

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

April 14, 2020

CALENDAR

Apr	14	5:30 p.m.	Executive Session, J.C. Rice Educational Services Center
Apr	14	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Apr	28	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Apr	28	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. CONSENT ITEMS:

Minutes - March 24, 2020 – Regular Board Meeting
Claims
2-year old Check Write-offs
Personnel Report

E. NEW BUSINESS

Common School Fund Loan – The Business Office recommends approval to apply for an advance from the Indiana Department of Education.

Resolution – The administration requests Board adoption of a Resolution for Operational Procedures During Public Health Emergency Declared on March 6, 2020.

F. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

G. ADJOURNMENT

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
March 24, 2020

J.C. Rice Educational Services Center, 2720 California Road, Elkhart – at 7:00 p.m.			Place/Time
Board Members Present:	Kellie L. Mullins Roscoe L. Enfield, Jr.	Rodney J. Dale Douglas K. Weaver	Roll Call
Via Electronic Communication:	Carolyn R. Morris	Babette S. Boling Susan C. Daiber	
President Kellie Mullins called the regular meeting of the Board of School Trustees to order.			Call to Order
Superintendent Thalheimer, recited the Elkhart Promise.			The Elkhart Promise
Mrs. Mullins discussed the invitation to speak protocol.			
By unanimous action by roll call, the Board approved the following consent items:			Consent Items
<p>Minutes from March 10, 2020 – Public Work Session March 10, 2020 – Regular Board Meeting March 17, 2020 – Special Board Meeting</p>			Minutes
<p>Payment of claims totaling \$5,009,746.26 as shown on the March 24, 2020, claims listing. (Codified File 1920-114)</p>			Payment of Claims
<p>Acceptance of the following gifts made to made to Elkhart Community Schools (ECS): \$150 from Placon, \$250 from D & W, Inc., \$25 from Gustafson Lighting, \$500 from North American Moulding to Mary Daly for the 13th annual Mary Daly Dash; \$1,781 from Culver’s for the Ag/Motorcycle/Outdoor Power Technology class; Cardinal Buses provided transportation for the Diesel Service Tech class to travel to the National Truck Equipment Association (NTEA) Work Truck Show in Indianapolis on March 5, 2020; a Bach trumpet (valued at \$150) from Christine Beyer to the music department; and \$250,000 from Welch Packaging for the ETI Building Fund.</p>			Gift Acceptance
<p>Extra-curricular purchase requests: from West Side for lunch cost during music trip in the amount of \$1,000; and from Memorial for charter bus or choirs in the amount of \$4,900.</p>			Extra-curricular Purchase

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 1920-115)	Fundraisers
Grant submission for Game on Grant to Action for Healthy Kids from Daly in the amount of \$2,500. (Codified File 1920-116)	Grant Submission
Conference leave requests in accordance with Board policy for staff members as recommended by the administration on the March 24, 2020 listings. (Codified File 1920-117)	Conference Leaves
Administrative Appointments: Lisa Ernsberger, Director of High Ability, effective 4/13/20 Bryan Hammontree, Elkhart Academy/Alternative Programs Principal, effective 3/25/20 Gregory Stover, Engineering, Technology & Innovation Principal, effective 7/1/20	Personnel Report Administrative Appointments
Employment of the following two (2) certified staff members for the 2019-2020 school year, effective 3/23/20: Ashley Kovach, grade 1 at Cleveland Michael Mitchell, physical education at Beardsley	Certified Employment
Retirement of the following three (3) certified staff members at the end of the 2019-2020 school year, with years of service in parenthesis: Teri D'Hoore, special education at Riverview, 36 Michael Maloney, collision repair at EACC, 27 Nancy Sanders, special education at Riverview, 42	Certified Retirement
Maternity Leave for certified staff member, Jennifer Miller, grade 2 at Cleveland beginning 4/17/20 and ending 5/28/20.	Certified Leave
Resignation of the following two (2) certified staff members, effective on dates indicated: Michael Kelly, counselor at Central, 4/10/20 Wesley Molyneaux, director of technology at ESC, 4/3/20	Certified Resignation
Employment of the following five (5) classified employees having successfully completed their probationary period on dates indicated: Dominique Bellard, food service at Feeser, 3/16/20 Hillaree Biddlecome, social worker at Pierre Moran, 3/16/20 Bryan Fossett, bus helper at Transportation, 3/20/20 Nicole LeCount, paraprofessional at Eastwood, 3/19/20 Kelly Neff, paraprofessional at Memorial, 3/20/20	Classified Employment

