

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

February 28, 2017

CALENDAR

Feb	28	5:00 p.m.	Regular Board Meeting, North Side Middle School, 300 Lawrence Street
Mar	14	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Mar	14	Immediately following	Executive Session, J.C. Rice Educational Services Center
Mar	14	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Mar	14	Immediately following	Executive Session, J.C. Rice Educational Services Center
Mar	21	7:00 a.m.	Public Work Session, J.C. Rice Educational Services Center
Mar	28	5:30 p.m.	Public Work Session, Memorial High School, 2608 California Road
Mar	28	Immediately following	Executive Session, Memorial High School, 2608 California Road
Mar	28	7:00 p.m.	Regular Board Meeting, Memorial High School, 2608 California Road

A. CALL TO ORDER/PLEDGE

B. INVITATION TO SPEAK PROTOCOL

C. MINUTES

February 14, 2017 – Public Work Session
February 14, 2017 – Regular Board Meeting
February 21, 2017 – Public Work Session

D. TREASURER'S REPORT

Consideration of Claims

Financial Report – January 1, 2017 – January 31, 2017

Fund Loans – The Business Office reports on fund loans made at the end of January 2017.

Bus Purchases – The Business Office requests authorization to purchase busses through the State Bid List purchasing program.

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

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.

E. UNFINISHED BUSINESS

Administrative Regulation GDBA-10 – Miscellaneous Position Pay Schedule- The administration presents proposed revisions to Administrative Regulation GDBA-10 – Miscellaneous Position Pay Schedule as initially presented at the Board’s February 14th regular meeting.

F. NEW BUSINESS

Fire Truck Disposition Resolution

Alternative Residential Services Agreement – The administration recommends Board approval for alternative residential services for an Elkhart Community Schools’ student.

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

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

G. PERSONNEL

Conference Leaves - It is recommended the Board grant conference leave requests in accordance with Board Policy to staff members as recommended by the administration.

Certified and Classified Staff - See the report and recommendations of the administration.

H. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

I. ADJOURNMENT

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

Elkhart Community Schools
Elkhart, Indiana

February 14, 2017

Pinewood Elementary School, 3420 E. Bristol Street, Elkhart – 5:30 p.m.

Time/Place

Board Members
Present:

Susan C. Daiber
Karen S. Carter
Douglas K. Weaver

Glenn L. Duncan
Carolyn R. Morris
Jeri E. Stahr

Roll Call

Absent:

Rodney J. Dale

ECS Personnel Present:

Tony England
Tony Gianesi
Rob Haworth
Dawn McGrath

Kevin Scott
Doug Thorne
Bob Woods

The Board heard a brief presentation by Dawn McGrath, Deputy Superintendent, regarding the necessary changes at Mary Beck to become a Lab School for the Fall of 2017. The Board discussed agenda items for the regular Board meeting.

Topics
Discussed

The meeting adjourned at approximately 6:25 p.m.

Adjournment

APPROVED:

Signatures

Susan C. Daiber, President

Rodney J. Dale, Member

Karen S. Carter, Vice President

Glenn L. Duncan, Member

Douglas K. Weaver, Secretary

Carolyn R. Morris, Member

Jeri E. Stahr, Member

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
February 14, 2017

Pinewood Elementary School, 3420 E. Bristol Street, Elkhart – at
7:00 p.m.

Place/Time

Board Members Present:	Susan C. Daiber Karen S. Carter Douglas K. Weaver	Rodney J. Dale Glenn L. Duncan Carolyn R. Morris Jeri E. Stahr
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Roll Call

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

Call to Order

Superintendent's Student Advisory Council (SSAC) representatives introduced themselves: Anthony Vu, a junior from Central High School (CHS) and Abigail Doncilovic, a junior from Memorial High School (MHS). Anthony Vu reported on the success of the wrestling team, the upcoming ISSMA competitions, the National Honor Society's blood drive set for February 24th, and ongoing planning for Blazerfest. In addition to SSAC, Abby Doncilovic plays tennis, is the junior class vice president, and is in peers and varsity club. Ms. Doncilovic reported on the recent 'coffee house' talent show presented by the choir department; winter color guard and winter percussion fifth place finishes at their recent competitions; boys basketball team looking forward to sectionals; girls basketball, girls swimming and Ally Bailey for beating a 34-year school record in the 50 freestyle, wrestlers going on to state competitions, and spring sports officially started this week.

SSAC
Representatives

Coach Brent Curry introduced the players and recognized their hard work and dedication to the team. Superintendent Haworth, along with coach Curry and coach Randy Styles, presented Pierre Moran's 7th grade boys basketball team members with certificates recognizing their Big 11 Championship. Players include: Titus Rodgers, Isaiah King, Antoine Daniels, Zavion House, Lucas Hauenstein, Mekhi Gilbert, Cam'ron Daniels, and Pedro Velasquez.

Special
Recognition

Levon Johnson, supervisor of corporate and community partnerships, provided an update on Work Ethic Certification (WEC) and the upcoming Advisory Council meeting. Work Ethic Certification will be introduced to the business community on February 28, 2017 at Ivy Tech Elkhart, from 7:30 - 9:30 a.m. during the Work Ethic Certification Summit. Currently, parts of the grant proposal are a year ahead of schedule. In particular, engagement with all 8 public school districts in Elkhart County and discussing implementation of WEC county-wide. The Advisory Council, made up of 10 community partners, has been meeting and established the criteria necessary for seniors to earn the WEC. Three partnerships are highlighted below:

Thor Industries is engaged in partnering with the three middle schools through our College and Career and Business classes. They have also committed to working with 5th and 6th grade students and currently are engaged with Mary Daly, with more to come. The work with Thor Industries will include Project Based Learning and Student Tours. Thor has also committed to taking on interns and took on their first one in their corporate office for this Spring Semester.

For 2017, Teachers Credit Union (TCU) has continued to be a financial supporter of Elkhart Community Schools. Their financial support for 2017 is in the following areas: Bully Prevention, The Girls Summit, Staff Technology Professional Development, New Teacher Orientation, Student Scholarships and the Teacher of the Year Banquet. TCU also agreed to be a financial supporter of the Elkhart Education Foundation's Trivia Night.

Grace Lutheran Church has started an instrument grant program at Pierre Moran Middle School allowing students to earn the use of free instruments through high school.

Kim Boynton, director of professional growth/grant development/pre-K, recognized the early childhood public/private partnerships with Growing Kids at Bristol and Head Start at numerous schools. Mrs. Boynton introduced Mike Garantoni, President, Growing Kids and acknowledged Kathy Guarjardo, Executive Director, Head Start. Ashley Molyneaux, Executive Director, Elkhart Education Foundation (EEF), reported on EEF's success and on-going contributions to Elkhart Community Schools since its inception in 2015 of over \$235,000. Mrs. Molyneaux announced the 8 Spring 2017 extra-curricular grants totaling \$13,250. An invitation to participate in one of their major fundraisers, a trivia night on March 30th with a goal of \$50,000, was extended to all present.

