

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

REVISED
November 13, 2018

Elkhart Community Schools
Elkhart, Indiana

November 13, 2018

CALENDAR

Nov	13	5:30 p.m.	Executive Session, J.C. Rice Educational Services Center
Nov	13	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Nov	20	7:00 a.m.	Public Work Session, J.C. Rice Educational Services Center
Nov	27	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Nov	27	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Dec	11	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Dec	11	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center

- A. CALL TO ORDER/PLEDGE
- B. THE ELKHART PROMISE
- C. INVITATION TO SPEAK PROTOCOL
- D. SUPERINTENDENT'S STUDENT ADVISORY COUNCIL REPRESENTATIVES
Central High School
Memorial High School
- E. GIFT ACCEPTANCE - The administration recommends Board acceptance with appreciation of recent donations made to Elkhart Community Schools.
- F. STUDENT RECOGNITION
Elementary Lacrosse Champions - Eastwood
- G. MINUTES
October 23, 2018 – Public Work Session
October 23, 2018 – Regular Board Meeting
November 8, 2018 – Special Board Meeting

H. TREASURER'S REPORT

Consideration of Claims

Recommendation and Award of 2018 EACC Annex Building Project – The Business Offices recommends Board approval of the bid award for the 2018 EACC Annex Building Project.

Recommendation and Award of Elkhart High School Addition and Renovation Project – The Business Offices recommends Board approval of the bid award for the Elkhart High School Addition and Renovation Project.

Extra Curricular Purchase - The Business Office seeks Board approval of an extra-curricular purchase request.

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

I. UNFINISHED BUSINESS

Board Policy 5460 – Graduation Requirements - The administration presents revisions to Board Policy 5460 – Graduation Requirements, as initially presented at the October 23rd regular meeting.

Administrative Regulation JC – School District Boundaries - The administration presents revisions to Administrative Regulation JC – School District Boundaries, as initially reviewed at the October 23rd regular meeting.

J. NEW BUSINESS

Supplemental Payments – The administration seeks Board authorization to provide supplemental payments to teachers.

Tentative Agreement - Consideration of a tentative agreement with the Elkhart Teacher’s Association (ETA) for a new collective bargaining agreement.

Redevelopment Commission Appointment

2019–2020 School Calendar – The administration presents the 2019-2020 School Calendar for initial consideration.

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

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

K. 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.

L. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

M. ADJOURNMENT



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: MR. MOW
BOARD OF SCHOOL TRUSTEES

FROM: CYNDY KEELING/ACCELL *CK*

DATE: NOVEMBER 1, 2018

RE: DONATION APPROVAL - EACC

Richard & Sandra Oakley of Bremen, IN have graciously donated an antique dinner bell to our school farm program. This is a cast iron bell that is a rare and unique part of farm family history. We are very fortunate to have this as part of our program. We will be using this bell not only as an educational piece, but also ring as we rotate students from exhibit to exhibit during our Ag Days and other educational forums held at the farm. This particular item has a value in excess of \$500.00

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

Richard & Sandra Oakley
18500 Shively Road
Bremen, IN 46506
574-784-8887
candmspot@msn.com



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: MR. MOW
BOARD OF SCHOOL TRUSTEES

FROM: CYNDY KEELING / ACCELL *ck*

DATE: NOVEMBER 1, 2018

RE: DONATION APPROVAL - EACC

Marge Newton-Skaggs & Newton Farms of Lakeville, IN has graciously donated two additional doe boar goats to our school farm program. These animals will be part of the foundation of farm's animal production. These are an incredibly generous gift by Newton Farms. They are huge supporters of youth and understand the importance of agriculture. The estimated value of these breeding animals to start our foundation herd is approximately \$2000.00.

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

Marge Newton-Skaggs
Newton Farms
21232 Surface Ave
Lakeville, IN 46536
skaggs_marge@gmail.com



COMMUNICATION DEPARTMENT

PHONE: 574-262-5569



ELKHART COMMUNITY SCHOOLS

EDUCATIONAL SERVICES CENTER

307 S MAIN STREET SUITE 400 • ELKHART, IN 46516

PHONE: 574-262-5500

To: Mark Mow, Board of School Trustees

From: Brenda Kolbe and Tony England

Date: October 25, 2018

Gift Approval – Whole Foods

Whole Foods has generously donated \$2,042.44 to Elkhart Community Schools. This donation will be used to help support the Lucille Wilcox Fund and William Miller Dental Fund. These two funds support students in urgent need of medical and dental assistance, and are managed by our school nurses. This donation was raised through Whole Foods' Community Giving Day on October 18, when 5% of the day's sales are donated to a local organization. Whole Foods in Mishawaka selected Elkhart Community Schools as the recipient of their recent Community Giving Day.

We are requesting approval from the Board of School Trustees to accept this donation and that appropriate letters of thanks are sent to:

Whole Foods Market - Midwest Support Office
Attn. Sarah Christensen, Marketing Manager
640 N LaSalle Street #300
Chicago, IL 60654

Whole Foods Market - Mishawaka
Attn. Rachel Yessa, Store Team Leader
4230 Grape Rd
Mishawaka, IN 46545

Thank you,

Brenda Kolbe
Director of Communication
Elkhart Community Schools

Tony England
Assistant Superintendent of Student Services
Elkhart Community Schools



MONGER ELEMENTARY SCHOOL

1100 HIVELEY AVENUE • ELKHART, IN 46517

PHONE: 574-295-4860



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: 11/7/18
TO: Mark Mow
Board of School Trustees
FROM: April Walker, Principal
RE: Donation Approval

Monger Elementary is requesting permission to accept a donation from Shoes That Fit/Nolan Gerwels family. The family would like to donate 75 pairs of shoes valued at \$3,000-4,000 to 3rd grader students and the boys basketball players at Monger Elementary.

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

Lee Kane/Shoes That Fit

c/o Nolan Gerwels Family

Att:

1420 N. Claremont Blvd

Suite 204 A

Claremont, California 91711

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

Elkhart Community Schools
Elkhart, Indiana

October 23, 2018

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

Place/Time

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

Roll Call

ECS Personnel Present:	Cary Anderson Tony England Shawn Hannon	Brenda Kolbe Mark Mow Frank Serge Doug Thorne
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The Board saw a demonstration from Brenda Kolbe, Director of Communication, on the new information being provided on the website regarding progress to one high school including construction updates and the various schools of study. Memorial High School Principal, Cary Anderson, and Central High School Principal, Frank Serge, discussed the preparations regarding curriculum and timelines for one high school.

Topics Discussed

The meeting adjourned at approximately 5:55 p.m.

Adjournment

APPROVED:

Karen S. Carter, President

Susan C. Daiber, Member

Douglas K. Weaver, Vice President

Rodney J. Dale, Member

Jeri E. Stahr, Secretary

Glenn L. Duncan, Member

Carolyn R. Morris, Member

Signatures

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
October 23, 2018

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

Place/Time

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

Roll Call

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

Call to Order

Director of technology integration, Wes Molyneaux, recited the Elkhart Promise.

The Elkhart Promise

Mrs. Carter discussed the invitation to speak protocol.

Superintendent's Student Advisory Council (SSAC) representative from Central High School (CHS) Rhea Kunder, a sophomore, introduced herself. In addition to SSAC, Ms. Kunder is on the varsity swim team and participates in the Future Problem Solvers club. Ms. Kunder's report included the following sports and music events: the football team plays Goshen on Friday; cross-country team member Lauren Dibley will compete at the State meet; girls' swimming has its first meet on November 6th; girls basketball is gearing up for their season; the orchestra had a successful string-fest in October; the Blazer brigade will compete at the ISSMA semi-state competition; and the first choir concert is November 28th.

SSAC Representatives

By unanimous action, the Board accepted with appreciation the following donations made to Elkhart Community Schools (ECS): on-going gifts to Roosevelt STEAM Academy from Crossroads Community Church including: two monthly breakfasts for staff PLC; time and materials for play areas; dinner and dessert for the Back to School Title 1 meeting; ice cream for monthly parent meetings; and pumpkins for first graders for science investigations and fall fun.

Gift Acceptance

By unanimous action, the Board approved the following minutes:
October 9, 2018 – Regular Board Meeting

Approval of Minutes

By unanimous action, the Board approved payment of claims totaling \$6,272,471.09 as shown on the October 23, 2018, claims listing. (Codified File 1819-44)	Payment of Claims
The Board received a financial report from Kevin Scott, chief financial officer, for the period January 1 – September 30, 2018. Mrs. Carter noted Account 800 School Lunch Fund has fallen further in arrears.	Financial Report
By unanimous action, the Board approved the 2019 Budget as presented by Mr. Scott at the October 9 th public hearing. (Codified File 1819-45)	2019 Budget
By unanimous action, the Board adopted the 2019 Bus Replacement Plan Resolution as presented by Mr. Scott at the October 9 th public hearing. (Codified File 1819-46)	2019 Bus Replacement Plan Resolution
By unanimous action, the Board adopted the 2019 Capital Projects Fund Plan Resolution as presented by Mr. Scott at the October 9 th public hearing. (Codified File 1819-47)	2019 Capital Projects Fund Plan Resolution
By unanimous action, the Board adopted the Tax Neutrality Resolution. (Codified File 1819-48)	Tax Neutrality Resolution
By unanimous action, the Board adopted the Resolution to Reduce Proposed Budget. (Codified File 1819-49)	Resolution to Reduce Proposed Budget
By unanimous action, the Board approved the following extra-curricular purchases: 111 polo shirts for West Side’s band and orchestra concert uniform in the amount of \$1,665; and dresses and vests for Memorial High School’s (MHS) choral and crimson singers in the amount of \$2,400.	Extra-Curricular Purchase Requests
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 1819-50)	Fundraisers
Mr. Scott provided the current insurance report stating this September was much better than last, and year-to-date reflects reduced costs.	Insurance Update
By unanimous action, the Board approved proposed revisions to Board Policy 5830 – Student Fundraising, as initially presented at the October 9 th regular meeting.	Board Policy 5830
The Board was presented proposed revisions to Board Policy 5460 – Graduation Requirements, for initial consideration. Doug Thorne, district counsel/chief of staff, stated the proposed change regards physical education credits for those enrolled in the ROTC program.	Board Policy 5460

The Board was presented proposed revisions to Administrative Regulation JC – School District Boundaries, for initial review. Mr. Thorne stated there are 3 boundary ‘language’ changes, not affecting student enrollment.

Administrative Regulation JC

By unanimous action, the Board approved proposed revisions and waived second reading of Board Policy 3422.08S – Paraprofessionals’ Compensation Plan. Mr. Thorne noted the revision adds differential pay for paraprofessionals at Tipton.

Board Policy 3422.08S

By unanimous action, the Board approved proposed revisions and waived second reading of Board Policy 3422.15S – Permanent Substitute Teachers’ Compensation Plan.

Board Policy 3422.15S

By unanimous action, the Board approved submission of the following grants for Mary Beck’s learning gardens: Annie’s Grants for Gardens 2018 to Annie’s Homegrown, Inc. in the amount of \$2,930.40; and Lowe’s Toolbox for Education grant to Lowe’s for \$3,730.40. (Codified File 1819-51)

Grant Submission

By unanimous action, the Board confirmed acceptance of eight (8) extra-curricular grants presented by Ashley Molyneaux, executive director of the Elkhart Education Foundation (EEF) totaling \$26,555: CHS winter percussion (\$5,000); MHS Air Force ROTC equipment (\$3,300); Woodland drumming up equipment (\$2,000); Cleveland sports uniforms (\$2,500); West Side basketball uniforms (\$4,125); ElkLogics competition fees (\$5,000); MHS choral New York trip (\$4,000); and West Side helping hands service club (\$630). (Codified File 1819-52)

Grant Acceptance

Mrs. Molyneaux spoke regarding the Kindness to Prevent Blindness program provided by the EEF. The mobile exam unit was available for a tour. The program will screen students in first, third, and fifth grades as required by the Indiana Department of Education. Boling Vision Center doctors donate their time to provide the screenings and two pairs of glasses for students needing them. Mrs. Molyneaux stated undetected vision problems have been found in populations of adjudicated adolescents, with percentages as high as 74%.

