

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

November 12, 2019

CALENDAR

Nov	12	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Nov	12	immediately following	Executive Session, J.C. Rice Educational Services Center
Nov	12	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Nov	26	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Dec	10	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Dec	17	8:00 a.m.	Regular Meeting/Work Session, J.C. Rice Educational Services Center
Jan	14	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center

- A. CALL TO ORDER
- B. THE ELKHART PROMISE
- C. INVITATION TO SPEAK PROTOCOL
- D. SUPERINTENDENT'S STUDENT ADVISORY COUNCIL REPRESENTATIVES
Memorial High School
Central High School
- E. STUDENT RECOGNITION
Air Force JROTC
- F. MINUTES
October 18, 2019 – Special Board Meeting
October 22, 2019 – Public Work Session Meeting
October 22, 2019 – Regular Board Meeting

G. TREASURER'S REPORT

Consideration of Claims

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

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.

H. NEW BUSINESS

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.

I. PERSONNEL

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

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

J. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

K. ADJOURNMENT

MINUTES
OF THE SPECIAL MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
October 18, 2019

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

Place/Time

Board Members Present:	Douglas K. Weaver Kellie L. Mullins Carolyn R. Morris	Babette S. Boling Roscoe L. Enfield, Jr.
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Roll Call

Absent:	Susan C. Daiber Rodney J. Dale
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President Doug Weaver called the special meeting of the Board of School Trustees to order. The pledge of allegiance was recited.

Call to Order

The Board reviewed the tentative agreement to the Master contract expiring June 30, 2020 with the Elkhart Teacher’s Association (ETA). A complete copy of the Master contract, incorporating the terms of the tentative agreement was posted, as required by IC §20-29-6-19, on the district website Tuesday, October 15 at 4:00 p.m.

Review of Tentative Agreement

Doug Thorne, district counsel/chief of staff, highlighted major proposed changes regarding the definition of immediate family, use of personal business leave, bereavement leave, transfer of sick leave, teacher reimbursements, health insurance and retirement benefits, the creation of an Employee Assistance Program, and salary increases for all teachers.

The Board discussed the impact of the recommended changes on employees.

Board Discussion

The meeting adjourned at 4:20 p.m.

APPROVED:

Douglas K. Weaver, President

Kellie L. Mullins, Vice President

Carolyn R. Morris, Secretary

Babette S. Boling, Member

Susan C. Daiber, Member

Rodney J. Dale, Member

Roscoe L. Enfield, Jr., Member

Adjournment

Signatures

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

Elkhart Community Schools
Elkhart, Indiana

October 22, 2019

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

Place/Time

Board Members Present:	Douglas K. Weaver Kellie L. Mullins Carolyn R. Morris	Rodney J. Dale Roscoe L. Enfield, Jr.
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Roll Call

Absent:	Babette S. Boling Susan C. Daiber
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ECS Personnel Present:	Kevin Scott Brad Sheppard	Steven Thalheimer Doug Thorne Cheryl Waggoner
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Kevin Scott, Chief Financial Officer, reviewed proposed insurance rates and reported on the findings of an alternative insurance provider.

Topics
Discussed

The meeting adjourned at approximately 6:05 p.m.

Adjournment

APPROVED:

Douglas K. Weaver, President

Babette S. Boling, Member

Kellie L. Mullins, Vice President

Susan C. Daiber, Member

Carolyn R. Morris, Secretary

Rodney J. Dale, Member

Roscoe L. Enfield, Jr., Member

Signatures

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
October 22, 2019

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

Place/Time

Board Members Present:	Douglas K. Weaver Kellie L. Mullins Carolyn R. Morris	Rodney J. Dale Roscoe L. Enfield, Jr.
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Roll Call

Absent:	Babette S. Boling Susan C. Daiber
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President Doug Weaver called the regular meeting of the Board of School Trustees to order.

Call to Order

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

The Elkhart Promise

Mr. Weaver discussed the invitation to speak protocol.

Superintendent’s Student Advisory Council (SSAC) representative Maria McComish, a senior from Central High School (CHS) introduced herself. Ms. McComish reported the football team is off to its best start since 2005, girls cross country qualified for semi-state, and girls basketball practice has begun. In music, the Blazer Brigade qualified for ISSMA semi-state, the band festival for grades 6-12 is November 7, and the Fall play, Crazy Town, will be presented November 15 and 16. In upcoming events, the powder puff football game is November 4, and freshman parent night is November 5.

Superintendent’s Student Advisory Council

Todd Sheely, Memorial unified track coach, introduced Viviana and Tatiana Ponce Acevedo, two Memorial unified track members recently recognized by Special Olympics Indiana and showcased at the Breakfast of Champions. Mr. Sheely presented a video prepared by Special Olympics of Indiana featuring the sisters.

Student Recognition

By unanimous action, the Board approved the following minutes:
October 8, 2019 – Public Work Session
October 8, 2019 – Regular Board Meeting

Approval of Minutes

By unanimous action, the Board approved payment of claims totaling \$5,299,304.44 as shown on the October 22, 2019, claims listing. (Codified File 1920-44)

Payment of Claims

By unanimous action, the Board accepted with appreciation the following donations made to Elkhart Community Schools (ECS): \$500 from Cressy & Everett, Inc. Realtors for Memorial's girls/boys track team; \$500 from 4Sight Inspection Services in support of the drama/fall play at Central; \$2,500 from Beacon Community Impact for a healthy cooking workshop for Hawthorne parents; \$750 from NIVA Volleyball Club and 12 Wilson Evolution Basketballs (with a donor value of \$720) from the Elkhart Sports Center to Pierre Moran's athletic department; \$25,000 from Thad and Rachele Naquin for renovations to Rice Field and North Side Gym; and \$25,000 from Patrick Industries to the Engineering, Technology and Innovation building fund.