Resignation of the following seven (7) classified employees effective on dates indicated:	Classified Resignations	
Justin Allen, paraprofessional at Memorial, 3/13/20 Dayna Corkins, paraprofessional at Hawthorne, 8/15/19 Clacy Heston, paraprofessional at West Side, 3/16/20 Kevin Hunter, bus helper at Transportation, 3/5/20 Betty Lou Kline, secretary at Central, 4/10/20 Ashley Kovach, paraprofessional at Cleveland, 3/20/20 Kristina Wiskotoni, food service at Elkhart Academy, 3/13/20		
Retirement of the following three (3) classified employees, on dates indicated with years of service in parenthesis:		Classified Retirement
Janice Beutter, social worker at Beardsley, 6/5/20 (31) Rosetta Bloss, secretary at Memorial, 6/5/20 (15) Kimberly Sevrey, paraprofessional at Bristol, 4/1/20 (23)		
Leave for the following three (3) classified employees on dates indicated		
Natashia deJesus, bus driver Transportation; beginning 3/12/20 and ending 6/3/20		
Maria Gonzalez, paraprofessional at Riverview, beginning 2/28/20 and ending 6/3/20		
Elsa Verde Zamudio, paraprofessional at EACC, beginning 12/6/19 and ending 3/19/20		
The Board was presented proposed revisions to Administrative Regulation JEA-1, Kindergarten Early Entrance Procedure and Application Form, as presented at the March 10 th regular meeting	Administrative Regulation JEA-1	
Board Member Rodney Dale arrived.		
By unanimous action by roll call, the Board authorized the appointment of Sarita Stevens, Assistant Superintendent of Student Services, to the Elkhart and St. Joseph Counties Head Start Consortium Board.	Head Start	
By unanimous action, the Board approved the purchase of computer storage equipment with a cost greater than \$250,000 to meet the current and future needs of the school district. With over 200 virtual servers and 1,000 cameras in the district, the need for additional storage has become critical. (Codified File 1920-118)	Network Storage Lease/Purchase	
President Mullins opened the 1028 Hearing	1028 Hearing	
By unanimous action by roll call, the Board adopted a Resolution Confirming Execution of the Fifth Amendment to Lease – 2020 Career Center Renovation Project. (Codified File 1920-119)	Fifth Amendment to Lease	

By unanimous action by roll call, the Board adopted a Resolution Confirming Execution of the Sixth Amendment to Lease – 2020 High School Renovation Project. In response to an audience question, Kevin Scott, chief financial officer, clarified the bonding authority of the District. (Codified File 1920-120)	Sixth Amendment to Lease
By unanimous action by roll call, the Board adopted a Resolution Confirming Execution of Lease –2020 Freshman Center Renovation Project. (Codified File 1920-121)	Lease – 2020 Freshman Center
By unanimous action by roll call, the Board adopted an Appropriation Resolution – 2020 Career Center Renovation Project. (Codified File 1920-122)	Appropriate Resolution
By unanimous action by roll call, the Board adopted an Appropriation Resolution – 2020 High School Renovation Project. (Codified File 1920-123)	Appropriate Resolution
By unanimous action by roll call, the Board adopted an Appropriation Resolution –2020 Freshman Center Renovation Project. (Codified File 1920-124)	Appropriate Resolution
By unanimous action by roll call, the Board approved the cash tuition rates for the 2020-2021 school year. Mr. Scott stated the rate for students in grades K-12 will be \$6,500. (Codified File 1920-125)	Transfer Tuition Rates
Mr. Scott reported in terms of medical plan experience, February 2020 was favorable compared to the same month in the prior year. On a year to date basis we are just over \$408,000 ahead of prior year. Once again we are off to a great start to the year.	Monthly Insurance Report
The Board received a financial report from Kevin Scott for the period January 1 – February 29, 2020, noting that all funds continue to perform as expected. The Board found the report to be in order.	Financial Report
By unanimous action by roll call, the Board adopted a Resolution amending the previous Resolution adopted on March 17, 2020 regarding COVID-19 pandemic related policies. (Codified File 1920-126)	Resolution
Superintendent Thalheimer reported buildings will be closed effective tomorrow through May 1, 2020 pending future directives from the State; eLearning will take place on Mondays, Wednesdays and Fridays with planning and student contact on Tuesdays and Thursdays. Multiple sites have been set up with more planned for the future for food distribution. Over 8,500 meals have already been distributed.	From the Superintendent

The meeting adjourned at approximately 7:25 p.m.

