

AGENDA FOR  
BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING

Elkhart Community Schools  
Elkhart, Indiana

September 13, 2016

CALENDAR

Sep	13	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Sep	13	Immediately following	Executive Session, J.C. Rice Educational Services Center
Sep	13	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Sep	20	7:00 a.m.	Public Work Session, J.C. Rice Educational Services Center
Sep	27	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Sep	27	Immediately following	Executive Session, J.C. Rice Educational Services Center
Sep	27	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. MINUTES -

August 19, 2016 – Board Retreat/Work Session  
August 23, 2016 – Public Work Session  
August 23, 2016 – Regular Board Meeting  
August 26, 2016 – Public Meeting  
August 26, 2016 – Board Retreat/Work Session

D. COMMUNICATION UPDATE

E. TREASURER'S REPORT

Consideration of Claims

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

Public Hearing – A public hearing will be held on the 2017 Budget, 2017 Capital Projects and 2017 School Bus Replacement Plan.

Budget Resolutions – The Business Office presents Budget Resolution documents for initial consideration.

Extra Curricular Purchases - The Business Office seeks Board approval of extra-curricular purchase requests.

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

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

F. NEW BUSINESS

Bristol Public Library Board Appointment

NEOLA Adoption Resolution – The administration presents the NEOLA Adoption Resolution for initial consideration.

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.

Residential Services Agreement – The administration recommends Board approval of continued alternative residential services for two Elkhart Community Schools’ students.

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

August 19, 2016

J. C. Rice Educational Services Center, 2720 California Rd, Elkhart – at 8:30 a.m.

Time/Place

Board Members  
Present:

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

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

Roll Call

ECS Personnel Present:

Dave Benak  
Doug Hasler  
Rob Haworth

Cynthia Keeling  
Dawn McGrath  
Wesley Molyneaux

The Board discussed the potential of a survey regarding start times and the school calendar.

Topics  
Discussed

Doug Hasler, Chief Operating Officer, reviewed the Sublease and Shared Use Agreement with Boys & Girls Clubs of Elkhart County.

Cynthia Keeling, Ag Coordinator, provided an update on the Agri/Science program including: it is the largest program in Indiana; all 8<sup>th</sup> grade science classes are using state of the art equipment; Farm Bureau has donated 10 Future Farms of America (FFA) jackets; potential for expanding curriculum for 2017.

Dave Benak, Director of the Elkhart Area Career Center, reviewed the Early College and Polytechnic programs highlighting machine trades, early childhood, automotive collision and refinishing, and requirements for various certifications.

Wesley Molyneaux, Coordinator of Technical Integration, presented a slide show outlining the professional development and training programs being instituted.

Dr. Dawn McGrath, Deputy Superintendent, shared information regarding the School Improvement Grant (SIG) application available now and due on August 30, 2016. She established the purpose of the grant as creating urgency for action in struggling schools. She described the specific reform models; the required assurances from the Board, the Superintendent, and the Elkhart Teachers' Association; the timeline of a planning year, three implementation years, and a sustainability year; allowable costs; and possible measurable outcomes. Additionally, she presented the proposed activities in alignment with the strategic planning process, requesting input and direction from the Board. Board members contributed their analysis and recommendations for actions to include in the grant application.

The Board continued work on priorities and action steps of the strategic plan.

The meeting adjourned at approximately 2:30 p.m.

Adjournment

APPROVED:

Signatures

\_\_\_\_\_  
Glenn L. Duncan, President

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Carolyn R. Morris, Member

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Susan C. Daiber, Vice President

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Dorisanne H. Nielsen, Member

\_\_\_\_\_  
Karen S. Carter, Secretary

\_\_\_\_\_  
Jeri E. Stahr, Member

\_\_\_\_\_  
Douglas K. Weaver, Member

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

Elkhart Community Schools  
Elkhart, Indiana

August 23, 2016

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

Time/Place

Board Members  
Present:

Susan C. Daiber  
Karen S. Carter

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

Roll Call

Absent:

Glenn L. Duncan

ECS Personnel Present:

Tony England  
Shawn Hannon  
Doug Hasler  
Rob Haworth

Dawn McGrath  
Kevin Scott  
Doug Thorne  
Bob Woods

The Board reviewed the sublease agreement with Boys and Girls Club of Elkhart and 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

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Carolyn R. Morris, Member

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Susan C. Daiber, Vice President

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Dorisanne H. Nielsen, Member

\_\_\_\_\_  
Karen S. Carter, Secretary

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Jeri E. Stahr, Member

\_\_\_\_\_  
Douglas K. Weaver, Member

MINUTES  
OF THE REGULAR MEETING  
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools  
Elkhart, Indiana  
August 23, 2016

<p>J. C. Rice Educational Services Center, 2720 California Rd, Elkhart – 7:00 p.m.</p>	<p>Place/Time</p>			
<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Board Members Present:</td> <td style="width: 33%;">Glenn L. Duncan Susan C. Daiber Karen S. Carter</td> <td style="width: 33%;">Carolyn R. Morris Dorisanne H. Nielsen Jeri E. Stahr Douglas K. Weaver</td> </tr> </table>	Board Members Present:	Glenn L. Duncan Susan C. Daiber Karen S. Carter	Carolyn R. Morris Dorisanne H. Nielsen Jeri E. Stahr Douglas K. Weaver	<p>Roll Call</p>
Board Members Present:	Glenn L. Duncan Susan C. Daiber Karen S. Carter	Carolyn R. Morris Dorisanne H. Nielsen Jeri E. Stahr Douglas K. Weaver		
<p>President Glenn Duncan called the regular meeting of the Board of School Trustees to order. The Pledge of allegiance was recited.</p>	<p>Call to Order/Pledge</p>			
<p>Mr. Duncan discussed the invitation to speak protocol.</p>	<p>Protocol</p>			
<p>By unanimous action, the Board approved the following minutes:              August 9, 2016 – Public Work Session              August 9, 2016 – Regular Board Meeting              August 11, 2016 – Board Retreat/Work Session              August 16, 2016 – Public Work Session</p>	<p>Approval of Minutes</p>			
<p>Shawn Hannon, assistant superintendent of communication and data, presented a communication update. The report included recent media coverage; an upcoming story including a podcast about new food service offerings; and upcoming events.</p>	<p>Communication Update</p>			
<p>By unanimous action, the Board approved payment of claims totaling \$4,184,704.56 as shown on the August 23, 2016, claims listing. (Codified File 1617-21)</p>	<p>Payment of Claims</p>			
<p>The Board received a financial report for the period January 1 – July 31, 2016 and found it to be in order.</p>	<p>Financial Report</p>			
<p>Kevin Scott, chief financial officer, reported the following fund loans were made on July 31, 2016: \$900,000.00 from the Debt Services Fund to Pension Bond Debt Services Fund.</p>	<p>Fund Loans</p>			
<p>By unanimous action, the Board accepted with appreciation a donation of \$500.00 from Mr. and Mrs. Panaderia Hernandez to Memorial High School (MHS) boys’ soccer team.</p>	<p>Gift Acceptance</p>			
<p>Kevin Scott presented the proposed 2017 Budget, Capital Projects and Bus Replacement Plans for review. Budgets are reported to the state through the Gateway online reporting system, as required by the Indiana Department of Local Government Finance (DLGF). Mr. Scott reviewed the various budget documents. He also reported a public hearing will be held to present the budget on September 13, 2016.</p>	<p>2017 Budget</p>			

By unanimous action, the Board authorized Kevin Scott to advertise the required documents related to the 2017 Budget, Capital Projects and Bus Replacement Plans.	Permission to Advertise
By unanimous action, the Board approved an extra-curricular purchase of a new DSLR camera for Memorial High School Art Department in the amount of \$974.85. The Rockefeller extra-curricular fund will be used.	Extra Curricular Purchase
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 1617-22)	Fundraiser Approval
By unanimous action, the Board approved the proposed lease for space at Beardsley School with Boys & Girls Club of Elkhart. The lease was executed by Superintendent Robert Haworth and Kevin Deary, President/CEO of Boys & Girls Club of Elkhart. (Codified File 1617-23)	Lease with Boys & Girls Club
President Duncan opened a public hearing on the proposed Lease for Beardsley School Improvements, with no comments from the audience, the hearing was closed.	Public Hearing
By unanimous action, the Board adopted a resolution confirming the second amendment to lease between Elkhart Community Schools and the Elkhart School Building Corporation. (Codified File 1617-24)	Resolution Confirming Second Amendment
By unanimous action, the Board adopted a resolution for additional appropriation for the use of bond proceeds to complete building improvements at Beardsley School. (Codified File 1617-25)	Resolution of Additional Appropriation
Doug Hasler reviewed the design/bid process. Project proposals were submitted on August 17 <sup>th</sup> and the technical review team scored the proposals on qualified improvements. Doug Hasler opened and announced the base bid and alternates pricing for project proposals relating to improvements at Beardsley School submitted by Ancon Construction and DJ Construction. A Special Meeting was requested to review the final proposals and selection of a contractor on Friday, August 26 <sup>th</sup> at 8:15 a.m. (Codified File 1617-26)	Opening of Sealed Price Proposals
Doug Hasler reported the lease agreement regarding the future aquatic center with Beacon Health Systems and the Community Foundation of Elkhart County is still being reviewed.	Partnership Agreement Update
By unanimous action, the Board approved proposed revisions to Board Policy GDBA-13, Permanent Substitute Teachers' Compensation Plan, as initially presented at the Board's August 9 <sup>th</sup> meeting.	Board Policy GDBA-13

