

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

July 28, 2020

CALENDAR

July	28	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
July	28	immediately following	Executive Session, J.C. Rice Educational Services Center
July	28	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Aug	11	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Aug	11	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Aug	25	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Aug	25	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 – July 14, 2020 – Public Work Session
- Minutes – July 14, 2020 – Regular Board Meeting
- Claims
- Gift Acceptance
- Fundraisers
- Surety Bond Renewal
- Conference Leaves
- Personnel Report

E. OLD BUSINESS

Administrative Regulation CC – Organizational Chart – The Administration presents Administrative Regulation CC – Organizational Chart, as initially presented at the July 14th regular meeting.

F. NEW BUSINESS

Board Policy 3422.16S - Licensed Practical Nurses' Compensation Plan – The Administration presents new Board Policy 3422.16S – Licensed Practical Nurses' Compensation Plan, and asks to waive 2nd reading.

Administrator Conflict of Interest – Elkhart Community School’s administrators disclose potential conflict of interest statements.

Resolution – The administration requests adoption of a Resolution regarding Governor Holcomb’s Executive Order 20-02 and emergency leave and benefit time.

School Service Agreement – Elkhart Community School and The Crossing – The administration requests authorization to enter into an Agreement between Elkhart Community Schools and the Crossing National, Inc.

2020-2021 School Calendars - The administration presents revisions to the 2020-2021 School Calendar and a 2020-2021 School Calendar for Elkhart Area Career Center students, and asks to waive second reading.

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

Annual Financial Report – The Annual Report for 2019-2020 is presented for Board information.

Monthly Insurance Update

Insurance Premium Holiday

G. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

H. ADJOURNMENT

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

Elkhart Community Schools
Elkhart, Indiana

July 14, 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 Roscoe L. Enfield, Jr.	Babette S. Boling Susan C. Daiber Rodney J. Dale Douglas K. Weaver
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Roll Call

ECS Personnel Present:	Kevin Scott Steven Thalheimer	Doug Thorne
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Mr. Kevin Scott, Chief Financial Officer, reviewed the financial materials prepared for the media in response to a request regarding recent expenditures for transportation, food services and utilities.

Topics Discussed

The Board discussed the 2020-2021 Re-Entry Plan as presented by Superintendent Steve Thalheimer.

The meeting adjourned at approximately 6:40 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

Rodney J. Dale, Member

Douglas K. Weaver, Member

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
July 14, 2020

<p>J.C. Rice Educational Services Center, 2720 California Road, Elkhart – at 5:00 p.m.</p>	<p>Place/Time</p>												
<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Board Members</td> <td style="width: 33%;">Kellie L. Mullins</td> <td style="width: 33%;">Babette S. Boling</td> </tr> <tr> <td>Present:</td> <td>Carolyn R. Morris</td> <td>Susan C. Daiber</td> </tr> <tr> <td></td> <td>Roscoe L. Enfield, Jr.</td> <td>Rodney J. Dale</td> </tr> <tr> <td></td> <td></td> <td>Douglas K. Weaver</td> </tr> </table>	Board Members	Kellie L. Mullins	Babette S. Boling	Present:	Carolyn R. Morris	Susan C. Daiber		Roscoe L. Enfield, Jr.	Rodney J. Dale			Douglas K. Weaver	<p>Roll Call</p>
Board Members	Kellie L. Mullins	Babette S. Boling											
Present:	Carolyn R. Morris	Susan C. Daiber											
	Roscoe L. Enfield, Jr.	Rodney J. Dale											
		Douglas K. Weaver											
<p>President Kellie Mullins called the regular meeting of the Board of School Trustees to order.</p>	<p>Call to Order</p>												
<p>Board member, Susan Daiber, recited the Elkhart Promise.</p>	<p>The Elkhart Promise</p>												
<p>Mrs. Mullins discussed the invitation to speak protocol.</p>													
<p>Kyle Weirich introduced a short video featuring Isaiah Fortoso, a senior, orchestra student at Elkhart High School West. Mr. Fortoso plans on using the video for college interviews due to current circumstances.</p>	<p>Special Presentation</p>												
<p>By unanimous action, the Board approved the following consent items:</p>	<p>Consent Items</p>												
<p>June 23, 2020 – Regular Board Meeting Minutes June 23, 2020 – Public Work Session with City of Elkhart Minutes</p>	<p>Minutes</p>												
<p>Payment of claims totaling \$14,479,401.42 as shown on the July 14, 2020, claims listing. (Codified File 2021-12)</p>	<p>Payment of Claims</p>												
<p>Gift Acceptance: \$500 from E & M Enterprises to Elkhart High for the volleyball program; and \$25,000 from the Rex and Alice Martin Foundation for renovations to Rice Field and North Side Gym.</p>	<p>Gift Acceptance</p>												
<p>Proposed school fundraisers in accordance with Board policy. (Codified File 2021-13)</p>	<p>Fundraisers</p>												
<p>Grant submission to the Indiana Department of Education (IDOE) for a CARES grant in the amount of \$2,927,312.54 and a Consolidated Grants Application in the amount of \$4,458,972.43; and the submission of a grant from the Indiana Governor’s Emergency Education Relief Fund in the amount of \$287,000. (Codified File 2021-14)</p>	<p>Grant Submissions</p>												

Conference leave requests in accordance with Board policy for staff members as recommended by the administration on the July 14, 2020 listings. (Codified File 2021-15)

Conference
Leave Requests

Personnel
Report

Employment of the following five (5) certified staff members for the 2020-2021 school year:

Certified
Employment

Elizabeth Adams, special education at Monger
Darcy Burns, ENL at EHS East
Matthew Jerlecki, instructional coach at Pierre Moran
Elyssa Kovatch, language arts at West Side
Justin Sellers, social studies at Elkhart Academy

Retirement of the following four (4) certified staff members, with years of service in parenthesis:

Certified
Retirement

Sherry Finn, ENL at Pinewood (17)
Nancy Harper, speech pathologist at Feeser, (17)
Deborah Johnston, grade 3 at Pinewood, (32)
Mary Hall Sommers, computer at EACC, (30)

Resignation of the following fourteen (14) certified staff members, effective on dates indicated:

Certified
Resignations

Alyssa Anderson, grade 4 at Osolo, 6/3/20
MiColette Berry, kindergarten at Beardsley, 6/3/20
Erin Cisneros, science at Central, 6/3/20
Austin Conner, science at Memorial, 6/3/20
Matthew Gammon, social studies at Elkhart Academy,
6/11/20
Rebecca Kmitta, psychologist at TBD, 6/13/20
Jessica Leatherman, art at Daly, 6/3/20
Angela Miller, kindergarten at Osolo, 6/3/20
Sara Snellenberger, grade 3 at Pinewood, 6/3/20
Matthew Stoll, math at North Side, 6/3/20
Teresa Thompson, library at Pierre Moran, 6/3/20
Katie Treadway, grade 4 at Daly, 6/3/20
Jason Westra-Hall, language arts at EHS East, 6/16/20
Elizabeth Wilson, special education at Daly, 6/3/20

Employment of classified employee, Austin Clanton, mechanic at Transportation, effective 7/14/20.

Classified
Employment

Retirement of classified employee, Vicki Hart, bus driver at Transportation, effective 6/3/20 with 25 years of service.

Classified
Retirement

Leave request for classified employee, Dinorah Kuehn, paraprofessional at Pinewood, beginning 8/13/20 and ending 6/2/21.

Classified Leave

<p>Resignation of the following seven (7) classified employees, effective on dates indicated: Manuel Cadenas Gonzalez, custodian at Pierre Moran, 6/8/20 Amber Delgado, food service at Cleveland, 6/3/20 Karla Gapinski, food service at Feeser, 6/3/20 Annabel Guerrero, paraprofessional at Eastwood, 6/3/20 Bethanie Hartman, paraprofessional at Beck, 6/3/20 Cassandra Mashala, food service at Eastwood, 6/3/20 James Wooten, paraprofessional at Feeser, 6/3/20</p>	<p>Classified Resignations</p>
<p>The Board was presented proposed revisions to Administrative Regulation CC – Organizational chart, for initial consideration.</p>	<p>Administrative Regulation CC</p>
<p>By unanimous action, authorized a Memorandum of Understanding for Added Pay Positions between Elkhart Community Schools (ECS) and the Elkhart Teachers Association (ETA). Audience members suggested the unified track stipend be reviewed in the future. (Codified File 2021-16)</p>	<p>Memorandum of Understanding</p>
<p>The Board was presented an update on the Exceptional Learners Department by Tony England, assistant superintendent of exceptional learners; Lisa Ernsberger, director high ability; Lindsey Brander, supervisor of special programs; and Kathy Mentz, PACE district dean. The presentation included information on the 504 system reform, access to the Red Binder, goals, guiding coalitions, additional outreach for high ability including parent newsletters and a Facebook page.</p>	<p>Exceptional Learners Department Update</p>
<p>The Board presented a new course offering for Elkhart High School: Sustainable Energy Alternatives for the 2020-2021 school year, for review. (Codified File 2021-17)</p>	<p>New Course Offering</p>
<p>By unanimous action, the Board authorized the submission of a School Technology Advancement Account Petition to the Indiana State Board of Education in the amount of \$249,280. (Codified File 2021-18)</p>	<p>STAA Petition</p>
<p>By unanimous action, the Board approved, as amended, the 2020-2021 Re-entry Plan as presented by Superintendent Thalheimer. The amendment directs the administration to present on the Re-entry Plan implementation and seek Board re-approval for the plan at the first scheduled board meeting following 45 calendar days from the plan’s initial approval. Eleven audience members addressed the Board in response to the Plan. Plan Options include: Plan 1: Half of Students, Alternating Days (students will attend school two days per week, with three days of scheduled eLearning per week). Plan 2: Online Virtual Learning From Home (Students will stay enrolled in their home school, but will complete all learning online from home). Both plans begin August 13th. On line enrollment options will be sent to families in the near future. (Codified File 2021-19)</p>	<p>Back to School Plan for 2020-2021</p>

Audience member, Kerry Mullet, ETA president, state she is pleased that our school district has made the decision to balance the need for in-person instruction while still adhering to the guidelines provided by the CDC and other experts. The ETA has been consistently invited to meet and have input on the re-entry plan and she has spent over 17 hours in discussions with the Superintendent to share all of Elkhart teachers' concerns. Mrs. Mullet thanked the Board for their willingness to work collaboratively to develop a reopening plan that balances the health and safety of staff and students while ensuring the best instructional model possible for the current circumstances.

From the Audience

Superintendent Thalheimer announced: Elkhart High School has been given its new number from the IDOE; a proposal for quarterly equity training with Dr. Carmen Williams of EQUITY Now is being prepared; and thanked those who came together to create the Re-Entry Plan.

From the Superintendent

Board member Babette Boling recognized the Superintendent's efforts creating a Re-Entry Plan giving families options. Mrs. Boling also stated how important it is to wear a mask and wash hands.

From the Board

Board member Doug Weaver voiced appreciation for taxpayers in the community.

From the Board

Board member Rocky Enfield commented on how the process of creating the Re-Entry Plan included concerns and input from everyone.

From the Board

Board president Kellie Mullins read the thanks you cards received from staff and families.

The meeting adjourned at approximately 9:30 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



ELKHART MEMORIAL HIGH SCHOOL
2608 CALIFORNIA ROAD • ELKHART, IN 46514
PHONE: 574-262-5600

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

DATE: July 20, 2020
TO: Dr. Steve Thalheimer
Board of School Trustees
RE: Donation Approval

We are in receipt of an extracurricular donation in the amount of \$500.00 for the Elkhart volleyball program. This donation will go towards program travel gear, warm ups and bags as well as team posters, senior banners, 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:

Custom RV Repair
3100 CR 6 East
Elkhart, IN 46514



ELKHART MEMORIAL HIGH SCHOOL

2608 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5600



ELKHART COMMUNITY SCHOOLS

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

Elkhart Plastics, Inc.
C/O Jack and Angie Welter
21560 CR 10
Elkhart, IN 46514



ELKHART MEMORIAL HIGH SCHOOL

2608 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5600



ELKHART COMMUNITY SCHOOLS

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Naturescape Services
c/o Mike Knepper
PO Box 1671
Elkhart, IN 46515



ELKHART MEMORIAL HIGH SCHOOL

2608 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5600



ELKHART COMMUNITY SCHOOLS

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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:

Patrick Industries, Inc.
C/O Jason Teich
107 West Franklin St.
PO Box 638
Elkhart, IN 46515

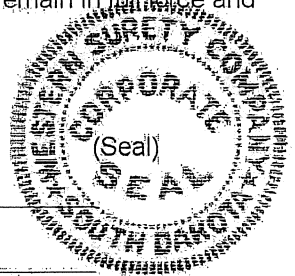


PUBLIC OFFICIAL BOND
 State Form 55947 (11-15)
 Approved by State Board of Accounts, 2015
 INDIANA DEPARTMENT OF INSURANCE

Bond number 71792154

Kevin Scott, as Principal, and WESTERN SURETY COMPANY, as Surety, as well as all heirs, executors, and administrators of the Principal and Surety, are bound, jointly and severally, to the **State of Indiana**, in the amount of \$ 200,000.00, if subparagraph (b) is violated. In all other respects, the following conditions apply to this Public Official Bond.

- a) The Principal is duly elected, commissioned, appointed, or employed as Treasurer for Elkhart Community Schools in the State of Indiana.
- b) The Principal shall faithfully perform and fulfill his or her duties of the position named in subparagraph (a); including compliance with IC 5-11 and paying over on demand to the persons entitled or authorized to receive the same, all moneys that may come into his or her hands during the term of this Public Official Bond.
- c) The term of this Public Official Bond is for a one (1) year term beginning on the 1st day of July, 2020 and ending on the 30th day of June, 2021.
- d) This Public Official Bond cannot be continued, extended, or renewed as provided by IC 5-4-1-18(m).
- e) This Public Official Bond complies with IC 5-4-1-18, and any conflict between this bond and the Indiana Code shall be resolved in favor of the statutory provisions.
- f) The Legislature may change, modify, or repeal any relevant law now in force and exact any and all laws during the existence of this Public Official Bond, but this Public Official Bond will remain in full force and effect, except for that which was directly altered by the change in law.



Witness: _____

Kevin Scott

Witness: _____

Paul Feitkeiser
A. Viora

By Paul T. Bruflat
 Paul T. Bruflat, Vice President

Attorney in Fact

Accepted and approved this _____ day of _____, _____

Kellie L. Mullins President

Roscoe L. Enfield Jr. Secretary

State of Indiana, _____ County, ss:

Personally appeared before me, _____ in and for said County and State aforesaid, _____ who being sworn, upon his or her oath says: "I will support the Constitution of the United States and of the State of Indiana, and I will faithfully, honestly, and impartially fulfill the duties of the office of _____ to the best of my skill and ability."

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

IN WITNESS WHEREOF, I have hereunto set my hand affixed the seal of said _____ at _____ this the day and year above written.

I, _____ of the _____ do certify the above to be a true and correct copy of the official oath of _____ in and for said County as the same is endorsed on his or her commission.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said _____ at _____ this _____ day of _____, A.D. _____

ACKNOWLEDGMENT OF PRINCIPAL

State of Indiana, _____ County, ss:

Personally appeared before me, _____

Principal upon the bond appearing on the reverse side hereof and acknowledges the execution of said bond This _____ day of _____, _____

Notary Public

Expiration date of commission, (if Notary Public) (month, day, year)

ACKNOWLEDGMENT OF SURETY

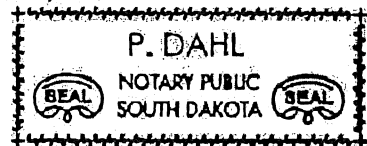
South Dakota
State of Indiana, _____ Minnehaha _____ County, ss:

Comes now WESTERN SURETY COMPANY by Paul T. Bruflat, Vice President its agent, surety upon the bond appearing on the reverse side hereof and acknowledges the execution of said bond this 9th day of July, 2020 and confirms compliance with IC 5-4-1-18(i)

P. Dahl

Notary Public

June 18, 2025
Expiration date of commission, (if Notary Public) (month, day, year)



Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One TREASURER ELKHART COMMUNITY SCHOOLS

bond with bond number 71792154

for Kevin Scott

as Principal in the penalty amount not to exceed: \$200,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

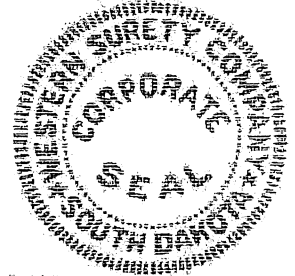
In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by
Vice President with the corporate seal affixed this 9th day of July,
2020.

ATTEST

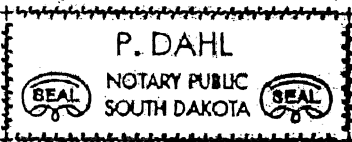
A. Vietor
A. Vietor, Assistant Secretary

WESTERN SURETY COMPANY
By Paul T. Bruflat
Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss



On this 9th day of July, 2020, before me, a Notary Public, personally appeared
Paul T. Bruflat and A. Vietor
who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President
and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the
voluntary act and deed of said Corporation.



P Dahl
Notary Public
My Commission Expires June 18, 2025

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.



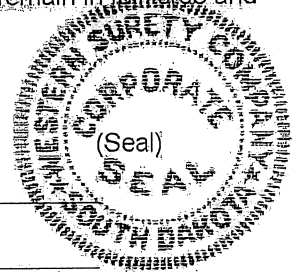


PUBLIC OFFICIAL BOND
 State Form 55947 (11-15)
 Approved by State Board of Accounts, 2015
 INDIANA DEPARTMENT OF INSURANCE

Bond number 71861634

Erica M. Purvis, as Principal, and
WESTERN SURETY COMPANY, as Surety, as well as all heirs, executors, and
 administrators of the Principal and Surety, are bound, jointly and severally, to the **State of Indiana**, in the
 amount of \$ 25,000.00, if subparagraph (b) is violated. In all other respects, the following
 conditions apply to this Public Official Bond.

