

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

July 24, 2018

CALENDAR

Jul	24	5:30 p.m.	Executive Session, J.C. Rice Educational Services Center
Jul	24	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Jul	24	immediately following	Executive Session, J.C. Rice Educational Services Center
Aug	14	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Aug	14	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Aug	14	immediately following	Executive Session, J.C. Rice Educational Services Center
Aug	21	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. GIFT ACCEPTANCE - The administration recommends Board acceptance with appreciation of recent donations made to Elkhart Community Schools.

E. MINUTES

July 10, 2018 – Regular Board Meeting
July 17, 2018 – Public Work Session

F. TREASURER'S REPORT

Consideration of Claims

Financial Report – January 1, 2018 – June 30, 2018

Fund Loans – The Business Office reports on fund loans made at the end of June, 2018.

School Technology Advance Account Petition - The Business Office seeks confirmation of the submission of a School Technology Advancement Account Petition.

Annual Financial Report – The Annual Report for 2017-2018 is presented for Board information.

School Auction - The Business Office requests permission to conduct a school auction.

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

G. UNFINISHED BUSINESS

Administrative Regulation JFCA – Guidelines for Secondary School Athletics - The administration presents proposed revisions to Administrative Regular JFCA for review as presented at the June 26th regular meeting.

H. NEW BUSINESS

Board Policy 3422.15S - Permanent Substitute Teachers' Compensation Plan - The administration presents proposed revisions to Board Policy 3422.15S – Permanent Substitute Teachers’ Compensation Plan, and asks to waive 2nd reading.

New Course Offerings - The administration presents three new proposed course offerings for Board review.

Grants - The administration seeks Board approval for the submission of grants as recommended by the administration.

I. 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.

J. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

K. ADJOURNMENT

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
July 10, 2018

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

Board Members Present:	Karen S. Carter Douglas K. Weaver Jeri E. Stahr	Susan C. Daiber Rodney J. Dale Glenn L. Duncan Carolyn R. Morris
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President Karen Carter called the regular meeting of the Board of School Trustees to order. The pledge of allegiance was recited.

Doug Thorne, district counsel/chief of staff, recited the Elkhart Promise.

Mrs. Carter discussed the invitation to speak protocol.

By unanimous action, the Board approved the following minutes:
June 26, 2018 – Public Work Session
June 26, 2018 – Regular Board Meeting

By unanimous action, the Board approved payment of claims totaling \$10,693,239.15 as shown on the July 10, 2018, claims listing. (Codified File 1819-01)

By unanimous action, the Board reappointed Kevin Scott, chief financial officer, to serve as ECS' Treasurer, and Erica Purvis, controller, to serve as Deputy Treasurer for the 2018-2019 school year.

By unanimous action, the Board approved extra-curricular purchase requests from Central High School for computer systems for the E-sports team in the amount of \$21,872.90; and from Pierre Moran for school lanyards in the amount of \$1,870.00.

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 1819-02)

By unanimous action, the Board approved proposed revisions to Board Policy 5460.1 – Commencement Exercise, as presented at the Board's June 26th regular meeting.

Place/Time

Roll Call

Call to Order

The Elkhart Promise

Approval of Minutes

Payment of Claims

Appointment of Treasurer and Deputy Treasurer

Extra-Curricular Purchases

Fundraisers

Board Policy 5460.1

The Board heard of potential conflicts of interest from the following administrators: Jill Balcolm, Brian Buckley, Dawn McGrath, Wesley Molyneaux, Rod Roberson, Jacqueline Rost, and Kevin Scott. (Codified File 1819-03)

Administrator
Conflict of
Interest

By unanimous action, the Board approved conference leave requests in accordance with Board policy for staff members as recommended by the administration on the July 10, 2018 listings. (Codified File 1819-04)

Conference
Leaves

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

Personnel
Report

Administrative appointment of certified staff member, Tervonda Goins, principal at Pinewood, effective 8/1/18.

Administrative
Appointments

Administrative appointment of certified staff member, Dr. Robert Woods, director of elementary instruction, effective 7/11/18.

Employment of the following eight (8) certified staff members for the 2018-2019 school year:

Certified
Employment

- Marissa Batt - social studies at North Side
- Landon Grove - social studies at North Side
- Stephanie Hubler - grade 6 at Hawthorne
- Amanda Irons - grade 5 at Hawthorne
- Angela Irwin - grade 3 at Woodland
- Judit Kovacs - math at West Side
- Mary Krieger - kindergarten at Pinewood
- Amy Szakaly - academic dean at Monger

Resignation of the following three (3) certified staff members effective 6/28/18:

Certified
Resignation

- Stephanie Boggs - grade 4 at Daly
- Whitney Goeglein - art at Memorial
- Tara Schuster - grade 4 at Osolo

Maternity leave for certified staff member, Izamar Garcia, ENL at Pierre Moran, beginning 8/14/18 and ending 12/21/18.

Maternity
Leave

Resignation of classified employee, Parnell Jones, Jr., custodian at Building Services effective 6/22/18.

Classified
Resignation

An audience member spoke regarding the loss of personnel, the need for employees to feel valued and respected, and return the 'community' feeling to Elkhart Community Schools.

From the
Audience

A student spoke regarding his wish to play volleyball at the college level and the lack of opportunities for him to play at the middle school level. He complimented the coaching and teams he was able to play with at the elementary level. He also spoke regarding his participation in Little Mermaid through Premier Arts.

From the
Audience

The meeting adjourned at approximately 7:30 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

Adjournment

Signatures

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

Elkhart Community Schools
Elkhart, Indiana

July 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
Jeri E. Stahr Rodney J. Dale
Glenn L. Duncan
Carolyn R. Morris

Roll Call

Absent: Douglas K. Weaver

ECS Personnel Present: Cary Anderson Mark Mow
Tony England Frank Serge
Tony Gianesi Kevin Scott
Dawn McGrath Doug Thorne
Bob Woods

The Board heard a presentation from Bruce MacLachlan and Henry Lohmeyer of Transpar regarding the option of changing to a 3-tier transportation schedule.

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

June 2018

PETTY CASH \$ 500.00

GENERAL ACCOUNTS:

Lake City Bank - Deposit Account	24,137,839.71
Lake City Bank - Accounts Payable	(2,098,824.18)
Lake City Bank - Merchant Account	-
Teachers Credit Union	2,925,830.93
BMO Harris Bank (UMR insurance)	407,420.00

SCHOOL LUNCH ACCOUNTS:

Lake City Bank - Prepaid Lunch	120,089.62
Change Fund	2,010.00

TEXTBOOK RENTAL ACCOUNTS:

Chase Bank	2,249,106.83
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PAYROLL ACCOUNTS:

Lake City Bank - Payroll Account	(909,183.95)
Lake City Bank - Flex Account	60,277.00

INVESTMENTS:

Certificate of Deposit	-
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\$ 26,895,065.96



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

To: Kevin Scott

From: Erica Purvis

Date: July 3, 2018

Subject: Temporary Inter-fund Loans

The following loans have been repaid effective 6/29/2018:

\$688,000 from Fund 0250 Retirement/Severance Bond Fund to Fund 0200 Debt Service Fund

\$972,000 from Fund 0350 Capital Projects Fund to Fund 0420 Bus Replacement Fund

\$219,000 from Fund 0160 Referendum Tax Levy Fund to Fund 0420 Bus Replacement Fund



TECHNOLOGY SERVICES

PHONE: 574-262-5676



ELKHART COMMUNITY SCHOOLS

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

To: Mr. Mow

Board of School Trustees

From: Jason Inman

Date: July 19th, 2018

Subject: School Technology Advancement Account

The Indiana Department of Education makes available low-interest loans for technology projects via the School Technology Advancement Account (STAA). Based on current enrollment, ECS qualifies for a loan of approximately \$249,000. The Business Office seeks Board approval to take advantage of these below-market interest rates to fund technology purchases that cannot be covered through other sources of available revenue. Many locations in the district do not have instructional projector systems in place. A loan from the STAA would allow us to upgrade these locations with projector presentation systems, while providing iPad charging stations and headsets to meet new state testing requirements.

The State Board of Education has designated several millions of dollars for technology loans. I am enclosing a copy of the IDOE memo on the STAA application process. The window to apply for this funding closed on July 13th, but an extension was granted. If you have any questions concerning this matter, please contact me at 262-5560.

1. Corporation No: 2305

Corporation Name: Elkhart Community Schools

Contact Person: Jason Inman

Contact Email: jnman@elkhart.k12.in.us

2. Address: Street Address: [2720 California Road](#)
[City: Elkhart](#)
State / Province: IN
Postal / Zip Code: 46514
Country: United [States](#)

STEP ONE: DOE-
PE 2017-2018
enrollment 12494

STEP TWO: Divide
STEP ONE by 25 499.76

STEP THREE:
Multiply STEP TWO
by \$500 - Eligible
Amount 249880

4. If there are
remaining STAA
funds available,
please check here to
be considered for
additional funds, if
available No

6. Total \$ Amount 249880

7. Please provide a
brief description of
the additional project
components to be
funded and a
breakdown of the
cost by building. Elkhart Community Schools is not requesting
"additional STAA funds" -- only the amount
based on our current enrollment:
\$249,880. These funds will be used to
implement technology projects that will
enhance student instruction and engage
learners throughout the district.

8. Does the school
corporation have a
current approved 3-
year technology plan
on file with the
Department? Yes

a. Technology \$ 230434

b. Other project cost
(please specify) We are implementing Student Technology
Service Desk locations at both of our High
Schools: Memorial and Central. These
Service / "Helpdesk" locations will be ran by

full-time technicians and student service desk technicians. A Collaboration Workroom will provide space to review projects, provide training to students and teachers, and meet as teams. This space will have reconfigurable furniture that can change function in no time. Members of the Student Tech Team will work in groups, leveraging their skills and abilities to complete projects. Walkup support will be available at both High Schools. Similar to Apple's Genius Bar, these locations will have countertops, chairs, and wall displays. Students will assist with branding and marketing, along with recruiting future Service Desk team members.

---- b. Enter the Amount \$ 19446

c. Other project cost (please specify) None

d. Total \$ project cost (sum lines a through c) 249880

f. Other (Specify) None

a. Outstanding principle amount of all obligations for the school: 73525094

b. Current debt service tax rate: .2969

If your corporation is applying for funds to purchase computer hardware and software for student instruction, complete Form STAA-A. Yes

1. Briefly describe the computer hardware and/or so Swivl recording devices will be used by our teachers to record their lectures and classroom experiences and then post them to Canvas, our LMS. Classroom projectors will be installed to enhance instruction. WiFi enhancements will be made at each high school to support outdoor use, primarily in support of sporting events. Apple Crayons will be used with iPads to enhance our 1:1 iPad program. Headphone classroom sets will be used to support testing requirements

and ILEARN, ISTEP+, and Map Fluency requirements. iPad charging stations will be used in classrooms to support our iPad 1:1 program. Projectors will be installed in our elementary school libraries to enhance the locations and augment the makers labs being implemented in those locations.

2. Briefly cite evidence that said hardware and/or software will be used primarily for student instruction.

Swivl recording devices will be used by our teachers to record their lectures and classroom experiences and then post them to Canvas, our LMS. Classroom projectors will be installed to enhance instruction. WiFi enhancements will be made at each high school to support outdoor use, primarily in support of sporting events. Apple Crayons will be used with iPads to enhance our 1:1 iPad program. Headphone classroom sets will be used to support testing requirements and ILEARN, ISTEP+, and Map Fluency requirements. iPad charging stations will be used in classrooms to support our iPad 1:1 program. Projectors will be installed in our elementary school libraries to enhance the locations and augment the makers labs being implemented in those locations.

