

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

October 22, 2019

CALENDAR

Oct	22	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Oct	22	immediately following	Executive Session, J.C. Rice Educational Services Center
Oct	22	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Oct	22	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

- 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
EMHS Unified Track

- F. MINUTES
October 8, 2019 – Public Work Session Meeting
October 8, 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 – September 30, 2019

2020 Budget Adoption – The Business Office recommends Board approval of the proposed 2020 Budget, 2020 Capital Projects Fund Plan, and 2020 School Bus Replacement Plan, and other required budget resolutions.

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.

Monthly Insurance Report

Recommendation for Bid Award - The Business Office recommends Board approval of the Recommendation for Award of the Elkhart High School Addition and Renovation Food Service Equipment Bid.

H. OLD BUSINESS

Board Policy 7510 – Use of School Facilities and Property - The administration presents revisions to Board Policy 7510 – Use of School Facilities and Property, as initially presented at the October 8th regular meeting.

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

I. NEW BUSINESS

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

Grant – The administration seeks Board approval for the submission of a grant as recommended by the administration.

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

J. 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.

K. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

L. ADJOURNMENT

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

Elkhart Community Schools
Elkhart, Indiana

October 8, 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	Babette S. Boling Rodney J. Dale Roscoe L. Enfield, Jr.
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Roll Call

Absent:	Carolyn R. Morris	Susan C. Daiber
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ECS Personnel Present:	Luis Alvarez Camelia Corona Cindy Gilbert Maggie Lozano	Theresa Maier Steven Thalheimer Doug Thorne Cheryl Waggoner
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The Board heard a presentation on the services provided to families in the community by the Title I Parent Support Team of Luis Alvarez, Camelia Corona, Cindy Gilbert and Theresa Maier. An update on the improvements to the application and on-board process was presented by Cheryl Waggoner, Director of Human Resources, and Maggie Lozano, Assistant Director of Human Resources.

Topics Discussed

The meeting adjourned at approximately 6:40 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 8, 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	Babette S. Boling Roscoe L. Enfield, Jr.
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Roll Call

Absent:	Carolyn R. Morris	Susan C. Daiber Rodney J. Dale
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President Doug Weaver called the regular meeting of the Board of School Trustees to order.

Call to Order

Tony England, Assistant Superintendent of Student Services, recited the Elkhart Promise.

The Elkhart Promise

Mr. Weaver discussed the invitation to speak protocol.

Superintendent's Student Advisory Council (SSAC) representatives introduced themselves: Elizabeth Weimer, a senior from Memorial High School (MHS) and Juan Resendiz, a senior from Central High School (CHS). Ms. Weimer reported Fall sports are entering sectionals and volleyball senior night will be the final game of the season against Central. In music, the choral department's annual fall concert was last week; the orchestra is preparing for their festival on October 16 at Memorial; and the marching band has competed in three contests and will perform this weekend at the ISSMA invitational at Plymouth. In Central news, Mr. Resendiz reported the Fall play, Crazy Town, will be presented November 15 and 16; Central is hosting the boys and girls cross country at Oxbow Park on Saturday; the football team is off to their best start since 2005; soccer sectionals are underway. In upcoming events: FAFSA night is October 30; powder puff football is at Rice Field on November 4; and freshman parent night is November 5.

Superintendent's Student Advisory Council

By unanimous action, the Board approved the minutes of the September 24, 2019 – Regular Board Meeting.

Approval of Minutes

By unanimous action, the Board approved payment of claims totaling \$7,879,904.45 as shown on the October 8, 2019, claims listing. (Codified File 1920-39)

Payment of Claims

By unanimous action, the Board accepted with appreciation the following donations made to Elkhart Community Schools (ECS): \$500 from Bruce and Jane Klonowski to Central's athletic department; \$750 from Modern Muscle Car Factory to the Elkhart Area Career Center (EACC) to purchase engine parts for the Hot Rodders of Tomorrow program; 700 backpacks with supplies from WNDU and school supplies from Tenneco Automotive and Elkhart General Hospital for distribution through the Elkhart Education Foundation schoolhouse supply store; a Blessing marching baritone from Jim Grubbs (with a donor value of \$750); a Lewis violin from Aurora Leon (with a donor value of \$400); \$500 from Welch Packaging Group to the ElkLogics robotics program; \$400 from NIVA Volleyball Club to Pinewood's athletic programs; \$2,500 from NIVA to West Side's volleyball and athletic programs; an anonymous donation of \$15,000 to Riverview for the purchase of new basketball backboards for the gymnasium; and \$25,000 from Bob and Amy Martin and \$250,000 from Welch Packaging Group to the Engineering, Technology and Innovation building fund.

Gift Acceptance

A public hearing on the 2020 Budget, 2020 Capital Projects Plan and 2020 School Bus Replacement Plan was opened. Kevin Scott, chief financial officer, reviewed the budget and plans, outlining the changes that have taken place in 2019. Mr. Scott responded to an audience question regarding state requirements for the Rainy Day Fund. Mr. Scott also responded to a Board member inquiry regarding the purchase of school buses. With no further comments from the audience, the hearing was closed.

Public Hearing

By unanimous action, the Board approved an extra-curricular purchase request from Central for a sound system for the tennis courts in the amount of \$3,431.

Extra Curricular Purchases

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 1920-40)

Fundraisers

The Board was presented revisions to Board Policy 7510 – Use of School Facilities and Property, for initial consideration. Doug Thorne, district counsel/chief of staff, noted revisions to Board Policy 7510 and Administrative Regulation GDBA-10 reflect changes due to the elimination of the swimming pools.

Board Policy 7510

The Board was presented revisions to Administrative Regulation GDBA-10 – Miscellaneous Position Pay Schedule for initial consideration.

Administrative Regulation GDBA-10

By unanimous action, the Board approved the submission of an Active Teacher Grant to the Indiana Retired Teachers Foundation in the amount of \$304.68 from Pinewood; and a Bullying Prevention: Move2Stand grant to United Way of Elkhart County in the amount of \$36,334 from ECS. (Codified File 1920-41)

Grant
Submission

By unanimous action, the Board approved the following overnight trip requests: the Air Force ROTC raider team members to travel Camp Atterbury, Edinburgh, IN on October 24 – 25, to compete in the Raider State Championship meet; and 3 Central choir members to travel to Fort Wayne on January 17 – 18, 2020, to practice and perform with the Indiana All-State Honor Choir.

Overnight Trip
Requests

By unanimous action, the Board approved conference leave requests in accordance with Board policy for staff members as recommended by the administration on the October 8, 2019 listings. (Codified File 1920-42)

Conference
Leave Requests

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

Personnel
Report

Consent agreements regarding unpaid time for three certified staff members. (Codified File 1920-43)

Certified
Agreements

Retirement of certified staff member, Robert Bailey, collision repair at EACC, effective 1/1/20, with 19 years of service.

Certified
Retirement

Employment of certified staff member Karina Flores, for the 2019-2020 school year effective 9/24/19.

Certified
Employment

Leave for certified staff member, Jami Young, homebound at ESC, beginning 8/13/19 and ending 12/20/19.

Certified Leave

Resignation of certified staff member, Amy Saros, speech pathologist at Osolo, effective 10/9/19.

Certified
Resignations

Employment of the following twenty (20) classified employees successfully completed their probationary period on dates indicated:

Classified
Employment

Leticia Armstrong - paraprofessional at Memorial, 10/8/19
Carina Barron Alvino - secretary at Hawthorne, 9/26/19
Caddabra Brown Nee Bernard - psychologist intern at ECS,
10/7/19
Cesilia Celestino - paraprofessional at Eastwood, 10/8/19
Man Ting Choi - psychologist intern at ECS, 10/7/19
Emma Confer - food service at West Side, 10/7/19
Sarah Drabyn - therapist at Cleveland, 10/8/19
Sharon Garcia - food service at Central, 10/7/19
Evan Hartwig - paraprofessional at Daly, 10/8/19
Latonya Jennings - food service at West Side, 10/7/19
Tanya Mead - secretary at West Side, 9/26/19

Katherine McCraner - paraprofessional at Riverview, 10/8/19
 Victoria Patino - social worker at North Side, 10/7/19
 Shawn Powell - food service at Commissary, 10/7/19
 Stephanie Robbins - secretary at Feeser, 9/26/19
 Mara Scott - paraprofessional at Bristol, 10/8/19
 Benita Shaw - registered nurse at Beardsley, 10/8/19
 Nicole Stutsman - secretary at Eastwood, 9/26/19
 Sonia Thomas - food service at Memorial, 10/7/19
 Caylee Watson - registered nurse at West Side, 10/8/19

Reassignment of classified employee, Jon Chevalier, to Director of Transportation, a certified position.

Classified
 Reassignment

Retirement of the following two (2) classified employees, effective on dates indicated with years of service in parentheses:

Classified
 Retirement

Kimberly Macon - development manager at WVPE,
 1/3/20 (27)
 Karen Shantz - secretary at ESC, 1/3/20, (11)

Resignation of the following three (3) classified employees effective on dates indicated:

Classified
 Resignations

Brandi Leedy - food service at West Side, 10/10/19
 Thomas Louiselle - bus driver at Transportation, 9/24/19
 Arissa Miller - paraprofessional at Central, 11/1/19

A teacher in the audience spoke regarding the schedule for parent/teacher conferences and the need for more time due to class size.

From the
 Audience

Elkhart Teachers Association president, Kerry Mullet, thanked the administration's bargain team for respectful and professional contract negotiations. Mrs. Mullet also discussed the upcoming Indiana Organizational Day on November 19th. The three topics the ETA would like to address while Indianapolis: 1) hold harmless regard ILEARN data; 2) repeal the 15 points for externship requirement; and 3) distribution of dollars sent to public schools for teacher compensation. There is a possibility of staff shortages on that date due to the number of teachers planning to attend.

From the
 Audience

Superintendent Thalheimer encouraged attendance at the Educating Right presentations.

From the
 Superintendent

The meeting adjourned at approximately 8:05 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 17, 2019

SUBJECT: GIFT ACCEPTANCE

A donation was made to Elkhart Community Schools for renovations to Rice Field and North Side Gym in the amount of \$25,000:

Thad and Rachelle Naquin
22934 Greenleaf Blvd
Elkhart IN 46514

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



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: October 18, 2019

TO: Dr. Steven Thalheimer
Board of School Trustees

FROM: Susan Ott

RE: Donation Approval

Patrick Industries has made a donation in the amount \$25,000.00 to Elkhart Community Schools for the Engineering, Technology and Innovation building fund.