- a) The Principal is duly elected, commissioned, appointed, or employed as Deputy Treasurer
 for Elkhart Community Schools in the State of Indiana.
- b) The Principal shall faithfully perform and fulfill his or her duties of the position named in subparagraph
 (a), including compliance with IC 5-4-1 and paying over on demand to the persons entitled or authorized
 to receive the same, all moneys that may come into his or her hands during the term of this Public
 Official Bond.
- c) The term of this Public Official Bond is for a one (1) year term beginning on the 1st day of
July, 2020 and ending on the 30th day of June, 2021.
- d) This Public Official Bond cannot be continued, extended, or renewed as provided by IC 5-4-1-18(m).
- e) This Public Official Bond complies with IC 5-4-1-18, and any conflict between this bond and the Indiana
 Code shall be resolved in favor of the statutory provisions.
- f) The Legislature may change, modify, or repeal any relevant law now in force and exact any and all laws
 during the existence of this Public Official Bond, but this Public Official Bond will remain in full force and
 effect, except for that which was directly altered by the change in law.



Witness: _____

Erica M. Purvis

Witness: _____

Pat J. Veizer
Pat J. Veizer

By _____

Paul T. Bruflat
 Paul T. Bruflat, Vice President

Attorney in Fact

Accepted and approved this _____ day of _____,

State of Indiana, _____ County, ss:

Personally appeared before me, _____ in and for said County and State aforesaid, _____ who being sworn, upon his or her oath says: "I will support the Constitution of the United States and of the State of Indiana, and I will faithfully, honestly, and impartially fulfill the duties of the office of _____ to the best of my skill and ability."

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

IN WITNESS WHEREOF, I have hereunto set my hand affixed the seal of said _____ at _____ this the day and year above written.

I, _____ of the _____ do certify the above to be a true and correct copy of the official oath of _____ in and for said County as the same is endorsed on his or her commission.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said _____ at _____, this _____ day of _____, A.D. _____

ACKNOWLEDGMENT OF PRINCIPAL

State of Indiana, _____ County, ss:

Personally appeared before me, _____

Principal upon the bond appearing on the reverse side hereof and acknowledges the execution of said bond This _____ day of _____

Notary Public.

Expiration date of commission, (if Notary Public)(month, day, year)

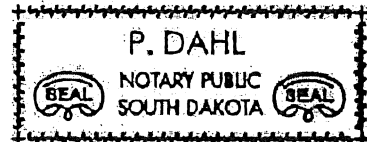
ACKNOWLEDGMENT OF SURETY

South Dakota
State of Indiana, _____ Minnehaha _____ County, ss:

Comes now WESTERN SURETY COMPANY by Paul T. Bruflat, Vice President its agent, surety upon the bond appearing on the reverse side hereof and acknowledges the execution of said bond this 9th day of July, 2020 and confirms compliance with IC 5-4-1-18(i)

P. Dahl
Notary Public.

June 18, 2025
Expiration date of commission, (if Notary Public)(month, day, year)



Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One DEPUTY TREASURER ELKHART COMMUNITY SCHOOLS

bond with bond number 71861634

for Erica M. Purvis

as Principal in the penalty amount not to exceed: \$25,000.00.

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by
Vice President with the corporate seal affixed this 9th day of July,
2020.

ATTEST

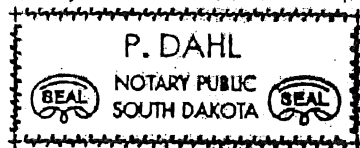
A. Vietor
A. Vietor, Assistant Secretary

WESTERN SURETY COMPANY
By Paul T. Bruflat
Paul T. Bruflat, Vice President



STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 9th day of July, 2020, before me, a Notary Public, personally appeared
Paul T. Bruflat and A. Vietor
who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President
and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the
voluntary act and deed of said Corporation.



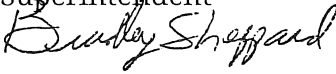
P. Dahl
Notary Public

My Commission Expires June 18, 2025

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.



**ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana**

DATE: July 23, 2020
 TO: Dr. Steve Thalheimer, Superintendent
 FROM: Dr. Bradley Sheppard 
 RE: **Conference Leave Requests
 July 28, 2020 - Board of School Trustees Meeting**

The following requests for excused absences are recommended for approval:

2020 - 2021 CONFERENCES	EXPENSES	SUBSTITUTE
<p>WORLD MUSIC DRUMMING - BEMBE: YORUBA AFRO-CUBAN MUSIC</p> <p>Students that learn about diverse cultures and their music during their education feel more positive with differences later in life. It allows them to interact in a wider range of social groups and feel more confident in themselves and their interactions with others. Students will learn about the culture and style in different drumming opportunities in music class at Hawthorne Elementary School.</p> <p>Elkhart, Indiana (attendance via Zoom)</p> <p>August 3 - 5, 2020 (0 day's absence)</p> <p>JULIA JOHNSON - HAWTHORNE (0-0)</p>	<p align="center">\$120.00</p> <p align="center"><i>Title II, Part A, FY19</i></p>	<p align="center">\$0.00</p> <p align="center"><i>Title II, Part A, FY19</i></p>
<p>AMPLIFY YOUR IMPACT: COACHING COLLABORATIVE TEAMS IN PLCs AT WORK WORKSHOP</p> <p>To work collaboratively with building coaches and support the work they are doing; to expand their coaching skills; to build capacity to coach and support PLC grade level teams; to learn how to provide clarity, feedback, and support to teachers in their PLC work; to guide teams to grow in the right work; to define a monitoring process to measure each PLC team's knowledge.</p> <p>Houston, TX</p> <p>September 23 - 25, 2020 (4 day's absence) <i>*Attendance is subject to local health guidelines*</i></p> <p>VAL PRILLER - BEARDSLEY (0-0)</p>	<p align="center">\$2,568.86</p> <p align="center"><i>Title I 19-20</i></p>	<p align="center">\$0.00</p> <p align="center"><i>Title I 19-20</i></p>
<p>NATIONAL ASSOCIATION OF THE GIFTED CONFERENCE</p> <p>Network with gifted education leaders, parents, teachers, and others to share experiences, ideas, and innovative thinking to change minds, policies, and practices back in the classroom, home, and community.</p> <p>Orlando, FL</p> <p>November 4 - 6, 2020 (2 or 3 day's absence) <i>*Attendance is subject to local health guidelines*</i></p> <p>AMANDA BALK - BRISTOL (0-0)</p> <p>KRISTEN BECRAFT - DALY (0-0)</p> <p>KELLY CARMICHAEL - CLEVELAND (0-0)</p> <p>MELISSA CARR - HAWTHORNE (0-0)</p> <p>LISA ERNSBERGER - ESC (0-0)</p> <p>TERVONDA GOINS - PINEWOOD (0-0)</p> <p>MEGAN GUTIERREZ - EASTWOOD (0-0)</p> <p>DODIE NORRIS - CLEVELAND (0-0)</p>	<p align="center">\$11,599.92</p> <p align="center"><i>High Ability 19-20</i></p> <p align="center"><i>High Ability 19-20</i></p> <p align="center"><i>Education Fund/Professional Dues Reimbursement</i></p> <p align="center"><i>High Ability 19-20</i></p> <p align="center"><i>High Ability 19-20</i></p> <p align="center"><i>High Ability 19-20</i></p> <p align="center"><i>Education Fund/Professional Dues Reimbursement</i></p> <p align="center"><i>High Ability 19-20</i></p> <p align="center"><i>High Ability 19-20</i></p>	<p align="center">\$1,045.00</p> <p align="center"><i>High Ability 19-20</i></p> <p align="center"><i>High Ability 19-20</i></p> <p align="center"><i>N/A</i></p> <p align="center"><i>High Ability 19-20</i></p> <p align="center"><i>N/A</i></p> <p align="center"><i>N/A</i></p> <p align="center"><i>High Ability 19-20</i></p> <p align="center"><i>High Ability 19-20</i></p>
	<p align="center">\$14,288.78</p>	<p align="center">\$1,045.00</p>

2020 YEAR-TO-DATE EDUCATION FUNDS	\$9,391.88	\$1,330.00
2021 YEAR-TO-DATE EDUCATION FUNDS	\$0.00	\$0.00
2020 YEAR-TO-DATE OTHER FUNDS	\$54,652.13	\$4,465.00
2020 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
2021 YEAR-TO-DATE OTHER FUNDS	\$0.00	\$0.00
2021 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$64,044.01	\$5,795.00

(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: JULY 28, 2020

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **Agreement** – We recommend the approval of an agreement regarding unpaid time.

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

Christina Becker	Exceptional Learners /Special Education Intern
Jamie Brown	Hawthorne/Grade 6
Tiara Corkins	Pierre Moran/Dean of Behaviors
Carolyn Kelley	Roosevelt/Music
Laura Martin	Career Center/Education Professions
Ruth Moore	Pinewood/Grade 6
Shannon Powell	Roosevelt/Grade 1
Britney Sawyer	Pierre Moran/Science
Elizabeth Yoder	Elkhart East/Counselor

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

Sally Bawtinheimer	Osolo/Grade 3
Begin: 8/10/20	End: 6/2/21

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

Susie Hershberger	Daly/Grade 6
Began: 8/13/19	Resign: 6/3/20

Cynthia Keeling Began: 8/4/15	Career Center/Agriculture Resign: 6/11/20
Michael Lambin Began: 1/9/12	Pierre Moran/Intervention Resign: 6/3/20
Cara McMenamin Began: 1/7/18	Elkhart West/Science Resign: 6/3/20
Christina J Morris Began: 8/19/02	North Side/Math Resign: 6/3/20
Laura Reverman Began: 8/17/09	Daly/Special Education Resign: 6/3/20
Kaitlyn Stanley Began: 8/14/18	Eastwood/Speech Pathologist Resign: 6/3/20
Kelly Tooker Began: 8/14/18	West Side/Art Resign: 6/3/20
Brandon Whitsit Began: 8/15/18	Memorial/Social Studies Resign: 6/3/20

CLASSIFIED

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

Christopher Heston Began: 6/8/20	EHS West/Custodian PE: 7/27/20
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- b. **Resignation** – We report the resignation of the following classified employees:

Anita Bates Began: 5/1/18	Monger/Food Service Resign: 6/3/20
Annacaroline Caruso Began: 7/8/19	WVPE/Reporter Resign: 8/14/20
Constance Dawson Began: 1/14/14	Roosevelt-Hawthorne/Food Service Resign: 6/3/20
Alejandra Galvan Began: 11/5/18	North Side/Food Service Resign: 6/3/20



Anita Ritchie
Began: 8/16/18

Roosevelt/Paraprofessional
Resign: 6/3/20

Norma Rivas Canenguez
Began: 1/7/19

Pierre Moran/Secretary
Resign: 6/24/20

Billy Sanders
Began: 6/18/18

Pinewood/Custodian
Resign: 7/31/20

Benita Shaw
Began: 8/13/19

Beardsley/Registered Nurse
Resign: 6/4/20

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

Gloria Sanders
Began: 3/2/07

North Side/Food Service
Retire: 6/3/20
13 Years of Service

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

Kimberly Jones
Begin: 8/28/20

EHS West/Paraprofessional
End: 1/1/21





HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. STEVEN THALHEIMER
FROM: MS. CHERYL WAGGONER
DATE: JULY 28, 2020

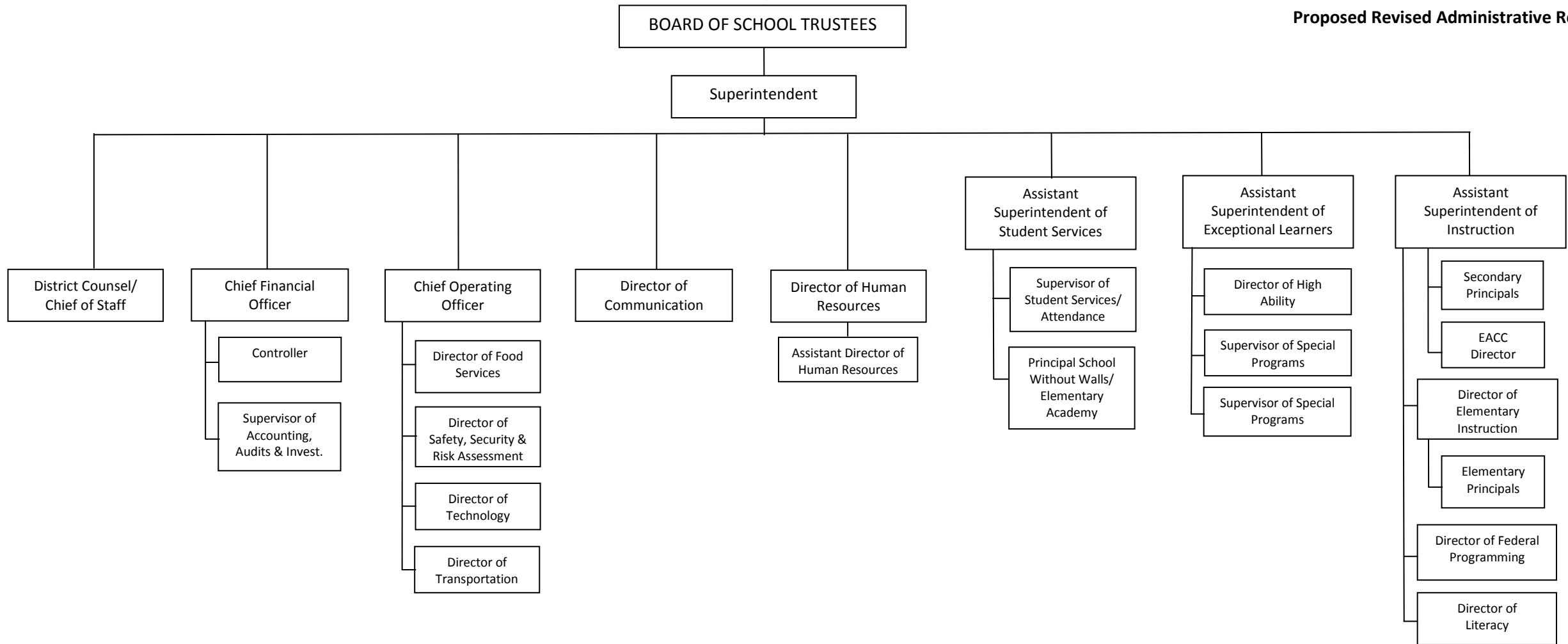
ADDENDUM TO PERSONNEL REPORT

CERTIFIED

- a. **Administrative Appointment** – The administration recommends confirmation of the following administrative appointment effective August 3, 2020:

Victoria Hays

Eastwood/Principal



Book Policy Manual
 Section 3000 Personnel
 Title PROPOSED NEW LICENSED PRACTICAL NURSES' COMPENSATION PLAN
 Code po3422.16S
 Status
 Adopted July 28, 2020
 Last Revised July 28, 2020
 Last Reviewed July 28, 2020

Licensed Practical Nurses' Salary Schedule

<u>Step</u>	<u>Experience* as Licensed Practical Nurse</u>	<u>Hourly Rate Licensed Practical Nurse (LPN)</u>
<u>1</u>	<u>0 days or more, but less than 55 days</u>	<u>16.11</u>
<u>2</u>	<u>55 days, but not more than 3 years</u>	<u>17.73</u>
<u>3</u>	<u>3 years to 5 years</u>	<u>19.35</u>
<u>4</u>	<u>5 years to 7 years</u>	<u>20.97</u>
<u>5</u>	<u>7 years and more</u>	<u>22.59</u>

*Step placement will be determined on verified past experience. Experience with Elkhart Community Schools will be updated annually, effective on January 1.

CAREER INCREMENT SCHEDULE

<u>Years Regularly Employed in Elkhart Community Schools</u>	<u>Increments</u>
<u>5 or more, but less than 10</u>	<u>\$270</u>
<u>10 or more, but less than 15</u>	<u>400</u>
<u>15 or more, but less than 20</u>	<u>670</u>
<u>20 or more</u>	<u>935</u>

Fringe Benefits

A. Income Protection and Annuities

The Elkhart Community Schools provides the opportunity for regular classified employees to purchase income protection and tax sheltered annuities. This is done by specifications and through company or broker approved by the Board of Schools Trustees of the Elkhart Community Schools.

B. Insurance

In addition to the basic salary schedule, the Elkhart Community Schools contributes toward a policy for each regular classified employee, working thirty (30) or more hours per week, who is a member of the group hospitalization, major medical and life insurance program approved by the Board of School Trustees. Eligible employees' may select one of the plans provided by the Board.

The amount of life insurance coverage is an amount equal to the employee's annual salary or wages rounded up to the next thousand dollars. The Board will contribute ninety percent (90%) of the premium cost of a group long-term disability insurance policy for employees who work thirty (30) or more hours per week.

C. Severance Benefits

Licensed Practical Nurses who have completed a minimum of six (6) months of active service with the Elkhart Community Schools will be eligible for the following benefits upon written resignation received by the Director of Human Resources at least ten (10) working days prior to the last date of employment.

1. Resignation

Employees shall be paid for unused personal business leave in the current year of employment at the rate of pay in effect at termination. The effective date of resignation shall be established to include use of all personal leave.

