

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

April 24, 2018

CALENDAR

Apr	24	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Apr	24	immediately following	Executive Session, J.C. Rice Educational Services Center
Apr	24	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Apr	24	immediately following	Executive Session, J.C. Rice Educational Services Center
May	8	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
May	8	immediately following	Executive Session, J.C. Rice Educational Services Center
May	8	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
May	15	7:00 a.m.	Public Work Session, J.C. Rice Educational Services Center

- A. CALL TO ORDER/PLEDGE
- B. THE ELKHART PROMISE
- C. INVITATION TO SPEAK PROTOCOL
- D. SUPERINTENDENT'S STUDENT ADVISORY COUNCIL REPRESENTATIVES
Memorial High School
Central High School
- E. GIFT ACCEPTANCE - The administration recommends Board acceptance with appreciation of recent donations made to Elkhart Community Schools.
- F. STUDENT RECOGNITION:
Mary Daly Knights Girls Basketball Team
Hawthorne Roots of Rhythm
- G. STAFF RECOGNITION:
Distinguished Support Staff - Elementary
Distinguished Support Staff - Secondary
- H. MINUTES
April 10, 2018 - Public Work Session
April 10, 2018 - Regular Board Meeting
April 17, 2018 - Public Work Session

I. TREASURER'S REPORT

Consideration of Claims

Financial Report – January 1, 2018 – March 31, 2018

Extra-Curricular Purchase Requests - 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.

Monthly Insurance Update

Energy Education

J. UNFINISHED BUSINESS

Board Policy 5111 – Determination of Legal Settlement – The administration presents Board Policy 5111 – Determination for Legal Settlement, as presented at the April 10th regular meeting.

Board Policy 5120 – Assignment of Students to Schools and Programs Within the School District – The administration presents Board Policy 5120 – Assignment of Students to Schools and Programs Within the School District, as presented at the April 10th regular meeting.

Administrative Regulation JECBB – Assignment of Student to Schools, Classes, Grades, and Programs Within the School Corporation. The administration presents Administrative Regulation JECBB – Assignment of Student to Schools, Classes, Grades, and Programs Within the School Corporation, as presented at the April 10th regular meeting.

K. NEW BUSINESS

1:1 Update

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

Amendment to Agreement with ETHOS, Inc.

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

L. 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.

M. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

N. ADJOURNMENT



BEARDSLEY ELEMENTARY SCHOOL
1027 McPHERSON STREET • ELKHART, IN 46514
PHONE: 574-262-5575

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

DATE: *4/16/18*

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Principal - Valerie Priller
Teacher (if applicable)

RE: Gift Acceptance

*St. Thomas School donated cleaning supplies, and
\$825.00 in gift cards (1-\$50 Visa, 1-\$100 Walmart, 14-\$25 Walmart
3-\$25, 3-\$50 Meijer).*

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:

*St. Thomas the Apostle School
1331 N. Main St.
Elkhart, In. 46514*

If anonymous donor, just state that and omit the name and address of donor.



BEARDSLEY ELEMENTARY SCHOOL
1027 MCPHERSON STREET • ELKHART, IN 46514
PHONE: 574-262-5575

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

DATE: 4/16/18

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Principal - Valerie Priller
Teacher (if applicable)

RE: Gift Acceptance

Beth and Mike Garatoni donated \$200.00 in Walmart cards (8-\$25.00) and \$200.00 in Speedway (8-\$25.00) cards to be distributed to Beardsley families affected by the February 2018 Floods.

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:

*Beth and Mike Garatoni
Growing Kids
1610 Riverview Blvd.
Carroll, In. 46561*

If anonymous donor, just state that and omit the name and address of donor.



ELKHART CENTRAL HIGH SCHOOL

ONE BLAZER BOULEVARD • ELKHART, IN 46516

PHONE: 574-295-4700



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: 4/11/1/

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Frank Serge (Principal)
Ted Elli (Teacher)

RE: Donation Approval

Elkhart Central High School received a donation check from J. & P. Blinds in the amount \$500.00. The check is in support of the ElkLogics Robotics and will be used for supplies in support of the club.

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:

J. & P. Blinds LLC
4920 Ellis Lane
Ellicot City, MD 21043



ELKHART CENTRAL HIGH SCHOOL

ONE BLAZER BOULEVARD • ELKHART, IN 46516

PHONE: 574-295-4700



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: 4/19/2018

TO: Dr. Rob Haworth
Board of School Trustees

FROM: Frank Serge (Principal)
Ted Elli (Teacher)

RE: Donation Approval

Elkhart Central High School received a donation check from MOR/ryde International, Inc. in the amount \$750.00. The check is in support of the ElkLogics Robotics and will be used for supplies in support of the club.

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:

MOR/ryde International
1966 Sterling Ave
PO Box 579
Elkhart, Indiana 46515



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. ROBERT HAWORTH
BOARD OF SCHOOL TRUSTEES

FROM: DR. DAVID BENAK *DRB*

DATE: APRIL 13, 2018

RE: DONATION APPROVAL - EACC

Dennis Swartz of the Bristol Fire Department has donated used Amkus extrication equipment with an owner estimated approximate value of \$4,000.00 to be used in our Public Safety cluster.

Ray Collins, Firefighting instructor, reports this equipment will be useful in our Public Safety cluster as it 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:

Bristol Fire Department
Attn: Dennis Swartz
405 E Elkhart St.
Bristol IN 46507

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

Elkhart Community Schools
Elkhart, Indiana
April 10, 2018

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

Place/Time

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

Roll Call

ECS Personnel Present:	Brandon Eakins Tony England Tony Gianesi Jeannie Hawkins Rob Haworth	William Kovach Dawn McGrath Kevin Scott Doug Thorne
------------------------	--	--

The Board discussed heard a presentation on Tools of the Mind Return on Investment (ROI) provided by Jeannie Hawkins, teacher at Cleveland. Mrs. Hawkins is working on her MBA Fellowship in Education and chose Tools of the Mind as her project subject. The Board also discussed agenda items for the regular Board meeting including hearings and resolutions for upcoming projects and the new course offering at the Elkhart Area Career Center.

Topics Discussed

The meeting adjourned at approximately 6:15 p.m.

Adjournment

APPROVED:

Karen S. Carter, President

Susan C. Daiber, Member

Douglas K. Weaver, Vice President

Rodney J. Dale, Member

Jeri E. Stahr, Secretary

Glenn L. Duncan, Member

Carolyn R. Morris, Member

Signatures

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
April 10, 2018

J.C. Rice Educational Services Center, 2720 California Road, Elkhart – at approximately 7:00 p.m.

Place/Time

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

Roll Call

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

Call to Order

Deputy Superintendent, Dawn McGrath recited the Elkhart Promise.

The Elkhart Promise

Mrs. Carter discussed the invitation to speak protocol.

Superintendent's Student Advisory Council (SSAC) representatives from both high schools introduced themselves: Hank Smith, a junior from Memorial High School (MHS) and Emery Simon, a senior from Central High School (CHS). In addition to SSAC, Mr. Smith is on the varsity basketball team, in varsity club and on the student advisory board. Mr. Smith reported on upcoming Spring sports and invited all present to attend the academic honors presentations on April 23, 24, and 26. Mr. Simon is the secretary/treasurer of SSAC, and a member of the varsity soccer team. Mr. Simon will be continuing his soccer career in the Fall when he attends Howard University. Mr. Simon reported on the following events: the Blazer brigade performed at Disney World over Spring break; bands and orchestras are preparing for ISSMA competitions and will present their programs to the public on April 16th; Say What Karaoke is April 17th; the National Honor Society induction ceremony is April 18th; ElkLogics robotics will be competing at the state level this weekend; and BlazerFest was very successful.