By unanimous action, the Board approved conference leave requests in accordance with Board policy for staff members as recommended by the administration on the October 23, 2018 listings. (Codified File 1819-53)

Conference Leaves

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

Personnel Report

<p>Employment of the following five (5) certified staff members for the 2018-2019 school year:</p> <ul style="list-style-type: none"> Itanya Coon-Kauffman - science at Pierre Moran, effective 10/15/18 Nina Jaebker - counselor at West Side, effective 10/22/18 Earl Knudson - physical education at Pierre Moran, effective 10/30/18 Victor Muniz - grade 2 at Eastwood, effective 10/22/18 Suzanne Ragsdale - art at Roosevelt, effective 10/17/18 	<p>Certified Employment</p>
<p>Resignation of the following two (2) certified staff members effective on dates indicated:</p> <ul style="list-style-type: none"> Jill Balcom – principal at Bristol, 10/24/18 Nicole Perry – special education at Pinewood, 10/18/18 	<p>Certified Resignation</p>
<p>Correction to resignation date for certified staff member, Jennifer Beer, counselor at West Side, effective 10/18/18.</p>	<p>Correction to Resignation Date</p>
<p>Resignation of the following three (3) classified employees effective on the dates indicated:</p> <ul style="list-style-type: none"> Corina Gonzales - food service at Pinewood, 10/26/18 Kimberly Sutton - paraprofessional at Eastwood, 10/24/18 Tanya Terry - paraprofessional at Monger, 10/30/18 	<p>Classified Resignation</p>
<p>Retirement of the following two (2) classified employees effective on the dates indicated, with years of service in parenthesis:</p> <ul style="list-style-type: none"> Robert House, Jr. - catering driver at Commissary, 11/30/18 (17) Kenneth Bennett - custodian at West Side, 10/26/18 (10) 	<p>Classified Retirement</p>
<p>Employment of the following thirty-nine (39) classified employees who have successfully completed their probationary period on dates indicated:</p> <ul style="list-style-type: none"> Callie Alford - paraprofessional at Woodland, 10/10/18 Jenna Armstrong - paraprofessional at Feeser, 10/10/18 Margaret Beaver - language pathologist assistant at PACE, 10/14/18 Jalethia Black - food service at Osolo, 10/14/18 Carrie Conway - paraprofessional at Central, 10/10/18 Nicole Crandall - secretary at Beardsley, 10/10/18 Kendra Crump - food service at Eastwood, 10/10/18 Amaryllis Dunn - bus helper at Transportation, 10/10/18 John Faigh - bus driver at Transportation, 10/14/18 Catelynn Fuller - bus driver at Transportation, 10/22/18 Michelle Genslinger - bus driver at Transportation, 10/10/18 Amanda Gulis - paraprofessional at Cleveland, 10/10/18 Maria Ha - paraprofessional at Beck, 10/10/18 Mariah Harney - bus driver at Transportation, 9/26/18 	<p>Classified Employment</p>

Randall Hirsh - bus helper at Transportation, 10/10/18
 Haley Kidder - bus driver at Transportation, 10/10/18
 Shirley Kelly - food service at Osolo, 10/10/18
 Karri Kinney - food service at Pinewood, 10/14/18
 Tracy Laribee - food service at Cleveland, 10/14/18
 Casey Lemerand - speech language pathologist assistant
 at Daly, 10/14/18
 Wanda Lipa - bus driver at Transportation, 10/10/18
 Cheyenne Magyar - bus helper at Transportation,
 10/10/18
 Derek McBride - support technician at Technology,
 10/21/18
 LB Hannah McDaniel - paraprofessional at Feeser,
 10/10/18
 Sesalie Nelson - paraprofessional at Daly, 10/10/18
 Patrick Nussbaum - paraprofessional at Central, 10/10/18
 Alta Radelich - bus driver at Transportation, 9/19/18
 Jane Rehl - bus driver at Transportation, 10/21/18
 Jessalyn Rink - bus helper at Transportation, 10/10/18
 Anita Ritchie - paraprofessional at Roosevelt, 10/10/18
 Rachelle Roberts - food service at Memorial, 10/17/18
 Cedtrina Smith - bus helper at Transportation, 10/10/18
 Melissa Smith - paraprofessional at PACE, 10/10/18
 Brenda Snider - bus helper at Transportation, 10/10/18
 Daphne Waits - data and assessment specialist at ECS,
 10/22/18
 Lakesha Washington - food service at North Side, 9/11/18
 Kristin Whitaker - paraprofessional at Osolo, 10/16/18
 Felicia Williams - paraprofessional at Daly, 10/14/18
 Lisa Willis - food service at Osolo, 10/10/18

Leave for classified employee Jalethia Black, food service at Osolo, beginning 10/22/18 and ending 12/7/18.

Classified
Leave

Withdrawal of the recommendation to hire for classified employee, Sheila Elswick, food service at Central, as reported on the 10/9/18 personnel report.

Classified
Revision

An audience member spoke regarding the dress code at Central, enforcement of the dress code, and suggestion of possible uniforms to avoid dress code issues.

From the
Audience

Mark Mow, interim superintendent, noted the next regular Board meeting is November 13th.

From the
Superintendent

Board member, Susan Daiber, acknowledged the teachers in the audience who attended after their parent/teacher meetings.

From the Board

Board member, Glenn Duncan, thanked those responsible for the ILEARN testing equipment report received in response to a request at a previous meeting.

The meeting adjourned at approximately 7:45 p.m.

APPROVED:

Karen S. Carter, President

Douglas K. Weaver, Vice President

Jeri E. Stahr, Secretary

Susan C. Daiber, Member

Rodney J. Dale, Member

Glenn L. Duncan, Member

Carolyn R. Morris, Member

From the Board

Adjournment

Signatures

MINUTES
OF THE SPECIAL MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
November 8, 2018

J.C. Rice Educational Services Center, 2720 California Road, Elkhart – at approximately 4:00 p.m.

Place/Time

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

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

Call to Order

By unanimous action, the Board approved the scoring of RFP Qualitative Proposals for the 2018 EACC Annex Building Project.

Scoring Approval

The Board opened the RFP sealed price proposal for the 2018 EACC Annex Building Project. Design Criteria Developer, Jamie Lake of J. Lake Architecture & Design responded to various procedural questions from Board members.

Bid Price Opening

By unanimous action, the Board authorized the design criteria developer to complete an evaluation of best value analysis of the RFP Qualitative Proposals for the 2018 EACC Annex Building Project.

Best Value Analysis

By unanimous action, the Board authorized the design criteria developer to complete provide a recommendation of best value of the RFP Qualitative Proposals for the 2018 EACC Annex Building Project.

Land Exchange Resolution

The meeting adjourned at 4:30 p.m.

Adjournment

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

Signatures



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

Date: November 9, 2018
To: Board of School Trustees
From: Anthony J. Gianesi
RE: Recommendation for Award

On November 1, 2018 quantitative and quantitative proposals were received for the 2018 Elkhart Area Career Center Annex Building Project. On November 8, 2018 interviews were conducted with the two finalists and scored accordingly. During a special Board Meeting at 4:00 pm price proposals were opened by the Board and read aloud. All proposals have been reviewed by Elkhart Community Schools and J. Lake Architecture & Design for compliance with the Request for Proposal prepared by J. Lake Architecture & Design.

The Business Office recommends award of the Progressive Design-Build contract to Brown & Brown General Contractors, Inc. of Wakarusa, Indiana as the Best Value proposal as determined by J. Lake Architecture & Design, design criteria developer.

The project includes the construction of a 20,000 square foot building to house our Diesel Technology program.

Funding for this project will come from the Annex bond.

Anthony J. Gianesi
Chief Operating Officer

encl



502.802.8797

jamie.lake@jlakearch.com

129 Quartermaster Court

Jeffersonville, IN 47130

November 9, 2018

Tony Gianesi, Chief Operating Officer

Elkhart Community Schools

307 South Main Street, Suite 400

Elkhart, IN 46514

574-262-5563 phone

574-320-5415 mobile

574-262-5693 fax

tgianesi@elkhart.k12.in.us

RE: **2018 ELKHART AREA CAREER CENTER
ANNEX BUILDING PROJECT
ELKHART COMMUNITY SCHOOLS
Elkhart, IN**

Dear Tony,

The responses to the Request for Proposal (RFP) were received at the JC Rice Educational Services Center at 1:00 PM on Thursday, November 1, 2018 for the above-referenced project, in accordance with the requirements of the Request for Proposals (RFP).

Responses from each team included both their Qualitative Proposals and sealed Price Proposals.

The Qualitative Proposals contain the scope of work to be provided, absent of any pricing information.

The TRC is required to score the Qualitative Proposals to review scope of work provided in the proposal.

Once scored, the sealed Price Proposals are to be opened by the Board for the pricing within the budget for the stated scope of work provided within the budget given to the teams to work within.

The Design-Build teams completed their final presentations/interviews on Thursday, November 8, 2018, with the members of the Technical Review Committee (TRC), to review the scope and final proposal responses.

Once completed, the TRC scored the Qualitative Proposals in open session.

I have verified the accuracy of the numerical inputs of all scores from all TRC members, as well as the mathematical calculations of all formulas, and have found them to be accurate and free from errors.

Following the scoring of the Qualitative Proposals, the sealed Price Proposals from each team were publicly opened by the Board at the Special Board Meeting and read aloud.

Per the authorization of the Board, I have completed the determination of Best Value, calculated using both the scoring of the Qualitative Proposals and the Price Proposal total price amounts. The scoring sheets are attached and the determination of best value is included herein.

The hard copies of the Price Proposal information received was retained by me at the time of opening for a continuation of review of the information, with them being mailed and returned to you for your official project files and records. The Price Proposal information is attached.



502.802.8797

jamie.lake@jlakearch.com

129 Quartermaster Court

Jeffersonville, IN 47130

I have reviewed the Price Proposals submitted by each team and the proposal requirements of the RFP. To the best of my knowledge and abilities, all Price Proposals appear to be responsive, complete, and free from irregularities.

The Price Proposal from Brown & Brown General Contractors is within the budget for the Base Bid scope of work, including Enhancement E for additional square footage. The price total given for this Enhancement is already included within the Base Bid price. This number was provided to show the value of this work within the Base Bid total. Although prices were provided for the other Enhancements, none of them can be provided within the \$3,000,000 budget given.

The Price Proposal from DJ Construction was within the budget for the Base Bid scope of work, including Enhancement E for additional square footage, the price of which is included within the Base Bid price. No prices were given for other Enhancements, since none of them can be provided within the \$3,000,000 budget given.

It is my recommendation to award the Progressive Design-Build Contract for the above-referenced project to Brown & Brown General Contractors as the Design-Builder and Best Value proposal. Once executed, the successful Design-Builder begins Phase 2-Progressive Design-Build Services to work with the ECS team and the DCD to refine and finalize the scope of work for the project.

Information for the floor plan, site plan, and renderings of their proposal, including the design to date, will be sent under separate cover to include in the Board packets as general information.



502.802.8797

jamie.lake@jlakearch.com

129 Quartermaster Court

Jeffersonville, IN 47130

Determination of Best Value:

The DCD will determine the Best Value proposal from the scoring completed by the TRC. The formula for consideration is as follows:

1. Numerator:
The total price for the Base Bid plus Enhancements plus Added Value within the budget, equals,
The aggregate total price proposal dollar amount for the entire Project proposal.
2. Denominator:
The total score for the Qualitative Proposal within the budget, equals,
The aggregate total qualitative score for the entire Project proposal.
3. Calculation:
The aggregate total price proposal dollar amount for the entire Project proposal, divided by,
The aggregate total qualitative score for the entire Project proposal, equals,
The single numerical value for the shortlisted respondent's proposal,
and is the shortlisted respondent's Adjusted Price.
4. The lowest Adjusted Price will be recommended by the DCD to the Owner as the Best Value proposal.

Brown & Brown General Contractors

2,985,800 / 71.83 = 41,567.59

DJ Construction

3,000,000 / 51.17 = 58,628.10

Sincerely,

Jamie Lake, AIA

President / CEO

Enclosed: (3) Scoring of Qualitative Proposals Score Sheets
(3) Price Proposals-Brown & Brown General Contractors
(4) Price Proposals-DJ Construction

File: 18-13-02/P3-E

SCORING OF QUALITATIVE PROPOSALS
2018 ELKHART AREA CAREER CENTER
ANNEX BUILDING PROJECT
ELKHART COMMUNITY SCHOOLS
 Elkhart, IN

BROWN & BROWN GENERAL CONTRACTORS

Section	Description	Lake	Lubbehusen	Gianesi	Scott	Kovach	Sassaman	New	TOTAL	POSSIBLE
QP-1	Design-Builder's Team and Project Approach								10 POINTS	
A	Strength and composition of the Design-Build Team; Experience and performance with educational facilities and projects of similar scope; Experience, performance, understanding, and commitment to design-build best practices	4		3	4	5	3	4	3.83	0-5 Points
B	Proposed schedule, phasing, timing, and work plan	4		3	4	3	3	4	3.50	0-5 Points
QP-2	Base Bid Scope of Work								60 POINTS	
A	Site Solution (layout, drives, access, deliveries, parking)	9		10	9	9	9	10	9.33	0-10 Points
B	Exterior Design Solution (massing, materials, aesthetics, visual appeal)	9		10	10	8	10	9	9.33	0-10 Points
C	Interior Design Solution (program, layout, adjacencies, materials, aesthetics, visual appeal)	8		8	10	9	9	9	8.83	0-10 Points
D	HVAC System Solution (program, equipment, distribution, efficiency, maintenance, controls)	7		7	8	9	7	9	7.83	0-10 Points
E	Plumbing, Electrical, and Technology Systems Solutions equipment, distribution, efficiency, maintenance, controls) (program,	9		9	10	9	8	10	9.17	0-10 Points
F	Storm Shelter Construction Area	8		10	10	9	10	8	9.17	0-10 Points
QP-3	Enhancements Scope of Work								30 POINTS	
A	Connector Road	0		0	0	0	0	0	0.00	0-5 Points
B	CDL and Bus Driver Training Area	0		0	0	0	0	0	0.00	0-5 Points
C	Additional Shop Bays 1 and 2	0		0	0	0	0	0	0.00	0-5 Points
D	Additional Shop Bays 3 and 4	0		0	0	0	0	0	0.00	0-5 Points
E	Additional Building Square Footage	4		5	0	5	4	5	3.83	0-5 Points
F	Paving of Existing Parking Lot	0		0	0	0	0	0	0.00	0-5 Points
QP-4	Added Value								10 POINTS	
A	Bonus points awarded to the team for added value to the Project	8		5	10	7	5	7	7.00	0-10 Points
GRAND TOTAL		70.00	0.00	70.00	75.00	73.00	68.00	75.00	431.00	
ADJUSTED AGGREGATE SCORE									71.83	