2. Retirement, Death, or Disability

The benefits listed below are in addition to those in **Licensed Practical Nurses' Fringe Benefits.**

- a. For purposes of this benefit, "retirement" shall be defined as resignation by an employee who at the time of retirement is age sixty (60) and has ten (10) or more consecutive years of employment in the Elkhart Community Schools. Only the six (6) months service requirement must be met to be eligible for the disability or death benefit.
- b. A maximum of thirty-five (35) accumulated days of unused personal leave will be paid to eligible employees who retire, die, or become totally permanently disabled while employed by the Elkhart Community Schools. In the event of death, the benefit shall be paid to the decedent's estate.
- c. In addition, employees who are fifty-five (55) years of age or older and have at least fifteen (15) years of service and who have been insured under the Elkhart Community Schools' group insurance plan for at least the last five (5) years, shall be eligible to continue in that program until age sixty-five (65) by paying 100% of the premiums in advance at the business office.
- d. When retiring, a Licensed Practical Nurse who has ten (10) years of service and is at least fifty-five (55) years of age may select one of the following benefits based upon the employee's daily rate at the time of retirement:

1. One (1) day's pay for each full year employed by the Elkhart Community Schools, or
2. At least forty-five percent (45%) of the unused sick leave will be paid, in accordance with the provisions in the Licensed Practical Nurses employee booklet.

Change in Classification

When any classified employee is employed in another classified employee group, all comparable benefits will remain in effect. Years of accrued service and accumulated benefit days will continue, subject to Board Policy.

Absences

When unable to report for work, it is the employee's responsibility to notify and give the reason for absence to his/her immediate supervisor as soon as possible. This notice is to be given at least one-half (1/2) hour before the time that the employee regularly reports for work. Upon return to work, the employee shall file a report of absence. Deductions for absence will be made at the daily rate unless covered by an absence policy. (No absence report is necessary on emergency closing days when pay is not to be received.)

All classified employees employed four (4) or more hours are entitled to certain illness and leave benefits. Absences for all classified personnel in addition to the days to which they are entitled shall be considered to be unexcused, except those for which prior approval has been granted. Any absence of an employee may, at the discretion of the employer, be subject to proper and sufficient verification satisfactory to the employer. Three (3) days' unexcused absences in any one school year shall be considered excessive and shall be grounds for suspension or termination. Upon written request received by the appropriate administrator, at least two (2) weeks in advance (except in emergencies), unpaid absences of five or less consecutive working days may be approved. The best interests of the school corporation will be considered.

Personal Illness/Family Illness Absence

Regular school-year classified employees will be awarded twelve (12) days of personal illness/family illness leave each calendar year.

Any unused hours will accumulate as illness absence to a total of the number of hours equal to 120 workdays. Use of accumulated sick leave by a school year employee terminates at the close of the school year. It cannot be used again unless the employee is employed for the following school year or employed at a later date.

The Elkhart Community Schools may request a doctor's approval to return to work following an illness.

Family Illness

As used in this section, "immediate family" shall mean employee's spouse, life partner, children, siblings, parents, parents-in-law, brother or sister-in-law, son- or daughter-in-law, grandparents, grandchildren, great-grandparents, stepparents, stepchildren, or any member of the family unit living in the employee's household, any person for whom the employee is the legal guardian, or for whom the employee is exercising rights authorized pursuant to a Power of Attorney. "Life Partner" shall mean an individual whose close association with the

employee is the equivalent of a family relationship. "Family Unit" shall mean any person related to the employee, genetically or by marriage, or any person for whom the employee is the legal guardian.

Job-Related Injury

An employee injured in the performance of his/her duties is eligible for Worker's Compensation. The employee is required to complete an injury report form on the day of the injury and to visit the designated medical facility as directed by the employer. Time required for the employee to recuperate from any personal injury arising out of and in the course of employment responsibility shall be governed by Indiana laws regarding Worker's Compensation. Worker's Compensation benefits will begin after seven (7) calendar days at a rate of sixty-six and two-thirds percent (66-2/3%) of the employee's average wage rate. The employee's share of the health/life insurance premium must be paid in advance to the Business Office or insurance will be terminated. An employee may receive full pay by using available illness absence, personal business, and/or vacation benefits.

Bereavement

Each regular classified employee shall be entitled to be absent from work without loss of compensation on account of death in the immediate family for five (5) business days beyond the date of death. Said days must be used by the employee within twelve (12) months of the death of the immediate family member, but do not have to be used consecutively.

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

Bereavement leave shall also include a miscarriage or the birth of a stillborn baby and be considered a death within the employee's immediate family.

Up to one (1) day's absence shall be granted without loss of compensation to attend the funeral of another relative.

When requested, additional bereavement day(s), with or without pay, may be granted by the Superintendent or designee.

Military Leave

A leave of absence may be granted by the Board of School Trustees on the recommendation of the Superintendent to any regular employee who may be required or shall elect to enter the military service. This will permit the employee to return to take a comparable position after s/he receives an honorable discharge.

An employee who, as a reserve member of the armed forces of the United States or of the National Guard, is called on to receive temporary military training shall be entitled to temporary leave of absence not to exceed fifteen (15) days in any one (1) calendar year. Such absence shall result in no loss of wages. When the employee has received the military pay he/she shall present the check or a copy of the check to the payroll office, whereupon a deduction equal to the per diem pay will be made for each day of paid absence from the next payroll check. Upon return from temporary training or leave, the employee will be restored to a comparable position without loss of vacation, sick leave, or other benefits of employment.

Health Leave

Through Board of School Trustees' action, regular classified employees may be granted a health leave after one (1) year of service. Requests for health leave by an employee must be submitted in writing and must be supported by a physician's statement.

The Board, after examining medical evidence, may place a regular employee on leave for health reasons if, in its judgment, the physical or mental health of the employee is interfering with the successful performance of his/her responsibilities.

Health leaves may be granted for a maximum period of one (1) year. An employee shall be afforded the opportunity to continue participation in any insurance program in which s/he is enrolled. Such participation shall be at the employee's own expense.

Health Leave - Administrative Regulation

An employee with at least one (1) year's service, who has used all of his/her personal illness, personal leave, FMLA Leave, and vacation benefits, may be placed on a health leave.

- A. After all available benefit days have been exhausted, or
- B. When a physician's statement indicating inability to perform regular duties for an extended period of time has been provided, or
- C. Upon receipt of a request for placement on such leave by the Director of Human Resources from the appropriate administrator.

Should the employee fail to provide a requested physician's statement within thirty (30) days after s/he has used all benefits, it will be grounds for termination. In addition, the employer may require an employee to have an examination by a physician. The cost of any such examination will be paid by the employer.

In the event an employee is incapacitated, a family member or legal guardian may submit the request for health leave, and any required documentation.

An employee may return from health leave with a physician's statement indicating the ability to perform the job responsibilities. Employment will be held for a period of up to one (1) year. After the employee has been on leave for a year, s/he will be eligible for re-employment when an opening for which s/he is qualified becomes available.

Personal Leave

Licensed Practical Nurses are entitled to the number of hours equal to three (3) workdays for absence for personal reasons during each calendar year without loss of pay. A personal leave request form shall be completed and submitted to the appropriate administrator to accompany the payroll report for the period in which the absence occurs.

If an employee retains all three (3) personal business days at the end of the year, he/she can roll two (2) of the three (3) days to the following year to equal five (5) personal business days. The remaining unused personal business day will accumulate for retirement at the end of the year. In the event the employee intends to use five (5) consecutive days the employee must provide thirty (30) calendar days written notice requesting the use of said consecutive days to their immediate supervisor.

If an employee does not elect to roll two (2) personal business days into the following year, all unused personal leave will accumulate for retirement.

Personal Leave - Procedure

Request for personal leave shall be made by completing the classified personal leave request form and giving such form to the employee's supervisor, or authorized designee, no less than twenty-four (24) hours in advance. In the event of an unforeseen emergency beyond the control of the employee, which makes it impossible to give the twenty-four (24) hours advance notice, the employee shall notify the employer as soon as reasonably possible. When such is the case, the written request shall be completed no later than the first day of return from the absence.

Except for emergencies, personal business hours shall not be used for the sole purpose of extending the school vacation periods of 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 employee complies with the following procedure:

- A. Once every three (3) years, an employee may use personal business hours to extend a holiday or vacation period described above by exchanging two personal business hours for each personal business hour taken adjacent to the holiday or vacation period.
- B. The employee must give notice, in writing, to the Office of the Superintendent ten (10) working days in advance of taking said day.
- C. All emergency requests for personal business immediately preceding or immediately following vacation periods shall be granted only upon approval of the Superintendent or designee. For the purpose of determining when an emergency exists, "emergency" shall be defined as an unforeseen event that prohibits the employee from attending to his/her assigned duties.

Jury and Witness Duty Pay

Jury Duty

All Licensed Practical Nurses will be granted excused absence when they are subpoenaed to serve on the jury. Such absence shall result in no loss of wages. When the employee has received her/his jury duty check, the check or copy of the check shall be presented to the payroll office, whereupon a deduction equal to jury duty pay will be made from the next payroll check.

Witness Duty

In the event an employee is subpoenaed to serve as a witness, except in cases noted below, and gives testimony before a court of law or governmental administrative agency, the employee shall be granted absence to witness for the time during the working day which the employee is required to be present. Such absence, up to three (3) days for any one case, shall result in no loss of wages. For cases involving extended absence to witness, the superintendent may grant additional days with pay, with substitute deduction where applicable, or without pay. When the employee is in receipt of his/her witness duty check, a copy of the check shall be presented to the payroll office, whereupon a deduction equal to witness duty pay will be made from the next payroll check. The employee will not be paid when such testimony is given in any employee relations related litigation involving the employer or any other school employer, unless the employer subpoenas the employee to testify.

Parental Leave

A leave, without pay, may be granted to any expectant parent upon written request of the employee to the Director of Human Resources. In the event that the employee is pregnant, the leave may be requested to begin any time between thirty (30) days after the Director of Human Resources is notified of the pregnancy and thirty (30) days after the birth of the child. For employees who are not pregnant, the leave may be requested to begin any time within thirty (30) days of the date that the child is expected in the home. In cases of emergency the thirty (30) day notification period may be waived. Leaves may be requested for a period not to exceed one (1) year, and are non-renewable.

The staff member shall return to the first position which becomes available for which s/he is qualified, as determined by the employer, or waive any right to re-employment. For the period of the leave, a staff member may continue in any group insurance program for which s/he is eligible, at his/her own expense, by paying the full cost of premiums in advance at the Business Office.

Adoptive Leave

An employee who legally adopts a child whose age is less than six (6) years old shall be entitled to use family illness leave days to serve as the primary caregiver for the adoptive child. In order to be eligible for paid adoptive leave the employee must notify the Director of Human Resources and the employee's immediate supervisor of the request for adoptive leave upon acceptance of the application for adoption. All such leaves shall commence on the date that the child is physically turned over to the employee for the employee's care and legal custody.

Holidays

Licensed Practical Nurses shall be paid for the following holidays when they occur on days which they would have worked if it were not for that special day, subject to the provisions above:

- A. Martin Luther King, Jr. Day
- B. Presidents Day
- C. Memorial Day
- D. Labor Day
- E. Thanksgiving Day and the following Friday (two (2) days)
- F. Christmas Day - (if celebrated on a weekend, it will be a paid holiday on the Friday preceding or the Monday following)

In order to receive holiday pay, an employee must be in an active pay status on the day before and after the holiday.

Payment of State Licensing Fees

The Elkhart Community Schools will reimburse each Licensed Practical Nurse for the biennial licensing fee paid to the State of Indiana by the nurse.



UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENT

State Form 54266 (4-10) / Form 236
STATE BOARD OF ACCOUNTS

Indiana Code 35-44-1-3

A public servant who knowingly or intentionally has a pecuniary interest in or derives a profit from a contract or purchase connected with an action by the governmental entity served by the public servant commits conflict of interest, a Class D Felony. A public servant has a pecuniary interest in a contract or purchase if the contract or purchase will result or is intended to result in an ascertainable increase in the income or net worth of the public servant or a dependent of the public servant who is under the direct or indirect administrative control of the public servant; or receives a contract or purchase order that is reviewed, approved, or directly or indirectly administered by the public servant. "Dependent" means any of the following: the spouse of a public servant; a child, stepchild, or adoptee (as defined in I.C. 31-3-4-1) of a public servant who is unemancipated and less than eighteen (18) years of age; and any individual more than one-half (1/2) of whose support is provided during a year by the public servant.

The foregoing consists only of excerpts from I.C. 35-44-1-3. Care should be taken to review I.C. 35-44-1-3 in its entirety.

1. **Name and Address of Public Servant Submitting Statement:** Brian A. Buckley
3484 Fox Chase; Bristol, IN 46507

2. **Title or Position with Governmental Entity:** Athletic Director - Elkhart Central High School

3. a. **Governmental Entity:** Elkhart Community Schools

b. **County:** Elkhart

4. **This statement is submitted (check one):**

a. as a "single transaction" disclosure statement, as to my financial interest in a specific contract or purchase connected with the governmental entity which I serve, proposed to be made by the governmental entity with or from a particular contractor or vendor; or

b. as an "annual" disclosure statement, as to my financial interest connected with any contracts or purchases of the governmental entity which I serve, which are made on an ongoing basis with or from particular contractors or vendors.

5. **Name(s) of Contractor(s) or Vendor(s):** Kelly Buckley (spouse)

6. **Description(s) of Contract(s) or Purchase(s)** (Describe the kind of contract involved, and the effective date and term of the contract or purchase if reasonably determinable. Dates required if 4(a) is selected above. If "dependent" is involved, provide dependent's name and relationship):

Kelly Buckley (spouse) is employed by Elkhart Community Schools as a teacher

7. **Description of My Financial Interest** (Describe in what manner the public servant or "dependent" expects to derive a profit or financial benefit from, or otherwise has a pecuniary interest in, the above contract(s) or purchase(s); if reasonably determinable, state the approximate dollar value of such profit or benefit.):

The compensation earned by my spouse, Kelly Buckley, as a teacher with Elkhart Community Schools, contributes to our family's household income

(Attach extra pages if additional space is needed)

8. **Approval of Appointing Officer or Body** (To be completed if the public servant was appointed by an elected public servant or the board of trustees of a state-supported college or university):

I (We) being the Board of School Trustees of Elkhart Community Schools and having the power to appoint

the above named public servant to the public position to which he or she holds, hereby approve the participation to the appointed disclosing public servant in the above described contract(s) or purchase(s) in which said public servant has a conflict of interest as defined in Indiana Code 35-44-1-3; however, this approval does not waive any objection to any conflict prohibited by statute, rule, or regulation and is not to be construed as a consent to any illegal act.

Kellie L. Mullins, Board President
Carolyn R. Morris, Board Vice President
Roscoe L. Enfield, Jr., Board Secretary
Elected Official Office

9. **Effective Dates** (Conflict of interest statements must be submitted to the governmental entity prior to final action on the contract or purchase.):

Date Submitted (month, day, year) Date of Action on Contract or Purchase (month, day, year)

10. **Affirmation of Public Servant:** This disclosure was submitted to the governmental entity and accepted by the governmental entity in a public meeting to the governmental entity prior to final action on the contract or purchase. I affirm, under penalty of perjury, the truth and completeness of the statements made above, and that I am the above named public servant.

Signed: [Signature] (Signature of Public Servant)

Date (month, day, year): July 28, 2020

Within fifteen (15) days after final action on the contract or purchase, copies of this statement must be filed with the State Board of Accounts, Indiana Government Center South, 302 West Washington Street, Room E418, Indianapolis, Indiana, 46204-2765 and the Clerk of the Circuit Court of the county in which the governmental entity executed the contract or purchase. A copy of this disclosure will be forwarded to the Indiana State Ethics Commission.



UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENT

State Form 54266 (4-10) / Form 236
STATE BOARD OF ACCOUNTS

Indiana Code 35-44-1-3

A public servant who knowingly or intentionally has a pecuniary interest in or derives a profit from a contract or purchase connected with an action by the governmental entity served by the public servant commits conflict of interest, a Class D Felony. A public servant has a pecuniary interest in a contract or purchase if the contract or purchase will result or is intended to result in an ascertainable increase in the income or net worth of the public servant or a dependent of the public servant who is under the direct or indirect administrative control of the public servant; or receives a contract or purchase order that is reviewed, approved, or directly or indirectly administered by the public servant. "Dependent" means any of the following: the spouse of a public servant; a child, stepchild, or adoptee (as defined in I.C. 31-3-4-1) of a public servant who is unemancipated and less than eighteen (18) years of age; and any individual more than one-half (1/2) of whose support is provided during a year by the public servant.

The foregoing consists only of excerpts from I.C. 35-44-1-3. Care should be taken to review I.C. 35-44-1-3 in its entirety.

1. **Name and Address of Public Servant Submitting Statement:** Anthony J. Gianesi
53360 Corwin Drive Granger, IN 46530
2. **Title or Position with Governmental Entity:** Chief Operating Officer
3. a. **Governmental Entity:** Elkhart Community Schools
b. **County:** Elkhart
4. **This statement is submitted (check one):**
 - a. as a "single transaction" disclosure statement, as to my financial interest in a specific contract or purchase connected with the governmental entity which I serve, proposed to be made by the governmental entity with or from a particular contractor or vendor; or
 - b. as an "annual" disclosure statement, as to my financial interest connected with any contracts or purchases of the governmental entity which I serve, which are made on an ongoing basis with or from particular contractors or vendors.
5. **Name(s) of Contractor(s) or Vendor(s):** Kerry Gianesi (spouse)

6. **Description(s) of Contract(s) or Purchase(s)** (Describe the kind of contract involved, and the effective date and term of the contract or purchase if reasonably determinable. Dates required if 4(a) is selected above. If "dependent" is involved, provide dependent's name and relationship):
Kerry Gianesi (spouse) is employed by Elkhart Community Schools as a teacher.

