

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

November 26, 2019

CALENDAR

Nov	26	5:30 p.m.	Public Work Session - Cancelled
Nov	26	immediately following	Executive Session, J.C. Rice Educational Services Center
Nov	26	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Nov	26	immediately following	Executive Session, 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
November 12, 2019 – Public Work Session Meeting
November 12, 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.

Financial Report – January 1, 2019 – October 31, 2019

Transfer of Appropriations – The Business Office seeks Board adoption of a resolution to transfer appropriations in the 2019 tax funds.

Extra Curricular Purchase Requests - The Business Office seeks Board approval of extra-curricular purchase requests.

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

Monthly Insurance Report

H. NEW BUSINESS

2019–2020 School Calendar – The administration presents a revision to the 2019-2020 School Calendar for approval.

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
PUBLIC WORK SESSION
OF THE
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

November 12, 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	Babette S. Boling Susan C. Daiber Rodney J. Dale Roscoe L. Enfield, Jr.
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Roll Call

ECS Personnel Present:	Wes Molyneaux	Steven Thalheimer Brad Sheppard
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Wes Molyneaux, Director of Technology Integration, presented the feedback from the e-learning day held on September 30th for secondary school students. Mr. Molyneaux also discussed the status of the 2020-2021 school calendar.

Topics Discussed

The meeting adjourned at approximately 6:35 p.m.

Adjournment

APPROVED:

Signatures

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

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
November 12, 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	Babette S. Boling Susan C. Daiber Rodney J. Dale Roscoe L. Enfield, Jr.
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Roll Call

President Doug Weaver called the regular meeting of the Board of School Trustees to order.

Call to Order

Tony Gianesi, chief operating officer, recited the Elkhart Promise.

The Elkhart Promise

Mr. Weaver discussed the invitation to speak protocol.

Elizabeth Weimer, Superintendent’s Student Advisory Council (SSAC) representative for Memorial, presented the following report: the marching band competed at the ISSMA semi-state on November 2nd with their highest finish in 15 years; the annual Veterans Day assembly featured the Air Force JROTC, members of the speech team, the choir and band. Winter sports have just begun, starting with girls’ basketball at Mishawaka.

Superintendent’s Student Advisory Council

The scheduled student recognition was postponed due to inclement weather.

Student Recognition

By unanimous action, the Board approved the following minutes:
October 18, 2019 – Special Board Meeting
October 22, 2019 – Public Work Session Meeting
October 22, 2019 – Regular Board Meeting

Approval of Minutes

By unanimous action, the Board approved payment of claims totaling \$6,978,948.99 as shown on the November 12, 2019, claims listing. (Codified File 1920-54)

Payment of Claims

By unanimous action, the Board accepted with appreciation the following donations made to Elkhart Community Schools (ECS): \$500 from the National Flag Football League to Pierre Moran's athletic programs; \$1,089 from Carolyn Huston to cover three students' meals at Beck for the remaining school year; an anonymous donation of \$300 for negative food balances at Feeser; \$50,000 from the Welter Foundation, \$25,000 from Lippert Components, and an anonymous \$10,000 for the renovations to Rice Field and North Side Gym.

Gift Acceptance

By unanimous action, the Board approved an extra-curricular purchase request from Central to purchase gates for the baseball field in the amount of \$2,718.

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 1920-55)

Fundraisers

By unanimous action, the Board approved the submission of the following grants: a Formative Writing Software grant to The Leighton Foundation by Pierre Moran in the amount of \$8,146; In-MaC Micro-Grant Program to Purdue University: Education and Workforce by EACC in the amount of \$2,000; CASE Implementation Grant to Corteva Agriscience by Memorial in the amount of \$5,000; a Community Investment Grant to the Community Foundation of Elkhart County by Adult Education in the amount of \$7,600 and a Perkins Assessment Grant to the Governors Workforce Cabinet from EACC in the amount of \$8,742. The Board also accepted extra-curricular grants from the Elkhart Education Foundation presented by Ashley Molyneaux, totaling \$20,838 for Central wrestling, Memorial wrestling, Feeser run club, Memorial Air Force JROTC, West Side for Washington DC trip scholarships, ElkLogics, Central Winterguard, EACC veterinary science trip, Beck and Hawthorne contraption club, Pierre Moran battle of the books club, Central/Memorial student ambassadors, and Memorial art club field trip. (Codified File 1920-56)