5. For each budget category below, state the dollar amount to be spend and briefly describe the goods or services to be purchased:

	Contracted services	Hardware	Materials/Supplies	Personnel	Other
Amount \$					
Description					

Preparer's Name: Jason Inman

Date: 07-12-2018

Upload File(s) [STAA IDOE Elkhart Budget.pdf](#)
[Elkhart Cert Form STAA.pdf](#)

ELKHART COMMUNITY SCHOOLS

ANNUAL FINANCIAL REPORT

2017-2018

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Receipts Comparisons
Calendar Year 2017

Receipt Accounts	2017 Approved Budget Receipts	2017 Actual Receipts
<u>GENERAL FUND</u>		
1000 Local Sources	\$ 655,300.00	\$ 525,479.51
2000 Intermediate Sources	\$ 530.00	\$ 265.02
3000 State Sources	\$ 88,650,000.00	\$ 86,672,646.45
4000 Federal Sources		\$ 70,075.27
5000 Other Financing Sources		\$ 60.00
6000 Other Items		\$ 12,136.03
TOTAL	\$ 89,305,830.00	\$ 87,280,662.28
<u>REFERENDUM FUND</u>		
1000 Local Sources	\$ 4,420,125.00	\$ 4,199,180.43
TOTAL	\$ 4,420,125.00	\$ 4,199,180.43
<u>DEBT SERVICE FUND</u>		
1000 Local Sources	\$ 9,441,144.00	\$ 7,242,043.97
2000 Intermediate Sources		
3000 State Sources		
4000 Federal Sources		
5000 Other Financing Sources		
6000 Other Items		
TOTAL	\$ 9,441,144.00	\$ 7,242,043.97
<u>RETIREMENT/SEVERANCE BOND FUND DEBT SERVICE FUND</u>		
1000 Local Sources	\$ 2,893,330.00	\$ 2,498,267.52
TOTAL	\$ 2,893,330.00	\$ 2,498,267.52
<u>CAPITAL PROJECTS FUND</u>		
1000 Local Sources	\$ 11,834,789.00	\$ 11,312,766.05
2000 Intermediate Sources		
3000 State Sources		
4000 Federal Sources		
5000 Other Financing Sources		
6000 Other Items		\$ 39.09
TOTAL	\$ 11,834,789.00	\$ 11,312,805.14

Receipt Accounts	2017 Approved Budget Receipts	2017 Actual Receipts
<u>SCHOOL TRANSPORTATION FUND</u>		
1000 Local Sources	\$ 6,257,817.00	\$ 6,310,086.06
3000 State Sources		
4000 Federal Sources		
5000 Other Financing Sources		
6000 Other Items		\$ 3,088.23
TOTAL	\$ 6,257,817.00	\$ 6,313,174.29
<u>SCHOOL BUS REPLACEMENT FUND</u>		
1000 Local Sources	\$ 1,389,422.00	\$ 1,328,915.68
5000 Other Financing Sources		
6000 Other Items		
TOTAL	\$ 1,389,422.00	\$ 1,328,915.68
<u>EXEMPT DEBT SERVICE FUND</u>		
1000 Local Sources	\$ 1,352,685.00	\$ 1,322,052.59
2000 Intermediate Sources		
3000 State Sources		
4000 Federal Sources		
5000 Other Financing Sources		
6000 Other Items		
TOTAL	\$ 1,352,685.00	\$ 1,322,052.59
<u>RAINY DAY FUND</u>		
5000 Other Financing Sources		
6000 Other Items		\$ 2,500,000.00
TOTAL	\$ -	\$ 2,500,000.00
GRAND TOTAL	\$ 126,895,142.00	\$ 123,997,101.90

Expenditures Comparisons
Calendar Year 2017

Expenditure Accounts	2017 Approved Budget Expenditures	2017 Actual Expenditures
<u>GENERAL FUND / FISCAL STABILIZATION FUND</u>		
11000 Instruction/Regular Programs	\$ 49,092,539.97	\$ 49,092,539.97
12000 Instruction/Special Programs	\$ 10,264,357.78	\$ 10,264,357.78
13000 Instruction/Adult/Continuing Education	\$ 382,883.65	\$ 382,883.65
14000 Instruction/Summer School	\$ 530,751.13	\$ 530,751.13
15000 Enrichment Programs	\$ 14,779.26	\$ 14,779.26
16000 Remediation	\$ 109,163.30	\$ 109,163.30
17000 Payments to Governmental Units in State	\$ 2,198,932.61	\$ 2,198,932.61
21000 Support Services/Pupils	\$ 5,820,782.41	\$ 5,820,782.41
22000 Support Services/Instruction	\$ 2,283,748.49	\$ 2,283,748.49
23000 Support Services/General Administration	\$ 1,199,703.11	\$ 1,199,703.11
24000 Support Services/School Administration	\$ 7,511,194.65	\$ 7,511,194.65
25000 Central Services	\$ 2,883,107.01	\$ 2,883,107.01
26000 Operation & Maintenance of Plant Srvcs.	\$ 6,695,504.77	\$ 6,695,504.77
27000 Student Transportation	\$ 8,295.07	\$ 784.34
30000 Operation of Non-instructional Srvcs.	\$ 1,154,162.00	\$ 821,349.28
40000 Facility Acquisition and Construction	\$ 184.06	\$ 184.06
50000 Debt Services		
60000 Non-programmed Charges	\$ 5,489.00	\$ 5,489.00
TOTAL	\$ 90,155,578.27	\$ 89,815,254.82
<u>REFERENDUM FUND</u>		
11000 Instruction/Regular Programs		
12000 Instruction/Special Programs		
13000 Instruction/Adult/Continuing Education		
14000 Instruction/Summer School		
15000 Enrichment Programs		
16000 Remediation Programs		
17000 Payments to Governmental Units in State		
21000 Support Services/Pupils		
22000 Support Services/Instruction		
23000 Support Services/General Administration		
24000 Support Services/School Administration		
25000 Central Services		
26000 Operation & Maintenance of Plant Srvcs.		
27000 Student Transportation	\$ 5,035,611.24	\$ 5,028,704.84
30000 Operation of Non-instructional Srvcs.	\$ 52,330.76	\$ 52,330.76
40000 Facility Acquisition and Construction	\$ 7,058.00	\$ 7,058.00
50000 Debt Services		
60000 Non-programmed Charges		\$ 304,394.30
TOTAL	\$ 5,095,000.00	\$ 5,392,487.90

Expenditure Accounts	2017 Approved Budget Expenditures	2017 Actual Expenditures
<u>DEBT SERVICE FUND</u>		
25000 Central Services	\$ 205,818.00	\$ 205,818.00
50000 Debt Services	\$ 9,107,100.00	\$ 8,732,600.11
60000 Non-programmed Charges		
TOTAL	\$ 9,312,918.00	\$ 8,938,418.11
<u>CAPITAL PROJECTS FUND</u>		
22300 Instruction-Related Technology	\$ 1,597,855.34	\$ 1,597,855.34
25000 Central Services	\$ 383,741.08	\$ 383,741.08
26000 Operation and Maintenance of Plant Svcs	\$ 3,068,025.50	\$ 3,002,030.13
40000 Facility Acquisition and Construction	\$ 12,101,493.50	\$ 10,023,954.60
50000 Debt Services		
60000 Non-programmed Charges		\$ 700,000.00
TOTAL	\$ 17,151,115.42	\$ 15,707,581.15
<u>SCHOOL TRANSPORTATION FUND</u>		
21000 Support Services/Pupils	\$ 26,225.49	\$ 26,225.49
23000 Support Services/General Administration	\$ 38,354.26	\$ 38,354.26
24000 Support Services/School Administration	\$ 74,991.59	\$ 74,991.59
25000 Central Services	\$ 118,833.49	\$ 118,833.49
26000 Operation & Maintenance of Plant Services	\$ 9,675.16	\$ 9,675.16
27000 Student Transportation	\$ 7,185,826.10	\$ 4,248,000.36
40000 Facility Acquisition and Construction		
50000 Debt Services		
60000 Non-programmed Charges		\$ 1,500,000.00
TOTAL	\$ 7,453,906.09	\$ 6,016,080.35
<u>SCHOOL BUS REPLACEMENT FUND</u>		
25000 Central Services		
27000 Student Transportation	\$ 2,467,654.00	\$ 2,406,797.00
50000 Debt Services		
60000 Non-programmed Charges		
TOTAL	\$ 2,467,654.00	\$ 2,406,797.00
<u>EXEMPT DEBT SERVICE FUND</u>		
25000 Central Services		
50000 Debt Services	\$ 1,377,000.00	\$ 1,377,000.00
60000 Non-programmed Charges		
TOTAL	\$ 1,377,000.00	\$ 1,377,000.00

Expenditure Accounts	2017 Approved Budget Expenditures	2017 Actual Expenditures
<u>RETIREMENT/SEVERANCE BOND</u>		
<u>FUND DEBT SERVICE FUND</u>		
25000 Central Services		
50000 Debt Services	\$ 2,999,082.00	\$ 2,999,082.00
60000 Non-programmed Charges		
TOTAL	\$ 2,999,082.00	\$ 2,999,082.00
<u>SELF-INSURANCE FUND</u>		
11000 Instruction/Regular Programs		
12000 Instruction/Special Programs		
13000 Instruction/Adult/Continuing Education		
14000 Instruction/Summer School		
15000 Enrichment Programs		
16000 Remediation		
17000 Payments to Governmental Units in State		
21000 Support Services/Pupils		
22000 Support Services/Instruction		
23000 Support Services/General Administration		
24000 Support Services/School Administration		
25000 Central Services		
26000 Operation & Maintenance of Plant Srvcs.		
27000 Student Transportation		
30000 Operation of Non-instructional Srvcs.		
40000 Facility Acquisition and Construction		
60000 Non-programmed Charges	\$ 400,000.00	
TOTAL	\$ 400,000.00	\$ -
GRAND TOTAL	\$ 136,412,253.78	\$ 132,652,701.33

APPENDIX B
2017-2018 ADDED PAY SCHEDULE

B-1. ADDED PAY/EXTRA DUTY

	INDEX 2017-2018	AMOUNT 2017-2018
BASE	32,059	
SYSTEM-WIDE ASSIGNMENTS		
*Guidance Coordinator	0.05900	1,895
National Board Certification (\$500 each)		500
Agriculture Department Chair	0.10400	3,335
Additional Instructional Responsibility	0.12000	3,850
Cooper Science Lab Coordinator	0.04000	1,285
Athletic Training Coordinator	0.04000	1,285
Science Fair Coordinator	0.04500	1,445
Assistant Science Fair Coordinator	0.02250	725
Science Mentor Coordinator	0.03000	965
GEI Coordinator	0.04000	1,285
GEI Team Member	0.02000	645
Blind/Low Vision/Braille	0.12000	3,850
Building Level High Ability Coordinator	0.01500	485
Building Wellness Coordinator	0.01500	485
Lacrosse Program Development Position Year 1	0.10000	3,210
Lacrosse Program Development Position Year 2	0.15000	4,810
**Contest Advancement		200
Hourly Employment		
Building Rental Manager		14.50/hr
Curriculum Development	0.00090	28.85/hr
Data Coordinator		35.00/hr
Technology Coordinator		35.00/hr
Intramurals		7.25/hr
Health Programs & Other Programs from 8-D-2	0.00100	32.06/hr
Evening High School Coordinator	0.00100	32.06/hr
Homebound or Adult Continuing Education (BS-0 rate on Certified Hiring Schedule)	0.00113	36.23/hr
HIGH SCHOOL ASSIGNMENTS		
Department Chairpersons:		
English	0.12000	3,850
Mathematics	0.11000	3,530
Business, Guidance, Social Studies, Science, Industrial Arts	0.10400	3,335
Art, Home Economics, Media, Physical Ed., Health	0.08800	2,825
Special Education	0.12000	3,850
Foreign Language, Music	0.08800	2,825
Athletics		
Cross Country Coach	0.12000	3,850
Golf Coach	0.10000	3,210
Boys Athletics		
Assistant Basketball Coach	0.15000	4,810
Freshman Basketball Coach	0.10000	3,210
Assistant Football Coach	0.15000	4,810
Freshman Football Coach	0.10000	3,210
Baseball Coach	0.15000	4,810
Assistant Baseball Coach	0.07500	2,405
Track Coach	0.15000	4,810
Assistant Track Coach	0.07500	2,405
Wrestling Coach	0.15000	4,810
Assistant Wrestling Coach	0.07500	2,405
Swimming Coach	0.15000	4,810
Assistant Swimming Coach	0.07500	2,405
Tennis Coach	0.14000	4,490
Assistant Tennis Coach	0.07000	2,245