Beth Williams, director of federal programs, discussed the success of the summer program in conjunction with Indiana University South Bend (IUSB) and their partnership in the creation of a lab school at Mary Beck. Mrs. Williams introduced Hope Smith Davis, Chair, Department of Teacher Education, IUSB, and Sydney Beauchamp, Senior Lecturer, Elementary Education, IUSB.

Corporate/
Community
Partnership
Overview

Recognition of
Community
Partners

Tony Gianesi, director of building services, gave a progress report on the Beardsley/Boys & Girls Club construction project. Due to the recent great weather, the masonry walls are under construction, exterior walls are complete and structural steel has been set for the Boys & Girls Club and gym. The new roof is scheduled to be installed next week. Kevin Deary, President & CEO, Boys & Girls Club of Elkhart County, reported 93% of the \$4.2 million needed for the project has been raised ahead of scheduled thanks to some major donors and the Community Foundation of Elkhart County; and plans for fund raising to be completed by mid-April. He expressed his appreciation for the administration and staff for their efforts during the construction.

Beardsley
Project Update

Doug Thorne, district counsel/chief of staff, reviewed the partnerships involved in the Contingent Side Agreement and the Elkhart Health, Fitness, Aquatics and Community Center Agreement. Dawn McGrath, deputy superintendent, presented the educational benefits of partnering in these agreements including: water safety education, teaching elementary students to swim, additional water sports curriculum, and possible internships. In response to audience questions, it was clarified with block scheduling and available transportation, swimming classes would be possible in the school day, also, the current agreement is for ten years.

Contingent
Side
Agreement and
Elkhart Health,
Fitness,
Aquatics and
Community
Center
Agreement

By unanimous action (Glenn Duncan abstained), the Board authorized the administration to enter into the Contingent Side Agreement and the Elkhart Health, Fitness, Aquatics and Community Center Agreement. (Codified Files 1617-104 and 105)

Jeff Komins, energy education specialist/elementary activities, reported on the building audit performed at 4:50 a.m. on February 14th at Pinewood Elementary School. All air handler units were off as scheduled except the cafeteria for morning care. Computer labs were completely shut down with few exceptions. Pinewood is ranked 5th overall among classroom buildings for cost avoidance valued at \$50,762. The district set a record for cost avoidance in 2016 with a value of \$1,276,662. Special thanks were given to Principal Mindy Shaw and her staff for all of their energy saving efforts.

Building Energy
Report

Principal Shaw recognized and thanked all Pinewood staff present at the meeting. Jill Szyarto's fourth grade PEP students presented their Indiana Bicentennial wax museum project representing famous Hoosiers.

Pinewood
Building Report

Sherry Finn, ESL teacher, spoke regarding the success of the Minds in Motion program over the past seven years. The Minds in Motion obstacle course, filled with activities that improve balance, proprioception, vision, coordination, rhythm and integration, is set up each day and the students, with their teachers as coaches, go through the maze, taking about 7 minutes for the whole class to complete. The sixth graders have been doing it since Kindergarten.

Speech pathologist, Pauline Reinking, reported on being certified as a Therapeutic Listening provider to enhance learning and social health through specialized music using the auditory system to impact the cranial nerves. Developmental exercises designed to create more neural pathways needed for learning and living have been added. All students are now participating in core developmental exercises in PE class along with jump roping to enhance rhythm, timing and coordination in the body which positively affects the brain. Ms. Reinking closed her remarks with 'we can't work any harder but our quest to work smarter continues'.

Principal Shaw also provided an overview of student academics, 'being there' activities, recent PTO activities including their partnership with Granger Community Church, and professional activities. She stated the Student Creed is their vision for student behavior and the Life Goals are "Treat People Right and Do the Right Thing"!

By unanimous action, the Board approved the following minutes:
January 24, 2017 – Public Work Session
January 24, 2017 – Regular Board Meeting
January 30, 2017 – Public Work Session

Approval of Minutes

By unanimous action, the Board approved payment of claims totaling \$4,567,488.88 as shown on the February 14, 2017, claims listing. (Codified File 1617-106)

Payment of Claims

Kevin Scott, chief financial officer, reported on the appropriation transfers made in December 2016 in compliance with Indiana State Board of Accounts requirements.

Appropriation Transfers

By unanimous action, the Board accepted with appreciation the following donations made to Elkhart Community Schools (ECS): \$750.00 from Todd Cleveland to Memorial's girls/boys track team for equipment and associated costs; \$3,000.00 from Old National Bank to be used to engage staff, students and the community in cultural experiences; and 200 coats from Ziker Cleaners which were distributed to students in need.

Gift Acceptance

By unanimous action, the Board approved the following extra-curricular purchases: West Side Middle School for apparel for the girls' basketball team for \$1,229.00, for ISTEP t-shirts as incentives for staff and students for \$2,567.40, and four full size violin outfits including bows and cases for \$1,560.00.

Extra Curricular Purchases

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 1617-107)

Fundraiser Approval

Tony Gianesi provided an update on the recent Timber Harvest. Mr. Gianesi stated the harvest began on January 23 and was completed on February 3, 2017, with all trees cut down by the 26th. Shipshewana Hardwoods provided a check and certificate of insurance on the first day. Mr. Gianesi was on site everyday and reported the sites were left in reasonable condition as expected. The net income was \$22,825 for the Farm property and \$9,337 for the Cooper's Lab.

Timber Harvest Update

By unanimous action, the Board untabled the motion and approved the appointment of Dorisanne Nielsen to the City of Elkhart's Redevelopment Commission.

Redevelopment Commission Appointment

By unanimous action, the Board approved the proposed amendment to the agreement with TransPar to provide transportation management services through December of 2019. (Codified File 1617-108)

Amendment to Management Services Agreement

The Board was presented proposed revisions to Administrative Regulation GDBA-10 – Miscellaneous Position Pay Schedule for initial review. The noted changes include deleting reference to before and after school child care positions and adjustment of wages for food service substitute positions.

Administrative Regulation DGBA-10

By unanimous action, the Board approved an alternative educational services agreement for an Elkhart Community Schools' student. (Codified File 1617-109)

Alternative Educational Services Agreement

By unanimous action, the Board confirmed submission of the following grants: Indiana Speech Language Hearing Association State Convention 2017 Grant to Indiana Youth Institute from Mary Daly for \$750.00 for convention registration and hotel; Digital Learning Grant to Indiana Department of Education (IDOE) from the District for \$75,000.00 for training and devices to implement the 1:1 initiative; Indiana Early Literacy Grant to IDOE from Mary Daly for \$5,000.00 for staff professional development; and the following Elkhart Education Foundation grants: Memorial cross-country and track teams for a timing system (\$5,000), West Side creative dramatics to help fund Seussical the Musical (\$1,597.30), Pierre Moran for assistance with Makerspace Mondays, Eastwood for Digital Art Club supplies (\$953.09), Memorial Girls Golf for assistance in acquiring free or discounted greens fees a local golf clubs, North Side for partial scholarships and equipment for the Elkhart Earth Science Colorado Field Experience (\$2,200), Central cross-country and track teams for stationery bikes for training exercises (\$1,500) and Memorial for uniforms and warm ups for the unified track meet (\$800). (Codified File 1617-110)

Grant Approval

By unanimous action, the Board approved the following overnight trip requests: Central varsity softball players to travel to Ft. Wayne, IN on April 14 and 15 for a softball tournament at Leo High School, Cedarville, IN; Jobs for America's Graduates (JAG) students from Central and Memorial to travel to Indianapolis on February 27 and 28 to be senate pages for one day and attend JAG's 10-year anniversary; four students in Motorcycle Tech/Hot Rodders of Tomorrow from EACC to travel to Schaumburg, IL on February 24 thru 26 to compete in Hot Rodders Small Engines Contest; Memorial wrestlers traveled to Fort Wayne, IN on February 10 and 11 to compete at semi-state match and to Indianapolis, IN on February 17 thru 19 to compete at the state tournament.