APPROVED:

Kellie L. Mullins, President

Carolyn R. Morris, Vice President

Roscoe L. Enfield, Jr., Secretary

Babette S. Boling, Member

Susan C. Daiber, Member

Rodney J. Dale, Member

Douglas K. Weaver, Member

Adjournment

Signatures



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

DATE: April 1st, 2020

TO: Kevin Scott, CFO

FROM: Valerie Gillespie, Supervisor of Accounting, Auditing, & Investments

RE: Disposition of Outstanding Checks

Per Indiana Code 5-11-10.5-2, all warrants or checks that are outstanding and unpaid for a period of two or more years as of December 31st of each year shall be declared void. Upon the Board's approval, the proceeds of these funds will be receipted back into the fund in which they were issued from.

LIST OF OUTSTANDING CHECKS VOIDED IN FEBRUARY 2020

<u>Check #</u>	<u>Issue Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Issued from Fund</u>
269432	1/24/2017	Lubker, Kathryn L	\$ 295.54	6542 - Title II Pt. A ImprTch 15-2305
269869	2/14/2017	Ward, Lisa	\$ 18.51	0100 - General Fund
270436	3/14/2017	Wolgamood, Jill	\$ 6.31	0800 - School Lunch Fund
270469	3/28/2017	Bennett, Alisa	\$ 78.17	0100 - General Fund
271467	5/9/2017	Kriegel, David A	\$ 63.41	1400 - Joint School Vocational
271528	5/9/2017	Owens, Lisa	\$ 6.42	0100 - General Fund
271707	5/23/2017	England, Anthony C	\$ 59.59	0410 - Transportation Operating Fund
271748	5/23/2017	Hughes, Megan	\$ 12.52	2950 - Intecare - PBIS
272004	6/13/2017	Burkhart, Haley Jane	\$ 31.19	0100 - General Fund
272037	6/13/2017	Deters, Carrie	\$ 75.00	0100 - General Fund
272166	6/13/2017	Lubker, Kathryn L	\$ 59.06	6543 - Title II Pt. A ImprTch 16-2305
272271	6/13/2017	Schoetzow, Seth	\$ 72.03	2950 - Intecare - PBIS
272286	6/13/2017	Shook, Colleen	\$ 38.82	0100 - General Fund
272449	6/27/2017	Gangluff, Tracey	\$ 7.38	0100 - General Fund
272725	7/11/2017	Hibshman, Edward J	\$ 49.09	0100 - General Fund
272903	7/25/2017	George, Leah	\$ 15.00	0100 - General Fund
272920	7/25/2017	Hunt, Anthony	\$ 66.11	2890 - WVPE
273082	8/8/2017	Acosta, Loren	\$ 15.00	0100 - General Fund
273085	8/8/2017	App Dynamic ehf.	\$ 99.90	0350 - Capital Projects Fund
274255	10/10/2017	Burkhart, Haley Jane	\$ 14.55	0100 - General Fund
274475	10/10/2017	Snap-On Diagnostics	\$ 297.00	1400 - Joint School Vocational
274571	10/24/2017	Burkhart, Haley Jane	\$ 31.78	0100 - General Fund
275434	11/28/2017	Hren, Joshua A	\$ 17.66	0100 - General Fund
275897	12/12/2017	Mary Daly PTO	\$ 400.00	2100 - Gifts And Donations
739746	1/20/2017	Nichole, Carey	\$ 3.85	9000 - Payroll Withholding Account

TOTALS BY FUND:

0100 - General Fund	\$ 398.57
0350 - Capital Projects Fund	\$ 99.90
0410 - Transportation Operating Fund	\$ 59.59
0800 - School Lunch Fund	\$ 6.31
1400 - Joint School Vocational	\$ 360.41
2100 - Gifts And Donations	\$ 400.00
2890 - WVPE	\$ 66.11
2950 - Intecare - PBIS	\$ 84.55
6542 - Title II Pt. A ImprTch 15-2305	\$ 295.54
6543 - Title II Pt. A ImprTch 16-2305	\$ 59.06
9000 - Payroll Withholding Account	\$ 3.85
	<u>\$ 1,833.89</u>

Indiana Code 5-11-10.5-2 provides that all checks drawn on public funds of a political subdivision that are outstanding and unpaid for a period of two (2) or more years as of the last day of December of each year are void. No individual, bank, trust company, building and loan association, or any other financial institution may honor, cash or accept for payment or deposit any such warrant or check which may be presented for payment and which has been issued and outstanding for a period of two (2) or more years as of the last day of December of any year.