Grant Submissions and Acceptance

By unanimous action, the Board approved the following overnight trip requests: a Central Jobs for America's Graduates (JAG) student to travel to Washington, DC on December 4-8 to represent JAG Indiana at the National Student Leadership Academy; 12 EACC students to travel to Indianapolis on December 10-14 to compete in the National Hot Rodders of Tomorrow Competition and 6 EACC students to travel to Indianapolis on December 13 to attend the National Hot Rodders of Tomorrow Competition; and Memorial wrestlers to travel to Fort Wayne on February 14-15, 2020 for IHSAA semi-state wrestling and February 21-23 to travel to Indianapolis for IHSAA state wrestling finals.

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 November 12, 2019 listings. (Codified File 1920-57)

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:

Erin Petersen - special education at West Side
Caitlin Rappelli - social studies at Memorial

Certified
Employment

Retirement of certified staff member Laura Fox, science at Pierre Moran, effective 12/20/19 with 22 years of service.

Certified
Retirement

Maternity leave for certified staff member, Caroline Stopiak, physical education at Monger, beginning 10/14/19 and ending 11/26/19.

Certified Leave

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

Kimberly Boynton - director of special services at ESC,
12/20/19
Brittney Shipe - grade 5 at Beardsley, 11/1/19

Certified
Resignations

Employment of the following nineteen (19) classified employees successfully completed their probationary period on dates indicated:

Classified
Employment

Alex Allard - custodian at Bristol, 11/14/19
Nina Bayes - paraprofessional at EACC, 11/6/19
Sury Bengochea De Mejias - food service at Roosevelt/
Central, 11/6/19
Juanita Bruncz - food service at Cleveland, 11/12/19
Sandra Butler-Simpson - bus helper at Transportation,
10/31/19
Alexis Graber - paraprofessional at Monger, 10/10/19
Kyle Grubb - paraprofessional at Woodland, 10/31/19
Michael Hutchison - custodian at Beck/Hawthorne, 11/1/19
Desiree Jackson - paraprofessional at PACE, 10/29/19
Nichole Kurzhal - food service at Commissary, 11/7/19
Esther Johnson - secretary at ESC, 11/6/19
Kimberly Moreland - bus driver at Transportation, 11/1/19
Terri Neely - paraprofessional at Woodland, 11/14/19
Mary Patton - paraprofessional at Elkhart Academy, 11/7/19
Randolph Roby - bus helper at Transportation, 10/23/19
Amy Seng - paraprofessional at Feeser, 11/5/19
Elsa Verde Zamudio - paraprofessional at EACC, 10/10/19
Brenda White - food service at Woodland, 11/7/19
Shawna Williams - paraprofessional at Daly, 10/29/19

Resignation of the following five (5) classified employees effective on dates indicated:

- Vicki Ellis - food service at Eastwood, 11/22/19
- Sherry Forzley - behavior analyst at ESC, 1/18/20
- Wanda Lipa - bus driver at Transportation, 11/8/19
- Cynthia Mansfield - secretary at West Side, 11/12/19
- Nichole Schrock - paraprofessional at Riverview, 11/4/19

Classified Resignations

Termination of the following two (2) classified employees in accordance with Board Policy 3139.01S, effective on dates indicated:

- Amaryllis Dunn - bus helper at Transportation, 11/4/19
- Colette Morris - food service at Central, 9/20/19

Classified Terminations

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

- Michelle Miller - food service at Woodland, beginning 9/16/19 and ending 6/3/20
- Laura Petersheim - paraprofessional at Bristol, beginning 12/4/19 and ending 1/6/20

Classified Leaves

Superintendent Thalheimer encouraged everyone to watch the Rachael Ray Show on Thursday morning. The show will feature Natalie Bickel, food insecurities, and the program in conjunction with Cultivate Food Rescue. Dr. Thalheimer also discussed the rollout of the food insecurities assistance page on the District's website.