Overnight Trip Requests

By unanimous action, the Board approved conference leave requests in accordance with Board policy for staff members as recommended by the administration on the February 14, 2017 listing. (Codified File 1617-111)

Conference Leaves

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

Personnel Report

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

Certified Administrative Appointments

Keith Baker - assistant principal at Beck, effective 1/10/17
Cheryl Waggoner - director of Human Resources, effective 2/15/17

An agreement regarding unpaid time for a certified staff member. (Codified Files 1617-112)

Consent Agreement

Employment of the following two (2) certified staff members for the 2016-2017 school year, effective on the dates indicated:

Certified Employment

Amber Genovese, grade 2 at Hawthorne; 2/10/17
John Zahlmann, grade 6 at Hawthorne, 2/21/17

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

Certified Resignations

Ricky Fiene - physical education at Pierre Moran, 2/10/17
Cherise Richards - grade 2 at Riverview, 5/26/17

Medical leaves for the following two (2) certified staff members:

Certified Leave

Rose Griffy - grade 2 at Roosevelt; beginning 2/3/17 and ending 2/28/17

Amy Miller - special education at Roosevelt, beginning 8/15/17 and ending 6/6/18

The Board was notified of the passing of certified staff member David Robinson, physical education at Monger on 1/25/17.

Death of an Employee

Retirement of certified staff member, Jolene Ritchie, grade 5 at Hawthorne, effective 2/16/17 with 41 years of service.

Certified Retirement

<p>Administrative appointment of the following two (2) classified employees, effective 2/15/17: Anthony Gianesi - chief operating officer Magdalena Lozano - assistant director of Human Resources</p>	<p>Administrative Appointments</p>
<p>Retirement of the following four (4) classified employees on dates indicated: Ruth Iannarelli - paraprofessional at Eastwood, 5/26/17 with 22 years of service James Rowe - head mechanic at Transportation, 6/1/17, with 36 years of service Cathy Spry - paraprofessional at Monger, 5/26/17, with 30 years of service Barbara Yike - paraprofessional at Eastwood, 3/31/17, with 21 years of service</p>	<p>Classified Retirement</p>
<p>Resignation of the following nine (9) classified employees effective on dates indicated: Jane Cooper - food service at Pierre Moran, 2/3/17 Stanley Davis - food service at Pierre Moran, 2/17/17 Denise Finn - bus driver at Transportation, 1/31/17 Anthony Horvath - mechanic at Transportation, 2/23/17 Dinorah Kuehn - paraprofessional at Pinewood, 2/17/17 Renzo Olcese - paraprofessional at EACC, 1/13/17 Meghan Swihart - academic trainer at Osolo, 1/31/17 Tammy Watson - food service at Pierre Moran, 2/10/17 Brooke Wilcox - bus driver unassigned at Transportation, 1/27/17</p>	<p>Classified Resignation</p>
<p>Regular employment of the following eight (8) classified employees, who have successfully completed their probationary periods, on dates indicated: Fred Blaisdell - bus helper at Transportation, 2/8/17 Jacqueline Coots - paraprofessional at EACC, 2/7/17 Rachel Fletcher - paraprofessional at Hawthorne, 2/13/17 Mykayla Meachum - custodian at Central, 2/6/17 Seth Miller - paraprofessional at Memorial, 2/6/17 Mesha Olson - paraprofessional at Bristol, 2/8/17 Brittnee Taylor - food service at Commissary, 1/26/17 Angela Turpin - permanent sub teacher at Elkhart Academy, 2/6/17</p>	<p>Classified Employment</p>
<p>Revision of the resignation date reported on the January 10, 2017 Board report for Brian Buckley, athletic director at Central, effective 3/17/17.</p>	<p>Revision to Resignation</p>
<p>Medical leave for classified employee Sharon Kirkpatrick, food service at Pierre Moran beginning 1/25/17 and ending 2/24/17.</p>	<p>Voluntary Leave</p>

A staff member thanked the Board for their involvement in allowing David Robinson's funeral services to be held at North Side Gym.

From the Staff

Mrs. Daiber spoke in remembrance of long-time retiree, Tom Grove's passing.

From the Board

Mr. Weaver thanked Pinewood's students and staff on their great presentation.

From the Board

The meeting adjourned at approximately 8:15 p.m.

Adjournment

APPROVED:

Signatures

Susan C. Daiber, President

Karen S. Carter, Vice President

Douglas K. Weaver, Secretary

Rodney J. Dale, Member

Glenn L. Duncan, Member

Carolyn R. Morris, Member

Jeri E. Stahr, Member

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

Elkhart Community Schools
Elkhart, Indiana

February 21, 2017

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

Time/Place

Board Members
Present:

Susan C. Daiber
Karen S. Carter
Douglas K. Weaver

Glenn L. Duncan
Carolyn R. Morris
Jeri E. Stahr

Roll Call

Absent:

Rodney J. Dale

ECS Personnel Present:

Tony Giansesi
Rob Haworth
Dawn McGrath

Kevin Scott
Doug Thorne
Bob Woods

The Board was presented information regarding the possible acquisition of the CTS building for additional Elkhart Area Career Center use and other available lease space.

Topics
Discussed

The meeting adjourned at approximately 8:35 a.m.

Adjournment

APPROVED:

Signatures

Susan C. Daiber, President

Rodney J. Dale, Member

Karen S. Carter, Vice President

Glenn L. Duncan, Member

Douglas K. Weaver, Secretary

Carolyn R. Morris, Member

Jeri E. Stahr, Member

ACCOUNT BALANCES/INVESTMENT DETAIL
January 2017

PETTY CASH	\$	500.00
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GENERAL ACCOUNTS:

Lake City Bank		21,799,342.12
Lake City Bank - Merchant Account		-
Teachers Credit Union		2,880,747.29
BMO Harris Bank (UMR insurance)		407,420.00

SCHOOL LUNCH ACCOUNTS:

Lake City Bank		(1,302,191.53)
Change Fund		2,010.00

TEXTBOOK RENTAL ACCOUNTS:

Chase Bank		1,386,418.64
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PAYROLL ACCOUNTS:

Lake City Bank - Payroll Account		-
Lake City Bank - Flex Account		34,994.33
Teachers Credit Union-Payroll Account		-
Teachers Credit Union - Flex Account		11,799.13

INVESTMENTS:

Certificate of Deposit		-
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	\$	25,221,039.98
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BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

To: Kevin Scott

From: Erica Purvis

Date: February 16, 2017

Subject: Temporary Inter-fund Loans

The following temporary inter-fund loans have been executed effective 1/31/2017:

\$454,813.37 from Fund 0200 Debt Service Fund to Fund 0250 Retirement/Severance Bond Fund



TO: MR. KEVIN SCOTT
FROM: HENRY F. LOHMEYER
DATE: 23 FEBRUARY 2017

SUBJECT: BUS BID RECOMMENDATION

Mr. Scott,

Listed below you will find my recommendations for the awarding of the 2017 School Bus Bid.

