

AGENDA FOR  
BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING

Elkhart Community Schools  
Elkhart, Indiana

March 10, 2020

CALENDAR

Mar	10	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Mar	10	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Mar	10	immediately following	Executive Session, J.C. Rice Educational Services Center
Mar	24	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Mar	24	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center

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- A. CALL TO ORDER
- B. THE ELKHART PROMISE
- C. INVITATION TO SPEAK PROTOCOL
- D. SUPERINTENDENT'S STUDENT ADVISORY COUNCIL REPRESENTATIVES  
Memorial High School  
Central High School

- E. SPECIAL PRESENTATION  
Elkhart High School Fight Song

STUDENT RECOGNITION  
Elkhart Area Career Center – Agricultural Program

- F. MINUTES  
February 25, 2020 – Public Work Session  
February 25, 2020 – Regular Board Meeting  
February 28, 2020 – Public Work Session/Retreat

- G. TREASURER'S REPORT

Consideration of Claims

Gift Acceptance - The administration recommends Board acceptance with appreciation of recent donations made to Elkhart Community Schools.

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

Bus Purchase – The Business Offices requests authorization to purchases busses through the State Bid List purchasing program.

Energy Program Progress Report

H. OLD BUSINESS

Elkhart High School Fight Song Lyrics – The administration requests Board approval of the Elkhart High School fight song lyrics.

Equity Plan – The administration requests approval of the Equity Plan.

Administrative Regulation GDBA-10 –Miscellaneous Positions Pay Scale - The administration presents proposed revisions to Administrative Regulation GDBA-10 –Miscellaneous Positions Pay Scale, as presented at the February 25<sup>th</sup> regular meeting.

Board Policy 3421.01A – Professional Staff Contracts and Compensation (Administrators). The administration presents Board Policy 3421.01A – Professional Staff Contracts and Compensation (Administrators) as amended subsequent to the initial presentation at the December 17, 2019 regular meeting.

I. NEW BUSINESS

Administrative Regulation JEA-1 –Kindergarten Early Entrance Procedure and Application Form - The administration presents proposed revisions to Administrative Regulation JEA-1 –Kindergarten Early Entrance Procedure and Application Form, for review.

Grant Submissions – The administration seeks Board approval for the submission of grants as recommended by the administration.

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

J. PERSONNEL

Conference Leave Requests

Certified and Classified Staff - See the report and recommendations of the administration.

K. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

L. ADJOURNMENT

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

Elkhart Community Schools  
Elkhart, Indiana

February 25, 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:	Brad Sheppard Steven Thalheimer
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Superintendent Thalheimer reviewed the following agenda items: State Board of Education Residency grant; equity plan; mascot; and the recent State and Federal accountability. The Board was also presented information on the status teacher placement for Elkhart High School.

Topics Discussed

The meeting adjourned at approximately 6:50 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  
February 25, 2020

J.C. Rice Educational Services Center, 2720 California Road, Elkhart – at 7:00 p.m.

Place/Time

Board Members Present:	Kellie L. Mullins Carolyn R. Morris Roscoe L. Enfield, Jr.	Babette S. Boling Susan C. Daiber Rodney J. Dale Douglas K. Weaver
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Roll Call

President Kellie Mullins called the regular meeting of the Board of School Trustees to order.

Call to Order

Secretary, Rocky Enfield, recited the Elkhart Promise.

The Elkhart Promise

Mrs. Mullins discussed the invitation to speak protocol.

Superintendent's Student Advisory Council (SSAC) representatives Madison Axsom, a sophomore from Memorial High School (MHS) and Rhea Kunder, a junior from Central High School (CHS) introduced themselves. Ms. Axsom reported winter sports are ending their regular season and sectionals have begun. Two wrestlers extended their season past sectionals: senior Kamden Goering participated in regional and semi state, and junior Clayton Lunday was a runner-up at semi state and a state participant. Ms. Axsom invited everyone to attend the Winter Sports Awards program on March 25<sup>th</sup>. The topic for this year's African American History and Current Issues Oratory Contest is 'the importance of education' on Wednesday evening. Jobs for America's Graduates students collected 12 awards at the regional competition and will move on to state. Also, 15 students received their Academic Letter of Excellence; 50 music students have moved on to state ISSMA; and Ben Rutledge and Elizabeth Weimer both received outstanding soloist awards at the Ft. Wayne North Side jazz festival. Ms. Kunder reported nine students were presented Scholastic Art Awards for 15 projects; 99 music students performed solos and 390 students performed in an ensemble at the ISSMA Solo & Ensemble Festival. In athletics, girls' basketball coach Will Coatie has been named the Northern Indiana Conference Coach of the Year, after the Blazers finished 10-2, coming in second in the conference. Freshman Makaya Porter was named to the all-conference first team and Yeisha Williams was named to the all-conference second team. Central is hosting the boys' basketball sectional next week.

Superintendent's Student Advisory Council

A unit mission briefing was presented by the Air Force JROTC. Major Jeffrey Dorman introduced the presenters, C/Lt Col Sirene Perez and C/Major Hannah Goldsborough. The PowerPoint presentation highlighted the following areas: unit goals and measurements, health and wellness, community service, co-curricular activities, cadets in action, raiders state competition, and the military ball.

Special  
Presentation

The proposed lyrics to the Elkhart High School fight song were presented. Dan Burton, band director at Central and Pierre Moran, discussed the combination of lyrics written by Emily Anderson, Babette Boling, Bryan Golden, Lauren Golden, Cleo Kirkton, Myla McMullen and Savannah Tully.

Special  
Presentation

By unanimous action, the Board approved the following minutes:  
February 11, 2020 – Regular Board Meeting

Approval of  
Minutes

By unanimous action, the Board approved payment of claims totaling \$5,797,170.08 as shown on the February 25, 2020, claims listing. (Codified File 1920-99)

Payment of  
Claims

By unanimous action, the Board accepted with appreciation the following donations made to Elkhart Community Schools (ECS): a 45-kilowatt Onan generator from Arden and Caroline Withers (donor valued at \$5,000) for the Diesel Technology program at the EACC; and food and baked goods from Acapulco Bakery (donor valued at \$269) to Woodland for their culture night.

Gift Acceptance

The Board received a financial report from Kevin Scott, chief financial officer, for the period January 1 – January 31, 2020, and found it to be in order.

Financial Report

By unanimous action, the Board approved proposed school fundraisers in accordance with Board policy. The funds raised through the listed activities are deposited into each school's extra-curricular fund. In response to Board inquiry, Mr. Scott noted the contents of the slushies meet food requirements (Codified File 1920-100)

Fundraisers

Mr. Scott stated 2020 is off to a good start with claims lower than same point last year.

Monthly  
Insurance  
Report

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

Administrative  
Regulation  
GDBA-10

The Board was presented two (2) new course offerings for the EACC: Health Science Education II: Special Topics – Athletic Training (5286); and Fire and Rescue II (5826) for the 2020-2021 school year. (Codified File 1920-101)

New Course  
Offerings

By a vote of 6 to 1 (Daiber voting nay), the Board separated the administration's original request to approve the proposed mascot and the proposed lyrics to the Elkhart High School fight song.

Elkhart High School Mascot and Fight Song Lyrics

By unanimous action, the Board approved the recommended mascot for Elkhart High School.

Elkhart High School Mascot

By a vote of 6 to 1 (Daiber voting nay), the Board tabled for two weeks the administration's request for approval of the proposed lyrics to the Elkhart High School fight song.

Elkhart High School Fight Song Lyrics

The Equity Plan was presented for initial review. Members of the planning team: Superintendent Thalheimer, Kerry Mullet, Brad Sheppard, Dieter Owens, Luis Alvarez, Amy DeBeck, Tony England and Sarita Stevens presented the district core beliefs and the following goals and objectives: Goal No. 1 – Reduce the percentage of African-American students receiving the graduation waiver and more those students to a traditional graduation pathway – Objective: decrease 7% by the end of 2020-2021 school year; Goal No. 2 – Increase administrator/leader efficacy in demonstrating and advocating for equitable practices through increased leader training – Objective: All administrators successfully complete a multi-tier administrator academy for current administrators, the orientation of new administrators, or aspiring administrators. Goal No. 3 – Increase the percentage of African-American, Latinx, or underrepresented populations with educators and/or administrators by 2022-2023 – Objective: Increase underrepresented educators and administrators by at least 5% by 2022-2023.

Equity Plan

Wes Molyneaux, director of technology integration, presented a 1:1 status update. Mr. Molyneaux started by sharing the World Economic Forums top ten skills employers are looking for in new hires. He shared that in 2015 critical thinking and creativity were #4 and #10 but in 2020 moved to #2 and #3. Mr. Molyneaux provided the historical timeline for iPads distribution to the buildings. He then discussed some of the biggest challenges facing the 1:1 program, including teachers still seeing the iPad and technology as a whole as "just one more thing". More instruction is needed to help teachers and building leaders see the connection between, iPads, SIOP, Trauma Informed Care, and their work within their PLC teams.

1:1 Update

Mr. Molyneaux presented two videos showing the following tools in action. Look for usages of the camera to capture student learning, students using Clips and iMovie to create videos, GarageBand to create podcasts, Pages to create books and Keynote to create animated Gifs. Also, how the iPads built in accessibility tools are being used by many of teachers to improve learning for all students and how quick access to the internet and Google tools allow students to research and collaborate on projects.

By unanimous action, the Board accepted the Spring extracurricular grants awarded to Elkhart Community Schools from the Elkhart Education Foundation (EEF) for Memorial, Central, Daly, Elkhart High School, and Pierre Moran. Ashley Molyneaux, executive director of EEF, presented six grants totaling \$14,156. (Codified File 1920-102)

Grant  
Acceptance

By unanimous action, the Board approved the submission of the following grants: Professional Education grant to Indiana Youth Institute for \$750; Next Level Programs of Study Planning grant to the Indiana Governor's Workforce Cabinet from EACC and Ag Program for \$5,000 each; TCU grant to Teacher's Credit Union from Daly for \$1,500; Arby's Foundation grant to Heartland Beef, Inc. from Future Farmers of America and EACC for \$500 each; and Teacher Residency Planning grant to State of Indiana Commission for Higher Education for \$1,000 from the District.. (Codified File 1920-103)

Grant  
Submission

By unanimous action, the Board approved the following overnight trip requests: Central wrestling team members to travel to Fort Wayne, IN on February 17-18 to compete at semi-state; Central Key Club to travel to Indianapolis February 28 – March 1 to attend a Key Club Convention; three Central and four Memorial JAG students to travel to Indianapolis on March 12-13 to compete at the JAG State Career Development Conference; and 10 EACC student to travel to Cleveland, OH on March 13-15 to compete at Hot Rodders Regional competition.

Overnight Trip  
Requests

By unanimous action, the Board approved conference leave requests in accordance with Board policy for staff members as recommended by the administration on the February 25, 2020 listings. (Codified File 1920-104)

Conference  
Leave Requests

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

Personnel  
Report

An administrative transfer for Helenia Robinson to Assistant Principal at Roosevelt.