From the Superintendent

Superintendent Thalheimer spoke in support of the Elkhart Teachers Association efforts to raise awareness at the Red for Ed Action Day on November 19th in Indianapolis.

From the Superintendent

Board member Babette Boling praised West Side Middle School's Veterans Day program that has been presented for the last 28 years, and the efforts of the staff, including coordinator Terry Wilson. Mrs. Boling also encouraged participation in EEF programs including the Ugly Sweater Run, noting all programs support grants and other activities for District students.

From the Board

Board president Doug Weaver expressed condolences for the passing of Eric Brown, a general contractor, who worked on many building projects for the District.

From the Board

The meeting adjourned at approximately 7:35 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 AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. THALHEIMER
BOARD OF SCHOOL TRUSTEES

FROM: BRANDON EAKINS

DATE: NOVEMBER 19, 2019

RE: DONATION APPROVAL - EACC

The Elkhart Fire Department has donated a 1997 Pierce Saber Rescue Pumper, VIN #4P1CT02U6WA000180, with an owner estimated approximate value of \$5,000.00 to be used in our Firefighting class.

This Pumper will be useful in the classroom as it will be used by students for training purposes.

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

Mr. Mark M. Travis, Assistant Fire Chief
Elkhart Fire Department
500 East St.
Elkhart, IN 46516



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. THALHEIMER
BOARD OF SCHOOL TRUSTEES

FROM: BRANDON EAKINS *BE*

DATE: OCTOBER 22, 2019

RE: DONATION APPROVAL - EACC

Alex Aubels has donated a Hardinge Precision Turning Center, serial #C3-290-SP, with an owner estimated value of \$10,000.00. This machine will be used in our manufacturing classes.

This donation will be very helpful and allow a great head start in our students' careers.

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:

Alex Aubels
4701 Nintz Parkway
South Bend, IN 46628



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

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

FROM: BRANDON EAKINS

DATE: NOVEMBER 18, 2019

RE: DONATION APPROVAL - EACC

The Elkhart Vintage Auto Club recently donated \$1,500.00 to establish a scholarship for Elkhart Area Career Center students currently enrolled in the Automotive cluster. This scholarship will be awarded to 2 seniors each year, for the next three years.

This donation will be very helpful and will benefit a total of 6 students to further their education in the Automotive field.

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:

Elkhart Vintage Auto Club
Mr. Dean Hupp, President
1225 Suwanee St.
Elkhart, IN 46514



STUDENT SERVICES

PHONE: 574-262-5540

★ ★

ELKHART COMMUNITY SCHOOLS

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

TO: Dr. Steven Thalheimer
Board of School Trustees

FROM: Anthony England, Assistant Superintendent of Student Services

A2

DATE: November 18, 2019

RE: Donation

We received a donation of 100 hams to be distributed through our social workers to families in need over the holidays.

Please send a letter of acknowledgement and appreciation to:

Chiphone Federal Credit Union
ATTN: Mr. Terry Jackson
1655 W. Beardsley Ave
Elkhart, IN 46514



SUPERINTENDENT'S OFFICE

PHONE: 574-262-5526



ELKHART COMMUNITY SCHOOLS

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

DATE: November 14, 2019
TO: Dr. Steven Thalheimer
Board of School Trustees
FROM: Susan Ott
RE: Donation Approval

United Way of Elkhart County has donated over 600 knitted hats to be distributed through the Elkhart Education Foundation Schoolhouse Supply Store.

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

United Way of Elkhart County
601 CR 17
Elkhart, IN 46516



ELKHART COMMUNITY SCHOOLS



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

**TO: BOARD OF SCHOOL TRUSTEES
SUPERINTENDENT STEVE THALHEIMER**

FROM: KEVIN SCOTT

DATE: NOVEMBER 12, 2019

SUBJECT: GIFT ACCEPTANCE

A distribution in the amount of \$200 has been received from the Community Foundation of Elkhart County from the David Emens Memorial Fund.

