

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

December 15, 2020

CALENDAR

Dec	15	5:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Jan	12	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Jan	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. CONSENT ITEMS:

Minutes – December 8, 2020 - Public Work Session

Minutes – December 8, 2020 – Regular Board Meeting

Claims

Extra-Curricular Purchase

Gift Acceptance

Personnel Report

E. NEW BUSINESS

Resolution – The Business Office seeks Board adoption of a resolution to transfer funds to/from the Rainy Day Fund.

Financial Report – January 1, 2020 – November 30, 2020

Monthly Insurance Update

F. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

G. ADJOURNMENT

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

Elkhart Community Schools
Elkhart, Indiana

December 8, 2020

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

Place/Time

Board Members Present:	Kellie L. Mullins Carolyn R. Morris	Susan C. Daiber Troy Scott Douglas K. Weaver
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Roll Call

Via Electronic Communication:	Roscoe L. Enfield, Jr.	Babette S. Boling
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ECS Staff Present:	Kevin Scott Steve Thalheimer	Doug Thorne Cheryl Waggoner
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Superintendent Thalheimer reviewed the status of the following on-going projects: elementary athletics and after school programming; Residency Planning Grant; Equity training; partnership with ETHOS; and College and Career Readiness program.

Topics
Discussed

The meeting adjourned at approximately 6:15 p.m.

Adjournment

APPROVED:

Signatures

Kellie L. Mullins, President

Babette S. Boling, Member

Carolyn R. Morris, Vice President

Susan C. Daiber, Member

Roscoe L. Enfield, Jr., Secretary

Troy E. Scott, Member

Douglas K. Weaver, Member

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

December 8, 2020

J.C. Rice Educational Services Center, 2720 California Road, Elkhart – at 7:00 p.m.			Place/Time
Board Members Present:	Kellie L. Mullins Carolyn R. Morris	Susan C. Daiber Troy E. Scott Douglas K. Weaver	Roll Call
Via Electronic Communication:	Roscoe L. Enfield, Jr.	Babette S. Boling	
President Kellie Mullins called the regular meeting of the Board of School Trustees to order.			Call to Order
Board member Susan Daiber 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
Minutes – November 24, 2020 – Regular Board Meeting			Minutes
Payment of claims totaling \$5,602,215.39 as shown on the December 8, 2020, claims listing. (Codified File 2021-85)			Payment of Claims
The following donations made to Elkhart Community Schools (ECS): \$25,000 from David and Nancy Smith to the Engineering, Technology and Innovation building fund; and \$500 from the Elkhart Municipal Band Foundation for music department at Roosevelt.			Gift Acceptance
Proposed school fundraisers in accordance with Board policy. (Codified File 2021-86)			Fundraisers
Grant submissions to WNDU/Martin’s for One School at a Time grants for Cleveland and Beck in the amount of \$1,000 each; to Pro Literacy for a Write Her Future Grant in the amount of \$5,000 from Adult Education; and to Elkhart Community Foundation for a RSA Little Kids Rock Modern Bank Program grant in the amount of \$7,500 from Roosevelt. (Codified File 2021-87)			Grants

Conference Leave Requests. (Codified File 2021-88)

Conference
Leave Requests

Personnel
Report

Employment of the following four (4) certified staff members, effective on dates indicated:

Certified
Employment

- Julie Bachman - grade 2 at Hawthorne, 12/7/20
- Kailey Campos - grade 2 at Bristol, 12/14/20
- Derek Suites - physical education at Pinewood, 11/30/20
- Kayla Suits - intervention at Monger, 12/7/20

Resignation of certified staff member, Kaye Swoveland, grade 2 at Bristol, effective 12/18/20 with 34 years of service.

Certified
Resignation

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

Classified
Employment

- Erin Burleson - support technician at Tech Services, 12/1/20
- Rebekah Carr - social worker at Daly, 11/30/20
- Willie Grant - food service at Woodland, 12/7/20
- Dawn Lawson - staff accountant at ESC, 12/3/20
- Maria Mitchell - paraprofessional at Riverview, 11/30/20

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

Classified
Resignations

- Colleen Davidson-Nowlin - registered nurse at Hawthorne, 12/18/20
- Curtis Hines - custodian at EHS East, 11/30/20
- Cedtrina Smith - bus helper at Transportation, 11/24/20

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

Classified
Leaves

- Jocelyn Gordon - food service at EHS West, beginning 11/30/20 and ending 1/18/21
- Deondra Nelson - bus driver at Transportation, beginning 11/18/20 and ending 1/11/21

Leave extensions for the following three (3) classified employees, for dates indicated:

- Terrin Allen - food service at Hawthorne, beginning 11/30/20 and ending 12/18/20
- Tonci Haynes - food service at EHS East, beginning 11/16/20 and ending 12/18/20
- Toya Wiley, bus driver at Transportation, beginning 12/1/20 and ending 12/14/20