Administrative  
Appointment

Employment of the following four (4) certified staff members for the 2019-2020 school year, effective on dates indicated:

Certified  
Employment

Juan Carlos Alarcon - music at Roosevelt, 2/11/20

Rick Ankney - mathematics at Pierre Moran, 2/13/20

Haley Hartle - interventions at Hawthorne, 2/13/20

Brooke Patterson - kindergarten at Beardsley, 2/24/20

Retirement of certified staff member Mary Genovese, grade 1 at Eastwood, with 16 years of service.

Certified  
Retirement

<p>Resignation of the following three (3) certified staff members on dates indicated:  Erik-John Fuhrer - language arts at Central, 2/13/20  Kirsten Hawn - art at Woodland, 6/3/20  Jessica Schibley - science at Central, 2/28/20</p>	<p>Certified Resignations</p>
<p>Maternity leave for the following two (2) certified staff members, on dates indicated:  Kristine Haithcox - grade 3 at Bristol, beginning 4/1/20 and ending 4/3/20  Kerry Leader - language arts at Memorial, beginning 3/10/20 and ending 3/27/20.</p>	<p>Certified Leave</p>
<p>Employment of the following four (4) classified employees having successfully completed their probationary period on dates indicated:  Tiffany Bice - food service at Memorial, 2/25/20  Shondalin Gates - food service at North Side, 2/14/20  Mary Hayford - secretary at ESC, 2/17/20  Candace Vazquez - bus driver at Transportation, 2/21/20</p>	<p>Classified Employment</p>
<p>Resignation of the following two (2) classified employees effective on dates indicated:  Laurie Crawford - secretary at Memorial, 3/4/20  Heather Perry - food service at Kent Street, 2/28/20</p>	<p>Classified Resignations</p>
<p>Leave for the following three (3) classified employees on dates indicated:  Estrella Diaz - secretary at West Side, beginning 5/1/20 and ending 6/3/20  Floyd Meherg - bus helper at Transportation, beginning 2/11/20 and ending 6/3/20  Jasmine Sandoval - bus helper at Transportation, beginning 3/25/20 and ending 4/17/20</p>	<p>Classified Leave</p>
<p>Termination of the following two (2) classified employees under Board Policy 3139.91S, on dates indicated:  Tina Allen - food service at North Side, 2/18/20  Demia Johnson - food service at West Side, 2/5/20</p>	<p>Classified Terminations</p>
<p>An audience member spoke regarding need for tutoring and support for youth.</p>	<p>From the Audience</p>
<p>Superintendent Thalheimer announced two schools, Pierre Moran and Mary Beck, have been removed from comprehensive school and improvement status, three other schools, Beardsley, Hawthorne and Roosevelt remain in CSI status however are held harmless for this year's scores. Dr. Thalheimer and Beth Williams, director of federal programs, visited both Pierre Moran and Mary Beck to present the news.</p>	<p>From the Superintendent</p>



Board vice president, Carolyn Morris, commented on attending her first military ball including the POW/MIA ceremony, toasts, etc.

From the Board

Board member Doug Weaver also comment on the success of the military ball and thanked the generous sponsors for making it possible.

From the Board

The meeting adjourned at approximately 8:50 p.m.

Adjournment

APPROVED:

Signatures

\_\_\_\_\_  
Kellie L. Mullins, President

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Carolyn R. Morris, Vice President

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Roscoe L. Enfield, Jr., Secretary

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Babette S. Boling, Member

\_\_\_\_\_  
Susan C. Daiber, Member

\_\_\_\_\_  
Rodney J. Dale, Member

\_\_\_\_\_  
Douglas K. Weaver, Member

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

Elkhart Community Schools  
Elkhart, Indiana

February 28, 2020

Elkhart Area Career Center, 2424 California Road, Elkhart – at 9:00 a.m.

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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ECS Personnel Present:	Jon Chevalier Tony England Tony Gianesi	Jason Inman Steven Thalheimer Doug Thorne
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The Board was presented an update on the Department of Exceptional Learners by Tony England, Assistant Superintendent of Exceptional Learners; and an overview on bell schedule and start/end times by Jon Chevalier, Director of Transportation and Tony Gianesi, Chief Operating Officer. The Board also discussed establishing a consent agenda for Board meetings, administrator compensation, the organizational chart, and recruitment.

The meeting adjourned at approximately 12:00 p.m.

APPROVED:

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Kellie L. Mullins, President

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Babette S. Boling, Member

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Carolyn R. Morris, Vice President

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Susan C. Daiber, Member

\_\_\_\_\_  
Roscoe L. Enfield, Jr., Secretary

\_\_\_\_\_  
Rodney J. Dale, Member

\_\_\_\_\_  
Douglas K. Weaver, Member

Place/Time

Roll Call

Topics Discussed

Adjournment

Signatures



**MARY DALY ELEMENTARY SCHOOL**

1735 STRONG AVENUE • ELKHART, IN 46514

PHONE: 574-295-4870



**ELKHART COMMUNITY SCHOOLS**

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: 3/2/2020

TO: Dr. Steve Thalheimer  
Board of School Trustees

FROM: Josh Nice

RE: Gift Acceptance

Mary Daly has received a donation from the following business for the 13<sup>th</sup> Annual Mary Daly Dash, These monies will be used to fund student activities.

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:

- The Benevity Community Impact Fund (Kohl's), PO Box 1010, Safety Harbor FL 34695 – \$1,000.00



**MARY DALY ELEMENTARY SCHOOL**  
1735 STRONG AVENUE • ELKHART, IN 46514  
PHONE: 574-295-4870



**ELKHART COMMUNITY SCHOOLS**  
J.C. RICE EDUCATIONAL SERVICES CENTER  
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- Gregory A Robbins, DDS, MSD, PC Pediatric Dentistry, 4420 E Bristol St, Elkhart 46514 \$250



**MARY DALY ELEMENTARY SCHOOL**

1735 STRONG AVENUE • ELKHART, IN 46514

PHONE: 574-295-4870



**ELKHART COMMUNITY SCHOOLS**

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- Wings Etc, Attn: James Weaver, 105 County Road 6 West, Elkhart 46514 - \$250.00



**MARY DALY ELEMENTARY SCHOOL**

1735 STRONG AVENUE • ELKHART, IN 46514

PHONE: 574-295-4870



**ELKHART COMMUNITY SCHOOLS**

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: 2/24/20

TO: Dr. Steve Thalheimer  
Board of School Trustees

FROM: Josh Nice

RE: Gift Acceptance

Mary Daly has received a donations from the following businesses for the 13<sup>th</sup> Annual Mary Daly Dash, These monies will be used to fund student activities.

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:

- Reschcor, 2123 Blakesley Pkwy, Bristol 46507 - \$250
- Hoosier Crane Service Company, 3500 Charlotte Ave, Elkhart 46517 - \$500
- Global Composites, 58190 CR 3 South, Elkhart 46517 - \$100



**MARY DALY ELEMENTARY SCHOOL**

1735 STRONG AVENUE • ELKHART, IN 46514  
PHONE: 574-295-4870



**ELKHART COMMUNITY SCHOOLS**

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

DATE: 2/21/20

TO: Dr. Steve Thalheimer  
Board of School Trustees

FROM: Josh Nice

RE: Gift Acceptance

Mary Daly has received a donations from the following businesses for the 13<sup>th</sup> Annual Mary Daly Dash, These monies will be used to fund student activities.

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:

- Hopman Jewelers, 100 N Main St, Elkhart 46516 – \$50.00
- Tire Reclaimers, 1301 Fairfax Dr, South Bend 46614 – \$250.00
- Crystal Valley Sales, Inc., 5100 Bullard Road, Elkhart, 46516 - \$250.00
- Hartzler-Gutermuth-Inman, 403 W Franklin St, Elkhart 46516 – \$100.00
- Griffen P & H, 2310 Toledo Road, Elkhart 46516 – \$500.00
- Natural Health Family Chiropractic, 626 E Bristol, Elkhart 46514 – \$250.00



ELKHART AREA CAREER CENTER

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

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

**FROM: BRANDON EAKINS** *BE*

**DATE: FEBRUARY 27, 2020**

**RE: DONATION APPROVAL - EACC**

Harrison Management Corporation has donated a 2007 Kenworth Semi Truck, VIN #ZXKDDT9X97M183214 with an owner estimated value of \$3,000.00. This vehicle will be used in our Diesel Technology Services class.

Through your contribution, students in the Diesel Technology Services class will benefit from the generosity you have extended. The model that you have set for students will encourage them to give back to their community in the future. That gift is priceless.

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:

Harrison Management Corporation  
PO Box 3129  
South Bend, IN 46619





**SUPERINTENDENT'S OFFICE**

PHONE: 574-262-5526



**ELKHART COMMUNITY SCHOOLS**

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

DATE: February 28, 2020  
TO: Dr. Steven Thalheimer  
Board of School Trustees  
FROM: Susan Ott  
RE: Donation Approval

Bob and Amy Martin have made a donation in the amount \$125,000.00 to Elkhart Community Schools for renovations to Rice Field and North Side Gym.

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

Bob & Amy Martin  
15933 CFR 129  
Bristol IN 46507

March 10 2020, Meeting of Board of School Trustees

School/Organiz ation	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
Eastwood	Students will be asked to sell boxes of chocolate to family and friends. Proceeds will be used to pay for the Eastwood Learning Garden. If there is any left, it will go towards a new playground.	9/6/2020 - 9/23/2020	2/20/2020	Kim Haas
Eastwood	Eastwood will host a penny war where students will bring in change to put into their classroom bucket. The proceeds will help pay for the Eastwood Learning Garden	3/9/2020 - 3/13/2020	2/20/2020	Kim Haas
Central - Choirs	Sale of food and non-food items from a brochure; all payments collected at time of order. The purpose is to help with choir expenses (robe fees, etc) as well as student entries for ISSMA solo/ensemble festival trips to Chicago.	10/16/2020 - 11/2/2020	2/5/2020	William Niederer
West Side	Run-A-Thon; kids will receive an amount pledge per lap they run or a flat rate donation. Funds will be used to help cover the cost of warm-ups.	3/24/2020 - 4/3/2020	2/24/2020	Derrick Thomas
West Side	Collecting socks for Faith Mission and school supplies for the Elkhart Education Foundation. Funds will be collected for tshirts and school supplies.	3/1/2020 - 4/3/2020	2/25/2020	Sarah Smith
Central, Memorial, Pierre Moran, North Side and West Side - Orchestra	All ECS 8th-12th graders will sell popcorn and chocolate to raise money for music uniforms for FanFest.	4/13/2020 - 4/27/2020	2/26/2020	Kyle Weirich
Pierre Moran - 7th & 8th grade End of the Year Trip	Nelson's Fundraiser at 101 E. Hively, Palmer State Farm Ins. Funds will be used to offset student costs of the trip.	5/16/2020	2/27/2020	Anthony Venable
Pierre Moran - 7th & 8th grade End of the Year Trip	Nelson's Fundraiser at 101 E. Hively, Palmer State Farm Ins. Funds will be used to offset student costs of the trip.	3/28/2020	2/27/2020	Anthony Venable
	<b>Please note the following fundraisers are presented for confirmation only.</b>			
Memorial - Unified Track	Online apparel store. Items are being sold at cost and no money is made.	2/20/2020 - 3/4/2020	2/21/2020	Todd Sheely



**BUSINESS OFFICE**

PHONE: 574-262-5563

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**ELKHART COMMUNITY SCHOOLS**

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

Date: March 5, 2020

To: Board of School Trustees

From: Anthony J. Giansi

RE: Recommendation for Award: 2020 School Bus Bid

The Business Office recommends award of the 2020 School Bus Bid as outlined in the attached documentation.