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

Patrick Industries
PO Box 638
Elkhart, IN 46515



HAWTHORNE ELEMENTARY SCHOOL

501 WEST LUSHER AVENUE • ELKHART, IN 46517
PHONE: 574-295-4820

ELKHART COMMUNITY SCHOOLS

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

DATE: October 14, 2019

TO: Steve Thalheimer, Superintendent
Board of School Trustees

FROM: Eric Chandler
Helen Stegmann

RE: Donation Approval

Last spring, I (Helen Stegmann) made a connection with the Beacon Community Impact Team (BCIT) after they learned of an idea I had for a healthy cooking workshop. This workshop will be held for Hawthorne Elementary parents, and it will focus on healthy eating habits, easy family recipes, and how to make healthy choices on a strict budget. The team would like to provide Hawthorne with \$2,500 for supplies for the event, cooking resources and food for the parents to take home, ongoing information and recipes for parents, and childcare during the event. In accordance with BCIT's guidelines, we will administer health surveys before and after the event and cover information pertinent to their focus areas of healthy bodies and healthy families.

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:

Beacon Community Impact
attn: Patty Willaert
600 East Boulevard
Elkhart, IN 46514

Thank you for your consideration,

Helen Stegmann



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: October 11, 2019

TO: Dr. Steve Thalheimer
Board of School Trustees

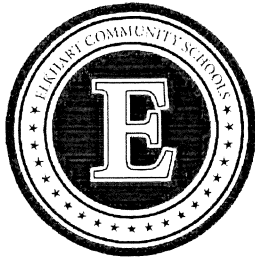
FROM: Jacquie Rost, Athletic Director

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:

Cressy & Everett, Inc. Realtors
332 N. Ironwood Drive
South Bend, IN 46615



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

FROM: Cynthia Bonner
TO: Dr. Steve Thalheimer
DATE: October 9th, 2019

RE: Donation Approval

The Northern Indiana Volleyball Association has made a check donation of \$750.00 to Pierre Moran Middle School's athletic department. This donation comes from the usage of our gym for NiVA 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:

Adria Anderson
10100 Billet Ct.
Granger, IN 46530

Thank you,

Cynthia Bonner

Principal

Pierre Moran Middle School



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

FROM: Cynthia Bonner
TO: Dr. Steve Thalheimer
DATE: October 9th, 2019

RE: Donation Approval

The Elkhart Sports Center has made a donation of 12 Wilson Evolution Basketballs, valued at \$720.00, to Pierre Moran Middle School's athletic department. 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:

Brian Jamison
1162 Fremont Ct.
Elkhart, IN 46516

Thank you,

Cynthia Bonner

Principal

Pierre Moran Middle School

ACCOUNT BALANCES/INVESTMENT DETAIL
September 2019

PETTY CASH \$ 500.00

GENERAL ACCOUNTS:

Lake City Bank – Deposit Account	18,109,955.65
Lake City Bank – Accounts Payable	(2,168,647.18)
Lake City Bank – Merchant Account	-
Teachers Credit Union	2,943,832.55
BMO Harris Bank (UMR insurance)	407,420.00

SCHOOL LUNCH ACCOUNTS:

Lake City Bank – Prepaid Lunch	180,497.63
Change Fund	2,010.00

TEXTBOOK RENTAL ACCOUNTS:

Chase Bank	1,861,891.47
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PAYROLL ACCOUNTS:

Lake City Bank – Payroll Account	(20,816.12)
Lake City Bank – Flex Account	69,704.36

INVESTMENTS:

Certificate of Deposit	-
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\$ 21,386,348.36

RESOLUTION TO ADOPT THE 2020
BUS REPLACEMENT PLAN
(20-2305)

This resolution is adopted by the Board of School Trustees of the Elkhart Community Schools, Elkhart, Elkhart County, Indiana:

Whereas a School Bus Replacement Plan has been established; and

Whereas the Board of School Trustees is required under I.C. 20-46-5 to adopt a plan with respect to the School Bus Replacement; and

Whereas the Board of School Trustees held a public hearing on the plan on the 8th day of October, 2019, at 2720 California Road, Elkhart, Indiana;

THEREFORE, BE IT RESOLVED, by the Board of School Trustees that the plan entitled School Bus Replacement Plan for the years 2020 through 2024, is hereby incorporated by reference into this resolution, and is adopted as the Board of School Trustees' plan with respect to the School Bus Replacement Plan.

BE IT FURTHER RESOLVED, that the Board of School Trustees shall submit a certified copy of this resolution (including the adopted plan and the Calculation Worksheet) to the Department of Local Government as required by I.C. 20-40-7 for approval.

ADOPTED THIS 22nd DAY OF OCTOBER, 2019.

AYE

NAY

BOARD OF SCHOOL TRUSTEES, ELKHART COMMUNITY SCHOOLS

ATTEST: _____, Secretary
Board of School Trustees, Elkhart Community Schools

RESOLUTION TO ADOPT THE 2020
CAPITAL PROJECTS FUND PLAN
(20-2305)

This resolution is adopted by the Board of School Trustees of the Elkhart Community Schools, Elkhart, Elkhart County, Indiana:

WHEREAS, A School Capital Projects Fund has been established; and

WHEREAS, the Board of Trustees is required under I.C. 20-46-6 to adopt a plan with respect to the Capital Projects Fund; and

WHEREAS, the Board of Trustees held a public hearing on the capital projects plan on October 8, 2019, at 2720 California Road, Elkhart, Indiana;

THEREFORE, BE IT RESOLVED, by the Board of Trustees that the plan for Elkhart Community Schools for the years 2020 through 2022 is hereby incorporated by reference into this resolution, and is adopted as the Board of Trustees' plan with respect to the School Capital Projects Fund.

BE IT FURTHER RESOLVED, that the Board of Trustees shall submit a certified copy of this resolution (including the adopted plan) to the Department of Local Government Finance as required by I.C. 20-40-8-8 for approval.

ADOPTED THIS 22nd DAY OF OCTOBER 2019.

AYE

NAY

BOARD OF SCHOOL TRUSTEES, ELKHART COMMUNITY SCHOOLS

ATTEST: _____, Secretary
Board of School Trustees, Elkhart Community Schools

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

TAX NEUTRALITY RESOLUTION

WHEREAS, the School Pension Debt Service Fund has been established for the purpose of budgeting principal and interest payments on pension bond debt authorized under Indiana Code 20-48-1-2,

WHEREAS, Elkhart Community Schools issued debt pursuant to Indiana Code 20-48-1-2 in June 2006;

WHEREAS, Indiana Code 20-48-1-2 provides that a School Corporation shall reduce the total property tax levy for its Operations Fund in an amount equal to the debt service levy approved for the School Pension Debt Service Fund;

WHEREAS, the Indiana Department of Local Finance will determine the total property tax levy reduction amount necessary for the 2020 budget over the course of its budget review process;

THEREFORE, BE IT RESOLVED BY THE BOARD OF SCHOOL TRUSTEES OF ELKHART COMMUNITY SCHOOLS that the Chief Financial Officer is authorized to apply the tax neutrality reduction required under Indiana law to the Operations Fund with the amount to be reported to the Board of School Trustees after it has been approved.

Adopted this 22nd day of October, 2019.

AYE

NAY

ATTEST:

Secretary, Board of School Trustees

Tax Neutrality Resolution

ELKHART COMMUNITY SCHOOLS

RESOLUTION TO REDUCE PROPOSED BUDGET

- (Reduces total budget estimate, Budget Form 4B, Line 1 – 2020)
- (Reduces necessary expenditures, Jul 1-Dec 31, Budget Form 4B, Line 2 – 2019)
- (Reduces Operating Balance, Budget Form 4B, Line 11)
- (Reduces Net Amount to be Raised, Budget Form 4B, Line 16)
- (Reduces Net Tax Rate, Budget Form 4B, Line 17)

WHEREAS, it may be necessary to make reductions in certain existing appropriations, and reductions in the proposed budget estimate, operating balance, net amount to be raised, and/or net tax rates, and

WHEREAS, the exact amount of such reductions will be determined through the budget approval process conducted by the Indiana Department of Local Government Finance.

NOW, THEREFORE, BE IT RESOLVED:

- (1) The Chief Financial Officer is authorized to reduce Budget Form 4B, Lines 1, 2, 11, 16, and 17 in the amounts determined to be necessary through the DLGF budget approval process.
- (2) Said reductions are understood to modify figures and amounts referenced in other budget documents, including Budget Form 3 (Notice to Taxpayers), and Budget Form 4 (Resolution for Appropriations and Tax Rates).
- (3) The Chief Financial Officer is directed to report on the amount of reduction(s) at a regular meeting of the Board of School Trustees.

ADOPTED THIS 22nd DAY OF OCTOBER, 2019:

AYE

NAY

BOARD OF SCHOOL TRUSTEES

ATTEST: _____
Secretary, Board of School Trustees

ADOPTED THIS 22nd DAY OF OCTOBER, 2019:

AYE

NAY

BOARD OF SCHOOL TRUSTEES

ATTEST: _____
Secretary, Board of School Trustees

Budget Reductions Resolution

ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)
 Approved by the State Board of Accounts, 2015
 Prescribed by the Department of Local Government Finance

Budget Form No. 4
 Generated 10/16/2019 3:30:39 PM

Ordinance / Resolution Number:

Be it ordained/resolved by the **Elkhart Community Schools Board of School Trustees** that for the expenses of **ELKHART COMMUNITY SCHOOL CORPORATION** for the year ending December 31, **2020** the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of **ELKHART COMMUNITY SCHOOL CORPORATION**, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

This ordinance/resolution shall be in full force and effect from and after its passage and approval by the **Elkhart Community Schools Board of School Trustees**.