Gift Acceptance

The Board received a financial report from Kevin Scott, chief financial officer, for the period January 1 – September 30, 2019, and found it to be in order.

Financial Report

By unanimous action, the Board adopted the 2020 Budget: 2020 Capital Projects Plan, 2020 School Bus Replacement Plan, Tax Neutrality Resolution, Resolution to Reduce Proposed Budget, and Ordinance or Resolution for Appropriations and Tax Rates. Mr. Scott reviewed each of the documents prior to voting. (Codified File 1920-45 thru 1920-49)

Budget Adoption

By unanimous action, the Board approved an extra-curricular purchase request from Central to purchase a sound system for the baseball and softball field in the amount of \$8,198.14.

Extra Curricular Purchase

By unanimous action, the Board approved proposed school fundraisers in accordance with Board policy. The funds raised through the listed activities are deposited into each school's extra-curricular fund. (Codified File 1920-50)

Fundraisers

Mr. Scott provided the current insurance update reporting claims are higher than same month last year, but remain below for the year.

Insurance Update

By unanimous action, the Board approved the Recommendation for Award of the Elkhart High School Addition and Renovation Food Service Equipment Bid to Stafford-Smith of Mishawaka in the amount of \$771,641. (Codified File 1920-51)

Bid Award

By unanimous action, the Board approved revisions to Board Policy 7510 – Use of School Facilities and Property, as initially presented at the October 8th regular meeting. Mr. Thorne noted the changes include the addition of use waivers, and removes references to pool usage. In response to audience inquiry, Mr. Thorne stated the waivers will be handled through the building services department.

Board Policy 7510

The Board reviewed revisions to Administrative Regulation GDBA-10 – Miscellaneous Position Pay Schedule, as initially presented at the October 8th regular meeting.

Administrative Regulation GDBA-10

The Board approved a tentative agreement with the Elkhart Teacher's Association (ETA) for a Master contract expiring June 30, 2020. A tentative agreement was reached on October 10, 2019. A complete copy of the Master contract, incorporating the terms of the tentative agreement was posted, as required by IC §20-29-6-19, on the district website Tuesday, October 15 at 4:00 p.m., and the Board met to discuss the proposed tentative agreement during a Special Meeting, noticed pursuant to IC §5-14-1.5-5, on Friday, October 18. The tentative agreement was ratified by members of the ETA on Thursday, October 17.

Tentative Agreement

The proposed revised contract incorporates the following changes: a revision to the definition of immediate family; changes to personal business leave language authorizing a teacher who does not use any personal business during the school year to carry-over two days to the following year, along with a change authorizing a teacher to use personal business on the day following fall break; changes to contract language governing the use of bereavement leave, and authorizing the use of bereavement leave for a miscarriage; revisions to language governing the transfer of sick leave from a predecessor school district to ECS, and a change to the number of sick leave days an ECS teacher can accumulate; procedural changes to language related to a teacher's sick leave bank application, placement on the salary schedule when transferring to certain positions at the EACC, and procedures relating to the payment of teacher salaries; changes to language regarding reimbursement to a teacher when the teacher's personal property is damaged during the course of the teacher's performance of professional duties; revisions to language governing health insurance and teacher retirement benefits; the creation of an Employee Assistance Program, and an increase to the salary for all teachers by \$700 along with additional increases of \$100 to \$200 for teachers depending upon their years of service to the district.

The projected total cost for this agreement is approximately \$900,000, and is substantially funded by the savings resulting from the State of Indiana's assumption of the corporation's contributions to the teachers' retirement fund.

Mr. Thorne thanked both the ETA negotiations team lead by Kerry Mullet, ETA President; as well as the team representing the administration and the school board. (Codified File 1920-52)

The previously submitted grant was withdrawn.

Grant Submission

By unanimous action, the Board approved an overnight trip request for 8 Central and Memorial Move2Stand Bullying Prevention Club members to travel to Chicago, IL on November 6-8, to attend the InspirED Leadership Lab and the International Bullying Prevention Association Annual Conference.

Overnight Trip Request

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 22, 2019 listings. (Codified File 1920-53)

Conference
Leave Requests

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

Personnel
Report

Employment of the following three (3) certified staff members for the 2019-2020 school year effective 10/29/19:

Tricia Davis - math at West Side
Martin Mullins - law enforcement at EACC
Eliza Stoltzfus - grade 4 at Beardsley

Certified
Employment

Maternity leave for certified staff member, Izamar Garcia, ENL at Pierre Moran, beginning 11/26/19 and ending 6/3/20.