	INDEX	AMOUNT
	2017-2018	2017-2018
BASE	32,059	
Soccer Coach	0.18180	5,830
Assistant Soccer Coach	0.09090	2,915
Girls Athletics:		
Basketball Coach	0.30000	9,620
Assistant Basketball Coach	0.15000	4,810
* Swimming Coach	0.15000	4,810
Assistant Swimming Coach	0.07500	2,405
Volleyball Coach	0.15000	4,810
Assistant Volleyball Coach	0.07500	2,405
Gymnastics Coach	0.15000	4,810
Assistant Gymnastics Coach	0.07500	2,405
Track Coach	0.15000	4,810
Assistant Track Coach	0.07500	2,405
Softball Coach	0.15000	4,810
Assistant Softball Coach	0.07500	2,405
Soccer Coach	0.18180	5,830
Assistant Soccer Coach	0.09090	2,915
Tennis Coach	0.14000	4,490
Assistant Tennis Coach	0.07000	2,245
Athletic-Related Assignments:		
*Pool Manager/Maintenance	0.08000	2,565
Ticket Manager	0.10000	3,210
Athletic Trainer	0.24000	7,695
Supervisor and Instructor of Student Trainers	0.04000	1,285
Cheerleader Sponsor	0.15000	4,810
JV Cheerleader Sponsor	0.07500	2,405
Freshman Cheerleader Sponsor	0.07500	2,405
Supervision Manager	0.06800	2,185
Cheerblock Sponsor	0.03000	965
Booster Club Sponsor	0.03000	965
Pool Rental Supervisor (hourly rate)		10.00/hr
Non-Athletic Assignments:		
Dual Credit Certification/Master's in content Area (\$500 ea) (using 2022 Higher Learning Commission Stds.)		500
Activities Director	0.11000	3,530
Drama Coach	0.15000	4,810
Assistant Drama Coach	0.07500	2,405
Forensics Coach	0.14000	4,490
Assistant Forensics Coach	0.06800	2,185
Speech Coach	0.11000	3,530
Assistant Speech Coach	0.05000	1,605
Mock Trial Coach	0.02000	645
ElkLogistics Robotics	0.15000	4,810
ElkLogic Robotics Assistant Coach	0.07500	2,405
Marching Band Color Guard Director	0.12000	3,850
Winter Color Guard Director	0.12000	3,850
Pep Band	0.04000	1,285
Marching Band Percussion Director	0.08500	2,730
Winter Percussion Director	0.10000	3,210
Co-Curricular Jazz		
Jazz Choir	0.02500	805
Jazz Band	0.02500	805
Jazz String	0.02500	805
Extra Curricular Jazz		
Jazz Choir	0.05000	1,605
Jazz Band	0.05000	1,605
Jazz String	0.05000	1,605
Move to Stand	0.02000	645

	INDEX	AMOUNT
	2017-2018	2017-2018
BASE	32,059	
Key Club	0.02000	645
Academic Competition Teams (Full Squad Competing Teams)	0.07700	2,470
National Honor Society	0.03000	965
Student Government Sponsor	0.03000	965
Senior Class Sponsor	0.02800	900
Junior Class Sponsor	0.03500	1125
Sophomore Class Sponsor	0.02000	645
Freshman Class Sponsor	0.02000	645
MIDDLE SCHOOL ASSIGNMENTS:		
Building Department Chairpersons		
English, Mathematics	0.08800	2,825
Science Social Studies	0.04700	1,510
Special Education	0.08800	2,825
Art, Home Economics, Industrial Arts, Media	0.03500	1,125
Music Physical Education/Health		
System-wide Chairperson (Year of adoption and prior year only)		
English, Mathematics, Science, Social Studies	0.02350	755
Art, Home Economics, Industrial Arts, Media, Music, Physical Educ/Health	0.01750	565
Athletics		
Eighth Grade Basketball Coach	0.10000	3,210
Eight Grade Assistant Basketball Coach	0.03750	1,205
Seventh Grade Basketball Coach	0.10000	3,210
Seventh Grade Assistant Basketball Coach	0.03750	1,205
*Eight Grade Track Coach	0.05500	1,765
Eight Grade Assistant Track Coach	0.03750	1,205
*Seventh Grade Track Coach	0.05500	1,765
Seventh Grade Assistant Track Coach	0.03750	1,205
Eight Grade Soccer Coach	0.07500	2,405
Eight Grade Assistant Soccer Coach	0.03750	1,205
Seventh Grade Soccer Coach	0.07500	2,405
Seventh Grade Assistant Soccer Coach	0.03750	1,205
Cross Country Coach	0.05500	1,765
Swimming Coach	0.05500	1,765
Boys Athletics		
Eighth Grade Lacrosse Coach	0.07500	2,405
Eight Grade Assistant Lacrosse Coach	0.37500	1,205
Seventh Grade Lacrosse Coach	0.07500	2,405
Seventh Grade Assistant Lacrosse Coach	0.03750	1,205
Eight Grade Feeder Football Coach	0.10000	3,210
Eight Grade Feeder Assistant Football Coach	0.05000	1,605
Seventh Grade Feeder Football Coach	0.10000	3,210
Seventh Grade Feeder Assistant Football Coach	0.05000	1,605
Wrestling Coach	0.07500	2,405
Assistant Wrestling Coach	0.03500	1,125
Girls Athletics:		
Eighth Grade Volleyball Coach	0.07500	2,405
Seventh Grade Volleyball Coach	0.07500	2,405
Athletic Related Assignments		
Eighth Grade Cheerleader Sponsor	0.07500	2,405
Seventh Grade Cheerleader Sponsor	0.07500	2,405

	INDEX	AMOUNT
	2017-2018	2017-2018
BASE	32,059	
Non-Athletic Assignments:		
Drama Director	up to .05000	550 to 1,605
Yearbook Sponsor	0.03000	965
Debate Coach	0.01000	325
Move to Stand	0.02000	645
Academic Competition (Full Squad Competing Teams)	0.05000	1,605
Robotics Coach	0.05000	1,605
Junior Honor Society	0.01500	485
Student Council	0.01500	485
Science Fair Coordinator	0.01700	550
ELEMENTARY ASSIGNMENTS:		
Athletics		
System-wide Athletic Director	0.24000	7,695
Boys Basketball Coach	0.04850	1,555
Boys Softball Coach	0.02100	675
Boys Track Coach	0.01500	485
Boys Football Coach	0.04850	1,555
Boys Soccer Coach	0.04850	1,555
Boys Lacrosse Coach	0.03200	1,030
Girls Volleyball Coach	0.04850	1,555
Girls Basketball Coach	0.04850	1,555
Girls Softball Coach	0.02100	675
Girls Track Coach	0.01500	485
Girls Soccer Coach	0.04850	1,555
Assistant Basketball Coach	0.02425	780
Assistant Softball Coach	0.01050	340
Assistant Track Coach	0.00750	245
Assistant Football Coach	0.02425	780
Assistant Soccer Coach	0.02425	780
Assistant Lacrosse Coach	0.01600	515
Assistant Volleyball Coach	0.02425	780
Cheerleader Sponsor	0.02500	805
Non-Athletic Assignments:		
Safety Patrol Sponsor	0.01700	550
Science Fair Coordinator	0.01700	550
Instructional Systems Manager	0.03200	1,030
Robotics Coach	0.05000	1,605
Academic Competition (Full Squad Competing Teams)	0.05000	1,605
Oratorical	0.02400	770
Student Council	0.00750	245
SPECIAL PROGRAMS		
Special Olympics Coordinator (hourly rate)		7.50/hr.
Special Olympics Basketball Coach - Traditional	0.04100	1,315
Special Olympics High School Coach - Unified	0.05500	1,765
Special Olympics Middle/Elementary Coach - Unified	0.00750	245

	INDEX	AMOUNT
	2017-2018	2017-2018
BASE	32,059	
ELKHART ACADEMY ALTERNATIVE PROGRAM		
Jr. Elkhart Academy Lead Teacher	0.14000	4,490
ELKHART AREA CAREER CENTER		
Lead teacher at EACC Annex	0.10000	3,210
Vocational Club Coordination Sponsor	0.05000	1,605
Vocational Advisors	0.01500	485
Attendance at State Competition		500
Attendance at National Competition		1,000
Approved Equipment Repair, Maintenance or Procurement (hourly rate)	0.00100	32.06/hr
Guidance Chairperson	0.07000	2,245
National Honor Society Sponsor	0.03000	965
B-2 ADDED PAY/INCLUDED DUTY		
SYSTEM-WIDE ASSIGNMENTS		
6th Grade Band	0.04800	1,540
6th Grade Orchestra	0.04800	1,540
Psychologist	0.06800	2,185
Data Team	0.01250	405
HIGH SCHOOL ASSIGNMENTS		
Boys Football Coach	0.30000	9,620
Boys Basketball Coach	0.30000	9,620
Band Director	0.18000	5,775
Assistant Band Director	0.09000	2,890
Head Band Director Competitive Marching Band	0.15000	4,810
Assistant Band Director Competitive Marching Band	0.07500	2,405
Orchestra Director	0.12000	3,850
Assistant Orchestra Director	0.06000	1,925
Choir Director	0.12000	3,850
Assistant Choir Director	0.06000	1,925
Annual Sponsor	0.10000	3,210
Magazine Sponsor	0.10000	3,210
Media Specialist	0.04700	1,510
MIDDLE SCHOOL ASSIGNMENTS:		
Activities Director	0.17000	5,455
Media Specialist	0.03000	965
Middle School Band	0.10000	3,210
Assistant Middle School Band	0.05000	1,605
Middle School Orchestra	0.10000	3,210
Assistant Middle School Orchestra	0.05000	1,605
Middle School Choir	0.06800	2,185
Assistant Middle School Choir	0.03400	1,095
ELEMENTARY ASSIGNMENTS		
Elementary Music	0.01000	325
* Individuals employed in these positions will stay at their previous index as long as they continue to be employed in that extra-duty position.		
**Effective with the 2016-2017 school year, Contest Advancement - This provision is applicable for all extra-curricular and co-curricular programs with officially sanctioned contests. When a program advances beyond sectionals (or the first round equivalent), "coaches" are eligible for this stipend paid by claim, signed by the Building Principal, for each additional level of competition (e.g. regional, semi-state, state, etc.).		
Total number of certified part-time employees = 5		
Total number of certified full-time employees = 919		

**Noncertified Employee Classifications
and Range of Pay Rates 2017-18**

Classifications	Pay Rate Range
I. Instructional and Supplementary Pupil Services	
a. Library Paraprofessionals	9.51 - 13.74
b. Special Education Paraprofessionals	9.51 - 13.74
c. Instructional Paraprofessionals	9.51 - 13.74
d. Other Technical Assistants	13.97 - 17.01
II. Cafeteria and Food Services	
a. Food Service Director	83,030 - 93,409
b. Managers	9.55 - 18.44
c. All other food service employees	8.29 - 11.43
Food Services Coordinator	16.99 - 26.55
Food Service Truck Driver	15.75 - 18.71
Food Service Receiving/Supply	15.75 - 18.71
III. Health Services	
a. Nurses	32,468 - 40,292
b. Therapists	44,780 - 64,070
c. Social Workers	30,496 - 44,844
IV. Office/Clerical/Secretarial	
	11.67 - 21.13
V. Executive/Administrative/Accounting	
a. District Counsel/Chief of Staff	108,977 - 129,735
b. Director of Building Services	93,409 - 108,977
c. Chief Financial Officer, Chief Operating Officer	108,977 - 129,735
d. Supervisor of Accounting, Audits and Investments	93,409 - 108,977
e. Other Executive Assistants	44,400 - 60,495
VI. Maintenance/Custodial/Warehouse/Security/Transportation	
a. Building custodians	13.15 - 19.62
b. Bus drivers	18.51 - 21.72
c. Other	
Ass't Supervisor of Transportation	23.54 - 29.07
Transportation Route/Driver Coordinator	19.61 - 22.92
Transportation Trainer/Dispatcher	19.61 - 22.92
Ass't Supervisor of Building Services	55,049 - 68,811
Head Custodial Pool	15.69 - 18.39
Maintenance	25.36 - 29.82
Mechanics	14.03 - 29.08
Bus Helpers	10.07 - 12.84
VII. Computer Services	
Support Technician (I)	16.28 - 25.45
Office Systems Support Technician (I)	15.27 - 19.06
Network Engineer	63,518 - 94,219
Technical Support Manager (IV)	65,635 - 92,101
Database Administrator/Programer	47,157 - 72,100
Network Infrastructure Technician	38,110 - 63,518
Computer Systems Specialist (IV)	59,284 - 80,457
Office Systems Support Manager (III)	50,814 - 70,928
Technical Support Specialist (III)	50,814 - 70,928
Office Systems Support Specialist (II)	42,345 - 61,401
Advanced Support Technician (II)	44,462 - 63,518