SSAC Representative

By unanimous action, the Board accepted with appreciation the following donations made to Elkhart Community Schools (ECS): 150 zippered pouches with a toothbrush, toothpaste and dental floss to be distributed to families impacted by the recent floods from Douglas Snyder, DDS; a \$130 from Jennifer Barbour and NIPSCO for the return of the household safety scan forms for the Energy Safe Kids program at Hawthorne; \$500 each from The Sarah Crane Foundation and T. Edwin Scott & Associates for supplies for the boys and girls track team at Memorial; the following donations were made for renovations to Rice Field and North Side Gym: \$25,000 from David and Nancy Smith; \$100,000 from Mr. and Mrs. Todd Cleveland; and \$250,000 from Bob and Amy Martin for renovations to the Tom Kurth complex and field house.

Gift Acceptance

Rod Roberson, director of co-curricular programming, introduced Jacquie Rost, Memorial High School's athletic director. Mrs. Rost stated "We are not honoring this team and group of coaches for their regular season, but rather, their performance in the state tourney. This group of athletes and coaches refused to let their regular season record define them." Mrs. Rost added the coaches and players demonstrated heart, fight, and spirit in their tourney run which came to an end as an Elite Eight team in the 4A State Basketball tourney. Mrs. Rost introduced the varsity basketball team members: Jai-Veon Qaiyim, Trey Gallope, Ivan Jennings, Jose Soto, Hank Smith, Javon Frester, Ben Roby, Brandon Bailey, D-Arjon Lewis, Issaiah Randall, Hassan Milles, Mike Williams, Brackton Miller, Zack O'Lena, Delaney Franklin and Alejandro Fernandez. Michelle Guipe, swimming coach, congratulated and introduced Eric Kelm, Adam Krauter, Carter Reif, and Chris Quarandillo. The four swimmers were 200/400 relay finalists at the state meet. Mr. Kelm also completed at state in 100 fly. Ms. Guipe also introduced Logan Brown, who recently placed 5th at state.

Student Recognition

Mr. Roberson, introduced Sandy Carnall, North Side band director. Mrs. Carnall was recently inducted into Phi Beta Mu, an International Honorary Fraternity for band directors. In Indiana, there are only 13 women among the over 100 members. Mr. Roberson also introduced other Phi Beta Mu members present: Wayne Stubbs, Dan Burton, and Tim Carnall.

Special Recognition

By unanimous action, the Board approved the following minutes:
March 27, 2018 – Public Work Session
March 27, 2018 – Regular Board Meeting

Approval of Minutes

President Carter opened the public hearing on the lease, 1028 matters and additional appropriations for the 2018 Elkhart Area Career Center Annex Building Project.

2018 Elkhart
Area Career
Center Annex
Building Project

Randy Rompola, bond attorney from Barnes & Thornburg, reviewed the Project details including an additional career center building, noting the bond will not exceed Five Million Dollars (\$5,000,000) and the lease with the Elkhart Community School Building Corporation will be for 22 years.

Public Hearing

President Carter opened the floor for public comment, with no comments from the audience members, President Carter declared the hearing closed.

By unanimous action, the Board approved the Lease between Elkhart Community School Building Corporation and Elkhart Community Schools with regard to the 2018 Elkhart Area Career Center Annex Building Project. (Codified File 1718-122)

Lease

By unanimous action, the Board adopted a Resolution Confirming the Lease between Elkhart Community School Building Corporation and Elkhart Community Schools with regard to the 2018 Elkhart Area Career Center Annex Building Project. (Codified File 1718-122)

Resolution
Confirming
Lease

By unanimous action, the Board adopted an Appropriation Resolution for use of bond proceeds for building improvements regarding the 2018 Elkhart Area Career Center Annex Building Project. (Codified File 1718-122)

Resolution
Approving
Appropriation

President Carter opened the public hearing on the lease, 1028 matters and additional appropriations for the 2018 Educational Services Center Renovation/ Expansion Project.

2018
Educational
Services Center
Renovation/
Expansion
Project

Randy Rompola, bond attorney from Barnes & Thornburg, review the Project details including the construction of a bistro, installation of an elevator, ADA required improvements, and an improved fire system. Mr. Rompola noted the bond will not exceed Five Million Dollars (\$5,000,000) and the lease with the Elkhart Community School Building Corporation will be for 22 years.

Public Hearing

President opened the floor for public comment, with no comments from the audience members, President Carter declared the hearing closed.

By unanimous action, the Board approved the Lease between Elkhart Community School Building Corporation and Elkhart Community Schools with regard to the 2018 Educational Services Center Renovation/ Expansion Project. (Codified File 1718-123)

Lease

By unanimous action, the Board adopted a Resolution Confirming the Lease between Elkhart Community School Building Corporation and Elkhart Community Schools with regard to the 2018 Educational Services Center Renovation/ Expansion Project. (Codified File 1718-123)

Resolution
Confirming
Lease

By unanimous action, the Board adopted an Appropriation Resolution for use of bond proceeds for building improvements regarding the 2018 Educational Services Center Renovation/ Expansion Project. (Codified File 1718-123)

Resolution
Approving
Appropriation

President Carter opened the public hearing on the amendment to lease and additional appropriations for the 2018 High School Renovation Project.

2018 High
School
Renovation
Project

Randy Rompola, bond attorney from Barnes & Thornburg, stated the bond will not exceed Ten Million Dollars (\$10,000,000) and the lease with the Elkhart Community School Building Corporation will be for 22 years.

Public Hearing

President Carter opened the floor for public comment, with no comments from the audience members, President Carter declared the hearing closed.

By unanimous action, the Board approved the Amendment to Lease between Elkhart Community School Building Corporation and Elkhart Community Schools with regard to the 2018 High School Renovation Project. In response to Board inquiry, Kevin Scott, chief financial officer, replied the current Board members of the Elkhart Community School Building Corporation are William "Bill" Cork, David Bonfiglio and Dr. John Hutchings. (Codified File 1718-124)

Lease

By unanimous action, the Board adopted a Resolution Confirming the Amendment to Lease between Elkhart Community School Building Corporation and Elkhart Community Schools with regard to the 2018 High School Renovation Project. (Codified File 1718-124)

Resolution
Confirming
Amendment to
Lease

By unanimous action, the Board adopted an Appropriation Resolution for use of bond proceeds for building improvements regarding the 2018 High School Renovation Project. (Codified File 1718-124)

Resolution
Approving
Appropriation

By unanimous action, the Board approved payment of claims totaling \$2,011,642.45 as shown on the April 10, 2018, claims listing. (Codified File 1718-125)

Payment of
Claims

By unanimous action, the Board approved an extra-curricular purchase of tickets to the Chicago Cubs baseball game and charter bus for MHS government students during their tour of Chicago in the amounts of \$1,766.68 and \$1,588.00 respectively.

Extra-
Curricular
Purchase
Request

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 1718-126)

Fundraisers

The Board was presented proposed revisions to Board Policy 5111 – Determination of Legal Settlement, for initial consideration. Doug Thorne, district counsel/chief of staff, stated the two board policies and administrative regulation being presented all regard the transfer of students to the district or within the district.

Board Policy 5111

The Board was presented proposed revisions to Board Policy 5120 – Assignment of Students to Schools and Programs Within the School District, for initial consideration.

Board Policy 5120

The Board was presented proposed revisions to Administrative Regulation JECBB – Assignment of Students to Schools, Classes, Grades, and Programs Within the School Corporation, for initial consideration. In response to Board inquiry, Tony England, assistant superintendent of student services, stated quality background information is more available now than in the past. Suggested revisions made by Board members will be incorporated and reviewed at the next meeting.