Anthony J. Giansi

Chief Operating Officer

encl

March 5, 2020

Mr. Tony Gianesi  
Chief Operating Officer  
Elkhart Community Schools  
2720 California Road  
Elkhart, Indiana  
46514

Re: 2020 CIESC School Bus Bids

Dear Mr. Gianesi,

Listed Below you will find my recommendations for awarding of the 2020 School Bus Bids.

The State Cooperative Purchasing web site was used to establish our minimum specifications for the bus bid. The most responsive bidder meeting Elkhart Community Schools' specifications is IC/Collins.

I recommend that Elkhart Community Schools, Elkhart Indiana, purchase thirteen (13) new buses in 2020 for a total cost of \$ 1,427,097.00. The total cost incorporates the trade-in value of \$79,000, for thirteen (13) school buses.

The breakdown of the specific buses follow:

**2020 Fall Bid**

Bus Type	Bid Spec #	Qty Ordered	Unit Price	Sub Total
84 Pass Body, Transit, Colorado Spec.	34503	1	\$ 135,456.00	\$ 135,456.00
84 Pass, Transit	34521	2	\$ 126,787.00	\$ 253,574.00
78 Pass, Conventional	34158	7	\$ 98,599.00	\$ 690,193.00
72 Pass, Wheelchair, Lift Bus	34520	3	\$ 115,958.00	\$ 347,874.00
			<b>Grand Total</b>	<b>\$ 1,427,097.00</b>

Attached, please find a schedule of all responses to the aforementioned bid prepared by the Department of Student Transportation. (The total cost does not include the purchase and installation of Zonar GPS units in this recommendation).

Sincerely,

Jon Chevalier  
Director, Department of Student Transportation  
Elkhart Community Schools