The State Cooperative Purchasing web site was used to establish our minimum specification for the bus build. The most responsive bidder meeting our specifications is Midwest Transit.

I recommend awarding the purchase of twelve (12) 72 passenger conventional buses to Midwest Transit at the price of \$1,135, 520.00. This price reflects a trade value of \$53,200.00.

Enclosed you will find a copy of the State Cooperative listing detailing the specifications as well as a Midwest Transit trade values.

**Cooperative Purchasing
Price Comparison Report - Spec #20293
Feb 10, 2017 11:46 AM**

Buying Organization

Elkhart Community Schools
2720 California Rd
Elkhart IN 46514

Notes

Elkhart 72 body with 66 passenger seating and 10 CRS. & Disc Brakes 2-10-17 changes
Bus: Conventional (Fall 2016)

Product Category

72 Passenger

Quantity

12

Product Base Price

\$81,377.00 \$82,618.00 \$81,674.00

Body Options

Option	Buyer Comments	Blue Bird	IC/Collins	Thomas
AISLE STRIPS				
Deduct aisle strips		N/A	N/C	N/A
BACK UP ALARM AND STICKER				
Increase warning level to 107dba	B148	S/E	S/E	\$33.00
BUS LOCK UP SYSTEM				
All doors with air front door	B157	\$185.00	\$51.00	N/C
CROSSING GATE ARM				
air crossing gate arm	B180	\$260.00	\$295.00	\$222.00
CROSSING GATE ARM INTERRUPT SWITCH				
Add crossing gate arm Interrupt switch	B184	\$15.00	\$15.00	\$46.00
DOOR ENTRANCE SWITCH				
3 position switch mounted left of driver	B200	S/E	N/C	N/C
ROOF VENT, STATIC				
Delete static roof vent.	B233	N/C	N/C	N/C
FENDERETTES				
Rubber fenderettes	B235	\$90.00	\$61.00	\$69.00
FLOOR: SUBFLOOR PLYWOOD				
5/8 inch marine grade plywood subfloor	B253	\$100.00	\$65.00	\$27.00
FLOOR: SUBFLOOR JOINTS SEALED				
All subfloor joints water proof sealed	B255	S/E	N/C	S/E

Visors for warning lights.									
MIRRORS, CROSSOVER									
Mirror/lie Bus Boy heated	B366	N/A		\$42.00	N/A				
MIRRORS, SIDE									
Rosco OpenView remote heated	B391	S/E	S/E		N/C				
MIRRORS, STAINLESS STEEL BRACKETS									
Stainless steel brackets for crossover & side rearview mirrors	B394	\$65.00	\$76.00	\$108.00					
MIRROR, INSIDE REAR-VIEW									
10 in X 30 in inside rear-view mirror	B400	\$25.00	\$19.00	N/A					
OUTSIDE LUGGAGE STORAGE									
Delete left side luggage storage	B412	(\$540.00)	(\$513.00)	(\$550.00)					
OUTSIDE LUGGAGE; ACCESSORIES									
Add lock for storage units	B414	S/E	S/E	N/C					
PANELING, EXTERIOR									
Optional 16 ga. exterior metal	B425	S/E	S/E	N/C					
POWER SOURCE									
12-volt in driver area cellphone outlet	B435	S/E	\$7.00	N/C					
SEAT, DRIVER; SEAT BELT									
Add Orange seat belt	B494	N/C	S/E	N/C					
SEAT, DRIVER; SEAT BELT MONITOR									
Add seat belt alarm	B495	\$50.00	\$48.00	N/C					
SEATS, PASSENGER: COLOR									
Color other than manufacturer standard. Please notify and verify availability of color of choice.	B509	Gray	N/C	N/C	N/C				
SEATS, DEDUCT FOR SEATS REMOVED									
Deduct for base bid bench seats. Check with dealer for exact quantity. (Qty: 24)	B510	(\$3,720.00)	(\$1,968.00)	(\$3,216.00)					
SEATS 39" BENCH; FL MOUNT; INTERCHANGABLE BACK									
39" floor mounted seat w/interchangeable back (state quantity) (Qty: 12)	B522	\$1,860.00	\$984.00	\$1,680.00					
SEATS, CHILD INT. 39" FLOOR MOUNT									
IMMI 39 inch seat (state quantity) (Qty: 10)	B529	N/A	\$5,350.00	\$5,250.00					
<i>CE White 39 inch seat (state quantity) (Qty: 10)</i>	B528	\$5,950.00	—	—					
STORAGE POUCH KICK PANEL BARRIER									
Single pouch barrier	B573	\$50.00	\$48.00	\$40.00					
KICK PANEL									
Add additional left side front	B576	\$15.00	\$13.00	\$10.00					
STEPWELL									
Add durable high performance bed liner type coating to inhibit rust. Applied to exterior and interior surfaces of stepwell.	B579	\$250.00	\$157.00	\$241.00					

STEPWELL, TREAD							
Add pebble tread	B584	S/E		S/E			N/C
STOP ARM SIGNAL							
Air LED strobing	B589	\$135.00		\$111.00			\$109.00
STUDENT REMINDER SYSTEM							
Add snooze for reminder system	B609	N/C		\$12.00			N/A
WINDOWS							
Laminated, tinted	B632	\$50.00		(\$543.00)			N/A
PREMIRE FOR SECURITY & GPS SYSTEMS							
Prewire for security & GPS systems. Wiring to include for battery power, ground & ignition connections	B700	\$80.00		\$15.00			\$75.00

Chassis Options

AIR DRYER							
Bendix AD-1P dryer w/spin-on filter	C102	S/E		\$25.00			\$92.00
AIR TANKS							
Manual drain all tanks, petcocks	C106	(\$75.00)		(\$71.00)			(\$28.00)
AXLE, REAR: MINIMUM LOAD							
19,800 or 20,000 lbs.	C133	N/A		(\$69.00)			N/A
BATTERIES							
3-12V, 650 CCA total 1950 CCA	C138	N/C		S/E			N/A
BRAKES, AIR DISC							
Option for air disc brakes	C150	\$1,750.00		\$1,773.00			\$1,973.00
BRAKES, PARKING							
Warning signal for when parking brake is not set when ignition is turned off	C153	S/E		N/C			S/E
BRAKES, TRACTION CONTROL							
For air brakes	C157	\$320.00		\$182.00			\$191.00
COOLANT RECOVERY (ENGINE)							
Coolant, extended life with protection to -40 F	C162	S/E		S/E			N/A
CUP HOLDER, DRIVER							
Add cup holder in drivers area	C165	S/E		S/E			N/C
ENGINE							
Cum. Inline 6 ISB 250HP/660 ftlbs/6.7L w/PTS2500 tr	C190	\$500.00		\$189.00			\$521.00
ENGINE/EXHAUST BRAKE							
Add VGT exhaust brake. A turbocharger mounted valve in the exhaust pipe to restrict the flow of exhaust.	C231	\$70.00		\$63.00			\$64.00
EXHAUST SYSTEM							

