

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

September 27, 2016

CALENDAR

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
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
Oct	25	Immediately following	Executive Session, J.C. Rice Educational Services Center

- A. CALL TO ORDER/PLEDGE
- B. INVITATION TO SPEAK PROTOCOL
- C. MINUTES -
 - September 13, 2016 – Public Work Session
 - September 13, 2016 – Regular Board Meeting
 - September 20, 2016 – Public Meeting

D. COMMUNICATION UPDATE

E. TREASURER'S REPORT

Consideration of Claims

Financial Report – January 1, 2016 – August 31, 2016

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

2017 Budget Adoption – The Business Office recommends approval of the proposed 2107 Budget, 2017 Capital Projects fund, 2017 Bus Replacement Plan and other required budget resolutions.

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

Common School Fund Loan – The Business Office recommends approval to apply for an advance from the Indiana Department of Education Common School Fund Loan.

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

Elkhart Area Career Center Agreements – The administration recommends Board approval of the Elkhart Area Career Center agreements with its feeder schools.

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

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

September 13, 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
Kevin Scott
Doug Thorne

The Board discussed arrangements for the ISBA conference; vacation of McPherson Street and agenda items for the regular Board meeting.

Topics
Discussed

The meeting adjourned at approximately 6:35 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 13, 2016

<p>J. C. Rice Educational Services Center, 2720 California Rd, Elkhart – at 7:00 p.m.</p>	<p>Place/Time</p>												
<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Board Members</td> <td style="width: 33%;">Glenn L. Duncan</td> <td style="width: 33%;">Carolyn R. Morris</td> </tr> <tr> <td>Present:</td> <td>Susan C. Daiber</td> <td>Dorisanne H. Nielsen</td> </tr> <tr> <td></td> <td>Karen S. Carter</td> <td>Jeri E. Stahr</td> </tr> <tr> <td></td> <td></td> <td>Douglas K. Weaver</td> </tr> </table>	Board Members	Glenn L. Duncan	Carolyn R. Morris	Present:	Susan C. Daiber	Dorisanne H. Nielsen		Karen S. Carter	Jeri E. Stahr			Douglas K. Weaver	<p>Roll Call</p>
Board Members	Glenn L. Duncan	Carolyn R. Morris											
Present:	Susan C. Daiber	Dorisanne H. Nielsen											
	Karen S. Carter	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</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 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</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; upcoming stories including Move2Stand; and upcoming events including a Food Service Showcase on Saturday, October 1st at North Side Middle School.</p>	<p>Communication Update</p>												
<p>By unanimous action, the Board approved payment of claims totaling \$10,255,142.61 as shown on the September 13, 2016, claims listing. (Codified File 1617-31)</p>	<p>Payment of Claims</p>												

By unanimous action, the Board accepted with appreciation the following donation made to Elkhart Community Schools (ECS): twenty-six \$30 gift certificates from Dr. David Fairchild for distribution to each Mary Daly teacher to help with classroom supplies; 20 cases of bottled water from Chris and Shelly Rody to help with Mary Daly's drinking fountain issue; \$900.00 from Cent-\$sational Events to Memorial High School's (MHS) math department for supplies; \$1,500.00 from NIVA to Pierre Moran for their athletic equipment extra-curricular account; \$250.00 worth of supplies for Roosevelt's El Sistema music program from Lowe's; 750 backpacks filled with school supplies and two boxes of miscellaneous schools supplies from the WNDU Pack-a-Backpack drive, and 75 backpacks filled with school supplies from Natasha Fisel and family in memory of Natasha's husband and the children's father for distribution to children in need by school social workers.

Gift Acceptance

A public hearing was held on the proposed 2017 Budget, Capital Projects and Bus Replacement Plans, with no comments from the audience, the hearing was closed.

Public Hearing

Kevin Scott, chief financial officer, presented the budget resolution documents for initial consideration.

Budget Resolutions

By unanimous action, the Board approved an extra-curricular purchase of chamber choir uniforms for Memorial High School in the amount of \$501.12 to replace heavily worn men's uniforms.

Extra Curricular Purchase

By unanimous action, the Board approved proposed school fundraisers in accordance with Board policy. The funds raised through the listed activities are deposited into each school's extra-curricular fund. (Codified File 1617-32)

Fundraiser Approval

Doug Hasler, chief operating officer, 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 Updates

The Board was presented with the NEOLA Adoption Resolution for initial consideration. In response to Board inquiries, suggested revisions from the Board are being accepted.

NEOLA Adoption Resolution

By unanimous action, the Board approved new course offerings in accordance with Board policy. New courses include: Art Reach Mural Painting; Middle School Business; and Vocal Jazz.

New Course Offerings

By unanimous action, the Board approved overnight trip requests for Osolo 5th graders to travel to Camp Eberhart in Three Rivers, MI on November 3 and 4 to develop leadership and communication skills; and North Side 8th graders to travel to Gettysburg, PA and Washington, DC on June 4 thru 9, 2017.

Overnight Trip Requests

By unanimous action, the Board approved alternative residential services agreements for two ECS special education students. (Codified Files 1617-33 and 1617-34)

Residential Services Agreements

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 13, 2016 listings. (Codified File 1617-35)

Conference Leaves

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

Personnel Report

An agreement regarding unpaid time for a certified staff member. (Codified Files 1617-36)

Consent Agreement

Employment of the following five (5) certified staff members for the 2016-2017 school year, effective on dates indicated:

Certified Employment

Sarah Hoover - grade 2 at Roosevelt, 9/12/16
Terri Huffman - grade 6 at Daly, 9/12/16
Angela Miller - kindergarten at Osolo, 9/9/16
Jason Miller - behavior support at Pinewood/Osolo, 9/22/16
Alise Thompson - intervention at Roosevelt, 9/12/16

Resignation of the following three (3) certified staff members effective on dates indicated:

Certified Resignation

Carrie Amezquita - grade 1 at Feeser, 9/9/16
Melissa Morey - grade 5 at Roosevelt, 9/2/16
Amber Revior - grade 5 at Roosevelt, 9/9/16

Maternity leave for the following three (3) certified staff members:

Certified Leave

Alyssa Lanting - special education at Monger, beginning 9/12/16 and ending 4/28/17
Kendra Weirich - kindergarten at Daly, beginning 8/31/16 and ending 10/21/16
Daleanne Woods - grade 5 at Feeser, beginning 9/30/16 and ending 11/11/16

Resignation of the following seven (7) classified employees effective on dates indicated:

Classified Resignations

Elishia Cook - nurse at Pierre Moran, 9/20/16
Edith Fernandez - custodian at Memorial, 9/16/16
Terri Lee Huffman - paraprofessional at North Side, 9/9/16
Inge Mraz - paraprofessional at Monger, 9/2/16
Jennifer Outlaw - paraprofessional at Woodland, 9/1/16
Suzanne Ragsdale - paraprofessional at Monger, 9/9/16
Aretha Woolwine - bus driver at Transportation, 9/17/16

Regular employment of the following four (4) classified employees, who have successfully completed their probationary periods, on dates indicated:

Jennifer Allen - paraprofessional at Beardsley, 8/29/16

Denise Finn - bus driver at Transportation, 8/30/16

Dwight Gosser - bus driver at Transportation, 8/24/16

Jennifer Perrin - route driver coordinator at Transportation, 9/8/16

Classified
Employment

Termination of classified employee Jacqueline Crimi, food service at Memorial, in accordance with Board Policy GDBA-1, Section 3.

Classified
Termination

Unpaid leave for classified employee Leanna Turco, bus driver at Transportation, beginning 8/4/16 through 5/26/17.

Classified
Leave

By unanimous action, the Board approved the reconfiguration of the grade spans of Cleveland, Mary Daly, Eastwood, Pinewood and Riverview to Pre-K through grade 6, to allow reporting of students who participated in the Transition to K summer school program to the IDOE as presented by Superintendent Haworth.

From the
Superintendent

The Board heard an audience member speak regarding the strategic planning process; focusing on enhancing quality of life and maintaining quality schools. The Board thanked him for his presentation.

From the
Audience

The meeting adjourned at approximately 8:05 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

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

Elkhart Community Schools
Elkhart, Indiana

September 20, 2016

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

Board Members
Present:

Susan C. Daiber
Karen S. Carter

Carolyn R. Morris
Dorisanne H. Nielsen
Jeri E. Stahr

Absent:

Glenn L. Duncan

Douglas Weaver

ECS Personnel Present: Rob Haworth

The Board met to continue discussions regarding the strategic planning for Elkhart Community Schools.

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

APPROVED:

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

Time/Place

Roll Call

Topics
Discussed

Adjournment

Signatures

ACCOUNT BALANCES/INVESTMENT DETAIL
August 2016

PETTY CASH	\$	500.00
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GENERAL ACCOUNTS:

Lake City Bank	19,725,025.63
Lake City Bank - Merchant Account	1,083,416.66
Teachers Credit Union	2,830,921.71
BMO Harris Bank (UMR insurance)	407,420.00

SCHOOL LUNCH ACCOUNTS:

Lake City Bank	(563,860.64)
Change Fund	2,010.00

TEXTBOOK RENTAL ACCOUNTS:

Chase Bank	1,508,759.46
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PAYROLL ACCOUNTS:

Lake City Bank - Payroll Account	406,521.60
Lake City Bank - Flex Account	55,101.21
Teachers Credit Union-Payroll Account	50,237.68
Teachers Credit Union - Flex Account	11,639.13

INVESTMENTS:

Certificate of Deposit	-
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\$ 25,517,692.44



ELKHART AREA CAREER CENTER

2424 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5650



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: September 15, 2016

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Cyndy Keeling, Agriculture Education Coordinator

RE: Donation Approval

We are in receipt of a co-curricular donation in the amount of \$500.00 for the EACC FFA Chapter. This donation will go towards FFA jackets and other contest material associated with the program.

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

Elkhart County Farm Bureau
Bert Egging
215 West Lincoln Avenue
Goshen, IN 46526



MARY FEESER ELEMENTARY SCHOOL

26665 COUNTY ROAD 4 WEST • ELKHART, IN 46514

PHONE: 574-262-5586



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: August, 29, 2016

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Kevin Dean
Kaleigh Swinehart

RE: Donation Approval

We were gifted eight Lenovo Chromebooks by Donors Choose. By having Chromebooks in our classroom, the students will be able to invest in learning that will expand their thinking and ability to contribute to the real world.

We will be learning how to code, connect with other learners in different parts of the world, work across grade levels with other students, spend the majority of our learning problem-solving, and working in collaborative groups.

In addition, we will become College and Career Ready by using a Learning Management System within the classroom and at home. The Chromebooks will allow us to use them as resource and presentation tools for Project Based Learning and learning in the 21st Century.

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:

DonorsChoose.org, 134 West 37 Street, 11 Floor, New York, NY 10018



ELKHART COMMUNITY SCHOOLS



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

TO: BOARD OF SCHOOL TRUSTEES
FROM: ROB HAWORTH
DATE: SEPTEMBER 15, 2016

SUBJECT: GIFT ACCEPTANCE

I am requesting approval from the Board of School Trustees to accept a \$250.00 donation from the VFW Men's Auxiliary at 1519 West Bristol Street, Elkhart IN 46514-1616 to pay student negative balances at Hawthorne Elementary School.



ELKHART COMMUNITY SCHOOLS

★★★★★★★★★★★★★★★★★★★★

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

TO: BOARD OF SCHOOL TRUSTEES

FROM: ROB HAWORTH

DATE: SEPTEMBER 15, 2016

SUBJECT: GIFT ACCEPTANCE

I am requesting approval from the Board of School Trustees to accept a \$350.00 donation from the VFW Ladies Auxiliary at 1519 West Bristol Street, Elkhart IN 46514-1616 to pay student negative balances at Monger Elementary School.



INSTRUCTIONAL LEADERSHIP

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

To: DR. ROB HAWORTH
From: WILLIAM KOVACH *W. Kovach*
Date: SEPTEMBER 9, 2016

GIFT APPROVAL – MUSIC DEPARTMENT

Jorge deLeon has offered to donate one (1) Blessing Flute (serial number 25791-1), one Bundy Flute (serial number 287763) and one Mendihi Trumpet (serial number 196584) to the music department of the Elkhart Community Schools.