Administrative Regulation JECBB

The Board reviewed the following new course offering: Industrial Technical Maintenance I (Mechatronics I) Z7811 for the 2018-2019 school year. The Board discussed the need for 'hands on' training to prepare students for technical careers. Superintendent Haworth stated the recent national attention to Elkhart's economy highlights the need for career training. (Codified File 1718-127)

New Course Offering

By unanimous action, the Board approved the submission of a 1003 Tier III School Improvement Grant to the Indiana Department of Education for \$10,000 each from Roosevelt and Pierre Moran. Dr. McGrath noted if ECS is awarded these two grants, the total federal grants being administered by Beth Williams, director of federal programs, grows to 16. (Codified File 1718-128)

Grant

By unanimous action, the Board confirmed the following overnight trip requests: ElkLogics team members to travel to Kokomo on April 12 and 13, for the state championship; 140 EACC students to travel to Indianapolis on April 13 and 14, for the state Skills USA competition; and EACC motorcycle and outdoor power technology students travel to Greenwood on April 20 and 21 for the state FFA small engine competition.

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 April 10, 2018 listings. (Codified File 1718-129)

Conference Leaves

By unanimous action, the Board approved the following personnel recommendations of the administration:	Personnel Report
Administrative appointment of Brandon Eakins, career center / career and technical education (CTE) principal, effective August 1, 2018.	Administrative Appointment
Employment of certified staff member, Heather Ashton, grade 5 Roosevelt, effective 3/3/18 for the 2017-2018 school year.	Certified Employment
Resignation of the following five (5) certified staff members effective on the dates indicated: Megan Hunsberger - speech pathologist at Riverview, 6/7/18 Melissa Jennette - principal at Bristol, 6/15/18 Jennifer Pummill - grade 6 at Osolo, 3/30/18 Savannah Smith - special education at Riverview, 6/8/18 Jeffery Wallace - social studies at West Side, 6/8/18	Certified Resignation
Maternity leave for certified staff member Nicole Perry, special education at Pinewood, beginning 5/7/18 and ending 6/8/18.	Certified Leave
Medical leave for certified staff member Jennifer Hinman, assistant principal at Bristol, beginning 4/9/18 and ending 6/19/18.	Certified Leave
Employment of the following five (5) classified employees who have successfully completed their probationary period on dates indicated: Andrew Chapman - support tech I at tech services, 4/2/18 Cheryl Gibson - food service at Roosevelt, 4/9/18 Raquel Middleton - food service at Commissary, 3/29/18 Tadeeshia Sanders - food service at Cleveland, 4/10/18 Karen Young- paraprofessional at Beck, 4/10/18	Classified Employment
Resignation of the following three (3) classified employees effective on the dates indicated: Stacey Borst - secretary at Daly, 4/20/18 Johnny Buford - food service at Monger, 3/22/18 Brenda McClure - nurse at West Side, 4/13/18	Classified Resignation
Parental leave for classified employee Emily Lewandowski, social worker at Monger, beginning 8/14/18 and ending 6/6/19.	Parental Leave
Rescinded resignation reported on March 13, 2018 of classified employee Yolanda Ivory, food service at Osolo.	Rescinded Resignation
Termination of classified employee Richard Macys, bus driver at Transportation, in accordance with Board Policy 3139.01 a, d, f, g effective 3/26/18.	Classified Termination

Board members acknowledged Brenda Kolbe, director of communication, being named in the 2018 Michiana Forty under 40 class; Wednesday's Elkhart Art Walk will feature student works of art; and Kindergarten registration has been begun.

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

APPROVED:

Karen S. Carter, President

Douglas K. Weaver, Vice President

Jeri E. Stahr, Secretary

Susan C. Daiber, Member

Rodney J. Dale, Member

Glenn L. Duncan, Member

Carolyn R. Morris, Member

From the Board

Adjournment

Signatures

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

Elkhart Community Schools
Elkhart, Indiana
April 17, 2018

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

Place/Time

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

Roll Call

Absent: Rodney J. Dale

ECS Personnel Present: Rob Haworth Doug Thorne
Dawn McGrath

The Board discussed potential funding resources for the District and engagement of Ford Next Generation. It was noted I-READ3 scores will be discussed at the next scheduled work session.

Topics Discussed

The meeting adjourned at approximately 9:00 a.m.

Adjournment

APPROVED:

Signatures

Karen S. Carter, President

Susan C. Daiber, Member

Douglas K. Weaver, Vice President

Rodney J. Dale, Member

Jeri E. Stahr, Secretary

Glenn L. Duncan, Member

Carolyn R. Morris, Member

ACCOUNT BALANCES/INVESTMENT DETAIL
March 2018

PETTY CASH \$ 500.00

GENERAL ACCOUNTS:

Lake City Bank - Deposit Account	14,907,912.87
Lake City Bank - Accounts Payable	(1,033,354.65)
Lake City Bank - Merchant Account	-
Teachers Credit Union	2,922,220.31
BMO Harris Bank (UMR insurance)	407,420.00

SCHOOL LUNCH ACCOUNTS:

Lake City Bank - Prepaid Lunch	146,632.26
Change Fund	2,010.00

TEXTBOOK RENTAL ACCOUNTS:

Chase Bank	2,203,476.54
------------	--------------

PAYROLL ACCOUNTS:

Lake City Bank - Payroll Account	(19,770.86)
Lake City Bank - Flex Account	59,925.09

INVESTMENTS:

Certificate of Deposit	-
------------------------	---

\$ 19,596,971.56



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. HAWORTH
BOARD OF SCHOOL TRUSTEES

FROM: DR. ROBERT WOODS

DATE: APRIL 19, 2018

SUBJECT/ EXTRA CURRICULAR PURCHASE

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

SCHOOL/ACCOUNT	ITEM	AMOUNT
Memorial Choir Extra Curricular Account	Deposit to WorldStrides	\$ 850.00
	Cardinal Buses	\$2,325.00
	House of Blues Rock and Roll Hall of Fame	\$1,197.91
	Cleveland Aquarium	\$ 500.00



ELKHART MEMORIAL HIGH SCHOOL

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. ROBERT WOODS
FROM: CARY ANDERSON, PRINCIPAL
DATE: 3/30/2018

EXPENDITURE OF EXTRACURRICULAR FUNDS

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

The EMHS choir department is planning a trip with Chamber Choir (25 students) and Women's Chorale (30 students) to New York City to perform for the public and clinicians at the WorldStrides Heritage Music Festival from 4/4/2019-4/7/2019. (A separate overnight trip request is also being submitted.) The total cost of the Festival, transportation, accommodations, and educational opportunities in New York will be approximately \$32,500. Students will have the opportunity to pay their own way through departmental scholarships and multiple fundraisers. **The EMHS choir department is requesting to remit an \$850.00 deposit to WorldStrides Onstage Programs** as a down payment for the trip.



ELKHART MEMORIAL HIGH SCHOOL

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. ROBERT WOODS
FROM: CARY ANDERSON, PRINCIPAL
DATE: 3/30/2018

EXPENDITURE OF EXTRACURRICULAR FUNDS

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

The EMHS choir department is taking 30 choir students and 4 choir parents on a field trip to Cleveland, OH to visit the Rock and Roll Hall of Fame on Saturday, May 12, 2018. (A separate trip request has already been approved.) They are requesting to remit \$2,325 to Cardinal Buses, Inc. for transportation to and from Cleveland, \$1197.91 to the House of Blues, 308 Euclid Ave., Cleveland, OH, for dinner and Rock and Roll Hall of Fame tickets, and \$500 to the Greater Cleveland Aquarium 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.