SCORING OF QUALITATIVE PROPOSALS
2018 ELKHART AREA CAREER CENTER
ANNEX BUILDING PROJECT
ELKHART COMMUNITY SCHOOLS
 Elkhart, IN

DJ CONTRUCTION

Section	Description	Lake	Lubbehusen	Gianesi	Scott	Kovach	Sassaman	New	TOTAL	POSSIBLE
QP-1	Design-Builder's Team and Project Approach								10 POINTS	
A	Strength and composition of the Design-Build Team; Experience and performance with educational facilities and projects of similar scope; Experience, performance, understanding, and commitment to design-build best practices	5		5	5	3	5	5	4.67	0-5 Points
B	Proposed schedule, phasing, timing, and work plan	5		5	5	5	5	5	5.00	0-5 Points
QP-2	Base Bid Scope of Work								60 POINTS	
A	Site Solution (layout, drives, access, deliveries, parking)	3		5	5	5	5	6	4.83	0-10 Points
B	Exterior Design Solution (massing, materials, aesthetics, visual appeal)	6		5	5	4	6	5	5.17	0-10 Points
C	Interior Design Solution (program, layout, adjacencies, materials, aesthetics, visual appeal)	3		5	9	8	6	6	6.17	0-10 Points
D	HVAC System Solution (program, equipment, distribution, efficiency, maintenance, controls)	9		7	9	8	9	4	7.67	0-10 Points
E	Plumbing, Electrical, and Technology Systems Solutions equipment, distribution, efficiency, maintenance, controls) (program,	9		5	10	8	5	10	7.83	0-10 Points
F	Storm Shelter Construction Area	10		10	9	8	10	9	9.33	0-10 Points
QP-3	Enhancements Scope of Work								30 POINTS	
A	Connector Road	0		0	0	0	0	0	0.00	0-5 Points
B	CDL and Bus Driver Training Area	0		0	0	0	0	0	0.00	0-5 Points
C	Additional Shop Bays 1 and 2	0		0	0	0	0	0	0.00	0-5 Points
D	Additional Shop Bays 3 and 4	0		0	0	0	0	0	0.00	0-5 Points
E	Additional Building Square Footage	0		0	0	0	0	0	0.00	0-5 Points
F	Paving of Existing Parking Lot	0		0	0	0	0	0	0.00	0-5 Points
QP-4	Added Value								10 POINTS	
A	Bonus points awarded to the team for added value to the Project	0		0	0	0	2	1	0.50	0-10 Points
GRAND TOTAL		50.00	0.00	47.00	57.00	49.00	53.00	51.00	307.00	
ADJUSTED AGGREGATE SCORE									51.17	

SCORING OF QUALITATIVE PROPOSALS
 2018 ELKHART AREA CAREER CENTER
 ANNEX BUILDING PROJECT
 ELKHART COMMUNITY SCHOOLS
 Elkhart, IN

SUMMARY	TOTAL	AGGREGATE
Brown & Brown	431.00	71.83
DJ	307.00	51.17

Section 05.5: Price Proposal

PRICE PROPOSAL FORM

Project: 2018 ELKHART AREA CAREER CENTER
ANNEX BUILDING PROJECT (the "Project")
ELKHART COMMUNITY SCHOOLS
Elkhart, IN

Owner: ELKHART COMMUNITY SCHOOLS

Date (Month, Day, Year): November 1, 2018

Design-Builder: Brown & Brown General Contractors, Inc.

Address: 124 S. Elkhart St., PO Box 487

City, State, Zip: Wakarusa, IN 46573-0487

Telephone No.: 574-862-2171

E-Mail Address: brad@bbgc.us

Contact Person: Brad Romine

The undersigned Design-Builder, having reviewed all matters contained in the Request for Proposals as prepared by J. Lake Architecture & Design and Primary Engineering for the above-referenced Project, and having examined the site of the work, and having thoroughly familiarized themselves with local conditions affecting the performance and costs of the work to be completed, hereby submits the following offer to enter into contract to perform the work as follows:

PRICE PROPOSAL FORM (con't)**BASE BID**

Lump Sum \$ 2,985,800.00
Two million nine hundred eighty-five thousand eight hundred and 00/100
dollars

ENHANCEMENTS

The undersigned also proposes to furnish all labor and materials necessary to complete the work as required by the Request for Proposals for each of the Enhancements scopes of work as follows:

Enhancements A: Connector Road
 \$ 157,500.00
 One hundred fifty seven thousand five hundred and 00/100 dollars

Enhancements B: CDL and Bus Driver Training Area
 \$ 586,500.00
 Five hundred eighty-six thousand five hundred and 00/100 dollars

Enhancements C: Additional Shop Bays 1 and 2
 \$ 403,400.00
 Four hundred three thousand four hundred and 00/100 dollars

Enhancements D: Additional Shop Bays 3 and 4
 \$ 397,200.00
 Three hundred ninety-seven thousand two hundred and 00/100 dollars

Enhancements E: Additional Building Square Footage
 \$ 32,300.00
 Thirty-two thousand two hundred and 00/100 dollars

Enhancements F: Paving of Existing Parking Lot
 \$ 76,700.00
 Seventy-six thousand seven hundred and 00/100 dollars

TOTAL PROPOSED CONTRACT SUM

Lump Sum \$ 4,639,300.00
Four million six hundred thirty-nine thousand three hundred and
00/100 dollars

PRICE PROPOSAL FORM (con't)

ADDENDA

Acknowledges receipt of:

Addendum No. 1 (3) pages Dated October 16, 2018

Addendum No. 2 (1) pages Dated October 17, 2018

Addendum No. 3 (6) pages Dated October 25, 2018

Addendum No. _____ () pages Dated _____

DESIGN-BUILDER CERTIFICATION

FIRM Brown & Brown General Contractors, Inc.
(Name of Organization)

BY *Eric Brown*
(Signature of Authorized Officer)

Seal _____

Eric Brown, President
(Printed Name and Title of Authorized Officer)

BY *Marita Kreps*
(Signature of Authorized Officer)

Seal _____

Marita Kreps, Vice-President
(Printed Name and Title of Authorized Officer)

PRICE PROPOSAL FORM (con't)

BASE BID

Lump Sum \$ 3,000,000

ENHANCEMENTS

The undersigned also proposes to furnish all labor and materials necessary to complete the work as required by the Request for Proposals for each of the Enhancements scopes of work as follows:

Enhancements A: Connector Road
\$ NA - Not included in contract sum

Enhancements B: CDL and Bus Driver Training Area
\$ NA - Not included in contract sum

Enhancements C: Additional Shop Bays 1 and 2
\$ NA - Not included in contract sum

Enhancements D: Additional Shop Bays 3 and 4
\$ NA - Not included in contract sum

Enhancements E: Additional Building Square Footage
\$ 0 - Included in base

Enhancements F: Paving of Existing Parking Lot
\$ NA - Not included in contract sum

TOTAL PROPOSED CONTRACT SUM

Lump Sum \$ 3,000,000

PRICE PROPOSAL FORM (con't)

ADDENDA

Acknowledges receipt of:

Addendum No. 1 (3) pages Dated 10/16/18

Addendum No. 2 (1) pages Dated 10/17/28

Addendum No. 3 (6) pages Dated 10/25/18

Addendum No. () pages Dated

DESIGN-BUILDER CERTIFICATION

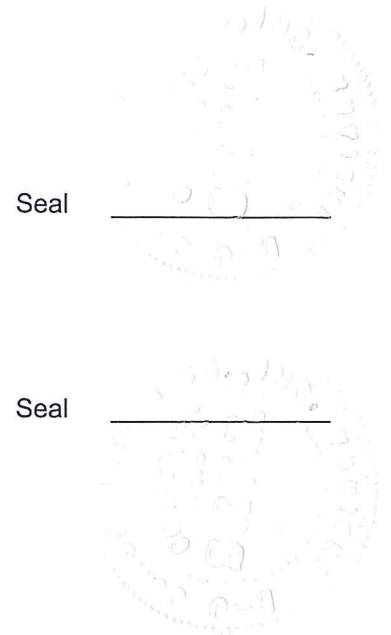
FIRM DJ Construction
(Name of Organization)

BY [Signature]
(Signature of Authorized Officer)

 Jason Pippenger, President
(Printed Name and Title of Authorized Officer)

BY [Signature]
(Signature of Authorized Officer)

 Michael Skivan, CFO
(Printed Name and Title of Authorized Officer)



Value Engineering Adjustments to the RFP:

Thank you for the opportunity and selection to the short list of candidates for the Elkhart Community Schools 2018 Elkhart Area Career Center Annex Building Project. We are pleased to provide a solution to the owner that represents the facility needs of the expanding educational programming taking place at this institution. The DJ Construction design-build team worked diligently through a process that led to the creation of a building design, site design, and scope of work that best reflected the specifications required in the RFP.

A requirement was made that the base bid for the project stay under the owner's \$3 million budget. In order to accomplish this, we made voluntary value engineering decisions that contradict the requests in the RFP. These decisions were based on the discretion of the design build team's experience with similar building structures and uses in the past. Care was made to minimize the effect these decisions would have on the final use in the spaces provided. **Because of the timing of the submission of this proposal, the below value engineering items will supersede the drawings submitted, detail specifications, and narratives outside this section. These value engineering items will also supersede the owner's RFP specifications requirements as they intentionally contradict for cost saving purposes.** The items listed below are the only items that contradict the RFP specifications, so it can be assumed all other owner requested details are still included. The pricing submitted in the Sealed Price Proposal reflect the necessary selection of these value engineered items to stay in budget. During the design development stage of the project, each item can be evaluated for its value savings. Pricing for the Enhancements of QP-3A, QP-3B, QP-3C, QP-3D, QP-3E, and QP-3F do not assume selection of the appropriate value engineering items and have the full RFP specification, narratives, and specifications listed below included. The only exception to this statement is the value of the fire suppression system is included in the enhancement QP-3D since it would be a code requirement for it to be included.

The value engineering items to the base price proposal include:

1. Deduction of the fire suppression system and related site utilities
2. Assumption of shop use space programming to eliminate Class 1 Div 2 requirements:
 - a. Removal of full time ventilation system
 - b. Increased sizing of makeup air unit
3. Deduction in (4) overhead doors
 - a. Door locations on the rendering labeled 1,2,4, and 6 to be removed
 - b. Doors 7 and 8 remain a drive through bay
 - c. Deduct (4) associated trench drains
4. Deduction of 2,500sf to the concrete apron serving doors 2, 4, and 6
5. Deduction in the heavy-duty asphalt drive at the northern most connection to Whitmer Court to the connection point at the concrete apron on the east.
 - a. Access to all overhead doors available via the southernmost heavy-duty asphalt drive
6. Reduction in aggregate base for remaining heavy duty paving area to 6"
7. Reduction in aggregate base for light duty paving area to 4"
8. Reduction in aggregate base for remaining exterior concrete to 6"
9. Deduct the redundant water heater
10. Deduct the redundant boiler
11. Deduct the (2) showers in the restroom

12. Change the requirement of the 480v welders, reducing the electrical service equipment to 208v 800amps
13. Install 6" water line to city required fire hydrant instead of 8"
14. Delete Requirement to provide Advanced Network Devices speakers as specified
 - a. Furnish and install (1) All Call IP 1 Zone Controller to provide IP control to standard speaker system
 - b. Furnish and install a standard speaker amp, 20 analog ceiling speakers in the north half of the building and (4) horn speakers in the Shop
15. Remove exterior masonry walls and interior masonry walls except for firewall, storm shelter, and restrooms
 - a. Provide and install metal studs walls with insulation and a smooth drywall finish
16. Utilize type MC cable in lieu of EMT raceway systems specified in all metal stud walls and above accessible ceiling spaces as allowable by code in the north half of the building.
17. Utilize type EMT raceway in lieu of IMC conduit systems for branch and lighting power circuits in the Shop area.
18. Reduce the quantity of Cord Reels required from (4) Per Bay to (2) – (8) total cord reels in lieu of (16) specified.
19. Delete the requirement for a short circuit / OCP coordination / Arc Flash study
20. Delete (2) IT Racks and associated surge suppression, grounding and anchors. We believe all equipment anticipated can fit on (1) rack
21. Deduct (3) crane supports and rails in the northernmost bays
 - a. The bay for doors 7 and 8 will have the crane supports and rails
22. Deduct the shop area skylights
23. Reduce the overall entry vestibule size by lowering the pitched roof line
 - a. Entry vestibule to remain and stand out as entrance to the building
24. Deduct masonry walls in shop area
 - a. Install 8' high liner panel as the interior finish
25. Deduct stain color to polished concrete floors of the classroom side of the building
26. Deduct the (2) partition walls separating the classrooms
27. Reduce the complexity of the programmable LED sign to a static LED backlight sign
28. Deduct the exterior window light louvers
29. Change the standing seam roof of the classroom side of the building from a standard color option to a galvalume finish
30. Reduce the quantity of exterior windows by half for the classrooms
31. Deduct the automatic door bottoms hardware and installation
32. Change the door hardware from mortised to cylindrical locksets
33. Potential change in the structural steel erection team member

We have excluded water and sewer assessments and tap fees.