Quinlan & Fabish Music Company has examined the instruments and finds them to be in good condition. The fair market values of the instruments are \$200.00, \$150.00 and \$20.00 respectively.

I am requesting approval from the Board of School Trustees to accept these donations and that an appropriate letter of acknowledgement and appreciation be sent to:

Jorge deLeon
401 Aspin Dr
Elkhart IN 46514

rtt



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



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

DATE: September 16, 2016

TO: Dr. Rob Haworth
Board of School Trustees

RE: Donation Approval

We are in receipt of an extracurricular donation in the amount of \$500.00 for the girls/boys Cross Country team. This donation will go towards miscellaneous costs associated with this program.

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

Passionately Purple
The Sarah Crane Foundation
ATTN: Sherry Auker
54921 David Dr.
Elkhart, IN. 46514



OSOLO ELEMENTARY SCHOOL
24975 COUNTY ROAD 6 EAST • ELKHART, IN 46514
PHONE: 574-262-5590



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

DATE: September 16, 2016

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Gary Gardner, Principal of Osolo Elementary School

RE: Donation Approval

A donation of \$500.00 was made to support our Title I Meeting and Annual Back to School Picnic held on August 25, 2016. We had over 600 people spend the evening on our playground learning about Title I, enjoying hot dogs and snow cones, jumping in inflatables, and playing on the playground. The donation was used to support the cost of the event, as well as the giving away of a bicycle to a lucky student.

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:

Frank Lucchese
655 CR 17 #9
Elkhart, IN 46516



OSOLO ELEMENTARY SCHOOL
24975 COUNTY ROAD 6 EAST • ELKHART, IN 46514
PHONE: 574-262-5590



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

DATE: September 16, 2016
TO: Dr. Rob Haworth
Board of School Trustees
FROM: Gary Gardner, Principal of Osolo Elementary School
RE: Donation Approval

A donation of \$500.00 was made to support our Title I Meeting and Annual Back to School Picnic held on August 25, 2016. We had over 600 people spend the evening on our playground learning about Title I, enjoying hot dogs and snow cones, jumping in inflatables, and playing on the playground. The donation was used to support the cost of the event, as well as the giving away of a bicycle to a lucky student.

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:

Verba DeMauro, Osolo Township Trustee
25600 County Road 4
Elkhart, IN 46514



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



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

DATE: September 21, 2016
TO: Dr. Rob Haworth
Board of School Trustees
FROM: Kristie Stutsman
RE: Donation Approval

West Side Middle School would like to thank Northern Indiana Volleyball Association (NIVA) for their donation of \$2,000.00 to the West Side volleyball and athletic programs.

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:

Northern Indiana Volleyball Association
Adria Anderson / Jacquie Rost

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
		\$133,341,492	\$44,348,274	1.8580

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	

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 27th DAY OF SEPTEMBER, 2016:

AYE

NAY

BOARD OF SCHOOL TRUSTEES

ATTEST: _____
Secretary, Board of School Trustees

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 13th 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 27th DAY OF SEPTEMBER, 2016.

AYE

NAY

BOARD OF SCHOOL TRUSTEES, ELKHART COMMUNITY SCHOOLS

ATTEST: _____, Secretary
Board of School Trustees, Elkhart Community Schools

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 27th DAY OF September 2016.

AYE

NAY

BOARD OF SCHOOL TRUSTEES, ELKHART COMMUNITY SCHOOLS

ATTEST: _____, Secretary
Board of School Trustees, Elkhart Community Schools

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 27th day of September, 2016.

AYE

NAY

ATTEST:

Secretary, Board of School Trustees

Tax Neutrality Resolution

Elkhart Community Schools
Proposed School Fundraising Activities
Sept. 27, 2016 Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
Bristol PBIS	Healthy snacks will be ordered through the commissary and sold to the students for 50 cents. Proceeds will be used for positive behavior support.	10/9/2016 - 6/1/2016	9/9/2016	Stephanie Marks
Bristol PBIS	Students will sell Texas Roadhouse gift cards to family and friends. 10% of the sales will be given back to the school. Proceeds will be used for positive behavior support.	11/1/2016 - 11/30/2016	9/9/2016	Stephanie Marks
Eastwood Student Council	Smencils will be sold each Friday that that is not a Hat or Slipper day. Proceeds will be used towards the Pizza Party mentioned below, the Food Drive, the Backpack Program and the Christmas meal.	9/30/2016 - 5/5/2017	9/12/2016	Kathleen Kielce
Eastwood Student Council	Students will pay \$1.00 to wear a hat to school. Proceeds will be used for a Pizza Party for the top two classes bringing in the most canned goods for the school food drive.	10/28/2016	9/12/2016	Kathleen Kielce
Eastwood Student Council	Students will pay \$1.00 to wear a hat to school. Proceeds will be used for Student Council start up.	9/30/2016	9/12/2016	Kathleen Kielce
Eastwood Student Council	Students will pay \$1.00 to wear slippers or a hat to school. Proceeds will be used for the Backpack Program and Christmas meal for students in need in their building.	11/30/2016	9/12/2016	Kathleen Kielce
West Side Media Center	A book fair will be hosted. Proceeds will be used for incentives and books for the students.	10/5/2016 - 10/11/2016	9/14/2016	Matthew Howe
Memorial Girl's Basketball	Students will sell tubs of Laundry Detergent for \$35.00 per tub. Proceeds will be used to pay for basketball shoes, travel gear and team meals for away trips.	10/1/2016 - 10/16/2016	9/21/2016	Steve Scott
Memorial Young Adult Program	Twisted Cow coupons will be handed out to family and friends. Patrons will present the coupons and 20% of the sales will go to the Young Adult Program	9/29/2016	9/19/2016	Linda Ogle
Central Key Club	Pennies will be collected to donate to UNICEF.	10/18/2016 - 11/1/2016	9/8/2016	Krista Riblet