Stainless steel option for exhaust to come through bumper

FAN DRIVE

Electromagnetic fan drive

C235.5 \$150.00 N/C N/A
C236 S/E S/E S/E

FUEL TANK; DIESEL

Increase to 100-gallon Aluminized steel tank

C240 \$300.00 \$328.00 \$367.00

HEADLIGHTS

Add Wig Wag flashing headlights

C249 S/E \$37.00 \$56.00

HEADLIGHT ALARM

Alarm to warn that headlights are on at ignition

C250 S/E S/E S/E

HOSE CLAMPS

Constant torque clamps

C261 S/E \$10.00 S/E

PEDALS, ADJUSTABLE

Adjustable brake & accelerator pedals

C277 \$350.00 N/A \$365.00

TIRES, TUBELESS RADIAL

11R22.5 14 ply steer front, traction drive rear, Michelin

C316 — — \$136.00

11R22.5 14 ply steer front, traction drive rear, Goodyear

C314 \$150.00 — —

11R22.5 14 ply steer front, traction drive rear, Continental

C313 N/A \$160.00 N/A

TRANSMISSION, AUTOMATIC

Add Allison fuel sense

C362 S/E N/C N/C

WINTER WARMUP EQUIPMENT

Winter front

C381 \$45.00 N/C N/C

Warranty Options

EXTENDED ENGINE WARRANTY

Cummins; EXC; 10yr/150,000; ISB engine

W591 \$3,600.00 \$3,650.00 \$3,600.00

Dealer Options

2-way radio package from Communications Services

\$525.00

4" flush mounted LED back-up lights

\$42.00

Seon 4 camera system w/GPS

\$2,310.00

Zonar GPS system ****need price

\$310.00

4" flush mounted LED back-up lights****need price

\$0.00 \$0.00

4" flush mounted LED back-up lights****need price

\$0.00 \$0.00

Seon 4 camera system****need price

\$0.00 \$0.00

Seon 4 camera system****need price

\$0.00 \$0.00

Zonar GPS system ***need price

\$0.00 \$0.00

Zonar GPS system ***need price

\$0.00 \$0.00

Espar 17K heater with on-off switch****need price
 Espar 17K heater with on-off switch****need price
 Espar 17K heater with on-off switch****need price
 2-way radio package****need price
 2-way radio package****need price

\$975.00
 \$0.00
 \$0.00
 \$0.00

\$0.00

Blue Bird IC/Collins Thomas
 Unit Price \$94,459.00 \$99,060.00 \$95,176.00

Total Price \$1,133,508.00 \$1,188,720.00 \$1,142,112.00

Grand Total \$1,133,508.00 \$1,188,720.00 \$1,142,112.00

Elkhart Trades

2/3/2017

Year	Fleet #	Capacity	Model	Chassis	Body	Engine	Brake	Condition	Mileage	Trade Value
2004	47	72	CE	IC	IC	DT466	AIR	GOOD	104,057	\$ 5,000
2004	117	72	CE	IC	IC	DT466	AIR	GOOD	133,893	\$ 4,600
2004	120	72	CE	IC	IC	DT466	AIR	GOOD	155,761	\$ 4,600
2003	15	66	CE	FREIGHTLINER	THOMAS	ISB	AIR	GOOD	148,517	\$ 4,000
2003	18	66	CE	FREIGHTLINER	THOMAS	ISB	AIR	GOOD	137,986	\$ 4,000
2003	24	66	CE	FREIGHTLINER	THOMAS	ISB	AIR	GOOD	119,443	\$ 4,400
2003	26	66	CE	FREIGHTLINER	THOMAS	ISB	AIR	GOOD	112,186	\$ 4,400
2003	56	66	CE	FREIGHTLINER	THOMAS	ISB	AIR	GOOD	125,110	\$ 4,400
2003	58	66	CE	FREIGHTLINER	THOMAS	ISB	AIR	GOOD	74,524	\$ 4,600
2003	59	66	CE	FREIGHTLINER	THOMAS	ISB	AIR	GOOD	107,891	\$ 4,400
2003	89	66	CE	FREIGHTLINER	THOMAS	ISB	AIR	GOOD	83,785	\$ 4,400
2003	98	66	CE	FREIGHTLINER	THOMAS	ISB	AIR	GOOD	74,086	\$ 4,400
										\$ 53,200



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. ROBERT HAWORTH
BOARD OF SCHOOL TRUSTEES

FROM: DR. DAVID BENAK

DATE: FEBRUARY 16, 2017

RE: DONATION APPROVAL - EACC

A donation of \$500 has been made to the Health Occupations classes. The donor wishes to remain anonymous.

Laurie Hund-Schieber, our Medical Assisting Instructor, reports this donation will be useful to help pay for student's lab fees.

I am requesting approval from the Board of School Trustees to accept this donation.



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. ROBERT HAWORTH
BOARD OF SCHOOL TRUSTEES

FROM: DR. DAVID BENAK

DATE: FEBRUARY 16, 2017

RE: DONATION APPROVAL - EACC

Hudson Ryker, a former student of The Elkhart Area Career Center, has donated a 1996 GMC K3500 (VIN #1GCHK39FOTE177368) with an approximate value of \$2500.00 to be used in our Diesel Service Technology class.

Pete Listensky, our Diesel Technology instructor, reports this vehicle will be useful in his class and will be used by students for training purposes.

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

Hudson Ryker
2213 Trailridge Dr
Mishawaka IN 46544



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

To: DR. HAWORTH
BOARD OF SCHOOL TRUSTEES

FROM: DR. ROBERT WOODS

DATE: FEBRUARY 28, 2017

SUBJECT/ EXTRA CURRICULAR PURCHASE

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

SCHOOL/ACCOUNT	ITEM	AMOUNT
EMHS Extra Curricular	Lodging for 55 Students Country Inns (5/11/17)	\$1,800.00
	Tickets to My Fair Lady Lyric Opera of Chicago	\$1,600.00
	Dinner at Giordano's	\$1,200.00



ELKHART MEMORIAL HIGH SCHOOL

ELKHART
COMMUNITY SCHOOLS

ELKHART
COMMUNITY
SCHOOLS

INTERNAL MEMO

TO: DR. ROBERT WOODS
FROM: CARY ANDERSON, PRINCIPAL
DATE: 2/10/2017

EXPENDITURE OF EXTRACURRICULAR FUNDS

The purpose of this memo is to request board approval for the expenditure of EMHS extracurricular funds.

The EMHS Women's Chorale and Chamber Choir (55 students) are planning a trip to perform at Nequa Valley High School and see a Broadway show in Chicago May 11-12, 2017. (A separate overnight trip approval request has already been submitted.) They are requesting to remit up to **\$1800 to Country Inns and Suites By Carlson** in Naperville, IL for lodging on the night of 5/11/2017, **\$1600 to Lyric Opera of Chicago** for a performance of My Fair Lady on 5/11/2017, and **\$1200 to Giordano's** for dinner on the evening of 5/11/2017 from the EMHS Choir ECA. Students who are not eligible for partial scholarships from the department will be paying their own way for this trip, so these expenses will be offset by money collected from students and deposited in the Choir ECA.