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

The Community Foundation of Elkhart County
David Emens Memorial
PO Box 2932
Elkhart, IN 46515



ELKHART COMMUNITY SCHOOLS



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

**TO: BOARD OF SCHOOL TRUSTEES
SUPERINTENDENT STEVE THALHEIMER**

FROM: KEVIN SCOTT

DATE: NOVEMBER 18, 2019

SUBJECT: GIFT ACCEPTANCE

The following donations were made to Elkhart Community Schools for ETI Building Fund:

David Weaver 29080 CR 10 Elkhart IN 46514	\$25,000
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Welch Packaging Mr. Scott Welch 1130 Herman Street Elkhart, IN 46516	\$250,000
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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: November 18, 2019
TO: Steve Thalheimer
Board of School Trustees
FROM: Pam Melcher
RE: Donation Approval

An Anonymous donation of \$96.31 was given to pay negative balances at Eastwood Elementary School.

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



ELKHART MEMORIAL HIGH SCHOOL

2608 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5600



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: 11/14/19
TO: Steve Thalheimer, Superintendent
Board of School Trustees
FROM: Mr. Cary Anderson
Major Jeff Dorman
RE: Donation Approval

This is a \$500 donation from Mrs. Julie Weaver, to be used to pay part of the 2020 AFJROTC Military Ball expenses. The expenses include but are not limited to: decorations, awards, food and music. The donation will ultimately offset the cost per ticket for cadets and guests.

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:

Mrs. Julie Weaver
56004 Jayne Drive
Elkhart, IN 46514



ELKHART MEMORIAL HIGH SCHOOL

2608 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5600



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: November 15, 2019

TO: Dr. Steve Thalheimer
Board of School Trustees

FROM: Jacquie Rost, Athletic Director

RE: Donation Approval

We are in receipt of an extracurricular donation in the amount of \$500.00 for the girls/boys track team. This donation will go towards the purchase of team sweats, team shirts, shoes, equipment, and other miscellaneous costs associated with this program.

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:

Dr. Richard C. and Babette Boling
30006 Hickory Lane
Elkhart, IN 46514

ACCOUNT BALANCES/INVESTMENT DETAIL
October 2019

PETTY CASH	\$	500.00
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GENERAL ACCOUNTS:

Lake City Bank – Deposit Account	15,796,181.93
Lake City Bank – Accounts Payable	(579,337.15)
Lake City Bank – Merchant Account	-
Teachers Credit Union	2,945,018.15
BMO Harris Bank (UMR insurance)	407,420.00

SCHOOL LUNCH ACCOUNTS:

Lake City Bank – Prepaid Lunch	197,828.42
Change Fund	2,010.00

TEXTBOOK RENTAL ACCOUNTS:

Chase Bank	1,885,784.64
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PAYROLL ACCOUNTS:

Lake City Bank – Payroll Account	(64,003.18)
Lake City Bank – Flex Account	70,675.71

INVESTMENTS:

Certificate of Deposit	-
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\$ 20,662,078.52

ELKHART COMMUNITY SCHOOLS

RESOLUTION FOR TRANSFER OF APPROPRIATIONS

November 26, 2019

WHEREAS, it has been shown that certain appropriations have unencumbered remaining balances and,

WHEREAS, certain accounts are in need of transferred appropriations,

NOW THEREFORE, be it resolved this 26th day of November, 2019, that transfers within budget classifications of certain budgeted funds may be performed in accordance with IC 6-1.1-18-6.

ADOPTED THIS 26th DAY OF NOVEMBER 2019:

AYE

NAY

BOARD OF SCHOOL TRUSTEES

ATTEST: _____
Secretary, Board of School Trustees



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: Dr. Thalheimer
Board of School Trustees

FROM: Rebecca Yoder

DATE: November 26, 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
EMHS Extracurricular Fund	Ludwig Evolution 5 Piece Drum Set	\$599.00



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: Dr. Thalheimer
Board of School Trustees

FROM: Brian Buckley

DATE: November 26, 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 Banners	\$6435.00



ELKHART CENTRAL HIGH SCHOOL

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

To: Board of School Trustees
From: Brian Buckley, Athletic Director
Date: November 12, 2019

Baseball Banner Purchase

The Elkhart Central Athletic Department would like to purchase banners for the baseball fields.

