLAW - ROOSEVELT (0-0) KIM WILLIAMS - BEARDSLEY (1-2)	\$7,259.62	\$1,330.00
<b>INTERNATIONAL BULLYING PREVENTION ASSOCIATION'S ANNUAL CONFERENCE: BULLYING PREVENTION THROUGH EMPATHY AND KINDNESS</b> The Elkhart Community Schools team will be presenting during a breakout session. This conference is loaded with sessions regarding current research and evidence-based practices in Bullying Prevention. New Orleans, LA November 5 - 8, 2016 (4 day's absence) TONY ENGLAND - ESC (1-2)	\$1,697.00	\$0.00
<b>FOR CONFIRMATION ONLY: (RECEIVED TOO LATE FOR PRIOR APPROVAL)</b>		
<b>HIGH ABILITY BOOT CAMP</b> This series of workshops will provide information to help educators meet the needs of high ability students. Participants will incorporate best practices; apply strategies and techniques to differentiate instruction for high ability students; and collaborate with colleagues to design, develop, and implement practices for differentiating for high ability students. Goshen, IN September 27 - 28, 2016 (2 day's absence) HOLLY O'CONNELL - PINWOOD (0-0) PEGGY ZIMMERMAN - PINWOOD (0-0)	\$30.00	\$380.00

<b>2016 - 2017 CONFERENCES</b>	<b>EXPENSES</b>	<b>SUBSTITUTE</b>
<b>GLOBAL LEARNING ADVISORY COUNCIL</b>	\$84.24	\$95.00
Being a part of this council offers the opportunity to participate in State lead initiatives which will be shared with colleagues at Central. Indianapolis, IN October 4, 2016 (1 day's absence) MELISSA FORBES - CENTRAL (2-3)		
	<b>\$16,074.90</b>	<b>\$1,900.00</b>
2015 YEAR-TO-DATE GENERAL FUNDS	\$15,398.78	\$1,500.00
2016 YEAR-TO-DATE GENERAL FUNDS	\$14,147.40	\$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	\$176,315.95	\$20,670.00
2016 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
<b>GRAND TOTAL</b>	<b>\$372,104.01</b>	<b>\$32,300.00</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: OCTOBER 11, 2016**

*of CKW*

**PERSONNEL RECOMMENDATIONS**

**CERTIFIED**

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

b. **New Certified Staff** - We recommend the following new certified staff for employment in the 2016-17 school year:

<b>Holly Powell</b>	<b>Roosevelt/Grade 5</b>
<b>Heba Said</b>	<b>Roosevelt/Grade 3</b>
<b>Corey Sheets</b>	<b>Roosevelt/Kindergarten</b>
<b>Randy Styles</b>	<b>Pierre Moran/Business Education</b>

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

<b>Daleanne Woods</b>	<b>Feeser/Grade 5</b>
<b>Begin: 9/27/16</b>	<b>End: 11/11/16</b>

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

<b>Melissa Cutcliffe</b>	<b>ESC/Behavior Support</b>
<b>Began: 8/8/07</b>	<b>Resign: 10/21/16</b>
<b>Michelle McClintic</b>	<b>Osolo/Grade 5</b>
<b>Began: 8/23/04</b>	<b>Resign: 11/4/16</b>

**CLASSIFIED**

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

<b>Rosa Manay</b> Began: 10/21/05	<b>Transportation/Bus Helper</b> Retire: 12/16/16 Years Of Service: 11
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b. **Resignation** – We report the resignation for the following classified employees:

<b>Priscilla Brown</b> Began: 8/19/15	<b>Riverview/Paraprofessional</b> Resign: 10/14/16
<b>Kimberly Gappa</b> Began: 7/6/15	<b>West Side/Custodian</b> Resign: 10/11/16
<b>Lorie Freet</b> Began: 9/5/12	<b>Bristol/Paraprofessional</b> Resign: 10/12/16
<b>Darnisha Sanders</b> Began: 9/30/15	<b>Commissary/Food Service</b> Resign: 9/27/16
<b>Jacquelyn Taylor</b> Began: 8/31/11	<b>Riverview/Secretary</b> Resign: 10/21/16
<b>Teresa Woodley</b> Began: 8/7/15	<b>Beck/Food Service</b> Resign: 10/3/16