Certified Leave

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

Anthony Gouin - machine trades at EACC, 11/8/19
Jeffrey Hemmerlein - language arts at Memorial, 11/1/19
Clare Palenchar - language arts at West Side, 10/11/19

Certified
Resignations

Employment of the following twenty-eight (28) classified employees successfully completed their probationary period on dates indicated:

Classified
Employment

Christina Arranaga - bus helper at Transportation, 10/11/19
Madison Bartley - paraprofessional at Central, 10/10/19
Betty Beadin - food service at Daly/Beardsley, 10/9/19
Brandy Bohm - paraprofessional at Osolo, 10/10/19
Clara Bonds - food serve at Pierre Moran, 10/14/19
Amber Delgado - food service at Cleveland, 10/14/19
Estrella Diaz - secretary at West Side, 10/9/19
Elizabeth Fair - food service at Eastwood, 10/10/19
Jessica Fortoso - building translator/parent liaison at Hawthorne, 10/10/19
Katherine Gilpin - bus driver at Transportation, 10/10/19
Gearlene Griffin - food service at Memorial, 10/22/19
Luella Hanks - paraprofessional at North Side, 10/14/19
Megan Hartman - paraprofessional at Eastwood, 10/10/19
Donya Hill - bus driver at Transportation, 10/10/19
April Kiefer - food service at Memorial, 10/11/19
Deanna Kohr - bus driver at Transportation, 10/11/19
Cheyenne Magyar - bus driver at Transportation, 10/9/19
Lois Mason - secretary at Pierre Moran, 10/20/19
Donna Moore - bus driver at Transportation, 10/9/19
Patricia Mosher - food service Beardsley, 10/9/19
Vilma Ortiz de Carroccio - paraprofessional at Central, 10/10/19
Carla Raeder - food service at North Side, 10/9/19
Shawanie Riley - food service at Pinewood, 10/22/19

Kristina Roberts - paraprofessional at Cleveland, 10/10/19
Tiffany Smart - paraprofessional at West Side, 10/10/19
Jena Swain - technical assistant at Pierre Moran, 10/22/19
Tona Vanover - paraprofessional at Central, 10/10/19
Heidi Vrielynck - bus driver at Transportation, 10/10/19

Retirement of classified employee, Constance Barber, custodian at North Side, effective 2/1/20 with 30 years of service.

Classified
Retirement

Resignation of the following two (2) classified employees effective on dates indicated:

Classified
Resignations

Nichole Houser - food service at Riverview, 10/23/19
Michelle Masten - registered nurse at Pierre Moran, 10/31/19

Leave for the following two (2) classified employees on dates indicated:

Classified
Leaves

Yvonne Gefri - food service at North Side, beginning 8/12/19 and ending 1/3/20
Donna Johnson - paraprofessional at Riverview, beginning 10/10/19 and ending 11/8/19

Superintendent Thalheimer asked for continued participation in the Educating Right thought exchange, and for all to have a relaxing Fall Break.

From the
Superintendent

Board member, Rocky Enfield, thanked Superintendent Thalheimer for all of the recent Educating Right public meetings and the thought exchange to communication with and request input from the public.

From the Board

The meeting adjourned at approximately 7:40 p.m.

APPROVED:

Douglas K. Weaver, President

Kellie L. Mullins, Vice President

Carolyn R. Morris, Secretary

Babette S. Boling, Member

Susan C. Daiber, Member

Rodney J. Dale, Member

Roscoe L. Enfield, Jr., Member

Adjournment

Signatures



ELKHART COMMUNITY SCHOOLS

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

TO: BOARD OF SCHOOL TRUSTEES
FROM: KEVIN SCOTT
DATE: OCTOBER 31, 2019

SUBJECT: GIFT ACCEPTANCE

The following donations were made to Elkhart Community Schools for renovations to Rice Field and North Side Gym:

Welter Foundation 21027 Riverbrook Lane Bristol IN 46507	\$50,000
Lippert Components Attn: Michilah Grimes 3501 CR 6 East Elkhart, IN 46514	\$25,000
Anonymous	\$10,000

I am requesting approval from the Board of School Trustees to accept these donations and appropriate letters of acknowledgement and appreciation be sent.



FOOD SERVICES

1135 KENT STREET • ELKHART, IN 46514

PHONE: 574-262-5551



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: October 29, 2019
TO: Steve Thalheimer
Board of School Trustees
FROM: Pam Melcher
RE: Donation Approval

An Anonymous donation of \$300.00 was given to pay negative balances at Mary Feeser Elementary School.

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



FOOD SERVICES

1135 KENT STREET • ELKHART, IN 46514

PHONE: 574-262-5551



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: November 7, 2019
TO: Steve Thalheimer
Board of School Trustees
FROM: Pam Melcher
RE: Donation Approval

Carolyn Huston donated \$1,089.00 to cover three students' meals at Mary Beck Elementary for the remaining school year.

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

Carolyn Huston
22674 Lake Shore Dr
Elkhart IN 46514



PIERRE MORAN MIDDLE SCHOOL
200 WEST LUSHER AVENUE • ELKHART, IN 46517
PHONE: 574-295-4805



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

TO: Dr. Steve Thalheimer

DATE: October 23, 2019

RE: Donation Approval

The National Flag Football league has made a check donation of \$500.00 to Pierre Moran Middle School's athletic department. This donation comes from the usage of our field and equipment during practices throughout the year. 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:

National Flag Football
2055 Franklin Road
Bloomington Hills, Michigan 48302

Thank you,

Cynthia Bonner

Principal



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: Dr. Thalheimer
Board of School Trustees

FROM: Brian Buckley

DATE: October 29, 2019

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 Athletic Fund	Baseball Field gate	\$2718.00



ELKHART CENTRAL HIGH SCHOOL

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

To: Board of School Trustees
From: Brian Buckley, Athletic Director
Date: October 29, 2019

Baseball Fence Purchase

The Elkhart Central Athletic Department would like to purchase a gate for the baseball fields. This will allow the transport of equipment on and off of the field.

We are requesting your approval of the attached quote so that we may purchase this equipment as soon as possible. The purchase will be made using the Elkhart Central Athletic General Fund.