Classifications	Pay Rate Range
Programmer/Analyst (II)	44,022 - 62,889
Digital Communications Specialist	37,247 - 58,531
VIII. Other	
WVPE Radio Station Staff Announcers	9.24 - 13.14
WVPE Radio Station Manager	49,673 - 73,798
WVPE Development Director	46,748 - 70,738
WVPE Business Account Mgr	36,896 - 69,562
WVPE Program Director	36,896 - 56,766
WVPE Operations Manager	25,545 - 41,865
WVPE Morning Edition Host	28,991 - 45,636
WVPE Promotions Manager	29,818 - 44,367
WVPE Membership Manager	38,741 - 52,384
WVPE Sr. Report & Assignment Editor	31,875 - 46,672
Title I Funded Pupil, Program, Parent Support Person	19.58 - 28.52
Communications Specialist	37,619 - 59,116
H.S. Parent/Community Liaison	19.58 - 28.52
School Security Officer	30.00
Bldg. Community Ed Coordinator	27.41 - 34.27
Adult Education Non-Contract Teachers	32.06
After School Comm. Ed. Organized Activities Leader	14.00
After School Comm. Ed. Organized Activities Assistant	9.39
21st Century Community Learning Center Coordinator	2,500/Semester
Staff Accountant	40,000 - 50,000
Campus Security I	12.00 - 20.00
Campus Security II	14.00 - 22.00

Total number of non-certified part-time employees = 5

Total number of non-certified full-time employees = 919

Certified Administrative Staff
In effect June 17, 2017

	Lowest Salary	Highest Salary	Average Salary	Number Personnel
Administrative Staff	\$50,000	\$180,000	\$93,765	73

Student Enrollment
October 1, 2017

Grade Level	Enrollment
Pre-School Ages 0-2 (PW)	---
Pre-Kindergarten Ages 3-5 (PK)	381
Kindergarten	1011
Grade 1	940
Grade 2	962
Grade 3	1024
Grade 4	1080
Grade 5	1090
Grade 6	986
Grade 7	958
Grade 8	898
Grade 9	884
Grade 10	855
Grade 11	921
Grade 12	885
Grade 12+/Adult (13)	38
Total	12,913

Reported

Annual Financial Report

Assessed Valuation and Tax Rates
Calendar Years 2017 and 2018

	2017	2018
Assessed Valuation	2,883,696,110	2,946,572,238
Tax Rate – General Fund	N/A*	N/A*
Tax Rate – Referendum Fund	0.1267	0.1282
Tax Rate – Debt Service Fund	0.2919	0.2969
Tax Rate – Retirement/Severance Bond Debt Service Fund	0.0871	0.0884
Tax Rate – Capital Projects Fund	0.3671	0.3651
Tax Rate – School Transportation Fund	0.1951	0.2089
Tax Rate – School Bus Replacement Fund	0.043	0.0496
Tax Rate – Special Education Preschool Fund	0.0383	0.0424

Vendor State Report Card

Payments made in excess of 2,501 to Vendors for date span 01/01/2017 through 12/31/2018

Note: Report Includes the first 250 that meet these specifications

Vendor	Payee Name	General Fund Amount	Capital Projects Fund Amount	Transportation Fund Amount	Bus Replacement Fund Amount	Total Amount
001654	Elkhart Community School	10,283,381.85	113,057.62	183,023.39		10,579,462.86
002811	Internal Revenue Service	6,786,876.00	90,661.94	207,493.31		7,085,031.25
002705	Indiana State Teachers'	6,590,043.02	2,137.21	10,895.97		6,603,076.20
011108	Beacon Health Systems Inc		4,000,000.00			4,000,000.00
001670	Elkhart Community School	2,890,000.00	556,761.47			3,446,761.47
004477	Public Employees	2,750,430.39	168,892.87	366,915.15		3,286,238.41
001651	Elkhart Community School	1,100,000.00	(1,519.90)		1,692,000.00	2,790,480.10
002690	Indiana Michigan Power		2,717,493.21	6,027.60		2,723,520.81
006149	Elkhart Community School	301,100.27	700,000.00	1,500,000.00		2,501,100.27
001741	Elkhart Community School		1,692,000.00			1,692,000.00
005375	Tepe Sanitary Supply Co	1,109,547.53	284,597.86			1,394,145.39
003661	Midwest Transit Eqpt Co			9,678.22	1,135,520.00	1,145,198.22
009876	Gibson Insurance Agency Inc	894,203.66		231,409.79		1,125,613.45
001652	Elkhart Community School	9,122.06	1,100,000.00	72.32		1,109,194.38
010445	Ceres Solutions Cooperative			855,022.44		855,022.44
008395	CenterPoint Energy Svcs Inc		762,627.33	7,953.12		770,580.45
002963	Bashor Children's Home	766,497.76				766,497.76
010408	KB Mechanical Inc		650,862.97			650,862.97
010628	Indiana HRA Plan	570,475.70	1,424.95	4,352.34		576,252.99
001384	Advanced Imaging	161,015.98	342,285.69			503,301.67
007161	Elkhart Community Schools				490,000.00	490,000.00
010196	ONB Benefits Administrations	439,033.68		7,486.87		446,520.55
007844	Lattimer Lawn Care	24,200.00	421,702.50			445,902.50
010900	CIGNA	406,584.45	6,481.78	6,711.34		419,777.57
003782	Two Cubed Solutions, LLC		394,731.53			394,731.53
010737	MetLife	340,334.87	3,763.00	6,102.53		350,200.40
004059	Northern In Public Sv		314,817.54	2,784.75		317,602.29
008738	Transpar Group			291,574.00		291,574.00
008856	Child and Parent Services Inc	270,629.03				270,629.03
002331	Educational Furniture		263,875.48			263,875.48
001724	City of Elkhart		259,792.65	3,337.39		263,130.04
003291	Low, L L Assoc Inc		257,785.00			257,785.00
002944	Datena Construction Inc		246,327.65			246,327.65
004188	Ethos Inc	1,820.00	240,260.69			242,080.69
008147	Central Michigan Paper	232,280.90				232,280.90
009411	Voice Data Systems LLC		231,128.59			231,128.59
003051	C D W-G	2,670.27	199,078.86	1,652.00		203,401.13
002459	Himco Waste-Away Ser Inc	182,566.82				182,566.82
003174	Lee Company Inc	9,601.00	170,523.00			180,124.00
004388	Power Brake &			169,164.88		169,164.88
008751	Quinlan & Fabish Music Co.	13,641.25	148,711.27			162,352.52
003634	Mid-City Supply Co Inc	154,962.86	5,569.70			160,532.56
009565	Frontier	155,520.07				155,520.07
009695	Pemberton Davis		143,475.98			143,475.98
010264	Conn-Selmer Inc		141,845.66			141,845.66
003103	Sinclair Recreation LLC	5,529.43	127,449.81			132,979.24
002368	Whiteford Kenworth			126,446.36		126,446.36

Vendor State Report Card

Payments made in excess of 2,501 to Vendors for date span 01/01/2017 through 12/31/2018

Note: Report Includes the first 250 that meet these specifications

Vendor	Payee Name	General Fund Amount	Capital Projects Fund Amount	Transportation Fund Amount	Bus Replacement Fund Amount	Total Amount
000432	Barnes & Thornburg LLP	125,919.57				125,919.57
000045	Schwartz Electric Inc		125,780.46			125,780.46
006858	Crossing National The Inc	123,769.57				123,769.57
005697	School Specialty Inc	103,241.68	10,507.19	161.96		113,910.83
010136	Presidio Networked Solutions		111,609.39			111,609.39
002840	A-One Signs & Graphics	23,266.13	82,922.74	2,953.66		109,142.53
004995	Shoff Security Sers Inc		103,997.60			103,997.60
006292	Premium Concrete Services Ir		103,244.07			103,244.07
001944	Follett School Solutions Inc	98,875.23	3,000.42			101,875.65
003638	Midland Engineering Co. Inc.		98,215.06			98,215.06
004980	Simplexgrinnell LP		97,906.32			97,906.32
001793	Monteith's Best-One-Goshen			95,256.87		95,256.87
011457	DRTY LLC		94,863.52			94,863.52
004504	Quill Corporation	47,481.41	43,245.56	3,563.68		94,290.65
009844	FileWave USA Inc		92,980.00			92,980.00
010724	Zonar Systems			91,875.74		91,875.74
005654	Wabash Electric Sup Inc	85,862.84	4,989.67			90,852.51
009010	MacAllister Machinery Co Inc		42,000.00	43,978.74		85,978.74
008757	Mackin Educational Resource:	80,384.48				80,384.48
005667	Vincent Lighting Systems Co		78,950.00			78,950.00
010770	PowerSchool Group LLC		78,485.00			78,485.00
008798	SUEZ WTS USA Inc	850.56	71,697.78			72,548.34
002184	Goshen Comm Schools	57,854.05	14,145.90			71,999.95
004016	Wa-Nee Community Schools	68,227.97				68,227.97
001623	City Of Elkhart			66,242.39		66,242.39
009030	Auto Owners Insurance Co	65,467.00				65,467.00
003283	Long's Lock Shop		63,891.93			63,891.93
010912	Superior Groundcover Inc	57,785.00	4,275.00			62,060.00
005114	Camfil USA Inc	53,557.88				53,557.88
011411	Bowen Otis R Center for Hum:	52,091.25				52,091.25
002220	Grainger W W Inc	39,609.76	8,163.95	3,742.40		51,516.11
004609	United States Postal Servic	45,829.11		2,915.33		48,744.44
007111	Elkhart County Treasurer		48,526.50			48,526.50
009738	H J Umbaugh & Associates	16,857.50	31,097.50			47,955.00
008504	Education Networks of Americ	47,947.22				47,947.22
010476	Weber Psychoeducational Ass	47,515.00				47,515.00
002988	Kerlin Bus Sales	4,933.06		41,872.23		46,805.29
010584	Elkhart General Hospital Inc	13,000.00	32,500.00			45,500.00
002450	Truck Centers Inc			45,476.33		45,476.33
009588	Mc Allister Rick		45,416.76			45,416.76
009449	Apple Inc	8,556.00	36,764.09			45,320.09
005427	Neopost USA Inc	7,788.93	36,847.68	473.77		45,110.38
011477	First Tuesday Communication		45,000.00			45,000.00
003141	Lawmasters Inc		44,713.75			44,713.75
004331	Pioneer Manufacturing Compe	43,353.05	457.00			43,810.05
003838	N J N Inc			43,380.00		43,380.00
011459	Lemon Grove Motors			43,000.00		43,000.00

Vendor State Report Card

Payments made in excess of 2,501 to Vendors for date span 01/01/2017 through 12/31/2018

Note: Report Includes the first 250 that meet these specifications

Vendor	Payee Name	General Fund Amount	Capital Projects Fund Amount	Transportation Fund Amount	Bus Replacement Fund Amount	Total Amount
003368	Menards	39,537.59	1,333.98	573.11		41,444.68
011177	Creative Financial Staffing	41,345.99				41,345.99
004810	Schindler Elevator Corp		40,710.02			40,710.02
001739	Big B's Tree Service		40,700.00			40,700.00
010293	Samantha Inc		40,380.16			40,380.16
001354	Demco Inc	28,841.34	10,779.77			39,621.11
003394	Verizon Wireless			39,608.11		39,608.11
010070	Ross Stephen C		37,844.40			37,844.40
000350	Leisure Pools & Spas Co	31,754.63	5,605.50			37,360.13
003078	Unity School Bus Parts			37,188.23		37,188.23
002206	Lars Rishaug Painting &		36,765.27			36,765.27
011211	Standard For Success LLC		36,525.00			36,525.00
003847	I D N H Hoffman Inc	34,884.77	1,175.96			36,060.73
011214	AdvancED	35,850.00				35,850.00
005728	Ward's Natural Science Est.	4,088.98	31,394.28			35,483.26
010835	National Assoc of Agricultural		33,318.64			33,318.64
010827	Tierney Brothers Inc		33,039.97			33,039.97
001637	Elkhart Clinic LLC	32,242.50				32,242.50
005986	Yoder Oil Company	1,650.84		30,584.68		32,235.52
003189	Novak-Roberts Frances			31,477.00		31,477.00
001713	Elkhart Clinic LLC			31,351.00		31,351.00
002245	Griffen P & H Inc		28,719.53	1,624.57		30,344.10
010323	Faegre Baker Daniels LLP	24,722.00	5,272.00			29,994.00
010327	Wiers International Trucks Inc			29,753.78		29,753.78
011437	Westmatic Corporation		29,673.00			29,673.00
006272	Wildman Business Group	28,308.61	856.70			29,165.31
002501	M S D Of Wabash County	28,791.90				28,791.90
004636	Ridge Company			28,566.05		28,566.05
004898	Shambaugh & Sons Inc		28,515.89			28,515.89
010474	Kimball Midwest			28,383.60		28,383.60
001648	Elkhart Community School	28,318.94		50.40		28,369.34
011440	Hollis Mark		28,326.00			28,326.00
010130	GreenMark Equipment Inc	3,391.72	24,614.13	109.33		28,115.18
004702	Interstate Power Systems Inc			27,310.69		27,310.69
000727	Bugsy's Elkhart		27,215.00			27,215.00
001544	Education Logistics Inc			27,207.84		27,207.84
010132	Wilson Print & Graphics	26,817.14				26,817.14
003823	W N I T	230.00	26,400.22			26,630.22
005891	Selking International &			26,622.96		26,622.96
001342	Cripe Design LLC		26,586.46			26,586.46
010189	LeRoy's Collision Center Inc	518.08		26,008.18		26,526.26
005352	Lake City Bank	25,376.71				25,376.71
001574	Fox Fire Safety Inc		23,803.82	966.11		24,769.93
010882	Chase Industrial Controls	3,818.93	20,534.60			24,353.53
009866	Horizon Education	24,224.00				24,224.00
009280	U S Bank National Assoc	22,531.87	596.19	1,005.18		24,133.24
007021	Rice Daniel M	24,000.00				24,000.00