# Elkhart Community Schools Energy Program Progress Report

9/2009–12/2019

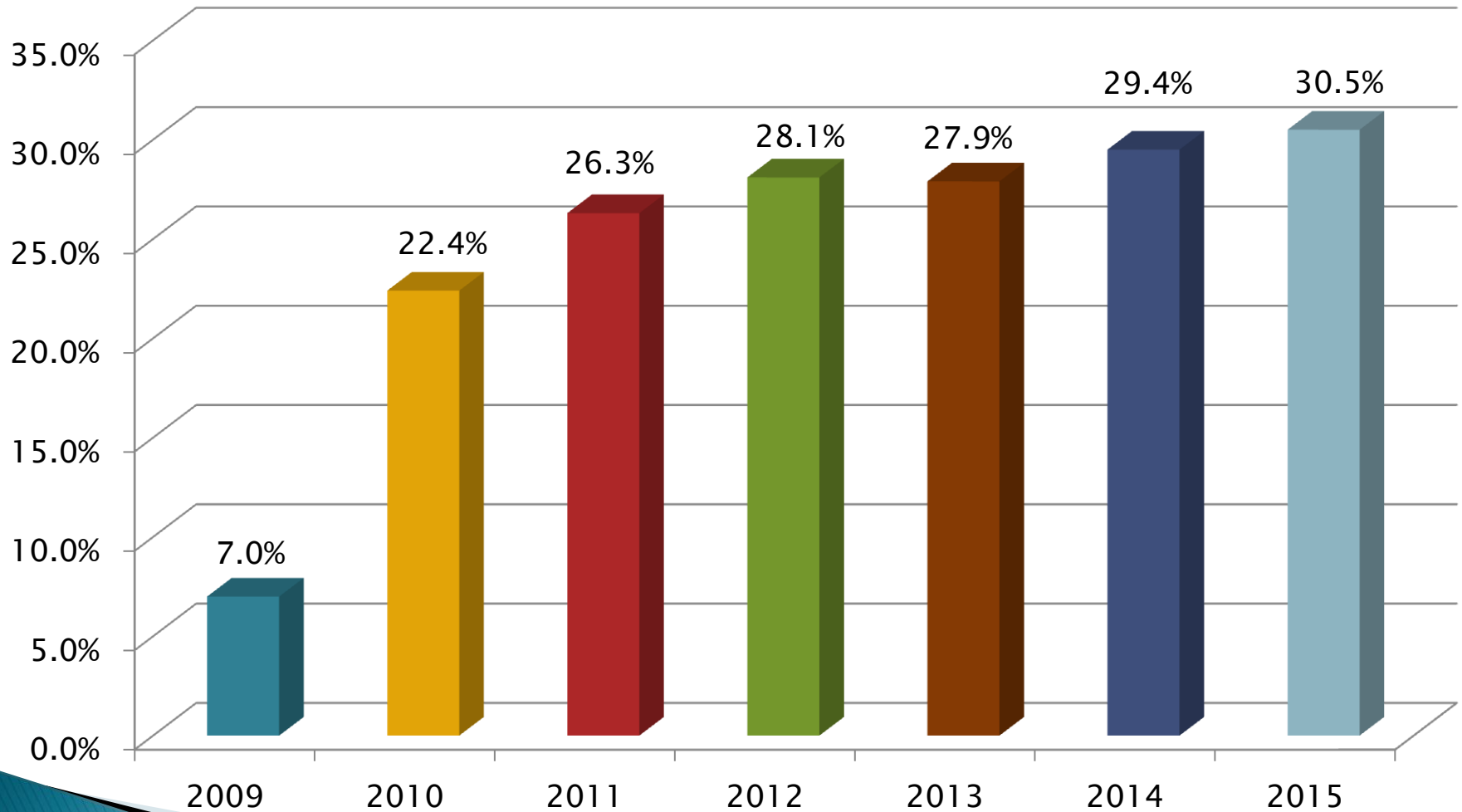


**ELKHART**  
COMMUNITY SCHOOLS

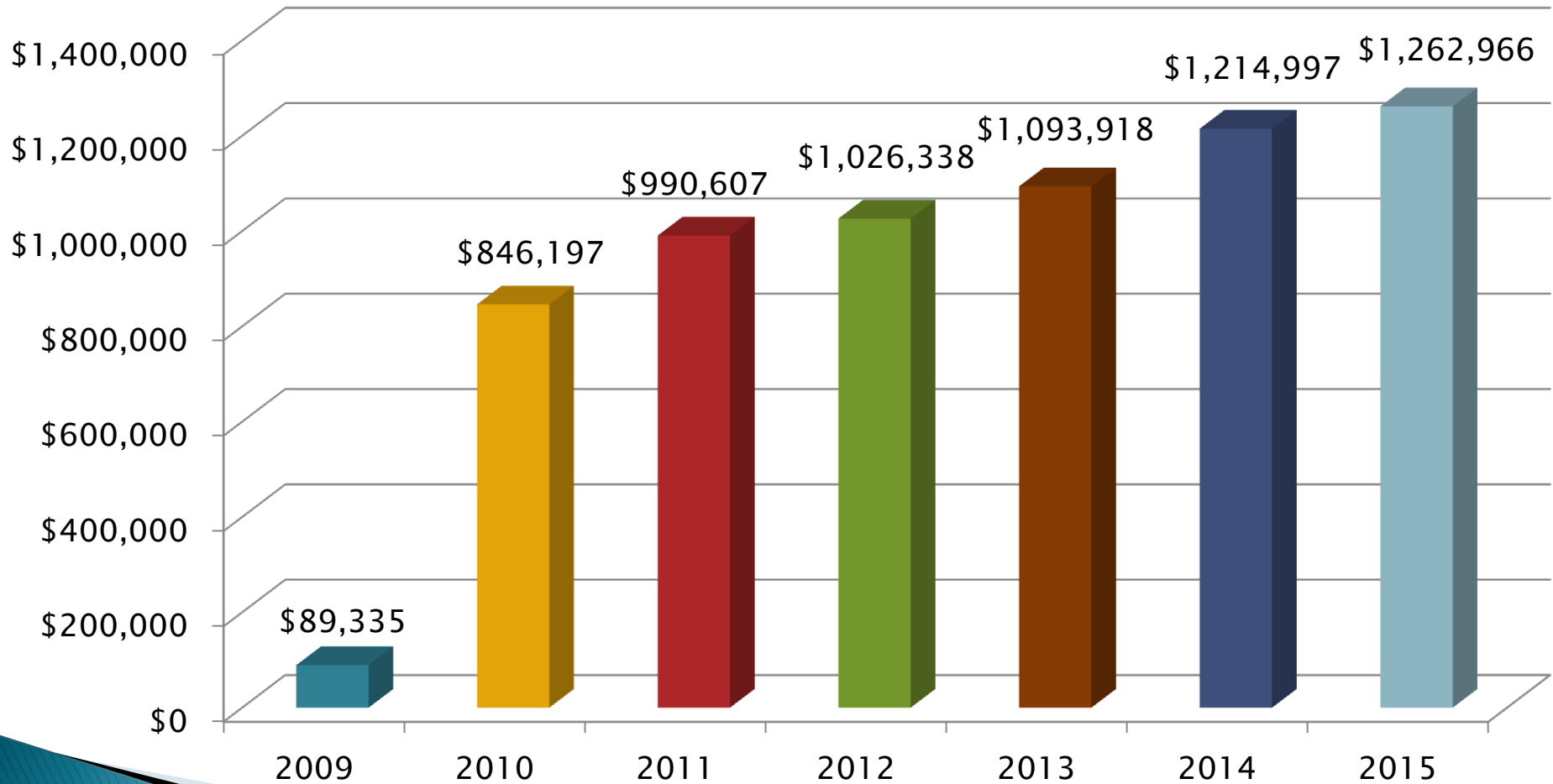
**Cenergistic™**

The Energy Conservation Company

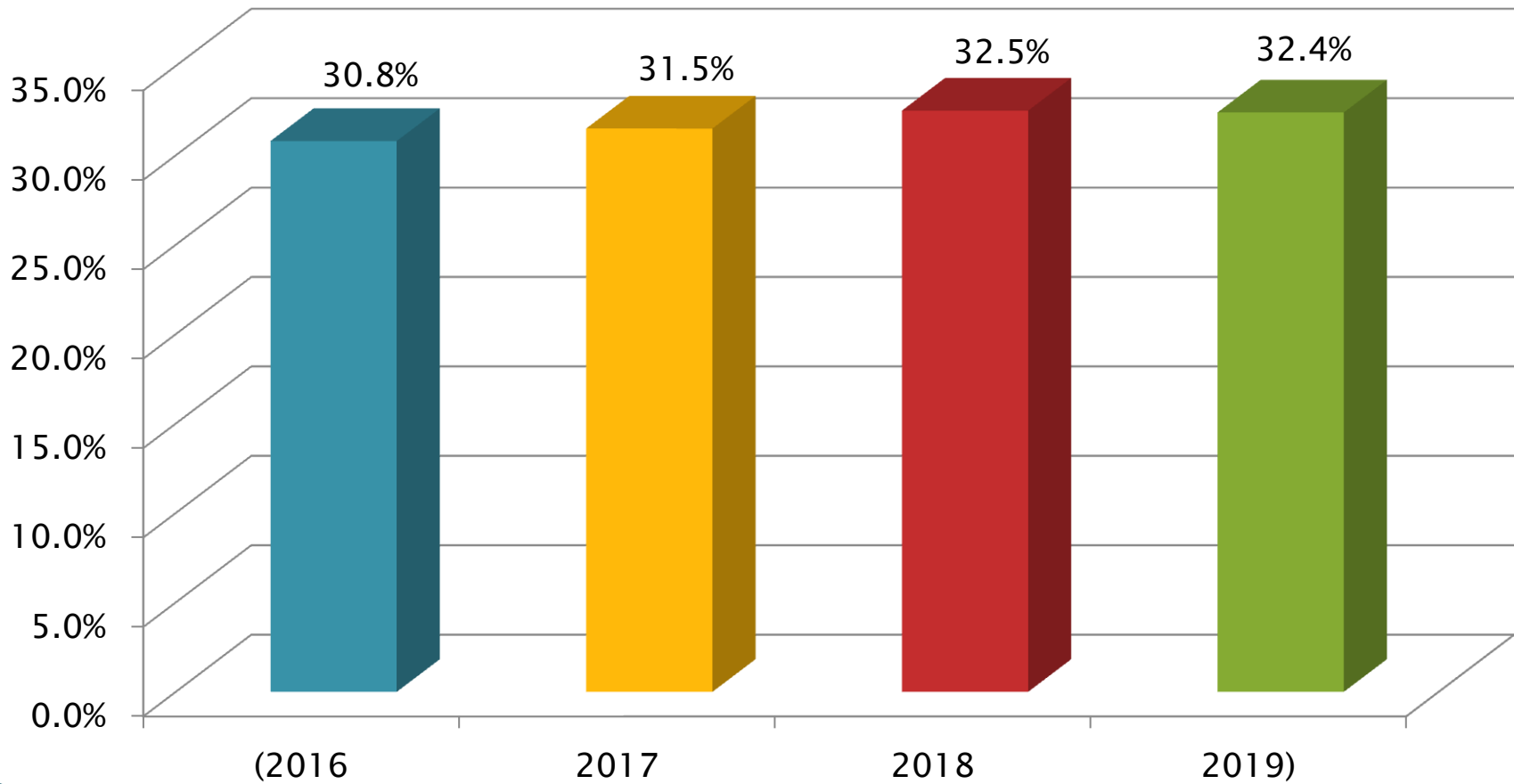
# Cost Avoidance 9/2009-12/2015



# Cost Avoidance Yearly Trend

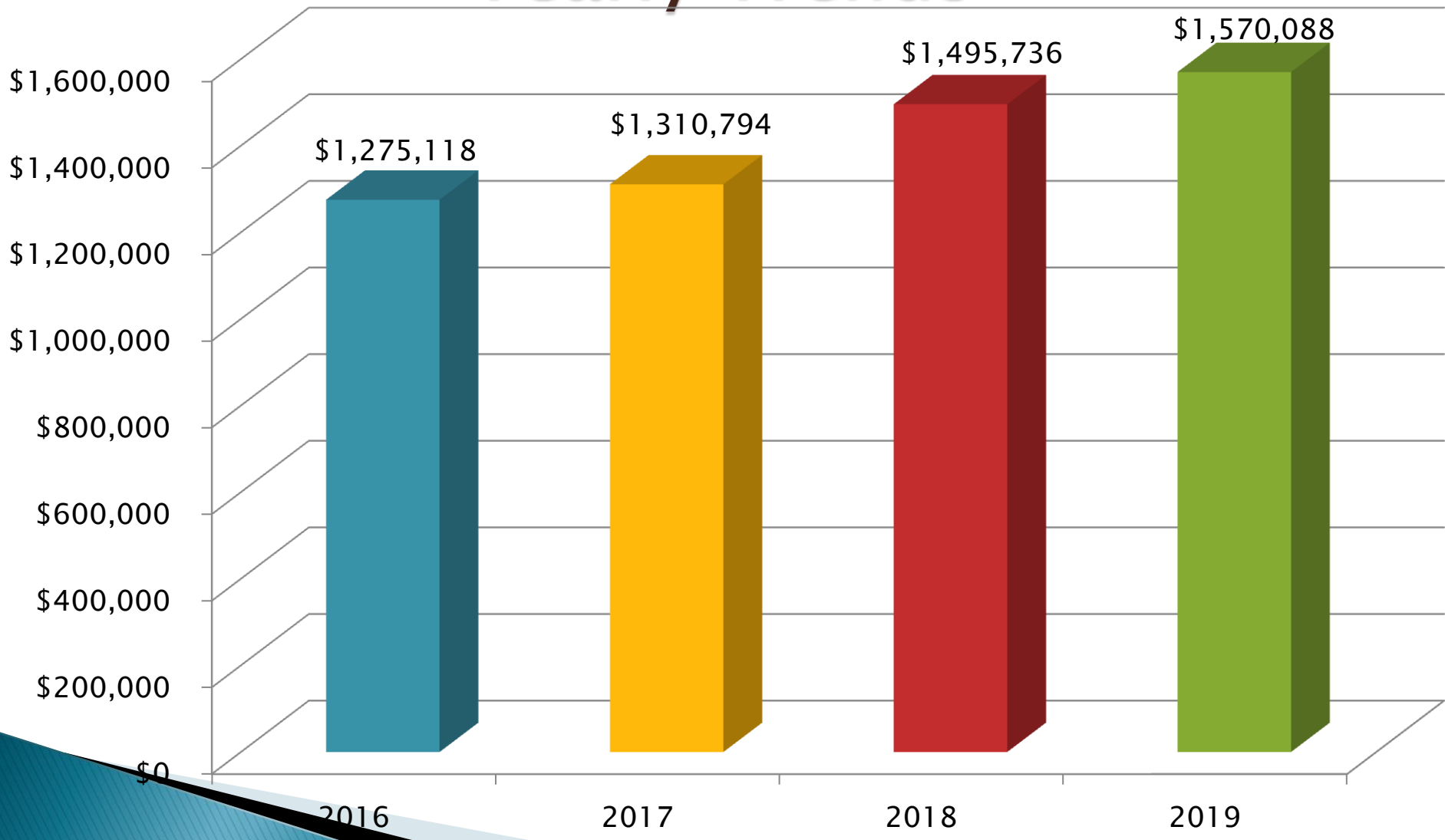


# Cost Avoidance 1 / 2016-12 / 2019





# Cost Avoidance Yearly Trends



# 2009-19 Cost/Avoidance Summary

	<b>Cost %</b>	<b>Total Savings \$</b>
○ <b>Electric</b>	29.4	<b>8,608,550</b>
○ <b>Natural Gas</b>	26.7	<b>2,715,993</b>
○ <b>Water</b>	1.9	<b>3,634</b>
○ <b>Sewer</b>	-41.7	<b>(10,344)</b>
○ <b>Water/Sewer</b>	31.2	<b>880,775</b>
○ <b>Total</b>	28.7	<b>12,198,608</b>