7. **Description of My Financial Interest** (Describe in what manner the public servant or "dependent" expects to derive a profit or financial benefit from, or otherwise has a pecuniary interest in, the above contract(s) or purchase(s); if reasonably determinable, state the approximate dollar value of such profit or benefit.):

The compensation earned by my spouse, Kerry Gianesi, as a teacher with Elkhart Community Schools,

contributes to our family's household income.

(Attach extra pages if additional space is needed)

8. **Approval of Appointing Officer or Body** (To be completed if the public servant was appointed by an elected public servant or the board of trustees of a state-supported college or university):

I (We) being the _____ **Board of School Trustees** _____ of
(Title of Officer or Name of Governing Body)

_____ **Elkhart Community Schools** _____ and having the power to appoint
(Name of Governmental Entity)

the above named public servant to the public position to which he or she holds, hereby approve the participation to the appointed disclosing public servant in the above described contract(s) or purchase(s) in which said public servant has a conflict of interest as defined in Indiana Code 35-44-1-3; however, this approval does not waive any objection to any conflict prohibited by statute, rule, or regulation and is not to be construed as a consent to any illegal act.

Kellie L. Mullins, Board President

Carolyn R. Morris, Board Vice President

Roscoe L. Enfield, Jr., Board Secretary

Elected Official Office

9. **Effective Dates** (Conflict of interest statements must be submitted to the governmental entity prior to final action on the contract or purchase.):

_____ Date Submitted (*month, day, year*) _____ Date of Action on Contract or Purchase (*month, day, year*)

10. **Affirmation of Public Servant:** This disclosure was submitted to the governmental entity and accepted by the governmental entity in a public meeting to the governmental entity prior to final action on the contract or purchase. I affirm, under penalty of perjury, the truth and completeness of the statements made above, and that I am the above named public servant.

Signed: _____
(Signature of Public Servant)
Date (*month, day, year*): _____ **July 28, 2020**

Within fifteen (15) days after final action on the contract or purchase, copies of this statement must be filed with the State Board of Accounts, Indiana Government Center South, 302 West Washington Street, Room E418, Indianapolis, Indiana, 46204-2765 and the Clerk of the Circuit Court of the county in which the governmental entity executed the contract or purchase. A copy of this disclosure will be forwarded to the Indiana State Ethics Commission.



UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENT

State Form 54266 (4-10) / Form 236
STATE BOARD OF ACCOUNTS

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A public servant who knowingly or intentionally has a pecuniary interest in or derives a profit from a contract or purchase connected with an action by the governmental entity served by the public servant commits conflict of interest, a Class D Felony. A public servant has a pecuniary interest in a contract or purchase if the contract or purchase will result or is intended to result in an ascertainable increase in the income or net worth of the public servant or a dependent of the public servant who is under the direct or indirect administrative control of the public servant; or receives a contract or purchase order that is reviewed, approved, or directly or indirectly administered by the public servant. "Dependent" means any of the following: the spouse of a public servant; a child, stepchild, or adoptee (as defined in I.C. 31-3-4-1) of a public servant who is unemancipated and less than eighteen (18) years of age; and any individual more than one-half (1/2) of whose support is provided during a year by the public servant.

The foregoing consists only of excerpts from I.C. 35-44-1-3. Care should be taken to review I.C. 35-44-1-3 in its entirety.

1. **Name and Address of Public Servant Submitting Statement:** Jacqueline R. Rost
51890 Copperfield Ct, Granger, IN 46530
2. **Title or Position with Governmental Entity:** Athletic Director - Elkhart Memorial High School
3. a. **Governmental Entity:** Elkhart Community Schools
b. **County:** Elkhart
4. **This statement is submitted (check one):**
 - a. as a "single transaction" disclosure statement, as to my financial interest in a specific contract or purchase connected with the governmental entity which I serve, proposed to be made by the governmental entity with or from a particular contractor or vendor; or
 - b. as an "annual" disclosure statement, as to my financial interest connected with any contracts or purchases of the governmental entity which I serve, which are made on an ongoing basis with or from particular contractors or vendors.
5. **Name(s) of Contractor(s) or Vendor(s):** Scott Rost (spouse)
6. **Description(s) of Contract(s) or Purchase(s)** (Describe the kind of contract involved, and the effective date and term of the contract or purchase if reasonably determinable. Dates required if 4(a) is selected above. If "dependent" is involved, provide dependent's name and relationship):
Scott Rost (spouse) is employed by Elkhart Community Schools as a teacher and coach

7. **Description of My Financial Interest** (Describe in what manner the public servant or "dependent" expects to derive a profit or financial benefit from, or otherwise has a pecuniary interest in, the above contract(s) or purchase(s); if reasonably determinable, state the approximate dollar value of such profit or benefit.):

The compensation earned by my spouse, Scott Rost, as a teacher with Elkhart Community Schools, contributes to our family's household income

(Attach extra pages if additional space is needed)

8. **Approval of Appointing Officer or Body** (To be completed if the public servant was appointed by an elected public servant or the board of trustees of a state-supported college or university):

I (We) being the Board of School Trustees of
(Title of Officer or Name of Governing Body)

Elkhart Community Schools and having the power to appoint
(Name of Governmental Entity)

the above named public servant to the public position to which he or she holds, hereby approve the participation to the appointed disclosing public servant in the above described contract(s) or purchase(s) in which said public servant has a conflict of interest as defined in Indiana Code 35-44-1-3; however, this approval does not waive any objection to any conflict prohibited by statute, rule, or regulation and is not to be construed as a consent to any illegal act.

Kellie L. Mullins, Board President

Carolyn R. Morris, Board Vice President

Roscoe L. Enfield, Jr., Board Secretary

Elected Official

Office

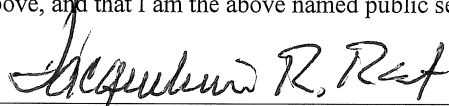
9. **Effective Dates** (Conflict of interest statements must be submitted to the governmental entity prior to final action on the contract or purchase.):

Date Submitted (month, day, year)

Date of Action on Contract or Purchase (month, day, year)

10. **Affirmation of Public Servant:** This disclosure was submitted to the governmental entity and accepted by the governmental entity in a public meeting to the governmental entity prior to final action on the contract or purchase. I affirm, under penalty of perjury, the truth and completeness of the statements made above, and that I am the above named public servant.

Signed:


(Signature of Public Servant)

Date (month, day, year): July 28, 2020

Within fifteen (15) days after final action on the contract or purchase, copies of this statement must be filed with the State Board of Accounts, Indiana Government Center South, 302 West Washington Street, Room E418, Indianapolis, Indiana, 46204-2765 and the Clerk of the Circuit Court of the county in which the governmental entity executed the contract or purchase. A copy of this disclosure will be forwarded to the Indiana State Ethics Commission.

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

*Availability of Emergency Leave and Benefit Time
For Employees in Relation to the
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, in an effort to maintain a safe learning environment for its students as well as a safe working environment for its employees, the Board of Trustees for Elkhart Community Schools (“Board”) has determined it will be necessary to establish additional categories of paid benefit time to be available for employees who have contracted COVID-19 and been subject to an isolation or quarantine order due to COVID-19; and

WHEREAS, the Board concludes the continuation of wage payments to employees, salaried and non-salaried, who may suffer a loss in pay due to a pandemic-related emergency building closure, serves the legitimate purposes of maintaining morale, reducing turnover, and ensuring continuity of staffing when school reopens.

WHEREAS, employees of Elkhart Community Schools who are eligible, pursuant to policies adopted by the Board of School Trustees, for vacation under such policies are authorized to carry over vacation from 2019 – 2020 school year for a period of six months; and

WHEREAS, the Board of School Trustees has determined it is in the best interest of said employees to authorize the carryover of school year 2019 - 2020 vacation days through and including June 30, 2021.

WHEREAS, the Board of School Trustees has determined it is in the best interest of said employees to waive the requirements set forth in its bylaws requiring two readings of a board resolution prior to adoption.

NOW, THEREFORE, BE IT RESOLVED, by the Board of School Trustees of Elkhart Community Schools, 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. An employee who is subject to a Federal, State, or local quarantine or isolation order related to COVID-19 shall be entitled to receive his or her regular pay during the period of time the employee is subject to a quarantine or isolation order.
- B. An employee who has been advised by a health care provider to self-quarantine related to COVID-19 shall be entitled to receive his or her regular pay during the period of time the employee has been advised by his or her health care provider to self-quarantine. Such

employee shall provide a copy of the order from the health care provider to the Human Resources Department.

- C. An employee who is experiencing COVID-19 symptoms and seeking a medical diagnosis shall be entitled to received his or her regular pay during such period of time. Such employee shall be required to coordinate with the Human Resources Department regarding the employee's efforts to seek a medical diagnosis.
- D. Employees caring for an individual subject to a Federal, State, or local quarantine or isolation order related to COVID-19 shall be entitled to the benefits available pursuant to the Families First Coronavirus Response Act (FFCRA).
- E. An employee who is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19 shall be entitled to the benefits available pursuant to the Families First Coronavirus Response Act (FFCRA).
- F. The Chief Financial Officer is authorized to pay emergency benefits to at-will and/or hourly employees on non-instructional and e-Learning days as determined by the Superintendent/designee.
- G. The provisions of Board Policies governing the carryover of unused vacation days from the prior calendar year should be amended for the remainder of the 2020 - 2021 school year so employees with unused vacation days from the 2019 - 2020 school year may have until June 30, 2021 to exhaust any unused vacation days.

PASSED AND ADOPTED this 28th day of July, 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.



School Services Agreement
Elkhart Community Schools – Crossing National, Inc.
July 2020 - June 2021

This School Services Agreement (“Agreement”) is entered this ___ day of _____, 2020, by and between the Board of School Trustees of Elkhart Community Schools, (the “School Corporation”) and Crossing National, Inc. (the “Crossing”).

1. The Parties. The Parties to this Agreement are:

- a. Crossing School of Business & Entrepreneurship. The Crossing is an Indiana non-profit corporation with its administrative office located at 515 S. Main St., Elkhart, IN 46516; and
- b. Elkhart Community Schools. Elkhart Community Schools is an Indiana public school corporation with its administrative offices located at 2720 California Road, Elkhart, IN 46514.

2. Defined Terms.

As used in this Agreement, the following terms have the meanings described herein:

- a. “ADM Amount” means the amount of funding allocated to the School Corporation for each student during an academic year, as determined by the Indiana Department of Education’s Average Daily Membership (ADM) and Complexity Index Amount, issued during each July of the Term.
- b. “CTE Funding” means the amount of funding allocated to the School Corporation for each participating student during an academic year, as determined by the Governor’s Workforce Cabinet.
- c. “Educational Services” means:
 - i. provision of academic instruction to Enrolled Students meeting the Diploma Requirements and Academic Standards promulgated by the Indiana Department of Education, as amended from time to time; and
 - ii. provision of career pathway instruction to designated students meeting Career and Technical Education standards, Employability skills, and Post-secondary Ready Competency requirements as promulgated by the Indiana Department of Education, as amended from time to time.
- d. “Eligible Student” means a student who is either identified by the School Corporation as an Eligible Struggling Student, a student in need of Career Pathway courses or a student meeting each of the following criteria:
 1. For whom the School Corporation may claim an ADM amount;
 2. Between 14 and 20 years of age;
 3. No longer enrolled in a school corporation due to:
 - a. Voluntarily dropping out of school before the Average Daily Membership “ADM” Count day as established by the Indiana Department of Education;
 - b. Assignment to homeschool before the Average Daily Membership “ADM” Count day established by the Indiana Department of Education; **or**
 - c. Expulsion; and

4. Has failed to thrive in a traditional school environment
 - e. "Enrolled Students" means Eligible Students who have enrolled at the Crossing and are in regular attendance at the Crossing.
 - f. "Career Pathway Program" means programs offered to students who are attending for Career Pathways only through a half-day structure.
 - g. "Diploma and Career Pathway Program" means programs offered to students who are attending for Academics and Career Pathways through a full day structure.
 - h. "Per Capita Fee" means the total fees per program option:
 - i. Diploma and Career Pathway Program fees (full day):
 1. The greater of:
 - a. Ninety-five percent (95%) of the School Corporation's state-approved Average Daily Membership (ADM) and Complexity Index Amount for each Enrolled Student; or
 - b. Five Thousand Five Hundred Dollars (\$5,500) for each Enrolled Student; and
 2. Seventy-five percent (75%) of the School Corporation's Career and Technical Education (CTE) funding for each course in which students are enrolled at the annual CTE count date in Crossing hosted CTE programs.
 - ii. Career Pathway (only) Program fees (half day):
 1. Fifty percent (50%) of the School Corporation's state-approved Average Daily Membership (ADM) and Complexity Index Amount for each Enrolled Student; and
 2. Seventy-five percent (75%) of the School Corporation's Career and Technical Education (CTE) funding for each course in which students are enrolled at the annual CTE count date in Crossing hosted CTE programs.
 - i. "Monthly Per Capita Fee" means the Per Capita Fee divided by ten for (10). CTE Funding will be added to the monthly per capita fee after the CTE count date and be distributed evenly through the remainder of the 10 billing cycles.
 - j. "Form 30A" means: Document submitted annually by School Corporation to determine the School Corporation's student count for Career and Technical Education coursework and to calculate corresponding funding rates. Fee will be based on Career and Technical Education count documentation submitted to the School Corporation by the Crossing so the School Corporation may file Form 30A. The Crossing will charge this fee regardless of whether or not the School Corporation submits this form to the appropriate governing bodies.
 - k. "Term" means: July 1, 2020 through June 30, 2021.
3. Provision of Educational Services. The Crossing shall provide Educational Services to address the needs of Enrolled Students.
 4. Obligation to Provide Information and Enroll. The School Corporation shall enroll *any* Eligible Student. Pursuant to Indiana Code § 20-33-2-22(b)(2), the School Corporation shall provide the Crossing with a current dropout and homeschool list upon the signing of this contract
 5. Scope of Services to be provided by the Crossing. The Crossing shall provide Educational Services to Eligible Students. The Crossing's instructional services are and will be aligned with the Academic Standards and Career and Technical Education

Standards and course titles promulgated by the Indiana Department of Education. In addition, the Crossing agrees that Diploma and Career Pathway Program Educational Services provided pursuant to this Agreement will be provided for a full day (6 hours) and the Career Pathway Program Educational Services pursuant to this agreement will be provided for a half day (3 hours).

6. Career Pathway Program. School Corporation has the option to send Eligible Students to the Crossing for participation in half-day Career Pathway Programming only. Students participating in the half-day Career Pathway Programming will receive instruction via hands-on training within their agreed upon Career Pathway. The Crossing's instructional services are and will be aligned with Indiana's graduation requirements and the Career and Technical Education Standards and course titles promulgated by the Indiana Department of Education. Additionally, Employability Skills and Post-secondary Ready Competencies will be tracked and reported to the School Corporation by the Crossing.
7. Accreditation. The Crossing shall maintain its accreditation with the Indiana State Board of Education for the life of this Agreement.
8. Reporting. The Crossing shall submit the following reports to the Department of Education. All other reporting requirements shall be submitted by the School Corporation.
 - a. RT (Real Time)
 - b. STN (Student Test Number)
 - c. TL (Test Lab)
 - d. TB (Text Book/Curriculum)
 - e. AT (Attendance)
 - f. CC (Course Completion)
 - g. LM (English Learner)
 - h. INTERS
 - i. Note: School Corporation will be responsible for submission of annual CTE Form 30A.
9. Tuition Payment. In consideration for the Crossing's provision of Educational Services to Enrolled Students, the School Corporation will pay the Crossing a tuition payment, due on or before the fifteenth of each month, calculated as follows:
 - a. The full monthly Per Capita Fee is due each month for Enrolled Students who:
 - i. Are enrolled at the Crossing for the entire month
 - ii. Are enrolled at the Crossing for at least fourteen (14) calendar days of the month.
 - b. Fifty percent (50%) of the Monthly Per Capita Fee is due each month for Enrolled Students who enroll at the Crossing for fewer than fourteen (14) calendar days of the month.
 - c. State approved ADM tuition and Complexity index amounts are subject to change, based upon published IDOE updates each July. State approved Career and Technical Education funding (CTE) index amounts are subject to change, based upon published IDOE updates each July.

* ADM billing to begin following ADM count date and CTE billing to begin following the CTE count date.