Name of Adopting Entity / Fiscal Body	Type of Adopting Entity / Fiscal Body	Date of Adoption
Elkhart Community Schools Board of School Trustees	School Board	10/22/2019

Funds				
Fund Code	Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
0022	REFERENDUM FUND - EXEMPT OPERATING - POST 2009	\$4,933,375	\$4,447,517	0.1357
0061	RAINY DAY	\$2,000,000	\$0	0.0000
0180	DEBT SERVICE	\$9,929,864	\$12,759,558	0.4330
0186	SCHOOL PENSION DEBT	\$3,044,114	\$2,980,032	0.1011
0287	REFERENDUM DEBT FUND - EXEMPT CAPITAL - POST 2009	\$1,376,000	\$1,596,015	0.0487
3101	EDUCATION	\$82,902,444	\$0	0.0000
3300	OPERATIONS	\$36,376,180	\$26,258,264	0.8911
		\$140,561,977	\$48,041,386	1.6096

ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)
 Approved by the State Board of Accounts, 2015
 Prescribed by the Department of Local Government Finance

Budget Form No. 4
 Generated 10/16/2019 3:30:39 PM

Name		Signature
Douglas Weaver	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Kellie Mullins	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Carolyn Morris	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Babette Boling	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Susan Daiber	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Rodney Dale	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Roscoe Enfield	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	

ATTEST

Name	Title	Signature
Carolyn Morris	Board Secretary	



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: Dr. Thalheimer
Board of School Trustees

FROM: Brian Buckley

DATE: October 22, 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 Extracurricular Athletic Fund	Sound System for Baseball and Softball Field	\$8198.14



ELKHART CENTRAL HIGH SCHOOL

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

To: Board of School Trustees
From: Brian Buckley, Athletic Director
Date: October 9, 2019

BASEBALL & SOFTBALL SOUND SYSTEM PURCHASE

The Elkhart Central athletic department would like to purchase a sound system for the baseball and softball fields. This system will be used for practice and during competition.

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 Department Extracurricular Fund.

Thank you,

Brian Buckley
Athletic Director
Elkhart Central High School

John L. Lindstedt

John L. Lindstedt
 801 West Chicago Road
 Niles, MI 49120
 Phone: (574) 309-1290

Proposal: 19121

Proposal

Customer			
Name	Elkhart Community Schools: Central High School	Date	10/6/2019
Address	1 Blazer Boulevard	Order No.	Central Baseball & Softball
City	Elkhart State IN ZIP 46516-4599	Reference PO	
C/O	Director of Athletics: Brian Buckley		

Qty	Description	Unit Price	TOTAL
Elkhart Community Schools: Central High School Baseball & Softball Equipment:			
1	Symetrix Jupiter 8 8x8 Digital Signal Processor	\$1,599.00	\$1,599.00
2	Crown Macro Tech 1200 (Northside Gymnasium) N.C.		
2	Whirlwind MIPAIB/PS Single Gang Black Wall Plate w/PS	\$148.00	\$296.00
2	Whirlwind MIPAIB Single Gang Black Wall Plate wo/PS	\$124.00	\$248.00
2	Atlas Sound DS7E Ebony Desktop Microphone Stand	\$33.99	\$67.98
2	WindTech GN6B 6" Gooseneck, Black	\$9.25	\$18.50
2	Pro Co MM-6 6' Mastermike XLR To XLRM Microphone Cable	\$22.12	\$44.24
2	Shure SM58S Cardioid Dynamic w/On-Off Switch	\$114.00	\$228.00
2	ElectroVoice ZLX-12 12" 2-Way Passive Speaker (Black)	\$327.78	\$655.56
2	ElectroVoice ZLX-BRKT Wall Mount Bracket (Black)	\$72.99	\$145.98
2	JBL Control 29AV-1 8" 2-Way Monitor Speaker	\$387.00	\$774.00
2	JBL MTC-29UB U Bracket for Control 29AV	\$63.51	\$127.02
2	JBL Control 30 3-Way High Output Loudspeaker	\$634.71	\$1,269.42
2	JBL MTC-30UB U Bracket for Control 30	\$66.72	\$133.44
Qualifications & Conditions			
All material is guaranteed as specified. All work to be completed in a professional manner with observance to industry standards, practices, & specifications.			
John Lindstedt is responsible for low voltage engineering & installation only.			
Installation & Equipment 1 Year Complete Warrantee			
Acceptance Of Contract:			
Date: _____			
Signature _____			
Print Name & Title _____			
		SubTotal	\$5,607.14
		Tax	N.A.
		Page 2 Total	\$2,591.00
		TOTAL	\$8,198.14
Terms:			
Primary Down Payment/Equipment-Material = \$ 6,398.14			
Completion/Labor-Net 10 Days = \$ 1,800.00			

Thank You For Your Business

John L. Lindstedt

John L. Lindstedt
 801 West Chicago Road
 Niles, MI 49120
 Phone: (574) 309-1290

Proposal No. 19121

Proposal

Customer			
Name	Elkhart Community Schools: Central High School		
Address	1 Blazer Boulevard		
City	Elkhart	State	IN ZIP 46516-4599
C/O	Director of Athletics: Brian Buckley		

Date	10/6/2019
Order No.	Central Baseball & Softball
Reference PO	

Qty	Description	Unit Price	TOTAL
	<u>Equipment: (Continued)</u>		
1	Gator G-PRO-3U-13 Pro Series Shallow Rack Case	\$125.00	\$125.00
1	Tascam CD-400U Multi-Source Media Player	\$359.00	\$359.00
1	ETA-PD8A Power Conditioner	\$67.00	\$67.00
1	Custom Input/Power Panel	\$50.00	\$50.00
1	Cable: Speaker/Power/Control	\$110.00	\$110.00
1	Miscellaneous Hardware	\$80.00	\$80.00
	<u>Labor:</u>		
40	Installation Labor @ \$45.00/Hour	\$45.00	\$1,800.00
		SubTotal	\$2,591.00
		Tax	N.A.
		Shipping	N.A.
		TOTAL	\$2,591.00

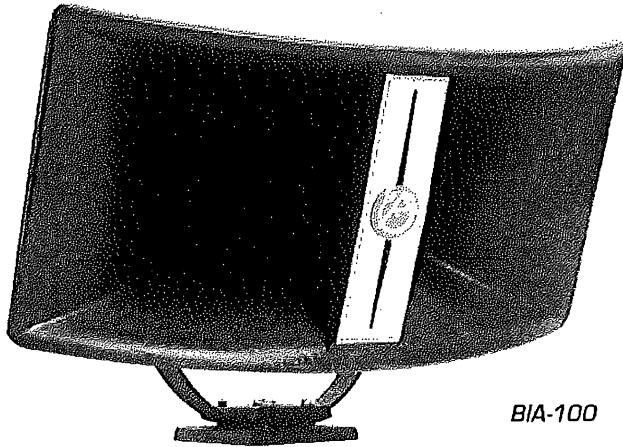
Terms:
 Primary Down Payment/Equipment-Material = \$ 6,398.14
 Completion/Labor-Net 10 Days = \$ 1,800.00

Thank You For Your Business



BIA-100

Bi-Axial Horn With Gimbal-Mount



BIA-100

Features

- High-Efficiency Bi-Axial Horn Provides 130' x 60' Wide-Angle Sound Coverage
- Combine with PD Series Drivers
- Nominal Frequency Response of 350Hz-8kHz for High-Intelligibility Voice, Signaling, and Full-Range Music in Indoor/Outdoor Applications
- Patented 180° Gimbal-Mount for Installation Flexibility
- Accepts All Atlas Sound and 1 1/2" - 18 Thread Compression Drivers with Throat Openings of 0.7" Diameter

Applications

Bi-axial horn model BIA-100 delivers outstanding sound dispersion and audio efficiency when used with medium or high powered compression drivers. Unit features exponentially-flared projectors which eliminate phase cancellation, control low-frequency roll off, and offers maximum results in professionally-applied voice, music, and signaling systems. It can be surface or flange-mounted and is ideal for use as a midrange component for two and three-way, high-fidelity loudspeaker systems. Weather-resistant construction is suitable for permanent or portable installation in house of worship, recreation/sport centers, mass transit terminals, industrial, commercial, educational, and institutional facilities.

General Description

BIA-100 is the original reflex horn featuring a bi-axial design with twin air columns and exponential bell for wide-angle coverage with a linear frequency response. The horn provides excellent acoustic loading maintained to a 350Hz low-frequency roll-off and optimizes delivery of high and midrange signal levels. BIA-100 is designed for use with Atlas Sound PD Series compression drivers and models having 1 1/2" -18 male threads and 0.707" diameter throat openings. Refer to PD Series compression driver specification sheets for high-pass filter requirements. Transformer-equipped drivers are available (power-tap information is outlined on individual compression driver specification sheets). The easily-mounted horn features the labor-saving patented gimbal-mount bracket assembly (U.S. Patent #4,325,529) which allows for directional positioning up to 180° vertically and horizontally. It includes a steel bracket, cast-mounting base, and provisions for flange installation. The weather-resistant, non-glare matte black foam horn is resistant to resonance. Bracket assembly is finished in durable epoxy.

Specifications

Height	21" (533mm)
Width	10 1/4" (260mm)
Depth	19 1/4" (489mm)
Weight	16 lbs

BIA-100 w/ PD-30

Power Rating	30 Watts
Sound Level	
Peak	125dB
*RP / 1M, 1W / 1M	121dB, 107dB, 400Hz-5.2kHz
Dispersion	130' x 60'
Impedance	8Ω

BIA-100 w/ PD-5VH

Power Rating	40 Watts
Sound Level	
Peak	126dB
*RP / 1M, 1W / 1M	121dB, 106dB, 300Hz - 6kHz
Dispersion	130' x 60'
Impedance	16Ω

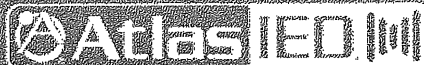
BIA-100 w/ PD60A

Power Rating	60
Sound Level	
Peak	125dB
*RP / 1M, 1W / 1M	125dB, 112.7dB, 300Hz - 6kHz
Dispersion	130' x 60'
Impedance	16Ω

BIA-100 w/ PD75T

Power Rating	75
Sound Level	
Peak	126dB
*RP / 1M, 1W / 1M	126dB, 109dB, 300Hz - 6kHz
Dispersion	130' x 60'
Impedance	16Ω, 67Ω, 133Ω, 267Ω, 533Ω, 1100Ω, 2100Ω

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Proposed School Fundraising Activities
 October 8, 2019, Meeting of Board of School Trustees

School/Organization	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
ECBS - Move 2 Stand	Help the Salvation Army with their Adopt-A-Family. The money will be collected during lunch periods. Proceeds will go to support 2 families in need at Christmas	12/4/19 - 12/13/19	10/8/2019	Missie Dickerson
PMMS - 7th/8th Grade End of the Year Trip	Nelson's fundraiser at 101 E. Hively - Palmer State Farm Insurance. The proceeds will help offset the costs for the students' end of year trip.	10/26/19 - 10/26/19	9/20/2019	Anthony Venable
EMHS - Art and Anime Clubs	Memorial Chargers Last Ride scarf sale. Pre-sale order forms to be sold to community, school, alumni, students, and staff. Extra scarves will be sold at EMHS or Ugly Christmas Sweater Run. Proceeds will go towards field trips, club apparel, and art supplies for Art Club and Anime Club students only.	11/15/19 - 03/30/20	10/10/2019	Heather Ashton
WSMS - Cheerleading	Hacienda Give Back Night. Proceeds will go to new cheerleading uniforms.	11/13/19 - 11/13/19	4/28/2019	Paige Corbalis
	Please note the following fundraisers are presented for confirmation only.			