Vendor State Report Card

Payments made in excess of 2,501 to Vendors for date span 01/01/2017 through 12/31/2018

Note: Report Includes the first 250 that meet these specifications

Vendor	Payee Name	General Fund Amount	Capital Projects Fund Amount	Transportation Fund Amount	Bus Replacement Fund Amount	Total Amount
000008	4 T Door Systems Inc		22,183.30	1,755.00		23,938.30
010704	Instructure Inc		23,890.00			23,890.00
010680	P & H Services	3,044.15	7,517.00	13,160.50		23,721.65
009619	Sportsarama	300.00	23,160.00			23,460.00
004061	North Side Service Center		3,816.00	19,610.17		23,426.17
004852	Schuell Fence Co		23,348.67			23,348.67
002265	Ivy Tech Community College	23,275.00				23,275.00
002742	Indiana Assn Of Sch Principal	23,019.25				23,019.25
001767	Enyart Ele Motor Ser Inc		22,350.52			22,350.52
002254	Glass Doctor		18,446.69	3,525.16		21,971.85
003094	MT Library Services	21,181.73				21,181.73
007825	Mc Millan Metal Craft		17,892.35	2,579.00		20,471.35
011104	J Lake Architecture & Design		20,325.00			20,325.00
005301	Data Recognition Corporation	20,090.00				20,090.00
005778	Project Lead the Way	19,845.06				19,845.06
003906	Print Shop The	19,711.00				19,711.00
011051	Elevation Inc	9,440.77	9,657.08			19,097.85
005746	Water Managers Inc	15,228.44	3,445.82			18,674.26
006355	Foundation Building Materials	18,203.37				18,203.37
004544	Barnes & Noble Inc	18,065.48				18,065.48
007004	UniFirst Corporation Loc 099			17,827.64		17,827.64
011228	Comfort Carpets Inc		17,444.96			17,444.96
002325	ZZ Dell Marketing L P		17,089.68			17,089.68
010491	Wright Specialty Insurance	16,972.00				16,972.00
009413	Humanex Ventures LLC	16,854.00				16,854.00
006104	Card Imaging	2,364.00	14,415.00			16,779.00
008065	T K Miller Group Inc		16,705.53			16,705.53
002609	Hydronic & Steam Eq Co	11,530.71	5,000.00			16,530.71
004831	School Health Corp	16,471.07				16,471.07
009639	York Risk Services Group	16,244.93				16,244.93
002877	Johnson Controls Inc	15,318.83				15,318.83
006067	Information & Records Assoc	235.00	15,065.90			15,300.90
010346	Hicks Stephen Alan		15,298.00			15,298.00
002674	Indiana Employment Sec Div	14,177.03		862.00		15,039.03
005248	Stubbs Educational Consulting	14,600.00				14,600.00
007715	Auto Jet Muffler Corp			14,577.87		14,577.87
010922	Jasper Engine Exchange Inc			14,561.00		14,561.00
002550	Grove Iverson C		14,500.00			14,500.00
001874	Ozinga Ready Mix Concrete Ir	5,857.01	8,490.71			14,347.72
010430	Frontline Technologies		14,327.04			14,327.04
001988	United Health Services	14,228.39				14,228.39
009801	Plymouth Adult Basic Educatio	14,137.98				14,137.98
010407	Premier Technology Repair In		14,046.35			14,046.35
006280	Grauvogel & Associates LLC		14,006.10			14,006.10
005880	Moore Drapery Inc		13,877.00			13,877.00
010200	Mid-Town Petroleum Acquisiti			13,602.69		13,602.69
000771	Bye Mo'R Inc	12,810.89	787.27			13,598.16

Vendor State Report Card

Payments made in excess of 2,501 to Vendors for date span 01/01/2017 through 12/31/2018

Note: Report Includes the first 250 that meet these specifications

Vendor	Payee Name	General Fund Amount	Capital Projects Fund Amount	Transportation Fund Amount	Bus Replacement Fund Amount	Total Amount
005206	Herff Jones Inc	13,323.20				13,323.20
005493	186 Elkhart Truth	13,216.99				13,216.99
011926	Public Opinion Strategies LLC		13,200.00			13,200.00
003981	Nevco Sports LLC		12,891.81			12,891.81
011279	AirTite Insulation LLC		12,819.00			12,819.00
008291	Summit	12,725.00				12,725.00
010531	Elkhart Education Foundation	7,000.00	5,122.33			12,122.33
006634	Jostens Inc	11,743.60				11,743.60
009039	E S C O Communications	11,690.98				11,690.98
000566	Blick Dick Co	11,001.15				11,001.15
010343	C A R E S Inc	11,000.00				11,000.00
008615	N C S Pearson Inc	10,866.18				10,866.18
010728	DISA Global Solutions INC			10,851.50		10,851.50
003149	Automatic Door Controls Inc		10,747.67			10,747.67
011049	J2 Marketing	10,690.00				10,690.00
009792	Taylor Blackburn & Joy			10,675.67		10,675.67
002695	Indiana School Boards Assoc	10,560.00				10,560.00
011485	Sport Aide		10,500.00			10,500.00
003010	University of Notre Dame	10,498.43				10,498.43
010735	White Tara C	10,421.76				10,421.76
000967	A+ Office Furniture & Design		10,410.00			10,410.00
010141	Geers Forklift Service/Repair		10,275.55			10,275.55
006092	School Outfitters LLC	649.49	9,603.69			10,253.18
010125	Techworks Inc		10,252.00			10,252.00
010527	Selective Insurance Company	10,106.00				10,106.00
000682	Bristol Municipal Util	10,027.49				10,027.49
003235	M C Equipment Inc			10,002.18		10,002.18
010159	Premier Arts Inc	10,000.00				10,000.00
010180	NationJob Inc	10,000.00				10,000.00
011048	S K P R	9,925.49				9,925.49
004975	Silba Arlene	9,775.00				9,775.00
000585	Trane US Inc	9,761.28				9,761.28
000180	Faronics Technologies		9,750.00			9,750.00
011056	Townsley Brittany	9,601.59				9,601.59
006456	Niblock Excavating Inc	1,242.50	8,258.60			9,501.10
010224	Heritage Crystal Clean Inc			9,344.26		9,344.26
000574	NSPRA	9,294.07				9,294.07
000912	Greater Elkhart Chamber	9,247.00				9,247.00
011299	North Central Indiana Equip	3,869.30	5,347.00			9,216.30
010486	CBIZ Valuation Group LLC		9,000.00			9,000.00
003836	Byers Communications Serv	5,582.84	479.61	2,823.68		8,886.13
004828	School City Of Mishawaka	8,758.91				8,758.91
004522	Rainbow Irrigation Inc	1,221.94	7,488.48			8,710.42
005494	zz M S C Industrial Supply	8,621.59				8,621.59
008499	Decker Inc	659.52	7,935.01			8,594.53
002089	Duncan Supply Company Inc	3,593.72	4,974.00			8,567.72
002571	Welch Packaging Elkhart Inc	8,415.06				8,415.06

Vendor State Report Card

Payments made in excess of 2,501 to Vendors for date span 01/01/2017 through 12/31/2018

Note: Report Includes the first 250 that meet these specifications

Vendor	Payee Name	General Fund Amount	Capital Projects Fund Amount	Transportation Fund Amount	Bus Replacement Fund Amount	Total Amount
002936	Kaplan Early Learning Co	1,308.28	6,989.82			8,298.10
005512	Potuck Mark	4,000.00	4,250.00			8,250.00
004258	J W Pepper & Son Inc	8,156.55				8,156.55
009626	Sweetwater Sound	1,436.30	6,714.96			8,151.26
006843	Safe Hiring Solutions	8,150.10				8,150.10
007153	Davidhizar Tina	8,145.49				8,145.49
006827	School Nurse Supply Inc	8,063.56				8,063.56
001013	Pearson Education Group	8,034.40				8,034.40
010535	Playworld Systems Inc		7,976.43			7,976.43
003743	Unique Furniture Inc	1,133.00	6,831.60			7,964.60
003864	Nasco	3,327.54	4,636.96			7,964.50
011384	Background Investigation	7,802.50				7,802.50
009452	LEGO Education	7,688.88				7,688.88
002747	Educational Services Co	7,600.00				7,600.00
009774	South Bend Mental Health Ass	7,500.00				7,500.00
250	Vendor(s)	38,993,982.41	19,609,025.73	4,997,146.01	3,317,520.00	66,917,674.15

Statement of Indebtedness
Calendar Year 2017

Indebtedness	Principal Outstanding
Temporary Loans	
School Bonds	
Emergency Loans	
School Bus Loans	
Holding Company - Public and Private	48,972,075.00
Veterans' Memorial Loans	
Common School Loans	3,696,291.86
Indiana Bond Bank/Anticipated Notes	
Retirement/Severance Bond Debt	25,210,000.00
Bank Loans or DLGF Approved Debt	
Qualified School Construction Bonds (ARRA)	
Qualified Zone Academy Bonds (ARRA)	
TOTAL	77,878,366.86
Outstanding Encumbrances - All Funds (Include purchase orders, vendor contracts, letters of commitment, leases)	5,475,948.40



BUSINESS OFFICE

PHONE: 574-262-5563



ELKHART COMMUNITY SCHOOLS

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

I hereby certify that the annual financial report is true and accurate in every respect to the best of my knowledge and belief. I further certify that all contracts, vouchers, and bills for all payments made by the school corporation are in its possession and open to public inspection.

Date: July 24, 2018

Signature _____

Secretary

Board of School Trustees

Elkhart Community Schools

2720 California Road

Elkhart, Indiana 46514



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

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

FROM: KEVIN SCOTT

DATE: JULY 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 Extra Curricular Account	Sound System Sweetwater Sound	\$2,413.37

Elkhart Community Schools
Proposed School Fundraising Activities
July 10, 2018, Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
Memorial Volleyball, Memorial Golf and West Side Volleyball teams	Team members will be selling buckets of laundry and dish soap to family, friends and co-workers. Proceeds will be used to purchase spirit packs of shoes and practice t-shirts.	7/28/2018 - 8/13/2018	7/11/2018	Jacquie Rost, Todd King, Lindsey Cox
Memorial Boys and Girls Cross-Country	A Run-A-Thon will be hosted. Students will collect pledges and then do a tag-team run of 20 miles with each student completing 10 miles. Proceeds will be used to purchase team shirts, team sweats and help cover the cost of what some athletes may not be able to afford such as shoes.	8/25/2018	7/11/2018	Adam Homo
	Please note the following fundraiser is presented for confirmation only.			