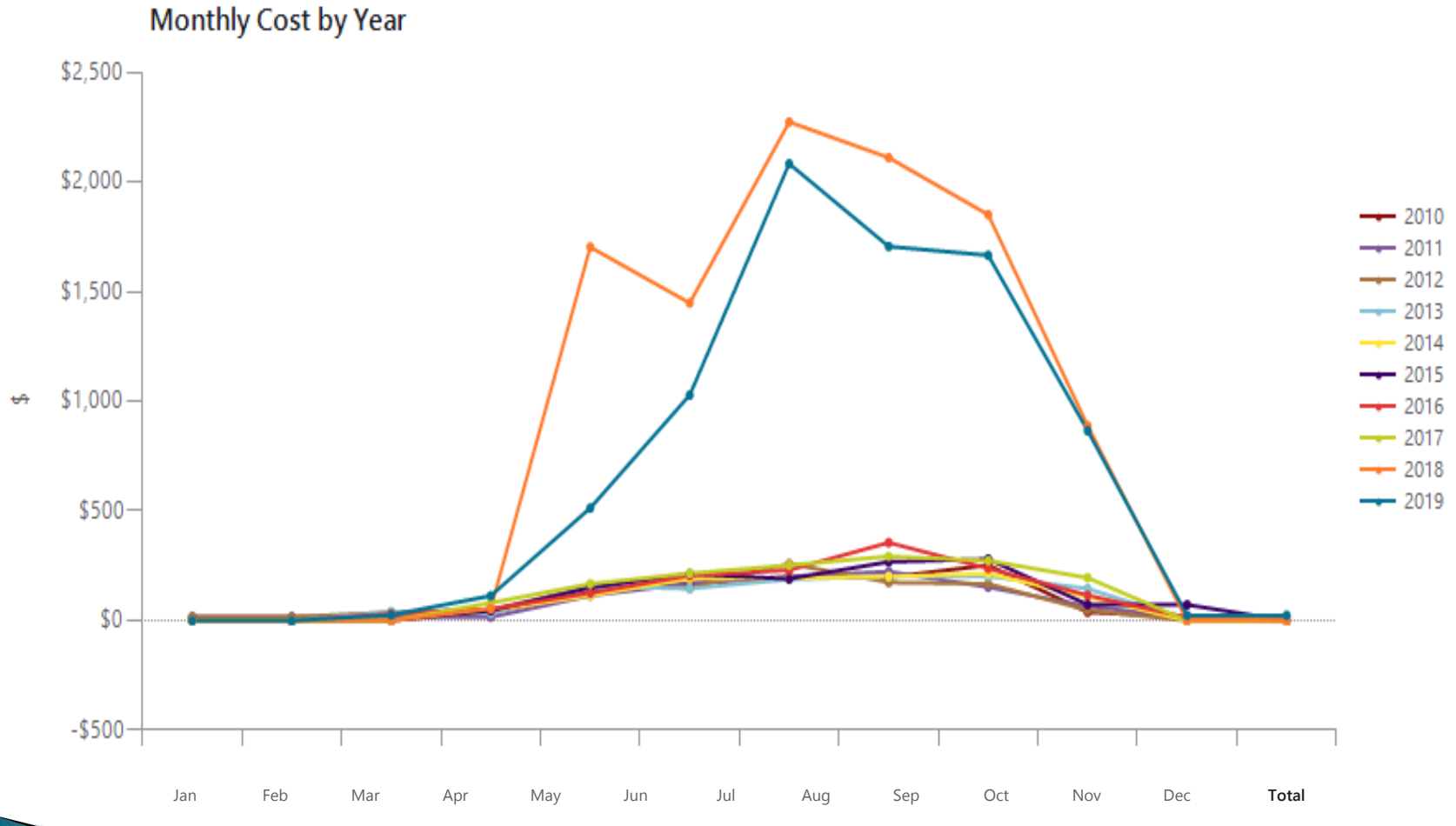


**ELKHART**  
COMMUNITY SCHOOLS

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# Sewer Account 2010-2019













# Sewer Account 2010-2019



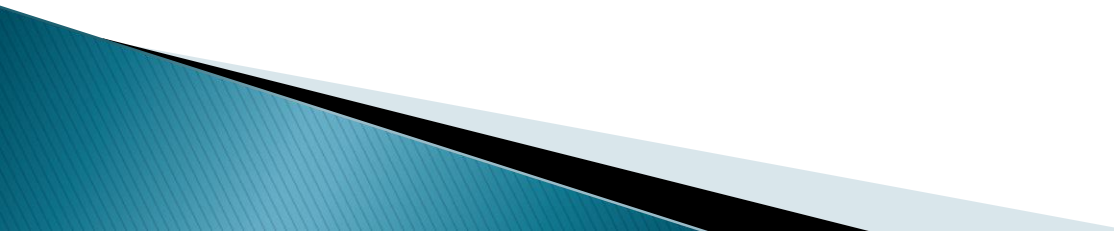
Elkhart Community Schools, Indiana

Monthly Trends - Comparing Year-to-Year

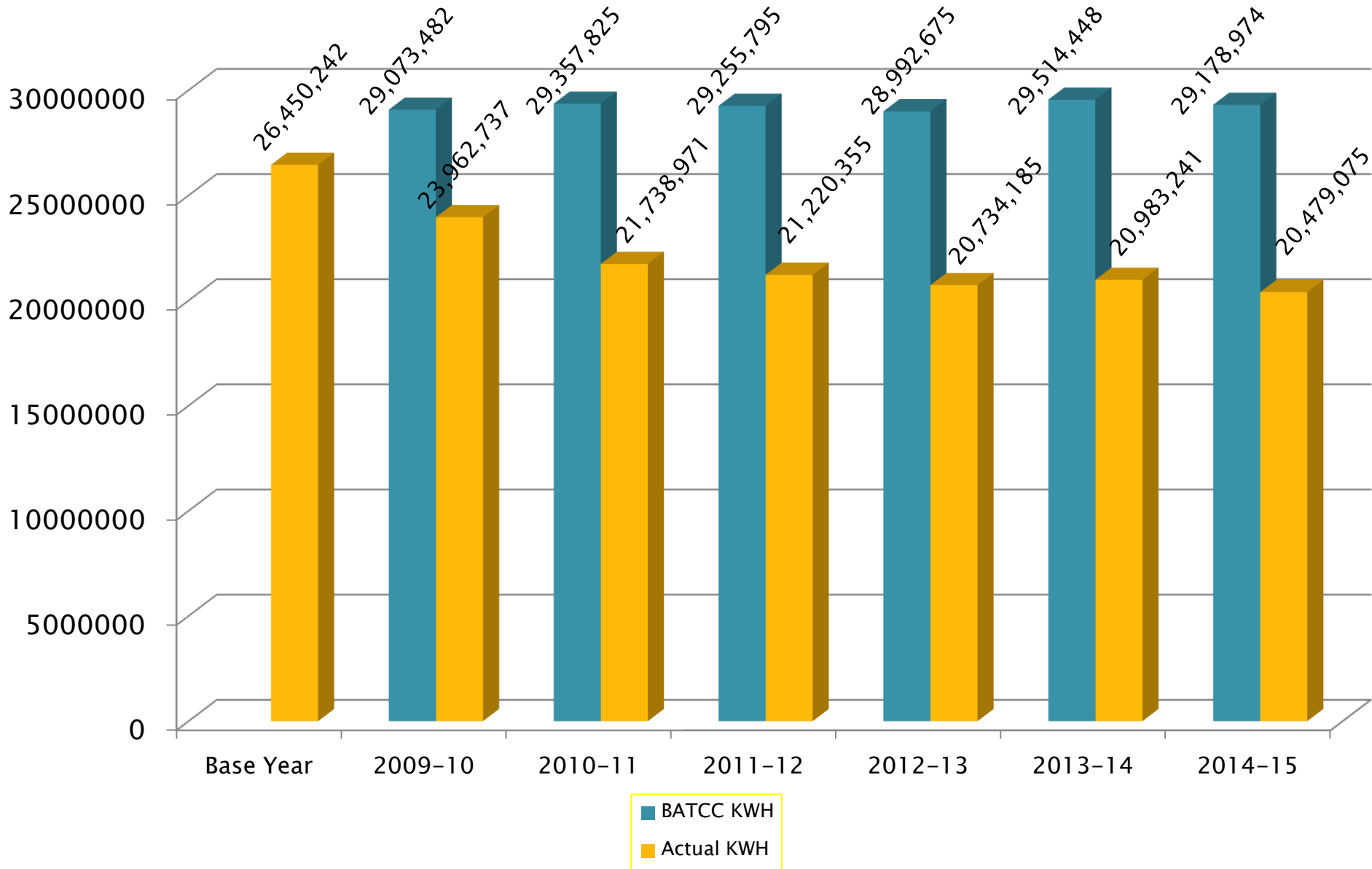
## Monthly Cost by Year

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
 2010	\$15	\$15	\$15	\$39	\$128	\$169	\$198	\$198	\$253	\$39	\$15	\$16	\$1,101
 2011	\$16	\$16	\$16	\$16	\$113	\$169	\$202	\$223	\$153	\$65	\$16	\$16	\$1,021
 2012	\$16	\$16	\$39	\$50	\$154	\$148	\$259	\$174	\$168	\$48	\$0	\$0	\$1,071
 2013	\$0	\$0	\$40	\$32	\$154	\$146	\$188	\$202	\$202	\$146	\$0	\$0	\$1,111
 2014	\$0	\$0	\$0	\$47	\$114	\$192	\$194	\$201	\$214	\$108	\$0	\$0	\$1,071
 2015	\$0	\$0	\$0	\$45	\$150	\$213	\$190	\$268	\$280	\$73	\$72	\$0	\$1,293
 2016	\$0	\$0	\$31	\$53	\$125	\$205	\$230	\$355	\$238	\$115	\$14	\$0	\$1,368
 2017	\$0	\$0	\$0	\$81	\$168	\$215	\$253	\$293	\$273	\$195	\$0	\$0	\$1,478
 2018	\$0	\$0	\$0	\$55	\$1,703	\$1,448	\$2,273	\$2,110	\$1,850	\$888	\$0	\$0	\$10,328
 2019	\$0	\$0	\$26	\$113	\$513	\$1,028	\$2,083	\$1,705	\$1,665	\$865	\$24	\$24	\$8,048

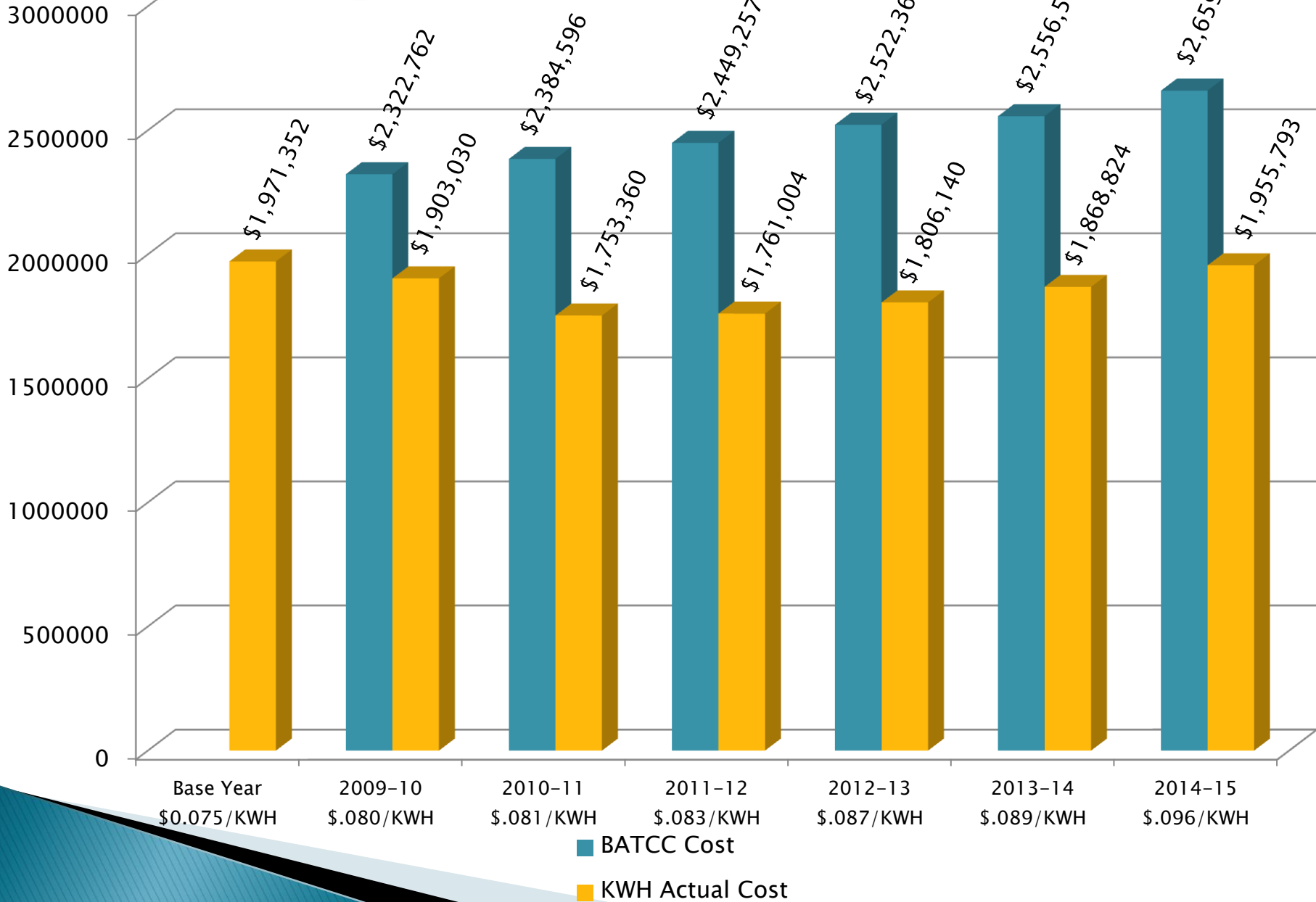
# Elkhart Community Schools Electric & Natural Gas Usage/Cost Comparison History

- ▶ **Base Year:** September 2008–August 2009
  - ▶ **Electricity:** KWH = Kilowatt Hour
  - ▶ **Natural Gas:** THERM
  - ▶ **BATCC:** Base Adjusted To Current Conditions
- 