10. School Corporation Monies Limited to Secular Purposes. The Crossing shall not direct any payments received from the School Corporation under Paragraph 8 to any program or curriculum that is religious in nature.
11. Notice of Spiritual Component. The Crossing shall provide all prospective students and their parent(s) or guardian(s) with the Spiritual Component Disclosure Parental/Guardian and Student Acknowledgement, attached hereto as Exhibit A, which notifies them that the "Family Time" component of the Crossing's curriculum may be faith-based and may involve the discussion or inculcation of religion. The Crossing will not allow any Eligible Student to enroll in the Crossing without first obtaining the written agreement and consent of the student and the student's parent or legal guardian.
12. Student Records and Recordkeeping. The holding and monitoring of all student educational records, including but not limited to: data, ISTEP+ and ECA scores, immunizations, attendance records, work permits and academic credits/transcripts for Enrolled Students will be associated with the School Corporation. The Crossing shall report student credit earning to the School Corporation as described in the Scope of Services to be provided by the Crossing. The School Corporation shall maintain Enrolled Students' cumulative education records and shall provide student grade and credit accounting. Further, the School Corporation shall provide The Crossing with an educational/graduation course plan, upon initial enrollment of the Enrolled Student, and will engage in ongoing communication with The Crossing personnel to appropriately follow the provided course plan. The School Corporation will accept the grades and credits as awarded through the Crossing.
13. Compliance with Privacy Statutes. The School Corporation shall obtain all consents required by state and federal law before disclosing student information to the Crossing. The Crossing shall treat all student education records received by the School Corporation and generated through the course of its provision of Educational Services as confidential under the Family Educational Rights and Privacy Act (FERPA) and the Individuals with Disabilities in Education Improvement Act (IDEIA). The Crossing shall abide by all FERPA and IDEIA requirements concerning the maintenance and disclosure of student education records. The Crossing shall refer any requests from third parties for access to a student's records or to personally identifiable information contained with a student's records to the School Corporation, and shall not disclose such records or information to third parties without the explicit written authorization of the School Corporation.
14. Transportation. Neither the School Corporation nor the Crossing is responsible to provide bus transportation for students attending the Crossing.
15. Eligible Students with Disabilities.
 - a. Enrollment Criteria. Eligible Students with disabilities may enroll at the Crossing, unless such disability causes the Eligible Student to be classified as MICD, Moderate, Severe or Profoundly Mentally Disabled, or similar equivalent, or the Eligible Student has an Intelligence Quotient (IQ) below 70.
 - b. Approval Required. Eligible Students with disabilities may enroll at the Crossing, provided that such enrollment is approved by: (a) the case conference committee; (b) the Eligible Student's parent or guardian; and (c) the School Corporation.

- c. Allocation of Duties and Funding Associated with Eligible Students with Disabilities. The School Corporation shall retain any special education funding associated with an Enrolled Student with disabilities. The School Corporation shall assume all responsibilities associated with Enrolled Students with disabilities, including, but not limited to, writing and implementing Individual Education Plans (IEP's). With regard to serving Enrolled Students with disabilities, the Crossing will act as a teacher of service. The Crossing shall participate in all case conference meetings associated with an Enrolled Student with Disabilities.

- 16. Student Discipline. The Crossing will operate under its own policies and guidelines regarding appropriate discipline for Enrolled Students. The Crossing maintains the right, at its sole discretion, to discipline, suspend, or expel an Enrolled Student.

- 17. Students Dismissed from the Crossing. If an Enrolled Student is dismissed from the Crossing, the Crossing will provide the School Corporation with written notice of such dismissal within five (5) school days and the Enrolled Student will be transferred back to the School Corporation for state reporting purposes.

- 18. Insurance.
 - a. Required Property and Liability Insurance Coverages. Throughout the Term, the Crossing shall maintain policies of insurance providing the following coverages, written by an insurance carrier with a minimum AM Best Rating of A-:
 - 1. Comprehensive general liability insurance and school leaders errors and omissions coverage, including bodily injury and property damage coverage in the amount of \$1,000,000 per occurrence, \$3,000,000 aggregate with an insurance carrier with a minimum AM Best Rating of A-, VII. Such coverage shall protect against the acts or omissions of The Crossing, its officials, employees, and agents
 - 2. Auto liability coverage with a liability limit of \$1,000,000 per occurrence.
 - b. Required Workers' Compensation Coverage. The Crossing shall maintain workers' compensation coverage as required by the Indiana Worker's Compensation Act.
 - c. The School Corporation as Additional Insured. The insurance policies required by section 17(a) and 17(b) shall name the School Corporation as an additional insured, and include a waiver of subrogation in favor of the School Corporation.
 - d. Required proof of insurance. Before the start of each policy period, the Crossing shall provide the School Corporation with a copy of a certificate of insurance demonstrating compliance with this Paragraph 18.
 - e. Required notification of cancellation. The Crossing shall immediately forward to the School Corporation any notice of cancellation or non-renewal of policies providing the coverage required by this Paragraph.
 - f. Claims Submission Requirement. The Crossing shall not refuse to submit a claim to its insurance carrier or fail to pursue insurance reimbursement in a manner that would reduce the School Corporation's indemnity rights under this Agreement.

- 19. Expanded Criminal Background and Child Protection Index Checks. Pursuant to Ind. Code. § 22-2-17, Upon request, the Crossing shall provide the School Corporation the expanded criminal history check of each employee who is likely to have direct, ongoing contact with children within the scope of the individual's employment. In addition, the

Crossing shall provide the School Corporation, upon request, the expanded child protection index check of each employee who is likely to have direct, ongoing contact with children within the scope of the individual's employment. The cost for the administration of the Expanded Criminal Background check and the Child Protection Index check shall be the sole responsibility of The Crossing.

20. Indemnity. The Crossing hereby agrees to protect, indemnify, and hold harmless the School Corporation and its board members, officers, agents, attorneys, and employees from every liability, claim lawsuit, demand, right of action, loss, cost, damage or expense (including attorney's fees) for any and all injury, death, or damage of any kind which arises out of, is connected with, or relates to this Agreement and any act or omission on the part of The Crossing.
21. Independent Contractor. The Crossing shall act as the School Corporation's independent contractor. The Crossing is not an agent, employee, partner, or in a joint venture with the School Corporation. Employees of the Crossing shall not be deemed or construed to be employees of the School Corporation for any purposes whatsoever.
22. E-Verify Compliance. Pursuant to I.C. § 22-5-1.7 (the "E-Verify Statute"), the Crossing will verify the work eligibility status of all newly hired employees of the Crossing through the E-Verify Program ("Program") as defined in the E-Verify Statute.
23. Entire Agreement. This Agreement constitutes the final agreement between the School Corporation and the Crossing. No representation, promise or inducement has been made by either the School Corporation or the Crossing that is not embodied in this Agreement, and neither the Crossing nor the School Corporation shall be bound by or liable for any alleged representation, promise or inducement not specifically set forth herein.
24. Modification. This Agreement may be supplemented, amended, or modified only by the mutual agreement of the parties. No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by all parties.
25. Choice of Law. This Agreement shall be interpreted according to the laws of the State of Indiana, without regard to choice of law provisions.

*State approved ADM tuition and Complexity Index amounts are subject to change; based upon published IDOE financial updates each July.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day first mentioned above.

Signature Page to Follow

“School Corporation”

“Crossing National, Inc.”

By: 
Superintendent, Elkhart Community
Schools

By: _____
Robert R. Staley, CEO

By: _____
President, Board of School Trustees,
Elkhart Community Schools

Attest:

[Additional Signature]

Date

Crossing National, Inc.
NON-DISCRIMINATION POLICY

Crossing National, Inc. admits students of any race, color, national origin, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national origin, and ethnic origin in administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school-administered program.

Exhibit A to School Services Agreement
Elkhart Community Schools / Crossing National, Inc.

**The Crossing Education Program Spiritual Component Disclosure
Parental/Guardian and Student Acknowledgement**

By our signatures below, we affirm that: (a) we understand that education at the Crossing includes a spiritual component; (b) we, the parent(s)/guardian(s) of the student identified below, elect to have our student attend the Crossing; (c) I, the student identified below, elect to attend the Crossing; (d) we wish the School Corporation to pay to the Crossing the required tuition for the Crossing's education services.

Disclosure:

1. The Crossing educational program focuses on four (4) components of the student: Academic, Physical, Emotional, and Spiritual.
2. All students are expected to attend "Family Time," which is part of our daily instruction (roughly half an hour of three hours of daily class time) and involves discussion of topics including spiritual matters. Discussions during "Family Time" will on a regular basis (although not always) include references to the Bible as a source of wisdom, guidance and inspiration in dealing with life issues.
3. Students will not be coerced or pressured to believe in God. If a student elects to leave during a Family Time discussion involving spiritual matters, there will be no punishment or disapproval, but the student must remain at the school and use the time on school matters, under the supervision of a teacher.
4. The core values of the Crossing are: Relationships, Empowerment, Love, Integrity, and Truth. These values are part of our culture. We believe that educational success depends on emotional commitment to good values, and that spirituality can be a key source of strength, especially if practiced regularly through discussions of Biblical concepts, prayer, and open dialog.

Parent/Guardian Date

Parent/Guardian Date

Student Date

Crossing National, Inc.
NON-DISCRIMINATION POLICY

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SCHOOL CALENDAR: JULY 2020 – JUNE 2021

As of 7/16/20 for August through December:
->Group A students will attend classes in school on Monday and Wednesday with eLearning on Tuesday, Thursday and Friday
->Group B students will attend classes in school on Tuesday and Thursday with eLearning on Monday, Wednesday and Friday

Calendar grid for July 2020 with days of the week (S, M, T, W, T, F, S) and dates 1-31.

Calendar grid for January 2021 with days of the week and dates 1-31. Includes 'X' marks for school closures on 2, 18, 25, and 31.

Calendar grid for August 2020 with days of the week and dates 1-31.

Calendar grid for February 2021 with days of the week and dates 1-27. Includes 'X' marks for school closures on 13 and 16, and 'M' for a holiday on 27.

Calendar grid for September 2020 with days of the week and dates 1-29. Includes 'X' marks for school closures on 6 and 18.

Calendar grid for March 2021 with days of the week and dates 1-31. Includes 'X' marks for school closures on 3 and 10, and 'M' for a holiday on 20.

Calendar grid for October 2020 with days of the week and dates 1-31. Includes 'X' marks for school closures on 19, 20, 21, 28, and 29. Includes a circled '21' for a conference day.

Calendar grid for April 2021 with days of the week and dates 1-25. Includes 'X' marks for school closures on 1, 4, 10, 16, and 17, and 'K' for Kindergarten Kick-off on 16.

Calendar grid for November 2020 with days of the week and dates 1-29. Includes 'X' marks for school closures on 22, 23, 24, 28, and 29.

Calendar grid for May 2021 with days of the week and dates 1-30. Includes 'X' marks for school closures on 2, 3, 16, 17, 23, 24, 25, 26, 27, 28, 29, and 30.

Calendar grid for December 2020 with days of the week and dates 1-27. Includes 'X' marks for school closures on 20, 21, 22, 23, 24, 27, 28, 29, and 30.

Calendar grid for June 2021 with days of the week and dates 1-27.

August 10-13: Full day pre-session for teachers - non-student day
September 7: Labor Day - All Schools Closed
October 9: End of 1st grading period/midterm - all schools
October 19: Elementary and Secondary Parent/Teacher Conferences in the evening hours (Full day for all school students)
October 20: Elementary and Secondary Parent/Teacher Conferences in the evening hours (Full day for all school for all students)
October 21: Elementary and Secondary Parent/Teacher Conferences and eLearning day for Group A students and Group B students
October 22-23: Fall Recess - All Schools Closed
October 26: Fall Recess - All Schools Closed
November 25-27: Thanksgiving Recess - All Schools Closed
December 18: End of 2nd grading period/1st semester - all schools
December 21-Jan 1: Winter Recess - All Schools Closed
January 4: School resumes after Winter Recess
January 18: Martin Luther King Jr. Day - All Schools Closed
February 12: Presidents' Day Recess - All Schools Closed
February 15: Presidents' Day Recess - All Schools Closed
February 26: No School - Emergency Make-up Day
March 3: Scheduled eLearning Day (K-12th grade students will not attend school but will be required to complete digital learning assignments from home)
March 12: End of 3rd grading period/midterm - all schools
March 19: No School - Emergency Make-up Day
April 2: No School
April 5-9: Spring Recess - All Schools Closed
April 15: Kindergarten Kick-off - Elementary Schools (Kindergarten Registration runs April 12 - May 7)
May 21: No School - Emergency Make-up Day
May 31: Memorial Day - All Schools Closed
June 2: Last Day of School - full day for all students**
June 2: Last Day for Teachers**
June 6: Graduation

Key:
- underlined = Professional Day for teachers (non-student day)
- M = No School (may be used as emergency make-up day, if necessary)
- X = School Out of Session (during the Instructional school year)
- K = Kindergarten Kick-off
- O = Parent/Teacher Conferences
- [Red Box] = eLearning Day
**If the district uses all three built in emergency make-up days eLearning will be used on any additional days.

7/16/20 Revision:
- 9/23/20 will no longer be a district-wide eLearning day. This will be an in-school day for Group A students and an eLearning day for Group B students.
- 10/21/20 will be a district-wide eLearning day for Group A students and Group B students. This will remain a Parent/Teacher Conference day.



SCHOOL CALENDAR: JULY 2020 – JUNE 2021

August – December for EACC students ONLY

Calendar for July 2020 showing days of the week and dates.

Calendar for January 2021 showing days of the week and dates, with 'X' marks on 2, 17, and 31.

Calendar for August 2020 showing days of the week and dates, with 'A' and 'B' marks.

Calendar for February 2021 showing days of the week and dates, with 'X' and 'M' marks.

Calendar for September 2020 showing days of the week and dates, with 'A', 'B', and 'X' marks.

Table for Group A and Group B listing schools: Bremen, ECA, Edwardsburg, Elkhart West, Fairfield, Goshen, Jimtown, Northwood, Penn, SWW.

Calendar for March 2021 showing days of the week and dates, with 'X' and 'M' marks.

Calendar for October 2020 showing days of the week and dates, with 'A', 'B', 'X', and 'O' marks.

Table for Group A and Group B listing schools: Clinton Christian, Elkhart West, Goshen, Home school students, Jimtown, LaVille, Northwood, Penn, SWW.

Calendar for April 2021 showing days of the week and dates, with 'X' and 'K' marks.

Calendar for November 2020 showing days of the week and dates, with 'A', 'B', 'X', and 'O' marks.

Key: Professional Day for teachers (non-student day), School Out of Session, Parent/Teacher Conferences, eLearning Day, No School, Kindergarten Kick-off.

Calendar for May 2021 showing days of the week and dates, with 'X' and 'M' marks.

Calendar for December 2020 showing days of the week and dates, with 'A', 'B', and 'X' marks.

7/16/20 Revision: 9/23/20 will no longer be a district-wide eLearning day. 10/21/20 will be a district-wide eLearning day for Group A students and Group B students.

Calendar for June 2021 showing days of the week and dates.

ACCOUNT BALANCES/INVESTMENT DETAIL
June 2020

PETTY CASH \$ 500.00

GENERAL ACCOUNTS:

Lake City Bank – Deposit Account	32,402,936.63
Lake City Bank – Accounts Payable	(382,287.56)
Lake City Bank – Merchant Account	-
Teachers Credit Union	2,954,662.24
BMO Harris Bank (UMR insurance)	407,420.00

SCHOOL LUNCH ACCOUNTS:

Lake City Bank – Prepaid Lunch	142,861.78
Change Fund	2,010.00

TEXTBOOK RENTAL ACCOUNTS:

Chase Bank	2,475,773.95
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PAYROLL ACCOUNTS:

Lake City Bank – Payroll Account	(9,974.01)
Lake City Bank – Flex Account	83,337.06

INVESTMENTS:

Certificate of Deposit	-
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\$ 38,077,240.09



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

I hereby certify that the annual financial report is true and accurate in every respect to the best of my knowledge and belief. I further certify that all contracts, vouchers, and bills for all payments made by the school corporation are in its possession and open to public inspection.

Date: July 28, 2020

Signature _____

Secretary

Board of School Trustees

Elkhart Community Schools

2720 California Road

Elkhart, Indiana 46514

Annual Financial Report

County Number	20
School Corporation Number	2305
School Corporation Name	Elkhart Community Schools

Any questions regarding this report should be directed to:

Contact Person's Name	Kevin Scott
Title	Chief Financial Officer
Telephone Number	574-262-5500

When emailing the Annual Financial Report to the Department of Education, attach this cover sheet.