Central Art Club	The sculpture and AP3D students are creating "creepy" sculptures to be displayed on October 31. Students will be allowed to dress up on Halloween by paying \$3.00. Prizes will be awarded for the most creative costumes. Proceeds will be used to purchase art supplies not covered by the budget.	10/31/2016	9/8/2016	Elizabeth Sokolowski
Central Key Club	Students will collect coins and donate the proceeds to Pennies for Patients-Leukemia-Lymphoma Society.	2/1/2017 - 2/28/2017	9/8/2016	Krista Riblet
Central Key Club	Links are posted on social media to invite people to make a donation through the Relay for Life website. Money raised goes to the American Cancer Society.	5/1/2017- 5/31/2017	9/8/2016	Krista Riblet
Central Dance Marathon	A movie night will be hosted from 7:30 pm -9:30 pm. Proceeds will be given to Riley's Children Hospital.	11/19/2016	9/19/2016	Sarah Bertsch
Central Dance Marathon	A two night sports tournament will be held. Teams will pay to enter. Proceeds will go to Riley's Dance Marathon.	10/24/2016 - 10/28/2016	9/19/2016	Sarah Bertsch
Central Dance Marathon	A Bucket Challenge will be held. Staff will perform an activity such as a dance off or sing off. Students will put money in the bucket of the staff member they want to win. Proceeds will go to Riley Children's Hospital.	3/20/2017 - 3/24/2017	9/19/2016	Sarah Bertsch
Central Dance Marathon	Students will pay \$15.00 to attend Dance Marathon. Students will receive a T-shirt and refreshments. Proceeds will go to Riley's Children's Hospital.	3/27/2017 - 4/15/2017	9/19/2016	Sarah Bertsch
	Please note the following fundraisers are presented for confirmation only.			
Bristol PBIS	Grade levels will put together themed baskets to be raffled off at the school fun fair.	9/23/2016	9/16/2016	Stephanie Marks
North Side Music Department	Students are conducting a brochure sale. Items included are cookie dough, cheese and sausage, candles and chocolates etc. Proceeds will be used to purchase instruments, supplies, music, equipment and supplemental materials.	9/19/2016 - 10/3/2016	9/20/2016	Jeff Hatfield, Sandra Carnall , Jeff Reinert



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

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

FROM: DOUGLAS A. HASLER

DATE: SEPTEMBER 22, 2016

SUBJECT/ COMMON SCHOOL FUND LOAN APPLICATION

The Indiana Department of Education makes available low interest loans for technology projects through the Common School Fund. This is similar to the School Technology Advancement Account (STAA) loan that Elkhart Schools applied for in July of this year. Loan amounts through the Common School Fund are substantially greater than STAA loans. I am estimating that ECS would qualify for a loan of approximately \$1.2 million.

As we are moving forward to implement one-to-one technology in our secondary schools, Common School Fund loans represent our best opportunity to finance the purchase of Chromebooks and related technology. The IDOE window for submitting applications for educational technology loans through the Common School Fund closes on October 7, 2016. I am in the process of finalizing the application for this loan (copy of blank loan application attached). I will be recommending your authorization to complete and submit an application for this Common School Fund loan in the September 27th Board meeting.

Please contact me if you have any questions concerning this matter prior to Tuesday night.

EDUCATIONAL TECHNOLOGY PROGRAM
Application Period September 14, 2016, through October 7, 2016
PUBLIC SCHOOL CORPORATIONS ONLY

Mail to: CommonSchoolFund@doe.in.gov

**PETITION TO THE INDIANA STATE BOARD OF EDUCATION
FOR AN ADVANCE FROM THE COMMON SCHOOL FUND**

Date of Petition _____

Corporation # _____ Corporation Name: _____
Street Address: _____ City _____ Zip Code _____
Contact Name: _____ Phone # _____
Contact email: _____

Amount requested from the Common School Fund (technology) \$ _____

Repayment period (five years or less) requested for Common School Fund advancement _____

1. **In order to apply for an advance, under the provisions of IC 20-20-13-7, each school corporation must have an approved three-year technology plan that includes at least the following information:**
 - a. A description of the school corporation's intent to integrate technology into the school corporation's curriculum.
 - b. A plan for providing in-service training.
 - c. A schedule for maintaining and replacing educational technology equipment.
 - d. A description of the criteria used to select the appropriate educational technology equipment for the appropriate use.
 - e. Other information requested by the department after consulting with the budget agency.

Does the corporation meet this requirement? _____ Yes _____ No

2. Has the applicant completed all local processes required for this project? _____ Yes _____ No

3. Please supply the information requested in the space below (Note: In computing the advancement base, the most current (Sept. 2016) **Grade K-12** ADM figure should be used.)

_____ multiplied by \$100 = \$ _____
Grade K12 Advancement Base
ADM (Maximum allowed per Board policy)

4. Project Cost Breakdown

- a. Technology \$ _____
- b. Other project cost (please specify) \$ _____
- c. Other project cost (please specify) \$ _____
- d. Total project cost (sum lines a through c) \$ _____

Sources of funds used to finance the project

- e. Common School Technology Loan \$ _____
- f. Other _____ \$ _____
- g. Total sources of funds (sum line e plus line f) \$ _____

Per statute, "Educational technology program means for the purchase, lease or financing of education technology equipment; operation of the educational technology equipment; or training of teachers in the use of educational technology equipment."

NOTES:

- Cost breakdown should represent a complete project. Department budgets will not be accepted as support.
- Only professional development costs that are directly related to the training of teachers in the use of the educational technology will be considered. Direct costs include specific course offerings or contractual training services provided onsite.
- Technology considered administrative in nature may not be considered for a Common School Loan (i.e. phone systems, computers/laptops for support staff, etc.)

5. Technology project description

6. Technology cost breakdown by site-include as attachment if necessary: (if purchasing equipment or services, include the number of items and estimated cost by item). If a facility will not benefit from the technology project, it is not necessary to list it.