430 BALDWIN STREET
SUITE 10
ELKHART, IN 46514

P. 574.226.0249
W. CRIPEDSIGN.COM

November 7, 2018

Board of Trustees
Elkhart Community Schools
2720 California Road
Elkhart, IN 46514

**RE: Renovation & Expansion
Memorial High School
Elkhart, IN**

Dear Board of Trustees,

On Friday, November 7, 2018, at 10 a.m., Elkhart Community Schools Received and opened three General Contract sealed bids for the Renovation & Expansion projects to Memorial High School. The participating Bidders include Gibson-Lewis, LLC, Mishawaka, IN, Brown & Brown General Contractors, Inc., Wakarusa, IN, and Ziolkowski Construction, Inc., South Bend, IN. The various projects are defined as;

Base Bid Area 'A': Repurpose the existing Pool and Locker rooms into 2 Large Music Rooms, related Offices, Storage and Practice rooms and a new Addition to house 2 new Large Music rooms, Classroom, related Offices, Storage and practice rooms.

Base Bid Area 'B': Repurpose the existing Music rooms, related Offices and Practice rooms into new Kitchens, Offices and support facilities and expand and renovate Food Serving lines.

Base Bid Area 'C': Renovate the existing Administration Office area to include a relocated Security Station next to the main entrance, Office Lobby, new Executive Principal's suite, new Nurse's Infirmary and new College and Career Resource Center with related Office and meeting spaces.

Add Alternate #1: Repurpose the existing storage spaces directly west of the existing Kitchen into 3 new Music Department Ensemble practice rooms and a Cafeteria Storage Room.

Add Alternate #2: Remodel the existing Student Commons and connection Corridor to the Main Entrance and create a new Elkhart High School Student Center.

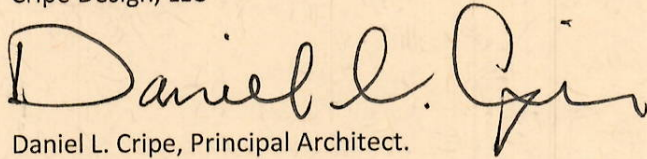
Architecture
Interiors
Furnishings
Landscape
Urban Planning
Sustainability

- Add Alternate #3: Remove the existing abandoned Pool Equipment from the Basement Mechanical room.
- Deduct Alternate #4: perform the work in Base Bid Area 'C' simultaneously with the renovation of the existing Pool and Locker Room spaces in Base Bid Area 'A' in lieu of starting and performing that work at a later date.

The Apparent Low Bidder for the single General Contract is Ziolkowski Construction, Inc., South Bend, Indiana. The Architect/Engineering Team led by Cripe Design, Elkhart, Indiana, has reviewed the submitted documents and met with the Contractor and has determined that all their documents are in order and qualified. Based on their submitted bid and the project budget, with the review and approval of the ECS authorized Staff of Tony Giansesi, Kevin Scott and Doug Thorne, Cripe Design is recommending the Board award Ziolkowski Construction, inc. as the successful General Contractor with their total Bid of \$ 7,402,000. The approved Bid amount includes Base Bid Areas 'A', 'B', 'C' and Alternates #2 and #4. Alternates #1 and #3 will not be included in their initial Contract amount.

Sincerely,

Cripe Design, LLC

A handwritten signature in black ink that reads "Daniel L. Cripe". The signature is written in a cursive, flowing style with a large initial 'D' and a long, sweeping tail.

Daniel L. Cripe, Principal Architect.



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

**To: MR. MOW
BOARD OF SCHOOL TRUSTEES**

FROM: ROD ROBERSON

DATE: NOVEMBER 13, 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
Central Extra Curricular	Gate and Pillars for football field and Concrete and drain	\$30,000.00



ELKHART CENTRAL HIGH SCHOOL

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: MARK MOW
FROM: FRANK SERGE *FS*
DATE: 10-23-18

RE: Extra-Curricular Account

ECHS is requesting to spend \$30,000.00 from the extra-curricular account for the following:

1. Gate and Pillars for the football field
2. Concrete and a drain

The money was raised by graduating classes for the purpose of constructing a gate for the entrance to Rice Field.

Our athletic account will pay for the clean-up of sod and dirt and the application of concrete.

Elkhart Community Schools
Proposed School Fundraising Activities
November 13, 2018, Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
Bristol Student Council	Student Council members will sell bookstore items and smencils in the bookstore. Proceeds will be used to provide Red Ribbon Week activities and other students based events.	11/14/2018 - 6/1/2019	11/2/2018	Nicole King
Bristol Student Council	Students will pre-sell Jumbo Jelly Beans with parental help. Sales will take place outside of school hours. Proceeds will be used to supplement student events and member t-Shirts.	2/1/2019 3/29/2018	11/2/2018	Nicole King
Eastwood 4th Grade Students	Students will sell "Peelers" to local restaurants. Proceeds will be used to launch a high altitude balloon with camera and science seeds to be planted as well as for classroom flexible seating and fourth grade field trips.	11/14/2018 - 1/15/2019	10/23/2018	Elizabeth Ordonez
Eastwood 4th Grade Students	Students will sell Martin's Supermarket coupon books. For every book sold classroom will receive \$4.00. Proceeds will be used to launch a high altitude balloon with camera and science seeds to be planted as well as for classroom flexible seating.	11/14/2018 - 12/20/2018	10/23/2008	Elizabeth Ordonez
North Side 7th Grade Language Students	Students and staff will fill buckets or water jugs with change in Language Arts rooms and will also collect donations on the website: https://classy.org/team/198154 . Students are reading A Long Walk to Water by Linda Sue Park. Donated proceeds will be sent to help build a well in South Sudan.	11/14/2018 - 3/5/2019	11/5/2018	Anne Cox
North Side Middle School	A school dance will be hosted. Proceeds will be used to help fun a Spring Carnival and other school activities.	11/15/2018	10/23/2018	Heidi Elonich
Central Boy's Basketball	Club basketball tourneys will be held at Central. Proceeds will be used for basketball equipment and summer basketball.	12/2/2018, 1/27/2019, 2/24/2019	10/23/2018	Barry Singrey
Memorial JAG	Students will pre-sell and deliver Krispy Kreme Donuts. Proceeds will be used for t-Shirts and a field trip in the spring.	12/3/2018 - 12/13/2018	11/5/2018	Amber Ferguson
Memorial Intense Intervention Classes	Intense Intervention classes will host their Annual Bazaar Fundraiser. Proceeds will be used for student programs.	12/6/2018 - 12/7/2018	10/22/2018	Don Knowlton
Memorial Freshman Government	Students will sell World's Famous Chocolate outside of class time. Proceeds will be deposited into their treasury fund.	1/20/2019 - 2/20/2019	11/1/2018	Sarah Horn

policy

**BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS**

STUDENTS

*Proposed Revised 5460/page 1 of 7
(as presented during the 10/23/18 BST meeting)*

GRADUATION REQUIREMENTS

High School Graduation

In order to graduate from high school, a student shall

- A. complete the number and type of credits in grades 9-12, except as otherwise provided in this policy, required by the Indiana State Board of Education,
- B. be enrolled for at least seven (7) semesters in grades 9-12 and
- C. demonstrate proficiency of the academic standards established by the Indiana State Board of Education and Elkhart Community Schools through satisfactory completion of any one of the following three (3) procedures:
 1. The student achieves passing scores on applicable examinations required by State law and or the Indiana State Board as pre-requisites for graduation;
 2. The student who does not achieve passing scores on required examinations may be eligible to graduate if the student does the following:
 - a. retakes the required examinations in each subject area in which the student has not achieved a passing score at least one (1) time every school year after the school year in which the student first takes the required examinations;
 - b. completes remediation opportunities provided to the student as outlined in Administrative Guideline 5460 Section A(5)(2);
 - c. maintains a school attendance rate of at least ninety-five percent (95%) with excused absences not counting against the student's attendance;

policy

**BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS**

STUDENTS

Proposed Revised 5460/page 2 of 7
(as presented during the 10/23/18 BST meeting)

- d. maintains at least a “C-” average in the courses comprising the credits specifically required by the Indiana State Board of Education; and
- e. either
 - 1) obtain a written recommendation from a teacher of the student in each subject area of the required examinations in which the student has not achieved a passing score. In order for a recommendation to be valid,
 - a) the principal must concur with the teacher recommendation, and
 - b) the recommendation must be supported by documentation, including the completion of the Evidence-Based Waiver – Core-40 Diploma form or the Evidence-Based Waiver – Alternate Documentation or Special Education for General Diploma form, indicating the student has attained the academic standards in the subject area based upon
 - (1) tests other than the required examinations; or
 - (2) classroom work; or
 - 2) Complete
 - a) the course and credit requirements for a general diploma, including the career academic sequence;

policy

**BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS**

STUDENTS

Proposed Revised 5460/page 3 of 7
(as presented during the 10/23/18 BST meeting)

- b) a workforce readiness assessment; and
 - c) at least one (1) career exploration internship, cooperative education, or workforce credential recommended by the student's school.
3. Where a student is a child with a disability (as defined in IC 20-35-1-2), the student's case conference committee finds the following:
- a. The student's teacher of record, in consultation with a teacher of the student in each subject area of the required examinations in which the student has not received a passing score, makes a written recommendation to the case conference committee. In order for a recommendation to be valid:
 - 1) the principal must concur with the teacher recommendation; and
 - 2) the recommendation must be supported by documentation, including the completion of the Evidence-Based Waiver – Core-40 Diploma form or the Evidence-Based Waiver – Alternate Documentation or Special Education for General Diploma form, indicating the student has attained the academic standards in the subject area based upon
 - a) tests other than the required examinations; or
 - b) classroom work.
 - b. The student meets all of the following requirements:
 - 1) retakes the required examinations in each subject area in which the student has not

policy

**BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS**

STUDENTS

Proposed Revised 5460/page 4 of 7
(as presented during the 10/23/18 BST meeting)

achieved a passing score as often as required by the student's individualized education program;

- 2) completes remediation opportunities provided to the student to the extent required by the student's individualized education program;
- 3) maintains a school attendance rate of at least ninety-five percent (95%) to the extent required by the student's individualized education program with excused absences not counting against the student's attendance;
- 4) maintains at least a "C-" average in the courses comprising the credits specifically required for graduation by rule of the Indiana State Board of Education and Elkhart Community Schools.

D. Additional Requirements for Students with Disabilities

During the student's annual case review held when a student with a disability is enrolled in 8th grade, the case conference committee shall review and discuss with the student's parent (and the student, if appropriate):

1. The types of diplomas available for students to receive in the State of Indiana;
2. The course requirements for each type of diploma; and
3. Employment and career options for the student and the type of academic, technical, and vocational preparation necessary to achieve the employment or career.

The student's IEP must include the type of diploma the student will seek and courses which will allow the student to progress towards the diploma in a timely manner. The Corporation shall not require students with disabilities to complete locally required credits that exceed State credit requirements to receive a diploma unless otherwise required as part of the student's IEP.

Beginning in grade 9 and in addition to the annual case review, the

policy

BOARD OF SCHOOL TRUSTEES ELKHART COMMUNITY SCHOOLS

STUDENTS

*Proposed Revised 5460/page 5 of 7
(as presented during the 10/23/18 BST meeting)*

student's teacher of record shall communicate at least once each grading period with the student's parent concerning the student's progress towards the selected diploma. If the parent requests a meeting with the teacher of record to discuss the student's progress, the teacher must meet with the parent in a timely manner. Such a meeting does not constitute a case conference committee meeting, and a request for such a meeting does not abrogate a parent's right to call for a meeting of the case conference committee at any time.

- E. Otherwise, satisfy all State and local graduation requirements.

Early Graduation

For students fulfilling all graduation requirements as established in Section 1 of this policy in less than seven (7) semesters, a waiver may be requested. An application specifying the circumstances which make the waiver advisable will be submitted to the Superintendent of Schools for his review and approval.