Medical Plan Experience

Sept 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	\$ 556,523	\$ 477,683	\$ 78,840	\$ 5,472,595	\$ 5,583,529	\$ (110,934)	
UMR Rx	\$ 162,988	\$ 181,461	\$ (18,473)	\$ 1,259,166	\$ 1,321,770	\$ (62,604)	
Rx Rebate	\$ (101,671)	\$ -	\$ (101,671)	\$ (292,410)	\$ (72,130)	\$ (220,280)	
Less Amt Above Stop Loss	\$ (59,101)	\$ (1,076)	\$ (58,025)	\$ (67,060)	\$ (66,825)	\$ (235)	
Claim Cost Total	\$ 558,739	\$ 658,068	\$ (99,329)	\$ 6,372,291	\$ 6,766,344	\$ (394,053)	
Expected Claim Cost	\$ 870,050	\$ 889,508	\$ (19,458)	\$ 8,077,534	\$ 8,254,637	\$ (177,103)	
Claims vs. Expected	\$ (311,311)	\$ (231,440)	\$ (79,871)	\$ (1,705,243)	\$ (1,488,293)	\$ (216,950)	
Non Claim Costs	\$ 214,672	\$ 198,450	\$ 16,222	\$ 1,943,696	\$ 1,815,251	\$ 128,445	
(administration, clinic, pharmacy, stop-loss)							
Total Cost (Claim + Non-claim)	\$ 773,411	\$ 856,518	\$ (83,107)	\$ 8,315,792	\$ 8,581,595	\$ (265,803)	
Enrollment	993	1,000	(7)	9,219	9,282	(63)	
Cost Per Employee Per Month (PEPM)	\$ 778.86	\$ 856.52	\$ (77.66)	\$ 902.03	\$ 924.54	\$ -21.51	
Paid Claims Per Employee				\$ 691.21	\$ 728.97	\$ -37.76	
						-5.2%	



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: October 18, 2019
To: Board of School Trustees
From: Anthony J. Gianesi
RE: Recommendation for Award

On October 17, 2019 bids were received for the Elkhart High School Addition and Renovation Food Service Equipment project.

All bids were reviewed by Elkhart Community Schools for compliance with plans and specifications prepared by Elkhart Community Schools.

The Business Office recommends award of a contract in the amount enumerated below to Stafford-Smith of Mishawaka, Indiana as the lowest and best, most responsive and most responsible bidder. The Business Office also recommends, as part of the contract, award of the alternate listed below that conform to the budgetary constraints of the projects.

Base Bid:		\$739,450.00
Alternate No. 4:	Overstructure and lights for serving lines	\$ 32,191.00
TOTAL:		\$771,641.00

The project includes new kitchen and serving line equipment for the newly constructed kitchen and serving lines.

Funding for this project will come from the bond for the One High School project.

Anthony J. Gianesi
Chief Operating Officer

encl

Elkhart High School Addition and Renovation Food Service Equipment Bid
October 17, 2019 at 10:00 AM

	Atlas Restaurant Supply	Great Lakes Hotel Supply	Stafford-Smith
Bid Package No. 1	\$ 270,375.00	\$ 294,148.00	\$ 198,840.00
Alternate No. 1	\$ 25,375.00	\$ 28,820.00	\$ 25,484.00
Bid Package No. 2	\$ 552,560.00	\$ 638,735.00	\$ 555,347.00
Alternate No. 2	\$ 22,910.00	\$ 29,560.00	\$ 22,710.00
Alternate No. 3	\$ 50,435.00	\$ 63,598.00	\$ 50,235.00
Alternate No. 4	\$ 15,145.00	\$ 42,530.00	\$ 32,191.00
Bid Package No. 3	\$ 822,935.00	\$ 932,883.00	\$ 739,450.00
TOTAL			

Book	Policy Manual
Section	7000 Property
Title	Proposed Revised USE OF SCHOOL FACILITIES AND PROPERTY (as presented in the 10/8/2019 BST meeting)
Code	po7510
Status	
Adopted	November 22, 2016
Last Revised	December 18, 2018
Last Reviewed	October 22, 2019

7510 - **USE OF SCHOOL FACILITIES AND PROPERTY**

School, School-Related, Community-Sponsored Organizations

Included are officially organized groups of Elkhart Community Schools' students, groups of Elkhart Community Schools' employees, parent-teacher groups, other school-sponsored groups, 4-H Club, Future Farmers, Elkhart Education Foundation, Boy and Girl Scouts, and similar non-sectarian groups.

- A. The principal of the building gives approval for the building use and schedules the activity. Approval for facility use must be obtained from the Building Services Office, contingent upon eligibility for use of the facility and the building principal's authorization to schedule the activity. Use of school facilities by community groups requires at least seventy-two (72) hours advance notice.
- B. An Elkhart Community Schools staff member must be present at all times during the use of the building.
- C. Keys to the building shall be given only to members of the staff, who assume full responsibility for the conduct of the school activity excluding from the building all who are not a part of the activity, and securing the building at the conclusion of the event (lights turned off, doors and windows closed and locked, and security system activated).
- D. The building rental fee may be waived if the activity does not involve an admission charge or a profit-making project and a regular custodian or authorized school representative is on duty.

Actual building costs will be charged for activities which require an admission charge, are a profit-making project, or a special program which requires school personnel to be present other than during normal working hours.

Community Groups - Community Groups such as YWCA, YMCA, NAACP, Black Expo, Tri-Kappa, Hispanic Health Coalition, League of Women Voters, etc.

- A. Approval for the use of school facilities is granted under the policies of the Board of School Trustees, and contracting parties shall be required to sign a waiver and permit as well as ~~and~~ conform to all rules and laws governing the use of public buildings, ~~including the swimming pools.~~
- B. Approval for facility use must be obtained from the Building Services Office, contingent upon eligibility for use of the facility and the building principal's authorization to schedule the activity. Use of school facilities by community groups requires at least seventy-two (72) hours' advance notice.

Building facilities are available for educational or cultural programs sponsored by community groups and recreational purposes when such use does not interfere with the school program.

- C. ~~The schedule for the swimming pools is kept by the Athletic Director/Designee, who confirms all requests for the use of the pool with the Building Services Office. Fees shall be paid seventy two (72) hours before the scheduled opening of the facilities unless the contracting parties have made other arrangements with the Building Services Office. The building use fee covers the use of utilities and personnel required to supervise the facility. The building principal is responsible for employing the personnel and approving payment for their services.~~ Elementary gymnasiums are available for use by local, established community groups for basketball or volleyball Monday through Friday, school days, October 1 - April 30 from 7 to 9:30 p.m. Groups are requested to provide their own balls and use proper gym shoes. School standards and nets may be used.

School buildings and grounds shall be available for use by the Park and Recreation Department, provided such use does not interfere with the use of the property for school purposes. Fees, to cover the cost of utilities and school personnel required to be on duty, will be determined per use each year.

Churches

The Board may rent school facilities to local, established churches during times of expansion or extensive repairs in the congregation's own facility. The rental may be approved for a period not to exceed six (6) months, after which further emergency rental may be continued with approval from the Board for a period not to exceed six (6) additional months.

Newly formed congregations must give evidence of site purchase, as well as completion date of facility, prior to entering into the six (6) month agreement.

Other

The Superintendent may lease school property for purposes authorized under this policy or approved by the Board and shall develop a schedule of fees for rentals provided such use does not interfere with the use of the property for school purposes.

Use of outside areas such as the baseball diamonds, tennis courts, tracks, where no rentals or rental fees are involved, are the responsibility of the building principal, Athletic Director or Activity Director, who may or may not grant permission to out-of-school groups for use of these facilities.

Restrictions

Individuals and organizations may not use school facilities without first submitting a [signed waiver or certificate of insurance. The Chief Operating Officer shall have the authority to determine when a waiver rather than a certificate of insurance would be required.](#)

No person(s) or organization(s) may use any school facilities for personal or corporate financial gain.

The use of school facilities by out-of-school groups shall be confined to local, established organizations whose regular meeting place, headquarters, and principal membership are located within the boundaries of the Elkhart Community Schools District. An "established organization" is one which has been in existence a minimum of two (2) years, complete with charter and by-laws, and conducts regular meetings. Such facilities shall be used only for educational, cultural, or recreational purposes. All proceeds shall be devoted to a local public or charitable purpose, specified in advance of preparation of the rental agreement.

School facilities shall not be available for such activities as private parties, weddings, receptions, family reunions, open house receptions, political fund raising events, funerals, etc.

No tobacco or alcohol use is permitted on any Elkhart Community School property.

The "use of tobacco" shall mean all uses of tobacco, including a cigar, cigarette, pipe, snuff, or any other matter or substance that contains tobacco, as well as electronic, "vapor," or other substitute forms of cigarettes.

In order to protect students and staff from the adverse impact of tobacco smoke on indoor air quality and encourage students to not use tobacco in any form, the Board prohibits the use of tobacco within any facility owned or leased or contracted for by the Board.

The Board shall not permit the manufacture, possession, use, distribution, or dispensing of any controlled substance, including alcohol, and any drug paraphernalia, within any facility owned or leased or contracted for by the Board.

Food Service Facilities

When food-serving facilities of the schools are used, the user must comply with public health regulations.

A food service employee must be in charge of the kitchen and equipment when food is prepared or served.