Thank you,

Brian Buckley
Athletic Director
Elkhart Central High School



Schuell Fence Co.
 22377 Adams Rd.
 South Bend, In. 46628
 (574)272-9200 FAX (574)271-8156
 www.schuellfence.com
 gabe.moore@schuellfence.com

PROPOSAL/CONTRACT

Page 1
 10/28/2019

Customer Information:

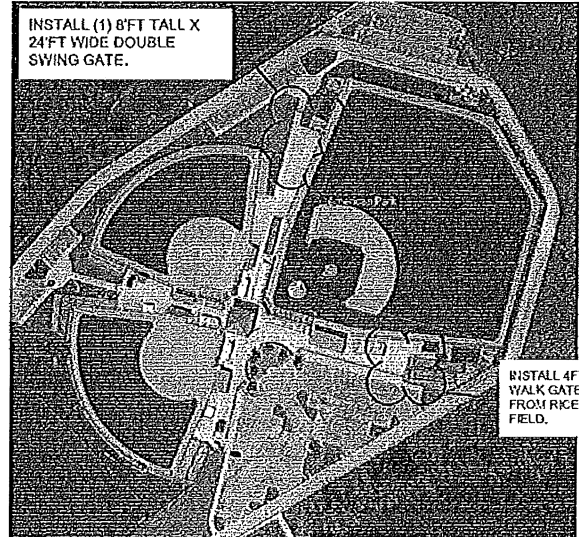
ELKHART CENTRAL HIGH SCHOOL
 1 BLAZER BLVD
 ELKHART, In. 46516
 bbuckley@elkhart.k12.in.us

Job Information:

8'FT TALL GATE CUT-IN & 6'FT TALL WALK GATE.
 AMERICAN FIELD
 ATTN: BRIAN BUCKLEY

Notes:

MATERIALS AND LABOR TO CUT IN ONE(1) 8'FT TALL X 24'FT WIDE CHAIN LINK DOUBLE SWING GATE INTO THE EXISTING LINE OF FENCE AND ADD ONE(1) 3" POST TO BATTING CAGE AND CUT IN ONE(1) 6'FT TALL X 4'FT WIDE SINGLE SWING GATE THAT WAS SALVAGED FROM RICE FIELD. NEW 8'FT TALL X 24'FT DOUBLE GATE WILL HAVE TWO(2) NEW 4" O.D. SCHEDULED 40 WEIGHT POSTS WITH WELDED 3/8" THICK X 8" SQUARE PLATE BASES.



This proposal, when accepted by the Purchaser, becomes a contract, upon the terms and conditions especially set forth herein. It may not be modified, changed or rescinded in any manner except by written agreement of Schuell Fence and the Purchaser. It is contingent upon delays due to strikes, fire, accidents and/or other causes beyond the control of the Seller.

Schuell Fence Co. agrees to guarantee above fence to be free from defects in materials and workmanship for one year. WOOD FENCE WARRANTY DOES NOT COVER WARPING, CHIPPING, SHRINKAGE, OR CRACKING WHICH ARE NATURAL PROPERTIES OF WOOD.

The Purchaser is solely responsible for complying with any and all zoning regulations and obtaining any *permits that may be required from the city, township, or county that they reside in. Schuell Fence Co. will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does Schuell Fence Co. assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed by a licensed surveyor.

Schuell Fence Co. will assume the responsibility for having underground public utilities located and marked. However, Schuell Fence Co. assumes no responsibility for sprinkler lines, or any other private buried lines or objects. The customer will assume all liability for any damage caused by directing Schuell Fence Co. to dig within 24" (2'ft) of known utilities.

The final billing will be based on the actual footage of fencing built and the work performed. Partial billing for materials delivered to the job site and work completed may

be sent at weekly intervals. Adjustments for material used on this job and adjustments for labor will be charged or credited at the currently established rates. Additional charges for any extra work not covered in this contract that was requested by the customer will also be added. All proposals, including installation by the Seller, are made on the condition that the entire work be completed without interruption by the Purchaser. The full amount of this contract along with any additional charges will become payable upon completion of all work whether or not it has been invoiced unless other terms are specified.

A finance charge of 1 1/2% per month (or a minimum of \$1.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 10 days after completion of any work invoiced except where other terms are specified. All materials will remain the property of Schuell Fence Co. until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt.

This Contract Proposal shall terminate 30 days from the date of submission by Schuell Fence when not executed by the Purchaser.

*Schuell Fence Company can obtain a permit if required by city or township upon request for an additional charge of \$75.00 plus the cost of the permit.

SCHUELL FENCE COMPANY IS NOT RESPONSIBLE FOR ANY DAMAGE TO EXISTING SPRINKLER LINES. REPAIR COSTS FOR BROKEN OR DAMAGED SPRINKLER LINES WILL BE THE RESPONSIBILITY OF THE CUSTOMER.