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

03/18/2020

To: Kevin Scott, CFO

From: Valerie Gillespie, Supervisor of Accounting, Audits, & Investments

Re: Disposition of Outstanding Checks

Pursuant to Indiana Code 5-11-10.5, the following checks have been outstanding for over 2 years as of December 31st, 2019 and are eligible to become void:

ECS Elementary Schools

<i>Date Check Issued</i>	<i>Check Number</i>	<i>Amount</i>	<i>Vendor</i>	<i>Fund</i>
10/1/2014	1981	\$40.00	Bethany Wirick	Elem. Award Fund

Beardsley Elementary School

<i>Date Check Issued</i>	<i>Check Number</i>	<i>Amount</i>	<i>Vendor</i>	<i>Fund</i>
7/1/2015	2443	\$20.00	Monzella Smith	Student Council

Elkhart Central High School

<i>Date Check Issued</i>	<i>Check Number</i>	<i>Amount</i>	<i>Vendor</i>	<i>Fund</i>
11/1/2016	30583	\$80.00	Ric Wiskotoni	Tennis-Promo Fund
12/13/2016	30699	\$32.63	Samantha Klawiter	Concessions Fund
1/3/2017	30719	\$22.48	Samantha Klawiter	Concessions Fund
3/14/2017	30955	\$36.00	Jacqueline Pietrzak	Concessions Fund
5/23/2017	31164	\$27.96	Colleen Reed	Speech Fund
8/23/2017	33174	\$10.00	Bryanna Jerraid	Student Activities Fund
8/24/2017	33207	\$34.08	Hilah Pieper	Concessions Fund
10/10/2017	33370	\$700.00	Indiana University	Student Council Fund
10/30/2017	33409	\$420.00	ISCA	Soccer- Boys Fund
10/30/2017	33425	\$27.00	Steven Powell	Concessions Fund

Elkhart Memorial High School

<i>Date Check Issued</i>	<i>Check Number</i>	<i>Amount</i>	<i>Vendor</i>	<i>Fund</i>
5/3/2017	41588	\$84.14	Dunkin' Donuts	National Honor Society
5/11/2017	41644	\$405.00	Midwest Animation Promo Society	Anime Club



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. STEVEN THALHEIMER
FROM: MS. CHERYL WAGGONER
DATE: APRIL 14, 2020

PERSONNEL RECOMMENDATIONS

CERTIFIED

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

Frances Meckley	Cleveland/Grade 1	17 Years of Service
Marlena Wolf	Eastwood/Special Ed	24 Years of Service

- b. **Personal Leave** – We recommend a personal leave of the following employee:

Julie DeWit	Pinewood/Kindergarten
Begin: 8/10/20	End: 6/2/21

- c. **Parental Leave** – We recommend a parental leave of the following employees:

Aliya Caldwell	Woodland/Grade 2
Begin: 8/10/20	End: 6/2/21

Karla Doyle	Beck/Kindergarten
Begin: 8/10/20	End: 6/2/21

- d. **Maternity Leave** – We recommend a maternity leave of the following employee:

Mackenzie Hill	Daly/Grade 3
Begin: 8/10/20	End: 6/2/21

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

Izamar Garcia	Pierre Moran/ENL
Began: 11/26/19	End: 3/18/20

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

Lisa Haeck Began: 8/23/04	Roosevelt/Special Education Resign: 6/3/20
Luccas McDonald Began: 8/2/16	Central/Math Resign: 6/3/20

CLASSIFIED

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

Terrin Allen Began: 2/19/20	Hawthorne/Food Service PE: 4/14/20
Jessica Burnham Began: 2/18/20	Osolo/Food Service PE: 4/13/20
Sally Coddens Began: 1/31/20	Transportation/Bus Driver PE: 3/26/20
Thomas Davis Began: 2/10/20	Pierre Moran/Campus Security PE: 4/3/20
Jessica Dubose Began: 2/3/20	Woodland/Food Service PE: 3/30/20
Jane Farrand Begin: 2/3/20	Bristol/Paraprofessional PE: 3/30/20
Patricia Goins Began: 2/10/20	Beardsley/Food Service PE: 4/3/20
Deborah Grimes Began: 2/14/20	Pierre Moran/Food Service PE: 4/9/20
Pamela Manley Began: 1/30/20	Memorial/Food Service PE: 3/25/20
Georgiana Miller Began: 2/18/20	Transportation/Bus Helper PE: 4/13/20
Kamryn Miller Began: 2/18/20	Riverview/Paraprofessional PE: 4/13/20