Medical Plan Experience

June 2018

	<u>Cur Mo</u>	<u>Cur Mo</u>	<u>Pr Yr</u>	<u>Chg</u>	<u>YTD Cur</u>	<u>YTD Pr</u>	<u>Chg</u>
UMR Medical	\$ 730,444	\$ 649,203	\$ 81,241	\$ 3,841,142	\$ 5,147,705	\$ (1,306,563)	
UMR Rx	\$ 187,313	\$ 194,166	\$ (6,853)	\$ 764,198	\$ 802,424	\$ (38,226)	
Less Amt Above Stop Loss	\$ (23,749)	\$ (55,325)	\$ 31,576	\$ (23,749)	\$ (662,230)	\$ 638,481	
Total	\$ 894,008	\$ 788,044	\$ 105,964	\$ 4,581,590	\$ 5,287,899	\$ (706,309)	
Expected	\$ 924,199	\$ 935,837	\$ (11,638)	\$ 5,546,084	\$ 5,622,664	\$ (76,580)	
Claims vs. Expected	\$ (30,191)	\$ (147,793)	\$	\$ (964,494)	\$ (334,765)		

GUIDELINES FOR SECONDARY SCHOOL ATHLETICS

A. PURPOSE AND PHILOSOPHY

1. Purpose

- a) To encourage students involved in athletic activities to develop a wholesome and healthful lifestyle.
- b) To foster self-discipline.
- c) To communicate rules and regulations in a clear concise manner.
- d) To publish and distribute the rules and regulations so they are readily available to students, parents and staff.
- e) To provide coaches with guidelines so rule enforcement is done fairly and equally throughout the school district.

2. Philosophy

Interscholastic athletics are an integral part of the school system's educational programs and offers students a means to help develop self-discipline, accept responsibility, and make decisions to prepare for the adult world. Athletics will also help students to develop a social conscience as well as intellectual faculties. We believe learning is a never-ending process and athletic involvement helps to develop a positive set of values to guide young people through life.

B. RESPONSIBILITIES

Involvement and association with athletics is a privilege. This privilege is extended to all students, provided they are willing to assume certain responsibilities.

A student must be willing to make necessary sacrifices in order to be a credit to himself/herself. This can be done by

1. achieving academically by first being a good student;
2. exhibiting high standards of social behavior;
3. displaying positive sportsmanship;
4. respecting other athletes, cheerleaders, officials, spectators, and those in authority;
5. being cooperative;
6. maintaining a good appearance including cleanliness and good grooming;
7. using language which reflects well on self, family, and school;
8. being a positive leader by example, words, and/or actions; and
9. complying with the rules to be in good standing at the completion of the sport season (the last contest or the awards program, whichever comes later).

C. ELIGIBILITY

1. All students, as outlined by IHSAA, must have a completed school-approved physical examination form on file before practicing and must be in good standing with the school.
2. Students must have a signed form on file ~~indicating~~ **indicating** their parents/guardians have read the material on concussions/cardiac arrest, insurance release form, guidelines agreement, and drug waiver which are provided

to each student with an athletic physical examination packet. Students are not allowed to participate in athletics until these forms are on file.

3. High school students must have earned passing grades in ~~five (5)~~~~six (6)~~ seventy (70%) percent or more full-credit semester subjects during the previous grading period and must be currently enrolled in ~~five (5)~~~~six (6)~~ seventy (70%) percent or more full credit subjects.
4. Middle school students must be passing six or more classes at grade check time.

D. GENERAL RULES

The principal shall enforce all rules and regulations as described in "Guidelines for Good School Order" and "School Rules for Student Conduct." The rules stated herein are in additions to the aforementioned rules.

All rules regarding behavior and/or training as outlined in IHSAA regulations apply.

The use of alcohol, tobacco, and certain other drugs are regarded as detrimental to good health and are illegal; therefore, all participants are expected to establish habits which would extend throughout the year (12 months), including in-season during school, out of season during school, and summer.

The following general rules for participants have been established:

1. A participant shall not violate local and state laws, IHSAA regulations, nor the Elkhart Community Schools' "Guidelines for Good School Order," "School Rules for Student Conduct," the "Guidelines for Secondary School Athletics," and the "Substance Abuse Testing Program for High School Student Athletic Participants and Student Drivers."
2. A participant must attend at least one-half day of school on the day in which they participate in competition, performance, or practice unless excused by the principal or designee.
3. A participant shall not engage in an act of hazing. Hazing will be considered to be any act of initiation into any organization, group, activity, or social entity which causes or creates a substantial risk of causing mental, emotional, or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing will not diminish the inappropriateness of an act of hazing.
4. A participant shall not possess or use tobacco products.
5. A participant shall not consume or be in possession of alcoholic beverages (except at religious services and then only when no school-related activity follows later that day).
6. A participant shall not knowingly misuse or distribute any prescription drug or knowingly possess, use, distribute, or be under the influence of any Controlled Substance, including, but not limited to, any anabolic steroid, hallucinogenic, narcotic, depressant, stimulant, and any pure or adulterated form of marijuana, opium, or cocaine. Nor shall any participant possess, use, or distribute paraphernalia for use of such substances. Use of a substance as prescribed by a licensed practitioner shall not constitute a violation of this rule.
7. A participant shall not be present at a place where alcohol is being illegally consumed or possessed or where a Controlled Substance (see D-6) is being illegally possessed, used, misused, or distributed.

E. PROCEDURE FOR ALLEGED VIOLATIONS

Any alleged violation of the above general rules shall be reported first to the principal, designee, or athletic director, and then is to be followed by an investigation by the (in-season) coach, athletic director, and principal. If the student is found to be in violation of the rules, the following disciplines will result:

1. When information regarding an alleged violation of criminal law comes to the attention of the school, or following an arrest of any student participant, an investigation will be made by the coach, athletic director, and/or principal. A student may be excluded from participation pending the school's investigation. Discipline will be determined by the results of the school's investigation.
2. Any student participant who is convicted of a felony or is adjudicated for an equivalent offense shall be excluded from participation for one full year (12 months) following the date the offense was adjudicated or the date the school discipline associated with the violation was begun, whichever occurs first. Conviction/adjudication of a misdemeanor (other than a drug substance offense) or admission to any criminal act shall be subject to discipline by the coach, athletic director, and/or principal.
3. Participants in violation of other rules and regulations not governed by the Guidelines for Secondary School Athletics will be governed by decisions of their respective coach, athletic director and/or principal.
4. Other than situations covered in E-2, on the first offense in violation of Section D-4, 5, 6, 7, or 8, the student will be excluded from contest participation for a minimum of 1/3 of the contests (include one IHSAA tournament contest) for the present or next sport. If an exclusion period includes a fraction of an athletic contest and that fraction is .5 or higher, the athlete will not be allowed to participate in any part of that contest. If the fraction is lower than .5, then the athlete will be allowed to participate in the entire contest. If the violation occurs in the last 1/3 of the sport season, the athlete will not be considered in good standing and therefore will forfeit all awards for that sport season, which ends following the last contest or awards program, whichever comes later. If the violation occurs at a time other than during the last 1/3 of the season, and the athlete qualifies for any awards, the awards may be given subject to the approval of the head coach and the athletic director.

When a student self reports within one (1) school day of the violation, the athlete will be removed from practice for the first week of the exclusion period. Following the first week, practice for the athlete will be at the discretion of the head coach. When it is determined the student has been truthful about the violation from the beginning of the investigation, the one week practice exclusion will be waived and the penalty for exclusion from participation will be reduced by 50%.

A review of relevant factors, including an addictions assessment, may be held by the coach, athletic director, parent(s), and principal. Following the meeting a decision regarding return to participation will be made by school personnel.

5. Students using, misusing, and/or abusing drugs are encouraged to participate in an addictions assessment program and any follow-up therapy recommended. Voluntary participation in addictions assessment/drug treatment, not in connection with any known violation of these guidelines, will not be cause for exclusion from participation.

6. When there have been two or more offenses at the middle school or at the high school, in violation of Section D-4, 5, 6, 7, or 8, the athlete will be excluded from all athletic participation for one full year (12 months).

F. APPEAL PROCEDURE

Any excluded participant may appeal a decision of exclusion. Appeals will be reviewed by the superintendent or designee. Parent(s) of the student or the student must notify the superintendent, in writing, of the desire for a conference within five (5) school days of the decision to exclude.

| ~~May 12, 2015~~ July 24, 2018

policy

PERMANENT SUBSTITUTE TEACHERS' COMPENSATION PLAN

Section 1. PERMANENT SUBSTITUTE TEACHER'S SALARY SCHEDULE

- A. The Board of School Trustees hereby adopts the following wage schedule for those classified professional employees to be effective August 2, 2016. In addition, the three percent (3%) employee contribution to PERF will be paid by Elkhart Community Schools.

Substitute with Bachelors Degree and Substitute Permit	Substitute with Substitute Permit only	<u>Substitute with Indiana Teacher's License</u>
\$140.00 per day 180 days \$25,200.00	\$130.00 per day 180 days \$23,400.00	<u>Daily Rate Based on Experience Pursuant to Hiring Schedule</u>

Section 2. FRINGE BENEFITS

- A. Income Protection and Annuities

The Elkhart Community Schools provides the opportunity for regular classified employees to purchase income protection and tax-sheltered annuities. This is done by specifications and through a company or broker approved by the Board of Schools Trustees of the Elkhart Community Schools.

- B. Insurance

In addition to the basic salary schedule, the Elkhart Community Schools contributes toward a policy for each regular classified employee who is a member of the group hospitalization, major medical and life insurance program approved by the Board of School Trustees. Effective January 1, 2015, the Board will pay \$5,500 (for single, full-time coverage), \$4,400 (for single, half-time coverage), \$11,000 (for family, full-time coverage), \$8,800 (for family, half-time coverage), or \$11,275 (for family, full-time coverage, both employed) of the premium cost of such group plan. The employee may select one or the other plan provided by the Board.

policy

The amount of life insurance coverage is an amount equal to the employee's annual salary or wages rounded up to the next thousand dollars. The Board will contribute ninety percent (90%) of the premium cost of a group long-term disability insurance policy for employees who work thirty (30) or more hours per week.

C. Change in Classification

When any classified employee is employed in another classified employee group, all comparable benefits will remain in effect. Years of accrued service and accumulated benefit days will continue, subject to Board Policy GDJ.

Section 3. ABSENCES

When unable to report for work, it is the employee's responsibility to notify and give the reason for absence to his or her immediate supervisor as soon as possible. This notice is to be given at least one-half (1/2) hour before the time that the employee regularly reports for work. Upon return to work, the employee shall file a report of absence. Deductions for absence will be made at the daily rate unless covered by an absence policy. (No absence report is necessary on emergency closing days when pay is not to be received.)

All classified employees employed four (4) or more hours are entitled to certain illness and leave benefits. Absences for all classified personnel in addition to the days to which they are entitled shall be considered to be unexcused, except those for which prior approval has been granted. Any absence of an employee may, at the discretion of the employer, be subject to proper and sufficient verification satisfactory to the employer. Three (3) days' unexcused absences in any one school year shall be considered excessive and shall be grounds for suspension or termination. Upon written request received by the appropriate administrator, at least two (2) weeks in advance (except in emergencies), unpaid absences of five or less consecutive working days may be approved. The best interests of the school corporation will be considered.

Section 4. PERSONAL ILLNESS/FAMILY ILLNESS ABSENCES AND LEAVES

Personal Illness/Family Illness Absence

Regular school-year classified employees will be allowed the number of hours equal to one (1) workday per month of employment for personal illness/family illness leave.

policy

Any unused hours will accumulate as illness absence to a total of the number of hours equal to one hundred twenty (120) workdays. Use of accumulated sick leave by a school-year employee terminates at the close of the school year. It cannot be used again unless the employee is employed for the following school year or employed at a later date.

The Elkhart Community Schools may request a doctor's approval to return to work following an illness.

Family Illness

"Immediate family" shall be interpreted as spouse, children, sister, brother, mother, father, mother-in-law, father-in-law, sister-in-law, brother-in-law, grandparents, grandchildren, daughter-in-law, son-in-law, or any other members of the family unit living in the same household. "Family Unit" shall mean any person related to the employee, genetically or by marriage, or any person for whom the employee is the legal guardian.

Job-Related Injury

An employee injured in the performance of his or her duties is eligible for Worker's Compensation. The employee is required to complete an injury report form on the day of the injury and to visit the designated medical facility as directed by the employer. Time required for the employee to recuperate from any personal injury arising out of and in the course of employment responsibility shall be governed by Indiana laws regarding Worker's Compensation. Worker's Compensation benefits will begin after seven (7) calendar days at a rate of sixty-six and two thirds percent (66-2/3%) of the employee's average wage rate. The employee's share of the health/life insurance premium must be paid in advance to the Business Office or insurance will be terminated. An employee may receive full pay by using available illness absence, personal business, and/or vacation benefits.

Section 5. BEREAVEMENT

Employees shall be entitled to be absent from work without loss of compensation on account of death in the immediate family for a period extending not more than seven (7) consecutive calendar days immediately beyond each death.