By unanimous action, the Board approved the submission of a School Improvement Grant regarding Beardsley Elementary, Mary Beck Elementary, Pierre Moran Middle School and Roosevelt STEAM Academy to the Indiana Department of Education. (Codified File 1617-27)

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 August 23, 2016 listing and addendum. (Codified File 1617-28)

Conference  
Leaves

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

Personnel  
Report

An agreement regarding employee compensation for a certified staff member. (Codified File 1617-29)

Consent  
Agreement

Employment of the following thirteen (13) certified staff members for the 2016-2017 school year:

Certified  
Employment

Jacqueline Collins – grade 6 at Monger  
David Degaldo – Air Force JR ROTC at Central  
Shelby Dobson – grade 3 at Riverview  
Julie Guthrie – special education at Hawthorne  
Kenneth Helbling – digital media at Career Center  
Micah Helmuth – social studies at Pierre Moran  
Lori Hoese – business at West Side  
Sarah Horn – math at Memorial  
Kelsey Kilmer – grade 1 at Daly  
Kristine Martin – business ed at Central (part-time)  
Jackie Nemeth – ESL at North Side  
Yvette Wigfall – language arts at Pierre Moran  
Brent Yoder – language arts at Pierre Moran

Resignation of the following four (4) certified employees effective on dates indicated:

Certified  
Resignation

Shanter Alexander – psychologist at ESC, 8/12/16  
Angela Balmer - grade 2 at Roosevelt, 8/31/16  
Ashley Carlson – special education at Hawthorne, 8/19/16  
Angel Hernandez – grade 5 at Beck, 8/5/16

Retirement of Jackie Tinsley, custodian at Osolo, effective 10/14/16 after 17 years of service.

Classified  
Retirement



<p>Resignation of the following ten (10) classified staff members effective on dates indicated:</p> <ul style="list-style-type: none"> <li>Nina Bayes – paraprofessional at Daly, 8/1/16</li> <li>Cheryl DeJohn - paraprofessional at Daly, 8/3/16</li> <li>Fred Dills – custodian at Memorial, 8/9/16</li> <li>Karen Gadson - paraprofessional at Beardsley, 7/21/16</li> <li>Rose House – bus driver at Transportation, 8/18/16</li> <li>Shawn House – bus driver at Transportation, 8/18/16</li> <li>Laterica Hubbard – food service at Beardsley, 8/15/16</li> <li>Linda Jones – bus driver unassign at Transportation, 8/24/16</li> <li>Molly Loeffelholz – speech therapist at Beardsley, 8/26/16</li> <li>Angela Neal – secretary at ESC, 8/12/16</li> </ul>	<p>Classified Resignation</p>
<p>Regular employment for the following two (2) classified employees who have successfully completed their probationary periods, on dates indicated:</p> <ul style="list-style-type: none"> <li>ShaTeisa Davis – custodian at Pierre Moran, 8/15/16</li> <li>Meghan Swihart – academic trainer at Osolo, 8/19/16</li> </ul>	<p>Classified Employment</p>
<p>Termination of the following three (3) classified employees effective on dates indicated:</p> <ul style="list-style-type: none"> <li>Jennifer Massing – bus driver at Transportation, 8/23/16, in accordance with Board Policy GDPD Section 1, a, c, and g</li> <li>Jessica Owens – bus helper at Transportation, 8/23/16, in accordance with Board Policy GDPD Section 1, a, c and g</li> <li>Larry Schumacher – bus driver unassign at Transportation, 8/23/16, in accordance with Board Policy GDPD Section 1, a, c, and g</li> </ul>	<p>Classified Termination</p>
<p>Unpaid leave of absence for Haley Burkhart, physical therapist at PACE, beginning 8/2/16 and ending on 12/16/16.</p>	<p>Leave of Absence</p>
<p>By unanimous action, the Board approved the reconfiguration of the grade spans of Central, Memorial and Elkhart Alternative Education through grade 14, to allow reporting students in Schools Without Walls to the IDOE as presented by Superintendent Haworth.</p>	<p>From the Superintendent</p>

The meeting adjourned at approximately 8:10 p.m.

APPROVED:

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Glenn L. Duncan, President

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Susan C. Daiber, Vice President

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Karen S. Carter, Secretary

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Carolyn R. Morris, Member

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Dorisanne H. Nielsen, Member

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Jeri E. Stahr, Member

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Douglas K. Weaver, Member

Adjournment

Signatures

MINUTES OF THE  
PUBLIC MEETING  
OF THE  
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools  
Elkhart, Indiana

August 26, 2016

J. C. Rice Educational Services Center, 2720 California Rd, Elkhart – at  
8:15 a.m.

Time/Place

Board Members  
Present:

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

Dorisanne H. Nielsen  
Jeri E. Stahr  
Douglas K. Weaver

Roll Call

Absent:

Carolyn R. Morris

ECS Personnel Present: Doug Hasler

Rob Haworth

President Glenn Duncan called the meeting to order and the pledge was recited.

Call to  
Order/Pledge

By unanimous action, the Board accepted the proposal from DJ Construction as the lowest adjusted price proposal for the Beardsley School Gymnasium Project, and authorized the Superintendent, the Chief Operating Office, and their designees to proceed with the negotiations with DJ Construction regarding the final form of the design-build contract, and the scope of such project. (Codified File 1617-30)

Beardsley  
Design/Build  
Proposals

The meeting adjourned at approximately 8:25 a.m.

Adjournment

APPROVED:

Signatures

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Glenn L. Duncan, President

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Carolyn R. Morris, Member

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Susan C. Daiber, Vice President

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Dorisanne H. Nielsen, Member

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Karen S. Carter, Secretary

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Jeri E. Stahr, Member

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Douglas K. Weaver, Member

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

Elkhart Community Schools  
Elkhart, Indiana

August 26, 2016

J. C. Rice Educational Services Center, 2720 California Rd, Elkhart – at 8:30 a.m.

Time/Place

Board Members  
Present:

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

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

Roll Call

ECS Personnel Present:

Jean Creasbaum  
Doug Hasler  
Rob Haworth  
Brenda Kolbe

Kevin Scott  
Doug Thorne  
Dee Wappes

The Board discussed the 2016 Combo IREAD-3 Passing Rate as presented by Dee Wappes and Jean Creasbaum; insurance issues; and the ETHOS programs.

Topics  
Discussed

The Board continued work on the implementation plan; framework flow; and vision and mission statements of the strategic plan.

The meeting adjourned at approximately 1:30 p.m.

Adjournment

APPROVED:

Signatures

\_\_\_\_\_  
Glenn L. Duncan, President

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Carolyn R. Morris, Member

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Susan C. Daiber, Vice President

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Dorisanne H. Nielsen, Member

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Karen S. Carter, Secretary

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Jeri E. Stahr, Member

\_\_\_\_\_  
Douglas K. Weaver, Member



**MARY DALY ELEMENTARY SCHOOL**  
1735 STRONG AVENUE • ELKHART, IN 46514  
PHONE: 574-295-4870



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

DATE: 9/6/16

TO: Dr. Rob Haworth  
Board of School Trustees

FROM: Joshua Nice

RE: Donation Approval

Dr. David Fairchild has donated 26 \$30 gift certificates to help with classroom supplies to be given to teachers per the attached letter.

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:

Dr. David Fairchild  
117 S. Nappanee Street  
Elkhart, Indiana 46514





**ELKHART MEMORIAL HIGH SCHOOL**  
2608 CALIFORNIA ROAD • ELKHART, IN 46514  
PHONE: 574-262-5600

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

### CENT-\$ATIONAL EVENTS

DATE: 25 August 2016  
TO: Dr. Rob Haworth  
Board of School Trustees  
FROM: Cent-\$ational Events  
RE: Donation Approval

Cent-\$ational Events would like to make a donation to the Elkhart Memorial High School Math Department (extra-curricular account) in the amount of \$900. This money is to be used to help purchase additional supplies needed for the department to help further the education of students at Elkhart Memorial High School.