Receipts Comparisons
Calendar Year 2019

Receipt Accounts	2019 Approved Budget Receipts	2019 Actual Receipts
<u>EDUCATION FUND</u>		
1000 Local Sources	\$ 861,000.00	\$ 1,285,572.52
2000 Intermediate Sources	530.00	-
3000 State Sources	87,013,029.00	85,100,697.62
4000 Federal Sources	70,000.00	-
5000 Other Financing Sources	7,000.00	3,278,053.04
6000 Other Items	12,000.00	-
TOTAL	\$ 87,963,559.00	\$ 89,664,323.18
<u>REFERENDUM FUND</u>		
1000 Local Sources	\$ 4,773,293.00	\$ 5,096,355.84
TOTAL	\$ 4,773,293.00	\$ 5,096,355.84
<u>DEBT SERVICE FUND</u>		
1000 Local Sources	\$ 10,123,642.00	\$ 9,302,347.92
TOTAL	\$ 10,123,642.00	\$ 9,302,347.92
<u>RETIREMENT/SEVERANCE BOND FUND DEBT SERVICE FUND</u>		
1000 Local Sources	\$ 2,921,657.00	\$ 2,836,455.43
TOTAL	\$ 2,921,657.00	\$ 2,836,455.43
<u>EXEMPT DEBT SERVICE FUND</u>		
1000 Local Sources	\$ 1,418,725.00	\$ 1,555,900.36
TOTAL	\$ 1,418,725.00	\$ 1,555,900.36
<u>OPERATIONS FUND</u>		
1000 Local Sources	\$ 21,021,984.00	\$ 20,850,235.49
2000 Intermediate Sources	-	795.06
3000 State Sources	-	7,000.49
4000 Federal Sources	-	5,146.76
5000 Other Financing Sources	10,250,000.00	16,360,406.92
6000 Other Items	3,000.00	82,159.71
TOTAL	\$ 31,274,984.00	\$ 37,305,744.43

Receipt Accounts	2019 Approved Budget Receipts	2019 Actual Receipts
RAINY DAY FUND		
5000 Other Financing Sources	\$ -	\$ 1,000,000.00
TOTAL	\$ -	\$ 1,000,000.00
GRAND TOTAL	\$ 138,475,860.00	\$ 146,761,127.16

Expenditures Comparisons
Calendar Year 2019

Expenditure Accounts	2019 Approved Budget Expenditures	2019 Actual Expenditures
<u>EDUCATION FUND</u>		
11000 Instruction/Regular Programs	\$ 48,074,324.23	\$ 48,074,324.23
12000 Instruction/Special Programs	10,903,755.03	10,903,755.03
13000 Instruction/Adult/Continuing Education	257,712.75	257,712.75
14000 Instruction/Summer School	205,890.94	205,890.94
15000 Enrichment Programs	5,410.00	5,410.00
16000 Remediation	87,051.80	87,051.80
17000 Payments to Governmental Units in State	1,075,374.03	1,075,374.03
21000 Support Services/Pupils	5,773,257.68	5,773,257.68
22000 Support Services/Instruction	2,547,199.14	2,547,199.14
24000 Support Services/School Administration	7,083,124.70	7,056,900.19
25000 Central Services	1,618.00	1,618.00
30000 Operation of Non-instructional Srvcs.	1,041,612.83	1,041,612.83
60000 Non-programmed Charges	-	10,891,286.02
TOTAL	\$ 77,056,331.13	\$ 87,921,392.64
<u>REFERENDUM FUND</u>		
27000 Student Transportation	\$ 5,140,961.00	\$ 2,106,787.28
30000 Operation of Non-instructional Srvcs.	426,475.00	107,288.51
40000 Facility Acquisition and Construction	41,314.00	41,314.00
60000 Non-programmed Charges	-	360,396.95
TOTAL	\$ 5,608,750.00	\$ 2,615,786.74
<u>DEBT SERVICE FUND</u>		
50000 Debt Services	\$ 8,828,915.00	\$ 8,601,015.87
60000 Non-programmed Charges	418,553.00	418,552.48
TOTAL	\$ 9,247,468.00	\$ 9,019,568.35
<u>RETIREMENT/SEVERANCE BOND FUND DEBT SERVICE FUND</u>		
50000 Debt Services	\$ 3,024,154.00	\$ 3,024,154.00
TOTAL	\$ 3,024,154.00	\$ 3,024,154.00
<u>EXEMPT DEBT SERVICE FUND</u>		
50000 Debt Services	\$ 1,384,000.00	\$ 1,384,000.00
TOTAL	\$ 1,384,000.00	\$ 1,384,000.00

Expenditure Accounts	2019 Approved Budget Expenditures	2019 Actual Expenditures
<u>DEBT SERVICE FUND</u>		
50000 Debt Services	\$ 8,828,915.00	\$ 8,601,015.87
60000 Non-programmed Charges	418,553.00	418,552.48
TOTAL	\$ 9,247,468.00	\$ 9,019,568.35
<u>RETIREMENT/SEVERANCE BOND FUND DEBT SERVICE FUND</u>		
50000 Debt Services	\$ 3,024,154.00	\$ 3,024,154.00
TOTAL	\$ 3,024,154.00	\$ 3,024,154.00
<u>OPERATIONS FUND</u>		
23000 Support Services/General Administration	\$ 1,063,943.24	\$ 1,063,943.24
25000 Central Services	5,266,555.51	5,266,555.51
26000 Operation and Maintenance of Plant Srvc	11,301,455.65	11,301,455.65
27000 Student Transportation	7,147,721.61	7,147,721.61
30000 Operation of Non-instructional Srvc.	449,898.46	449,898.46
40000 Facility Acquisition and Construction	4,797,744.03	4,229,652.27
60000 Non-programmed Charges	-	2,770,510.05
TOTAL	\$ 30,027,318.50	\$ 32,229,736.79
<u>RAINY DAY FUND</u>		
23000 Central Services	\$ 69,233.73	\$ 69,233.73
60000 Non-programmed Charges	1,930,766.27	-
TOTAL	\$ 2,000,000.00	\$ 69,233.73
GRAND TOTAL	\$ 128,348,021.63	\$ 122,602,076.18

Certified Salary Schedule
in effect June 30, 2020

Career Pathway Schedule A					
2019 - 2020 School Year					
Schedule A					
Bachelor's Degree					
Level	Salary	Level	Salary	Level	Salary
1	37,050	51	42,050	101	47,050
2	37,150	52	42,150	102	47,150
3	37,250	53	42,250	103	47,250
4	37,350	54	42,350	104	47,350
5	37,450	55	42,450	105	47,450
6	37,550	56	42,550	106	47,550
7	37,650	57	42,650	107	47,650
8	37,750	58	42,750	108	47,750
9	37,850	59	42,850	109	47,850
10	37,950	60	42,950	110	47,950
11	38,050	61	43,050	111	48,050
12	38,150	62	43,150	112	48,150
13	38,250	63	43,250	113	48,250
14	38,350	64	43,350	114	48,350
15	38,450	65	43,450	115	48,450
16	38,550	66	43,550	116	48,550
17	38,650	67	43,650	117	48,650
18	38,750	68	43,750	118	48,750
19	38,850	69	43,850	119	48,850
20	38,950	70	43,950	120	48,950
21	39,050	71	44,050	121	49,050
22	39,150	72	44,150	122	49,150
23	39,250	73	44,250	123	49,250
24	39,350	74	44,350	124	49,350
25	39,450	75	44,450	125	49,450
26	39,550	76	44,550	126	49,550
27	39,650	77	44,650	127	49,650
28	39,750	78	44,750	128	49,750
29	39,850	79	44,850	129	49,850
30	39,950	80	44,950	130	49,950
31	40,050	81	45,050	131	50,050
32	40,150	82	45,150	132	50,150
33	40,250	83	45,250	133	50,250
34	40,350	84	45,350	134	50,350
35	40,450	85	45,450	135	50,450

36	40,550	86	45,550	136	50,550
37	40,650	87	45,650	137	50,650
38	40,750	88	45,750	138	50,750
39	40,850	89	45,850		
40	40,950	90	45,950		
41	41,050	91	46,050		
42	41,150	92	46,150		
43	41,250	93	46,250		
44	41,350	94	46,350		
45	41,450	95	46,450		
46	41,550	96	46,550		
47	41,650	97	46,650		
48	41,750	98	46,750		
49	41,850	99	46,850		
50	41,950	100	46,950		

**Career Pathway Schedule B
2019 - 2020 School Year**

Schedule B

Master's Degree/Dual Credit/National Board Certified/Grandfathered Teachers

Level	Salary	Level	Salary	Level	Salary	Level	Salary
1	37,050	51	42,050	101	47,050	151	52,050
2	37,150	52	42,150	102	47,150	152	52,150
3	37,250	53	42,250	103	47,250	153	52,250
4	37,350	54	42,350	104	47,350	154	52,350
5	37,450	55	42,450	105	47,450	155	52,450
6	37,550	56	42,550	106	47,550	156	52,550
7	37,650	57	42,650	107	47,650	157	52,650
8	37,750	58	42,750	108	47,750	158	52,750
9	37,850	59	42,850	109	47,850	159	52,850
10	37,950	60	42,950	110	47,950	160	52,950
11	38,050	61	43,050	111	48,050	161	53,050
12	38,150	62	43,150	112	48,150	162	53,150
13	38,250	63	43,250	113	48,250	163	53,250
14	38,350	64	43,350	114	48,350	164	53,350
15	38,450	65	43,450	115	48,450	165	53,450
16	38,550	66	43,550	116	48,550	166	53,550
17	38,650	67	43,650	117	48,650	167	53,650
18	38,750	68	43,750	118	48,750	168	53,750
19	38,850	69	43,850	119	48,850	169	53,850
20	38,950	70	43,950	120	48,950	170	53,950
21	39,050	71	44,050	121	49,050	171	54,050
22	39,150	72	44,150	122	49,150	172	54,150
23	39,250	73	44,250	123	49,250	173	54,250
24	39,350	74	44,350	124	49,350	174	54,350
25	39,450	75	44,450	125	49,450	175	54,450
26	39,550	76	44,550	126	49,550	176	54,550
27	39,650	77	44,650	127	49,650	177	54,650
28	39,750	78	44,750	128	49,750	178	54,750
29	39,850	79	44,850	129	49,850	179	54,850
30	39,950	80	44,950	130	49,950	180	54,950
31	40,050	81	45,050	131	50,050	181	55,050
32	40,150	82	45,150	132	50,150	182	55,150
33	40,250	83	45,250	133	50,250	183	55,250
34	40,350	84	45,350	134	50,350	184	55,350
35	40,450	85	45,450	135	50,450	185	55,450
36	40,550	86	45,550	136	50,550	186	55,550
37	40,650	87	45,650	137	50,650	187	55,650
38	40,750	88	45,750	138	50,750	188	55,750
39	40,850	89	45,850	139	50,850	189	55,850

40	40,950	90	45,950	140	50,950	190	55,950
41	41,050	91	46,050	141	51,050	191	56,050
42	41,150	92	46,150	142	51,150	192	56,150
43	41,250	93	46,250	143	51,250	193	56,250
44	41,350	94	46,350	144	51,350	194	56,350
45	41,450	95	46,450	145	51,450	195	56,450
46	41,550	96	46,550	146	51,550	196	56,550
47	41,650	97	46,650	147	51,650	197	56,650
48	41,750	98	46,750	148	51,750	198	56,750
49	41,850	99	46,850	149	51,850	199	56,850
50	41,950	100	46,950	150	51,950	200	56,950

**Career Pathway Schedule B
2019 - 2020 School Year**

Schedule B

Master's Degree/Dual Credit/National Board Certified/Grandfathered Teachers							
Level	Salary	Level	Salary	Level	Salary	Level	Salary
201	57,050	251	62,050	301	67,050	351	72,050
202	57,150	252	62,150	302	67,150	352	72,150
203	57,250	253	62,250	303	67,250	353	72,250
204	57,350	254	62,350	304	67,350	354	72,350
205	57,450	255	62,450	305	67,450	355	72,450
206	57,550	256	62,550	306	67,550	356	72,550
207	57,650	257	62,650	307	67,650	357	72,650
208	57,750	258	62,750	308	67,750	358	72,750
209	57,850	259	62,850	309	67,850	359	72,850
210	57,950	260	62,950	310	67,950	360	72,950
211	58,050	261	63,050	311	68,050	361	73,050
212	58,150	262	63,150	312	68,150	362	73,150
213	58,250	263	63,250	313	68,250	363	73,250
214	58,350	264	63,350	314	68,350	364	73,350
215	58,450	265	63,450	315	68,450	365	73,450
216	58,550	266	63,550	316	68,550	366	73,550
217	58,650	267	63,650	317	68,650	367	73,650
218	58,750	268	63,750	318	68,750	368	73,750
219	58,850	269	63,850	319	68,850	369	73,850
220	58,950	270	63,950	320	68,950	370	73,950
221	59,050	271	64,050	321	69,050	371	74,050
222	59,150	272	64,150	322	69,150	372	74,150
223	59,250	273	64,250	323	69,250	373	74,250
224	59,350	274	64,350	324	69,350	374	74,350
225	59,450	275	64,450	325	69,450	375	74,450
226	59,550	276	64,550	326	69,550	376	74,550
227	59,650	277	64,650	327	69,650	377	74,650

228	59,750	278	64,750	328	69,750	378	74,750
229	59,850	279	64,850	329	69,850	379	74,850
230	59,950	280	64,950	330	69,950	380	74,950
231	60,050	281	65,050	331	70,050	381	75,050
232	60,150	282	65,150	332	70,150	382	75,150
233	60,250	283	65,250	333	70,250	383	75,250
234	60,350	284	65,350	334	70,350	384	75,350
235	60,450	285	65,450	335	70,450	385	75,450
236	60,550	286	65,550	336	70,550	386	75,550
237	60,650	287	65,650	337	70,650	387	75,650
238	60,750	288	65,750	338	70,750	388	75,750
239	60,850	289	65,850	339	70,850	389	75,850
240	60,950	290	65,950	340	70,950	390	75,950
241	61,050	291	66,050	341	71,050	391	76,050
242	61,150	292	66,150	342	71,150	392	76,150
243	61,250	293	66,250	343	71,250	393	76,250
244	61,350	294	66,350	344	71,350	394	76,350
245	61,450	295	66,450	345	71,450	395	76,450
246	61,550	296	66,550	346	71,550	396	76,550
247	61,650	297	66,650	347	71,650	397	76,650
248	61,750	298	66,750	348	71,750	398	76,750
249	61,850	299	66,850	349	71,850	399	76,850
250	61,950	300	66,950	350	71,950	400	76,950

Number of certified full time employees: 912

Number of certified part time employees: 8

**Extracurricular Salary Schedule
in effect June 30, 2020**

APPENDIX B

**ADDED PAY SCHEDULE
2019 - 2020 SCHOOL YEAR**

B-1. ADDED PAY/EXTRA DUTY

	INDEX 2018-2019	AMOUNT 2018-2019
BASE	32,059	
SYSTEM-WIDE ASSIGNMENTS		
*Guidance Coordinator	0.059	1,895
National Board Certification (\$500 each)		500
Agriculture Department Chair	0.104	3,335
Cooper Science Lab Coordinator	0.04	1,285
Athletic Training Coordinator	0.04	1,285
Science Fair Coordinator	0.045	1,445
Assistant Science Fair Coordinator	0.0225	725
Science Mentor Coordinator	0.03	965
MTSS Coordinator	0.04	1,285
MTSS Team Member	0.02	645
Alternative Programs Lead Teacher	0.14	4,490
Blind/Low Vision/Braille	0.12	3,850
Building Level High Ability Coordinator	0.015	485
Building Wellness Coordinator	0.015	485
New Teacher Mentor		600
**Contest Advancement		200
Hourly Employment		
Building Rental Manager		14.5
Curriculum Development	0.0009	28.85
Data Coordinator		35
Technology Coordinator		35
Intramurals		7.25
Health Programs & Other Programs from 8-D-2	0.001	32.06

Evening High School Coordinator	0.001	32.06
Homebound or Adult Continuing Education (BS-0 rate on Certified Hiring Schedule)	0.00113	36.23
HIGH SCHOOL ASSIGNMENTS		
Department Chairpersons:		
English	0.12	3,850
Mathematics	0.11	3,530
Business, Guidance, Social Studies, Science, Industrial Arts	0.104	3,335
Art, Home Economics, Media, Physical Education, Health	0.088	2,825
Special Education	0.12	3,850
Foreign Language, Music	0.088	2,825
Athletics		
Cross Country Coach	0.12	3,850
Crew Coach	0.15	4,810
Assistant Crew Coach	0.075	2,405
Archery Coach	0.1	3,210
Assistant Archery Coach	0.05	1,605
Lacrosse Coach	0.15	4,810
E-Sports Coach	0.075	2,405
Unified Track Coach	0.075	2,405
Boys Athletics		
Assistant Basketball Coach	0.15	4,810
Freshman Basketball Coach	0.1	3,210
Assistant Football Coach	0.15	4,810
Freshman Football Coach	0.1	3,210
Baseball Coach	0.15	4,810
Assistant Baseball Coach	0.075	2,405
Track Coach	0.15	4,810
Assistant Track Coach	0.075	2,405
Golf Coach	0.1	3,210
Assistant Golf Coach	0.05	1,605
Wrestling Coach	0.15	4,810
Assistant Wrestling Coach	0.075	2,405
Swimming Coach	0.15	4,810
Assistant Swimming Coach	0.075	2,405
Tennis Coach	0.14	4,490
Assistant Tennis Coach	0.07	2,245
Soccer Coach	0.1818	5,830
Assistant Soccer Coach	0.0909	2,915
Girls Athletics:		
Basketball Coach	0.3	9,620
Assistant Basketball Coach	0.15	4,810

* Swimming Coach	0.15	4,810
Assistant Swimming Coach	0.075	2,405
Volleyball Coach	0.15	4,810
Assistant Volleyball Coach	0.075	2,405
Gymnastics Coach	0.15	4,810
Assistant Gymnastics Coach	0.075	2,405
Track Coach	0.15	4,810
Assistant Track Coach	0.075	2,405
Golf Coach	0.1	3,210
Assistant Golf Coach	0.05	1,605
Softball Coach	0.15	4,810
Assistant Softball Coach	0.075	2,405
Soccer Coach	0.1818	5,830
Assistant Soccer Coach	0.0909	2,915
Tennis Coach	0.14	4,490
Assistant Tennis Coach	0.07	2,245
Athletic-Related Assignments:		
Ticket Manager	0.1	3,210
Athletic Trainer	0.24	7,695
Supervisor and Instructor of Student Trainers	0.04	1,285
Football Cheerleader Sponsor	0.15	4,810
Football JV Cheerleader Sponsor	0.075	2,405
Football Freshman Cheerleader Sponsor	0.075	2,405
Basketball Cheerleader Sponsor	0.15	4,810
Basketball JV Cheerleader Sponsor	0.075	2,405
Basketball Freshman Cheerleader Sponsor	0.075	2,405
Supervision Manager	0.068	2,185
Cheer Block Sponsor	0.03	965
Booster Club Sponsor	0.03	965
Non-Athletic Assignments:		
Dual Credit Certification /Master's in Content Area (\$500 ea) (using 2022 Higher Learning Commission Stds.)		500
Activities Director	0.11	3,530
Drama Coach	0.15	4,810
Assistant Drama Coach	0.075	2,405
Forensics Coach	0.14	4,490
Assistant Forensics Coach	0.068	2,185
Speech Coach	0.11	3,530
Assistant Speech Coach	0.05	1,605
Mock Trial Coach	0.02	645