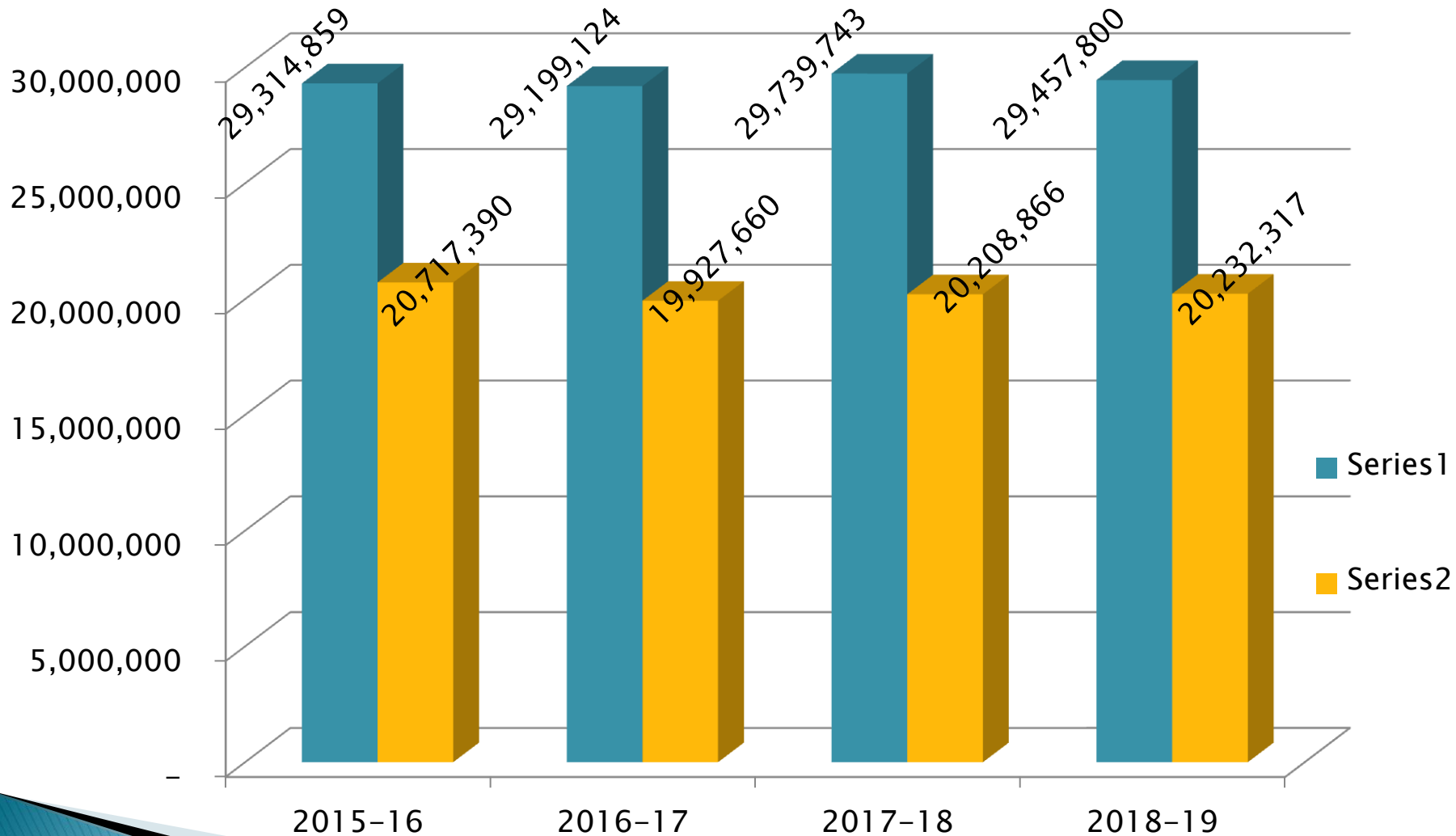
# *Electric Usage*



# Electric Cost

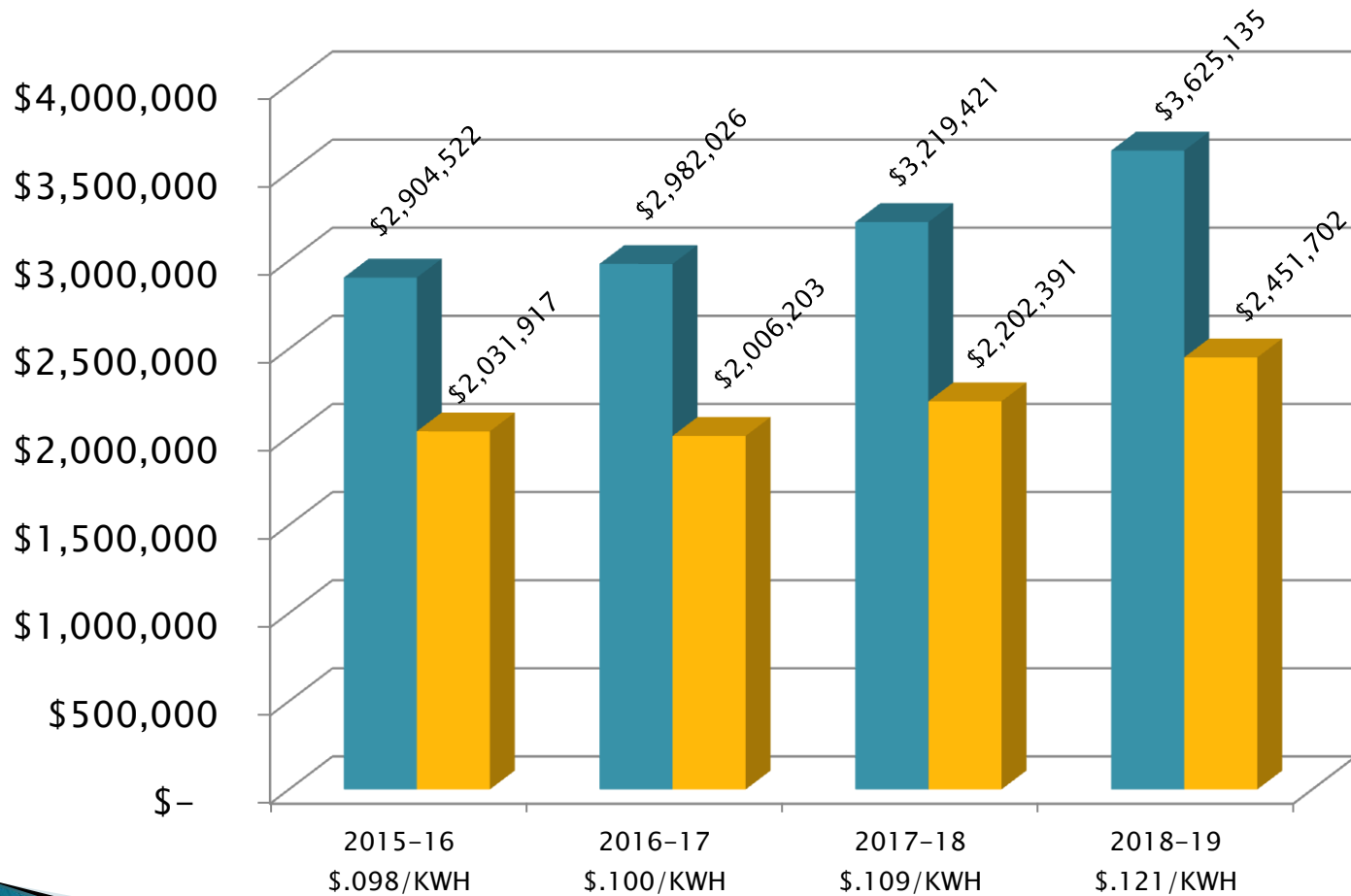


# *Electric Usage*



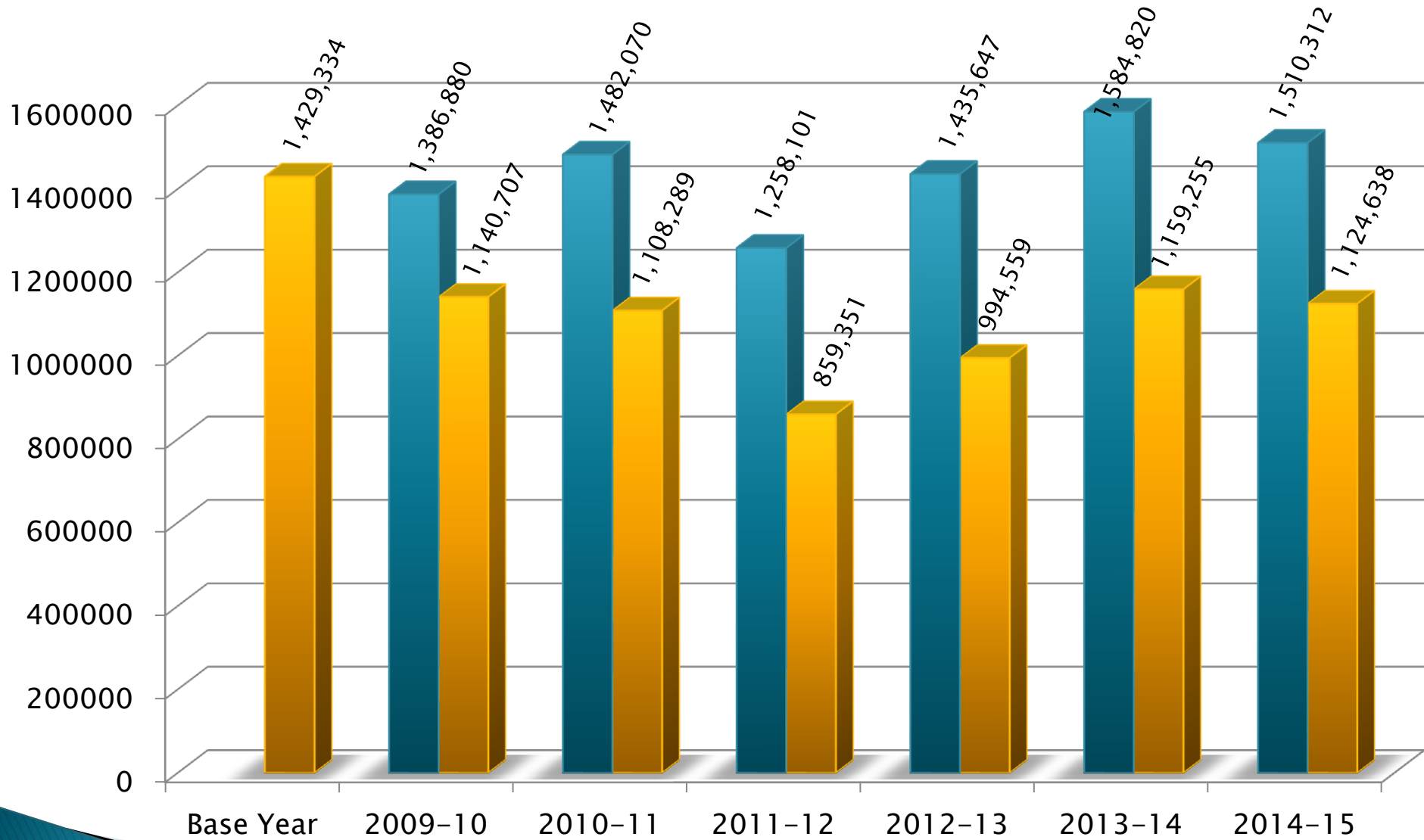


# Electric Cost



■ BATCC Cost   ■ KWH Actual Cost

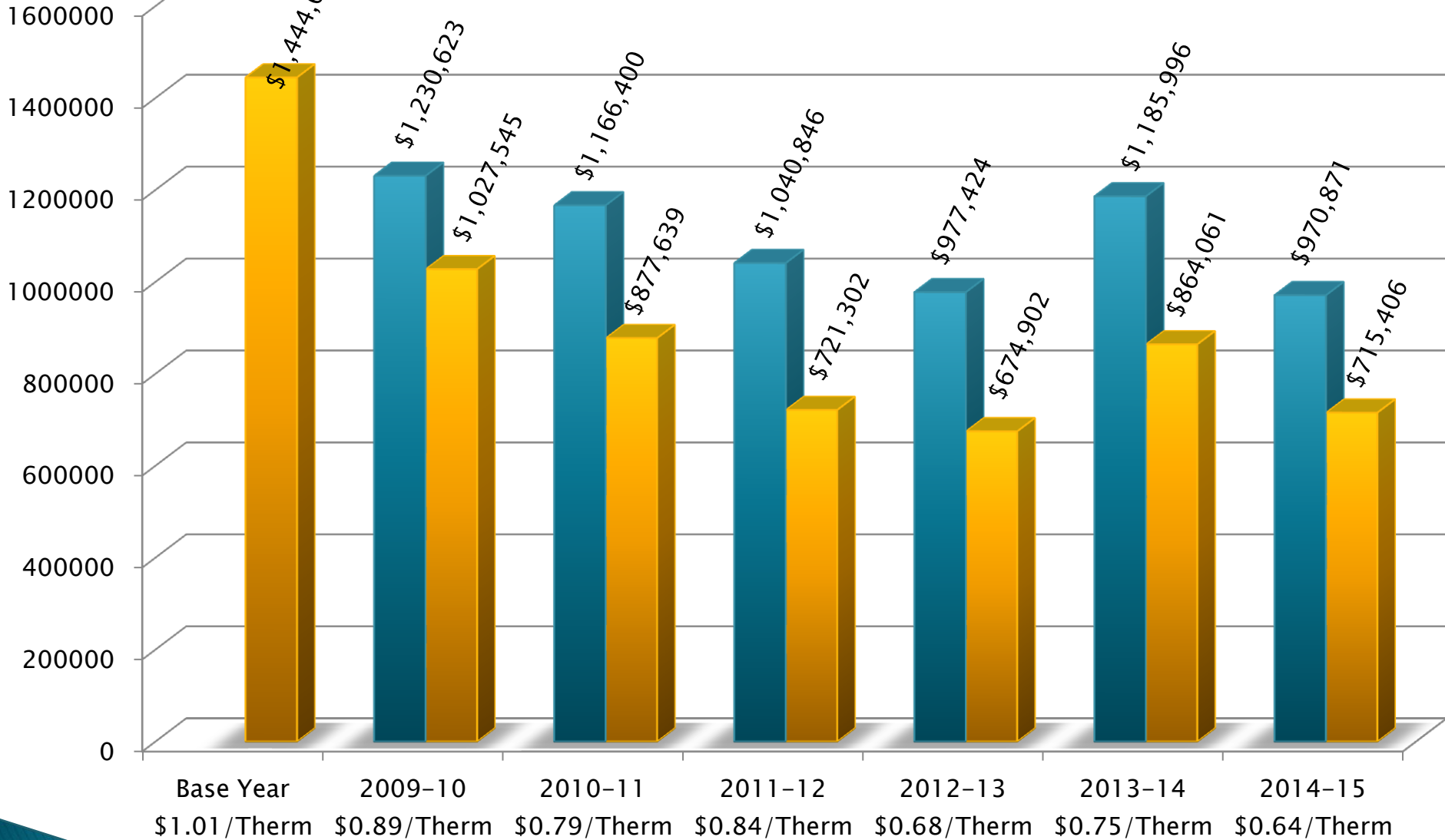
# Natural Gas Usage



■ BATCC Therm Usage

■ Actual Therm Usage

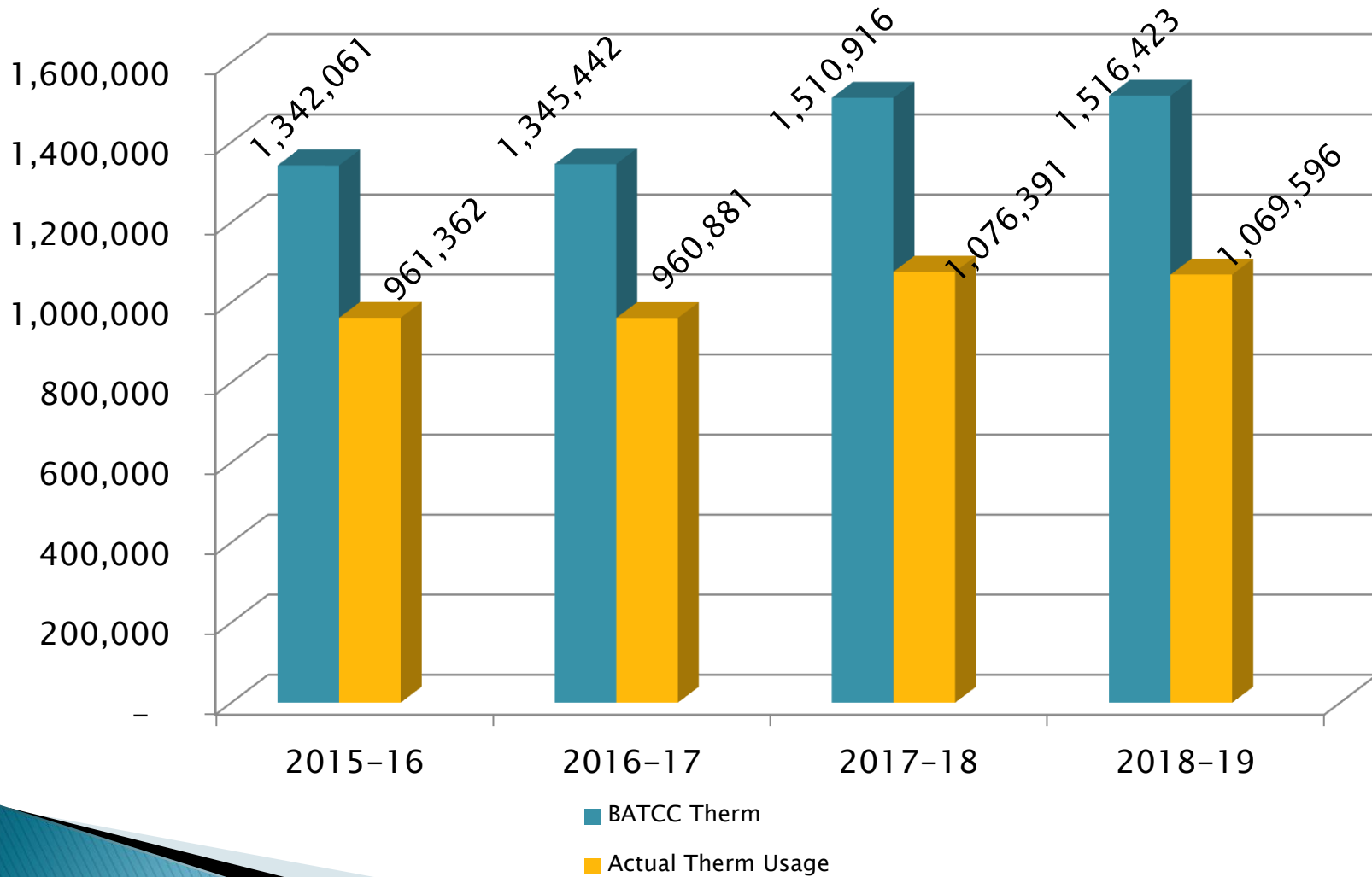
# Natural Gas Cost



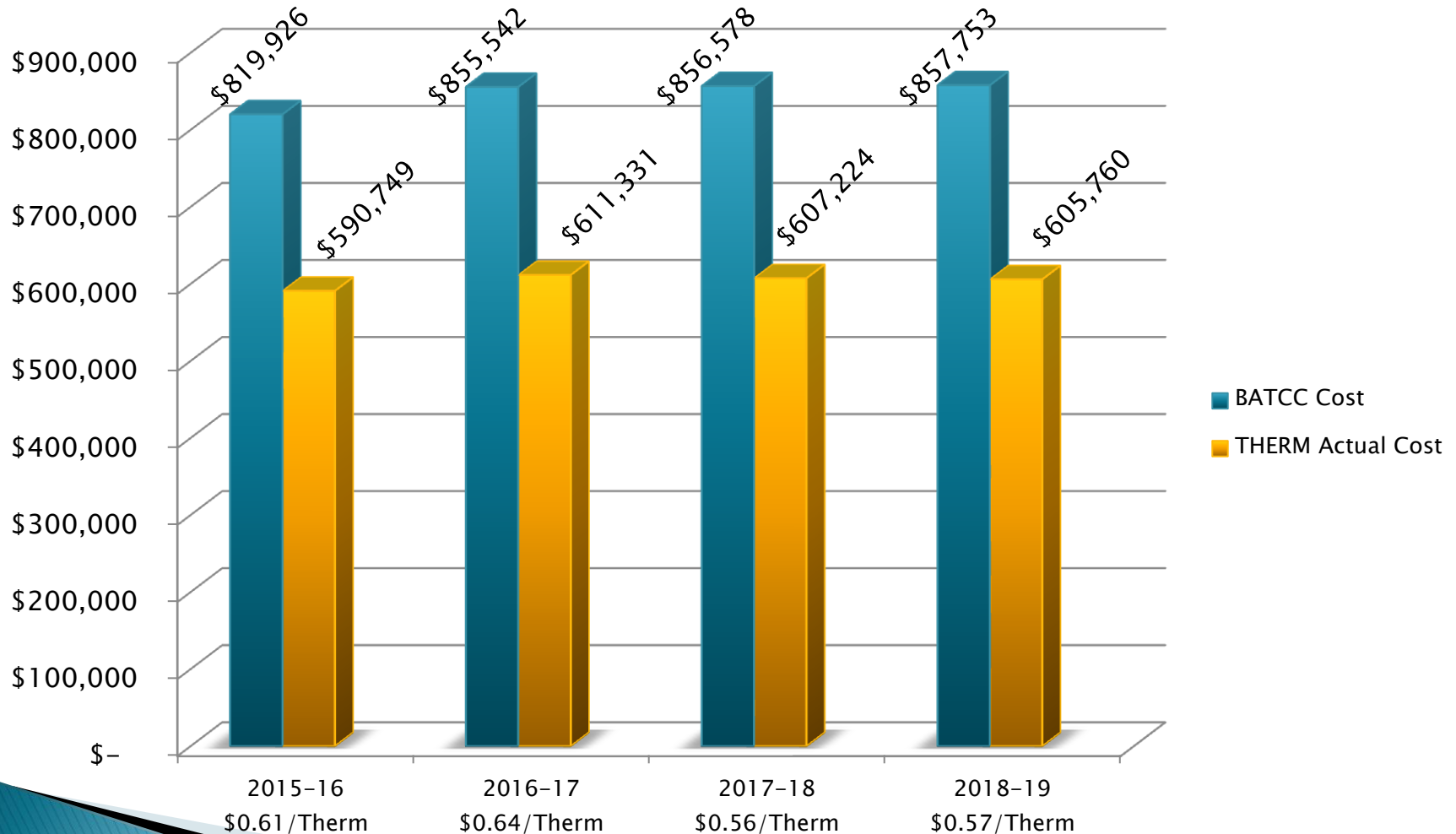
■ BATCC Cost

■ THERM Actual Cost

# Natural Gas Usage



# Natural Gas Cost



# Reason for Success

1. Document weekly building audits.
2. Track & evaluate 167 utility accounts monthly.
3. Staff Accountability.
4. Consistent staff participation.
5. Report monthly building results.
  - a. Individual buildings.
  - b. Board meetings.
6. Established & maintained heating/cooling set points.
7. Standardize Energy Management System.
8. Developed & maintained multiple building schedules.
  - a. Weekly Occupied/Unoccupied
  - b. Extreme Cold/Hot
  - c. Monday Start
  - d. Early Start
  - e. School Delay Start (1, 2, or 3 hours)
  - f. Special Events