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

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

FROM: DR. ROBERT WOODS

DATE: FEBRUARY 28, 2017

SUBJECT/ EXTRA CURRICULAR PURCHASE

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

SCHOOL/ACCOUNT	ITEM	AMOUNT
EMHS Extra Curricular	Orchestra Spirit Wear	\$1,845.63



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

4778210033

Cary Anderson
Principal

Memo

To: Dr. Robert Woods

From: Cary Anderson

Date: 2/21/17

Re: Expenditure of extracurricular funds

The purpose of this memo is to request board approval for the expenditure of EMHS extracurricular funds. The orchestra will be paying an invoice of \$1,845.63 for orchestra spirit wear that was purchased by students in October of 2016. This was not used as a fundraiser. Students paid for the apparel and that money was being held in the orchestra ECA until all items arrived, which they have now.

Teacher Signature: _____ (Rebecca Yoder)

Principal Signature: _____ (Cary Anderson)



Phone # 574.262.5085
 Fax # 574.262.5148

Date	Invoice #
10/22/2016	68497

ShopMartinMarketing.com

53905 COUNTY ROAD 9
 ELKHART IN 46514

Bill To
ELKHART MEMORIAL HIGH SCHOOL BAND 2608 CALIFORNIA ROAD ELKHART IN 46514

Ship To
ELKHART MEMORIAL HIGH SCHOOL BAND 2608 CALIFORNIA ROAD ELKHART IN 46514

NAME	Customer PO	Terms	Rep	Ship	Via	MM PO
REBECCA YODER	ORCHESTRA	Net 30	SJL	10/22/2016	UPS	16-4888
Quantity	Item Code	Description			Price Each	Amount
34	E	T-SHIRT			7.50	255.00
32	E	LONG SLEEVE T-SHIRT			10.00	320.00
5	E	2X SIZING			2.00	10.00
45	E	HOODIE			17.00	765.00
4	E	2X SIZING			3.00	12.00
1	E	SCREEN CHARGE			45.00	45.00
24	E	SWEAT PANTS			15.00	360.00
1	E	SCREEN CHARGE			45.00	45.00
		SUBTOTAL				1,812.00
1	EF	INBOUND FREIGHT			33.63	33.63
					Total	\$1,845.63
					Payments/Credits	\$0.00
A FINANCE CHARGE OF 1.5% PER MONTH WILL BE CHARGED ON ALL PAST DUE ACCOUNTS.					Balance Due	\$1,845.63

MISCELLANEOUS POSITION PAY SCHEDULE

CLASSIFICATION	POSITION	AMOUNT	SOURCE OF PAYMENT
<u>HIGH SCHOOL FOOTBALL:</u>			
	Event Supervisor	\$50 per Event	ECS Gen Fund
<u>Adult</u>			
	Firemen	\$18.78 per hour	ECS Gen Fund
	Usher/Security	\$50 per game	H.S. Ath. Dept
	Ticket Sellers/Takers	\$27 per game	"
	Public Address Announcer	\$15 per game	"
*	Crowd Supervision Manager	1/2 of Master Contract Rate	ECS Gen. Fund
	Fan Bus Supervision	\$15 + 2 Tickets per Trip	H.S. Ath. Dept.
	Parking Director	\$17 per hour	ECS Gen Fund
	Parking Attendant	\$12 per hour	"
<u>HIGH SCHOOL BASKETBALL</u> (Games @ N.S. and Tournament)			
	Event Supervisor	\$50 per event	ECS Gen. Fund
	Tournament Supervisor	\$100 per event	ECS Gen. Fund
<u>Adult</u>			
	Firemen	\$18.78 per hour	ECS Gen Fund
	Usher/Security	\$50 per regular game	H.S. Ath. Dept
		\$25 per tournament session	"
	Ticket Sellers/Takers	\$27 per session	"
	Timers/Scorers	\$10 JV game	"
		\$15 Varsity game	"
		\$25 per tournament session	"
	PA Announcer	\$15 per session	"
*	Crowd Supervision Manager	1/2 of Master Contract Rate	ECS Gen. Fund
	Fan Bus Supervision	\$15 + 2 Tickets per trip	H.S. Ath. Dept.
	Parking Director	\$17 per hour-regular game	ECS Gen. Fund
		\$17 per hour-tournament session	"
	Parking Attendant	\$12 per hour-regular game	"
		\$12 per hour-tournament session	"
<u>Student</u>			
	Usher/Security	\$6 + Ticket per regular game	H.S. Ath. Dept.
		\$6 + Ticket per tournament session	"
	Ticket Takers	\$10 per session	"
	Cloakroom Attendant	\$6 per regular game	"
		\$7 per tournament session	"

CLASSIFICATION	POSITION	AMOUNT	SOURCE OF PAYMENT
<u>HIGH SCHOOL ATHLETICS</u>			
Event Supervisor			
	Volleyball		
	Varsity/JV	\$50 per event	ECS Gen Fund
	Freshmen	\$30 per event	"
	Freshmen 3-way	\$50 per event	"
	4 team or less tourney	\$50 per event	"
	5 teams or more tourney	\$100 per event	"
	Soccer		
	Reg. season varsity & JV	\$50 per event	"
	Tournament	\$100 per event	"
	Swimming		
	Reg. season meet	\$50 per event	"
	All day tournament	\$100 per event	"
	Diving only	\$50 per event	"
	Wrestling		
	Varsity/JV	\$50 per event	"
	Super dual meet	\$100 per event	"
	Gymnastics		
	Varsity/JV	\$50 per event	"
	Invitational	\$100 per event	"
	Baseball/Softball		
	Varsity/JV	\$50 per event	"
	Freshmen	\$50 per event	"
	Tournament 4 teams	\$100 per event	"
	Tournament 5+ teams	\$100 per event	"
	Track		
	Dual or triangular meet	\$50 per event	"
	Invitational	\$100 per event	"

NON-ATHLETIC EVENTS (ECS RENTALS, MISCELLANEOUS ASSIGNMENTS):

Adult

	Electronic Technical Service Mgr.	\$14.50 per hour	ECS Gen. Fund
*	Building Rental Manager	\$14.50 per hour <i>(per Teachers Contract)</i>	"
	Police/Firemen	\$18.78 per hour	"
	Swimming Pool Manager	\$15.00 per hour	"
	Swimming Pool Lifeguard (Certified)	\$6.25 per hour	"
	Security	\$10.00 per hour	"
	Usher	\$8.00 per event	"
	Ticket Seller/Taker	\$12.00 per event	"
	Parking Director	\$17.00 per hour	"

CLASSIFICATION	POSITION	AMOUNT	SOURCE OF PAYMENT
	Parking Attendant	\$12.00 per hour	"
	Substitute Custodian	\$12.19 per hour	"
*	Intramurals	\$6.50 per hour	"
	Food Service Sub	\$9.09 <u>9.34</u> per hour	Food Service Fund
	Food Service Sub (retired Food Service employee)	\$11.33 <u>11.64</u> per hour	"
	Food Service Driver Sub	\$15.17 <u>15.59</u> per hour	"

Student

Stage Hand/Music Helper	\$4.25 per hour	ECS Gen. Fund
Swimming Pool Lifeguard	current minimum wage	"
Usher	\$6.00 per event	"
Ticket Taker	\$8.00 per event	"
Cloakroom Attendant	\$6.00 per event	"

~~BEFORE & AFTER SCHOOL CHILDCARE:~~

Provider	\$12.40 per hour	Childcare Fund 214
Assistant	\$9.35 per hour	"
Babysitter	current minimum wage	"

In the event the federally established minimum wage exceeds the hourly rate set forth under this regulation, the minimum wage shall apply.