Elkhart Community Schools
Proposed School Fundraising Activities
April 24, 2018, Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
Central Tennis	Companies make a donation to the team and banners are made to advertise for the company. Proceeds will offset uniform costs.	4/25/2018 - 5/11/2018	4/12/2018	Rick Wiskotoni
Central Elkhart High Elite	Students will sell wrist bands to the student body for team awareness and backing. Proceeds will be used to help fund team jerseys and student league fees.	4/25/2018 - 6/6/2018	4/12/2018	Steven Robinson
Central Tennis	A Hacienda Give Back Night will be hosted. Proceeds will be used to offset spirit wear costs, senior banners and indoor court time costs.	4/29/2018	4/12/2018	Rick Wiskotoni
EACC Veterinary Science/FFA	Students will sell perennial flowers, jams, salsas, and strawberries. Proceeds will be used for trips, conference and convention fees.	5/12/2018 - 5/28/2018	4/10/2018	Cassie Conrod
	Please note the following fundraiser is presented for confirmation only.			

Medical Plan Experience

March 2018

	<u>Cur Mo</u>	<u>Cur Mo Pr Yr</u>	<u>Chg</u>	<u>YTD Cur</u>	<u>YTD Pr</u>	<u>Chg</u>
UMR Medical	\$ 643,070	\$ 490,199	\$ 152,871	\$ 2,070,878	\$ 2,556,902	\$ (486,024)
UMR Rx	\$ 128,540	\$ 125,406	\$ 3,134	\$ 290,519	\$ 313,986	\$ (23,467)
Less Amt Above Stop Loss	\$ -	\$ 30,721	\$ (30,721)	\$ -	\$ 167,223	\$ (167,223)
Total	\$ 771,610	\$ 646,326	\$ 125,284	\$ 2,361,397	\$ 3,038,111	\$ (676,714)
Expected	\$ 925,089	\$ 940,932	\$ (15,843)	\$ 2,773,487	\$ 2,814,304	\$ (40,817)
Claims vs. Expected	\$ (153,479)	\$ (294,606)	\$ (412,090)	\$ 223,807		

policy

**BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS**

STUDENTS
Proposed Revised 5111/page 1 of 5
(as presented during the 4/10/18 BST meeting)

DETERMINATION OF LEGAL SETTLEMENT

The Board establishes the following policy for determining student eligibility to attend the schools of this Corporation.

- A. The Board will educate, tuition free, students who have legal settlement in the Corporation, and students enrolled according to the requirements of I.C. 20-26-11.
- B. Where the legal settlement of a student cannot reasonably be determined by reference to the residence of the student's parent or legal guardian and the student is being supported by and living with a person whose residence is within the Corporation, the student may be enrolled without payment of tuition. If the parents are **not** able to support the student and have placed the student in the home of another person primarily for the purpose of attending school in this Corporation without establishing legal guardianship as required by Indiana law, tuition will not be charged unless otherwise required by law.
- C. Tuition shall be charged to those students who are approved for a transfer and whose legal settlement is outside the State of Indiana, unless the student's parent(s) is a full-time employee of Elkhart Community Schools. Transfer tuition fee, payable at the Business Office, is due in advance of the student's enrollment unless an approved transfer has been issued by another school district.
- D. A child who is placed in foster care by a court of competent jurisdiction shall be admitted tuition free, without regard to residency, to a school within the Corporation, as selected by the State Department of Human Services or the child placing agency responsible for placement of that child.
- E. Foreign students participating in a foreign-exchange program approved by the Indiana State Board of Education and living with a resident host family will be admitted tuition free.

policy

**BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS**

STUDENTS

Proposed Revised 5111/page 2 of 5
(as presented during the 4/10/18 BST meeting)

- F. The Corporation will provide a free education to those students who are considered by Federal law to be illegal aliens, if the student's parent or legal guardian has legal settlement within the Corporation, or considered to be homeless by criteria established by the State (see Policy 5111.01 - Homeless Students).
- G. Students who have completed the eleventh grade and have changed legal settlement to another school corporation may complete the twelfth grade in this Corporation.
- H. A married student living with a spouse or a married or unmarried emancipated minor is eligible to attend school without payment of tuition if the student resides in the Corporation.

I. Children of Divorced Parents

Children of divorced parents may attend school in this Corporation without the payment of tuition if one (1) parent resides in this Corporation and a timely election is made utilizing the "Custodial Statement and Agreement: Divorce, Separation, or Abandonment" form provided by the Indiana State Board of Education.

The parent with physical custody of the student or the student, if the student is at least eighteen (18) years of age, must notify the Superintendent or designee of the school corporation in which the parents/student seek to have the student enrolled of their election to enroll in the Corporation. The election shall be made on a yearly basis and applies throughout the school year unless the student's parent no longer resides within the attendance area of the Corporation.

- J. A student who has been expelled from another school corporation or who is expelled from a nonpublic school or withdraws from a public or a nonpublic school to avoid expulsion and seeking enrollment in the Elkhart Community Schools must meet with the Assistant Superintendent of Student Services or designee. Such student may be enrolled in the Corporation in compliance with I.C. 20-33-8-20 during the actual or proposed expulsion provided:

policy

**BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS**

STUDENTS

Proposed Revised 5111/page 3 of 5
(as presented during the 4/10/18 BST meeting)

1. the student's parent informs the Corporation of the student's expulsion or withdrawal to avoid expulsion;
2. the Corporation consents to the student's enrollment;
3. the student agrees to the terms and conditions of enrollment established by the Corporation;
4. the student accepts the placement proposed by the Assistant Superintendent of Student Services or designee.

Such students will not be charged tuition if they do not have legal settlement in the Corporation, unless otherwise required by law.

If a student's parent fails to inform the Corporation of the expulsion or withdrawal to avoid expulsion or the student fails to follow the terms and conditions established for enrollment, the Corporation may withdraw consent and prohibit the student's enrollment during the period of the actual or proposed expulsion. Before consent is withdrawn, the student must be given an opportunity for an informal meeting with the Assistant Superintendent of Student Services or designee. At the informal meeting, the student is entitled to:

1. a written or verbal statement of the reasons for the withdrawal of consent;
2. a summary of the evidence against him/her;
3. an opportunity to explain his/her conduct.

L. Students whose parents do not have legal settlement within the Corporation but who present evidence they will move into the Corporation within a short period of time may enroll in the schools.

LM. Nonresident students may be accepted into the Summer School Program provided by this Corporation but may be required to pay a different tuition.

policy

**BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS**

STUDENTS

Proposed Revised 5111/page 4 of 5
(as presented during the 4/10/18 BST meeting)

Transfer Students

In addition to students with legal settlement in the Corporation, students without legal settlement in the Corporation (hereafter referred to as “transfer students”) will be enrolled in compliance with I.C. 20-26-11-32 and the following procedure:

- A. Annually, the Board will establish the number of transfer students that can be accepted in each grade level.
- B. The Board will establish a date by which requests to enroll a transfer student must be submitted to the Superintendent. This date shall be submitted to the Indiana Department of Education and published on the Corporation Internet website.
- C. Requests to enroll a student without legal settlement in the Corporation shall not be denied if the student to be transferred:
 1. has been enrolled in the Corporation in the prior school year;
 2. is a member of a household in which any other member of the household is a student in good standing, as defined by Board policy, in the transferee school; or
 3. has a parent who is an employee of the Corporation.
- D. If the number of requests to enroll in each grade level exceeds the number established by the Board reduced by the number of transfers that may not be denied as described in paragraph (C) above, the students to be enrolled in each grade level shall be determined by random selection in which each application submitted on or before the date established by the Board pursuant to paragraph (A) above has an equal chance of being selected.