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:

Julie Willard  
12125 Ashland Street  
Granger, IN 46530



**PIERRE MORAN MIDDLE SCHOOL**

200 WEST LUSHER AVENUE • ELKHART, IN 46517

PHONE: 574-295-4805



**ELKHART COMMUNITY SCHOOLS**

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

September 7, 2016

TO: Dr. Rob Haworth  
Board of School Trustees

FROM: Cynthia Bonner

RE: Donation Approval

A \$1,500.00 donation from NIVA was made to Pierre Moran Middle School for the use of their facilities during practices. This donation will be deposited into the Athletic Equipment extra-curricular account for Pierre Moran Athletics.

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:

NIVA  
10100 Billet Court  
Granger IN 46530





**ROOSEVELT STEAM ACADEMY**

201 WEST WOLF AVENUE • ELKHART, IN 46516

PHONE: 574-295-4840



**ELKHART COMMUNITY SCHOOLS**

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: August 18, 2016

TO: Dr. Robert Haworth  
Board of School Trustees

FROM: Roosevelt Elementary STEAM ACADEMY

RE: Donation Approval

Lowe's Home Improvement on CR 6 will be donating the following to Roosevelt Elementary School to be used in the El Sistema Music Program.

- 25 plastic buckets (5-gallon)
- 4 general purpose brooms
- 12 large dowel rods
- 4 large aluminum trash cans
- 4 large aluminum trash can lids
- 1 large heavy plastic trash can
- 6 rolls of tape

Total donation amount: \$250.00

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:

Lowes / Store 2942  
c/o Ms. Sondra K. Mall, Store Manager  
110 COUNTY ROAD 6 W,  
ELKHART, IN, 46514

P 574-206-2900

F 574-206-2901





# ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)  
 Approved by the State Board of Accounts, 2015  
 Prescribed by the Department of Local Government Finance

Budget Form No. 4

Ordinance Number:

Be it ordained/resolved by the **Board of School Trustees** that for the expenses of **ELKHART COMMUNITY SCHOOL CORPORATION** for the year ending December 31, **2017** the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of **ELKHART COMMUNITY SCHOOL CORPORATION**, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

This ordinance/resolution shall be in full force and effect from and after its passage and approval by the **Board of School Trustees**.

Name of Adopting Entity / Fiscal Body	Type of Adopting Entity / Fiscal Body	Date of Adoption
Board of School Trustees	School Board	09/27/2016

DLGF-Reviewed Funds				
Fund Code	Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
0022	REFERENDUM FUND - EXEMPT OPERATING - POST 2009	\$4,000,000	\$3,996,243	0.1560
0061	RAINY DAY	\$400,000	\$0	0.0000
0101	GENERAL	\$91,245,866	\$0	0.0000
0180	DEBT SERVICE	\$10,143,401	\$10,753,764	0.4550
0186	SCHOOL PENSION DEBT	\$2,999,082	\$2,897,583	0.1226
0187	REFERENDUM DEBT FUND - EXEMPT CAPITAL	\$0	\$0	0.0000
0287	REFERENDUM DEBT FUND - EXEMPT CAPITAL - POST 2009	\$1,377,000	\$1,647,268	0.0643
1214	CAPITAL PROJECTS (School)	\$13,123,195	\$14,165,088	0.5994
6301	TRANSPORTATION	\$8,605,546	\$9,146,585	0.3870
6302	BUS REPLACEMENT	\$1,447,402	\$1,741,743	0.0737
		<b>\$133,341,492</b>	<b>\$44,348,274</b>	<b>1.8580</b>

# ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)  
 Approved by the State Board of Accounts, 2015  
 Prescribed by the Department of Local Government Finance

Budget Form No. 4

Name		Signature
Glenn Duncan	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Susan Daiber	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Karen Carter	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Dorisanne Nielsen	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Jeri Stahr	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Douglas Weaver	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Carolyn Morris	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	

## ATTEST

Name	Title	Signature
Karen Carter	Secretary	

RESOLUTION TO ADOPT A PLAN  
FOR A CAPITAL PROJECTS FUND  
(20-2305)

This resolution is adopted by the Board of School Trustees of the Elkhart Community Schools, Elkhart, Elkhart County, Indiana:

WHEREAS, A School Capital Projects Fund has been established; and

WHEREAS, the Board of Trustees is required under I.C. 20-46-6-5 to adopt a plan with respect to the Capital Projects Fund; and

WHEREAS, the Board of Trustees held a public hearing on the capital projects plan on September 13, 2016, at 2720 California Road.

THEREFORE, BE IT RESOLVED, by the Board of Trustees that the plan for Elkhart Community Schools for the years 2017 through 2021 is hereby incorporated by reference into this resolution, and is adopted as the Board of Trustees' plan with respect to the School Capital Projects Fund.

BE IT FURTHER RESOLVED, that the Board of Trustees shall submit a certified copy of this resolution (including the adopted plan) to the Department of Local Government Finance as required by I.C. 20-40-8-8 for approval.

ADOPTED THIS 27<sup>th</sup> DAY OF September 2016.

**AYE**

**NAY**

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BOARD OF SCHOOL TRUSTEES, ELKHART COMMUNITY SCHOOLS

ATTEST: \_\_\_\_\_, Secretary  
Board of School Trustees, Elkhart Community Schools

RESOLUTION TO ADOPT THE YEAR 2017  
BUS REPLACEMENT PLAN  
(20-2305)

This resolution is adopted by the Board of School Trustees of the Elkhart Community Schools, Elkhart, Elkhart County, Indiana:

Whereas a School Bus Replacement Plan has been established; and

Whereas the Board of School Trustees is required under I.C. 20-46-5 to adopt a plan with respect to the School Bus Replacement; and

Whereas the Board of School Trustees held a public hearing on the plan on the 13<sup>th</sup> day of September, 2016, at 2720 California Road, Elkhart, Indiana;

THEREFORE, BE IT RESOLVED, by the Board of School Trustees that the plan entitled School Bus Replacement Plan for the years 2017 through 2028, is hereby incorporated by reference into this resolution, and is adopted as the Board of School Trustees' plan with respect to the School Bus Replacement Plan.

BE IT FURTHER RESOLVED, that the Board of School Trustees shall submit a certified copy of this resolution (including the adopted plan and the Calculation Worksheet) to the Department of Local Government as required by I.C. 20-40-7 for approval.

ADOPTED THIS 27<sup>th</sup> DAY OF SEPTEMBER, 2016.

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BOARD OF SCHOOL TRUSTEES, ELKHART COMMUNITY SCHOOLS

ATTEST: \_\_\_\_\_, Secretary  
Board of School Trustees, Elkhart Community Schools

## ELKHART COMMUNITY SCHOOLS

### RESOLUTION TO REDUCE PROPOSED BUDGET

- (Reduces total budget estimate, Budget Form 4B, Line 1 – 2017)
- (Reduces necessary expenditures, Jul 1-Dec 31, Budget Form 4B, Line 2 – 2016
  - (Reduces Operating Balance, Budget Form 4B, Line 11)
  - (Reduces Net Amount to be Raised, Budget Form 4B, Line 16)
  - (Reduces Net Tax Rate, Budget Form 4B, Line 17)

WHEREAS, it may be necessary to make reductions in certain existing appropriations, and reductions in the proposed budget estimate, operating balance, net amount to be raised, and/or net tax rates, and

WHEREAS, the exact amount of such reductions will be determined through the budget approval process conducted by the Indiana Department of Local Government Finance.

NOW, THEREFORE, BE IT RESOLVED:

- (1) The Treasurer is authorized to reduce Budget Form 4B, Lines 1, 2, 11, 16, and 17 in the amounts determined to be necessary through the DLGF budget approval process.
- (2) Said reductions are understood to modify figures and amounts referenced in other budget documents, including Budget Form 3 (Notice to Taxpayers), and Budget Form 4 (Resolution for Appropriations and Tax Rates).
- (3) The Treasurer is directed to report on the amount of reduction(s) at a regular meeting of the Board of School Trustees.



ADOPTED THIS 27<sup>th</sup> DAY OF SEPTEMBER, 2016:

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BOARD OF SCHOOL TRUSTEES

ATTEST: \_\_\_\_\_  
Secretary, Board of School Trustees

**ELKHART COMMUNITY SCHOOLS**  
Elkhart, Indiana

**TAX NEUTRALITY RESOLUTION**

WHEREAS, the School Pension Debt Service Fund has been established for the purpose of budgeting principal and interest payments on pension bond debt authorized under Indiana Code 20-48-1-2,

WHEREAS, Elkhart Community Schools issued debt pursuant to Indiana Code 20-48-1-2 in June 2006;

WHEREAS, Indiana Code 20-48-1-2 provides that a School Corporation shall reduce the total property tax levy for its transportation, school bus replacement, and/or capital projects funds in an amount equal to the debt service levy approved for the School Pension Debt Service Fund;

WHEREAS, the Indiana Department of Local Finance will determine the total property tax levy reduction amount necessary for the 2017 budget over the course of its budget review process;

WHEREAS, the decision on which fund(s) to designate for reduction in the 2017 property tax levy would be best made when DLGF has prepared preliminary tax rates for all such funds.