Caitlin Sprague
Began: 2/3/20

Pinewood/Food Service
PE: 3/30/20

Anthony Strom
Began: 2/10/20

Technology Services/Support Technician
PE: 4/3/20

Lynda Thorpe
Began: 2/11/20

Pinewood/Food Service
PE: 4/6/20

Latell Washington
Began: 2/3/20

Beck/Custodian
PE: 3/30/20

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

Brandon Shaw
Began: 9/28/18

Transportation/Bus Helper
Resign: 3/31/20

Jennifer Weingart
Began: 10/2/17

WVPE/Sr. Reporter/Assignment Editor
Resign: 4/10/20

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

Rochelle Peete
Began: 8/17/17

Pierre Moran
End: 3/23/20
Policy: 3139.01S





TECHNOLOGY SERVICES

PHONE: 574-262-5676



ELKHART COMMUNITY SCHOOLS

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

To: Dr. Thalheimer

Board of School Trustees

From: Jason Inman

Date: April 14th, 2020

Subject: Common School Fund Loan

The Indiana Department of Education makes available low-interest loans for technology projects via the Common School Fund. Based upon current enrollment, ECS qualifies for a loan of \$1,209,900. The Business Office seeks Board approval to take advantage of these below-market interest rates to fund technology purchases that cannot be financed by other sources of available revenue. A loan from the Common School Fund will allow us to begin our refresh program for student and teacher mobile devices as we provide 1:1 instruction at all grades. The State Board of Education has designated several millions of dollars for technology loans. I am including a budget summary with additional information.

EDUCATIONAL TECHNOLOGY PROGRAM
Application Period April 6, 2020 through April 24, 2020
PUBLIC SCHOOL CORPORATIONS ONLY

Mail to: CommonSchoolFund@doe.in.gov

**PETITION TO THE INDIANA STATE BOARD OF EDUCATION
FOR AN ADVANCE FROM THE COMMON SCHOOL FUND**

Date of Petition April 14th, 2020

Corporation # 2305 Corporation Name: Elkhart Community Schools
Street Address: 2720 California Road City Elkhart Zip Code 46514
Contact Name: Jason Inman Phone # (574) 262-5560
Contact email: jinman@elkhart.k12.in.us

Amount requested from the Common School Fund (technology) \$ 1,209,900.00
Anticipated term 4 years

The Treasurer of State for Indiana administers Common School loan agreements and has established the following repayment schedule:

- < \$20k repayment of 1 year
- \$20k to \$50k repayment up to 2 years
- \$50k to \$75k repayment up to 3 years
- \$75k to 100k repayment up to 4 years
- >\$100k repayment up to 5 years

1. **In order to apply for an advance, under the provisions of IC 20-20-13-7, each school corporation must have an approved three-year technology plan that includes at least the following information:**
- a. A description of the school corporation's intent to integrate technology into the school corporation's curriculum.
 - b. A plan for providing in-service training.
 - c. A schedule for maintaining and replacing educational technology equipment.
 - d. A description of the criteria used to select the appropriate educational technology equipment for the appropriate use.
 - e. Other information requested by the department after consulting with the budget agency.

Does the corporation meet this requirement? Yes No

2. Has the applicant completed all local processes required for this project? Yes No

3. Please supply the information requested in the space below (Note: In computing the advancement base, the most recent (**February 2020**) **Grade K-12** ADM figure should be used.)

12,099 multiplied by \$100 = \$ 1,209,900.00
Grade K-12 Advancement Base
ADM (Maximum allowed per Board policy)

4. Project Cost Breakdown

- a. Technology \$ 1,209,900.00
- b. Other project cost (please specify) \$ _____
- c. Other project cost (please specify) \$ _____
- d. Total project cost (sum lines a through c) \$ 1,209,900.00

Sources of funds used to finance the project

- e. Common School Technology Loan \$ 1,209,900.00
- f. Other \$ _____
- g. Total sources of funds (sum line e plus line f) \$ 1,209,900.00

Per statute, "Educational technology program means for the purchase, lease or financing of education technology equipment; operation of the educational technology equipment; or training of teachers in the use of educational technology equipment."