Building	Item Description	Cost per Unit	# of Units	Total Cost
<i>example John Smith Elementary</i>	<i>iPad mini</i>	<i>\$500</i>	<i>100</i>	<i>\$50,000</i>

7. Technology project integration points (How will this loan support the current technology plan and strategic vision for the school district in terms of academic achievement?)

8. If the school corporation has received a Common School Loan for Technology in the last three years, how much was received and how were the funds used? \$_____

9. How will the impact of this loan be measured to ensure successful implementation of technology in the school district?

10. If the school has received a School Technology Advancement Account (STAA) loan in the last three years, how much did the school receive and how were the funds used? \$_____

11. If the school has received Education Technology funds in the last three years, how much was received and how were the funds used? \$ _____

A signed copy of the application must be received for consideration.

Certification

Superintendent, School Corporation

President, School Board

ATTEST:

Secretary, School Board

STATE OF INDIANA)
)
_____ COUNTY)

Subscribed and sworn before me this _____ day of _____, 2016.

Printed name: _____

My Commission expires: _____

County of Residence: _____

BRISTOL-WASHINGTON TOWNSHIP LIBRARY

TRUSTEE APPLICATION

Background Information:

Name: Stephen Dibley Jr

Address: 808 N Division St, Bristol, IN 46507

How long at current address: 8 years

Former address:

Home telephone number: (574) 848-7952

Education:

High School Name: Elkhart Central High School

College: Indiana University - Kelley Business School
2 years Accounting

Work Experience: General Labor

Construction,
CNC Operator
Flatbed driver
Sub. teacher
Security guard

Interest or hobbies music, camping, reading, computers, teaching

Volunteer Work:

Offices held:

Which library services do you currently use?

Book Rental

Library philosophy:

Date Application Submitted 7/28/16

Signature Styl M Dilly Jr

Elkhart Area Career Center Agreement

THIS AGREEMENT made and entered into this 1st day of August, 2016, by and between the Elkhart Community Schools, Elkhart County, Indiana, and Goshen Community Schools.

WHEREAS, Elkhart Community Schools has constructed a building to provide occupational training for those individuals residing within the school corporation/districts who are desirous and in need of such training, said Center being known as the Elkhart Area Career Center and

WHEREAS, Goshen Community Schools is desirous as a school corporation/district to participate in their students attending said Career Center,

NOW, THEREFORE, in consideration of the premises and the mutual covenants hereinafter set forth, the parties mutually agree as follows:

ARTICLE I. STUDENTS AUTHORIZED TO ATTEND THE CAREER CENTER

Students from participating school corporations/districts may attend the Career Center on a full or partial day basis at the discretion of their own participating school corporation/district, and all credits toward graduation will be issued by the said home corporation/district.

Each student attending the Career Center shall be considered a student of the participating school corporation/district for the purposes of calculating the average daily attendance for the participating school corporation/district, including private, charter, and home schools.

ARTICLE II. ADMINISTRATIVE CONTROL

The Elkhart Area Career Center shall be under the administrative control of the Board of School Trustees, Elkhart Community Schools, Elkhart, Indiana, and said Board shall have authority and responsibility to determine all final decisions concerning the financing and the operation of the Center.

ARTICLE III. LOCAL ADVISORY COUNCIL FOR CAREER AND TECHNICAL EDUCATION (CTE)

A local Career and Technical Education (CTE) advisory council for career and technical education shall be approved by the Board of School Trustees, Elkhart Community Schools, Elkhart County, Indiana, representing broad interests in career and technical education, on an interest basis. The functions of this council shall be to provide recommendations for the operation of the Career Center and to bring these recommendations to the administration of the Career Center and the Board of School Trustees, Elkhart Community Schools. This advisory council, as nearly as possible, should represent the interests of all of the people within the area served by the Elkhart Area Career Center.

This advisory council will meet a minimum of two times each year, and the minutes of those meetings shall be emailed to all participating school corporations/districts and shall be available at the Elkhart Area Career Center at all times.

ARTICLE IV. TRANSPORTATION OF STUDENTS

Decisions regarding transportation of students to the Career Center shall be left to the discretion of the local Boards. No transportation of students to and from the Center will be provided by the Career Center.

ARTICLE V. BUDGET AND ACCOUNTING

The annual budget for the operation of the Career Center shall be prepared in accordance with the policies of the Indiana State Board of Accounts and the Superintendent of Public Instruction. Said budget will be developed on a total project basis and shall first be subject to the final approval by the Board of School Trustees, Elkhart Community Schools, Elkhart County, Indiana. Elkhart Community Schools shall maintain a separate Vocational Fund in the Fund Ledger and Ledger of Receipts, and shall observe all other accounting procedures required by the Indiana State Board of Accounts.

The Elkhart Community Schools, serving as the administering school, is entitled to recover costs incurred for administering the Elkhart Area Career Center program by multiplying their approved federal fund indirect cost rate times the Elkhart Area Career Center fiscal year current expenditures and prorating the costs in accordance with the provisions of ARTICLE IV, as a part of the total cost per pupil enrolled.

A copy of the projected budget shall be submitted to the participating school corporations/districts no later than February 1, for the following school year. At the end of the fiscal year, an expenditure of funds report will be submitted to each school corporation/district.

ARTICLE VI. COST TO PARTICIPATING SCHOOL CORPORATION/DISTRICT

The cost to a participating school corporation/district shall be determined in the following manner: Each participating school corporation/district will pay the net per capita cost for each of its students enrolled in the Career Center program. Said net per capita cost shall be determined on the basis of the following formula:

$$\begin{array}{r} \text{Total operating cost of program} \\ \text{Less state and federal reimbursement} \\ \hline = \text{Net cost per student enrollment in the Career Center} \end{array}$$

Utilizing this formula, the participating school corporation/district shall be billed on a monthly basis on the estimated cost per student. The final billing shall be resolved after the reimbursement is made in July and will be based on the actual net cost per capita for the students enrolled.

Any specific fees, such as book rental or student supplies shall be the responsibility of the student.

ARTICLE VII. STUDENTS TO BE ENROLLED

The following enrollment procedures will be used:

The Guidance Department of the Career Center will provide each participating school corporation/district with a list of CTE programs to be offered during the new school year on or before January 10 of each year.