THEREFORE, BE IT RESOLVED BY THE BOARD OF SCHOOL TRUSTEES OF ELKHART COMMUNITY SCHOOLS that the Chief Financial Officer is authorized to allocate the tax neutrality reductions required under Indiana law across the Capital Projects Fund, the Transportation Operating Fund and the Bus Replacement Fund, with such amounts to be reported to the Board of School Trustees after they have been approved.

Adopted this 27<sup>th</sup> day of September, 2016.

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ATTEST:

\_\_\_\_\_  
Secretary, Board of School Trustees

Tax Neutrality Resolution



BUSINESS OFFICE

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

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

**FROM: KEVIN SCOTT**

**DATE: SEPTEMBER 8, 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
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EMHS Choir Extra-Curricular	Men's uniforms, Chamber Choir	\$501.12
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ELKHART MEMORIAL HIGH SCHOOL

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

**TO: DR. ROBERT WOODS**  
**FROM: CARY ANDERSON, PRINCIPAL**  
**DATE: 9/6/2016**

**EXPENDITURE OF EXTRACURRICULAR FUNDS**

The purpose of this memo is to request board approval for the expenditure of EMHS extracurricular funds. The EMHS CHOIRS will be spending \$501.12 out of their extra-curricular account to replace some heavily worn men's uniforms for the Chamber Choir.

**Elkhart Community Schools**  
Proposed School Fundraising Activities  
Sept. 13, 2016 Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
Cleveland 6th Grade	A Fun Run will be held. Students will collect pledges to participate. Proceeds will be used to offset the admission price to the Museum of Science and Industry and bus fair for 6th grade trip.	9/16/2016	9/6/2016	Susan Corbett, Bridgette McKay, Christy Morris, Tonya Winters, Kelly Carmichael
Roosevelt Cheer Squad	Texas Roadhouse Give Back Night. Cheer Squad will hand out coupons to parents and staff to present to Texas Roadhouse on 10/25/2016. The Cheer Squad will receive 10% of the total coupon sales. Proceeds will be used to purchase Cheer Shoes.	10/25/2016	9/7/2016	Breah Tolbert
West Side School Incentives	A Port A Pit Chicken Sale will be held at West Side. Proceeds will be used to raise money to fund ISTEP incentives and end of year activities.	2/14/2017	8/31/2016	Natalie Schultz
Central Orchestra Boosters	A Nelsons Chicken Sale will be held. Proceeds will be used for Private Lesson Scholarships.	10/5/2016	9/7/2016	Kyle Weirich
Central Orchestra and Choir	A brochure sale offering cheese, sausage, chocolates etc. will be held. Proceeds will be used for private lessons, music and equipment.	10/36/2016 - 11/7/2016	9/7/2016	Kyle Wei & Bill Niederer
Central Orchestra Boosters	A Rise & Roll Donut Sale will be conducted. Donuts will be distributed after the school day. Proceeds will be used for Private Lesson Scholarships.	4/10/2017 - 4/26/2017	9/7/2016	Kyle Weirich
Memorial Student Government	Students and staff will pay to participate in a Dodge Ball Tournament held in EMHS gym. Proceeds will be used for Homecoming activities.	9/19/2016	8/31/2016	Julie Tyrakowski
Career Center Cosmetology	Students will sell pink hair extensions for Breast Cancer Awareness. 30% of proceeds will be used for supplies and 70% will be donated to the American Cancer Society.	9/15/2016 - 10/14/2016	8/22/2016	Amy Stutzman & Tracy Plank-Teegarden
District Wide Health Promotions	A Nelsons Chicken BBQ sale will be held on the MHS/EACC complex. Proceeds will be used to help fund the "Walkingspree" Pedometer Program.	10/8/2016	9/7/2016	Rhonda Crum



# **Bylaws & Policies**

**Elkhart Community Schools**



ADOPTION RESOLUTION

RESOLVED, the bylaws and policies printed and codified in the comprehensive document entitled "Bylaws and Policies of the Elkhart Community Schools' Board" are hereby adopted and all bylaws and policies heretofore adopted by the Elkhart Community Schools' Board are hereby rescinded, further be it

RESOLVED, in the event any policy, part of a policy or section of the bylaws is judged to be inconsistent with law, inoperative by a court of competent jurisdiction or is invalidated by a policy or contract duly adopted by this Board, the remaining bylaws, policies and parts of policies shall remain in full effect.

Take notice, the foregoing resolution was adopted by the Elkhart Community Schools' Board at a public meeting held at Elkhart, Indiana on September 27, 2016.

Signed this 27<sup>th</sup> day of September 2016.

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BOARD OF SCHOOL TRUSTEES, ELKHART COMMUNITY SCHOOLS

Attest: \_\_\_\_\_, Secretary  
Board of School Trustees



Students apply theories of art and incongruities in theories when making informed judgments. They consider different responses to works of art and analyze challenges to their personal preferences, reading, comparing, and discussing views of various critics and aestheticians.

VA.H.5 2008 - VISUAL LITERACY: Criticism and Aesthetics: Reflect on and discuss the nature of art, aesthetic experience, and aesthetic issues concerning the meaning and significance of art

Students consider personal significance of works of art and aesthetic experience, making comparisons with peers, critics, and aestheticians and examining writings of aestheticians. They identify problems in works of art and examine related hypotheses. Students engage in philosophical inquiry into the nature of art and aesthetic issues.

VA.H.6 2008 - CREATING ART: Studio Production: Develop a range of subject matter, symbols, and ideas for artwork and utilize skills of critique, reflection, and revision

Students demonstrate skill in perception from real life to convincingly represent subject matter. They make informed choices and identify the origin, function, meaning, and value of symbols in personal work. Students exhibit advanced levels of analysis and refinement of work and utilize established criteria for judging excellence in portfolio quality work, demonstrating mutual respect.

VA.H.7 2008 - CREATING ART: Studio Production: Understand and apply elements and principles of design in personal works of art, utilizing a variety of media, tools, and processes

Students create works that demonstrate effective use and relationships of elements and principles, media, and function. They define and solve visual problems and communicate ideas in works that demonstrate refined skill and understanding of media and processes.

VA.H.8 2008 - INTEGRATED STUDIES: Experience the integrative nature of visual arts, other arts disciplines, and disciplines outside the arts, and understand the arts as a critical component of learning and comprehension in all subject areas

Students analyze and synthesize ideas, issues, perspectives, principals, and techniques of multiple disciplines in creating artwork that communicates in-depth knowledge and understanding of the value of integrated study.

### **Assessments**

Students will participate in weekly group critiques and discussions. The students will also have direct, one on one daily feedback. The students will be evaluated on their work ethic, contribution and craftsmanship on the art production of the community mural.

### **Student Activities**

This class will meet during the summer. Students will meet in the classroom for the first week. While in the classroom students will need access to the computer room for research and art room for art production. The students will meet at the high school and then be bused to the mural site.

This class will be outside and students will be exposed to the elements. Due to the unpredictable weather students will have to be flexible. Class may have to be canceled and rescheduled based on the weather. We will also have a class or two at night in order to project the design onto the wall. Night class is optional but would be a good time to make up needed hours. Students who participate in this class will have to be flexible and are expected to participate a minimum of 75 hours in order to receive credit. If a class is rescheduled due to weather a student is responsible for making up the time at a later date.



Students must demonstrate a certain amount of maturity to participate in this class. Students will be trained on how to use materials and equipment such as scaffolding. Student must follow safety directions at all times or they will be removed from the class at teacher discretion. Students and parents will sign a contract at the beginning of the semester recognizing the importance of following safety protocol and the possible consequences.

#### Course Outline

##### Classroom instruction

##### Week 1

- History of mural art
- Research murals throughout the US
- Meet with the client
- Create a mural design for client's approval
- Explore painting techniques

##### Week 2

- Field-work: painting the mural at the site

##### Week 3

- Field-work: painting the mural at the site

##### Week 4

- Field-work: painting the mural at the site

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

Mural comes from the Latin word murus, which means wall. A mural is a painting, usually quite large, that is done on a wall to often show the concerns, hopes, values and memories of the community for which it is painted. This course will focus on teaching students the significance of mural art throughout history and exposing students to painting techniques. Art Reach Mural Painting is a cooperative art-based field work program that connects high school students with their community. Students will be responsible for working with a client, creating designs and interacting with the community as they create a public mural painting.

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

Students are begging for afterschool programs and summer programs in the visual arts. We have a large population of students with so much untapped potential being overlooked.

The goal of the Mural Painting class is to create an art-based collaborative field work program for high school students while aesthetically improving the community. This class will empower students as they learn new skills and techniques that they use to create a community mural. Public art teaches students how to interact with the community and how to be positive advocates for the arts and Elkhart Community Schools. Murals reach the entire community. People who may not be exposed to art museums can experience the aesthetic benefits through community murals. The positive interaction with the community fosters a tremendous sense of pride and accomplishment that enhances students' self-esteem and creates future leaders.