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



Team Fitz Graphics
 11320 Mosteller Rd
 Cincinnati, OH 45241
 (855) 356-8550 (toll free)
 (513) 771-5009 (fax)
www.teamfitzgraphics.com

Created Date 11/7/2019
 Quote Expiration 90 Days

Prepared By Jared Dixon
 Quote Number 00030493

Prepared For

Account Name Elkhart Central High School
 Phone (574) 295-4700
 Bill To 1 BLAZER BLVD
 ELKHART, IN 46516-4599

Contact Name Betsy Delks
 Email bdelks@elkhart.k12.in.us

Quantity	Product	Unit Size	Sales Price	Total Price
1.00	Custom 30% Windscreen (full color front, white back)	SEE PROOF	\$6,255.00	\$6,255.00
1.00	Shipping - UPS Standard Ground	n/a	\$180.00	\$180.00

Totals

Subtotal \$6,435.00
 Grand Total \$6,435.00

**Rush Orders Available, Fee Will Apply*
***Installation by Owner unless otherwise noted*
****LTL Limited Access fee is defined as any non-commercial delivery site*
*****Sales tax is not included and may be added at time of order if applicable*

Signature: _____ Date: _____

PO Number (if applicable): _____

By my signature, I confirm the final design, authorize production, and agree to pay the above amount in full upon receipt of invoice.

Quinlan & Fabish Music Company

130 W Edison
Mishawaka IN 46545

(574) 293-6332

PROPOSAL

PROPOSAL	DATE
11702577	11/14/2019 2:30p
ACCT	EMPL ID
545118	LXKIRKPA
PO	EXPIRES
	12/14/2019

Bill To: Attn: Kurt Weimer, Dir of Bands
Elkhart Memorial HS
Extra Curr. Band & Orch.
2608 California Road
Elkhart IN 46514

Ship To: Rebecca Yoder
LK del to Memorial HS

H(574)262-5600

QTY	SKU#	DESCRIPTION	PRICE EA	TOTAL
1	LCEE220	Ludwig Evolution 5 Piece Drum Set w/ZBT Cymbals	599.00	599.00

11/14/2019 Thu 2:30p LXKIRKPA

	SUBTOTAL	599.00
	TOTAL	599.00

Proposed School Fundraising Activities

November 26, 2019, Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
ECHS-Intense Interventions	Holiday Candle Sale/ Classroom activities and expenses	12/3/2019 - 12/20/2019	11/11/2019	Tracey Weirich
North Side Middle School/ PBIS Team	Give Back Day at Mod Pizza on Co Rd. 6 - they will give 20% of their sales to the school. Patrons must mention North Side when ordering. Money will be used for student incentives and rewards	12/5/19	10/21/2019	Mary Wisniewski
North Side Middle School/ PBIS Team	Give Back Day at Mod Pizza on Co Rd. 6 - they will give 20% of their sales to the school. Patrons must mention North Side when ordering. Money will be used for student incentives and rewards	1/16/2020	10/21/2019	Mary Wisniewski
North Side Middle School/ PBIS Team	Give Back Day at Mod Pizza on Co Rd. 6 - they will give 20% of their sales to the school. Patrons must mention North Side when ordering. Money will be used for student incentives and rewards	2/6/20	10/21/2019	Mary Wisniewski
North Side Middle School/ PBIS Team	Give Back Day at Mod Pizza on Co Rd. 6 - they will give 20% of their sales to the school. Patrons must mention North Side when ordering. Money will be used for student incentives and rewards	3/5/2020	10/21/2019	Mary Wisniewski
North Side Middle School/ PBIS Team	Give Back Day at Mod Pizza on Co Rd. 6 - they will give 20% of their sales to the school. Patrons must mention North Side when ordering. Money will be used for student incentives and rewards	4/23/2020	10/21/2019	Mary Wisniewski
	Please note the following fundraisers are presented for confirmation only.			