Revision of leave for classified employee, Tesha Miller, paraprofessional at Riverview, beginning 11/24/20 and ending 12/4/20.	Leave Revision
Revision of resignation for classified employee, Kathleen Loy, registered nurse at Woodland, effective 11/11/20.	Resignation Revision
School Improvement Plan presentations were given by Eastwood and Hawthorne Elementary Schools and North Side Middle School. (Codified File 2021-89)	School Improvement Plans
The Board was presented proposed new Board Policy 2266 – Title IX, for initial consideration.	Board Policy 2266
The Board was presented proposed new presented proposed revisions Board Policy 7455 – Accounting System for Fixed Assets, for initial consideration.	Board Policy 7455
By unanimous action by roll call, the Board awarded the bid for waste removal for 2021-2023 to Himco Waste Away, Inc. as presented by Tony Gianesi, chief operating officer. In response to Board inquiry, Mr. Gianesi stated the monthly cost has increased by approximately \$2,400 since the last contract approved in December of 2017, for 2018-2020. (Codified File 2021-90)	Bid Award
An audience member spoke regarding the need for full time in classroom instruction.	From the Audience
Two on-line audience speakers expressed their work safety concerns.	From the Audience
Board member, Carolyn Morris, reminded everyone the next Board meeting is Tuesday, December 15 th at 5:30 p.m.	From the Board

The meeting adjourned at approximately 8:40 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

Troy E. Scott, Member

Douglas K. Weaver, Member

Adjournment

Signatures

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

December 9, 2020

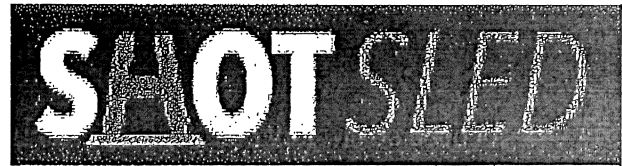
TO: Dr. Steven Thalheimer
Board of School Trustees

FROM: Kevin Scott

SUBJECT: Extra-Curricular Purchase

The Business Office recommends Board approval of purchase of the following items from extra-curricular funds:

SCHOOL/ACCOUNT	ITEM	AMOUNT
Elkhart High School Wrestling Special Fund	Shot Sled	\$1,649.00



Joseph Richards Group, LLC		INVOICE
Joseph Richards Group, LLC 2681 Boardwalk Road Elkhart, PA 19007 www.shotsled.com (432) 908-8442 / (215) 206-1167 shotsled@shotsled.com	Invoice No.: 2020 Elk IN 001 Date: 12/9/2020 Due Date: 12/9/2020 RE: ShotSled	

BILL TO:
Elkhart High School
1 Blazer Blvd.
Elkhart, IN 46516
(574) 262-5633
ATTN: Zach Whickcar

SHIP TO:
Elkhart High School
2608 California Road
Elkhart, IN 46516
(574) 262-5633
ATTN: Zach Whickcar

DESCRIPTION	
One (1) ShotSled Unit ro Elkhart, IN)	\$1,499.00
One (1) ShotSled Freight Charge	\$150.00
TOTAL DUE to JRG, LLC	\$1,649.00

Payment Notes:

Electronic Payment Preferred Through PayPal. PayPal Email For Payment: contact@shotsled.com

Please select "family & friends" when paying electronically to avoid all fees.

Make all checks payable to Joseph Richards Group, LLC

Thank you for your business!



ELKHART 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: December 4, 2020

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 boys' track team. This donation will go towards the purchase of team 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 Dr.
South Bend, IN 46615



ELKHART HIGH SCHOOL WEST
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: December 3, 2020

TO: Dr. Steve Thalheimer
Board of School Trustees

FROM: Cary Anderson, Principal *CA*
Kyle Weirich, Music Coordinator

RE: Donation Approval

Elkhart High School received a donation of \$500.00 from Jill Szyarto. The donation is in support of the fundraising campaign to purchase new music apparel for Elkhart High School Bands, Choirs, and Orchestras.

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

Jill Szyarto
1627 Evergreen Place
Elkhart, IN 46514

Thank you for considering this request.