A student qualifying for early graduation by the end of grade eleven (11) is eligible for a state early graduation scholarship subject to the provisions of Indiana statutes. Any student requesting an early graduation may obtain information regarding the scholarship from the guidance department.

Granting Diplomas

- A. Students enrolled in the Corporation shall have the opportunity to earn any type of State diploma approved by the Indiana State Board of Education.

- B. Transfers from Other Districts

Any student, who completes his/her final semester of attendance and has earned at least six (6) credits from an Elkhart high school during this time, may be granted a diploma from an Elkhart high school. That student must also complete all requirements for graduation from high school established by the State of Indiana as described in Section 1 of this policy. The Superintendent may waive the requirement that the student earn six (6) credits from an Elkhart high school if that student has completed all requirements for graduation from high school established by the State of Indiana as described in Section 1 of this policy.

policy

**BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS**

STUDENTS

Proposed Revised 5460/page 6 of 7
(as presented during the 10/23/18 BST meeting)

C. Transfers within Elkhart Community Schools

Elkhart high schools will grant a diploma to any student who has been in attendance at Elkhart high schools for seven (7) semesters and has completed all other State and local requirements for graduation as described in Section 1 of this policy.

D. Course Completion

Elkhart high schools will grant a Course Completion to a student who satisfies the requirements established in Section 1(A) and (B) of this policy, but who does not meet the academic standards established by the State of Indiana through satisfactory completion of any one (1) of the three (3) procedures established in Section 1(C) of this policy.

E. Certificate of Completion

Upon the recommendation of the student's teacher of record, Elkhart high schools will grant a Certificate of Completion to a child with a disability (as defined in IC 20-35-1-2) who is not eligible to receive a diploma or a Course Completion, but who has completed the four (4) year educational program as established through the student's IEP.

F. Credit for Courses Completed Before Students Enter Grade 9

Credit earned for high school equivalent courses taken before students enter grade 9 will be granted in a manner consistent with Indiana laws, the rules and regulations adopted by the Indiana State Board of Education, and the Elkhart Community Schools.

G. Credit for Courses Completed More Than One (1) Time

1. A student may repeat a high school course in which credit has been earned. Credit for a course required for graduation will only be granted one (1) time, and the highest grade earned will be used to calculate student's GPA.
2. The student's transcript will show the course each time it was completed and the grade assigned for each completion.

policy

**BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS**

STUDENTS

Proposed Revised 5460/page 7 of 7
(as presented during the 10/23/18 BST meeting)

3. Some courses may be taken for multiple credits with all credits contributing to the GPA (e.g. band, choir, etc.).

H. A student who participates in the AFJROTC program may earn an additional PE credit after completing a successful year of AFJROTC.

I.C. 20-26-5-37

I.C. 20-32-4-1 through 10

I.C. 20-35-4-11

511 IAC 6-7.1-4 through 7

~~July 25, 2017~~ November 13, 2018

BEARDSLEY

- North: East on Bristol Street from Cassopolis Street to Independence Street.
- East: South on Independence Street extended (both sides) to the St. Joseph River.
- South: West on the St. Joseph River to the Elkhart River; south on the Elkhart River to Jackson Boulevard; west on Jackson Boulevard to Main Street; south on Main Street to Tyler Street (both sides); west on the railroad tracks to 6th Street.
- West: North on 6th Street to W. Franklin Street; west on W. Franklin Street to Vistula Street; northwest on the St. Joseph River to Bower Street; west on Bower Street (neither side) to N. Michigan Street; north on N. Michigan Street (neither side) to Mishawaka Street; east on Mishawaka Street extended to Cassopolis Street; north on Cassopolis Street to Bristol Street.

BECK

North: East on the railroad tracks from Prairie Street to the Elkhart River.

East: South on the Elkhart River to E. Indiana Avenue.

South: West on E. Indiana Avenue to the railroad tracks.

West: North on the railroad tracks to Prairie Street.

BRISTOL

North: East on the state line from County Road 19 to the Washington-York Township line.

East: South on the Washington-York Township line to the Washington-Jefferson Township line.

South: West on the Washington-Jefferson Township line to County Road 17.

West: North on County Road 17 to the St. Joseph River; east on the St. Joseph River to County Road 19 extended; north on County Road 19 (neither side) to the state line.

CLEVELAND

- North: East on the state line from the Elkhart-St. Joseph County line to .5 of a mile west of County Road 5 (Edwardsburg Road).
- East: South (excluding all of the Michiana Trailer Park and Roberts Manor) to County Road 2; east on County Road 2 (both sides) to County Road 5 (Edwardsburg Road); southeast on County Road 5 (neither side) to County Road 4; southwest on County Road 4 (both sides) to County Road 101; south on County Road 101 (neither side) to the Toll Road; east on the Toll Road to County Road 5; southeast on County Road 5 (neither side) to the intersection of County Roads 5 and 6; west on County Road 6 (both sides) to John Weaver Parkway; south on a line from the intersection of County Road 6 and John Weaver Parkway to the intersection of County Road 10 and Starner Avenue; west to the intersection of County Road 8 and County Road 1; south on County Road 1 (both sides) to County Road 108; east on County Road 108 (both sides) to County Road 101; south on County Road 101 (neither side) to County Road 12; east on County Road 12 (neither side) to County Road 3; south on County Road 3 (neither side) to old U.S. 20; west on old U.S. 20 (neither side) to the entrance of Lexington Industrial Park; south to the St. Joseph River.
- South: West on the St. Joseph River to the Elkhart-St. Joseph County line.
- West: North on the Elkhart-St. Joseph County line from the St. Joseph River to the state line.

DALY

- North: East on W. Beardsley Street from Nappanee Street to N. Michigan Street.
- East: South on N. Michigan Street to Bower Street (both sides); east on Bower Street (both sides) to the St. Joseph River; south on the St. Joseph River to the intersection of W. Franklin and Vistula Street; west on W. Franklin Street to S. Shore Drive (neither side); west on W. Franklin Street from S. Shore Drive to Oakland Avenue; south on Oakland Avenue to the railroad.
- South: West on the railroad to Nappanee Street.
- West: North on Nappanee Street to the St. Joseph River; west, north and east to include Rainbow Bend Boulevard, Aspin Drive, and Gruber Lane, north on Nappanee to W. Beardsley Street.

EASTWOOD

- North: East on the state line from County Road 11 to County Road 19.
- East: South on County Road 19 (both sides) to the St. Joseph River.
- South: West on the St. Joseph River to a point just west of the property line extended of 23499 Greenleaf Boulevard.
- West: North to .5 of a mile north of Bristol Street (on a line just west of the property line extended of 23499 Greenleaf Boulevard); west .25 of a mile; north to County Road 8 extended; west to Puterbaugh Creek; north on Puterbaugh Creek to County Road 6, continue north to the state line (excluding the Hidden Lake Reserve); west on Stateline Road to County Road 11.

FEESER

- North: East on the state line from .5 of a mile west of County Road 5 (Edwardsburg Road) to the intersection with Dolph Road.
- East: South on Dolph Road (neither side) to N. Shore Drive; continue south to the intersection of County Road 4 and the Osolo Township Ditch; south on the Osolo Township Ditch to the Toll Road.
- South: West on the Toll Road to a point at the interchange which is north of the intersection of Cumberland and Oakwood Avenues; south to the intersection of Oakwood and Cumberland Avenues; southwest diagonally to the intersection of Cassopolis Street (Indiana 19) and County Road 6; west on County Road 6 (both sides including Merlin Isle and Creekside) to County Road 5.
- West: Northwest on County Road 5 to the Toll Road; west on the Toll Road to County Road 101; north on County Road 101 (both sides) to County Road 4; northeast on County Road 4 (neither side) to County Road 5; northwest on County Road 5 (both sides) to County Road 2; west on County Road 2 (neither side) to a line which intersects with the state line .5 of a mile west of where County Road 5 intersects the state line.

HAWTHORNE

- North: East on the railroad from Nappanee Street to Oakland Avenue; north on Oakland Avenue to W. Franklin Street; east on W. Franklin Street to South Shore Drive; east on W. Franklin Street (both sides) to Collins Court; east on W. Franklin Street to S. 6th Street; south on S. 6th Street to the railroad tracks; west on the railroad tracks (north side only) to 11th Street extended; east on W. Indiana Avenue to S. 6th Street.
- East: South on S. 6th Street to W. Wolf Street; east on W. Wolf Street to Benham Avenue; south on Benham Avenue to W. Lusher Avenue; east on W. Lusher Avenue to Prairie Street; south on Prairie Street to Hively Avenue.
- South: West on Hively Avenue to a point 225 feet east of Benham Avenue; south to approximately 425 feet north of Mishawaka Road; west to Benham Avenue, continue west .2 of a mile on a parallel to Mishawaka Road; north and east to Benham Avenue to include the Biblical Seminary; north on Benham Avenue to Hively Avenue; west on Hively Avenue to Compton Avenue extended; north on Compton Avenue extended to Carlton Avenue; west on Carlton Avenue to 6th Street; south on 6th Street to Hively Avenue; west on Hively Avenue to Oakland Avenue; north on Oakland Avenue to the north property line of Oaklawn Center; east to the west property line of Southdale Drive; north to the south property line of Sunrise Drive (south); west to Oakland Avenue; south on Oakland Avenue to the south property line of the Armory (966 feet north of Hively Avenue); west to 15th Street extended; north on 15th Street extended to Leininger Avenue; west on Leininger Avenue (both sides) to 17th Street; south on 17th Street to an east-west alley extended; west on the alley extended to 18th Street; north on 18th Street to Leininger Avenue; west on Leininger Avenue (both sides) to Nappanee Street.
- West: North on Nappanee Street to railroad.

MONGER

- North: East on E. Indiana Avenue from S. Main Street to the Elkhart River.
- East: South on the Elkhart River to Clayton Street extended; south to Bontrager Avenue.
- South: West on Bontrager Avenue extended to DeCamp Avenue extended; north on DeCamp Avenue extended to Hively Avenue; west on Hively Avenue to Prairie Street.
- West: North on Prairie Street to Lusher Avenue; east on Lusher Avenue to Main Street; northwest on S. Main Street to Indiana Avenue.

OSOLO

- North: East on County Road 6 (neither side) from County Road 5 to Cassopolis Street (Indiana 19); northeast to the intersection of Oakwood and Cumberland Avenues; north to the Toll Road (at the interchange); east to the Osolo Township Ditch; north on the Osolo Township Ditch to County Road 4, continue north to the intersection of N. Shore Drive and Dolph Road; continue north on Dolph Road (both sides) to the state line; east on the state line to County Road 11, continue east (neither side) to a point north of the intersection of County Road 6 and Puterbaugh Creek (approximately .3 of a mile east of County Road 11).
- East: South (including Hidden Lake Reserve as well as Brighton, Fairgrove and Windrow Drive) to the intersection of County Road 6 and Puterbaugh Creek, continue south on Puterbaugh Creek to County Road 106.
- South: West on County Road 106 (both sides) to County Road 11 (including all of Woodland Estates); south on County Road 11 (both sides) to Homewood Avenue extended. West on Homewood Avenue extended to Berkley Avenue. South on Berkley Avenue extended (both sides) to Country Club Drive extended. West on Country Club Drive extended (neither side) to Johnson Street; South on Johnson Street to Bristol Street; west on Bristol Street to Edwardsburg Road.
- West: North on Edwardsburg Road; northwest on Edwardsburg Road extended (neither side, not any of Zentz Drive) to the intersection of County Roads 5 and 6.

PINEWOOD

- North: East on Country Club Drive extended (both sides) from Johnson Street to Berkley Avenue extended; north on Berkley Avenue extended (neither side) to Homewood Avenue; east on Homewood Avenue extended to County Road 11; north on County Road 11 (neither side) to County Road 106 (excluding all of Woodland Estates); east on County Road 106 (neither side) to Puterbaugh Creek; south on Puterbaugh Creek, continue east on County Road 8 (both sides) to County Road 13; east to .25 of a mile east of County Road 13; south to .5 of a mile north of Bristol Street; east to .5 of a mile east of County Road 13.
- East: South to the St. Joseph River (on a line just west of Dawn Avenue and crossing Greenleaf Boulevard just west of 23499 Greenleaf Boulevard).
- South: West on the St. Joseph River to Independence Street extended.
- West: North on Independence Street extended (neither side) to Bristol Street; west on Bristol Street to Johnson Street; north on Johnson Street to Country Club Drive.