School-related organizations using the cafeteria and facilities for a fund-raising project shall pay for all food and labor costs, including the food service employee, custodial services, and/or any other expenses incurred by the project.

Dinners may be served to school-related groups outside of school hours. The cost of the dinner will be determined by the Director of Food Services or designee.

School cafeterias and kitchens may be used by out-of-school groups when not in competition with established local businesses, in accordance with all guidelines and fees.

Facilities available for Community Use when not required for School Purposes

Auditoriums

Elkhart Central High School
Elkhart Memorial High School

Elkhart Memorial High School Little Theater
Elkhart Area Career Center Auditorium

Cafeterias - Cafeteriums*

Elkhart Central High School
Elkhart Memorial High School
Elkhart Area Career Center (Blue Room)
*North Side Middle School
*Pierre Moran Middle School
*West Side Middle School

Gymnasiums - All Purpose Rooms*

Elkhart Central High School	Pierre Moran Middle School
Elkhart Memorial High School	West Side Middle School
North Side Middle School	

Beardsley Elementary School	Hawthorne Elementary School
Beck Elementary School	Monger Elementary School
*Bristol Elementary School	Osolo Elementary School
*Cleveland Elementary School	Pinewood Elementary School
Daly Elementary School	Riverview Elementary School
Eastwood Elementary School	Roosevelt Elementary School
Feeser Elementary School	Woodland Elementary School

Athletic Fields/Elementary Playgrounds (Football, Track, Tennis Courts, Baseball/Softball Diamonds, Elementary Soccer Fields*)

Athletic Fields:

Elkhart Central High School (with the exception of Rice Field)	
Elkhart Memorial High School	Pierre Moran Middle School
North Side Middle School	West Side Middle School

Playgrounds:

Beardsley Elementary School	Hawthorne Elementary School
Beck Elementary School	Monger Elementary School
Bristol Elementary School	Osolo Elementary School
Cleveland Elementary School	*Pinewood Elementary School
Daly Elementary School	Riverview Elementary School
*Eastwood Elementary School	Roosevelt STEAM Academy
*Feeser Elementary School	Woodland Elementary School

~~Swimming Pools:~~

~~Elkhart Central High School~~

Community Use of Equipment

Audio-visual, music, industrial arts, and other school equipment may be used by staff members in school-community activities which are compatible with the interest of Elkhart Community Schools.

Loan of equipment to the Park and Recreation Department and school-related organizations may be made when the equipment is not in use by the school and when it will be used by a trained operator.

In all cases, approval for the loan or use of school equipment outside of the regular school program must be obtained from the Building Services Office and/or the appropriate building principal. The organization requesting the equipment is responsible for picking it up and returning it as designated by the building principal.

The organization requesting the equipment shall be liable for, indemnify and hold the Elkhart Community Schools harmless from loss and expenses because of any and all damage or injury incurred by the use of such equipment. The organization shall also be required to provide a certificate of insurance demonstrating that such insurance is in effect during the time of the use of such equipment.

The Elkhart Community Schools will not loan or allow the use of personal property, furniture and equipment, which place Elkhart Community Schools in competition with local businesses, to persons or organizations other than those named above.

MISCELLANEOUS POSITION PAY SCHEDULE

CLASSIFICATION	POSITION	AMOUNT	SOURCE OF PAYMENT
<u>HIGH SCHOOL FOOTBALL:</u>			
	Event Supervisor	\$50 per Event -	ECS Ed Fund
<u>Adult</u>			
	Firemen	\$30 per hour	ECS Ed Fund
	Usher/Security	\$50 per game	H.S. Ath. Dept
	Ticket Sellers/Takers	\$27 per game	"
	Public Address Announcer	\$15 per game	"
*	Crowd Supervision Manager	1/2 of Master Contract Rate	ECS Ed Fund
	Fan Bus Supervision	\$15 + 2 Tickets per Trip	H.S. Ath. Dept.
	Parking Director	\$17 per hour	ECS Ed Fund
	Parking Attendant	\$15per hour	"
<u>HIGH SCHOOL BASKETBALL</u> (Games @ N.S. and Tournament)			
	Event Supervisor	\$50 per event	ECS Ed Fund
	Tournament Supervisor	\$100 per event	ECS Ed Fund
<u>Adult</u>			
	Firemen	\$30 per hour	ECS Ed Fund
	Usher/Security	\$50 per regular game	H.S. Ath. Dept
		\$25 per tournament session	"
	Ticket Sellers/Takers	\$27 per session	"
	Timers/Scorers	\$10 JV game	"
		\$15 Varsity game	"
		\$25 per tournament session	"
	PA Announcer	\$15 per session	"
*	Crowd Supervision Manager	1/2 of Master Contract Rate	ECS Ed Fund
	Fan Bus Supervision	\$15 + 2 Tickets per trip	H.S. Ath. Dept.
	Parking Director	\$17 per hour-regular game	ECS Ed Fund
		\$17 per hour-tournament session	"
	Parking Attendant	\$12 per hour-regular game	"
		\$12 per hour-tournament session	"
<u>Student</u>			
	Usher/Security	\$7.25 + Ticket per regular game	H.S. Ath. Dept.
		\$7.25 + Ticket per tournament session	"
	Ticket Takers	\$10 per session	"
	Cloakroom Attendant	\$7.25 per regular game	"
		\$7.25 per tournament session	"

CLASSIFICATION	POSITION	AMOUNT	SOURCE OF PAYMENT
<u>HIGH SCHOOL ATHLETICS:</u>			
	Event Supervisor		
	Volleyball		
	Varsity/JV	\$50 per event	ECS Ed Fund
	Freshmen	\$30 per event	"
	Freshmen 3-way	\$50 per event	"
	4 team or less tourney	\$50 per event	"
	5 teams or more tourney	\$100 per event	"
	Soccer		
	Reg. season varsity & JV	\$50 per event	"
	Tournament	\$100 per event	"
	Swimming		
	Reg. season meet	\$50 per event	"
	All day tournament	\$100 per event	"
	Diving only	\$50 per event	"
	Wrestling		
	Varsity/JV	\$50 per event	"
	Super dual meet	\$100 per event	"
	Gymnastics		
	Varsity/JV	\$50 per event	"
	Invitational	\$100 per event	"
	Baseball/Softball		
	Varsity/JV	\$50 per event	"
	Freshmen	\$50 per event	"
	Tournament 4 teams	\$100 per event	"
	Tournament 5+ teams	\$100 per event	"
	Track		
	Dual or triangular meet	\$50 per event	"
	Invitational	\$100 per event	"

NON-ATHLETIC EVENTS (ECS RENTALS, MISCELLANEOUS ASSIGNMENTS):

Adult

	Electronic Technical Service Mgr.	\$14.50 per hour	ECS Ed Fund
*	Building Rental Manager	\$14.50 per hour <i>(per Teachers Contract)</i>	"
	Police/Firemen	\$30 per hour	"
	Swimming Pool Manager	\$15 per hour	"
	Swimming Pool Lifeguard (Certified)	\$7.25 per hour	"
	Security	\$10 per hour	"
	Usher	\$8 per event	"
	Ticket Seller/Taker	\$12 per event	"
	Parking Director	\$17 per hour	"

CLASSIFICATION	POSITION	AMOUNT	SOURCE OF PAYMENT
	Parking Attendant	\$15 per hour	"
	Substitute Custodian	\$12.19 per hour	"
*	Intramurals	\$7.25 per hour	"
	Food Service Sub	\$9.68 per hour	Food Service Fund
	Food Service Sub (retired Food Service employee)	\$12.01 per hour	"
	Food Service Driver Sub	\$15.75 per hour	"
<u>Student</u>			
	Stage Hand/Music Helper	\$7.25 per hour	ECS Ed Fund
	Swimming Pool Lifeguard	current minimum wage	"
	Usher	\$7.25 per event	"
	Ticket Taker	\$8 per event	"
	Cloakroom Attendant	\$7.25 per event	"

In the event the federally established minimum wage exceeds the hourly rate set forth under this regulation, the minimum wage shall apply.

* Negotiated Rates

| ~~May 14, 2019~~ October 22, 2019



DISTRICT COUNSEL/
CHIEF OF STAFF

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: BOARD OF SCHOOL TRUSTEES
FROM: W. DOUGLAS THORNE *[Signature]*
DISTRICT COUNSEL/CHIEF OF STAFF
DATE: OCTOBER 18, 2019

RE: HIGHLIGHTED CHANGES TO MASTER CONTRACT

On Friday October 18, 2019, I provided you with a copy of revised Master Contract with the Elkhart Teachers Association incorporating the terms of our tentative agreement reached with the Association on October 10, 2019. Contained in this memorandum is a summary highlighting the specific changes agreed upon during our negotiations this year. I would like to commend the professionalism and collaborative spirit demonstrated both by the Elkhart Teachers Association negotiations team lead by Kerry Mullet, ETA President, as well as the team representing the administration and this School Board. Serving on the administration's team this year were the following members: Steve Thalheimer, Kevin Scott, Anthony England, Gail Draper, Cheryl Waggoner, Matthew Werbiansky, Sara Jackowiak, and Carolyn Lesperance. As you know, I will be requesting your approval of the tentative agreement with the Association during your meeting on October 22. Should you have questions prior to the meeting, please do not hesitate to contact my office.

Article 2—Definitions

- 6. "Immediate family" shall mean teacher's spouse, life partner, children, siblings, parents, parents-in-law, brother or sister-in-law, son or daughter-in-law, grandparents, grandchildren, stepparents, stepchildren, ~~or~~ any member of the family unit living in the teacher's household, any person for whom the teacher is the legal guardian, or for whom the teacher exercising rights authorized pursuant to a Power of Attorney.

Article 3—Paid Leave, Compensatory Time and Professional Assignments

G Personal Business

- 1.a.) A teacher shall be provided with three (3) days paid personal business per year. Request for personal business shall be given to the principal, supervisor, or designee at least one (1) hour prior to the commencement of the normal school day. In the event of an unforeseen emergency beyond the control of the teacher, of which the teacher becomes aware of less than one (1) hour prior to the commencement of the normal school day and which requires the absence of the teacher, said teacher may request such personal business less than one (1) hour prior to the commencement of the normal school day, provided such request is made as soon as reasonably possible after the teacher learns of such

emergency. If it is not possible to submit a written request in advance, an oral request must be made prior to commencement of the absence, followed by a written request upon return.

b.) If a teacher retains all three (3) personal business days at the end of the school year, he/she can roll two (2) of the three (3) days to the following school year to equal five (5) personal business days. The remaining unused personal business day shall be transferred to accumulated illness absence at the end of the teacher's contract year. In the event the teacher intends to use five (5) consecutive days the teacher must provide thirty (30) calendar days written notice requesting the use of said consecutive days to their immediate supervisor.