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. STEVEN THALHEIMER
FROM: MS. CHERYL WAGGONER
DATE: DECEMBER 15, 2020

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **New Certified Staff** – We recommend the following new certified staff for employment in the 2020-21 school year:

Rebecca Kmitta	Exceptional Learners/Psychologist
Toni Meyer	Hawthorne/Intervention
Paul Steury	Elkhart Academy/Science

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

Evelyn Bacino Began: 9/24/18	Elkhart Academy/Special Education Resign: 12/18/20
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CLASSIFIED

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

Brandon Fossett Began: 10/13/20	Transportation/Bus Helper PE: 12/7/20
Kitty Lange Began: 10/19/20	Feeser/Food Service PE: 12/14/20
John Poe Began: 10/19/20	Bristol~Eastwood/Custodian PE: 12/14/20
Shannan Simon Began: 10/19/20	Elkhart East/Secretary PE: 12/14/20

- b. **Reassignment** – We recommend the approval of reassignment of the following classified employee to certified position:

Toni Meyer

Hawthorne/Interventionist

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

Martha Brown

Began: 10/3/16

Beck/Food Service

End: 1/4/21

Lisa Conley

Began: 9/30/19

Elkhart East/Food Service

End: 12/11/20

Jasmine Sandoval

Began: 1/22/19

Transportation/Bus Helper

End: 12/18/20

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

Irenna Coleman

Begin: 11/30/20

Elkhart West/Food Service

End: 1/15/21

Brittnee Taylor

Begin: 12/7/20

Commissary/Food Service

End: 12/18/20

- e. **Termination** - We report the termination of the following classified employee:

Matenia Walters

Began: 9/10/18

Exceptional Learners/Substitute Teacher

End: 12/3/20

Policy: 3139.01S



Elkhart Community Schools
Elkhart, Indiana

RESOLUTION TO TRANSFER FUNDS TO/FROM RAINY DAY FUND

WHEREAS, the Board of School Trustees of the Elkhart Community Schools established by resolution a Rainy Day Fund in December 2006 as set out in IC 36-1-8-5.1;

WHEREAS, the Rainy Day Fund as of November 30, 2020 has a fund balance of \$7,963,001;

WHEREAS, school funds including the Education Fund and all funds supported primarily by property tax revenue have experienced funding shortfalls in the past, and are anticipated to be subject to reductions and shortfalls in the foreseeable future;

WHEREAS, the Board of School Trustees approved a \$4,000,000 appropriation for the 2021 budget in order to meet anticipated commitments;

WHEREAS, the need exists to bolster Rainy Day Fund reserves;

WHEREAS, the need exists to assist the School Lunch Fund cash balance;

WHEREAS, it is forecasted funds may be available in the Operations Fund at the end of budget year 2020;

THEREFORE, BE IT RESOLVED, that the Chief Financial Officer is authorized to execute a fund transfer in an amount not to exceed \$1,500,000 from the Operations Fund into the Rainy Day Fund not later than December 31, 2020, such funds being unused and unencumbered;

THEREFORE, BE IT RESOLVED, that the Chief Financial Officer is authorized to execute a fund transfer in an amount not to exceed \$750,000 from the Rainy Day Fund into the School Lunch Fund not later than December 31, 2020, such funds being unused and unencumbered;

FURTHERMORE, the Chief Financial Officer is directed to report the actual amount of transfers to the Board of School Trustees in January 2021.

Passed and adopted this 15th day of December, 2020.

AYE

NAY

ATTEST:

Secretary, Board of School Trustees

Medical Plan Experience

November 2020

	<u>Cur Mo</u>	<u>Cur Mo Pr Yr</u>	<u>Chg</u>	<u>YTD Cur</u>	<u>YTD Pr</u>	<u>Chg</u>
UMR Medical	\$ 530,626	\$ 745,979	\$ (215,353)	\$ 6,086,921	\$ 6,679,241	\$ (592,320)
UMR Rx	\$ 248,468	\$ 183,765	\$ 64,703	\$ 1,943,146	\$ 1,666,332	\$ 276,814
Rx Rebate	\$ -	\$ -	\$ -	\$ (423,595)	\$ (292,411)	\$ (131,184)
Less Amt Above Stop Loss	\$ (7,730)	\$ (66,665)	\$ 58,935	\$ (21,892)	\$ (135,129)	\$ 113,237
Claim Cost Total	\$ 771,364	\$ 863,079	\$ (91,715)	\$ 7,584,580	\$ 7,918,033	\$ (333,453)
Expected Claim Cost	\$ 866,588	\$ 872,679	\$ (6,091)	\$ 9,496,662	\$ 9,821,139	\$ (324,477)
Claims vs. Expected	\$ (95,224)	\$ (9,600)		\$ (1,912,082)	\$ (1,903,106)	
Non Claim Costs (administration, clinic, pharmacy, stop-loss)	\$ 192,037	\$ 222,583	\$ (30,546)	\$ 2,132,022	\$ 2,372,226	\$ (240,204)
Total Cost (Claim + Non-claim)	\$ 963,401	\$ 1,085,662		\$ 9,716,602	\$ 10,290,260	
Enrollment	1,029	996		11,343	11,209	
Cost Per Employee Per Month (PEPM)	\$ 936.25	\$ 1,090.02		\$ 856.62	\$ 918.04	-6.7%
Paid Claims Per Employee				\$ 668.66	\$ 706.40	-5.3%