Pursuant to State law, a student’s application to transfer to the Corporation may be revoked or denied if the student has been suspended for ten (10) or more school days, or suspended or expelled for possession of a firearm, deadly weapon, or a destructive device, causing physical injury to a person, or a violation of the Corporation’s drug or alcohol rules during the twelve (12) months preceding the student’s request to transfer.

policy

**BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS**

STUDENTS

Proposed Revised 5111/page 5 of 5
(as presented during the 4/10/18 BST meeting)

For purposes of computing the number of days of suspension of the student requesting enrollment, student discipline received from a teacher pursuant to I.C. 20-33-8-25(b)(7) and I.C. 20-26-11-32(j) shall be included in the calculation of the number of school days that a student has been suspended.

No transfer student shall be accepted for enrollment for athletic reasons.

I.C. 20-18-2-11 (legal settlement defined)

I.C. 20-33-2-12 (transfer to another accredited or non-accredited school)

I.C. 20-33-8-17 (expulsion for lack of legal settlement)

I.C. 20-26-11-1 (residence defined)

I.C. 20-26-11-2.5 (divorced parent election)

I.C. 20-26-11-6(e) (option to not charge transfer tuition)

I.C. 20-26-11-32 (lottery selection of student transfer requests, HEA 1381 – 2013)

Plyer v. Doe, 457 U.S. 202 (1982) (State Statute denying free public education to illegal immigrants violated the Equal Protection Clause of the Fourteenth Amendment)

Divorced Parents Agreement:

<http://www.doe.in.gov/sites/default/files/legal/formiii.pdf>

Third Party Agreement:

<http://www.doe.in.gov/sites/default/files/legal/custodialstatementinstructions.pdf>

© **NEOLA 2013**

~~September 12, 2017~~ April 24, 2018

policy

**BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS**

STUDENTS
Proposed Revised 5120/page 1 of 2
(as presented during the 4/10/18 BST meeting)

ASSIGNMENT OF STUDENTS TO SCHOOLS AND PROGRAMS WITHIN THE SCHOOL DISTRICT

Article 8, Section 1 of the Indiana Constitution establishes a right to a tuition free education in an Indiana public school district. The Indiana Student Legal Settlement statute, I.C. 20-26-11 establishes which Indiana ~~public~~ Public School District a student has a right to attend. Attendance at a particular school or program is ~~established by Board Policy 5120~~ governed by this policy and the administrative guideline ~~that which~~ implements ~~this that~~ policy.

The Board directs ~~that~~ the assignment of students to schools and programs within the School District be consistent with the effectiveness of the instruction of students and the best use of the ~~Board's~~ Corporation's resources.

The Board shall determine the school attendance areas in the Corporation and the students in each attendance area shall attend the school or program designated by the Board.

When directed by the Board, the Superintendent shall review attendance areas and recommend changes as may be justified by:

- A. student safety, transportation, distance, natural barriers (rivers), and travel time;
- B. financial and administrative efficiency;
- C. the effectiveness of the instructional program or the opportunity to bring together students who would benefit from a curricular component that can only be offered at a single or limited number of sites in the School District;

The Superintendent may assign a student to a school or program other than the school serving the attendance area established by the Board if the exception is consistent with the interests of the student and Board. A decision to assign a student to a school or program other than the school or program that serves the attendance area in which a student resides shall be based upon academic, safety or family considerations and shall not be made solely for participation in extracurricular activities.

policy

**BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS**

STUDENTS
Proposed Revised 5120/page 2 of 2
(as presented during the 4/10/18 BST meeting)

When consistent with the interests of the students and the Board, students living in the same household may be assigned to the same school or program.

A principal shall assign students in a school to grades, classes, groups, and programs based on the needs of the students and the Board.

Article 8, Section 1 Indiana Constitution

I.C. 20-26-5-4(2), (13) and (18)

I.C. 20-26-11

Parents Involved in Community Schools v Seattle, 551 U.S. 701 (2007)

© **NEOLA 2012**

~~January 1, 2017~~ April 24, 2018

Proposed Revised Administrative Regulation
(with suggestions made during the 4/10/18 BST meeting)

ASSIGNMENT OF STUDENT TO SCHOOLS, CLASSES, GRADES, AND
PROGRAMS WITHIN THE SCHOOL CORPORATION

~~Article 8, Section 1 of the Indiana Constitution establishes an Indiana student's right to a tuition free education in an Indiana public school district. The Indiana Legal Settlement statute, I.C. 20-26-11, establishes which Indiana public school district(s) a student has a right to attend.~~ Attendance at a particular school or program is established by Board Policy 5120 and this administrative regulation which implements that Board Policy. All inquiries regarding student assignment within the building shall initially be directed to the Principal of the school the student is assigned to attend.

School, Grade Level, and Program Assignment/Transfer

Student assignment to a school shall be determined by the attendance areas established by the Board. Changes in attendance areas may be made by the Board as needed.

When a parent/guardian requests their student attend a school other than the one their student is assigned to attend, the parent must request a transfer form from the Assistant Superintendent of Student Services or designee.

Transfers

Section 1. In General

- A. Transfer from or to the Elkhart Community Schools as well as transfers from other surrounding school districts shall be provided by law and as incorporated in Elkhart Community Schools' policies and administrative regulations.
- B. Regular Resident Transfers within the Elkhart Community Schools attendance area may be granted by the Assistant Superintendent of Student Services or designee for a period not to exceed the current school year. Successive transfers may be granted. Transfer approvals for students enrolled in grades nine through twelve do not guarantee athletic participation. The Athletic Director at each high school shall determine if a student is eligible to participate in athletics.
- C. A transfer shall not be granted for the purpose of participating in any extra-curricular activity in the school to which the transfer is requested; incoming ninth grade students transferring pursuant to this policy shall not be eligible to participate in extra-curricular activities during the student's ninth grade year unless the Principals at both high schools approve the request. Students transferring for the student's tenth, eleventh, or twelfth grade year shall be subject to the IHSAA's rules for transferring students.

Section 2. Requests for Transfer

All initial requests for transfer within the Elkhart Community Schools district shall be filed with the Assistant Superintendent of Student Services or designee. The request shall specifically state the reasons for the transfer and provide such documentation as the Assistant Superintendent or designee may require.

- A. Parent(s)/Guardian(s) (or emancipated student) requests are to be acted upon within two weeks after receiving them.
- B. Parent(s)/Guardian(s) (or emancipated student) requests to extend an existing transfer for the subsequent year may be submitted during the second semester of the current school year.
- C. Parent(s)/Guardian(s) (or emancipated student) must complete an initial transfer for students promoted to middle school or high school if they wish their child to attend a different school outside their attendance area.

Section 3. Reasons for Transfers

Transfers may be granted for any of the following reasons in accordance with the procedures in administrative regulation JECBB:

- A. To accommodate parent(s)/guardian(s) (or emancipated student) requests encompassed in Section 2A, students residing in the school corporation but not within the attendance area of a specific school as described in Administrative Regulation JC as well as students from other surrounding school districts may be granted a transfer as students in another school in the district on an annual basis after considering 1, 2, 3, 4, 5, 6, and 7:
 - 1. the request is for valid educational reasons;
 - 2. the student is in good standing in their school in the Elkhart Community Schools or other institution (private or parochial school) most recently attended;
 - 3. no section or class will be overcrowded by their attendance as determined by the Assistant Superintendent of Student Services or designee;
 - 4. enrollment of the student will not adversely affect the programming of students in the school requested;
 - 5. no increase of staff will be required;
 - 6. parents, guardians, or custodians agree to provide transportation to and from school; and
 - 7. the request is not for athletic or any other extracurricular purposes.
- B. To prevent undue personal hardship for any student or student's family as determined by the Assistant Superintendent of Student Services or designee

after considering 1, 2, 3, and 4:

1. hardship reasons as stated on the request and shall be defined as follows:
 - a. the need for child care before or after school for the impacted elementary student(s);
 - b. family conflict;
 - c. compliance with a court order;
 - d. demonstrable evidence of a physical and/or psychological risk of harm to student(s) (applications stating the foregoing as a reason for the transfer must be accompanied by a statement from the student(s)' treating physician or mental health professional. This statement should include the need for the request, the duration of treatment, including information regarding the number of occasions where these issues were addressed by the treatment provider and the student); and
 - e. other circumstance of a similar nature.
 2. enrollment numbers in the class(es) and programs at the receiving school;
 3. information obtained as a result of the Assistant Superintendent's or designee's consultation with the principal or other designated staff person from each building or program; and
 4. the parent/guardian (or emancipated student) shall provide a signed written release authorizing the Assistant Superintendent of Student Services or designee to obtain information, including medical and treatment records.
- C. To provide educational continuity in the following instances of transfer within the Elkhart Community Schools district:
1. students in any grade who, along with their family, change residence after the first grading period has ended;
 2. sixth grade students who, along with their family, change residence after the school year has begun;
 3. eighth grade students who, along with their family, change residence after the school year has begun;
 4. high school students who, along with their family, change residence after the school year has begun or who change residence after completing the eleventh grade; or
 5. special circumstances such as
 - a. siblings of students who, by virtue of special needs, are assigned to a school other than their school of residence;
 - b. maintaining continuity of family affiliation for students residing within district boundaries whose siblings are

- currently attending or recently completed at the school for which the transfer is being requested; or
- c. students meeting the definition of homeless under the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seq.) who wish to continue attending their school of origin for the duration of ~~their homelessness~~ the school year in which they have homeless status.
 - d. students placed into foster care should follow state guidelines for school of attendance.

Section 4. Conditions of Residential and Non-residential Transfers

All transfers are conditional upon the transferred student maintaining satisfactory attendance and behavior.

- A. The Assistant Superintendent of Student Services or designee may rescind transfers at ~~any time~~ any time if satisfactory attendance is not maintained as identified by
 1. attendance rate below 95% and/or
 2. ten (10) or more tardies during the school year.

Before a transfer is rescinded, the principal or designee shall provide written notice to the parent(s)/guardian(s) (or emancipated student) of the need to meet to address attendance concerns. If, after three (3) attempts to conduct a meeting, the parent(s)/guardian(s) (or emancipated student) fail to meet with the principal or designee, the principal shall request the Assistant Superintendent of Student Services or designee to rescind the transfer. The Assistant Superintendent of Student Services or designee shall provide the parent(s)/guardian(s) (or emancipated student) with written notice of the rescinding of the transfer.

- B. The Assistant Superintendent of Student Services or designee may rescind a transfer at the end of the semester or year-end if satisfactory behavior is not maintained. Before a transfer is rescinded, the principal or designee shall provide written notice to the parent(s)/guardian(s) (or emancipated student) of the need to meet to review all behavior and all interventions.

The Assistant Superintendent of Student Services or designee may revoke or deny a student's application to transfer to the Corporation immediately if the student has been suspended for ten (10) or more school days, or suspended or expelled for possession of a firearm, deadly weapon, or a destructive device, causing physical injury to a person, or a violation of the Corporation's drug or alcohol rules during the twelve (12) months preceding the student's request to transfer.

If, after three (3) attempts to conduct a meeting, the parent(s)/guardian(s) (or emancipated student) fails to meet with the principal or designee, the principal shall request the Assistant Superintendent of Student Services or designee to rescind the transfer. The Assistant Superintendent of Student Services or designee shall provide the parent(s)/guardian(s) (or emancipated student) with written notice of the rescinding of the transfer.

Section 5. Transportation

Parents/Guardians (or emancipated students) are responsible for transportation when resident and non-resident transfers, either regular or permanent, are approved, unless exceptions are set forth in other sections of this policy, or under state or federal law.

Section 6. Transfers Procedures

A. Procedure for Submission of Initial Request for Transfer

Parent(s)/Guardian(s) of students seeking a resident transfer into a district school other than the one in which the student resides shall submit a request in person to the Student Services Department. In addition to student demographic information, the request is to include the reason(s) for the request and assurance on the part of the parent(s)/guardian(s) that, if the resident transfer is granted, the student will maintain acceptable attendance and behavior or risk having the transfer rescinded.

The request shall be reviewed by the Assistant Superintendent of Student Services or designee, considering factors specified in Board Policy 5120. Parent(s)/Guardian(s) will be notified of the decision to approve or deny the resident transfer. Notice will be provided to the transfer school when a resident transfer is approved.

B. Procedure for Determining Renewals of Transfers

By the end of the third grading period of the school year in which a resident transfer has been granted, the building principal of the transfer school will review existing transfers to determine if renewal of the transfer will be granted and provide these determinations to the Student Services [Department Supervisor](#). In instances when the principal does not rule in favor of renewal, further review will be conducted by the Student Services [Department Supervisor](#). By the beginning of May, parent(s)/guardian(s) will be notified by the Student Services Department of the renewal or denial of transfer for the subsequent school year. For resident transfers granted after the third grading period, the review process will occur prior to the beginning of the new school year.

C. Appeal Rights

In the event a request is denied, parent(s)/guardian(s) (or emancipated students) may appeal by phone or in person with the Assistant Superintendent of Student Services or designee. The denial of an appeal may be further appealed to the Superintendent in writing within 10 days of the decision of the Assistant Superintendent of Student Services. The Superintendent/designee shall determine whether the denial of a request is in conformance with applicable Board Policies and Administrative Regulations by the Assistant Superintendent of Student Services. The Superintendent/designee's decision shall be final.

When a household relocates within the School District during the school year, the students from that household may continue their education at their original school for the balance of the school year in which they relocate if the parent/guardian provides transportation to/from school.

Section 8. Class and Grade Assignment/Transfer

Assignment of students to classes and grade level within a school or program shall be made by the principal after consultation with relevant staff.

| ~~February 24, 2009~~ April 24, 2018

EDUCATIONAL TECHNOLOGY PROGRAM
Application Period April 11, 2018, through May 4, 2018
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 April 25, 2018

Corporation # 2305 Corporation Name: Elkhart Community Schools
Street Address: 2720 California Road City Elkhart Zip Code 46514
Contact Name: Kevin Scott Phone # _____
Contact email: kscott@elkhart.k12.in.us

Amount requested from the Common School Fund (technology) \$ 1,248,759.00

The Treasurer of State for Indiana administers Common School loan agreements and has established the following repayment schedule:

- < \$20k repayment of 1 year
- \$20k to \$50k repayment up to 2 years
- \$50k to \$75k repayment up to 3 years
- \$75k to 100k repayment up to 4 years
- >\$100k repayment up to 5 years

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 recent (**February 2018**) **Grade K-12** ADM figure should be used.)

12487.59 multiplied by \$100 = \$ 1,248,759.00
Grade K12 Advancement Base
ADM (Maximum allowed per Board policy)

4. Project Cost Breakdown

- | | |
|---|------------------------|
| a. Technology | \$ <u>1,248,759.00</u> |
| b. Other project cost (please specify) | \$ _____ |
| c. Other project cost (please specify) | \$ _____ |
| d. Total project cost (sum lines a through c) | \$ <u>1,248,759.00</u> |

Sources of funds used to finance the project

- | | |
|--|------------------------|
| e. Common School Technology Loan | \$ <u>1,248,759.00</u> |
| f. Other _____ | \$ _____ |
| g. Total sources of funds (sum line e plus line f) | \$ <u>1,248,759.00</u> |

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

This project will continue the District's expansion of mobile devices to further prepare for a 1:1 program for instruction at all grades. By the fall of 2018, we will have purchased and deployed enough devices to move our high schools to full 1:1. This project will also provide some additional upgrades in areas of need throughout the district.