3. Except for emergencies, personal business days shall not be used to extend school vacation periods of fall recess, Thanksgiving, winter recess, spring break, or summer break, or the day preceding fall recess in the event that day is scheduled as a parent teacher conference day as defined by the school calendar, unless the teacher complies with the following procedure:
(maintain current language in the rest of this section)

H. Bereavement

1. In the event of death within the teacher's immediate family (See Article 2), the teacher may be absent from work with pay for five (5) business days ~~seven (7) calendar days~~ immediately beyond the date of death. Said days must be used by the teacher within twelve (12) months of the death of the immediate family member, but do not have to be used consecutively.
2. In the event more than one death in the teacher's immediate family should occur, the teacher may be absent from work with pay for five (5) business days ~~seven (7) calendar days~~ for each death, provided said days may be concurrent in the event of deaths occurring within seven (7) calendar days of each other. Said days must be used by the teacher within twelve (12) months of the second death of the immediate family member, but do not have to be used consecutively.
3. Bereavement leave shall also include a miscarriage or the birth of a stillborn baby and be considered a death within the teacher's immediate family.
- ~~4.~~ A maximum of one (1) day's paid absence will be granted for attendance at a funeral of any other relative (blood or affinity) of the teacher other than the teacher's immediate family. When travel cannot reasonably be accomplished in one day, an additional day will be granted.



54. For the death of a close friend, the provisions in paragraph ~~three (3)~~ four (4) will be in effect, except that the day(s) will be at the minimum substitute deduction rate, rather than being a paid absence.

65. The Superintendent may grant additional bereavement days with or without substitute deduction.

I. Illness Absence

2. In the event a teacher shall have accumulated one (1) or more days of personal illness in another school corporation and shall thereupon become employed by the Elkhart Community Schools, there shall be added for the second year and each succeeding year of such employment up to ten (10) ~~five (5)~~ days of personal illness until the number of accumulated days to which said teacher was entitled in the last place of employment shall be exhausted. This provision is subject to written verification from the most recent employer.

3. If in any one (1) school year, the teacher shall be absent for such illness, disability, or quarantine less than the provided number of days, the unused days shall accumulate and carry over to no more than ~~ninety~~ one-hundred (90/100) [Effective June 30, 2020]days.

J. Personal Illness Bank

A personal illness bank ~~was created to provide~~ provides a bank of days upon which teachers may borrow in cases of extended absence when the teacher is temporarily ill, physically disabled, or quarantined and unable to perform the duties of a teacher. A teacher may apply for a loan from the bank under the following conditions and procedures:

1. All accumulated and non-accumulated illness absence and personal business days of the applicant shall have been exhausted at the time of application.
2. Applications shall be made in writing to the chairperson of the Personal Illness Bank Committee and shall be accompanied by an affidavit signed by a physician licensed to practice medicine, certifying said teacher is temporarily disabled. Application for a loan may be made by the teacher's authorized representative (i.e. immediate family member) in cases where the individual teacher is unable to do so. Such authorization shall be in writing and signed by the applicant, unless waived by the employer. "Temporarily disabled" shall mean inability to perform the duties of the teacher. Applications shall be accompanied by a affidavit statement signed by a physician licensed to practice medicine, certifying said teacher is temporarily disabled. Such doctor's statement shall should also include the general nature of the disability, treatment being rendered impact of the disability on employment, and prognosis for a return to work. "Temporarily disabled" shall mean inability to perform the duties of the teacher. The opinion of a



second physician may be requested by the employer at its expense. Further certification may be required by the employer from time to time.

3. Application shall be ~~made to~~ reviewed by a Personal Illness Bank Committee composed of two (2) members appointed by the Association President and two (2) members appointed by the Superintendent. The committee shall make a recommendation for approval or denial of the loan to the Superintendent, who shall make the final decision on the request. Applicants who are denied approval shall have the right to appeal to the denying party.

~~4. Application for loan may be made by the teacher's authorized representative in cases where the individual teacher is unable to do so. Such authorization should be in writing and signed by the applicant, unless waived by the employer.~~

~~45.~~ A maximum of sixty (60) days will be allowed for any one (1) individual in any school year.

~~56.~~ Any teacher who becomes ill for an extended period of time more than once during a school year shall re apply following the same procedure.

~~67.~~ Following a return to work, all accrued illness absence days which exceed the state minimum benefit for personal illness (five [5] days per year) shall be paid back to the bank until the loan has been repaid.

~~78.~~ The bank shall be maintained from year to year by the repayment of loans from individual borrowers.

~~89.~~ The Personal Illness Bank Committee may recommend to the Superintendent a waiver of any of the above conditions or procedures.

Article 5—Fringe Benefits

B. Personal Property Damage Reimbursement

The employer agrees to reimburse a teacher for damages sustained to a teacher's personal property, such as clothing, eye glasses, cellular phone, hearing aids and wrist watches, or repair such personal property, providing the following limitations and conditions shall apply:

1. Such personal property must be worn, be in the teacher's physical control or be within the teacher's work space at the time damage to such property is sustained;
2. Acceptable evidence shall be presented to the employer establishing such damage to said personal property was sustained during the normal school day and when the teacher was involved in an assigned duty involving authorized discipline of students related to instruction or supervision; or in other cases when approved by the employer;



3. The amount of reimbursement of such personal property replaced shall be the fair market value of such property at the time such damage was sustained;
4. The employer shall reserve the right to require property to be repaired by persons or firms authorized by the employer, or to replace such personal property at its option. Repair or replacement amounts shall be authorized and approved by the employer prior to such repair or replacement; and
5. Verification (bill, receipt, canceled check, etc.) of the amount expended by the teacher for repair or replacement for such personal property is presented to the employer.

E. Life, Health, and Disability Insurance

The Board agrees to make available life, health and disability insurance. (~~Deductions to begin with the first September paycheck~~).

In the event any insurance or company providing coverage below becomes no longer available, or at the request of either party not more than yearly, a joint search for comparable new policy(ies) or carriers shall be conducted by the Association and the employer. Changes in insurance which are approved by the Insurance Committee and the ETA Board and the School Board shall become a part of the overall insurance provisions.

3. Health Insurance

- a. Full-Time Rates—Maintain Current Contract Language
- b. For teachers who teach half-time or less, effective January 1, 2019~~20~~, the Board agrees to contribute the following toward the cost of health insurance plan coverage.

Coverage	Contribution
Single	\$4,734.56 4,740.00
Employee and Spouse	\$8,929.44 8,800.00
Employee and Child(ren)	\$5,930.78 5,920.00
Family	\$13,160.26 12,320.00
Family Both Employed	\$12,600

New F. The Employer shall provide an Employee Assistance Program (EAP) through a contracted provider. All costs related to intake and three (3) subsequent sessions shall be paid for by the Employer. The EAP shall cover employees, life partners, spouses, and dependent children.

Re-Order Sections that follow

- I. Retirement Benefits *VEBA language previously found in an appendix to Master Contract*



The Employer has established and maintains VEBA (Voluntary Employee Benefit Association) Plans pursuant to § 501(c) (9) of the Internal Revenue Code for each teacher employed under a teacher's contract. The Employer shall make an on-going contribution to individual teacher VEBA accounts at a rate of .5%.

Teachers will be assigned to a VEBA Plan based upon their individual employment date. Teachers will not be authorized to receive on-going contributions to participate in multiple plans.

Teachers employed prior to on or before 1/1/2006 shall be assigned to VEBA I

The VEBA Plan (VEBA I) for teachers under contract with the Elkhart Community Schools on January 1, 2006, or on a Board approved Leave of Absence at such time includes the following terms and conditions:

- **Vesting:** A teacher must have served in the Elkhart Community Schools fifteen (15) years, reached the age of fifty-five (55), and retired from employment with Elkhart Community Schools to be vested in the VEBA account.
- **Contributions:** The amount contributed by the employer for each teacher will be invested in a separate account. There will be no commingling of accounts and each teacher may determine how his or her account shall be invested among the investment options made available by the vendor for the VEBA.
- **Access to Account Assets:** Until such time a teacher has retired and satisfied the eligibility requirements by virtue of age and years of service in the Elkhart Community Schools, the teacher shall have no access to the assets held in his or her separate VEBA account.
- **Termination Prior to Vesting:** If a teacher retires or otherwise terminates employment before satisfaction of the requirements by virtue of age and years of service in the Elkhart Community Schools, the terminated teacher's VEBA account shall be forfeited. However, if a teacher who is otherwise qualified by virtue of age and years of experience dies, said teacher will be viewed as having vested in their VEBA.
- **Reallocation of Forfeitures:** The ETA President shall receive a list of those teachers whose accounts have been terminated pursuant to this Appendix, which shall list the teacher's name and the total value of the terminated accounts. The ETA President will receive this list at the end of the plan year. ~~The forfeited amounts shall be reallocated at the end of each plan year only among the then remaining separate VEBA I accounts.~~ **All of the forfeited amounts shall be reallocated at the end of each plan year only among the then remaining separate VEBA I accounts.** Reallocation of forfeitures will be applied on an actuarially sound basis that is consistent with the model previously developed for the distribution of forfeited amounts (i.e. where allocation results are based upon age and number of years until projected retirement date for each teacher) and deposited in teacher accounts ~~by on or before October 15th June 1.~~ VEBA I accounts of teachers who have attained the age of fifty-nine (59) but who have not terminated employment may share in the reallocated forfeiture, but on a reduced actuarial basis.
- **Teachers Prevented from Participation in Reallocation of Forfeitures:** the VEBA I accounts of the following teachers will not share in the reallocation of a forfeiture of a VEBA I account.
 - Teachers who forfeited their VEBA I accounts in the same year,
 - Teachers who previously forfeited their VEBA I accounts; and



- Teachers who have attained the age of fifty-nine (59) and terminated employment in or before the year of the reallocated forfeiture.