### **College and Career Pathway**

Elkhart high school art teachers will collaborate to create a program that reinforce and build upon the students' art experience. This course will further the students' knowledge and understanding in art production, art history, art esthetics and art criticism along with creating a community painting.

There are over a hundred careers in the field of art that students can go to college and study. This class will provide a foundation for any one of the college art careers including illustration, painting, advertising and graphic design.

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

"One of the important lessons we've learned is that all successful youth arts programs do three things: first, they provide positive adult role models; second, they give youth the opportunity for achievement and, ultimately, recognition for this achievement; and, third, they enable youth to interact with people who have healthy beliefs and consistent standards for behavior. Programs designed to achieve these outcomes are best able to provide the opportunity that youth need to develop positive behaviors." (Farnum & Schaffer, 1998, p. 26)

Over the past 12 years I have volunteered and mentored children during afterschool art programs and summer school art programs. I am constantly amazed by how generous our students are with their time and talent and their eagerness to make a positive difference in our community. My classes are always filled with outstanding, energetic, hardworking young adults who have great potential, desire and ability to positively influence and change lives. I already have a list of students wanting to participate in this summer's Mural Painting Class.

### **Expected improved outcome**

To create a collaborative fieldwork program between the community and High School art students while they aesthetically improve the community.

Teach students the history and significance of mural art.

Teach students mural painting techniques.

To empower students, enhance self-esteem, foster leadership skills.

To create positive relationships between the community and Elkhart high school students.

To create an aesthetically pleasing mural in the community.

### **REQUIRED RESOURCES**

**Software/Hardware:** Students will need access to a computer lab with internet the first week of school to research.

**Digital content:** Smart board/projector

### **Materials/Supplies:**

- Art Education Instructor
- Budget to purchase art supplies
- Community wall
- Bus & fuel
- The Elkhart Parks Department will be responsible for purchasing paint for the mural.



**Printed material, text:** Instead of a text book, students will use the internet to research the history of murals.

**THE OPPORTUNITY COST AND INSTRUCTIONAL CAPACITY:**

- This is a collaborative program between Elkhart Community Schools and the City of Elkhart.
- Elkhart Community Schools will be responsible for providing a white bus, gas and a supply budget.
- The City of Elkhart will be responsible for purchasing paint for the community mural.
- The teacher to student mentor ratio will be approximately 1-to-14. (For every one teacher there will be maximum of 14 students.)





MLB-2.4 Diagnose problems that may arise with hardware and software and identify solutions for common issues

**Domain – Tool for Creativity, Innovation, and Productivity**

**Core Standard 3 Students use technology as a tool to enhance learning and creativity and to increase productivity in developing their projects.**

*Standards*

MLB-3.1 Demonstrate operations common to software applications

MLB-3.2 Use word processing software to compose, design, edit, and print

MLB-3.3 Use spreadsheet software to calculate, graph, organize, and present data

MLB-3.4 Design presentations and projects using text, sounds, images, video, and animation

MLB-3.5 Explore coding and its function in creating software applications

MLB-3.6 Integrate data between word processing, spreadsheet, presentation, and internet applications

**Domain – Information Research Tool**

**Core Standard 4 Students gather, evaluate, use, and cite information from computer technology sources.**

*Standards*

MLB-4.1 Identify various types of online resources and their intended function

MLB-4.2 Review digital content for quality, credibility, validity, and up-to-date information Business and Information Technology – Middle Level, September 2014, Page 3 of 7 Standards in Bold are essential for students to master.

MLB-4.3 Use technology to investigate a variety of sources and media for research purposes

MLB-4.4 Identify various browser features, such as menus and tools, which could be used to access information efficiently on the Internet

MLB-4.5 Use various search techniques to refine outcomes for research

MLB-4.6 Cite sources of information used in a proper format

**Domain – Digital Citizenship**

**Core Standard 5 Students integrate technology in a social, legal, ethical, and safe manner to be lifelong digital citizens.**

*Standards*

MLB-5.1 Differentiate between appropriate technology uses in various environments such as school, home, and work

MLB-5.2 Discuss and explain responsible uses of technology and the consequences for choosing to participate in illegal activities such as plagiarism, piracy, and violating copyright/fair use

MLB-5.3 Identify the characteristics and consequences of cyberbullying

MLB-5.4 Synthesize and demonstrate rules of digital netiquette

MLB-5.5 Investigate the risks and practice safe, legal, ethical, and responsible use of technology and the Internet

MLB-5.6 Create strong passwords, learn strategies to avoid scams and schemes, and analyze privacy policies

MLB-5.7 Recognize and explain the need for protecting privacy in order to preserve an online digital footprint

MLB-5.8 Investigate the risks of improper use of technology as it relates to the health and wellness of the user

**PART TWO – CAREER EXPLORATION**

**Domain – Exploring Self Core**

**Standard 6 Students analyze personal characteristics to create a personal profile.**

*Standards*

MLB-6.1 Identify personal and family morals, values, and ethics

MLB-6.2 Explore and describe personal aptitudes, interests, and skills through the use of personal assessments

MLB-6.3 Explore personal priorities and goals for life and career

MLB-6.4 Examine learning style preferences and determine their application to school and work

**Domain – Exploring College and Careers**





**Core Standard 7 Students use Career Clusters, Indiana's College and Career Pathways, and other sources to explore careers.**

*Standards*

MLB-7.1 Locate, understand and use career information and resources to set short and long term goals for career decisions

MLB-7.2 Identify economic, global, technology, and social trends in the workplace and labor market

MLB-7.3 Describe the various careers in each of the Career Clusters

MLB-7.4 Describe post-secondary educational options such as technical programs, military, apprenticeships, two-year and four-year colleges, and resources for obtaining postsecondary education and training

***Domain – Decision-Making and Planning***

**Core Standard 8 Students apply critical and creative thinking to make decisions, create flexible career plans, and solve problems, to succeed in their secondary and college education, as well as in their careers and life.**

*Standards*

MLB-8.1 Demonstrate components of critical and creative thinking when putting life choices and careers through the decision-making process

MLB-8.2 Identify choices, options and consequences of life and career decisions

MLB-8.3 Identify skills needed for career choices and match to personal abilities and interest

MLB-8.4 Explain the impact of selected careers on lifestyle goals

MLB-8.5 Review and update a high school graduation plan

MLB-8.6 Interpret results of a self-assessment inventory to create an initial education and career plan

***Domain – Personal and Employability Skills***

**Core Standard 9 Students demonstrate personal skills and employability needed for success in school, life and career.**

*Standards*

MLB-9.1 Demonstrate habits of mind such as taking responsible risks, thinking and communicating with clarity and precision, questioning and posing problems, and thinking independently

MLB-9.2 Demonstrate personal and basic employability skills such as attendance, integrity, meeting deadlines, and dependability

MLB-9.3 Demonstrate appreciation of diversity in school, life and career settings

MLB-9.4 Demonstrate personal leadership skills to lead and inspire others, accomplish common goals, and function effectively in school, life and career settings

MLB-9.5 Demonstrate school, life and career self-management skills related to responsibility and work ethic

MLB-9.6 Demonstrate what good principles of technology and digital citizenship would look like in the workplace

MLB-9.7 Discuss standards for personal appearance, attire, grooming, and etiquette appropriate for specific school and life settings

**PART THREE – PERSONAL FINANCIAL RESPONSIBILITY**

***Domain – Financial Responsibility and Decision Making***

**Core Standard 10 Students demonstrate management of individual and family finances by applying reliable information and systematic decision-making.**

*Standards*

MLB-10.1 Describe the benefits of financial responsibility and the costs of financial irresponsibility

MLB-10.2 Analyze the accuracy and helpfulness of financial information gathered from a variety of print and online resources

MLB-10.3 Identify the primary state and federal consumer protection agencies



- MLB-10.4 Describe unfair or deceptive business practices that are forbidden by consumer protection laws
- MLB-10.5 Set measurable short-term and intermediate/medium-term financial goals
- MLB-10.6 Apply systematic decision-making to short-term and intermediate/medium-term goals
- MLB-10.7 Explain benefits of discussing important financial matters with household members and/or financial personnel
- MLB-10.8 Identify factors that determine differing values and attitudes about money
- MLB-10.9 Describe the possible consequences of disclosing particular types of personal information to others

***Domain – Relating Income and Careers***

**Core Standard 11 Students analyze how education, income, career, and life choices relate to achieving financial goals.**