Applications for enrollment will be supplied to the participating school corporations/districts on or before February 20 and the enrollment process initiated.

On or before March 31, the participating school corporation/district shall have completed the enrollment forms and returned them to the Guidance Department of the Elkhart Area Career Center.

On or before April 5, the Career Center counseling staff shall tabulate the number of applications and initiate the normal balancing procedure working with cooperating school counselors to insure reasonable and cost effective class enrollment numbers. It is understood that some variation in enrollment will take place between this spring balancing and the ADM final count; however, cooperating school agrees to have done the major portion of their screening by May 10 and only minor adjustments should occur from this point to the official ADM day.

On or before the official ADM count day for the school year of this Agreement, the participating school corporation/district does herewith enter into as a part of this contract to provide for the financial costs incurred for those student enrollees whose placement shall be determined in accordance with the procedures herewith defined for the succeeding school year.

ARTICLE VIII. EMPLOYMENT OF PERSONNEL

All personnel employed at the Elkhart Area Career Center shall be the responsibility of the Elkhart Community Schools, in accordance with licensing procedures of the State of Indiana.

ARTICLE IX. PERIOD OF AGREEMENT

This agreement shall begin on the 1st day of August, and shall continue on a fiscal year, July 1 to June 30. A new contract will be written on or before August 1 of the fiscal year.

IN WITNESS WHEREOF the parties hereto have signed this Agreement and caused their seals to be affixed and attested on the day and year indicated.

ELKHART COMMUNITY SCHOOLS

Goshen Community Schools

By _____
President of the Board

By _____
President of the Board

Superintendent of Schools

Superintendent of Schools

Attested:

Secretary of the Board

Attested:

Secretary of the Board

Date: _____

Date: _____

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.
Title III: Language Instruction for LEP Students	IDOE	Elkhart Community Schools	Beth A. Williams	\$319,556.64	Supplemental instructional services for LEP students and professional development for ECS staff (classrooms and ESL resource teachers, instructional assistants and administrators). Beth A. Williams	Title III is a federal grant. It supports ECS in providing quality instructional programming for ECS students.	ESL Technical Assistants (pay and benefits), ESL District Coach (Pay and benefits, Professional development (subs, stipends, and WIDA trained consultants).
NESP (Non English Speaking Program)	IDOE	Elkhart Community Schools	Beth A. Williams	\$379,000.00	To provide English language instruction to K-12 LEP students to attain English proficiency.	This is a state grant to support the ESL program to help LEP students attain English proficiency.	Grant will support the salary and benefits of 5 ESL resources teachers and Level I instructional materials for LEP high school students,
Title III: Significant Immigrant Influx Grant	IDOE	Elkhart Community Schools	Beth A. Williams	\$11,573.06	Title III Significant Immigrant Influx funds are to be used for instructional activities solely for immigrant students.	Additional instructional supports for immigrant students	Just received this grant. Gathering information for application due Sept 9.

Target Field Trip Grant	Target	Mary Beck Elementary/ Kindergarten	Meganne Vrient	\$700.00	<p>The funds received will be used to help pay for transportation and admission to the Potawatomi Zoo in South Bend.</p> <p>I, Meganne Vrient, will book and schedule the field trip to the zoo. I will be overseeing the funds along with the kindergarten team if needed.</p>	<p>This is a wonderful opportunity for our students. Throughout the year, we are continuously discussing various animals and their habitats. This trip will allow the children to expand on the knowledge and perhaps apply what they have learned in the classroom. The children will meet the following standards will on this trip.</p> <p>Life Science Standards K.LS.1 Describe and compare the growth and development of common living plants and animals. K.LS.2 Describe and compare the physical features of common living plants and animals. K.LS.3 Use observations to describe patterns of what plants and animals (including humans) need to survive.</p> <p>Speaking and Listening K.SL.1 Listen actively and communicate effectively with a variety of audiences and for different purposes. K.SL.2.1 Participate in collaborative conversations about grade-appropriate topics and texts with peers and adults in small and larger groups. K.SL.2.3 Listen to others, take turns speaking, and add one's own ideas to small group discussions or tasks. K.SL.2.4 Ask questions to seek help, get information, or clarify something that is not understood.</p> <p>Math K.M.1: Make direct comparisons of the length, capacity, weight, and temperature of objects, and recognize which object is shorter, longer, taller, lighter, heavier, warmer, cooler, or holds more.</p>	<p>The funds will be used in the following manner.</p> <p>Transportation – approx. \$225 Admission – approx. \$570 The children will also be asked to bring in a \$1 if needed to help cover costs.</p>
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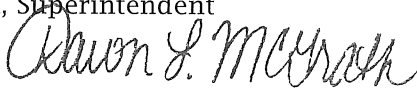
						<p>K.DA.1: Identify, sort, and classify objects by size, number, and other attributes. Identify objects that do not belong to a particular group and explain the reasoning used.</p> <p>Reading K.RV.2.2 Identify and sort pictures of objects into categories.</p> <p>Writing K.W.1 Write for specific purposes and audiences. K.W.3.2 Use words and pictures to develop a main idea and provide some information about a topic. K.W.3.3 Use words and pictures to narrate a single event or simple story, arranging ideas in order.</p>	
Zooeducation	Elkhart Education Foundation	Riverview Elementary	Jennifer Wagtowicz, Allison Fites, Lesley Davis	\$1,200.00	The grants will be used to pay for the Potawatomi Zooeducational program to visit our school five times a year for three years. The cost is \$80 per visit which is \$400 per school year. Jennifer Wagtowicz will oversee the management of the grant.	The grant will be supporting Kindergarten's standards about observing physical features of different animals as well as describing and comparing animals. Students will get hands on experience with live animals that they would not normally have the opportunity to interact with.	The Potawatomi Zooeducational program will bring five different animals per visit and teach children about the animals habitat, diet and survival skills. The money would solely be used to pay for this program.