RIVERVIEW

- North: East on the St. Joseph River from the Elkhart River to Middleton Run Road.
- East: South on Middleton Run Road to .14 of a mile north of Middlebury Street; east, south and west on an irregular line back to Middleton Run Road at Middlebury Street, (this includes lot one and part of lot two in Fair Acres Addition, and adjacent land totaling 8.4 acres.); south on Middleton Run Road to .12 of a mile south of Middlebury Street.
- South: West to Hall Manor Addition; south to Bryant Street; west to Hall Avenue; south to .25 of a mile south of Middlebury Street; west .33 of a mile to Toledo Road, (excluding approximately four acres of land on either side of Rowe Street.); west on Toledo Road (neither side) to Outer Drive; north on Outer Drive about 200 feet; east 200 feet and north to Middlebury Street; west on Middlebury Street to the east city limits (approximately in line with Clayton Street and Parker Avenue including Buildings 300, 500, 700, and 900 in the Woodwind community); south to Indiana Avenue extended; west to the Elkhart River; north and west on the Elkhart River to the railroad tracks; west on the railroad tracks to Prairie Street; south on Prairie Street (west side only) to the railroad tracks; west on the railroad tracks to Main Street.
- West: North on Main Street to W. Jackson Boulevard; east on W. Jackson Boulevard to the Elkhart River; north on the Elkhart River to the St. Joseph River.

ROOSEVELT

- North: East on the south side of railroad tracks from 11th Street extended to E. Indiana Avenue; West on E. Indiana Avenue to Main Street.
- East: South on S. Main Street to E. Lusher Avenue.
- South: West on Lusher Avenue to Benham Avenue.
- West: North on Benham Avenue to Wolf Avenue; west on Wolf Avenue to S. 6th Street; north on S. 6th Street to W. Indiana Avenue; west on W. Indiana Avenue to 11th Street extended.

WOODLAND

- North: ~~West~~East on County Road 6 (neither side) from the John Weaver Parkway to the intersection of County Roads 5; southeast on Edwardsburg Avenue extended (both sides, including all of Zentz Drive but not any of the Bristol Street apartments) to W. Bristol Street; east on W. Bristol Street to Cassopolis Street.
- East: South on Cassopolis Street to Mishawaka Street extended.
- South: West on Mishawaka Street extended to N. Michigan Street; south on N. Michigan Street (both sides) to W. Beardsley Street; west on W. Beardsley Street to Nappanee Street; south on Nappanee Street, west and south excluding Rainbow Bend Boulevard, Aspin Drive and Gruber Lane, to the St. Joseph River; west on the St. Joseph River to a point south of the entrance of the Lexington Industrial Park on old U.S. 20.
- West: North to the entrance of the Lexington Industrial Park on old U.S. 20; east on old U.S. 20 (both sides) to County Road 3; north on County Road 3 (both sides) to County Road 12; west on County Road 12 (both sides) to County Road 101; north on County Road 101 (both sides) to County Road 108; west on County Road 108 (neither side) to County Road 1; north on County Road 1 (neither side) to County Road 8; east to the intersection of County Road 10 and Starner Avenue; north to the intersection of John Weaver Parkway and County Road 6.

NORTH SIDE MIDDLE SCHOOL

- North: East on the state line from Cassopolis Street to a point on State Line Road due north of the intersection of Lake Shore Drive and County Road 4.
- East: South from a point on State Line Road due north of the intersection of Lake Shore Drive and County Road 4 to said intersection: south and east on Lake Shore Drive (~~both~~ neither sides) to a point due north of the intersection of County Roads 15 and 104; south from that point to the intersection of County Roads 15 and 104; south on County Road 15 to Bristol Street (County Road 10); east on Bristol St to a point 135 feet east of the intersection of Meadowbank Drive and Bristol Street (County Road 10); south from that point to the St. Joseph River; west on the St. Joseph River to Main Street; south on Main Street to Prairie Street; south on Prairie Street to Indiana Avenue.
- South: West on Indiana Avenue to Oakland Avenue.
- West: North on Oakland Avenue (neither side) to Franklin Street; east on Franklin Street to the junction of Franklin Street and S. Shore Drive; north to the St. Joseph River; east and north on the St. Joseph River to the Sherman Street Bridge; west on Bower Street (neither side) to Michigan Street; north on Michigan Street (neither side) to Edwardsburg Avenue; northwest on Edwardsburg Avenue extended (neither side - not any of Zentz Drive, but including the Bristol Street Apartments) to the intersection of County Roads 5 and 6; east on County Road 6 (neither side - not any of Merlin Isle or Creekside) to Cassopolis Street; north on Cassopolis Street to the state line.

PIERRE MORAN MIDDLE SCHOOL

- North: East on the state line from a point due north of the intersection of Lake Shore Drive and County Road 4 to the Washington-York Township line.
- East: South on the Washington-York Township line to the Washington-Jefferson township line.
- South: West on the Washington-York Township line to the Washington-Concord Township line; north on the Washington-Concord Township line (County Road 17) to the St. Joseph River; west on the St. Joseph River to Middleton Run Road extended; south on Middleton Run Road to .14 of a mile north of Middlebury Street; east, south, and west on an irregular line back to Middleton Run Road at Middlebury Street (this includes lot one and part of lot two in Fair Acres Addition and adjacent land totaling 8.4 acres.); south on Middleton Run Road to .12 of a mile south of Middlebury Street; west to Hall Manor addition; south to Bryant Street; west to Hall Avenue; south to .25 of a mile south of Middlebury Street; west .33 of a mile to Toledo Road (excluding approximately four acres of land on either side of Rowe Street); west on Toledo Road (neither side) to Outer Drive; north on Outer Drive about 200 feet; east 200 feet and north to Middlebury Street; west on Middlebury Street to the east city limits (approximately in line with Clayton Street and Parker Avenue, including Buildings 300, 500, 700, and 900 in the Woodwind community); south to Indiana Avenue extended; west on Indiana Avenue extended to the Elkhart River; south on the Elkhart River to Clayton Avenue extended; south on Clayton Avenue to Bontrager Avenue; west on Bontrager Avenue extended to DeCamp Avenue extended; north on DeCamp Avenue extended to Hively Avenue; west on Hively Avenue to a point 225 feet east of Benham Avenue; south to approximately 425 feet north of Mishawaka Road; west to Benham Avenue, continue west .2 of a mile on a parallel to Mishawaka Road; north and east to Benham Avenue to include the Biblical Seminary; north on Benham Avenue to Hively Avenue; west on Hively Avenue to Compton Avenue extended; north on Compton Avenue extended to Carlton Avenue; west on Carlton Avenue to 6th Street.
- West: North on 6th Street to Indiana Avenue; east on Indiana Avenue to Prairie Street; north on Prairie Street to Main Street; north on Main Street to the St. Joseph River; east on the St. Joseph River to a point on the river which is due south of a point 135 feet east of the intersection of Meadowbank Drive and Bristol Street (County Road 10); west on Bristol Street (County Road 10) to County Road 15; north on County Road 15 (extended) to Lake Shore Drive; west and north on Lake Shore Drive (both sides) to County Road 4; north from the intersection of Lake Shore Drive and County Road 4 to the Indiana State Line.

WEST SIDE MIDDLE SCHOOL

North: East on the state line from the intersection of the Elkhart-St. Joseph County and the state line to Cassopolis Street.

East: South to the intersection of Cassopolis Street and County Road 6; west on County Road 6 (both sides - including Merlin Isle and Creekside) to County Road 5; southeast on Edwardsburg Avenue extended (both sides - including all of Zentz Drive but not any of the Bristol Street apartments) to Michigan Street; south on Michigan Street (both sides) to Bower Street; east on Bower Street (both sides) to the St. Joseph River; south and west on the St. Joseph River and across the river to the junction of South Shore Drive and Franklin Street; west on Franklin Street to Oakland Avenue; south on Oakland Avenue (both sides) to Indiana Avenue; east on Indiana Avenue to 6th Street; south on 6th Street to Hively Avenue.

South: West on Hively Avenue to Oakland Avenue; north on Oakland Avenue to the north property line of Oaklawn Center; east to the west property line of Southdale Drive; north to the south property line of Sunrise Drive south; west to Oakland Avenue; south on Oakland Avenue to the south property line of the Armory (966 feet north of Hively Avenue); west to 15th Street extended; north on 15th Street extended to Leininger Avenue; west on Leininger Avenue (both sides) to 17th Street; south on 17th Street to an east-west alley extended; west on the alley extended to 18th Street; north on 18th Street to Leininger Avenue, west on Leininger Avenue (both sides) to Nappanee Street; north on Nappanee Street to St. Joseph River; west on the St. Joseph River to the Elkhart-St. Joseph County Line.

West: North on the Elkhart-St. Joseph County line to the state line.

~~February 13, 2018~~ October 23, 2018

CENTRAL HIGH SCHOOL

- North: East on the state line from a point north of the intersection of County Road 6 and Puterbaugh Creek (about .3 of a mile east of County Road 11) to the Washington-York Township line.
- East: South on the Washington-York Township line from the state line to the Washington-Jefferson Township line.
- South: West on the Washington-Jefferson Township line to the Washington-Concord Township line; north on the Washington-Concord Township line to the St. Joseph River; west on the St. Joseph River to Middleton Run Road; south on Middleton Run Road to .14 of a mile north of Middlebury Street; east, south, and west on an irregular line back to Middleton Run Road at Middlebury Street (this includes lot one and part of lot two in Fair Acres Addition and adjacent land totaling 8.4 acres); south on Middleton Run Road to .12 of a mile south of Middlebury Street; west to Hall Manor Addition; south to Bryant Street, west to Hall Avenue; south to .25 of a mile south of Middlebury Street; west .33 of a mile to Toledo Road (excluding approximately four acres of land on either side of Rowe Street), west on Toledo Road to Outer Drive, north on Outer Drive about 200 feet; east 200 feet and north to Middlebury Street; west on Middlebury Street to the east city limits (approximately in line with Clayton Street and Parker Avenue including Buildings 300, 500, 700, and 900 of the Woodwind community); south on the east city limits to Indiana Avenue extended; west on Indiana Avenue extended to the Elkhart River; south on the Elkhart River to Clayton Street extended; south to Bontrager Avenue; west on Bontrager Avenue to DeCamp Avenue extended; north on DeCamp Avenue extended to Hively Avenue; west on Hively Avenue to a point 225 feet east of Benham Avenue; south to approximately 425 feet north of Mishawaka Road; west to Benham Avenue, continue west .2 of a mile on a parallel to Mishawaka Road; north and east to Benham Avenue to include the Biblical Seminary; north on Benham Avenue to Hively Avenue; west on Hively Avenue to Compton Avenue extended north on Compton Avenue extended to Carlton Avenue; west on Carlton Avenue to 6th Street.
- West: North on 6th Street to Marion Street; west on Marion Street to 700 W. Marion Street; north to Franklin Street; west on Franklin Street to 8th Street; north on 8th Street extended to the St. Joseph River; north and east on the St. Joseph River to Cassopolis. Street extended; north on Cassopolis Street extended to Country Club Drive; east on Country Club Drive (both sides) and Medford Street extended (both sides) to Independence Street; north on Independence Street extended to the Osolo Township Ditch; northeast on the Osolo Township Ditch to County Road 8 extended to the west from Puterbaugh Creek; east to the intersection of County Road 8 and Puterbaugh Creek (including all of the Highland Mobile Home Park), north on Puterbaugh Creek to County Road 6, continue north to the state line (approximately .3 of a mile east of County Road 11).

MEMORIAL HIGH SCHOOL

North: East on the state line from the Elkhart-St. Joseph County line to a point north of the intersection of County Road 6 and Puterbaugh Creek (approximately .3 of a mile east of County Road 11).

East: South to County Road 6, continue south on Puterbaugh Creek to County Road 8; west to the Osolo Township Ditch (not any of the Highland Mobile Home Park); southwest on the Osolo Township Ditch to Independence Street extended, south on Independence Street extended to Medford Street; west on Medford Street extended (neither side) and Country Club Drive (neither side) to Cassopolis Street; south on Cassopolis Street extended to the St. Joseph River; west and south on the St. Joseph River to 8th Street extended; south on 8th Street extended to Franklin Street; east on Franklin Street to 700 W. Franklin Street; south to Marion Street; east on Marion Street to 6th Street, south on 6th Street to Hively Avenue.

South: West on Hively Avenue to Oakland Avenue; north on Oakland Avenue to the north property line of Oaklawn Center; east on the west property line of Southdale Drive; north to the south property line of Sunrise Drive (south); west to Oakland Avenue; south on Oakland Avenue to the south property line of the Armory (966 feet north of Hively Avenue); west to 15th Street extended; north on 15th Street extended to Leininger Avenue; west on Leininger Avenue to 17th Street; south on 17th Street to an east-west alley extended; west on the alley extended to 18th Street; north on 18th Street to Leininger Avenue; west on Leininger Avenue to Nappanee Street; north on Nappanee Street to the St. Joseph River; west on the St. Joseph River to the Elkhart-St. Joseph County line.

West: North on the Elkhart-St. Joseph County line from the St. Joseph River to the state line.

~~February 13, 2018~~ November 13, 2018

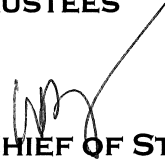


DISTRICT COUNSEL/
CHIEF OF STAFF

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

**TO: BOARD OF SCHOOL TRUSTEES
MARK T. MOW**

FROM: W. DOUGLAS THORNE 
DISTRICT COUNSEL/CHIEF OF STAFF

DATE: NOVEMBER 9, 2018

RE: SUPPLEMENTAL PAYMENTS TO TEACHERS

Indiana School Corporations, pursuant to enacted changes to IC 20-28-9-1.5, have authority to provide supplemental payments to certain teachers based upon either the course a teacher is instructing, the attainment by the teacher of a master's degree from an accredited post secondary institution in a content area directly related to a course taught by a teacher, or an assignment as a special education teacher.