NOTES:

- Cost breakdown should represent a complete project. Department budgets will not be accepted as support.
- Only professional development costs that are directly related to the training of teachers in the use of the educational technology will be considered. Direct costs include specific course offerings or contractual training services provided onsite.
- Technology considered administrative in nature may not be considered for a Common School Loan (i.e. phone systems, computers/laptops for support staff, etc.)

5. Technology project description

This technology project will begin our student and teacher iPad refresh program. Elkhart Community Schools achieved full 1:1 status for K-12 students at all grade levels in February 2020.

6. Technology cost breakdown by site-include as attachment if necessary: (if purchasing equipment or services, include the number of items and estimated cost by item). If a facility will not benefit from the technology project, it is not necessary to list it.

Building	Item Description	Cost per Unit	# of Units	Total Cost
<i>example John Smith Elementary</i>	<i>iPad mini</i>	<i>\$500</i>	<i>100</i>	<i>\$50,000</i>
PLEASE SEE ATTACHMENT				

7. Technology project integration points (How will this loan support the current technology plan and strategic vision for the school district in terms of academic achievement?)

The loan will allow Elkhart Community Schools to begin our student and teacher iPad refresh project, providing teachers and students with the latest mobile device technologies in support of our 1:1 program.

8. If the school corporation has received a Common School Loan for Technology in the last three years, how much was received and how were the funds used? \$ 7,404,344

Elkhart Community Schools received two Common School Fund loans in 2017 totaling \$2,513,140. This funding allowed us to purchase additional student and teacher devices. In 2018, the school district received two loans totaling \$2,469,111 to make our high schools and elementary schools 1:1. In 2019, two loans totaling \$2,422,093 were used to complete our 1:1 deployments and achieve full 1:1 status at all grade levels.

9. How will the impact of this loan be measured to ensure successful implementation of technology in the school district?

Principals and district-level administrators evaluate the use of technology and its impact on instructional practice and student performance in the areas of Instruction and Learning, Communication and Data, and Technology. Our ongoing and continuous measurement of the success of the project will allow us to adapt to changing circumstances and adjust the plan as conditions warrant.

10. If the school has received a School Technology Advancement Account (STAA) loan in the last three years, how much did the school receive and how were the funds used? \$ 793,268

The school district received loans of \$300,908, \$249,880, and \$242,480 in 2017, 2018, and 2019 respectively. These funds allowed us to enhance instructional spaces, outside wireless networking upgrades, and student Service Desks.

A signed copy of the application must be received for consideration.

Certification

Superintendent, School Corporation

President, School Board

ATTEST:

Secretary, School Board

STATE OF INDIANA)
)
_____ COUNTY)

Subscribed and sworn before me this _____ day of _____, _____.

Printed Name _____

My Commission expires: _____, _____.

County of Residence: _____

Spring 2020 Common School Fund Loan

Location	Description	Cost Per Unit	Units	Total
High Schools	iPad with Apple Care (1:1 Student Refresh)	\$ 383.00	1100	\$ 421,300.00
High Schools	Asset Inventory Tags and Casing iPads	\$ 8.00	1100	\$ 8,800.00
High Schools	VPP: (Apple iOS Apps)	\$ 10.00	1100	\$ 11,000.00
High Schools	iPad Case	\$ 99.00	1100	\$ 108,900.00
All Buildings	iPad with Apple Care (Teacher Refresh)	\$ 383.00	600	\$ 229,800.00
All Buildings	Asset Inventory Tags and Casing iPads	\$ 8.00	600	\$ 4,800.00
All Buildings	VPP: (Apple iOS Apps)	\$ 10.00	600	\$ 6,000.00
All Buildings	iPad Case	\$ 99.00	600	\$ 59,400.00
All Buildings	AirServer Projection Licences	\$ 10.00	100	\$ 1,000.00
All Buildings	JAMF MDM Renewal	\$ 76,370.60	1	\$ 76,370.60
All Buildings	Epson Brightlink 685W projector	\$ 898.00	20	\$ 17,960.00
All Buildings	Epson Speakers	\$ 128.22	20	\$ 2,564.40
All Buildings	Projector Installation	\$ 2,500.00	20	\$ 50,000.00
All Buildings	Teacher Laptop Refresh	\$ 845.00	199	\$ 168,155.00
All Buildings	USB C Docks for Teacher Laptops	\$ 130.00	199	\$ 25,870.00
Memorial High School	Media Center Laptops & Cart for Students	\$ 899.00	20	\$ 17,980.00
Total Project Cost				\$ 1,209,900.00