National Archery in Schools Program	NASP/ Indiana DNR	Woodland/ Roosevelt	Jeff Komins/ Jonathan LeVan	\$3,200/ school = \$6,400	This will provide for all equipment needed to upstart and maintain the program including all materials and professional development for staff at each school. Program oversight will be provided by Jeff Komins and Jonathan LeVan.	<p>Educators are looking for ways to improve student motivation, attention, behavior, attendance, and focus. Teachers strive to achieve state and national educational standards regarding development of micro and macro motor ability and listening and observation skills. They hope to engage each student in the educational process and develop relationships to promote graduation instead of drop-out.</p> <p>Wildlife Conservation agencies are concerned too many young people are forgoing learning outdoor skills that will inspire them to spend more time with wild things in wild places. Natural resource professionals are convinced learning target shooting skills will result in character and self-reliance development that will serve the future of wildlife conservation well. *http://naspschools.org/</p> <p>This program will provide students with a new opportunity that is not offered in Northern Indiana but is a growing program throughout the world. This offering could include an afterschool club for students who are not currently involved in another extracurricular offering.</p>	
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ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

DATE: September 22, 2016

TO: Dr. Robert Haworth, Superintendent

FROM: Dr. Dawn McGrath 

RE: **Conference Leave Requests**
September 27, 2016 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
<p>ANITA GOODESIGN EMBROIDERY</p> <p>This class will provide embroidery instruction as well as a tutorial book with 15 projects and a design CD containing multiple designs.</p> <p>South Bend, IN</p> <p>September 31 - October 1, 2016 (1 day's absence)</p> <p style="text-align: center;">ANITA GORDEN - CENTRAL (0-0)</p>	\$0.00	\$95.00
<p>OBSERVE AND CONSULT WITH CHRIS JUDSON</p> <p>This observations and consultation with Chris Judson will help Ms. Lutrell enhance the design of instruction for 2 units: argument and synthesis.</p> <p>Elkhart, IN</p> <p>October 3, 2016 (1 day's absence)</p> <p style="text-align: center;">KASEY LUTRELL - MEMORIAL (1-1)</p>	\$0.00	\$95.00
<p>PROFESSIONAL LEARNING COMMUNITIES AT WORK</p> <p>This conference will provide Elkhart Community School's leadership with an understanding of what true and effective collaboration is and how to implement it creating the foundation from which all other collaborative efforts (data teams, instructional cycle teams, department chair teams, grade level teams, administrative teams, etc.) will launch and be successful. This initial team will develop an implementation plan for the entire district, beginning with small group training for identified groups/buildings with eventual rollout to all buildings.</p> <p>San Antonio, TX</p> <p>October 10 - 12, 2016 (3 day's absence)</p> <p style="text-align: center;">JEAN CREASBAUM - ESC (1-4)</p> <p style="text-align: center;">WILLIAM KOVACH - ESC (2-4)</p> <p style="text-align: center;">TARA WHITE - ESC (1-3)</p>	\$5,367.00	\$0.00
<p>PUBLIC RADIO SUPER REGIONAL MEETING</p> <p>This is an opportunity for regional managers to collaborate and explore possible solutions regarding the upcoming usage shifts.</p> <p>Pittsburgh, PA</p> <p>October 24 - 28, 2016 (0-0)</p> <p style="text-align: center;">ANTHONY HUNT - WVPE (0-0)</p>	\$1,366.86	\$0.00

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
<p>INDIANA FOREIGN LANGUAGE TEACHERS ASSOCIATION (IFLTA) CONFERENCE 2016</p> <p>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.</p> <p>Indianapolis, IN</p> <p>November 4, 2016 (1 day's absence)</p> <p>MELISSA FORBES - CENTRAL (1-1)</p> <p>SCOTT MCANINCH - CENTRAL (0-0)</p> <p>APRIL SCHNEIDER - CENTRAL (0-0)</p>	\$1,428.39	\$285.00
<p>PERCUSSIVE ARTS SOCIETY INTERNATIONAL CONFERENCE (PASIC)</p> <p>This conference is the worlds largest percussion conference. Attending this conference will provide an opportunity to meet and learn from the world's best amateur and professional percussionists; sharing new ideas, ways of teaching, and the latest innovations.</p> <p>Indianapolis, IN</p> <p>November 9 - 12, 2016 (2 day's absence)</p> <p>SEAN COOK - CENTRAL (0-0)</p>	\$945.00	\$190.00
<p>MIDWEST MUSIC CLINIC FOR BAND AND ORCHESTRA DIRECTORS</p> <p>This clinic will provide the most current information regarding the best practices for teaching band and orchestra. Information learned will be used to help recharge the music program.</p> <p>Chicago, IL</p> <p>December 15 - 16, 2016 (2 day's absence)</p> <p>KYLE WEIRICH - CENTRAL (0-0)</p>	\$582.72	\$190.00
FOR CONFIRMATION ONLY: (RECEIVED TOO LATE FOR PRIOR APPROVAL)		
<p>ADVANCED FALL CONFERENCE</p> <p>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.</p> <p>Indianapolis, IN</p> <p>September 12 - 13, 2016 (2 day's absence)</p> <p>BILL KOVACH - ESC (1-2)</p>	\$400.00	\$0.00

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
<p>RYAN'S PLACE ANNUAL GRIEF SEMINAR - CREATING COMMUNITY BY EMBRACING DIVERSITY</p> <p>This conference will explore the diversity of grief experiences through types of loss (i.e., divorce, incarceration, death) as well as the diversity of people experiencing grief. Workshop topics will include Loss Through Divorce; Loss Through Incarceration; Using Art Therapy During Bereavement; Pet Loss; and Using Mandalas During Times of Bereavement and Loss.</p> <p>Goshen, IN</p> <p>September 23, 2016 (1 day's absence)</p> <p>SUSAN CLIFTON - CLEVELAND (0-0)</p>	\$65.00	\$0.00
<p>INDIANA LITERACY ASSOCIATION ANNUAL MEETING</p> <p>This meeting will begin with a short business meeting and then a general discussion about what resources are available within the State to promote literacy and other programming.</p> <p>Kokomo, IN</p> <p>September 23, 2016 (1 day's absence)</p> <p>DARCEY MITSCHELEN - COMMUNITY EDUCATION (3-5)</p>	\$104.76	\$0.00
<p>CAREER AND TECHNICAL EDUCATION (CTE) PROFESSIONAL DEVELOPMENT CONFERENCE</p> <p>This conference will provide the opportunity to gain valuable development experiences for secondary and post-secondary educators, counselors, administrators, and industry experts.</p> <p>Indianapolis, IN</p> <p>September 23 - 24, 2016 (2 day's absence)</p> <p>ANITA GORDEN - CENTRAL (0-0)</p>	\$598.80	\$95.00
<p>COACHES CONFERENCE FOR INDIANA ACADEMIC SUPER BOWLS</p> <p>This conference will provide resources and information about academic competitions to help coaches better prepare students to compete.</p> <p>Indianapolis, IN</p> <p>September 27, 2016 (1 day's absence)</p> <p>ELIZABETH FRANKS-NORTH - WEST SIDE (0-0)</p>	\$95.00	\$95.00
<p>HIGH ABILITY BOOT CAMP</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>JENEVA ADAMS - BECK (0-0)</p> <p>ANNA BISHOP - DALY (0-0)</p>	\$6,408.96	\$2,850.00