* Negotiated Rates

Resolution No. _____

**A RESOLUTION OF THE ELKHART COMMUNITY SCHOOLS TO
ACQUIRE SURPLUS FIRE TRUCK AND PERSONAL FIRE
PROTECTION EQUIPMENT FROM THE CITY OF ELKHART, INDIANA**

Whereas, the Fire Department of the City of Elkhart, Indiana ("City") owns a fire truck and certain fire bunker gear valued at \$4,000 and \$2,000 respectively ("Equipment"), which Equipment the Fire Department no longer uses to provide fire protection services and which is surplus property and of no further use to the City of Elkhart; and

Whereas, the Chief of the Fire Department has recommended to the Board of Public Works of the City that this surplus Equipment be transferred to the Elkhart Community Schools ("ECS") for the firefighting program at the Elkhart Area Career Center ("EACC"); and

Whereas, the ECS desire to acquire the Equipment for use in this program at the EACC; and

WHEREAS, I.C. §5-22-2-10 contemplates the exchange of interests in personal property between governmental entities upon terms and conditions agreed upon by the entities as evidenced by the adoption of a substantially identical resolution by each entity;

Now, therefore, be it determined, established, and resolved by the Board of School Trustees of Elkhart Community Schools, as follows:

1. The transfer of the Equipment by the Fire Department of the City to the ECS for one dollar is hereby accepted and approved.
2. This Resolution shall take effect upon its adoption and upon the adoption by the Board of Public Works of a resolution consistent with the requirements of I.C. § 5-22-22-10.

Adopted this ____ day of _____, 2017, by the Elkhart Community Schools.

**BOARD OF SCHOOL TRUSTEES OF ELKHART
COMMUNITY SCHOOLS**

By _____
Susan C. Daiber, President

ATTEST:

By _____
Douglas K. Weaver, Secretary

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.
Dollar General Adult Literacy	Dollar General Literacy Foundation	Community Education - Adult Education	Darcey Mitschelen	\$15,000.00	Transition assistance/tutoring for adult learners moving from ESL to High School Equivalency (HSE/TASC) test preparation class. Program Manager, Darcey Mitschelen, will oversee the grant.	The strategic plan "sets high expectations in order to ensure the success of all of our students and the greater Elkhart community". Adult education desires to align itself with that plan and support adult learners with the very best resources and tools possible. This grant will allow for dedicated support to transitioning ESL students who desire to earn a diploma - creating better long-term opportunities for them and their children...and the Elkhart community.	Wages \$14,427.00 Materials \$573.00 Any additional expenses would be funded through the State/Federal AE grant.

ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST

School: Jimtown H.S., Mental H.S., Northside
Class/Group: FTC Robotics Team
Number of Students: 3
Date/Time Departing: 2/24/17 pm
Date/Time Returning: 2/25/17 pm
Destination: Crawfordsville H.S. Crawfordsville, IN
City State
Overnight facility: Chain Hotel/Crawfordsville
Mode of transportation: Parents are Co-coaching and driving their
Reason for trip: 3 students.
The FTC team qualified for
the state Championship in Crawfordsville
Indiana
Names of chaperones: Patrick Huxhold - Parent & Co-coach
Rachel Tribble - Parent & Asst. Coach
Cost per student: Trip cost covered by corporate sponsors
and a grant from ETHOS
Describe Plans for Raising Funds or Funding Source: Corporate Sponsors/Grant from ETHOS
Plans to defray costs for needy students: Corporate Sponsor/Grant from ETHOS
Are needy students made aware of plans? There are 3 students
Signature of Teacher/Sponsor: _____

Signature of Principal: David R Benak Date: 2/23/17

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

Approval of Assistant Superintendent: Dawn J. McYrack Date: 2/23/17

Approval by Board: _____

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

November 11, 2009

**ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST**

School: Memorial and Central

Class/Group: ElkLogics Robotics Team

Number of Students: 24

Date/Time Departing: Group 1: 3/23/2017 at 3PM, Group 2: 3/24/2017 at 4:45AM

Date/Time Returning: 3/25/2017 at 10PM

Destination: Perry Meridian HS, Indianapolis, IN

Overnight facility: Comfort Inn South, Indianapolis, IN

City State

Mode of transportation: Activity buses

Reason for trip: Robotics competition

Names of chaperones: Nick Seidl and Ted Elli

Cost per student: \$50

Describe Plans for Raising Funds or Funding Source: Cost was included in participation fee paid by students earlier in the season

Plans to defray costs for needy students: Supplement using money in extra-curricular account from grants/donations

Are needy students made aware of plans? Yes, they have been told to speak with Mr. Seidl or Mr. Elli privately to make arrangements

Signature of Teacher/Sponsor: 

Signature of Principal:  **Date:** 2/15/17

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

Approval of Assistant Superintendent:  **Date:** 2/22/17

Approval by Board: _____

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

November 11, 2009

ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST

School: Memorial High School

Class/Group: Choirs (Chorale + Chamber)

Number of Students: 48

Date/Time Departing: 3:00 May 11 (Thurs)

Date/Time Returning: 7:00 May 12 (Fri)

Destination: Naperville, IL and Chicago, IL

Overnight facility: Country Inn + Suites, Naperville, IL

Mode of transportation: Charter Bus

Reason for trip: To provide students with the experience of singing for/with another choir (Newport Valley HS), get critiqued by another director, and see a high quality musical production in Chicago (Lyric Opera)

Names of chaperones: Brennan, Smith, 4-5 other parent chaperones

Cost per student: \$100

Describe Plans for Raising Funds or Funding Source: Spring Choir Fundraiser 2/17-2/27

Plans to defray costs for needy students: Through the EEF Fine Arts Scholarship, the department can cover a limited number of the cost; Spring Fundraiser Participation

Are needy students made aware of plans? Yes - in information packet and stated in class

Signature of Teacher/Sponsor: [Signature] Molly Keller

Signature of Principal: [Signature] R. Woods 2/9/17 Date: 2/9/17

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

Approval of Assistant Superintendent: Dawn L. McCrack Date: 2/10/17

Approval by Board: _____

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

DATE: February 15, 2017
 TO: Dr. Robert Haworth, Superintendent
 FROM: Dr. David Benak
 RE: **Conference Leave Requests Paid Under Carl D. Perkins Grant
 February 28, 2017 - Board of School Trustees Meeting**