"Immediate family" is defined as father, mother, brother, sister, spouse, child, grandfather, grandmother, grandchild, father-in-law, mother-in-law, sister-in-law,

policy

BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS

PERSONNEL

Proposed Revised 3422.15S/page 4 of 5

brother-in-law, son-in-law, daughter-in-law, or any other member of the family unit regularly living in the same household as the employee.

Up to one (1) day's absence shall be granted without loss of compensation to attend the funeral of another relative.

When requested, additional bereavement day(s) with or without pay may be granted by the Superintendent or designee.

Section 6. MILITARY LEAVE

A leave of absence may be granted by the Board of School Trustees on the recommendation of the Superintendent to any regular employee who may be required or shall elect to enter the military service.

This will permit the employee to return to take a comparable position after he or she receives an honorable discharge.

An employee who, as a reserve member of the armed forces of the United States or of the National Guard, is called on to receive temporary military training shall be entitled to temporary leave of absence not to exceed fifteen (15) days in any one (1) calendar year. Such absence shall result in no loss of wages. When the employee has received the military pay he/she shall present the check or a copy of the check to the payroll office, whereupon a deduction equal to the per diem pay will be made for each day of paid absence from the next payroll check. Upon return from temporary training or leave, the employee will be restored to a comparable position without loss of vacation, sick leave, or other benefits of employment.

Section 7. JURY AND WITNESS DUTY PAY

A. Jury Duty

All Permanent Substitute Teachers will be granted excused absence when they are subpoenaed to serve on the jury. Such absence shall result in no loss of wages. When the employee has received her/his jury duty check, the check or copy of the check shall be presented to the payroll office, whereupon a deduction equal to jury duty pay will be made from the next payroll check.

policy

B. Witness Duty

In the event an employee is subpoenaed to serve as a witness, except in cases noted below, and gives testimony before a court of law or governmental administrative agency, the employee shall be granted absence to witness for the time during the working day which the employee is required to be present. Such absence, up to three (3) days for any one case, shall result in no loss of wages. For cases involving extended absence to witness, the superintendent may grant additional days with pay, with substitute deduction where applicable, or without pay. When the employee is in receipt of his/her witness duty check, a copy of the check shall be presented to the payroll office, whereupon a deduction equal to witness duty pay will be made from the next payroll check. The employee will not be paid when such testimony is given in any employee relations related litigation involving the employer or any other school employer, unless the employer subpoenas the employee to testify.

Section 8. HOLIDAYS

Permanent Substitute Teachers shall be paid for the following holidays when they occur on days which they would have worked if it were not for that special day, subject to the provisions above:

- Martin Luther King, Jr. Day
- Presidents Day
- Memorial Day
- Labor Day
- Thanksgiving Day and Friday following (2 days)
- Christmas Day (if celebrated on a weekend, it will be a paid holiday on the Friday preceding or the Monday following)

| ~~January 1, 2017~~ July 24, 2018



INSTRUCTIONAL LEADERSHIP

PHONE: 574-262-5559



ELKHART COMMUNITY SCHOOLS

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

June 5, 2018

TO: Board of School Trustees
FROM: William Kovach
RE: New Course for (2018-19 school year):

Film Literature HS0531

Essential Questions and Standards

Film Literature Essential questions:

How is literature interpreted and adapted to film and media?

How does film influence culture?

How are literary techniques translated to the screen?

What are the limitations of film vs written content?

How do films portray the human condition?

How do films portray the roles of men and women?

How do films portray the roles of various ethnic or cultural minorities in the past and in the present?

Standards:

11-12.ML.1 Critically analyze information found in electronic, print, and mass media used to inform, persuade, entertain, and transmit culture.

11-12.ML.2.1 Evaluate the intersections and conflicts between visual and verbal messages, and recognize how visual techniques or design elements carry or influence messages in various media.

11-12.ML.2.2 Analyze the impact of the media on the public, including identifying and analyzing rhetorical and logical fallacies.

11-12.RL.4.1 Analyze multiple interpretations of a story, play, or poem, evaluating how each version interprets the source text and the impact of the interpretations on the audience.

11-12.RL.4.2 Analyze and evaluate works of literary or cultural significance in history (American, English, or world) and the way in which these works have used archetypes drawn from myths, traditional stories, or religious works, as well as how two or more of the works treat similar themes, conflicts, issues, or topics

11-12.RL.2.1 Cite strong and thorough textual evidence to support analysis of what a text says explicitly as well as inferences and interpretations drawn from the text, including determining where the text leaves matters uncertain.

11-12.RL.2.2 Compare and contrast the development of similar themes or central ideas across two or more works of literature and analyze how they emerge and are shaped and refined by specific details.

11-12.RL.2.3 Analyze the impact of the author's choices regarding how to develop and relate elements of a story or drama (e.g., where a story is set, how the action is ordered, how the characters are introduced and developed).

11-12.W.1 Write routinely over a variety of time frames for a range of tasks, purposes, and audiences; apply reading standards to support analysis, reflection, and research by drawing evidence from literature and nonfiction texts.

WHERE LEARNING HAS NO LIMITS

11-12.W.4 Apply the writing process to plan and develop; draft; revise using appropriate reference materials; rewrite; try a new approach, focusing on addressing what is most significant for a specific purpose and audience; and edit to produce and strengthen writing that is clear and coherent.

11-12.SL.4.1 Present information, findings, and supporting evidence, conveying a clear and distinct perspective, such that listeners can follow the line of reasoning, alternative or opposing perspectives are addressed, and the organization, development, substance, and style are appropriate to purpose, audience, and a range of formal and informal tasks.

11-12.SL.4.2 Create engaging presentations that make strategic and creative use of digital media (e.g., textual, graphical, audio, visual, and interactive elements) to add interest and enhance understanding of findings, reasoning, and evidence.

Assessments

Quizzes

Tests

Essays / Responses: interpretation, persuasion, description

Final product: student film demonstrating practical understanding and proficiency in course content

Student Activities

Read fiction and nonfiction texts

Screen full length and short films and documentaries

Analyze written and film texts in short answers and essays

Create original content using iMovie

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

FILM LITERATURE 1034 (FILM LIT) Film Literature, a course based on the Indiana Academic Standards for English/Language Arts, is a study of how literature is adapted for film or media and includes role playing as film directors for selected screen scenes. Students read about the history of film, the reflection or influence of film on the culture, and issues of interpretation, production and adaptation. Students examine the visual interpretation of literary techniques and auditory language in film and the limitations or special capacities of film versus text to present a literary work. Students analyze how films portray the human condition and the roles of men and women and the various ethnic or cultural minorities in the past and present. Prerequisites: English 9 Credits: 1 semester course, 1 credit per semester Required resources: student iPad, iMovie app

Student needs met by this course

Students will use critical thinking to analyze visual and written texts. Students will be able to understand the history and language of visual texts, and compare it to the literary devices used in written texts. Students will be familiar with common themes, archetypes, and techniques used across mediums, as well as their differences and limitations. Students will be proficient with iMovie and show their learning by creating original works.

College and Career Pathway

Arts, AV Technology and Communication

Data to support the demand for this course

This is a new course that has just been introduced to the counseling staff, and already there are 20 + students asking to join

Expected improved outcome

Students will be able to use critical thinking skills when analyzing the content and historical significance of visual texts. Students will be able to historically contextualize elements and language of visual texts, and



compare these to the literary devices used in written texts. Students will be able to recognize common themes, archetypes, and techniques used across mediums, as well as their differences and limitations. Students will be proficient with iMovie and show their learning by creating original works.

REQUIRED RESOURCES

Software/Hardware:

Hardware:
Screen / projector
DVD / blu ray player
Student iPads

Digital content:

Films purchased via iTunes or alternate
Films on DVD or blu ray
Texts acquired via Elkhart Public Library ecard

Materials/Supplies:

Various texts / assignments printed using campus printer
student iPads

Printed material, text:

Various online articles and texts
Full length films
Film shorts

THE OPPORTUNITY COST AND INSTRUCTIONAL CAPACITY:

Opportunity cost: N/A as of now
Instructional capacity: 30 students/ class

State Subject Code:

1034

Is the course eligible for Dual Credit? (Yes/No)

No

Number of credits per semester:

1

Graded? (Yes/No)

Yes

GPA? (Yes/No)

Yes

GPA Added Value (weighted)? (Yes/No)

No

Credit Type for Graduation Progress:

Elective



Additional comments:

None



Course Number Assignment Form

Please furnish all information for new courses. For title changes to existing courses, list the existing course number and new title.

Course Number	Course Title (State Course Title if applicable)	State Subject Code	Eligible For		Credit	GPA	GPA	GPA	Credit Type for Graduation Progress	Comments
			Dual Credit (Y/N)	Graded (Y/N)						
HS0531	Film Literature	1034	No	1	Yes	Yes	No	Elective		

All course titles must match the state approved list. If a state waiver has been granted, please note the course number and approval date below.

Assistant Superintendent for Instruction

W. Kovach

6/5/12

Date

Following approval forward to the Business Office, Curriculum and Instruction, and Data Processing.

Software/Hardware:

Dr. Java - any platform that allows for coding Java, C++, Python

Digital content:

More info to come after curriculum meeting

Materials/Supplies:

Computers/books

Printed material, text:

More info to come after curriculum meeting

THE OPPORTUNITY COST AND INSTRUCTIONAL CAPACITY:

One class period - 25 seats

State Subject Code:

4803

Is the course eligible for Dual Credit? (Yes/No)

No

Number of credits per semester:

1

Graded? (Yes/No)

Yes

GPA? (Yes/No)

Yes

GPA Added Value (weighted)? (Yes/No)

No

Credit Type for Graduation Progress:

Counts as a Directed Elective or Elective for all diplomas

Additional comments:

We will build the curriculum this summer.



Course Number Assignment Form

Please furnish all information for new courses. For title changes to existing courses, list the existing course number and new title.

Course Number	Course Title (State Course Title if applicable)	State Subject Code	Eligible For		Credit	Graded (Y/N)	GPA (Y/N)	GPA Added Value (weighted)	Credit Type for Graduation Progress	Comments
			Dual Credit (Y/N)	Y/N						
4803	Into to Computer Science	n/a	No	1	Yes	Yes	No	a Directed Elective or all diplomas	We will build the curriculum this summer.	

All course titles must match the state approved list. If a state waiver has been granted, please note the course number and approval date below.

Business & International Relations Pathway

W. K. ...

Assistant Superintendent for Instruction

5/24/12
Date

Following approval forward to the Business Office, Curriculum and Instruction, and Data Processing.



INSTRUCTIONAL LEADERSHIP

PHONE: 574-262-5559



ELKHART COMMUNITY SCHOOLS

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

May 31, 2018

TO: Board of School Trustees
FROM: William Kovach
RE: New Course for (2018-19 school year):

Peer Tutoring HS9661 / HS9672

Essential Questions and Standards

The course provides a balance of class work relating to the development of and use of: (1) listening skills, (2) communication skills, (3) facilitation skills, (4) decision-making skills, and (5) teaching strategies.

Assessments

teacher observation , journaling, small group discussion and problem solving

Student Activities

peer tutoring, lesson presentation

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

Peer Tutoring provides high school students with an organized exploratory experience to assist students in kindergarten through grade twelve (K-12), through a helping relationship, with their studies and personal growth and development. The course provides opportunities for the students taking the course to develop a basic understanding of individual differences and to explore career options in related fields. Peer Tutoring experiences are preplanned by the teacher trainer and any cooperating teacher under whom the tutoring is to be provided. It must be conducted under the supervision of a licensed teacher. The course provides a balance of class work relating to the development of and use of: (1) listening skills, (2) communication skills, (3) facilitation skills, (4) decision-making skills, and (5) teaching strategies.

Student needs met by this course

The course provides opportunities for the students taking the course to develop a basic understanding of individual learning differences, about basic teaching strategies and to explore career options in related fields.

College and Career Pathway

education - HUMAN SERVICES

Data to support the demand for this course

From informal observation and conversation, students have shown an interest in trying out some teaching skills and the opportunity to be helpful in a subject of their choice, if this course was made available.

WHERE LEARNING HAS NO LIMITS

Students would like to have education experiences, but don't have room for the more robust Exploratory Teaching course.

Expected improved outcome

This is two-fold. We anticipate students earning some insight as to whether a career in education is something that interests them. It also adds to the services that we provide students in those courses where Peer Tutors would be placed. The option of asking a knowledgeable upperclassman rather than the teacher could be very helpful.

REQUIRED RESOURCES

Software/Hardware:

none

Digital content:

none

Materials/Supplies:

none

Printed material, text:

none

THE OPPORTUNITY COST AND INSTRUCTIONAL CAPACITY:

Because this course would be offered similarly to student assistants, it is really only limited by the number of teachers willing to take on the responsibility of hosting a peer tutor.