M E M O R A N D U M**TO: Business Officers, Treasurers and Business Managers****FROM: Melissa K. Ambre, Director**
Office of School Finance**DATE: April 6, 2020****RE: Advancements from the Common School Fund**

To assist school corporations that have an immediate need to purchase technology and related equipment, the Office of School Finance will accept applications for construction and technology loans from school corporations and school corporation career and technical education schools from **April 6, 2020 through April 24, 2020**. Petitions must be received by the Office of School Finance by **April 24** to be considered. Blank applications can be found in the Public School Finance Community in Moodle under Common School Funds > Spring. Below is an updated list of school corporation assessed value to ADM.

Applications are available to school corporation career and technical education schools requesting an application for either construction or technology. The applications for school corporation career and technical education schools provide the Office of School Finance with the information it needs to determine each participating school's proportionate share of the loan.

Advances for construction and technology will be made according to the rank of school corporations/school townships that have the least assessed valuation per current ADM. If I.C. 6-1.1-20 is applicable, school corporations must complete local processes required for approval of a project *before* submitting an application. Therefore, the school corporation must be in compliance with this provision prior to the submittal of a petition for advancement from the Common School Fund Construction Program and the Educational Technology Program. If applicable, a copy of the certification by the County Auditor must accompany the Common School Fund petition.

Pursuant to I.C. 20-49-4-18, for school corporations that are a part of an advance to a career and technical education school, the repayment obligation for each member school will be allocated using the number of students from each member school corporation that are enrolled in the career and technical education school in the year the advance is made. Additionally, the Office of School Finance will withhold the prorated share of the common school loan from the monthly tuition support payment for member school corporations.

Common school construction and technology applications can be found in Moodle Finance. Please scan and email completed applications to CommonSchoolFund@doe.in.gov **no later than 4:30 PM on April 24, 2020**. If you have any questions, please email us at CommonSchoolFund@doe.in.gov.

**RESOLUTION OF THE ELKHART COMMUNITY SCHOOLS
BOARD OF SCHOOL TRUSTEES**

*Operational Procedures During
Public Health Emergency Declared on
March 6, 2020*

WHEREAS, on March 6, 2020, the Governor of the State of Indiana declared, by Executive Order 20-02, a public health emergency for the State of Indiana; and

WHEREAS, on March 23, 2020, the Governor, by Executive Order 20-08, identified educational institutions, including public K-12 schools facilitating distance learning (eLearning), as a political subdivision performing essential functions; and

WHEREAS, the State Examiner has issued Directive 2020-1 to allow, upon approval by its governing body, a decreased deposit frequency of public funds and the release of payment for claims and payroll in advance of board approval; and

WHEREAS, the Superintendent of Elkhart Community Schools has designated employees to perform necessary functions to support ongoing eLearning, the delivery of meals to students, and other essential functions related to the operations of this school corporation; and

WHEREAS, to prevent operational hindrance of the district due to the public health emergency, expanded resources to carry out essential duties are warranted.

NOW, THEREFORE, BE IT RESOLVED, for the full duration of this public health emergency, as deemed effective by the Governor of the State of Indiana, Elkhart Community Schools will temporarily implement the following operational procedures:

- A. Deposits will be completed not less than two times per week.
- B. The Chief Financial Officer is authorized to release the payment of routine claims and payroll during the public health emergency. Subsequently, the board must approve claims paid on or before the first public Board of School Trustees meeting after the Emergency has ended.
- C. The utilization of digital media for electronically signing of documents is authorized in an effort to prevent operational hindrance of essential duties. Such digital media will comply with Internal Control Policies and Procedures of the district, to include appropriate security access.

PASSED AND ADOPTED this 14th day of April, 2020.

President, Kellie Mullins

Vice President, Carolyn Morris

Secretary, Roscoe Enfield, Jr.

Member, Babette Boling

Member, Susan Daiber

Member, Rodney Dale

Member, Douglas Weaver

ATTEST:

Secretary, Roscoe Enfield, Jr.