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>
SEE ATTACHED				

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?)

Access to technology is critical to the advancement of academic achievement, These devices will provide additional access to mobile technology for teachers and students expanding the number of teachers prepared and number of students equipped for a 1:1 program.

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? \$ \$5,053,390.00

The district received two Common School Loans for technology in 2016 totalling \$2,540,250. These funds were used to augment our network infrastructure in preparation for expanded mobile computing as well as for the first round of mobile devices for teachers and students. In 2017, the district received two loans totalling \$2,513,140 which was used to purchase more student and teacher devices.

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

The use of technology and its impact on instructional practice and student performance is evaluated by principals and by district-level administrators in the areas of Instruction and Learning, Communications and Data, and Technology. Our ongoing and continuous measurement of the success of the project will allow us to adapt to changing circumstances and make changes to the plan as conditions warrant.

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? \$ \$1,027,848

The school district received an STAA loans of \$364,000, \$362,940 and \$300,908 in 2015, 2016 and 2017, respectively. These funds were used to purchase computers, software and classroom projection systems for student use in our schools These purchases provide an enhanced instruction space and allow for increased access to local and state online instructional resources and assessments.

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 _____, _____.

Printed Name _____

My Commission expires: _____, _____.

County of Residence: _____

**FIRST AMENDMENT TO AGREEMENT BETWEEN
ELKHART COMMUNITY SCHOOLS and ETHOS, INC.**

Elkhart Community Schools, an Indiana community school corporation, and ETHOS, Inc., an Indiana non-profit organization, (dba ETHOS Science Center) entered into an agreement (“Master Agreement”) on September 26, 2017.

Elkhart Community Schools (hereinafter referred to as ECS or Elkhart) and ETHOS Science Center (hereinafter referred to as ETHOS) desire to amend the Master Agreement in a manner which will expand the areas of collaboration between ECS and ETHOS (hereinafter collectively referred to as the Parties).

In consideration of the mutual covenants and agreements contained herein and in the Master Agreement, the Parties hereto agree to amend the Master Agreement as follows:

1. ECS owns science and engineering kits (hereinafter referred to as ECS Kits) it is not currently using in its educational programs.
2. These ECS Kits have been acquired through various funding sources, including but not limited to grand funding obtained by ETHOS on behalf of ECS.
3. ETHOS has been storing the ECS Kits at its warehouse.
4. ECS and ETHOS recognize other educational institutions may have an interest in using these ECS Kits as part of their curriculum; as such, this may be a source of revenue for the Parties to the Master Agreement.
5. ECS will retain ownership of the ECS Kits and pursuant to the terms of this agreement, appoints ETHOS as its agent for the purpose of leasing the ECS kits to other educational institutions, both public and private.
6. ETHOS shall be financially responsible for all functions related to use of the kits including storage, restocking, transportation, maintenance, etc.
7. Kits will be leased to other educational institutions at the same rate ETHOS currently charges to educational institutions for its own kits.
8. Revenue from leasing the ECS kits will be split with ECS receiving a 30% share and ETHOS a 70% share to reflect expenses incurred by ETHOS pursuant to paragraph 6 of this Amendment to the Master Agreement.
9. ECS and ETHOS shall, each year this agreement is in effect, evaluate on or before April 1, the financial benefits accruing as a result of this program and determine whether this program will be offered to other educational institutions during the following school year.

10. Should ECS determine it no longer wishes to participate in this leasing program, it shall give notice in writing to ETHOS, on or before April 1.
11. ETHOS will provide an annual report to the CFO for ECS on the leasing of ECS Kits at the end of each school year and will remit the ECS share of the leasing revenue to the ECS Business Office within fifteen (15) days after payments are received from participating educational institutions by ETHOS.
12. The Master Agreement and this First Amendment to the Master Agreement constitute the entire agreement of the Parties with respect to the subject matters addressed in these agreements, and any further amendment or addendum must also be in writing, executed by authorized representatives of the Parties. Except as set forth in this First Amendment to the Master Agreement, all other terms and conditions of the Master Agreement shall continue in full force and effect

IN WITNESS WHEREOF, the Parties have caused this First Amendment to the Master Agreement to be executed on the date set forth below, and shall take effect on the 24 day of April, 2018, and the persons signing represent and warrant they are duly authorized to sign on behalf of their respective parties.

ELKHART COMMUNITY SCHOOLS

By: Robert Haworth
Printed Name: Robert Haworth
Title: Superintendent

ETHOS, Inc.

By: Patsy Boehler
Printed Name: Patsy Boehler
Title: Executive Director

Approved by Board of School Trustees on: _____

President

Secretary

ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST

School: EMHS

Class/Group: Choral Dept. (Chamber Singers, Chorale, Crimson Singers, Treble Choir)

Number of Students: 50

Date/Time Departing: April 4, 2019

Date/Time Returning: April 7, 2019

Destination: New York City, NY

City State

Overnight facility: TBD

Mode of transportation: Charter Bus

Reason for trip: sight-seeing & performance (adv. level choirs) at Heritage Festivals. Students will also see a Broadway musical. This will be an opportunity build program & enrich student's musical experience.

Names of chaperones: Josh Hren, Molly Kellner, David Brennan, & Kirsten Smith
Parent chaperones TBD

Cost per student: \$850

Describe Plans for Raising Funds or Funding Source: fundraisers (World's Finest Chocolate, ad sales, etc.)

Plans to defray costs for needy students: fundraising directly added to indiv. student accounts.

Are needy students made aware of plans? Two comp. packages provided by company (World Strides)
yes

Signature of Teacher/Sponsor: Joshua Hren

Signature of Principal: G.M.H. Date: 3/29/18

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

Approval of Deputy Assistant Superintendent: D. McVay R. Woods Date: 4-20-18

Approval by Board: _____

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

November 11, 2009

REC'D 3/30/18



ELKHART MEMORIAL HIGH SCHOOL

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. ROBERT WOODS
FROM: CARY ANDERSON, PRINCIPAL
DATE: 3/30/2018

EXPENDITURE OF EXTRACURRICULAR FUNDS

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

The EMHS choir department is planning a trip with Chamber Choir (25 students) and Women's Chorale (30 students) to New York City to perform for the public and clinicians at the WorldStrides Heritage Music Festival from 4/4/2019-4/7/2019. (A separate overnight trip request is also being submitted.) The total cost of the Festival, transportation, accommodations, and educational opportunities in New York will be approximately \$32,500. Students will have the opportunity to pay their own way through departmental scholarships and multiple fundraisers. **The EMHS choir department is requesting to remit an \$850.00 deposit to WorldStrides Onstage Programs** as a down payment for the trip.