***Standards***

- MLB-11.1 Explain how an individual's interests, knowledge, abilities, and career choices affect income.
- MLB-11.2 Identify jobs children and youth can legally obtain at certain ages to earn money
- MLB-11.3 Give examples of sources of income in addition to wages or salary
- MLB-11.4 Describe taxable income and employee benefits
- MLB-11.5 Differentiate between gross, net and disposable income
- MLB-11.6 Describe the items commonly included in payroll deductions

***Domain – Planning and Money Management***

**Core Standard 12 Students manage money effectively by developing financial goals and budgets.**

***Standards***

- MLB-12.1 Illustrate allocation of a weekly allowance among the financial goals of spending, saving, investing, and sharing/giving
- MLB-12.2 Explain basic budget categories, including income, taxes, planned savings and fixed and variable expenses
- MLB-12.3 Describe how a future short-term or long-term financial goal will be included in a budget
- MLB-12.4 Identify and organize product information, warranties, and financial documents needed for retention
- MLB-12.5 Compare the advantages and disadvantages of different payment methods
- MLB-12.6 Demonstrate steps in establishing and maintaining financial accounts
- MLB-12.7 Investigate financial assistance for post-secondary education
- MLB-12.8 Explain external factors that influence spending decisions
- MLB-12.9 Describe how charitable giving can fit into a personal budget and how to determine appropriate percentages for giving

***Domain – Managing Credit and Debt***

**Core Standard 13 Students manage credit and debt to remain both creditworthy and financially secure.**

***Standards***

- MLB-13.1 Compare advantages and disadvantages of various types of credit
- MLB-13.2 Explain factors to consider when using credit or obtaining a loan
- MLB-13.3 Determine the total cost of repaying credit and loans
- MLB-13.4 Explain the value of credit reports and a positive credit history to consumers, borrowers and lenders
- MLB-13.5 Identify possible credit and debt problems, their consequences, and ways to avoid them
- MLB-13.6 Discuss the rights, responsibilities, and protections of buyers and sellers under consumer credit laws

***Domain – Risk Management and Insurance***

**Core Standard 14 Students analyze the features of insurance, its role in balancing risk, and benefits in financial planning.**



*Standards*

MLB-14.1 Explain the relationship between risk and insurance

MLB-14.2 Identify the main features of insurance such as premiums, deductibles, and transfer of risk

MLB-14.3 Describe the need for and value of health, property, life, disability and liability insurance in managing risk

***Domain – Saving and Investing***

**Core Standard 15 Students analyze saving and investing for short-term needs and building long-term financial security and wealth.**

*Standards*

MLB-15.1 Describe the advantages and disadvantages of saving for short-term and medium-term financial goals

MLB-15.2 Explain the difference between simple and compound interest

MLB-15.3 Compare the advantages and disadvantages between saving and investing

MLB-15.4 Research and track publicly traded stock, record daily market values, and indicate the gains or losses between two specified dates

MLB-15.5 Define benefits and limits of federal deposit insurance

**PART FOUR – BASIC BUSINESS**

***Domain – Business Communications***

**Core Standard 16 Students apply concepts of effective business communications to their interpersonal relationships and to their academic, as well as professional, documents and correspondence.**

*Standards*

MLB-16.1 Identify and create personal and business correspondence which displays: clarity, professionalism, relevancy, and confidentiality

MLB-16.2 Practice and exhibit active listening techniques

MLB-16.3 Differentiate between types of internal and external communications and how they should be designed and distributed

MLB-16.4 Demonstrate the concepts of collaboration with peers as they relate to successful communication both personally and professionally

MLB-16.5 Display appropriate and professional techniques in public speaking as well as in written and nonverbal communications

MLB-16.6 Create, format, edit, store, and distribute academic, professional, and personal documents for the appropriate audience, purpose, and situation

***Domain – Marketing***

**Core Standard 17 Students apply the concepts of marketing functions, plans, and strategies to develop appropriate methods to serve potential customers.**

*Standards*

MLB-17.1 Define marketing and its impact on society

MLB-17.2 Distinguish between the different types of marketing and their importance in successful product marketing

MLB-17.3 Identify the four P's of the marketing mix

MLB-17.4 Explain how businesses compete in the marketplace

MLB-17.5 Identify how customers' input and feedback can influence a business's marketing strategy

MLB-17.6 Create promotional materials for a new or existing product or service

MLB-17.7 Define potential target markets for a specific product or service

MLB-17.8 Design a new product or service, or find a way to improve an existing product or service, to meet customer wants

MLB-17.9 Discuss the importance of businesses giving back to the community

***Domain – Entrepreneurship***



**Core Standard 18 Students apply concepts of economic conditions, market competitions, financing strategies, innovation and opportunity recognition; while integrating their knowledge of business management and marketing principles, in order to design and develop a successful new venture.**

***Standards***

MLB-18.1 Define entrepreneurship and examine its history in the United States

MLB-18.2 Identify the personal traits/behaviors of a successful entrepreneur

MLB-18.3 Identify the types of entrepreneurial ventures, traditional as well as those online

MLB-18.4 Define the role of a business plan

MLB-18.5 Identify the three main types of business ownership and the advantages and disadvantages of each

MLB-18.6 Recognize the influence of demographics and the economy on entrepreneurial ventures

MLB-18.7 Identify revenue, expenses, and profit as they relate to a business's financial goals

**Assessments**

Multiple formative and summative assessments and/or projects will be given throughout the year.

**Student Activities**

Students will learn the fundamental skills related to Microsoft Office and Google Docs along with business operating systems and IOS. Students will also complete activities focusing on reliable research sources on the internet and proper use of technology. The course will also include units centered on formal and acceptable communication in the business world, employment skills and basic economic concepts.

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

Middle School Business provides concepts and applications that facilitate the development of competencies required for success in all academic areas and in real-world contexts. The curriculum relates closely to understandings and competencies students will need as their world expands and as they develop career interests. The four broad areas included in this curriculum are technology, career exploration, personal financial responsibility, and basic business (business communications, marketing, and entrepreneurship). The domains and standards for each area provide many opportunities to engage students in learning essential business content and in applying technology as a tool. This approach is in keeping with the NETS (National Education Technology Standards) approach, which places heavy emphasis on integrating technology into the curriculum. The No Child Left Behind (NCLB) legislation mandates that students reach technological proficiency by the completion of the eighth grade. Along with the current academic standards for this subject, the Science/Technical Studies Content Area Literacy Standards are incorporated with the expectation of a continuum of reading and writing skills development.

**Student needs met by this course**

This course will enable students to become more literate and effective users of technology and the programs associated with the technology. With the increase use of laptops and technology in schools, students must be given a solid foundation of knowledge in the use of such technology.

**College and Career Pathway**

This course aligns with the College and Career Readiness course currently being taught in 8th grade. Business and Information Technology will lay the foundational knowledge for students to be successful in future courses.



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

All students will take College and Career Readiness in 8th grade, this course will lay the foundational skills for that course as well as the increase in chrome books as a regular part of daily instruction throughout the building.

**Expected improved outcome**

We expect that course completion will mean a higher level of understanding and more effective use of technology and main software programs as well as students becoming more aware of reliable research found on the internet.

**REQUIRED RESOURCES**

**Software/Hardware:** Student computers/stations

**Digital content:** Microsoft Office, Google Docs, Sheets, Drive and Slides as well as Typing Agent.

**Materials/Supplies:** Student computers

**Printed material, text:** None at this time

**THE OPPORTUNITY COST AND INSTRUCTIONAL CAPACITY:**

At this time we are able to have every 7th grade student take the semester long course. This equals out to roughly 160 students per semester. There was no increase in cost regarding teacher salaries or equipment.





8.5.1 Read and sing appropriate repertoire written in treble and bass clefs.

8.5.2 Sight-read music written in treble and bass clefs, major and minor keys, and simple or compound meter using solfège, note names, or numbers.

8.5.3 Identify and apply musical symbols found in scores.

8.5.4 Interpret and perform non-standard notation in scores.

Standard 6 RESPONDING TO MUSIC: Listening to, analyzing, and describing music Students listen to recordings of age appropriate choral repertoire and analyze the music. They describe choral works being rehearsed.

8.6.1 Listen to recordings of age appropriate singers and repertoire. Identify and describe type of ensemble, a cappella or accompanied performance, and basic musical form, style, and genre.

8.6.2 Listen to and describe the relationship of each voice part and the accompaniment in a choral work being rehearsed, using appropriate terminology.

8.6.3 Describe how a composer may have used musical elements to convey a particular mood in repertoire being studied.

Standard 7 RESPONDING TO MUSIC: Evaluating music and music performances Students establish and apply criteria to evaluate choral performances. They demonstrate appropriate performance behaviors.

8.7.1 Use appropriate musical terminology in establishing criteria and creating a rubric to be used in evaluating the quality of choral performances.

8.7.2 Listen to recordings and live performances of age appropriate singers and repertoire. Apply established criteria to evaluate the performances.