Teachers Hired between January 2, 2006 and March 31, 2016 shall be assigned to VEBA II

The VEBA Plan for teachers hired by Elkhart Community Schools between the dates of January 2, 2006 and March 31, 2016 (VEBA II) includes the following terms and conditions:

- **Vesting**: A teacher must have served in the Elkhart Community Schools fifteen (15) years, reached the age of fifty-five (55), and retired from employment with Elkhart Community Schools to be vested in the VEBA account.
- **Contributions**: The amount contributed by the employer for each teacher will be invested in a separate account. There will be no commingling of accounts and each teacher may determine how his or her account shall be invested among the investment options made available by the vendor for the VEBA.
- **Access to Account Assets**: Until such time a teacher has retired and satisfied the eligibility requirements by virtue of age and years of service in the Elkhart Community Schools, the teacher shall have no access to the assets held in his or her separate VEBA account.
- **Termination Prior to Vesting**: If a teacher retires or otherwise terminates employment before satisfaction of the requirements by virtue of age and years of service in the Elkhart Community Schools, the terminated teacher's VEBA account shall be forfeited. However, if a teacher who is otherwise qualified by virtue of age and years of experience dies, said teacher will be viewed as having vested in their VEBA.
- **Reallocation of Forfeitures**: The ETA President shall receive a list of those teachers whose accounts have been terminated pursuant to this Appendix, which shall list the teacher's name and the total value of the terminated accounts. The ETA President will receive this list at the end of the plan year. Eighty (80%) of the forfeited amounts shall be reallocated at the end of each plan year only among the then remaining separate VEBA II accounts. Reallocation of forfeitures will be applied on an actuarially sound basis that is consistent with the model previously developed for the distribution of forfeited amounts (i.e. where allocation results are based upon age and number of years until projected retirement date for each teacher) and deposited in teacher accounts ~~by on or before October 15 June 1~~. Twenty (20%) of the forfeited amounts shall revert to the Employer. VEBA II accounts of teachers who have attained the age of fifty-nine (59) but who have not terminated employment may share in the reallocated forfeiture, but on a reduced actuarial basis.
- **Teachers Prevented from Participation in Reallocation of Forfeitures**: the VEBA II accounts of the following teachers will not share in the reallocation of a forfeiture of a VEBA account.
 - Teachers who forfeited their VEBA II accounts in the same year,
 - Teachers who previously forfeited their VEBA II accounts; and
 - Teachers who have attained the age of fifty-nine (59) and terminated employment in or before the year of the reallocated forfeiture.

Teachers Hired Subsequent to March 31, 2016 shall be assigned to VEBA IV

The VEBA Plan for teachers hired subsequent to March 31, 2016 (VEBA IV) includes the following terms and conditions:



- Vesting: A teacher must have served in the Elkhart Community Schools fifteen (15) years, reached the age of fifty-five (55), and retired from employment with Elkhart Community Schools to be vested in the VEBA account.
- Contributions: The amount contributed by the employer for each teacher will be invested in a separate account. There will be no commingling of accounts and each teacher may determine how his or her account shall be invested among the investment options made available by the vendor for the VEBA.
- Access to Account Assets: Until such time a teacher has retired and satisfied the eligibility requirements by virtue of age and years of service in the Elkhart Community Schools, the teacher shall have no access to the assets held in his or her separate VEBA account.
- Termination Prior to Vesting: If a teacher retires or otherwise terminates employment before satisfaction of the requirements by virtue of age and years of service in the Elkhart Community Schools, the terminated teacher's VEBA account shall be forfeited. However, if a teacher who is otherwise qualified by virtue of age and years of experience dies, said teacher will be viewed as having vested in their VEBA.
- Retention of Forfeitures by Employer: Teachers assigned to VEBA IV shall not be entitled to any reallocation of forfeitures. One hundred (100%) percent of forfeited funds shall be retained by the Employer.

Article 6—Salary

A. Salary Payment

Teachers employed for the full school year shall be paid in twenty-six (26) payments. The first payment for a teacher under contract prior to first teachers' workday shall be issued to each contracted teacher within three (3) weeks of the start of the school year. A teacher who notifies the Human Resources Department in writing by July 1 prior to the next school year may be paid his/her salary over twenty-two (22) payments. Teachers who have previously requested twenty-two (22) payments may provide notification to the Human Resources Department of the desire to return to twenty-six (26) payments using the same procedure. The method of payment cannot be changed by either party during any school year. The first paycheck shall be issued to each contracted teacher within three (3) weeks of the start of the school year. The contracted salary of a teacher will be issued in equal pays every other Friday, with certain exceptions. At no time will a teacher receive more than twenty-six (26) pays in any calendar year.

D. Compensation Plan

Salary Range

The salary range, not including current year increases or TRF contributions, of a teacher employed with Elkhart Community Schools ranges from \$36,350 to \$ 70,905 **\$76,250** .

Eligibility

In order to receive an increase in compensation, teachers, with the exception of first and second year teachers, pursuant to I.C. 20-28-9-1.5(d), must not have received an evaluation rating for the prior school year of ineffective or needs improvement.



This section shall have no force and effect during the ~~2018-2019~~ school year as no bargaining unit members shall be eligible for an increase in compensation.

Advancement

Eligible teachers shall advance from level to level on the Career Pathway Schedule by satisfying the following factors:

1. Evaluation (~~80%~~ 50%) - teachers must have not received an evaluation rating of ineffective or improvement necessary for the prior school year.
2. Academic Needs (~~10%~~ 50%)- teachers must participate in no less than six (6) hours of professional development during early release days held in the prior school year .
3. All levels in the Career Pathway Schedules shall increase \$700.
4. Teachers who began their teaching career with Elkhart Community Schools during the 2019-2020 school year will not advance any levels on the Career Pathway Schedule.
5. Teachers who began their teaching career with Elkhart Community Schools in the 2018-2019 school year receiving an initial salary of \$36,350 will advance one (1) level on the Career Pathway Schedule.
6. Teachers who began their teaching career with Elkhart Community Schools prior to the 2018-2019 school year will advance two (2) levels on the Career Pathway Schedule.

Add New:

Redistribution of Compensation Plan Allocation

Any funds otherwise allocated for teachers who were rated ineffective or improvement necessary will be equally redistributed to all teachers rated effective or highly effective. The redistribution will be in the form of a stipend paid on the last pay date in June.

F. (New)Schedule Placement When Prior Work Experience is a Requirement

1. When a current ECS teacher is assigned to or transfers to a position where prior work experience is a requirement to fill the position, the teacher shall be granted experience levels on the Career Pathway Schedule in the amount of one (1) year experience for every two (2) years of approved work experience. No more than ten (10) years of work experience will be recognized.
2. Work experience shall be defined as employment in a skilled trade, business, or industry, applicable to the position for which the teacher is to be employed. Work experience must be certified in writing by the private or public sector employer in order to be recognized. Any salary adjustment made shall become effective and awarded as a part of a current contract, and shall not be retroactive.

Re-Order Paragraphs that follow:



JK. Added Pay Schedule

3. A teacher with an Added-Pay/Extra-Duty position may choose to split the pay and responsibilities of the position with one other teacher on a fifty/fifty (50/50) basis. Such a split requires the approval of the building administrator and the ~~Executive Director of Personnel and Legal Services~~ District Counsel/Chief of Staff . The ETA President shall receive a copy of all positions approved for such a split within ten (10) work days of the position being filled.

4. With the exception of included duty positions and positions with responsibilities throughout the school year (e.g. class sponsor, department chair, GEI MTSS , etc.), compensation for added pay positions will be paid to teachers holding said positions in two (2) ~~four~~ (4) equal payments during the season.
 - a. Fall - Pay periods 2 and 4 through 5
 - b. Winter - Pay periods 10 and ~~12~~ through 13
 - c. Spring - Pay periods 18 and ~~20~~ through 21

7. Mentors

The Employer will pay a total of six hundred (\$600) dollars as a stipend to mentor a teacher new to the district. The stipend may be divided among a maximum of four (4) mentor teachers. This stipend is not included in the compensation plan and as such is not subject to the provisions of Indiana Code 20-28-9-1.5.

Appendix B
Added Pay Schedule

GEI-MTSS Coordinator
GEI-MTSS Team Member

Move and Re-Name Special Olympics High School Coach—Unified to High School Assignments—Athletics and Re-Name as Unified Track

Re-Name Jr. Life Lead Teacher as Alternative Program Lead Teacher

WTD/dls



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?
EACC Vet Careers Shedd's field trip	EEF	EACC	Cassie Conrod	2100	Pay for bussing-Mrs. Conrod, Cardinal bussing	Our Veterinary Careers class will go to sheds and meet with their veterinarians	We are hoping to get enough money to pay the bus	10/1/2019

ELKHART COMMUNITY SCHOOLS OVERNIGHT TRIP REQUEST

School: Elkhart Central High School and Elkhart Memorial High School

Class/Group: Move2Stand Bullying Prevention Club

Number of Students: 8

Date/Time Departing: Wednesday, November 6, 2019 / 4:00:00 PM

Date/Time Returning: Friday, November 8, 2019 / 9:00 PM

Destination: Marriot Downtown Hotel and Conference Center Chicago IL
City State

Overnight facility: Chicago Marriot Downtown Hotel, 540 N Michigan Ave, Chicago, IL 60611-(312) 836-0100

Mode of transportation: Students will be transported by car, driven by chaperones.

Reason for trip: To attend the InspirED Leadership Lab
and the International Bullying Prevention Association Annual Conference

Names of chaperones: Missie Dickerson, Tracey Miller, Tara Butler, Dean Coleman

Cost per student: No cost to students

Describe plans for Raising Funds or Funding Source: Fully funded by The Indiana Criminal Justice Institute's Safe Haven Grant.