ElkLogic Robotics Coach	0.15	4,810
ElkLogic Robotics Assistant Coach	0.075	2,405
Marching Band Color Guard Director	0.12	3,850
Winter Color Guard Director	0.12	3,850
Pep Band	0.04	1,285
Marching Band Percussion Director	0.085	2,730
Winter Percussion Director	0.1	3,210
Co-Curricular Jazz		
Jazz Choir	0.025	805
Jazz Band	0.025	805
Jazz String	0.025	805
Extra Curricular Jazz		
Jazz Choir	0.05	1,605
Jazz Band	0.05	1,605
Jazz String	0.05	1,605
Art Café	0.041	1,315
Move to Stand	0.02	645
Key Club	0.02	645
Academic Competition Teams (Full Squad Competing Teams)	0.077	2,470
National Honor Society	0.03	965
Student Government Sponsor	0.03	965
Senior Class Sponsor	0.028	900
Junior Class Sponsor	0.035	1,125
Sophomore Class Sponsor	0.02	645
Freshman Class Sponsor	0.02	645
MIDDLE SCHOOL ASSIGNMENTS:		
Building Department Chairpersons		
English, Mathematics	0.088	2,825
Science, Social Studies	0.047	1,510
Special Education	0.088	2,825
Art, Home Economics, Industrial Arts, Media,	0.035	1,125
Music, Physical Education/Health		
Athletics		
Eighth Grade Basketball Coach	0.1	3,210
Eighth Grade Assistant Basketball Coach	0.0375	1,205
Seventh Grade Basketball Coach	0.1	3,210
Seventh Grade Assistant Basketball Coach	0.0375	1,205
*Eighth Grade Track Coach	0.055	1,765
Eighth Grade Assistant Track Coach	0.0375	1,205
*Seventh Grade Track Coach	0.055	1,765
Seventh Grade Assistant Track Coach	0.0375	1,205

Eighth Grade Soccer Coach	0.075	2,405
Eighth Grade Assistant Soccer Coach	0.0375	1,205
Seventh Grade Soccer Coach	0.075	2,405
Seventh Grade Assistant Soccer Coach	0.0375	1,205
Eighth Grade Lacrosse Coach	0.075	2,405
Eighth Grade Assistant Lacrosse Coach	0.0375	1,205
Seventh Grade Lacrosse Coach	0.075	2,405
Seventh Grade Assistant Lacrosse Coach	0.0375	1,205
Eighth Grade Volleyball Coach	0.075	2,405
Eighth Grade Assistant Volleyball Coach	0.0375	1,205
Seventh Grade Volleyball Coach	0.075	2,405
Seventh Grade Assistant Volleyball Coach	0.0375	1,205
Cross Country Coach	0.055	1,765
Swimming Coach	0.055	1,765
Boys Athletics		
Eighth Grade Feeder Football Coach	0.1	3,210
Eighth Grade Feeder Assistant Football Coach	0.05	1,605
Seventh Grade Feeder Football Coach	0.1	3,210
Seventh Grade Feeder Assistant Football Coach	0.05	1,605
Wrestling Coach	0.075	2,405
Assistant Wrestling Coach	0.035	1,125
Athletic Related Assignments		
Football Eighth Grade Cheerleader Sponsor	0.075	2,405
Football Seventh Grade Cheerleader Sponsor	0.075	2,405
Basketball Eighth Grade Cheerleader Sponsor	0.075	2,405
Basketball Seventh Grade Cheerleader Sponsor	0.075	2,405
Non-Athletic Assignments:		
Middle School Jazz Band	0.05	1,605
Middle School Jazz Choir	0.05	1,605
Drama Director	up to 0.05000	550 to 1,605
Yearbook Sponsor	0.03	965
Debate Coach	0.01	325
Move to Stand	0.02	645
Academic Competition (Full Squad Competing Teams)	0.05	1,605
Robotics Coach	0.05	1,605

Junior Honor Society	0.015	485
Student Council	0.015	485
Science Fair Coordinator	0.017	550
ELEMENTARY ASSIGNMENTS:		
Athletics		
System-wide Athletic Director	0.24	7,695
Boys Basketball Coach	0.0485	1,555
Boys Softball Coach	0.021	675
Boys Track Coach	0.015	485
Boys Football Coach	0.0485	1,555
Boys Soccer Coach	0.0485	1,555
Boys Volleyball Coach	0.0485	1,555
Lacrosse Coach	0.032	1,030
Girls Volleyball Coach	0.0485	1,555
Girls Basketball Coach	0.0485	1,555
Girls Softball Coach	0.021	675
Girls Track Coach	0.015	485
Girls Soccer Coach	0.0485	1,555
Assistant Basketball Coach	0.02425	780
Assistant Softball Coach	0.0105	340
Assistant Track Coach	0.0075	245
Assistant Football Coach	0.02425	780
Assistant Soccer Coach	0.02425	780
Assistant Lacrosse Coach	0.016	515
Assistant Volleyball Coach	0.02425	780
Football Cheerleader Sponsor	0.025	805
Basketball Cheerleader Sponsor	0.025	805
Non-Athletic Assignments:		
Drumming	0.048	1,540
Safety Patrol Sponsor	0.017	550
Science Fair Coordinator	0.017	550
Robotics Coach	0.05	1,605
Academic Competition (Full Squad Competing Teams)	0.05	1,605
Oratorical	0.024	770
Student Council	0.0075	245
UNIFIED SPORTS		
Special Olympics Coordinator (hourly rate)		7.5
Special Olympics Basketball Coach – Traditional	0.041	1,315
Special Olympics Middle/Elementary School Coach – Unified	0.041	1,315
ELKHART AREA CAREER CENTER		
Lead teacher at EACC Annex	0.1	3,210

Vocational Club Coordination Sponsor	0.05	1,605
Vocational Advisors	0.015	485
Attendance at State Competition		500
Attendance at National Competition		1,000
Approved Equipment Repair, Maintenance or Procurement (hourly rate)	0.001	32.06
Guidance Chairperson	0.07	2,245
National Honor Society Sponsor	0.03	965
B-2 ADDED PAY/INCLUDED DUTY		
SYSTEM-WIDE ASSIGNMENTS		
6th Grade Band	0.048	1,540
6th Grade Orchestra	0.048	1,540
Psychologist	0.068	2,185
HIGH SCHOOL ASSIGNMENTS		
Boys Football Coach	0.3	9,620
Boys Basketball Coach	0.3	9,620
Band Director	0.18	5,775
Assistant Band Director	0.09	2,890
Head Band Director Competitive Marching Band	0.15	4,810
Assistant Band Director Competitive Marching Band	0.075	2,405
Orchestra Director	0.12	3,850
Assistant Orchestra Director	0.06	1,925
Choir Director	0.12	3,850
Assistant Choir Director	0.06	1,925
Annual Sponsor	0.1	3,210
Magazine Sponsor	0.1	3,210
Media Specialist	0.047	1,510
MIDDLE SCHOOL ASSIGNMENTS:		
Activities Director	0.17	5,455
Media Specialist	0.03	965
Middle School Band	0.1	3,210
Assistant Middle School Band	0.05	1,605
Middle School Orchestra	0.1	3,210
Assistant Middle School Orchestra	0.05	1,605
Middle School Choir	0.068	2,185
Assistant Middle School Choir	0.034	1,095
ELEMENTARY ASSIGNMENTS		
Elementary Music	0.01	325

* Individuals employed in these positions will stay at their previous index as long as they continue to be employed in that extra-duty position.

**** Effective with the 2016-2017 school year, Contest Advancement – This provision is applicable for all extra-curricular and and co-curricular programs with officially sanctioned contests. When a program advances beyond sectionals (or the first round equivalent), "coaches" are eligible for this stipend paid by claim, signed by the Building Principal, for each additional level of competition (e.g. regional, semi-state, state, etc.).**

ARTICLE SIX
SALARY

F. 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 \$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.

Advancement

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

1. Evaluation (50%) – teachers must not have received an evaluation rating of ineffective or improvement necessary for the prior school year.
2. Academic Needs (50%) – teachers must participate in no less than 6 hours of professional development.
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.

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.

Per Diem Rate

The Per Diem or Daily Rate for a bargaining unit member shall be determined by dividing the base salary for a bargaining unit member by 184.

Compensation for Part-Time Teachers

Compensation for part-time teachers will be determined by dividing the average number of student contact minutes the bargaining unit member is working, plus fifteen (15) minutes before and after student contact time, each day divided by 340. The report time for the teacher shall be adjusted accordingly and the additional thirty (30) minutes shall be used by the teacher on a part-time contract for collaboration, consultation, and preparation.

ARTICLE SIX
SALARY

Compensation for Teachers with Extended Contracts

Compensation for teachers with extended contracts shall be determined by adding the teacher's base salary to the teacher per diem rate for each 7.5 hour day worked beyond 184 days.

G. Emergency Closing of Schools

If a teacher finds that he or she cannot report for assignment because of hazardous road conditions, substitute wages only will be deducted from such teacher's salary unless personal leave is taken.

H. Temporary Differential

At the discretion of the Superintendent or designee with prior notification to the Association President or Designee, temporary differentials will be paid in addition to the regular Career Pathway Schedule for the following reasons:

1. Responsibility – a teacher approved for a temporary differential for an assigned temporary responsibility will be paid a differential, at the teacher's professional hourly rate, while he or she carries that responsibility.
2. Extra Work – a teacher approved for a temporary differential for assigned work, with the exception of curriculum development, beyond his or her normal load will be paid a differential, at the teacher's professional hourly rate, while he or she performs that extra work.
3. Orientation –
 - a. New Teachers: Orientation of new teachers will be paid at the professional development rate.
 - b. New Assignment: A teacher who has been given a different assignment during the school year may be given release time for a period of orientation at the discretion of the Superintendent. A teacher entering the system during the school year or one who has been given a different assignment during the school year may be paid for a period of orientation when it has been authorized by the Superintendent.
4. The duties described above are listed for informational purposes only; the rate of pay is the only thing that has to be the subject of negotiations.

I. Additional Instructional Responsibility

1. Elementary and Secondary

When no substitute is available to replace an absent teacher, then a teacher in the building may be assigned, by the building administrator, the responsibility and shall be compensated at a rate of .001 of the Bachelor's base salary per hour for each hour in half-hour increments when he or she is fulfilling such assigned responsibility, other than his or her normal assignment. Except for a teacher who is assigned the sole responsibility of instructing all students of an absent teacher, when the assignment is for three (3) or more hours, the pay shall be at the rate of .003 of the Bachelor's base salary per day, or the minimum daily substitute deduction, whichever is greater. The exceptions to the above shall be department chairpersons required to substitute within their department during their scheduled department chairperson period, secondary teachers who have an unassigned period for that

ARTICLE SIX
SALARY

given day, and elementary personnel who do not have a regular student assignment.

2. Secondary

In the event a full-time secondary teacher is assigned for an extended period of time, usually a semester or a year, as a required duty, additional classroom instruction beyond that teacher's normal instructional load, such teacher shall be compensated at a rate equal to said teacher's daily rate divided by five (5) for each additional period of required instruction beyond the normal teaching load. Compensation shall include all of the workdays falling within the period for which there is an additional assignment.

J. Mentor Stipend

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.

K. Extended Contractual Compensation

A teacher shall not be required to work without pay prior to or after the dates specified on the individual teacher's Regular Teacher's Contract for which teaching or additional services are to be rendered. When a teacher is requested to work prior to or after the dates specified on the individual teacher's Regular Teacher's Contract for which teaching, or additional services are to be rendered, the teacher shall be paid, for each full day worked, his or her per diem rate; or for each hour worked, his or her hourly rate, as computed on the existing Career Pathway Schedule, Appendix A.

L. Professional Development Rate

Teachers will be paid twenty-four (\$24) dollars per hour for participation in voluntary professional development activities occurring outside of the teachers' contracted workday. Such activities shall be calculated for purposes of compensation in half-hour increments.

M. Added Pay Schedule

1. All continuing additional pay assignments shall be compensated in accordance with Appendix B. Part B.1 will be for the Added Pay/Extra Duty positions and Part B.2 will be for the Added Pay/Included Duty positions. The Added Pay Schedule does not impose an obligation on the employer to fill any vacant positions.
2. For included duty positions, the added pay position is not severable from the regular teacher's contract unless mutually agreeable. The continued employment of such teacher is based on the satisfactory evaluations of duties related to both parts of the individual contract. This shall be applicable to included duty positions as follows:
 - a. Positions in Appendix B.2 have responsibilities which are an integral part or an extension of a related instructional assignment and are not severable from the assignment.
 - b. Positions in Appendix B.2, the teacher accepts as a condition of initial employment. This includes the high school football and boys basketball coaches who shall be informed, as verified in writing, the coaching position is a part of their regular teacher's

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SALARY

contract. (This shall only be applicable to teachers initially hired after the 1980-81 school year.)

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 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, MTSS, etc.), compensation for added pay positions will be paid to teachers holding said positions in four (4) equal payments during the season.
 - a. Fall - Pay periods 2 through 5
 - b. Winter - Pay periods 10 through 13
 - c. Spring - Pay periods 18 through 21
5. In the event an employee with an added pay assignment experiences an extended absence during the time when the employee is expected to perform the primary duties related to the added pay assignment, the employee's compensation shall be prorated for the time they performed the assignment.
6. Added pay positions filled subsequent to ratification and approval by the Board of School Trustees will be paid according to the schedule set forth above. Teachers who are currently receiving compensation under their individual teacher's contract will continue to receive said added pay under the terms of that contract for the duration of this agreement.

Non-certified Employee Classifications
and Range of Pay Rates 2019-2020

Classifications	Range of Pay Rates
I. Instructional and Supplementary Pupil Services	
A. Library Aides	\$9.69 - \$14.00
B. Kindergarten Aides	\$9.69 - \$14.00
C. Special Education Aides	\$9.69 - \$14.00
D. Prime Time Aides	\$9.69 - \$14.00
E. Pre-kindergarten/Head Start Aides	\$9.69 - \$14.00
F. Educational Enterprises	\$9.69 - \$14.00
G. Technical Assistant	\$14.24 - \$17.33
II. Cafeteria and Food Services	
A. Managers/Head Cooks	\$9.73 - \$18.79
B. School Food Service Director	\$93,409 - \$108,977
C. All Other Food Service Employees	\$8.45 - \$11.65
D. Food Service Truck Driver	\$16.05 - \$19.07
E. Food Service Receiving/Supply	\$16.05 - \$19.07
F. Food Service Training Specialist	\$18.18 - \$25.46
G. Food Service Bids & Commodity Coordinator	\$17.31 - \$27.05
H. Executive Chef & Culinary Event Coordinator	\$17.31 - \$27.05
I. Quality Assurance Coordinator	\$19.98 - \$23.36
J. Production Coordinator	\$19.98 - \$23.36
III. Health Services	
A. Nurses	\$33,085 - \$41,058
B. Therapists	\$45,631 - \$65,287
C. Social Workers	\$31,075 - \$45,696
IV. Office/Clerical/Secretarial	\$11.89 - \$21.53
V. Executive/Administrative/Accounting	
A. Buildings and Grounds Director	\$66,235 - \$86,615
B. Community Relations/Publicity Director	\$83,030 - \$94,300
C. District Counsel/Chief of Staff	\$108,977 - \$129,735
D. Chief Financial Officer, Chief Operating Officer	\$108,977 - \$129,735
E. Supervisor of Accounting, Audits and Investments	\$83,030 - \$94,300
F. Controller	\$83,030 - \$108,977
G. Executive Assistant	\$45,244 - \$56,555
VI. Maintenance/Custodial/Warehouse/Security/Transportation	
A. Building Custodians	\$13.40 - \$19.99
B. Bus Drivers	\$19.63 - \$22.90

C. Other	
Asst Supervisor of Transportation	\$23.99 - \$29.62
Transportation Route/Driver Coordinator	\$19.98 - \$23.36
Transportation Trainer/Dispatcher	\$19.98 - \$23.36
Supervisor of Building Services	\$21.03 \$25.89
Head Custodial Pool	\$15.99 - \$18.74
Maintenance	\$25.84 - \$30.39
Mechanics	\$17.57- \$29.63
Bus Helpers	\$10.26 - \$13.08
Transportation Clerk	\$15.29 - \$16.81
Campus Security - I	\$12.23 - \$20.38
Campus Security - II	\$14.27 - \$22.42
School Security Officer	\$30.57**
VII. Computer Services	
Support Technician	\$16.59 - \$25.93
Service Desk Coordinator	\$16.59 - \$25.93
Data Systems Analyst	\$16.59 - \$25.93
Manager of Infrastructure Services	\$64,725 - \$96,009
Senior Technical Support Manager	\$66,882 - \$93,851
Network Administrator	\$45,307 - \$64,725
Telecommunications System Administrator	\$45,307 - \$64,725
Deployment Administrator	\$45,307 - \$64,725
Infrastructure Services Coordinator	\$45,307 - \$64,725
LMS & Student Data Integration Specialist	\$45,307 - \$64,725
Application Developer	\$45,307 - \$64,725
EAS Support Specialist	\$43,150 - \$62,568
Digital Communications Specialist	\$38,334 - \$60,239
VIII. Other	
WVPE Radio Station Manager	\$50,617 - \$90,000
WVPE Radio Station Development Director	\$47,636 - \$72,082
WVPE Radio Station Business Account Manager	\$37,597 - \$70,884
WVPE Radio Station Program Director	\$37,597 - \$57,845
WVPE Radio Station Senior Report and Assignment Editor	\$32,481 - \$47,559
WVPE Radio Station Operations Manager	\$26,030 - \$42,660
WVPE Radio Station Morning Edition Host	\$29,542 - \$45,210
WVPE Radio Station Promotions Manager	\$30,385 - \$45,210
WVPE Radio Station Membership Manager	\$39,477 - \$53,379
WVPE Radio Station Business/Workforce Development Reporter	\$30,570 - \$45,180
WVPE Radio Station Staff Announcer	\$9.42 - \$13.39
WVPE Radio Station Development Assistant	\$10.95 - \$17.52
Adult/Community Education Non-Contract Teachers	\$32.06*
Building Community Education Coordinator	\$27.93 - \$34.92
Title I/Funded Pupil/Program/Parent Support Person	\$19.95 - \$29.06
Title I/Building Translator/Interpreter	\$19.95 - \$29.06
Title I/Building Translator/Parent Liaison	\$15.64 - \$19.62