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: April 18, 2018
 TO: Dr. Robert Haworth, Superintendent
 FROM: Dr. David Benak *DRB*
 RE: Conference Leave Requests Paid Under Carl D. Perkins Grant
 April 24, 2018 - Board of School Trustees Meeting

2017- 2018 CONFERENCES	EXPENSES	SUBSTITUTE
Welding Workshop This workshop is required for licensure to offer the college credit through Vincennes University. Vincennes, IN June 5 - 8, 2018 John Kraus (1-1) 4 days absence College Credentials	\$314.32	\$380.00
Project Excel Professional Development Attendance is mandatory for dual credit & early college instructors for VU's Project Excel. It will give us a chance to network with other instructors throughout the state, as well as ask questions & compare technology necessary for the various programs. Vincennes, IN May 4, 2018 Mary Beth Hall Sommers (1-5) 1.5 days absence College Credentials	\$100.00	\$145.00
TOTAL	\$414.32	\$525.00
2017-18 YEAR-TO-DATE PERKINS FUNDS	\$31,286.59	\$3,565.00
GRAND TOTAL	\$31,700.91	\$4,090.00

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: April 19, 2018
 TO: Dr. Robert Haworth, Superintendent
 FROM: Dr. Dawn McGrath *Dawn J. McGrath*
 RE: **Conference Leave Requests**
April 24, 2018 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2017 - 2018 CONFERENCES	EXPENSES	SUBSTITUTE
<p>EQUITY BOOTCAMP: DISRUPTING THE SYSTEM This conference will provide tools so Elkhart Community Schools can implement best practices for establishing a culturally competent workforce. Denver, CO May 2, 2018 (3 day's absence) ANTHONY ENGLAND - ESC (3-9) TESSA SUTTON - ESC (4-11)</p>	\$1,426.35	\$0.00
<p>PBIS (POSITIVE BEHAVIOR INTERVENTIONS & SUPPORT) COACH FORUM This conference will provide information to use more positive incentives for good behavior not only in the classroom but throughout the school. With increased on-task behavior, more enhanced learning will happen. South Bend, IN May 10, 2018 (1 day's absence) BRAD COGDELL - WEST SIDE (1-3) ELIZABETH FRANKS-NORTH - WEST SIDE (1-3) STEPHANIE RAPPATTA - WEST SIDE (0-0)</p>	\$148.34	\$285.00
<p>TRANSFINDER UNIVERSITY This conference will provide beginning training and continued education for Route Finder Pro Software. Cleveland, OH June 11 - 14, 2018 (4 day's absence) CAROL AUSTIN-LOWE - TRANSPORTATION (0-0) SHANNON HICKS - TRANSPORTATION (0-0) CATHY SKIPPER - TRANSPORTATION (0-0)</p>	\$2,222.50	\$0.00
<p>ALTERNATIVE EDUCATION RESOURCE ORGANIZATION CONFERENCE This conference will offer a wide variety of workshops and keynote speakers regarding effective alternative programs. Greenvale, NY June 28 - 29, 2018 (2 day's absence) CARL RUST - PIERRE MORAN (0-0)</p>	\$770.00	\$0.00
<p>AP SUMMER INSTITUTE IN ENGLISH LITERATURE AND COMPOSITION This institute will provide information on how to develop superior AP Literature and composition classes and assessments.</p>	\$1,022.00	\$0.00

2017 - 2018 CONFERENCES	EXPENSES	SUBSTITUTE
Chicago, IL July 9 - 12, 2018 (0 day's absence) CORIN SAILOR - MEMORIAL (0-0)		
PUBLIC MEDIA DEVELOPMENT AND MARKETING CONFERENCE This conference covers all aspects of Public Broadcasting as it relates to Development (self-funding for the station) and Marketing (growing a stronger membership base). Chicago, IL July 11 - 12, 2018 (2 day's absence) TONY KRABILL - WVPE (0-0) THOMAS LABUZIENSKI - WVPE (0-0) KIM MACON - WVPE (0-0) DAVID MURRAY - WVPE (0-0) TOM SIBAL - WVPE (0-0)	\$5,811.03	\$0.00
INDIANA UNIVERSITYS GROUPS RECOMMENDERS WORKSHOP This is a required conference for Groups Recommenders. The Groups Program is a Bridge Program that allows first generation, low income and at risk students to attend Indiana University in Bloomington. Bloomington, IN September 5 - 7, 2018 (2 day's absence) REGINA ROBERSON - CENTRAL (0-0)	\$359.52	\$0.00
FOR CONFIRMATION ONLY: (RECEIVED TOO LATE FOR PRIOR APPROVAL)		
CROSSING CULTURES WITH COMPETENCE This conference will teach strategies and techniques to offer in-depth and culture-specific cross-cultural orientations, supplement existing cross-cultural training programs (ELL) and guide staff, students, and parents on how to ease others' transition to a new context. Boston, MA April 12 - 13, 2018 (3 day's absence) TESSA SUTTON - ESC (3-8)	\$0.00	\$0.00
	\$10,333.39	\$285.00
2017 YEAR-TO-DATE GENERAL FUNDS	\$23,813.84	\$1,805.00
2018 YEAR-TO-DATE GENERAL FUNDS	\$14,371.96	\$760.00
2017 YEAR-TO-DATE OTHER FUNDS	\$262,471.70	\$18,360.00
2017 YEAR-TO-DATE ADJUSTMENTS	(\$270.00)	\$0.00
2018 YEAR-TO-DATE OTHER FUNDS	\$72,213.71	\$3,610.00
2018 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$372,601.21	\$24,535.00

(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: APRIL 24, 2018

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **Agreement** – We recommend the approval of an agreement regarding unpaid time.
- b. **Agreement** – We recommend the approval of an agreement regarding a resignation.
- c. **Resignation** – We report the resignation of the following employees:

Adria Anderson Began: 8/23/04	Bristol/Kindergarten Resign: 6/8/18
Julie Cook Began: 8/23/04	Hawthorne/Kindergarten Resign: 6/30/18
Michelle Klumpenhower Began: 2/12/18	Roosevelt/Grade 6 Resign: 6/8/18
Pamalla McIntire Began: 8/16/10	Career Center/Horticulture Resign: 6/8/18
Forrest Robertson Began: 10/6/14	Memorial/Industrial Technology Resign: 6/8/18
Sara Sawtelle Began : 8/2/16	Central/Science Resign : 6/8/18
Sue Thomas Began: 2/28/05	ESC/Speech Pathologist Resign: 6/8/18

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

Tricia Dailey Began: 3/29/18 pm	Feeser/Grade 3 End: 5/4/18
---	--------------------------------------

CLASSIFIED

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

Carol Black Began: 5/17/89	Transportation/Bus Driver Retire: 5/31/18 Years of Service: 29
Carlene Duncan Began: 8/18/97	PACE/Therapist Retire: 6/8/18 Years of Service: 20
Mary Keenoy Began: 11/7/94	Bristol/Paraprofessional Retire: 6/8/18 Years of Service: 23
Vicki Klabusich Began: 8/28/86	Cleveland/Paraprofessional Retire: 6/8/18 Years of Service: 31

b. Resignation – We report the resignation of the following classified employees:

Miranda Austin Began: 5/1/17	Cleveland/Food Service Resign: 4/12/18
Rigoberto Carvajal Began: 10/8/12	Hawthorne/Paraprofessional Resign: 3/30/18
Erica Gaffney Began: 8/15/17	Bristol/Speech Therapist Resign: 6/8/18
Heather Harrington Began: 9/12/16	ESC/Secretary Resign: 6/1/18
Seth Miller Began: 11/28/16	Memorial/Paraprofessional Resign: 4/13/18
Shanda Oliver Began: 1/16/18	North Side/Food Service Resign: 4/11/18
Angel Rupard Began: 8/16/17	North Side/Food Service Resign: 4/27/18
Patricia Schmidt Began: 11/19/13	Memorial/Paraprofessional Resign: 6/8/18



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

Reesha Smith
Began: 8/16/17

Central/Food Service
End: 4/10/18
Board Policy: 3139.01s a, b, c, d, e

d. **New Hires** – We recommend regular employment of the following classified employees:

Rebekah Altiere
Began: 2/15/18

Central/Food Service
PE: 4/19/18

Ryan Baker
Began: 2/15/18

Food Service Admin./Catering
PE: 4/19/18

Susan Bonder
Began: 2/14/18

Tipton/Paraprofessional
PE: 4/18/18

Kimberly Gappa
Began: 2/20/18

Bristol/Food Service
PE: 4/24/18

Samantha Negrete-Gonzalez
Began: 2/13/18

Transportation/Bus Helper
PE: 4/17/18

Robert Vo
Began: 2/20/18

Tech Services/Technician I
PE: 4/17/18