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

<b>Mayra Adame</b> Began: 8/4/16	<b>Monger/ Food Service</b> PE: 9/29/16
<b>Jessica Baker</b> Began: 8/1/16	<b>West Side/Food Service</b> PE: 9/26/16
<b>Patricia Botka</b> Began: 8/4/16	<b>Transportation/Bus Helper</b> PE: 10/6/16
<b>Cordelia Brown</b> Began: 8/15/16	<b>Central/Food Service</b> PE: 10/10/16
<b>Johnny Buford</b> Began: 8/4/16	<b>Monger/ Food Service</b> PE: 9/29/16
<b>Edry Danner</b> Began: 8/2/16	<b>Transportation/Bus Driver Unassigned</b> PE: 10/3/16

<b>Tonya Digia</b> Began: 8/15/16	<b>Tipton/Paraprofessional</b> PE: 10/10/16
<b>Miranda Doolittle</b> Began: 8/4/16	<b>Roosevelt/Custodian</b> PE: 9/29/16
<b>Barbara Dunn</b> Began: 8/4/16	<b>Transportation/Bus Driver Unassigned</b> PE: 9/29/16
<b>Deanna Foster</b> Began: 8/3/16	<b>Osolo/Paraprofessional</b> PE: 9/28/16
<b>Janelya Gates</b> Began: 8/4/16	<b>Central/Food Service</b> PE: 9/29/16
<b>Angela Green-Pitts</b> Began: 8/4/16	<b>Transportation/Bus Helper</b> PE: 9/29/16
<b>Betty Harris</b> Began: 8/4/16	<b>Monger/Food Service</b> PE: 9/29/16
<b>Julieanne Hartin</b> Began: 8/4/16	<b>Woodland/Food Service</b> PE: 9/29/16
<b>Clara Hendrix</b> Began: 8/4/16	<b>Transportation/Bus Helper</b> PE: 9/29/16
<b>Michelle Kulp</b> Began: 8/4/16	<b>Cleveland/Food Service</b> PE: 9/29/16
<b>Julie Kroehler</b> Began: 8/8/16	<b>Commissary/Food Service</b> PE: 10/3/16
<b>Kayla Magyar</b> Began: 8/4/16	<b>Transportation/Bus Driver Unassigned</b> PE: 9/29/16
<b>Shari Mathews</b> Began: 8/15/16	<b>Transportation/Bus Driver Unassigned</b> PE: 10/10/16
<b>Lynda Miller</b> Began: 8/4/16	<b>Pinewood/Transportation</b> PE: 9/29/16
<b>Idelis Monge-Roman</b> Began: 8/4/16	<b>Transportation/Bus Helper</b> PE: 9/29/16
<b>Terry Neely</b> Began: 8/4/16	<b>Beck/Paraprofessional</b> PE: 9/29/16
<b>Denise Popour</b> Began: 8/4/16	<b>Transportation/Bus Driver Unassigned</b> PE: 9/30/16

**Nicole Quesinberry**  
Began: 8/4/16

**Beardsley/Food Service**  
PE: 9/29/16

**Jamie Schultz**  
Began: 8/12/16

**West Side/Paraprofessional**  
PE: 10/7/16

**Brooke Wilcox**  
Began: 8/4/16

**Transportation/Bus Driver**  
PE: 9/29/16

**Anthony Zinich**  
Began: 8/9/16

**Woodland/Paraprofessional**  
PE: 10/4/16

- d. **Unpaid Leave** – We recommend an unpaid leave for the following employees:

**Abigail Howell**  
Began: 10/31/16

**Bristol/Paraprofessional**  
End: 5/26/17

- e. **Change to Medical Leave** – We recommend a change to an unpaid medical leave for the following employee:

**Haley Burkhart**  
Began: 3/18/16

**PACE/Physical Therapist**  
End: 10/11/16