School Parent/Community Liaison	\$19.95 - \$29.06
District Translator	\$19.95 - \$29.06
Evening Events Supervisor	\$15.10
Asst. Site Coordinator - 21st Century Community Learning Center	\$14.00
After-School Community Education Organized Activities Leader	\$14.00
After-School Community Education Organized Activities Asst.	\$9.39
Deaf/Hard of Hearing Education Interpreter	\$16.43 - \$30.67
Early College Data Specialist	\$24.70 - \$28.23
EACC Testing Specialist	\$24.70 - \$28.23
21st Century Community Education Program Manager	\$28.53 - \$36.68
Olweus Bullying Prevention Program Coordinator	\$43,475 - \$58,820
Adult and Community Education Program Manager	\$64,725 - \$75,513
Campus Life Coordinator	\$64,725 - \$75,513
Energy and Risk Management Services	\$50,950 - \$71,330
Data and Assessment Manager	\$64,725 - \$75,513
Data Specialist	\$38,334 - \$60,239
Staff Accountant	\$40,760 - 52,988
School Psychologist Intern	\$37,050
21st Century Community Learning Coordinator	\$2,500 (per person)

Total Number of non-certified full-time employees: 690

Total Number of non-certified part-time employees: 159

Certified Administrative Staff
in effect June 30, 2020

	Lowest Salary	Highest Salary	Average Salary	Number of Personnel
Administrative Staff	66,450	180,000	92,610	55

Student Enrollment
October 1, 2019

Grade Level	Enrollment
Pre-School Ages 0 -2 (PW)	0
Pre-Kindergarten Ages 3 - 5 (PK)	374
Kindergarten	977
Grade 1	900
Grade 2	957
Grade 3	898
Grade 4	946
Grade 5	971
Grade 6	1,014
Grade 7	1,045
Grade 8	923
Grade 9	905
Grade 10	897
Grade 11	831
Grade 12	784
Grade 12+/Adult (13)	42
TOTAL	12,464

Assessed Valuation and Tax Rates
Calendar Years 2019 and 2020

	2019	2020
Assessed Valuation	3,171,978,704	3,321,598,507
Tax Rate - Education Fund	N/A*	N/A*
Tax Rate - Referendum Fund	0.1272	0.1204
Tax Rate - Debt Service Fund	0.2973	0.2463
Tax Rate - Retirement/Severance Bond Debt Service Fund	0.0858	0.0885
Tax Rate - Operations Fund	0.6081	0.5973
Tax Rate - Exempt Debt Service Fund	0.0378	0.0300

Payments in Excess of \$2,500 Made to Vendors
Calendar Year 2019

Vendor Name	Education Fund Amount	Operations Fund Amount	Total Amount
Internal Revenue Service	\$ 4,175,360.51	\$ 747,521.59	\$ 4,922,882.10
Indiana State Teachers' Retirement Fund	4,048,644.48	40,045.92	4,088,690.40
Public Employees Retirement Fund	1,145,675.51	1,306,347.27	2,452,022.78
Indiana Michigan Power		2,252,905.81	2,252,905.81
Midwest Transit Equipment Inc		1,251,745.28	1,251,745.28
Gibson Insurance Agency Inc	898.58	774,161.16	775,059.74
Tepe Sanitary Supply Co		675,963.75	675,963.75
Ceres Solutions Cooperative		632,668.91	632,668.91
ONB Benefits Administrations	325,940.34	253,473.80	579,414.14
Bashor Children's Home	497,061.34		497,061.34
CenterPoint Energy Svcs Inc		431,505.42	431,505.42
Schwartz Electric Inc		375,079.96	375,079.96
KB Mechanical Inc		332,111.46	332,111.46
Indiana HRA Plan	297,991.13	24,957.14	322,948.27
DRTY LLC		308,306.44	308,306.44
Advanced Imaging	33,384.09	262,520.05	295,904.14
Lattimer Lawn Care		279,962.50	279,962.50
CIGNA	236,565.72	36,487.03	273,052.75
Delta Dental Plan of Indiana	217,837.09	34,767.11	252,604.20
Northern In Public Sv		230,964.17	230,964.17
Datena Construction Inc		228,681.23	228,681.23
Two Cubed Solutions LLC		214,861.48	214,861.48
Beacon Health System		200,000.00	200,000.00
Low L L Assoc Inc		194,340.56	194,340.56
Network Solution Inc		184,460.23	184,460.23
City of Elkhart - Public Utilities		183,085.35	183,085.35
City Of Elkhart		179,953.80	179,953.80
Goshen Comm Schools	144,021.96	17,396.00	161,417.96
Transportation Sector		148,997.38	148,997.38
Cumberland Therapy Services	137,738.97		137,738.97
Follett School Solutions Inc	90,062.69	38,726.54	128,789.23
Pemberton Davis		120,893.00	120,893.00
Lee Company Inc		117,732.87	117,732.87
Himco Waste-Away Ser Inc		114,141.90	114,141.90
PowerSchool Group LLC		109,346.16	109,346.16
Power Brake &		106,065.82	106,065.82
U S Signal Company LLC		92,675.96	92,675.96
Premium Concrete Services Inc		89,946.58	89,946.58
C D W-G	1,327.37	82,155.02	83,482.39
Midland Engineering Co Inc		78,796.80	78,796.80
PresenceLearning Inc	75,845.62		75,845.62
Schindler Elevator Corp		75,807.20	75,807.20
Core Medical Group	74,551.92		74,551.92
Quinlan & Fabish Music Co	5,214.04	68,611.76	73,825.80
Frontier		73,291.71	73,291.71

Vendor Name	Education Fund Amount	Operations Fund Amount	Total Amount
Mid-City Supply Co Inc		71,998.16	71,998.16
Shafer Land Corporation		71,820.00	71,820.00
Educational Furniture		70,955.70	70,955.70
Shoff Security Sers Inc		65,392.31	65,392.31
Kendall Electric Inc		61,871.06	61,871.06
Leslie Coatings Inc		61,435.00	61,435.00
United States Postal Servic	34,620.24	24,695.19	59,315.43
School Specialty Inc	19,114.52	38,731.87	57,846.39
Zonar Systems		57,151.47	57,151.47
Pondurance LLC		56,619.00	56,619.00
Lars Rishaug Painting &		54,664.00	54,664.00
Monteith's Best-One-Goshen		53,853.58	53,853.58
Presidio Networked Solutions		52,502.53	52,502.53
Central Michigan Paper	78.40	52,262.98	52,341.38
Lochmandy Mtr Sales Inc		52,049.26	52,049.26
SUEZ WTS USA Inc		51,188.00	51,188.00
enFocus Inc		50,000.00	50,000.00
Constantine Flooring Center		47,600.92	47,600.92
Mackin Educational Resources	47,528.05		47,528.05
Long's Lock Shop		46,756.62	46,756.62
Griffen P & H Inc		45,537.01	45,537.01
Barnes & Thornburg LLP		45,478.76	45,478.76
Whiteford Kenworth		44,551.90	44,551.90
Auto Owners Insurance Co		44,301.00	44,301.00
Big B's Tree Service		43,055.00	43,055.00
Creative Financial Staffing		42,213.51	42,213.51
Elkhart County Election Board		41,023.72	41,023.72
Wa-Nee Community Schools	40,502.80	250.00	40,752.80
Elkhart Clinic LLC		38,871.00	38,871.00
Quill Corporation	32,520.12	5,785.45	38,305.57
Naviance Inc		35,909.54	35,909.54
Frontline Technologies		34,799.83	34,799.83
Granite Telecommunications LLC		33,881.24	33,881.24
Mc Allister Rick		30,772.57	30,772.57
Technology Contracting		29,633.21	29,633.21
Mecar Metal Inc		29,500.00	29,500.00
Camfil USA Inc		28,761.69	28,761.69
Standard For Success LLC		27,977.00	27,977.00
N J N Inc	7,980.00	19,970.00	27,950.00
Barnes & Noble Inc	27,703.06		27,703.06
Menards	2,569.57	24,866.35	27,435.92
Worthington Direct Holdings		26,847.81	26,847.81
Seesaw Learning Inc		26,100.00	26,100.00
Yoder Oil Company		25,698.89	25,698.89
AdvancED		25,200.00	25,200.00
Unity School Bus Parts		24,822.06	24,822.06

Vendor Name	Education Fund Amount	Operations Fund Amount	Total Amount
P & H Services	\$ 275.00	24,206.00	24,481.00
Wildman Business Group		24,348.11	24,348.11
Elkhart County Treasurer		23,917.50	23,917.50
Chupps Piano Service Inc		23,900.00	23,900.00
Bugsy's Elkhart		23,825.00	23,825.00
Demco Inc	12,984.87	10,674.00	23,658.87
BMO Harris Bank	7,556.95	15,516.69	23,073.64
Kerlin Bus Sales		23,036.84	23,036.84
Chase Industrial Controls		22,952.03	22,952.03
Electronic Strategies Inc		22,523.03	22,523.03
Superior Groundcover Inc		22,200.00	22,200.00
Schuell Fence Co		22,197.14	22,197.14
Selking International & N E A LLC	3,153.20	18,451.34	21,604.54
Hydronic & Steam Eq Co		21,585.66	21,585.66
Zendesk Inc		21,043.73	21,043.73
Wabash Electric Sup Inc		20,596.76	20,596.76
M S D Of Wabash County	20,559.66		20,559.66
North Side Service Center		20,364.17	20,364.17
5th Column LLC		20,350.00	20,350.00
Novak-Roberts Frances		20,100.00	20,100.00
Crossing National The Inc	19,234.91		19,234.91
Faronics Technologies		19,000.00	19,000.00
Dell Marketing L P		18,733.99	18,733.99
Vala Marketing LLC		18,000.00	18,000.00
Geers Forklift Service/Repair		17,928.23	17,928.23
Taylor Blackburn & Joy		17,839.19	17,839.19
Weber Psychoeducational Assmt	17,696.25		17,696.25
Bontrager Pools Inc		17,482.00	17,482.00
Lake City Bank	2,118.72	14,992.94	17,111.66
LeRoy's Collision Center Inc		16,579.65	16,579.65
Fox Fire Safety Inc		16,533.13	16,533.13
Crisis Prevention Institute	1,895.00	14,492.00	16,387.00
Ross Stephen C		16,297.83	16,297.83
Ridge Company		16,286.19	16,286.19
Verizon Wireless		16,107.16	16,107.16
Apple Inc	1,438.00	14,369.57	15,807.57
Elkhart Education Foundation		15,409.92	15,409.92
John Deere Financial	158.17	14,946.49	15,104.66
Grove Iverson C		15,100.00	15,100.00
School Nurse Supply Inc	14,750.97	308.25	15,059.22
Sunbelt Staffing	14,547.00		14,547.00
Damar Services Inc	14,509.05		14,509.05
Herrman & Goetz Inc		14,328.67	14,328.67
Elkhart General Hospital	1,240.00	13,000.00	14,240.00
Campagna Academy Inc	14,216.41		14,216.41

Vendor Name	Education Fund Amount	Operations Fund Amount	Total Amount
I D N H Hoffman Inc		13,832.69	13,832.69
BeyondTrust Corporation		13,770.90	13,770.90
Tucker John		13,648.67	13,648.67
SecureW2		13,190.00	13,190.00
Elkhart General Hospital Inc		13,000.00	13,000.00
Glass Doctor	73.03	12,492.82	12,565.85
Indiana School Boards Assoc		12,490.00	12,490.00
Indiana Assn Of Sch Principal	784.00	11,469.00	12,253.00
Custom Design Laminates Inc		12,094.00	12,094.00
A-One Signs & Graphics	79.80	11,999.26	12,079.06
University of Notre Dame	12,055.33		12,055.33
N 2 Y LLC	12,024.30		12,024.30
Grainger W W Inc		11,773.40	11,773.40
Howard Custom Enterprises Inc		11,675.00	11,675.00
Amazon Capital Services	4,720.20	6,899.64	11,619.84
Truck Centers Inc		11,616.39	11,616.39
Public Opinion Strategies LLC		11,500.00	11,500.00
CBIZ Valuation Group LLC		11,500.00	11,500.00
Van Eck Stacey	10,633.70		10,633.70
Lindstedt John L		10,391.57	10,391.57
Background Investigation		10,350.10	10,350.10
Shambaugh & Sons Inc		10,312.89	10,312.89
Hicks Stephen Alan		10,193.00	10,193.00
Fleetsoft LLC		10,019.15	10,019.15
Markel Insurance Company		10,000.00	10,000.00
Welch Packaging Group Inc		9,821.60	9,821.60
Carolina Biological	9,817.14		9,817.14
Burton's Laundry		9,716.75	9,716.75
Vex Robotics Inc	9,690.66		9,690.66
Kimball Midwest		9,659.24	9,659.24
Hawkins Water Tech Inc		9,402.84	9,402.84
Adtech Systems Inc		9,300.00	9,300.00
Lewandowski Emily M	9,153.01		9,153.01
DISA Global Solutions INC		9,140.14	9,140.14
Leisure Pools & Spas Co		9,057.06	9,057.06
Wilson Print & Graphics	6,571.00	2,430.50	9,001.50
Blick Dick Co	8,995.26		8,995.26
Data Recognition Corporation	8,860.00		8,860.00
Abes Plumbing Company Inc		8,721.40	8,721.40
Humanex Ventures LLC		8,427.00	8,427.00
Bristol Municipal		8,399.38	8,399.38
LinkedIn Corp		8,387.50	8,387.50
Voice Data Systems LLC		8,124.78	8,124.78
Greater Elkhart Chamber	35.00	7,967.40	8,002.40
Best Sweeping Spec Inc		7,992.00	7,992.00
Center for Community Justice		7,925.00	7,925.00

Vendor Name	Education Fund Amount	Operations Fund Amount	Total Amount
Rollie Williams Paint		7,901.79	7,901.79
Heritage Crystal Clean Inc		7,869.30	7,869.30
Techworks Inc		7,578.00	7,578.00
4 T Door Systems Inc		7,493.88	7,493.88
UniFirst Corporation Loc 099		7,381.20	7,381.20
Jostens Inc	7,217.66		7,217.66
Quadient		7,177.21	7,177.21
School Health Corporation	7,101.54		7,101.54
Johnson Controls		7,005.48	7,005.48
186 Elkhart Truth		6,827.50	6,827.50
MapleNet Wireless		6,800.00	6,800.00
Nasco	6,771.09		6,771.09
Plymouth Comm School	6,413.17		6,413.17
Randall Industries		6,400.00	6,400.00
Sonova USA Inc	6,246.98		6,246.98
Hostetler Lawn &		6,000.00	6,000.00
Project Lead the Way	5,980.00		5,980.00

Statement of Indebtedness
Calendar Year 2019

Indebtedness	Principal Outstanding
Temporary Loans	
School Bonds	
Emergency Loans	
School Bus Loans	
Holding Company - Public and Private	\$ 54,032,875.00
Veterans' Memorial Loans	
Common School Loans	7,046,354.14
Indiana Bond Bank/Anticipated Notes	
Retirement/Severance Bond Debt	20,490,000.00
Bank Loans or DLGF Approved Debt	
Qualified School Construction Bonds (ARRA)	
Qualified Zone Academy Bonds (ARRA)	
TOTAL	\$ 81,569,229.14
Outstanding Encumbrances - All Funds (Include purchase orders, vendor contracts, letters of commitment, leases)	\$ 2,698,440.79

Medical Plan Experience

June 2020

	<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	\$ 581,039	\$ 442,377	\$ 138,662	\$ 2,918,576	\$ 3,285,164	\$ (366,588)	
UMR Rx	\$ 184,464	\$ 168,267	\$ 16,197	\$ 936,510	\$ 748,515	\$ 187,995	
Rx Rebate	\$ (117,147)	\$ (98,296)	\$ (18,851)	\$ (243,116)	\$ (190,740)	\$ (52,376)	
Less Amt Above Stop Loss	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Claim Cost Total	\$ 648,356	\$ 512,348	\$ 136,008	\$ 3,611,970	\$ 3,842,939	\$ (230,969)	
Expected Claim Cost	\$ 877,317	\$ 904,221	\$ (26,904)	\$ 5,223,993	\$ 5,416,565	\$ (192,572)	
Claims vs. Expected	\$ (228,961)	\$ (391,873)		\$ (1,612,023)	\$ (1,573,626)		
Non Claim Costs (administration, clinic, pharmacy, stop-loss)	\$ 186,657	\$ 214,392	\$ (27,735)	\$ 1,163,664	\$ 1,298,851	\$ (135,187)	
Total Cost (Claim + Non-claim)	\$ 835,013	\$ 726,740		\$ 4,775,634	\$ 5,141,790		
Enrollment	1,041	1,032		6,225	6,182		
Cost Per Employee Per Month (PEPM)	\$ 802.13	\$ 704.21		\$ 767.17	\$ 831.74	-7.8%	
Paid Claims Per Employee				\$ 580.24	\$ 621.63	-6.7%	



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

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

FROM: KEVIN SCOTT

DATE: JULY 28, 2020

RE: PREMIUM HOLIDAY

As a result of improved Insurance Fund cash balance, the business office recommends Board approval of providing a one-time premium holiday for all staff currently participating on the ECS benefits plan. The payroll date this will occur if approved is September 18th, 2020.