Medical Plan Experience

October 2019

	<u>Cur Mo</u>	<u>Cur Mo</u>	<u>Pr Yr</u>	<u>Chg</u>	<u>YTD Cur</u>	<u>YTD Pr</u>	<u>Chg</u>
UMR Medical	\$ 460,667	\$ 462,587	\$	(1,920)	\$ 5,933,262	\$ 6,046,117	\$ (112,855)
UMR Rx	\$ 223,400	\$ 194,725	\$	28,675	\$ 1,482,566	\$ 1,516,495	\$ (33,929)
Rx Rebate	\$ -	\$ -	\$	-	\$ (292,410)	\$ (72,130)	\$ (220,280)
Less Amt Above Stop Loss	\$ (1,404)	\$ (1,949)	\$	545	\$ (68,464)	\$ (68,774)	\$ 310
Claim Cost Total	\$ 682,663	\$ 655,363	\$	27,300	\$ 7,054,954	\$ 7,421,708	\$ (366,754)
Expected Claim Cost	\$ 870,050	\$ 890,398	\$	(20,348)	\$ 8,948,460	\$ 9,145,035	\$ (196,575)
Claims vs. Expected	\$ (187,387)	\$ (235,035)	\$	(1,893,506)	\$ (1,723,327)		
Non Claim Costs (administration, clinic, pharmacy, stop-loss)	\$ 205,947	\$ 194,707	\$	11,240	\$ 2,149,643	\$ 2,009,958	\$ 139,685
Total Cost (Claim + Non-claim)	\$ 888,610	\$ 850,070	\$	\$ 9,204,597	\$ 9,431,666		
Enrollment	993	1,001	\$	10,213	10,281		
Cost Per Employee Per Month (PEPMM)	\$ 894.87	\$ 849.22	\$	\$ 901.26	\$ 917.39		-1.8%
Paid Claims Per Employee			\$	690.78	721.89		-4.3%



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	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

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					

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		

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

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				

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	

FEBRUARY 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	E	15
16	X	18	19	20	21	22
23	24	25	26	27	28	29

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				

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		

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						

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
 30 eLearning Day (7th-12th grade students will not attend school but will be required to complete digital learning assignments from home)

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

1 eLearning Day (K-12th grade students will not attend school but will be required to complete digital learning assignments from home)

6-10 Spring Recess – All Schools Closed
 16 Kindergarten Kick-off – Elementary Schools (Kindergarten Registration runs April 13 – May 9)
 24 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**
 3 Graduation (Elkhart Memorial)
 4 Emergency Make-up Day (if necessary)
 7 Graduation (Elkhart Central)

Key:

 = Professional Day for teachers (non-student day)

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

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

K Kindergarten Kick-off

△ Parent/Teacher Conferences no school for all students

□ eLearning Day

**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?
Bringing Ag to Urban Elementary Schools	2020 North Central Youth Educator Grant	Memorial Ag/FFA Ag Business Management	Cyndy Keeling/ Brenda Mueller	\$2,911.00	The grant will be used to purchase materials to assemble kits for elementary teachers to utilize in their classroom to use at their convenience to teach about sustainable agriculture and food/nutrition. Cyndy Keeling/Brenda Mueller	Agribusiness Management is a capstone of many of the agriculture pathways, this grant allows our students to use their skills learned in this dual credit course to budget, plan, organize, and create a balance sheet, cost analysis program, and learn ordering procedures. They will be working with leaders of our community in developing these essential kits to help support our elementary teachers along with our elementary science coordinator if we are awarded this grant.	\$2911 will be spent on supplies to assemble kits for teachers- this will include: jump drives,\$706, peat pellets \$116, lamination sheets \$230, Conventional soybeans GMO Soybean \$72, quickstix test strips \$75, weigh boats \$85, box of various textures sand paper \$900, zip bags \$44, rock wool \$ 68, organic chicken feed \$78, organic storage bags \$539	11/14/2019
SAE Grant	National FFA	Memorial FFA	Brenda Mueller/Cyndy Keeling (Tyler Edwards)	\$1,000.00	The grant would be used to purchase his SAE livestock project for FFA. Brenda Mueller would be the primary overseer of the grant	The grant would be used to fund the purchase of the livestock of the SAE for Tyler Edwards. Tyler is part of the Memorial FFA, he is unable to purchase any on his own, however, he is very active in participating in the SAE program in the morning at ACCELL and caring for the animals. As part of the agricultural program, students complete ag classes, can be part of the FFA and SAE is part of the 3 required elements of the ag program. It is also essentially a capstone program and counts as an internship for students.	Funds would be used to purchase livestock or grain for Tyler Edwards SAE if received.	11/16/2019

**ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST**

School: Elkhart Memorial HS

Class/Group: EMHS Choir

Number of Students: 8

Date/Time Departing: 1/17/20 - approx. 6:00 am

Date/Time Returning: 1/18/20 - approx. 9:30 pm

Destination: Hotel Fort Wayne/Embassy Theatre Fort Wayne IN
City **State**

Overnight facility: Hotel Fort Wayne

Mode of transportation: parent vehicle

Reason for trip: Practice and participate in the Indiana All State Honor Choir as part of the 2020 IMEA Professional Development Conference.

Names of chaperones: Josh Hren

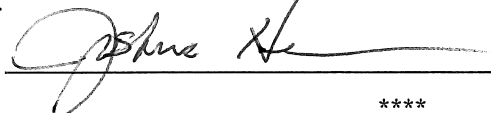
Cost per student: \$175

Describe plans for Raising Funds or Funding Source: personal expense, supported by choir department fundraisers and EEF scholarship

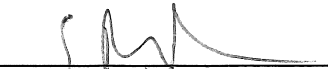
Plans to defray costs for needy students: Choir department fundraisers and EEF scholarship

Are needy students made aware of plans? yes

Name of Teacher/Sponsor: Joshua Hren

Signature of Teacher/Sponsor: 

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

Signature of Principal:  **Date:** 11/11/19

Approval of Assistant Superintendent:  **Date:** 11/14/19

Approval by Board: _____

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

**ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST**

School: EACC
Class/Group: Veterinary Careers
Number of Students: 10
Date/Time Departing: Jan 24, 2020
Date/Time Returning: Jan 26, 2020
Destination: MSU Pavillion East Lansing Mi
City State
Overnight Facility: Best Western-Okemos
Mode of Transportation: Mrs Conrad, Mr. Conrad
Reason for Trip: Show pigs, Compete in FFA skill-a-thon,
power point contest, scenario contest

Names of Chaperones: Cassie & Ralph Conrad, Jenifer Stockwell, Dawn
Gregory, Parents invited,

Cost per Student: \$ 100.⁰⁰

Describe Plans for Raising Funds or Funding Source: BW nights

Plans to Defray Costs for Needy Students: Class fees

Are Needy Students Made Aware of Plans? Yes

Signature of Teacher/Sponsor: Cassie Conrad

Signature of Principal: [Signature] Date: 11/12/19

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

Approval of Assistant Superintendent: [Signature] Date: 11-18-19

Approved by Board: _____

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

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: November 20, 2019
 TO: Dr. Steve Thalheimer
 FROM: Brandon Eakins
 RE: **Conference Leave Requests Paid Under Carl D. Perkins Grant
 November 26, 2019 - Board of School Trustees Meeting**

2019- 2020 CONFERENCES	EXPENSES	SUBSTITUTE
<p>Performance Racing Industry Show EACC has 2 teams qualified for Nationals. Students will be trying to earn a portion of 4.7 Million dollars. I will be a chaperone.</p> <p>Indianapolis, IN December 10 - 14, 2019</p> <p> Angee Gortney (0-0) 4 days absence</p> <p> Career & Technical Student Organization Competitions</p> <p align="right">TOTAL</p>	<p>\$250.00</p> <p>\$250.00</p>	<p>\$0.00</p> <p>\$0.00</p>
<p>2019-20 YEAR-TO-DATE PERKINS FUNDS</p>	<p>\$7,479.47</p>	<p>\$0.00</p>
<p>GRAND TOTAL</p>	<p>\$7,729.47</p>	<p>\$0.00</p>