Based upon this statutory authority, the administration is seeking authorization to provide supplemental payments to teachers in the following assignments:

- Teachers fully credentialed, pursuant to guidelines established by the Higher Learning Commission, who are presently teaching a dual credit course.
- Teachers teaching advanced placement course(s) during the 2018-19 school year.
- Secondary teachers with a master's degree from an accredited post secondary institution in a content area directly related to a course taught by a teacher (e.g. Mathematics, Chemistry, Fine Arts, etc.), or with a master's degree & eighteen (18) credit hours of graduate level course work in the teacher's content area.
- Elkhart Area Career Center teachers providing instruction in science, technology and engineering fields.
- Special education teachers.
- Elementary teachers who possess a master's degree in math, reading or literacy.

By law, these payments are not subject to collective bargaining but have been discussed with the Elkhart Teachers Association, as required by statute.

Teachers, seeking supplemental payments based upon degrees and course work, must provide a transcript from an accredited post secondary institution demonstrating the teacher's qualification for said payment to the Human Resources department, along with certification of their teaching assignment by the building principal. Those seeking supplemental payments for advanced placement courses must provide certification of their teaching assignment to the Human Resources department.

Teachers who qualify would receive an annual supplemental payment of \$5,000.00 for up to two (2) of the categories listed above; maximum payment being \$10,000.00. These supplemental payments would be paid on a pro-rata basis at the end of each semester.

Cc: Kevin Scott
Cheryl Waggoner
Frank Serge
Cary Anderson
Elkhart Teachers Association

WDT/dls





DISTRICT COUNSEL/
CHIEF OF STAFF

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: BOARD OF SCHOOL TRUSTEES

MARK T. MOW
SUPERINTENDENT

FROM: W. DOUGLAS THORNE
DISTRICT COUNSEL/CHIEF OF STAFF

DATE: NOVEMBER 13, 2018

RE: TENTATIVE AGREEMENT WITH ELKHART TEACHERS ASSOCIATION

On November 1, 2018, the negotiations team for Elkhart Community Schools reached a tentative agreement with the Elkhart Teachers Association (ETA) for a new collective bargaining agreement. This agreement was ratified by the ETA on November 13 and will be in effect, upon the approval of the Board of School Trustees, until June 30, 2019. The purpose of this memorandum is to provide you with an outline of the said tentative agreement which the administration will be recommending you approve at the Board meeting this evening, November 13, 2018.

Stipend

1. Full-time teachers shall be paid stipends in the amount of \$500.00 on December 21, 2018 and March 29, 2019.
2. Part-time teachers shall be paid stipends in the amount of \$250.00 on December 21, 2018 and March 29, 2019
3. These stipends are one-time payments and shall not be considered a component of the compensation plan set forth in this article.

Insurance

Employees shall retain one hundred (100%) of the premium savings resulting from the renewal for 2019 Plan Year. In addition to the foregoing, ECS shall increase its share of the premium for the 2019 Plan Year as follows:

1. Single - \$5,925.00
2. Employee and Spouse - \$11,000.00
3. Employee and Child(ren) - \$7,400.00
4. Family - \$15,400.00
5. Double Employee - \$15,750.00

Salary

No salary increase shall be paid during the term of this agreement.

Definitions

The definition of Immediate Family set forth in the Master Contract has been expanded so as to be inclusive of a "life partner", defined under the contract as an individual whose close association with the employee is the equivalent of a family relationship.

Personal Business Leaves

This tentative agreement revises the language related to the ability of teacher to utilize personal business days to extend school vacation periods by allowing teacher to exercise this right once every three years rather than every five years.

Added Pay (New Language)

The agreement, if approved by the Board of School Trustees, will change the method of paying employees for Added Pay responsibilities by including the language set forth below:

1. With the exception of included duty positions and positions with responsibilities throughout the school year (e.g. class sponsor, department chair, GEI, etc.), compensation for added pay positions will be paid to teachers holding said positions in two (2) equal payments during the season:
 - a. Fall – pay period 2 and 4
 - b. Winter – pay period 10 and 12
 - c. Spring – pay periods 18 and 20
2. In the event an employee with an added pay assignment experiences an extended absence during the period of time when the employee is expected to perform the primary duties related to the added pay assignment, the employee's compensation shall be prorated for the time they performed the assignment.

Added Pay Schedule

In addition, the tentative agreement adds to the added pay schedule the following positions:

Elementary Volleyball (Boys/Girls)

- Head Coach - \$1,540 (index .0485)
- Assistant Coach - \$780 (index .02425)

Middle School Volleyball (Boys/Girls)

- Head Coach - \$2,405 (index .0750)
- Assistant Coach - \$1,205 (index .03750)

High School Crew

- Head Coach - \$4,810 (index .1500)
- Assistant Coach \$2,405 (index .0750)

High School Archery

- Head Coach - \$3,210 (index .1000)
- Assistant Coach \$1,605 (index .0500)

E-Sports

- Head Coach - \$2,405 (index .0750)

Elementary Drumming



- Director - \$1,540 (index .04800)

Golf

- Assistant Coach \$1,605 (index .0500)

Middle School Jazz Music

- Band Director - \$1605 (index .0500)
- Choir Director - \$1605 (index .0500)

Art Café

- Advisor - \$1,315 (index .0410)

High School Lacrosse (eliminate program development rates)

- Coach - \$4,810 (index .1500)

Unified Track

- Middle/Elementary School Coordinator - \$1,315 (index .0410)
- High School Coach - \$2,405 (index .0410)

Miscellaneous

Additional items discussed during negotiations but not be included in the Master Contract, pursuant to state law, are as follows:

- Revisions to district expectations related to reporting obligations for teachers when the start of the school day is delayed.
- Entry to all district sporting events at no charge for ECS employees upon display of an ECS Identification Card.

As has been the practice of the district changes to the Master Contract for teachers that are applicable to ECS employees in other employee groups will be offered to those groups, with the exception of administrators who will not be eligible for stipends.

WDT/dls





SCHOOL CALENDAR: JULY 2019 – JUNE 2020

JULY 2019						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JANUARY 2020						
S	M	T	W	T	F	S
			X	X	X	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	X	21	22	23	24	25
26	27	28	29	30	31	

AUGUST 2019						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	△	7	8
9	10	11	12	13	E	15
16	X	18	19	20	21	22
23	24	25	26	27	28	29

SEPTEMBER 2019						
S	M	T	W	T	F	S
1	X	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MARCH 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	E	24	25	26	27	28
29	30	31				

OCTOBER 2019						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	X	X	26
27	X	29	30	31		

APRIL 2020							
S	M	T	W	T	F	S	
				1	2	3	4
5	X	X	X	X	X	11	
12	13	14	15	K	17	18	
19	20	21	22	23	E	25	
26	27	28	29	30			

NOVEMBER 2019						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	X	X	X	30

MAY 2020							
S	M	T	W	T	F	S	
						1	2
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	E	23	
24	X	26	27	28	29	30	
31							

DECEMBER 2019						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	X	X	X	X	X	29
29	X	X				

JUNE 2020						
S	M	T	W	T	F	S
	1	2	3	E	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

August

- 13 Full day pre-session for teachers – non-student day
- 14 Full day pre-session for teachers – non-student day
- 15 Students' first day – Full day for all students

September

- 2 Labor Day – All Schools Closed

October

- 11 End of 1st grading period/midterm – all schools
- 21 & 23 Elementary Parent/Teacher Conferences in the evening hours – (full day for all school students)
- 22 & 23 Secondary Parent/Teacher Conferences in the evening hours – (full day for all school students)
- 24-25 Fall Recess – All Schools Closed
- 28 Fall Recess – All Schools Closed

November

- 27-29 Thanksgiving Recess – All Schools Closed

December

- 20 End of 2nd grading period/1st semester – all schools
- 23-Jan 3 Winter Recess – All Schools Closed

January

- 6 School resumes after Winter Recess
- 20 Martin Luther King Jr. Day – All Schools Closed

February

- 6 Parent/Teacher Conferences for elementary only and Professional Development day for secondary teachers – (no school for all students)
- 14 No School – Emergency Make-up Day
- 17 Presidents' Day Recess – All Schools Closed

March

- 13 End of 3rd grading period/midterm – all schools
- 23 No School – Emergency Make-up Day

April

- 6-10 Spring Recess – All Schools Closed
- Kindergarten Kick-off – Elementary Schools (Kindergarten Registration runs April 13 – May 9)
- 16 No School – Emergency Make-up Day

May

- 22 No School – Emergency Make-up Day
- 25 Memorial Day – All Schools Closed

June

- 3 Last Day of School – full day for all students**
- 3 Last Day for Teachers**
- 4 Emergency Make-up Day (if necessary)
- 7 Graduation

Key:

 = Professional Day for teachers (non-student day)

X School Out of Session (during the Instructional school year)

△ Parent/Teacher Conferences (no school for all students)

E No School (may be used as emergency make-up day, if necessary)

K Kindergarten Kick-off

**If necessary, additional emergency make-up days will be added at the end of the school year

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.	What is the grant submission deadline?
Helping Hands Service Club	Clark Properties	West Side Middle School	Cami Berkey	\$900	Grant funds will be use to fund the community service activities the members of the Helping Hands Service club will performing.	The grant funds will help foster the vision of student community service.	<p>\$200 for homeless essential bags Toothbrush Toothpaste Soap Towl Gift Certificates for food</p> <p>\$200 Warmth around town (hanging hats, gloves and socks around town for people who need them) Hat Gloves Socks</p> <p>\$150 Grandma's feet Helping Hands created Non-slip socks for elderly</p> <p>\$50 Dog treats Making Dog treats</p> <p>\$300 Spring Soup Dried Soup Mix for food pantry</p> <p>Total \$900</p>	11/30/2018

ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST

School: Elkhart Central
Class/Group: XC - Girls
Number of Students: 12
Date/Time Departing: Friday 10-26-18
Date/Time Returning: Saturday 10-27-18
Destination: State XC meet Terre Haute IN
City State
Overnight facility: Holiday Inn Express
Mode of transportation: White Bus
Reason for trip: State meet

Names of chaperones: Bekka Shank

Cost per student: N/A
Describe Plans for Raising Funds or Funding Source: N/A
Plans to defray costs for needy students: N/A
Are needy students made aware of plans? N/A

Signature of Teacher/Sponsor: [Signature]
Signature of Principal: Kelly Berheide Date: 10-24-18

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

Approval of Assistant Superintendent [Signature] Date: 10-24-18
Approval by Board: _____

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

RECD. 10/24/18

ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST

School: EACC

Class/Group: Ag/Motorcycle/Outdoor Power Tech

Number of Students: 18

Date/Time Departing: 12/4/2018 7:30am

Date/Time Returning: 12/7/2018 6:00pm

Destination: PRI Convention City Indianapolis State IN

Overnight Facility: Staybridge Suites Indianapolis Downtown-Conv Ctr

Mode of Transportation: Bus

Reason for Trip: Hot Rodders National Championship

Name of Chaperones: Ryan Gortney

Angee Gortney

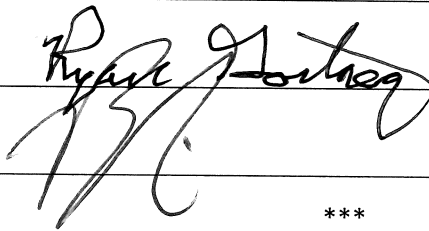
Cost per Student: \$80.00 for food

Describe Plans for Raising Funds or Funding Source: Donations from car clubs

Plans to Defray Costs For Needy Students: I will help as needed

Are Needy Students Made Aware of Plans? Yes

Signature of Teacher/Sponsor:



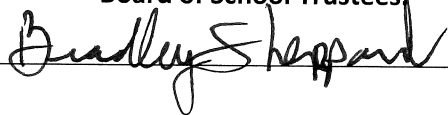
Signature of Principal:

Date:

12/24/18

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

Approval of Assistant Superintendent



Date:

11-2-18

Approved by Board:

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

RECD. 11/1/18

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: November 8, 2018
 TO: Mr. Mark T. Mow, Interim Superintendent
 FROM: Dr. Bradley Sheppard *Bradley Sheppard*
 RE: **Conference Leave Requests**
November 13, 2018 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2018 - 2019 CONFERENCES	EXPENSES	SUBSTITUTE
<p>INDIANA LIBRARY FEDERATION (ILF) CONFERENCE</p> <p>This conference will provide opportunities for collaboration on literacy engagement for school, public and academic librarians across the state of Indiana.</p> <p>Indianapolis, IN November 13 - 14, 2018 (2 day's absence) TARA WHITE - ESC (3-6)</p>	\$698.95	\$0.00
<p>HOOSIER EDUCATIONAL COMPUTER COORDINATORS (HECC) 2018</p> <p>Attendance will provide an opportunity to network with employees at other school districts and vendors throughout the state, region, and beyond.</p> <p>Indianapolis, IN November 14 - 16, 2018 (3 day's absence) PAUL BROKAMP - KENT STREET (0-0) JASON INMAN - KENT STREET (0-0) DWIGHT RHOADES - KENT STREET (0-0)</p>	\$4,961.28	\$0.00
<p>INDIANA ASSOCIATION OF SCHOOL PRINCIPALS CONFERENCE AND FALL PROFESSIONALS CONFERENCE</p> <p>I have been asked to present programs at both conferences. While there, I will also attend sessions that will provide information on how to better support my teachers and students.</p> <p>Indianapolis, IN November 16 - 20, 2018 (3 day's absence) DAVID BIRD - SWW (1-3)</p>	\$1,537.96	\$0.00
<p>INDIANA ASSOCIATION FOR THE GIFTED CONFERENCE</p> <p>This conference will provide tools to ensure students are learning at high levels and develop a sustainable curricular framework to address the needs of the high ability students in the district.</p> <p>Indianapolis, IN December 10 - 11, 2018 (2 day's absence) DAVID BIRD - SWW (2-6) LATOSHA BONDS - MEMORIAL (2-4) CYNTHIA BONNER - PIERRE MORAN (2-5) AMANDA COLLIER - WOODLAND (1-3) SHAWNNA DICKERHOOF - BEARDSLEY (1-3)</p>	\$30,223.13	\$5,035.00

<p>STEFANIE FOSTER - MEMORIAL (0-0) KAYLA FREEZE - RIVERVIEW (0-0) AMBER GENOVESE - DALY (0-0) JOY GRABER - MONGER (1-3) MELISSA GROSE - SWW (0-0) JEANNIE HAWKINS - OSOLO (0-0) VICTORIA HAYS - PINEWOOD (1-3) TAMMIE HIBSHMAN - FEESER (1-3) JANELLE HOSTETLER - RIVERVIEW (0-0) SARA JACKOWIAK - NORTH SIDE (0-0) MACKINZIE KEMPTON - DALY (0-0) JACQUELYN KRULL - BRISTOL (1-3) MICAH LAMBERT - FEESER (3-7) KRISTI HAITHCOX - BRISTOL (0-0) JENNIFER LEMUNYON - PIERRE MORAN (0-0) JENNIFER MILLER - CLEVELAND (0-0) TIMOTHY MYERS - CLEVELAND (2-5) DODIE NORRIS - CLEVELAND (0-0) HOLLY O'CONNELL - PINEWOOD (1-3) JONI PEAK - PINEWOOD (1-2) MADELYN PEDLER - NORTH SIDE (0-0) ANITA PRATT - BEARDSLEY (1-3) MARK SCHROEDER - WEST SIDE (0-0) NATALIE SCHULTZ - WEST SIDE (0-0) HELEN STEGMANN - HAWTHORNE (0-0) DON STOLZ - NORTH SIDE (0-0) BETH STROVEN - FEESER (1-3) TRACY THOMPSON - BEARDSLEY (1-3) SHALYNN TINKEL - HAWTHORNE (1-3) JULIE TYRAKOWSKI - MEMORIAL (1-1) ANTHONY VENABLE - PIERRE MORAN (1-3) JENNIFER WAKEMAN - WOODLAND (1-3) KRISTINE WEIMER - OSOLO (1-3) TARA WHITE - ESC (6-12)</p>		
<p>MIDWEST BAND AND ORCHESTRA CLINIC This conference will provide best practices for teaching band and orchestra by attending clinics taught by nationally-renowned educators. Chicago, IL December 20 - 21, 2018 (2 day's absence) DANIEL BURTON - PIERRE MORAN (1-3)</p>	\$2,100.00	\$1,235.00

SANDRA CARNALL - NORTH SIDE (0-0) TIMOTHY CARNALL - WEST SIDE (0-0) DAVID ELLIOTT - CENTRAL (0-0) JEFFERY HATFIELD - NORTH SIDE (0-0) KURT WEIMER - MEMORIAL (0-0) ALLAN WHITEHEAD - NORTH SIDE (0-0)		
ALA (AMERICAN LIBRARY ASSOCIATION) MIDWINTER MEETING This event is largely focused on the school librarian, with emphasis on peer-to-peer sessions, trends and innovations and collaboration with teachers to improve student achievement through literacy engagement and instruction. Seattle, WA January 25 - 29, 2019 (3 day's absence) WENDY KOVACH - PIERRE MORAN (1-3) TARA WHITE - ESC (5-9)	\$2,894.88	\$285.00
FOR CONFIRMATION ONLY: (RECEIVED TOO LATE FOR PRIOR APPROVAL)	EXPENSES	SUBSTITUTE
NIESC ILEARN SCIENCE AND BIOLOGY This conference will give me more information about the structure and design of the new assessment tool. Plymouth, IN October 3, 2018 (1 day's absence) WES LIGGETT - FEESER (1-3)	\$46.87	\$0.00
FALL CONFERENCE FOR INDIANA PUBLIC BROADCASTING STATIONS 2018 All statewide public media executives will come together to coordinate state funding efforts and radio/TV production projects while visiting the new WNIN facilities. Evansville, IN October 17 - 18, 2018 (2 day's absence) ANTHONY HUNT - WVPE (0-0)	\$344.02	\$0.00
JAMF NATION USER CONFERENCE 2018 JAMF is the current management system for our 1:1 iPad initiative. This conference will help us bolster our knowledge and understanding of the program. Minneapolis, MN October 22 - 26, 2018 (5 day's absence) STEPHEN DECOOK - KENT STREET (0-0) ZACHARY WILFERT - KENT STREET (0-0)	\$3,667.01	\$0.00
INDIANA VISION CONFERENCE The topics covered in this conference will help to improve instructional quality, promote academic achievement and improve the educational outcomes of students who are blind or have low vision. Plainfield, IN	\$482.48	\$0.00

November 5 - 6, 2018 (2 day's absence) JULENE FITCH - ELKHART ACADEMY (0-0)		
FALL JOURNALISM CONFERENCE FOR INDIANA PUBLIC BROADCASTING STATIONS 2018 All statewide journalists will join Ken Barcus, NPR's Midwest Bureau Chief, to discuss pitching stories to NPR and best practices for writing and story construction. Indianapolis, IN November 11 - 12, 2018 (2 day's absence) TONY KRABILL - WVPE (1-2)	\$253.50	\$0.00
SHELTERED INSTRUCTION OPERATING PROTOCOL (SIOP) This is a Trainer of Trainers at the Center of Applied Linguistics. Returning participants will provide professional development to ECS faculty regarding best practices for teaching English Language Learners. Washington, D.C. November 12 - 16, 2018 (5 day's absence) CHARLES JORDAN LUKE - ROOSEVELT (0-0)	\$2,436.00	\$475.00
	\$49,646.08	\$7,030.00
2018 YEAR-TO-DATE GENERAL FUNDS	\$28,425.02	\$2,470.00
2019 YEAR-TO-DATE GENERAL FUNDS	\$2,818.60	\$95.00
2018 YEAR-TO-DATE OTHER FUNDS	\$249,877.87	\$11,780.00
2018 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
2019 YEAR-TO-DATE OTHER FUNDS	\$2,894.88	\$285.00
2019 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$284,016.37	\$14,630.00

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

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: November 7, 2018
 TO: Mr. Mark T. Mow, Interim Superintendent
 FROM: Dr. William Kovach *W. Kovach*
 RE: **Conference Leave Requests Paid Under Carl D. Perkins Grant
 November 13, 2018 - Board of School Trustees Meeting**

2018- 2019 CONFERENCES	EXPENSES	SUBSTITUTE
<p>Project Excell Update VU This is the professional development for offering college courses here at the EACC and is required by the university.</p> <p>Vincennes University, Vincennes IN November 14-16, 2018</p> <p>Robert Bailey (0-0) 1.5 days absence Jon Chevalier (1-0) 1.5 days absence Ryan Gortney (3-7) 3 days absence John Kraus (1-0) 1.5 days absence David Kriegel (0-0) 3 days absence Michael Maloney (0-0) 1.5 days absence</p> <p>College Credentials</p>	\$700.00	\$0.00
<p>Early Childhood Education Meeting Sharing ideas and activities for Early Childhood Education</p> <p>Indianapolis, IN November 27,2018</p> <p>Barbara Gingerich (1-1) 1 date absence</p> <p>Program/Industry Specific Career & Technical Education</p>	\$186.96	\$0.00
<p>ACTE's CareerTech Vision Attending this conference will keep us informed of the changing trends in CTE.</p> <p>San Antonio, TX November 27-30, 2018</p>	\$5,539.83	\$0.00

2018- 2019 CONFERENCES	EXPENSES	SUBSTITUTE
Elizabeth Allen (1-3) 4 days absence Brandon Eakins (1-3) 4 days absence Jennifer Garcia (0-0) 4 days absence David Kriegel (0-0) 4 days absence Pete Lestinsky (0-0) 4 days absence		
Hot Rodders of Tomorrow National Championship This is the National Championship for my Hot Rodders students. Our EACC teams will be competing for college scholarships. Indianapolis, IN Ryan Gortney (4-10) 5 days absence CTSO	\$0.00	\$0.00
National Student Advertising Competition We would like to have our interactive media students participate in this contest, so we would like to check it out first. Indianapolis, IN Amber Kosar (3-1.5) Justin Wiard (0-0) CTSO	\$97.63	\$0.00
TOTAL	\$6,524.42	\$0.00
2018-19 YEAR-TO-DATE PERKINS FUNDS	\$5,621.50	
GRAND TOTAL	\$12,145.92	\$0.00



TO: MR. MARK MOW
FROM: MS. CHERYL WAGGONER
DATE: NOVEMBER 13, 2018

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **Agreement** – We recommend the approval of an agreement regarding unpaid time.
- b. **New Certified Staff** – We recommend the following new certified staff for employment in the 2018-19 school year:

Kaitlyn Banks	Pinewood/Kindergarten
David Freel	Memorial/Math
Tamika Jones	Roosevelt/Grade 5
Corinne Lankowicz	West Side/Language Arts
Patricia Lawson	Pinewood/Grade 2
Cara McMenamin	Memorial/Science
Sarah Parcell	Memorial/FACS
Jason Rybinski	Pinewood/Grade 6
Lindsey Turner	Pinewood/Grade 1

CLASSIFIED

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

Heather Basse	Bristol/Social Worker
Began: 9/17/18	PE: 11/11/18

Robert Burton Jr. Began: 9/5/18	ECS/District Substitute PE: 10/30/18
Dayna Corkins Began: 9/11/18	Hawthorne/Paraprofessional PE: 11/5/18
Lisa Curtis Began: 9/4/18	Central/Custodian PE: 10/29/18
Destiny Delle Began: 9/14/18	Daly/Paraprofessional PE: 11/8/18
Sherry Fehnel Began: 9/11/18	Cleveland/Food Service PE: 11/5/18
Candus Griffin Began: 9/12/18	Pierre Moran/Food Service PE: 11/6/18
Angela James Began: 8/30/18	Transportation/ Bus Driver PE: 10/24/18
Michelle Masten Began: 9/4/18	Pierre Moran/Registered Nurse PE: 10/29/18
Toni Meyer Began: 9/11/18	Hawthorne/Paraprofessional PE: 11/13/18
Whitney Miller Began: 9/14/18	Beardsley/Food Service PE: 11/12/18
Liana Oswalt Began: 9/14/18	Transportation/Bus Driver PE: 11/11/18
Cassidy Parsons Began: 8/30/18	Memorial/Paraprofessional PE: 11/13/18
Steven Robinson Jr. Began: 9/10/18	Hawthorne/Permanent Substitute PE: 11/4/18
Molly Shields Began: 9/11/18	EACC/Paraprofessional PE: 11/5/18
Matenia Walters Began: 9/10/18	Beardsley/Permanent Substitute PE: 11/4/18



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

Margaret Beaver Began: 8/20/18	PACE/Speech Therapist Resign: 12/21/18
Tracy Laribee Began: 8/20/18	Cleveland/Food Service Resign: 10/22/18
Connie Maglish Began: 4/16/15	Transportation/Bus Driver Resign: 10/22/18
Kristen Smit Began: 10/7/13	Transportation/Secretary Resign: 11/2/18

c. Unpaid Leave Request – We recommend an unpaid leave of the following employees:

Carrie Landesman Begin: 10/1/18	Transportation/Bus Driver End: 2/1/19
Alta Radelich Begin: 12/4/18	Transportation/Bus Driver End: 12/19/18
Meghan Sutton Begin: 11/1/18	Eastwood/Secretary End: 12/21/18
Shamaghia Washington Begin: 10/17/18	Hawthorne/Food Service End: 11/30/18

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

Lisa Scott Began: 11/07/17	Central/Food Service End: 9/24/18 Board Policy: 3139.01s a,c,f,g
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