State Subject Code:

0520

Is the course eligible for Dual Credit? (Yes/No)

No

Number of credits per semester:

1

Graded? (Yes/No)

Yes

GPA? (Yes/No)

Yes

GPA Added Value (weighted)? (Yes/No)

No

Credit Type for Graduation Progress:

elective

Additional comments:

Students will apply to the course and interested teachers will choose from applicant pool.



Course Number Assignment Form

Please furnish all information for new courses. For title changes to existing courses, list the existing course number and new title.

Course Number	Course Title (State Course Title if applicable)	State Subject Code	Eligible For		Credit	Graded (Y/N)	GPA (Y/N)	GPA Added Value (weighted)	Credit Type for Graduation Progress	Comments
			Dual Credit (Y/N)							
HS9661 / HS9672	Peer Tutoring	520	No		1	Yes	Yes	No	Elective	

All course titles must match the state approved list. If a state waiver has been granted, please note the course number and approval date below.

Assistant Superintendent for Instruction W. Forward Date 6/6/18

Following approval forward to the Business Office, Curriculum and Instruction, and Data Processing.

August 14, 2012

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.
Secured School Safety Grant Program	Indiana Department of Homeland Security	All Elementaries and Technology	James Snyder	\$50,000.00 Matching	Added server in technology so we can add cameras with audio to all Elementary School Offices. The remaining funds will be divided amongst the Elementary Schools for additional cameras on the interior of the each building.	Student and staff safety is a top priority for the district and this adds another layer of safety for everyone. The additional server will allow us to continue to add cameras without bogging down the system. The camera with audio in the office will allow us to monitor students, staff and visitors as they are coming and going from the building using the office.	\$11,349.00 for server \$85,400.00 for camera equipment \$3,250.00 for additional interior cameras
School Violence Prevention Program	Community Oriented Policing Services	Safety, Security, and Risk Management	James Snyder	Varies	The grant funds will be overseen by James Snyder and Student Services. The grant funds will be used to fund up to 75% of the cost for training for local law enforcement in preventing student violence. The grant can also be used to purchase metal detectors, lighting, locks. or other deterrent methods.	Overall, I think this grant gives us the opportunity to get better and more advanced training for the Officers that work in our schools when it comes to preventing and dealing with school violence.	I would like to use a large amount of the funds for additional training of Officers that work the school so they have a better understanding of dealing with issues within a school setting. I would also look at potential security improvements related to lighting and areas of issues. I would look at adding additional lighting in areas that we have cameras on the exterior of the building to help catch and hold people accountable that violate law or school policy.
Threat Assessment and Technology Reporting Program	Bureau of Justice Assistance	Safety, Security, and Risk Management	James Snyder	Varies	The grant will be overseen by Safety, Security, and Risk Management. The grant will be used to securing funding for forming a threat assessment team and assuring we have the proper technology for the team to assess the threats.	Safety and security of staff and students are a top priority and with the funds we would be able to form and train a threat assessment team to deal with situations that arise in any building. The funds would also allow us to have the proper technology so we can evaluate and properly deal with the threat and those that are involved.	The funds would be used to form the team and also get them any training that may be needed. With the additional funds we would be able to look at technology pieces so we are more aware of the threats, who is involved, and also how we are going to deal with the threats.
N/A Governor Holcomb offering free metal detectors for schools	Safety, Security, and Risk Management	All	James Snyder	50 free handheld metal detectors	There is no monetary amount to be given. The Governor is offering free handheld metal detectors to school districts to use as needed. James Snyder will oversee the issuing of the metal detectors to each of the schools. The offer is for one handheld metal detector per 250 students.	This is another tool that Elkhart Community Schools can have to assure the safety and security of staff and students. I don't intend for the metal detectors to be used on a daily basis, but more as needed if there is a threat or concern.	We asked for 50 metal detectors to go with the five we already have. I would like to issue two each to schools with high student numbers and at least one to every school. I think high schools and junior highs would get at least two and other schools at least one.

technology. The grant would require some research regarding the population of Elkhart to determine how much funding ECS would be eligible for if awarded the grant. ECS could potentially receive anywhere from \$100,000 up to \$1 million. I am seeking the Board's approval to submit this grant application.

Again, I apologize for not requesting prior approval for the submission of the Indiana Department of Homeland Security grant. I hope you will consider the confirmation and acceptance of the one grant, and approve the submission of the other two grants.

Thank you for your time and consideration.

JS/dls



School Name	Organization Name	Project Title	Grade(s)	Number of Students Impacted	Approved for Funding
Elkhart Memorial	Girls Basketball	Training and Outfitting Excellence	7-12	65+	\$3,700
Elkhart Memorial HS	Boys Soccer	Help us Play! and "Help us Eat!"	9-12	20	\$800
Mary Feeser	Elkhart Community Schools	Peaceful Playground	K-6	600	\$4,000.00
Elkhart Central	Boys Soccer	Team Warm-up Jerseys	9-12	38	\$700.00
Elkhart Central High School	Softball	Softball Pitching Machine	5-12	100+	\$2,768.85
Elkhart Central High School	Cross Country Team	Cross Country Player Packs	9-12	40	\$2,500
Elkhart Memorial	Memorial Volleyball	EMVB Purdue Team Camp	9-12	3-5 directly and 25-30 indirectly	\$900
Memorial High School	Unified Track/EMHS Athletic Department	Unified Track State Champion Rings	9-12	18	\$800
Elkhart Central High School	Elkhart Art Cafe	Elkhart Art Cafe	K - 12	100	\$3,500
Elkhart Memorial High School	EMHS Theatre	One for the Money, Two for the Show	9-12	50+/-	\$3,500
Elkhart Memorial High School	Academic Competition Teams	Charging Minds	9-12	~50	\$1,500
					\$24,669

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: July 19, 2018
 TO: Mr. Mark T. Mow, Interim Superintendent
 FROM: Dr. Bradley Sheppard *BWS*
 RE: **Conference Leave Requests**
July 24, 2018 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2017 - 2018 CONFERENCES	EXPENSES	SUBSTITUTE
<p>PROFESSIONAL LEARNING COMMUNITIES AT WORK</p> <p>This conference will cover the following areas: focus on learning, build a collaborative culture and results orientation.</p> <p>Lincolnshire, IL</p> <p>July 30 - August 1, 2018 (0 to 3 day's absence)</p> <p>MACKENZIE BONTRAGER - HAWTHORNE (0-0) MIQUE BUCK - FEESER (0-0) ELIZABETH DEMEESTER - HAWTHORNE (0-0) KRISTIN DUTTON - ELKHART ACADEMY (0-0) MELINDA EHMER - EASTWOOD (0-0) TERVONDA GOINS - PINWOOD (0-0) ELIZABETH HAUSBACH - ESC (0-0) JOSHUA HREN - MEMORIAL (0-0) APRIL MAST - CLEVELAND (0-0) TIM MYERS - CLEVELAND (0-0) JOANN PAULSON - HAWTHORNE (0-0) TIMOTHY PEDLEY - BRISTOL (0-0) JEREMY ROHYANS - CLEVELAND (0-0) ALLYSA ROMANO - RIVERVIEW (0-0) SHALYNN TINKEL - HAWTHORNE (0-0) MICHELLE TROUTMAN - HAWTHORNE (0-0) ROBERT WOODS - ESC (0-0)</p>	<p>\$4,796.49</p>	<p>\$0.00</p>
<p>21ST CENTURY COMMUNITY LEARNING CENTER ANNUAL ORIENTATION</p> <p>This is a required orientation for 21CCLC grantees. The conference style orientation will feature sessions led by various community partners as well as specific sessions led by 21CCLC IDOE staff.</p> <p>Indianapolis, IN</p> <p>8/1/2018 (0 day's absence)</p> <p>LISA MCKEE - WEST SIDE (0-0)</p>	<p>\$213.50</p>	<p>\$0.00</p>

2018 COMMUNITY HEALTH INSTITUTE & EXPO	\$0.00	\$0.00
This conference will provide the opportunity to network with more than 2,000 Community Health Center decision makers who are responsible for providing quality healthcare to more than 25 million Americans. Orlando, FL August 24 - 26, 2018 (1 day's absence) ANTHONY ENGLAND - ESC (1-3)		
	\$5,009.99	\$0.00
2017 YEAR-TO-DATE GENERAL FUNDS	\$23,813.84	\$1,805.00
2018 YEAR-TO-DATE GENERAL FUNDS	\$16,507.98	\$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	\$168,035.56	\$3,990.00
2018 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$470,559.08	\$24,915.00

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



TO: MR. MARK MOW
FROM: MS. CHERYL WAGGONER
DATE: JULY 24, 2018

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **New Certified Staff** – We recommend the following new certified staff for employment in the 2018-19 school year:

Mackenzie Bontrager	Hawthorne/Grade 3
Tara Butler	Memorial/Social Worker
Amanda Corda	North Side/Social Studies
Peggy DeLanghe	Eastwood/Kindergarten
Stan Karagiannis	Elkhart Academy/Language Arts
Dana Lawdenski	Central/Science
Kent Miller	Central/Mathematics
Lindsey Morehouse	Roosevelt/Grade 3
Rychard Nagy	Osolo/Grade 6
Cheri Puetz	Pinewood/Grade 6
Debra Robinson	Hawthorne/Special Education
Caroline Stopiak	Monger/Physical Education
Shalynn Tinkel	Hawthorne/Academic Dean
Sharon Tipton	North Side/Science

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

James Wooten	Daly/Grade 5	22 Years of Service
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c. **Resignation** – We report the resignation of the following employees:

Philip Cartwright Began: 8/15/16	Daly/Grade 6 Resign: 6/8/18
Melissa Danner Began: 8/14/18	Central/Special Education Resign: 8/14/18
Katherine Greene Began: 12/12/12	PACE/Speech Pathologist Resign: 6/8/18
Francesca Hawkins Began: 1/3/16	Memorial/Special Education Resign: 6/8/18
Ann Jagla Began: 8/13/14	Memorial/FACS Resign: 6/8/18
Karen Kijak Began: 8/9/08	Central/Special Education Resign: 6/8/18
Stephanie Kimmerly Began: 8/22/05	Roosevelt/Assistant Principal Resign: 6/18/18
John Pletcher Began: 8/19/02	Central/Math Resign: 6/8/18
Nouri Marrakchi Began: 8/15/17	Memorial/ASL Resign: 6/8/18
Molly Merillat Began: 8/13/14	Daly/Kindergarten Resign: 6/8/18
Jacqueline Moore Began: 8/23/04	Feeser/Special Education Resign: 6/8/18
Kathy Nusbaum Began: 8/23/04	Central/Social Studies Resign: 6/8/18
Ryan Smaka Began: 8/20/01	Pinewood/Grade 6 Resign: 6/8/18
Victoria Toney Began: 8/14/18	ESC/Supervisor of Special Education Resign: 7/31/18
Aaron Turner Began: 1/4/15	Roosevelt/Grade 6 Resign: 6/8/18
Kristy Turner Began: 8/17/09	Beck/Behavior Support Resign: 6/8/18



CLASSIFIED

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

Thomas Doke Began : 06/14/07	Memorial / Maintenance Engineer Retire: 8/31/18
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Mark Firtl Began: 6/24/02	Building Services/Lead Electrician Retire: 7/31/18
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- b. **Resignation** – We report the resignation of the following classified employees:

Tara Butler Began: 4/11/16	Bristol / Social Worker Resign: 6/8/18
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Corey Mull Began: 11/30/17	Tech Services/Tech Support Technician Resign: 7/17/18
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- c. **New Hires** – We recommend regular employment of the following classified employees:

Curtis Hines Begin: 5/21/18	Central/Custodian PE: 7/16/18
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Joe Wilson Begin: 5/21/18	Central/ Services/Custodian PE: 7/16/18
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- d. **Unpaid Leave Request** – We recommend an unpaid leave of the following classified employee:

Sarah Troncoso Begin: 11/7/18	Transportation/Bus Driver End: 11/19/18
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HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: MR. MARK MOW
FROM MS. CHERYL WAGGONER
DATE: JULY 24, 2018

ADDENDUM TO PERSONNEL REPORT

CERTIFIED

- a. **Administrative Appointment** – The administration recommends confirmation of the following administrative appointments effective August 1, 2018:

Dr. Bradley Sheppard

Asst. Superintendent of Instruction

Dr. Dawn McGrath

Director of Special Services