8.7.3 Apply established criteria to evaluate performances of own ensemble.

8.7.4 Identify and demonstrate appropriate performance behaviors.

Standard 8 RESPONDING TO MUSIC: Understanding relationships between music, the other arts, and disciplines outside the arts Students apply understanding and skills from other disciplines to performance of choral repertoire. They respond to choral examples through writing and relate positive behaviors learned in the choral ensemble to other life experiences.

8.8.1 Explore the relationship of music and text in repertoire being studied.

8.8.2 Understand the physiological basis for good singing posture and technique, and demonstrate healthy singing habits.

8.8.3 Keep a journal of written responses to choral examples heard in class.

8.8.4 Recognize how choral performance can be enhanced through related art forms such as dance and visual arts.

8.8.5 Identify life skills developed in music studies and activities such as cooperation, effort, perseverance, and respect that transfer to other disciplines and contexts.

Standard 9 RESPONDING TO MUSIC: Understanding music in relation to history and culture Students investigate the background of music studied and perform repertoire in a manner that reflects cultural and historical traditions. They are aware of choral opportunities in the community and careers in vocal music.

8.9.1 Explore the genre, style, composer, and historical background of repertoire being studied.

8.9.2 Sing in languages from various cultures using accurate pronunciation and diction.

8.9.3 Perform choral repertoire in an authentic style that reflects the origin of the music.

8.9.4 Understand and describe vocal styles appropriate to specific settings.

8.9.5 Discuss the roles of various choral ensembles in the community and opportunities for participation.



8.9.6 Discuss opportunities and preparation for careers in vocal music.

### **Assessments**

Assessments will be teacher developed and aligned with the standards written above using Google Forms, Canvas Quizzes, Google Documents, Vocaroo.com (voice recording website) and written assignments and performances.

### **Student Activities**

Students will be given the opportunity to listen to and discuss different vocal jazz groups such as Manhattan Transfer and the Swingle Singers.

Students will also be able to participate in different performances opportunities both at West Side and in the community.

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

A semester course investigating the choral music genre of vocal jazz and its components (such as scat and improvisation) with performances in the public and school community.

### **Course Outline**

What is Jazz?

Study the history of jazz music.

Study the history of vocal jazz music.

How is vocal jazz different than modern a cappella?

Study the differences between the two above mentioned genres

Study of vocal jazz music.

Work on repertoire that would be used at school and community performances

Understand the concept of scat and improvisation through the repertoire.

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

This course will provide the students with an opportunity to learn a completely different genre of vocal music that is not discussed as in depth in the current choir classes.

### **College and Career Pathway**

This course will help the students develop confidence through difficult skills (i.e. scat and improvisation) that will help to develop 21st century problem solving skills needed in today's workforce.

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





This course is needed to completely cover missed standards by a regular choral class as well as engage the advanced choral students.

**Expected improved outcome**

The expected outcome is two-fold: one that students will understand what vocal jazz is and how to perform the genre with good vocal technique as well as sharing the talent of the group with the community and enhancing our connection with the larger community.

**REQUIRED RESOURCES**

**Software/Hardware:** None

**Digital content:** Videos of different vocal jazz groups through youtube.com

**Materials/Supplies:** Vocal Jazz music that will be purchased through the choral budget through Elkhart Community Schools

**Printed material, text:** Same as the materials and supplies

**THE OPPORTUNITY COST AND INSTRUCTIONAL CAPACITY:**

- *What existing courses might be impacted by reduction of enrollment due to the provision of this course?*  
None.
- *This will help to enhance the current choral program at West Side.*
- *What licenses will be required to teach the course?* Choral Music Education with middle school certification
- *Does existing staff possess the qualifications and capacity to teach this course along with other necessary courses?* Yes
- *What is the building capacity to house the course?* We already have the space in the building to house the course.



**ELKHART COMMUNITY SCHOOLS  
OVERNIGHT TRIP REQUEST**

School: Oso

Class/Group: 5<sup>th</sup> grade

Number of Students: 84

Date/Time Departing: Nov. 3<sup>rd</sup>, 2016 at 9:00 am

Date/Time Returning: Nov. 4<sup>th</sup>, 2016 at 1:45 pm

Destination: Camp Eberhart Three Rivers MI  
City State

Overnight facility: Lodges

Mode of Transportation: School bus - PTO funded

Reason for trip: Students participate in activities that develop leadership and communication skills, as well as meet academic standards in social studies, science, and language arts in a unique environment.

Names of chaperones: Michelle McClintic, Bethany Keever, Adrianna Burton, and parents

Cost per student: \$69

Describe Plans for Raising Funds or Funding Source: School-wide fundraiser

Plans to defray costs for needy students: Camp offers scholarships / PTO Scholarships

Are needy students made aware of plans? Yes, by phone and letter

Signature of Teacher/Sponsor Michelle McClintic

Signature of Principal: [Signature] Date: 8/16/16

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

Approval of Assistant Superintendent: [Signature] Date: 8/19/16

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



# ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: August 30, 2016  
 TO: Dr. Robert Haworth, Superintendent  
 FROM: Dr. David Benak *DRB*  
 RE: Conference Leave Requests Paid Under Carl D. Perkins Grant  
 September 13, 2016 - Board of School Trustees Meeting

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
<p><b>IUPUI ANNUAL GUIDANCE COUNSELOR LUNCHEON</b></p> <p>We will be able to hear from representatives about new academic programs and learn about opportunities to add college credits to our dental health program.</p> <p>INDIANAPOLIS, IN                      September 14, 2016</p> <p style="text-align: center;">BRENDA EMERSON (1-0)    ANGEE GORTNEY (0-0)</p> <p style="text-align: center;">INDUSTRY SPECIFIC</p>	\$251.32	\$95.00
<p><b>PROJECT EXCEL PROFESSIONAL DEVELOPMENT</b></p> <p>This is a hands-on training conference for instructors teaching VU college credit courses. Participants will learn team building activities, personal finance, and college and careers.</p> <p>VINCENNES, IN                      September 15-16, 2016</p> <p style="text-align: center;">NAKARA MURRAY (0-0)    Pachia Rumble (0-0)</p> <p style="text-align: center;">INDUSTRY SPECIFIC</p>	\$238.61	\$190.00
<p><b>INDIANA ASSOCIATION FOR CAREER AND TECHNICAL EDUCATION CONFERENCE</b></p> <p>This conference is required for first year instructors and will provide information on current practices in CTE education and administration.</p> <p>INDIANAPOLIS, IN                      September 22-23, 2016</p> <p style="text-align: center;">DAVID BENAK (0-0)    KENNY HELBLING (0-0)                      MARK HUCKLEBERRY (0-0)</p> <p style="text-align: center;">INDUSTRY SPECIFIC</p>	\$1,997.00	\$285.00

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
<p data-bbox="99 138 1166 184"><b>NATIONAL HEALTH SCIENCE CURRICULUM CONFERENCE</b></p> <p data-bbox="99 231 1166 409">This conference is sponsored by the Health Science Consortium, who creates the National health Science Assessment that is administered to students each year for their national certification. The conference is full of valuable, practical, and relevant information for the curriculum offered at the career center.</p> <p data-bbox="99 441 1166 483">LOUISVILLE, KY</p> <p data-bbox="99 493 1166 535">October 12-14, 2016</p> <p data-bbox="243 546 1166 588">LAURIE HUND-SCHIEBER (0-0)</p> <p data-bbox="243 598 1166 640">INDUSTRY SPECIFIC</p>	<p data-bbox="1166 138 1373 184">\$1,466.54</p>	<p data-bbox="1373 138 1565 184">\$285.00</p>
<b>TOTAL</b>	<b>\$3,953.47</b>	<b>\$855.00</b>
2016-17 YEAR-TO-DATE PERKINS FUNDS	\$2,824.35	\$760.00
<b>GRAND TOTAL</b>	<b>\$6,777.82</b>	<b>\$1,615.00</b>

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

DATE: September 7, 2016  
 TO: Dr. Robert Haworth, Superintendent  
 FROM: Dr. Dawn McGrath *Dawn J. McGrath*  
 RE: **Conference Leave Requests**  
**September 13, 2016 - Board of School Trustees Meeting**