Approved & Accepted for Customer:

Contract Amount: \$ 2718.00
 Deposit Required: \$ _____
 Balance Due: \$ 2718.00

 Customer Date
 Accepted for Schuell Fence Co.:

 Gabriel Moore-Sales Representative Date

Proposed School Fundraising Activities
November 12, 2019, Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
EMHS - Boys Basketball	Online Crowd-sourcing donations called Fan Angel. Proceeds will go to Shooting Stars, Team Dinners, Team Activities	11/20/19 - 1/1/20	10/23/2019	Kyle Sears
EMHS - Wrestling	Texas Roadhouse Gift Cards sales. Proceeds will help offset cost of out of town trips or overnight stays and help fund a scholarship we offer each year to a senior wrestler with the highest GPA.	11/14/19 - 11/30/19	10/22/2019	Brian Weaver
EMHS - FFA	Farm Fall Festival at ACCELL - FFA. Fall activities (run K-6th, hayride, pumpkin painting, face painting, games). Flat fee of \$5 + family of 6+ \$20. Proceeds go to FFA jackets and contests (state and national).	11/23/2019 - 11/23/19	10/22/2019	Brenda Mueller
EMHS - FFA	Panda Express Dine in. Customers show Panda Express the fundraiser slip & FFA gets a 20% kickback. Proceeds to go for jackets and contest fees.	11/16/19 - 11/17/19	10/16/2019	Brenda Mueller
WSMS - 7th grade LA	Students are going to collect Supplies and money from friends and family. Clubs, classes, and homebase will contact businesses and community to increase donations. Proceeds will go to Vujani Safe Haven in South Africa. Shipping costs will be covered by Sarah Smith.	11/13/19 - 12/5/19	10/31/2019	Sarah Smith
EMHS - Intense Interventions Classes	Memorial's Intense Interventions Annual Bazaar Fundraiser	12/5/19 - 12/6/19	11/4/2019	Don Knowlton
	Please note the following fundraisers are presented for confirmation only.			
EMHS - Girls Basketball	Girls will make phone calls, to a list of family and friends they provide, to sell rolls of trashbags. Proceeds will go to team shoes and tickets to local college games.	10/30/19 - 10/30/19	10/16/2019	Brent Curry
EMHS - Class of 2021	Juniors will sell items from Yankee Candle. They will sell person to person and online. Proceeds will go to the class funds and help with prom costs.	10/23/19 - 11/15/19	10/18/2019	Julie Tyrakowski & Stefanie Foster

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?
Formative Writing Software for PMMS	The Leighton Foundation	Pierre Moran Middle School	Teresa Thompson	\$8,146.00	We would like to apply for a grant to purchase school-wide licenses for the formative writing software, MI Write. The purchase will give the school access until July of 2021. Cindy Bonner, Teresa Thompson, and Mariana Cortez will manage implementation.	The first outcome for Middle Schools in the ECS Strategic Plan is to “guide students toward autonomous learning experiences aided by technology.” In the Pierre Moran School Improvement Plan, “Literacy” is a key pillar which we have targeted for growth. To this end, we would like to purchase access to the MI Write Formative Assessment software, as funded by the Leighton Foundation. This software allows students frequent opportunities for writing practice, and gives immediate feedback about response quality to both the student and teacher. It is a research-based writing practice that has been used successfully in schools across the country, and we believe it could be key in strengthening the writing quality and stamina of all students at Pierre Moran Middle School. We are currently preparing a 30-day trial classroom in anticipation of the implementation of this software school-wide in January 2020.	There are two quotes for this project; both pay for access to MI Write for 550 students. The first is a half-year subscription from January 1, 2020-July 31, 2020 for \$3,496.00. The second is a full-year subscription from August 1, 2020-July 31, 2021 for \$4,650. The grant submission will be for both years together for a total of \$8,146.00.	11/11/2019
IN-MaC Micro-Grant Program: Connecting Education, Industry, and Community Initiatives focused on industry exposure and experiences	Purdue University: Education and Workforce	Elkhart Area Career Center	Scott Sassaman: ssassaman@elkhart.k12.in.us	\$2,000.00	We plan on having a Mini-Mechatronics Discovery Day for 300 8th - 12th graders in Elkhart County. The Discovery Day will be held at Lippert Components Goshen facility. Other partners include: EACC students, ETHOS, ElkLogics, Ivy Tech Community College and Vincennes University. Brandon Eakins and Scott Sassaman will oversee the grant.	We plan on reaching the middle school, early high school students to generate an interest in manufacturing, robotics and mechatronics. The goal will be to increase enrollment in manufacturing programs and at the same time marketing what we do here at the Elkhart Area Career Center	Advertising: (materials for flyers/posters) \$100.00 Bussing: \$100.00 Food: \$500.00 Tent Rentals: \$500.00 Consumables (hands-on supplies) \$400.00 Marketing Materials (trinkets with logos) \$400.00 Total: \$2000.00 In-Kind Contributions: \$3200.00	11/15/2019

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?
CASE Implementation Grant	Corteva Agriscience	Memorial High School/ Agriculture Department	Brenda Mueller/Cyndy Keeling	\$5,000.00	The grant will be used for Environmental Issue Science CASE curriculum training to complete the Natural Resource pathway. It will also be used to purchase textbooks and supplies. The grant will be overseen by Brenda Mueller and Cyndy Keeling.	The grant funds will be used to support the vision of student pathways completions and the generation of CTE funds by students enrolling in the class, earning science credit and dual credit, and technical certificates.	<p>CASE GRANT BUDGET</p> <p>Priority # 1 TRAINING COST Environmental Science Institute - Alaska June 28- July 3rd \$2,700.00 \$800.00 TOTAL \$3,500.00 \$3,500.00</p> <p>Priority # 2 11 Miller, G.T., & Spoolman, S.E. (2015). Sustaining the earth. Stamford, CT: Cengage Learning. 978-1285769493 \$149.95 \$1,649.45 10% Case discount \$165.95 SHIPPING COST \$67.95 TOTAL \$1,551.95</p> <p>Priority # 3 WARD'S SCIENCE ORDER FOR ENVIRONMENTAL CASE 5 Each Electronic balance, 150 gram capacity \$369.95 \$1,849.75 1 Bottle Ammonia \$7.50 \$7.50 1 Bottle Ammonium sulfate \$9.79 \$9.79 1 Bottle Crushed charcoal \$26.50 \$26.50 1 Each Scenedesmus freshwater algae culture \$8.40 \$8.40 1 Each Pandorina freshwater algae culture \$8.40 \$8.40 1 Each Environmental Chemistry: Nitrates, Phosphates and Eutrophication Kit \$50.00 \$50.00 10 Each Rapitest® Soil Test kit for N-P-K \$23.75 \$237.50 \$2,197.84 10% CASE DISCOUNT \$219.78 TOTAL \$1,978.06 \$1,978.06 BUDGET TOTAL \$7,030.01</p>	10/31/2019
Community Investment Grant	Community Foundation of Elkhart County	Adult Education	Darcey Mitschelen	\$7,600.00	Students enrolled in an adult education class seeking a high school equivalency diploma will be provided the funds needed to take the HSE official exam. Darcey Mitschelen will oversee the management of the funds.	Elkhart Community Schools desires that all who come to its district receive the absolute best educational opportunities, including the adults who enter our classrooms. By working in partnership with the Community Foundation, the barrier of the cost high school equivalency diploma (HSE) exam will be removed, signaling a true commitment to not only education, but to the families within this district as well.	Scholarships (80 @ \$95.00 ea) \$7600.00	11/25/2019