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
NATALIE BLAIR - DALY (0-0)		
ROSE GRIFFY - ROOSEVELT (0-0)		
TAMMIE HIBSHMAN - FEESER (0-0)		
JAYME IANNARELLI - BRISTOL (0-0)		
BRITNY JIMENEZ - WOODLAND (0-0)		
MICAH LAMBERT - FEESER (0-0)		
JONATHAN LEVAN - WOODLAND (0-0)		
AMY MATHEWS - BEARDSLEY (0-0)		
CARRIE REPAICH - OSOLO (0-0)		
LORI REYES - MONGER (0-0)		
HELEN STEGMANN - HAWTHORNE (0-0)		
BETH STROVEN - FEESER (0-0)		
NINA SWARTZLANDER - MONGER (0-0)		
JENNIFER WAKEMAN - WOODLAND (0-0)		
KIMBERLY WILLIAMS - BEARDSLEY (0-0)		
SHANNON WINGARD - BECK (0-0)		
KARYN WYATT - CLEVELAND (0-0)		
	\$17,362.49	\$3,895.00
2015 YEAR-TO-DATE GENERAL FUNDS	\$15,398.78	\$1,500.00
2016 YEAR-TO-DATE GENERAL FUNDS	\$13,551.16	\$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	\$160,837.29	\$19,150.00
2016 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$356,029.11	\$30,400.00

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



TO: DR. ROBERT HAWORTH
FROM: MR. DOUGLAS THORNE
DATE: SEPTEMBER 27, 2016

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **Agreement** – We recommend the approval of an agreement regarding a partial professional leave effective October 1, 2016.
- b. **New Certified Staff** – We recommend the following new certified staff for employment in the 2016-17 school year:

Melissa Butner

Beck/Music

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

Jessica Moreno
Begin: 10/24/16

Monger/Grade 6
End: 11/11/16

CLASSIFIED

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

Janice Borgman
Began: 11/24/14

Osolo/Food Service
Resign: 9/6/16

Kimberly Buckley
Began: 1/10/11

Cleveland/Food Service
Resign: 9/16/16

Toby Carter
Began: 1/2/13

Tech Services/Tech Support Tech I
Resign: 9/13/16

Heidy Cruz
Began: 9/21/15

Hawthorne/Paraprofessional
Resign: 9/16/16

Amanda Goodknight
Began: 8/25/15

Cleveland/Paraprofessional
Resign: 10/3/16

Rodney Herron
Began: 3/17/14

Commissary/Misc Food Svc Truck Driver
Resign: 9/23/16

Karen Nees Began: 1/4/16	Transportation/ Bus Helper Resign: 9/23/16
Tyresha Peoples Began: 3/8/16	Tipton/Central/Food Service Resign: 9/8/16
Lisa Rose Began: 8/14/16	Beck/Paraprofessional Resign: 9/16/16
Coriene Woods Began: 12/16/13	Monger/Paraprofessional Resign: 9/13/16

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

Jessica Ake Began: 5/24/16	Transportation/Bus Driver Unassigned PE: 9/19/16
Stacey Borst Began: 8/1/16	Daly/Secretary PE: 9/26/16
Jane Cooper Began: 8/1/16	Pierre Moran/Food Service PE: 9/26/16
Jerry Fuller Began: 5/24/16	Transportation/Bus Driver Unassigned PE: 9/19/16
Belinda Hines Began: 8/1/16	West Side/Food Service PE: 9/26/16
Casey Lott Began: 8/2/16	Beck/Paraprofessional PE: 9/27/16
Collin Rowland Began: 5/24/16	Transportation/Bus Driver Unassigned PE: 9/19/16
Eric Schrock Began: 8/1/16	Daly/Feeser/Social Worker PE: 9/26/16
Kristin Thalheimer Began: 8/2/16	Memorial/Food Service PE: 9/27/16
LeAnn Thompson Began: 8/2/16	Riverview/Paraprofessional PE: 9/27/16
Morgan Winters Began: 8/1/16	North Side/Food Service PE: 9/26/16
Bethany Zartman Began: 7/21/16	Eastwood/Secretary PE: 9/15/16

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

Garrett Paulson
Began: 3/22/16

Building Services/ Custodian
Term: 9/27/16
Board Policy: GDPD c, f, g



PERSONNEL DEPARTMENT

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. ROBERT HAWORTH
FROM: W. DOUGLAS THORNE
DATE: SEPTEMBER 27, 2016

ADDENDUM TO PERSONNEL REPORT

Certified

- a. **Professional Leave** – We recommend a partial professional leave for the following employee:

Shawn Hannon
Begin: 10/3/16

Assistant Superintendent of Communication & Data
End: 6/30/18

Classified

- a. **Administrative Appointment** – The administration recommends confirmation of the following administrative appointment effective September 28, 2016:

Gary Sawtelle

Director of Technology

- b. **Correction to New Hire** – We recommend regular employment for the following classified employee:

Erin Shrock
Began: 8/1/16

Daly~Feeser/Social Worker
PE: 9/26/16