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

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
<p><b>ADVANCED PLACEMENT FALL CONFERENCE</b></p> <p>This conference will provide an opportunity for teachers to deepen their understanding of the mock exam in order to better prepare students for AP exams.</p> <p>Indianapolis, IN</p> <p>September 23, 2016 (1 day's absence)</p> <p style="padding-left: 40px;">KASEY LUTRELL - MEMORIAL (0-0)</p> <p style="padding-left: 40px;">HEATHER WALKER - MEMORIAL (0-0)</p>	\$380.80	\$190.00
<p><b>HIGH ABILITY BOOT CAMP</b></p> <p>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.</p> <p>Goshen, IN</p> <p>September 27 - 28, 2016 (2 day's absence)</p> <p style="padding-left: 40px;">DENISE DEMETER - EASTWOOD (0-0)</p> <p style="padding-left: 40px;">BILLIE JO ETCHASON - EASTWOOD (0-0)</p> <p style="padding-left: 40px;">KIM EWEN - RIVERVIEW (0-0)</p> <p style="padding-left: 40px;">DEBORAH FROST - EASTWOOD (0-0)</p> <p style="padding-left: 40px;">MARY GENOVESE - EASTWOOD (0-0)</p> <p style="padding-left: 40px;">NIKKI GERNAND - EASTWOOD (0-0)</p> <p style="padding-left: 40px;">JANELLE HOSTETLER - RIVERVIEW (0-0)</p> <p style="padding-left: 40px;">CAMBRIA RIEF - EASTWOOD (0-0)</p> <p style="padding-left: 40px;">ANDREA WELLES - EASTWOOD (0-0)</p>	\$3,572.56	\$855.00
<p><b>NEW YORK COMICON</b></p> <p>Mr. McClain will be a speaker in two different workshops: The Use of Comics in Teaching STEM and Comics and Graphic Novels to Engage Reluctant Teachers. He will record the sessions and make them available to all North Side teachers. Every teacher who teaches math will benefit, as well as their students.</p> <p>New York, NY</p>	\$0.00	\$190.00

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
October 5 - 6, 2016 (2 day's absence) JAMES MCCLAIN - NORTH SIDE (0-0)		
<b>INDIANA COUNCIL OF ADMINISTRATION OF SPECIAL EDUCATION</b> This conference will provide the most up to date information on best practices in special education. All information will be shared with special education teachers at monthly professional development sessions. Indianapolis, IN October 6 - 7, 2016 (2 day's absence) TINA NORTHERN - ESC (0-0)	\$575.00	\$0.00
<b>NATIONAL ALLIANCE OF CONCURRENT ENROLLMENT PARTNERSHIP</b> Elkhart Community Schools is invested in promoting, implementing, and expanding dual credit opportunities for students. This conference will consist of a day of pre-conference workshops and two full day's of presentations, speakers, and discussions about the latest innovations and practices in the field; cutting edge research, national trends and legislation; and networking with secondary and post-secondary professionals from across the nation. Louisville, KY October 17 - 18, 2016 (2 day's absences) LISA SWANN - EARLY COLLEGE (0-0)	\$720.00	\$0.00
<b>ENGAGE, ALIGN, ADVANCE: HIGHLIGHTING INDIANA'S CAREER READINESS PROGRAMS AND INITIATIVES</b> This conference will launch the Indiana Sector Partnership Initiative and include panels and breakout sessions around the topics of sector partnerships, pathways, and work-and-learn. Carmel, IN October 19 - 20, 2016 (2-3) DARCEY MITSCHELEN - COMMUNITY EDUCATION (2-3) KIM DEHAVEN - COMMUNITY EDUCATION (2-3)	\$764.12	\$0.00
<b>INDIANA FOREIGN LANGUAGE TEACHERS ASSOCIATION (IFLTA) CONFERENCE 2016</b> This conference will provide an opportunity to increase teacher awareness of new trends happening in foreign language pedagogy allowing teachers to acquire knowledge about new technology; learn about innovative teaching tools and techniques; obtain samples of textbooks, software, and mobile applications; and share and exchange new ideas within the department. Indianapolis, IN November 4, 2016 (1 day's absence) TINA BOEHMAN - MEMORIAL (0-0) TAMI EDER - MEMORIAL (1-1) HIROMI HOLLETT - MEMORIAL (1-1) STEPHANIE SCALISE - MEMORIAL (1-1) LAURA STAUFFER - MEMORIAL/CENTRAL (0-0)	\$3,341.76	\$475.00

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
<b>FOR CONFIRMATION ONLY: (RECEIVED TOO LATE FOR PRIOR APPROVAL)</b>		
<b>ISTEP+ ENGLISH LANGUAGE ARTS GRADE 10 CONTENT ITEM REVIEW COMMITTEE</b> Ms. Andrew's has been asked to serve on the ISTEP+ ELA Grade 10 Content Review Committee. Participation will help ensure all test components are developmentally appropriate for Indiana students and to be sure the content is aligned with the Indiana Academic Standards. Indianapolis, IN September 1 - 2, 2016 (2 day's absence) JENNIFER ANDREWS - ELKHART ACADEMY (0-0)	\$0.00	\$0.00
<b>ADVANCED FALL CONFERENCE</b> This conference will reveal the new AdvancED Performance Standards and review protocol to guide institutions through a personalized and meaningful improvement experience. They will uncover factors which contribute to success and offer strategies and approaches to develop, execute, and measure goals for school improvement. Indianapolis, IN September 12 - 13, 2016 (2 day's absence) MINDY SHAW - PINWOOD (0-0) KRISTIE STUTSMAN - WEST SIDE (0-0)	\$1,155.00	\$0.00
	<b>\$10,509.24</b>	<b>\$1,710.00</b>
2015 YEAR-TO-DATE GENERAL FUNDS	\$15,398.78	\$1,500.00
2016 YEAR-TO-DATE GENERAL FUNDS	\$13,151.16	\$1,975.00
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	\$143,874.80	\$15,255.00
2016 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
<b>GRAND TOTAL</b>	<b>\$338,666.62</b>	<b>\$26,505.00</b>

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





**TO: DR. ROBERT HAWORTH**  
**FROM: MR. DOUGLAS THORNE**  
**DATE: SEPTEMBER 13, 2016**

**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>Sarah Hoover</b>	<b>Roosevelt/Grade 2</b>
<b>Terri Huffman</b>	<b>Daly/Grade 6</b>
<b>Angela Miller</b>	<b>Osolo/Kindergarten</b>
<b>Jason Miller</b>	<b>Pinewood~Osolo/Behavior Support</b>
<b>Alise Thompson</b>	<b>Roosevelt/Intervention</b>

- c. **Maternity Leave** – We recommend a maternity leave for the following employees:

<b>Alyssa Lanting</b> Begin: 9/12/16	<b>Monger/Special Education</b> End: 4/28/17
<b>Kendra Weirich</b> Begin: 8/31/16 p.m.	<b>Daly/Kindergarten</b> End: 10/21/16
<b>Daleanne Woods</b> Begin: 9/30/16	<b>Feeser/Grade 5</b> End: 11/11/16

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

<b>Carrie Amezquita</b> Began: 9/2/04	<b>Feeser/Grade 1</b> Resign: 9/9/16
<b>Melissa Morey</b> Began: 8/13/13	<b>Roosevelt/Grade 5</b> Resign: 9/2/16

**CLASSIFIED**

a. **Resignation** – We report the resignation for the following classified employees:

<b>Elishia Cook</b> Began: 1/6/14	<b>Pierre Moran/Nurse</b> Resign: 9/20/16
<b>Edith Fernandez</b> Began: 3/30/15	<b>Memorial/Custodian</b> Resign: 9/16/16
<b>Terri Lee Huffman</b> Began: 11/4/15	<b>North Side/Paraprofessional</b> Resign: 9/9/16
<b>Inge Mraz</b> Began: 9/14/15	<b>Monger/Paraprofessional</b> Resign: 9/2/16
<b>Jennifer Outlaw</b> Began: 1/12/15	<b>Woodland/Paraprofessional</b> Resign: 6/1/16
<b>Suzanne Ragsdale</b> Began: 12/7/15	<b>Monger/Paraprofessional</b> Resign: 9/9/16
<b>Aretha Woolwine</b> Began: 8/25/04	<b>Transportation/ Bus Driver</b> Resign: 9/17/16

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

<b>Jennifer Allen</b> Began: 5/2/16	<b>Beardsley/Paraprofessional</b> PE: 8/29/16
<b>Denise Finn</b> Began: 5/4/16	<b>Transportation/Bus Driver</b> PE: 8/30/16
<b>Dwight Gosser</b> Began: 4/28/16	<b>Transportation/Bus Driver</b> PE: 8/24/16
<b>Jennifer Perrin</b> Began: 7/14/16	<b>Transportation/Bus Driver</b> PE: 9/8/16

c. **Termination** – We recommend termination of the following classified employee:

<b>Jacqueline Crimi</b> Began: 9/20/04	<b>Memorial/Food Service</b> Terminated: 9/13/16 GDBA 1, section 3
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d. **Unpaid Leave** – We recommend an unpaid leave for the following employee:

<b>Leanna Turco</b> Began: 8/4/16	<b>Transportation/Bus Driver</b> End: 5/26/17
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PERSONNEL DEPARTMENT

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

**TO: DR. ROBERT HAWORTH**  
**FROM: W. DOUGLAS THORNE**  
**DATE: SEPTEMBER 13, 2016**

**ADDENDUM TO PERSONNEL REPORT**

Certified

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

**Amber Revoir**  
Began: 8/12/13

**Roosevelt/Grade 5**  
Resign: 9/9/16