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?
Perkins Assessment Grant	Governors Workforce Cabinet	EACC	Brandon Eakins	\$8,742.00	Used for reimbursement of industry certification testing	Prepare students for entrance into career fields	Funds can only be used to offset testing costs.	11/22/2019

**ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST**

School: Elkhart Central High School

Class/Group: JAG

Number of Students: 1

Date/Time Departing: 12-4-19 / 11:21 am (SBN → Chicago → D.C.)

Date/Time Returning: 12-8-19 / 4:02 pm (D.C. → Chicago → SBN)

Destination: Washington D.C.

Overnight Facility: Hyatt Regency Capitol Hill City State

Mode of Transportation: Plane, Shuttle bus

Reason for Trip: National Student Leadership Academy
Mia Morgan-Perez was nominated by her JAG
Specialist and was selected to represent
JAG Indiana at this Academy. *see attach

Names of Chaperones: Lori Stamatovich (JAG Team Lead -
ST. Joseph County)

Cost per Student: Personal spending money (trip is covered
in full)

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: Jennifer S. Kemble

Signature of Principal: [Signature] Date: 10/29

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

Approval of Assistant Superintendent: [Signature] Date: 10/31/19

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

**ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST**

School: EACC

Class/Group: Ag/Motorcycle/Outdoor Power

Number of Students: 12

Date/Time Departing: 12/10/19 6:30am

Date/Time Returning: 12/14/19 7:00pm

Destination: _____
PRI Show IN
Indianapolis
City State

Overnight facility: Staybridge Suites Indianapolis Downtown

Mode of Transportation: Bus

Reason for trip: National Hot Rodders of Tomorrow Competition

Names of chaperones: Angee Gortney

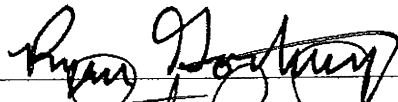
Cost per student: \$100 for food

Describe Plans for Raising Funds or Funding Source: Help as needed

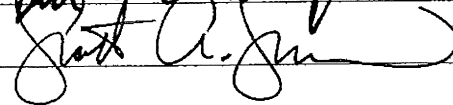
Plans to defray costs for needy students: Donations from local individuals

Are needy students made aware of plans? Yes

Signature of Teacher/Sponsor



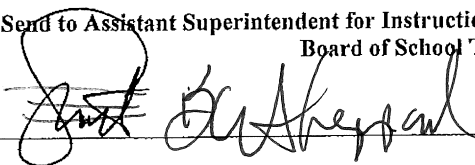
Signature of Principal:



Date: 10/30/19

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

Approval of Assistant Superintendent:



Date: 11/1/19

Approval by Board: _____

**ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST**

School: EACC

Class/Group: Ag/Motorecycle/Outdoor Power

Number of Students: 6

Date/Time Departing: 12/13/19 6:00am

Date/Time Returning: 12/13/19 7:00pm

Destination: _____
PRI Show IN
Indianapolis
City State

Overnight facility: _____

Mode of Transportation: Bus

Reason for trip: National Hot Rodders of Tomorrow Competition

Names of chaperones: Herb Ulery

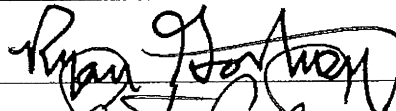
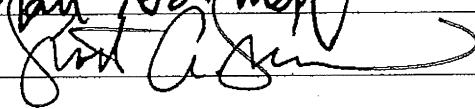
Cost per student: \$25.00 for Food

Describe Plans for Raising Funds or Funding Source: Help as needed

Plans to defray costs for needy students: Donations from local individuals

Are needy students made aware of plans? Yes

Signature of Teacher/Sponsor

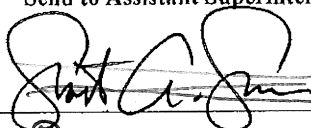
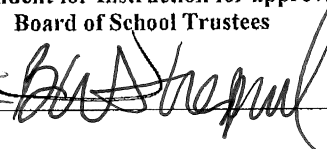



Signature of Principal:

Date: 10/30/19

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

Approval of Assistant Superintendent:

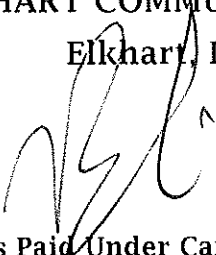
Date: 10/30/19 ^{11/1/19}

Approval by Board:



ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana



DATE: November 7, 2019
 TO: Dr. Steve Thalheimer
 FROM: Brandon Eakins
 RE: **Conference Leave Requests Paid Under Carl D. Perkins Grant
 November 12, 2019 - Board of School Trustees Meeting**

2019-2020 CONFERENCES	EXPENSES	SUBSTITUTE
<p>Project Excel Dual Credit Vincennes University This professional development is required to be able to offer college credit to our students</p> <p>Vincennes University November 19 - 20, 2019 Warren Seegers (0-0) 2 days absence College Credentials</p>	\$0.00	\$0.00
<p>Performance Racing Industry Show EACC has two teams qualified for Nationals. Students will also attend educational classes. They will be trying to earn a portion of \$4.7 million dollars.</p> <p>Indianapolis, IN November 9 - 14, 2019 Ryan Gortney (1-8) 5 days absence Brandon Eakins (2-4) 2 days absence Career & Technical Student Organization Competitions</p>	\$725.53	\$0.00
TOTAL	\$725.53	\$0.00
2019-20 YEAR-TO-DATE PERKINS FUNDS	\$6,753.94	\$0.00
GRAND TOTAL	\$7,479.47	\$0.00

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: November 7, 2019
 TO: Dr. Steve Thalheimer, Superintendent
 FROM: Dr. Bradley Sheppard *Bradley Sheppard*
 RE: **Conference Leave Requests**
November 12, 2019 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2019 - 2020 CONFERENCES	EXPENSES	SUBSTITUTE
INDIANA SCHOOL COUNSELOR ASSOCIATION (ISCA) 2019 FALL CONFERENCE This conference will allow me to attend two days of core skills building workshops, breakout sessions, general sessions and networking events. Indianapolis, IN November 15, 2019 (1 day's absence) JENNIFER GARCIA - EACC (0-0)	\$459.00 <i>OTHER FUND</i>	\$0.00 <i>OTHER FUND</i>
2019 POLARIS LABORATORIES CUSTOMER SUMMIT This conference will provide bus maintenance strategies using oil sample reports. Westfield, IN November 18 - 20, 2019 (3 day's absence) CHARLES WARNER - TRANSPORTATION (0-0)	\$0.00 <i>N/A</i>	\$0.00 <i>N/A</i>
INDIANA'S EL SECONDARY COLLABORATIVE COMMUNITY The information from this conference will assist in the planning for EL services for the merger and improving services overall for secondary English Language Learners. Indianapolis, IN November 19 - 20, 2019 (2 day's absence) LINDA STOFKO - ESC (2-7)	\$474.00 <i>OTHER FUND</i>	\$0.00 <i>OTHER FUND</i>
IASP FALL PROFESSIONALS CONFERENCE This conference will provide many opportunities to gain new insight related to instructional leadership. Indianapolis, IN November 24 - 26, 2019 (2 day's absence) MICAH LAMBERT - FEESER (3-2) SARAH SMITH - WEST SIDE (5-5) KRISTIE STUTSMAN - WEST SIDE (0-0)	\$2,263.50 <i>EDUCATION FUND \$1,015.00</i> <i>OTHER FUND \$1,248.50</i>	\$0.00 <i>EDUCATION FUND \$0.00</i> <i>OTHER FUND \$0.00</i>
INDIANA ASSOCIATION FOR THE GIFTED (IAG) CONFERENCE The IAG Conference will provide additional understanding and support for gifted learners in the areas of science, math, technology, arts and engineering. This conference will help build a toolkit of strategies and ideas for servicing the needs of all students. Indianapolis, IN December 8 - 10, 2019 (2 day's absence) EILEEN CORSON - MEMORIAL (0-0)	\$3,961.56	\$1,140.00

BETHANY KEEVER - OSOLO (0-0) JENA NELSON - CENTRAL (0-0) DODIE NORRIS - CLEVELAND (0-0) HAROLD WALT - ROOSEVELT (0-0) RITA WALT - BRISTOL (0-0)	<i>OTHER FUND</i>	<i>OTHER FUND</i>
INDIANA MUSIC EDUCATION ASSOCIATION PROFESSIONAL DEVELOPMENT CONFERENCE This conference is an opportunity for teachers of all backgrounds, experience levels, and disciplines to further their craft. The sessions and performances offer the chance to broaden teaching horizons, bring new and innovative aspects to the classroom, and network with peers in education. Fort Wayne, IN January 17 - 18, 2020 (1 day's absence) STEPHANIE RAPPATTA - WEST SIDE (0-0)	\$0.00 <i>OTHER FUND</i>	\$95.00 <i>OTHER FUND</i>
INDIANA MATH LEADERSHIP ACADEMY This workshop will provide the latest effective strategies for math instruction. Fort Wayne, IN February 12, 2020 (1 day's absence) ANTHONY DEFELICE - NORTH SIDE (0-0) SARA JACKOWIAK - NORTH SIDE (0-0) MATT STOLL - NORTH SIDE (0-0)	\$324.80 <i>OTHER FUND</i>	\$190.00 <i>OTHER FUND</i>
INDIANA MATH LEADERSHIP ACADEMY This workshop will provide the latest effective strategies for math instruction. Fort Wayne, IN April 15, 2020 (1 day's absence) ANTHONY DEFELICE - NORTH SIDE (0-0) SARA JACKOWIAK - NORTH SIDE (0-0) MATT STOLL - NORTH SIDE (0-0)	\$324.80 <i>OTHER FUND</i>	\$190.00 <i>OTHER FUND</i>
FOR CONFIRMATION ONLY: (RECEIVED TOO LATE FOR PRIOR APPROVAL)	EXPENSES	SUBSTITUTE
92ND NATIONAL FFA CONVENTION & EXPO This convention will provide opportunities to make professional connections and to also learn new ideas and activities to take into the classroom. Indianapolis, IN October 30 - 31, 2019 (2 day's absence) HEATHER KIDDER - WEST SIDE (0-0) BARBARA STARR - PIERRE MORAN (0-0)	\$621.40 <i>EDUCATION FUND</i>	\$380.00 <i>EDUCATION FUND</i>
SIOP TRAINING OF TRAINERS: FOUNDATIONS This comprehensive and interactive institute is designed to help participants develop and deliver SIOP Model professional development. Washington, D.C.	\$3,200.00	\$0.00