Plans to defray costs for needy students: N/A

Are needy students made aware of plans? N/A

Name of Teacher/Sponsor: Missie Dickerson

Signature of Teacher/Sponsor: *Missie Dickerson*

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

Signature of Principal: *Kelly Berhady* **Date:** 10/4/19

Approval of Assistant Superintendent: *BUA Heppard* **Date:** 10/8/19

Approval by Board:

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

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana



DATE: October 17, 2019
 TO: Dr. Steve Thalheimer
 FROM: Brandon Eakins
 RE: **Conference Leave Requests Paid Under Carl D. Perkins Grant
 October 22, 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 20 - 22, 2019</p> <p>Ryan Gortney (1-8) Nakara Murray (0-0) Pachia Rumble (0-0) Tracy Plank-Teegarden (0-0) Amy Stutzman (0-0) Mary Beth Hall Sommers (0-0)</p> <p>College Credentials</p>	<p>\$650.00</p>	<p>\$0.00</p>
<p>National FFA Convention</p> <p>This conference is the national agriculture conferenc of the year. I will make professional connections and be able to figure out the environment before I take my students. I plan to bring this information back to the FFA, agriculture faculty as the knowledge base for agri-science and FFA will tremendously grow.</p> <p>Indianapolis, IN October 30, 2019</p> <p>Ashley Robertson (0-0)</p> <p>Program/Industry Specific</p>	<p>\$326.40</p>	<p>\$0.00</p>
TOTAL	\$976.40	\$0.00
2019-20 YEAR-TO-DATE PERKINS FUNDS	\$5,777.54	\$0.00
GRAND TOTAL	\$6,753.94	\$0.00

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: October 17, 2019

TO: Dr. Steve Thalheimer, Superintendent

FROM: Dr. Bradley Sheppard 

RE: **Conference Leave Requests**
October 22, 2019 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2019 - 2020 CONFERENCES	EXPENSES	SUBSTITUTE
<p>92ND NATIONAL FFA CONVENTION & EXPO</p> <p>This convention will provide opportunities to make professional connections and to also learn new ideas and activities to take into the classroom.</p> <p>Indianapolis, IN</p> <p>October 30 - 31, 2019 (2 day's absence)</p> <p align="center">BRENDA MUELLER - MEMORIAL (1-5)</p>	<p>\$405.30</p> <p align="right"><i>EDUCATION FUND</i></p>	<p>\$190.00</p> <p align="right"><i>EDUCATION FUND</i></p>
<p>I AM ALIGNMENT STUDY MEETING FOR ENGLISH/LANGUAGE ARTS 10</p> <p>This study will be a place to provide a voice and input from our area. The DOE is providing a hotel and meals and will also reimburse substitute costs.</p> <p>Indianapolis, IN</p> <p>November 6 - 7, 2019 (2 day's absence)</p> <p align="center">JENNIFER ANDREWS - MEMORIAL (1-1)</p>	<p>\$0.00</p> <p align="right"><i>N/A</i></p>	<p>\$0.00</p> <p align="right"><i>N/A</i></p>
<p>INTERNATIONAL BULLYING PREVENTION CONFERENCE 2019</p> <p>This is the premier conference for data driven bullying prevention programs and best practice initiatives. We will implement new programming in our Move2Stand clubs and other bullying prevention efforts.</p> <p>Chicago, IL</p> <p>November 7 - 8, 2019 (1 or 2 day's absence)</p> <p align="center">TARA BUTLER - MEMORIAL (0-0) WILLIE DEAN COLEMAN - MEMORIAL (0-0) MISSIE DICKERSON - CENTRAL (0-0) ANTHONY ENGLAND - ESC (0-0) DONNA GILDEA - ELKHART ACADEMY (0-0) TODD KELLY - ESC (0-0) VERONICA MCFERSON - PIERRE MORAN (0-0) TRACEY MILLER - CENTRAL (0-0) VICTORIA PATINO-RUSSELL - NORTH SIDE (0-0) JAMI PRESSWOOD - WEST SIDE (0-0) MARY WISNIEWSKI - NORTH SIDE (0-0)</p>	<p>\$9,937.11</p> <p align="right"><i>OTHER FUND</i></p>	<p>\$570.00</p> <p align="right"><i>OTHER FUND</i></p>
<p>DYSLEXIA: BUILDING NEW NEUROPATHWAYS TO MASTER VISUAL AND AUDITORY MEMORY, VISUAL PERCEPTUAL SKILLS, VISUAL MOTOR SKILL DEVELOPMENT AND MORE</p> <p>This conference will provide a better understanding of how to help struggling readers during speech therapy.</p>	<p>\$0.00</p>	<p>\$0.00</p>

Merrillville, IN November 13, 2019 (1 day's absence) JANA WILDE - PACE (0-0)		N/A	N/A
LITERACY LEADER INITIATIVE This conference will build a strong foundation for literacy for a comprehensive support institution. Indianapolis, IN November 13 - 14, 2019 (2 day's absence) VALERIE PRILLER - BEARDSLEY (1-1)	\$596.20		\$0.00
	EDUCATION FUND	EDUCATION FUND	
AP SCORING TRAINING The College Board has changed the scoring criteria for the three exam essays from holistic scoring on a 9-point scale to analytic scoring using a 6-point system. This training will provide focus on pedagogical techniques and content-specific strategies to take back to the classroom. Hammond, IN November 20, 2019 (1 day's absence) KASEY LUTRELL - MEMORIAL (0-0)	\$134.61		\$95.00
	OTHER FUND	OTHER FUND	
ACP FALL CONFERENCE This is a required meeting for ACP instructors. South Bend, IN December 12, 2019 (1 day's absence) STEFANIE FOSTER - MEMORIAL (0-0) KASEY LUTRELL - MEMORIAL (1-1)	\$0.00		\$190.00
	OTHER FUND	OTHER FUND	
MIDWEST BAND AND ORCHESTRA CLINIC This conference will offer an array of clinics and exhibits as well as access to music and teaching icons. Chicago, IL December 19 - 20, 2019 (2 day's absence) ALLAN WHITEHEAD - NORTH SIDE (0-0)	\$430.00		\$190.00
	OTHER FUND	OTHER FUND	
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) JOSHUA HREN - MEMORIAL (0-0) WILLIAM NIEDERER - CENTRAL (1-1)	\$755.18		\$190.00
	OTHER FUND	OTHER FUND	
	\$12,258.40		\$1,425.00
2019 YEAR-TO-DATE EDUCATION FUNDS	\$16,980.40		\$1,045.00
2020 YEAR-TO-DATE EDUCATION FUNDS	\$0.00		\$0.00
2019 YEAR-TO-DATE OTHER FUNDS	\$229,363.43		\$17,860.00
2019 YEAR-TO-DATE ADJUSTMENTS	\$0.00		\$0.00

2020 YEAR-TO-DATE OTHER FUNDS	\$2,260.38	\$570.00
2020 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$248,604.21	\$19,475.00

(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: OCTOBER 22, 2019

PERSONNEL RECOMMENDATIONS

CERTIFIED

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

Tricia Davis	West Side/Math
Martin Mullins	Career Center/Law Enforcement
Eliza Stoltzfus	Beardsley/Grade 4

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

Anthony Gouin Began: 9/10/18	Career Center/Machine Trades Resign: 11/8/19
Jeffrey Hemmerlein Began: 8/19/02	Memorial/Language Arts Resign: 11/1/19
Clare Palenchar Began: 8/14/18	West Side/Language Arts Resign: 10/11/19

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

Izamar Garcia Begin: 11/26/19	Pierre Moran/ENL End: 6/3/20
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CLASSIFIED

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

Christina Arranaga Began: 8/16/19	Transportation/Bus Helper PE: 10/11/19
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Madison Bartley
Began: 8/15/19

Betty Beadin
Began: 8/14/19

Brandy Bohm
Began: 8/15/19

Clara Bonds
Began: 8/19/19

Amber Delgado
Began: 8/19/19

Estrella Diaz
Began: 8/14/19

Elizabeth Fair
Began: 8/15/19

Jessica Fortoso
Began: 8/15/19

Katherine Gilpin
Began: 8/15/19

Gearlene Griffin
Began: 8/27/19

Luella Hanks
Began: 8/19/19

Megan Hartman
Began: 8/15/19

Donya Hill
Began: 8/15/19

April Kiefer
Began: 8/16/19

Deanna Kohr
Began: 8/16/19

Central/Paraprofessional
PE: 10/10/19

Daly/Beardsley/Food Service
PE: 10/9/19

Osolo/Paraprofessional
PE: 10/10/19

Pierre Moran/Food Service
PE: 10/14/19

Cleveland/Food Service
PE: 10/14/19

West Side/Secretary
PE: 10/9/19

Eastwood/Food Service
PE: 10/10/19

Hawthorne/Bldng Translator/Parent Liaison
PE: 10/10/19

Transportation/Bus Driver
PE: 10/10/19

Memorial/Food Service
PE: 10/22/19

North Side/Paraprofessional
PE: 10/14/19

Eastwood/Paraprofessional
PE: 10/10/19

Transportation/Bus Driver
PE: 10/10/19

Memorial/Food Service
PE: 10/11/19

Transportation/Bus Driver
PE: 10/11/19



Cheyenne Magyar
Began: 8/15/19

Transportation/Bus Driver
PE: 10/9/19

Lois Mason
Began: 8/26/19

Pierre Moran/Secretary
PE: 10/21/19

Donna Moore
Began: 8/15/19

Transportation/Bus Driver
PE: 10/9/19

Patricia Mosher
Began: 8/14/19

Beardsley/Food Service
PE: 10/9/19

Vilma Ortiz de Carroccio
Began: 8/15/19

Central/Paraprofessional
PE: 10/10/19

Carla Raeder
Began: 8/15/19

North Side/Food Service
PE: 10/9/19

Shawanie Riley
Began: 8/14/19

Pinewood/Food Service
PE: 10/22/19

Kristina Roberts
Began: 8/15/19

Cleveland/Paraprofessional
PE: 10/10/19

Tiffany Smart
Began: 8/15/19

West Side/Paraprofessional
PE: 10/10/19

Jena Swain
Began: 8/27/19

Pierre Moran/Technical Assistant
PE: 10/22/19

Tona Vanover
Began: 8/15/19

Central/Paraprofessional
PE: 10/10/19

Heidi Vrielynck
Began: 8/15/19

Transportation/Bus Driver
PE: 10/10/19

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

Nichole Houser
Began: 8/20/12

Riverview/Food Service
Resign: 10/23/19

Michelle Masten
Began: 9/4/18

Pierre Moran/Registered Nurse
Resign: 10/31/19



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

Constance Barber

Began: 5/30/89

North Side/Custodian

Retire: 2/1/20

YOS: 30

Patricia Sellers

Began: 3/13/01

ECS/Secretary

Retire: 1/3/20

YOS: 18

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

Yvonne Gefri

Began: 8/12/19

North Side/Food Service

End: 1/3/20

Donna Johnson

Began: 10/10/19

Riverview/Paraprofessional

End: 11/8/19