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: November 21, 2019
 TO: Dr. Steve Thalheimer, Superintendent
 FROM: Dr. Bradley Sheppard *Bradley Sheppard*
 RE: **Conference Leave Requests**
November 26, 2019 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2019 - 2020 CONFERENCES	EXPENSES	SUBSTITUTE
MIDWEST BAND AND ORCHESTRA INTERNATIONAL CONFERENCE This conference will provide an opportunity to network with band directors from around the country and share ideas about innovative practices to assist our students. Chicago, IL December 19 - 20, 2019 (2 day's absence) DANIEL BURTON - PIERRE MORAN (0-0)	\$569.96	\$190.00
	<i>OTHER FUND</i>	<i>OTHER FUND</i>
AFCA NATIONAL CONVENTION This national convention is professional development in all phases of our program including leadership strategies, budgeting, scheme and more. Nashville, TN January 11 - 14, 2020 JOSHUA SHATTUCK - CENTRAL (0-0)	\$0.00	\$0.00
	<i>N/A</i>	<i>N/A</i>
	\$569.96	\$380.00
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	\$239,276.45	\$19,475.00
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	\$260,803.23	\$21,850.00

(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 26, 2019

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **Agreement** – We recommend the approval of two agreements regarding unpaid time.
- b. **New Certified Staff** – We recommend the following new certified staff for employment in the 2019-20 school year:

Seth Barnett	Career Center/Machine Technology
Mark Myers	West Side/Language Arts
Emily Piggott	Memorial/Language Arts
Kimberly Wallace	Beardsley/Kindergarten

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

Lindsey Morehouse Began: 10/22/19	Roosevelt/Intervention End: 6/3/20
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- d. **Health Leave** – We recommend a health leave for the following employee:

James McClain Begin: 11/15/19 pm	North Side/Math End: 12/20/19
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- e. **Resignation** – We report the resignation of the following employees:

Sierra Minnix Began: 8/13/19	Beardsley/Kindergarten Resign: 11/26/19
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Jana Spears Began: 8/15/16	Memorial/Special Education Resign: 11/26/19
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Shalynn Tinkel Began: 8/1/18	Hawthorne/Academic Dean Resign: 11/29/19
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CLASSIFIED

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

Lisa Conley Began: 9/30/19	Memorial/Food Service PE: 11/25/19
Zoe Hellman Began: 9/16/19	West Side/Paraprofessional PE: 11/13/19
Sarah Hunt Began: 9/24/19	Hawthorne/Paraprofessional PE: 11/18/19
Jessica Kain Began: 9/30/19	West Side/Technical Assistant PE: 11/25/19
Cassandra Mashala Began: 9/20/19	Eastwood/Food Service PE: 11/19/19
Kathleen Nussbaum Began: 9/30/19	Daly/Osolo/Food Service PE: 11/25/19
Joy Pendl Began: 9/16/19	Eastwood/Paraprofessional PE: 11/13/19
Cathaleen Phillipson Began: 9/16/19	North Side/Food Service PE: 11/13/19
Allison Sanford Began: 9/16/19	Eastwood/Paraprofessional PE: 11/13/19
Donna Storm Began: 9/26/19	Daly/Food Service PE: 11/20/19
Kimberly Stutzman Began: 9/23/19	Bristol/Social Worker PE: 11/15/19

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

Rhonda Crum Began: 4/28/03	Building Services/Secretary Resign: 12/20/19
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Starr Laughman
Began: 10/18/18

Memorial/Food Service
Resign: 11/15/19

Jasmin Martinez
Began: 1/7/19

Monger/Paraprofessional
Resign: 11/22/19

c. Retirement – We report the retirement of the following classified employee:

Debra Benn Robbins
Began: 9/18/95

Monger/Food Service
Retire: 12/31/19
YOS: 24

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

Sharon Garcia
Begin: 4/11/20

Central/Food Service
End: 4/25/20

Connie Schneider
Begin: 11/14/19

Central/Food Service
End: 6/3/20