*** FOR CONFIRMATION ONLY ***

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
Moulage Training This conference will teach moulage techniques to bring real world field realism to scenario practice in the classroom setting. Greenwood IN February 16-17, 2017 Michele Zachary (1-1) Program/Industry Specific CTE Conferences	\$0.00	\$95.00
TOTAL	\$0.00	\$95.00
2016-17 YEAR-TO-DATE PERKINS FUNDS	\$21,468.00	\$3,475.00
GRAND TOTAL	\$21,468.00	\$3,570.00

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

DATE: February 15, 2017
 TO: Dr. Robert Haworth, Superintendent
 FROM: Dr. David Benak
 RE: **Conference Leave Requests Paid Under Carl D. Perkins Grant
 February 28, 2017 - Board of School Trustees Meeting**

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
HighScope International Conference This conference will be a useful tool in that the workshops are for coaches and mentors who work with early educators. One workshop will be using professional publications for meaningful book studies. She will also be a presenter on the topic of social-emotional development in young children. Detroit MI April 19-21, 2017 Barbara Gingerich (1-0) Leadership	\$816.34	\$285.00
TOTAL	\$816.34	\$285.00
2016-17 YEAR-TO-DATE PERKINS FUNDS	\$20,651.66	\$3,190.00
GRAND TOTAL	\$21,468.00	\$3,475.00

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: February 23, 2017

TO: Dr. Robert Haworth, Superintendent

FROM: Dr. Dawn McGrath *Dawn J. McGrath*

RE: **Conference Leave Requests**

February 28, 2017 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
<p>AMERICAN STRING TEACHERS ASSOCIATION 2017 NATIONAL CONFERENCE This conference will provide the newest and most innovative strategies in string education. Pittsburgh, PA March 1 - 3, 2017 (3 day's absence) EMILY DEVINCENT - NORTH SIDE (0-0)</p>	\$850.00	\$285.00
<p>NATIONAL ALTERNATIVE EDUCATION ASSOCIATION This conference will provide ways to learn and gather new ideas and techniques to apply to The Elkhart Academy to move forward in meeting goals of the strategic plan. Dallas, TX March 8 - 10, 2017 (3 day's absence) MARK TOBOLSKI - ELKHART ACADEMY (0-0)</p>	\$1,505.45	\$0.00
<p>ASSOCIATION FOR TALENT DEVELOPMENT TRAINING CERTIFICATE PROGRAM This program will give a practical, how-to overview of the entire training function. New trainers will gain a strong foundation in critical training skills and seasoned trainers will be introduced to new approaches for delivering powerful training. Chicago, IL March 15 - 17, 2017 (3 day's absence) TESSA SUTTON - ESC (1-4)</p>	\$0.00	\$0.00
<p>GEORGETOWN UNIVERSITY: INSTITUTE FOR TRANSFORMATIONAL LEADERSHIP This certification program will help develop and present a facilitation design, deliver a facilitated experience and receive constructive feedback from faculty and fellow students on all practical aspects. Washington, DC March 20 - 22, 2017 (3 day's absence) April 24 - 26, 2017 (3 day's absence) May 22 - 24, 2017 (3 day's absence) TESSA SUTTON - ESC (4-13)</p>	\$0.00	\$0.00
<p>2017 EARLY CHILDHOOD CONFERENCE This conference provides workshops and sessions that are specific to Early Childhood Education professional development. Indianapolis, IN April 7, 2017 (0 day's absence) SHERREE' WILKEY - TAPP (0-0)</p>	\$428.00	\$0.00

2016 - 2017 CONFERENCES	EXPENSES	SUBSTITUTE
FOR CONFIRMATION ONLY: (RECEIVED TOO LATE FOR PRIOR APPROVAL)		
HATCHING RESULTS INDIANA SCHOOL COUNSELING This conference will provide high school counselors with information that is focused on designing and implementing data-driven multi-tiered school counseling programs. Indianapolis, IN February 16 - 17, 2017 (2 day's absence) GAIL DRAPER - CENTRAL/MEMORIAL (1-1) SARAH FLAGG - CENTRAL (1-2)	\$1,979.90	\$0.00
	\$1,706.00	\$285.00
2016 YEAR-TO-DATE GENERAL FUNDS	\$17,026.09	\$2,545.00
2017 YEAR-TO-DATE GENERAL FUNDS	\$3,959.47	\$95.00
2016 YEAR-TO-DATE OTHER FUNDS	\$193,206.37	\$23,505.00
2016 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
2017 YEAR-TO-DATE OTHER FUNDS	\$26,750.59	\$3,295.00
2017 YEAR-TO-DATE ADJUSTMENTS	(\$270.00)	\$0.00
GRAND TOTAL	\$240,672.52	\$29,440.00

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



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. ROBERT HAWORTH
FROM: MS. CHERYL WAGGONER
DATE: FEBRUARY 28, 2017

HUMAN RESOURCE RECOMMENDATIONS

CERTIFIED

- a. **Agreement** – We recommend the approval of an agreement regarding compensation and employment.
- b. **New Certified Staff** – We recommend the following new certified staff for employment in the 2016-17 school year:

Bryan Hammontree	Social Studies/Schools W/O Walls
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- c. **Retirement** – We report the retirement of the following employees at the end of the 2016-17 school year:

Annette Kaufman	Roosevelt/Intervention	25 Years of Service
Kathleen Kielce	Eastwood/Grade 6	15 Years of Service
Susan Moore	Elkhart Academy/Speech Pathologist	37 Years of Service
David Whittaker	West Side/Social Studies	40 Years of Service

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

Agustin Yomond Jordan	Career Center/Veterinary
Began: 8/4/15	Resign: 2/14/17

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

Tiara Corkins	Roosevelt/Grade 3
Begin: 4/10/17	End: 4/14/17

- f. **Medical Leave** – We recommend a medical leave for the following employee:

Carrie Clark	Career Center/Health
Begin: 2/24/17	End: 5/26/17

CLASSIFIED

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

Michelle Fluegge Began: 3/16/98	PACE/Therapist Retire: 5/26/17 YOS: 19
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- b. **Resignation** – We report the resignation for the following classified employees:

Jacqueline Coots Began: 11/28/16	Career Center/Paraprofessional Resign: 1/24/17
Rachel Furnivall Began: 12/15/14	Central/Food Service Resign: 2/22/17

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

Leticia Armstrong Began: 1/3/17	ECS/District Wide Substitute Teacher PE: 2/28/17
Sherry Auker Began: 1/3/17	Osolo/Secretary PE: 2/28/17
Debra Ball Began: 12/14/16	Beck/Permanent Substitute Teacher PE: 2/22/17
Kenneth Hunt Began: 1/3/17	Commissary/Food Svc Truck Driver PE: 2/28/17
Carrie Landesman Began: 12/8/16	Transportation/Bus Driver Unassigned PE: 2/16/17
Lisa Rose Began: 1/3/17	ECS/District Wide Substitute Teacher PE: 2/28/17
Michele Salmon Began: 12/12/16	Riverview/Paraprofessional PE: 2/21/17

- d. **Revision** – We recommend the revision of the retirement date reported on the February 14, 2017 Board report for the following employee:

James Rowe Began: 1/1/81	Transportation/Head Mechanic Retire: 5/26/17
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