November 12 - 15, 2019 (4 day's absence) RHIANNON HARRISON - ESC (1-4)	<i>OTHER FUND</i>	<i>OTHER FUND</i>
	\$11,629.06	\$2,185.00
2019 YEAR-TO-DATE EDUCATION FUNDS	\$18,616.80	\$1,425.00
2020 YEAR-TO-DATE EDUCATION FUNDS	\$0.00	\$0.00
2019 YEAR-TO-DATE OTHER FUNDS	\$238,706.49	\$19,285.00
2019 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
2020 YEAR-TO-DATE OTHER FUNDS	\$2,909.98	\$950.00
2020 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$260,233.27	\$21,660.00

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



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. STEVEN THALHEIMER
FROM: MS. CHERYL WAGGONER
DATE: NOVEMBER 12, 2019

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **New Certified Staff** – We recommend the following new certified staff for employment in the 2019-20 school year:

Erin Petersen	West Side/Special Education
Caitlin Rappelli	Memorial/Social Studies

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

Caroline Stopiak Began: 10/14/19	Monger/Physical Education End: 11/26/19
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- c. **Resignation** – We report the resignation of the following employees:

Kimberly Boynton Began: 8/26/19	ESC/Director of Special Services Resign: 12/20/19
Brittney Shipe Began: 8/15/19	Beardsley/Grade 5 Resign: 11/1/19

- d. **Retirement** – We report the retirement of the following employee effective December 20, 2019:

Laura Fox	Pierre Moran/Science	22 Years of Service
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CLASSIFIED

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

Alex Allard Began: 9/5/19	Bristol/Custodian PE: 11/4/19
Nina Bayes Began: 9/9/19	EACC/Paraprofessional PE: 11/6/19

Sury Bengochea De Mejias
Began: 9/9/19

Roosevelt/Central/Food Service
PE: 11/6/19

Juanita Bruncz
Began: 9/18/19

Cleveland/Food Service
PE: 11/12/19

Sandra Butler-Simpson
Began: 9/3/19

Transportation/Bus Helper
PE: 10/31/19

Alexis Graber
Began: 8/15/19

Monger/Paraprofessional
PE: 10/10/19

Kyle Grubb
Began: 9/4/19

Woodland/Paraprofessional
PE: 10/31/19

Michael Hutchison
Began: 9/4/19

Beck/Hawthorne/Custodian
PE: 11/1/19

Desiree Jackson
Began: 8/29/19

PACE/Paraprofessional
PE: 10/29/19

Nichole Kurzhal
Began: 9/10/19

Commissary/Food Service
PE: 11/7/19

Esther Johnson
Began: 9/9/19

Educational Service Center/Secretary
PE: 11/6/19

Kimberly Moreland
Began: 9/4/19

Transportation/Driver
PE: 11/1/19

Terri Neely
Began: 9/5/19

Woodland/Paraprofessional
PE: 11/14/19

Mary Patton
Began: 9/10/19

Elkhart Academy/Paraprofessional
PE: 11/7/19

Randolph Roby
Began: 8/28/19

Transportation/Bus Helper
PE: 10/23/19

Amy Seng
Began: 9/6/19

Feeser/Paraprofessional
PE: 11/5/19

Elsa Verde Zamudio
Began: 8/15/19

EACC/Paraprofessional
PE: 10/10/19



Brenda White
Began: 9/10/19

Woodland/Food Service
PE: 11/7/19

Shawna Williams
Began: 9/3/19

Daly/Paraprofessional
PE: 10/29/19

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

Vicki Ellis
Began: 8/6/15

Eastwood/Food Service
Resign: 11/22/19

Sherry Forzley
Began: 8/14/18

Student Services/Board Certified Behavior Analyst (BCBA)
Resign: 1/18/20

Wanda Lipa
Began: 8/16/18

Transportation/Bus Driver
Resign: 11/8/19

Cynthia Mansfield
Began: 8/2/10

West Side/Secretary
Resign: 11/12/19

Nichole Schrock
Began: 2/26/19

Riverview/Paraprofessional
Resign: 11/4/19

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

Amaryllis Dunn
Began: 8/16/18

Transportation/Bus Helper
End: 11/4/19
Policy: 3139.01S

Colette Morris
Began: 1/4/93

Central/Food Service
End: 9/20/19
Policy: 3139.01S

d. Unpaid Leave Request - We recommend an unpaid leave for the following employees:

Michelle Miller
Began: 9/16/19

Woodland/Food Service
End: 6/3/20

Laura Petersheim
Began: 12/4/19

Bristol/Paraprofessional
End: 1/6/20