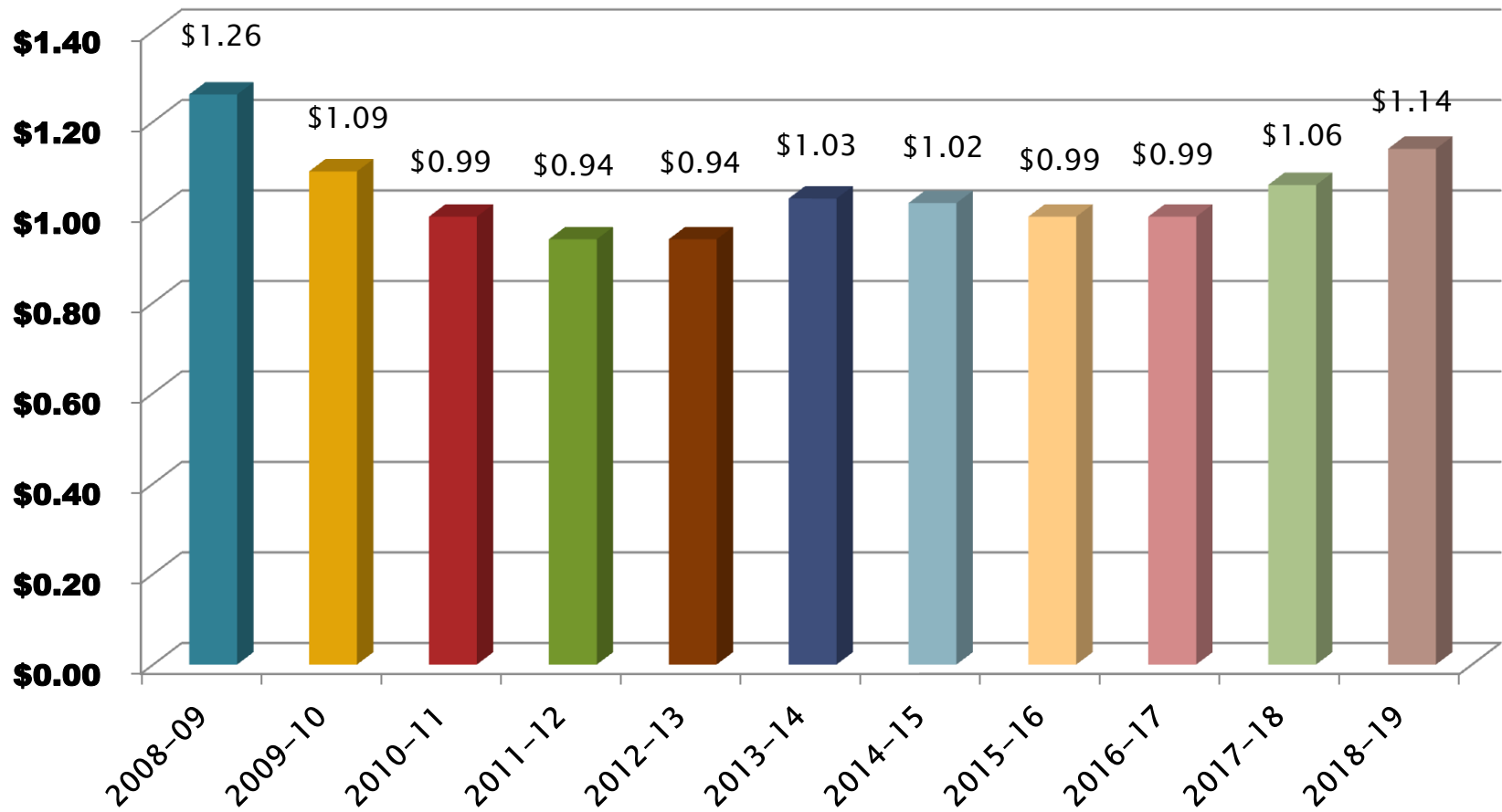


**ELKHART**  
COMMUNITY SCHOOLS

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# Cost/Floor Area Square Foot



MISCELLANEOUS POSITION PAY SCHEDULE

Classification	Position	Amount	Source of Payment
<u>HIGH SCHOOL FOOTBALL</u>			
	Event Supervisor	\$50 per event	ECS Ed Fund
	Tournament Supervisor	\$ 100 per event	ECS Ed Fund
<u>Adult</u>			
	Firemen	\$30 per hour	ECS Ed Fund
	Usher/Security	\$50 per game	HS Athletic Dept.
	Ticket Sellers/Takers	\$10 per hour	HS Athletic Dept.
	Public Address Announcer	\$25 per game	HS Athletic Dept.
*	Crowd Supervision Manager	½ of Master Contract rate	ECS Ed Fund
	Fan Bus Supervision	\$15 + 2 tickets per trip	HS Athletic Dept.
	Parking Director	\$17 per hour	ECS Ed Fund
	Parking Attendant	\$15 per hour	ECS Ed Fund
<u>HIGH SCHOOL BASKETBALL</u>			
(Games at North Side and Tournaments)			
	Event Supervisor	\$50 per event	ECS Ed Fund
	Tournament Supervisor	\$100 per event	ECS Ed Fund
<u>Adult</u>			
	Firemen	\$30 per hour	ECS Ed Fund
	Usher/Security	\$50 per game	HS Athletic Dept
	Ticket Sellers/Takers	\$10 per hour	HS Athletic Dept
	Timers/Scorers	\$25 per game	HS Athletic Dept
	PA Announcer	\$25 per game	HS Athletic Dept
*	Crowd Supervision Manager	½ of Master Contract rate	ECS Ed Fund
	Fan Bus Supervision	\$15 + 2 tickets per trip	HS Athletic Dept
	Parking Director	\$17 per hour	ECS Ed Fund
	Parking Attendant	\$15 per hour	ECS Ed Fund
<u>Student</u>			
	Usher/Security	\$10 per hour	HS Athletic Dept
<u>HIGH SCHOOL ATHLETICS</u>			
	Event Supervisor		
	Volleyball		ECS Ed Fund
	Varsity/JV/freshman	\$50 per event	ECS Ed Fund
	Freshmen 3-way	\$50 per event	ECS Ed Fund
	4 teams or less tourney	\$50 per event	ECS Ed Fund
	5 teams or more tourney	\$100 per event	ECS Ed Fund
	Soccer		
	Regular season varsity/JV	\$50 per event	ECS Ed Fund
	Tournament	\$100 per event	ECS Ed Fund



Classification	Position	Amount	Source of Payment
	Swimming		
	Regular season meet	\$50 per event	ECS Ed Fund
	All day tournament	\$100 per event	ECS Ed Fund
	Diving only	\$50 per event	ECS Ed Fund
	Wrestling		
	Varsity/JV	\$50 per event	ECS Ed Fund
	Super dual meet	\$100 per event	ECS Ed Fund
	Gymnastics		
	Varsity/JV	\$50 per event	ECS Ed Fund
	Invitational	\$100 per event	ECS Ed Fund
	Baseball/Softball		
	Varsity/JV/freshman	\$50 per event	ECS Ed Fund
	Tournament	\$100 per event	ECS Ed Fund
	Track		
	Dual or triangular meet	\$50 per event	ECS Ed Fund
	Invitational	\$100 per event	ECS Ed Fund

NON-ATHLETIC EVENTS (ECS RENTALS, MISCELLANEOUS ASSIGNMENTS)

Adult

	Electronic Technical Services Mgr.	\$14.50 per hour	ECS Ed Fund
*	Building Rental Manager	\$14.50 per hour ( <i>per teachers contract</i> )	ECS Ed Fund
	Police/Firemen	\$30 per hour	ECS Ed Fund
	<u>Tipton Police</u>	<u>\$40 per hour</u>	<u>ECS Ed Fund</u>
	Security	\$10 per hour	ECS Ed Fund
	Usher	\$8 per event	ECS Ed Fund
	Ticket Seller/Taker	\$12 per event	ECS Ed Fund
	Parking Director	\$17 per hour	ECS Ed Fund
	Parking Attendant	\$15 per hour	ECS Ed Fund
	Substitute Custodian	\$12.19 per hour	ECS Ed Fund
*	Intramurals	\$7.25 per hour	ECS Ed Fund
	Food Service Sub	\$10.00 per hour	Food Service Fund
	Food Service Sub (retired Food Service employee)	Rate pursuant to Board Policy 3120.03S	Food Service Fund
	Food Service Driver Sub	\$15.75 per hour	Food Service Fund

Student

	Stage Hand/Music Helper	\$7.25 per hour	ECS Ed Fund
	Usher	\$7.25 per event	ECS Ed Fund
	Ticket Taker	\$8 per event	ECS Ed Fund
	Cloakroom Attendant	\$7.25 per event	ECS Ed Fund

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

\* Negotiated Rates

Book Policy Manual

Section 3000 Personnel

Title PROPOSED REVISED PROFESSIONAL STAFF CONTRACTS AND COMPENSATION PLANS (Administrators) (as amended subsequent to the administration's initial presentation during the 12/17/19 BST meeting)

Code po3421.01A

Status

Adopted December 13, 2016

Last Revised December 12, 2017

Last Reviewed March 10, 2020

3421.01A - **PROFESSIONAL STAFF CONTRACTS AND COMPENSATION PLANS (Administrators)**

Annual Base Salary Amount

Each year two (2) representatives of the Board, two (2) representatives of the administrative staff, and the Superintendent and [Chief Financial Officer](#) ~~Assistant Superintendent for Business~~ shall meet and determine a recommendation to the Board regarding 1) annual base salary, 2) formula for allocation of funds toward base salary, salary range, and fringe benefits, and 3) the funds for performance awards. A school year shall be July 1 through June 30.

Administrative Salary Schedule

Annually, the Superintendent shall recommend and the Board of School Trustees shall set the salaries of administrators employed by the corporation. To determine salary, the Superintendent may assign each administrator to one of the salary ranges set forth below:

Class		
I	\$51,894	\$62,273
II	\$62,273	\$83,030
III	\$83,030	<del>\$94,300</del> <b>\$93,409</b>
IV	\$93,409	\$108,977
V	\$108,977	\$129,735

The Administrative Salary Schedule shall be reviewed periodically by three (3) representatives appointed by the Elkhart Principal's Association, three (3) members appointed by the Board of School Trustees, and the Superintendent.

Placement in the salary classification shall be based on the following considerations:

- A. Other professional salaries in education
- B. Other management salaries in public and private sectors
- C. Changes in responsibility for specific assignments
- D. Community expectations
- E. Available corporation resources
- F. Amount of money under the administrator's direction
- G. Level of decision-making
- H. Expertise required
- I. Amount of public contact
- J. Time commitment
- K. Prerequisites

- L. Number of days on contract during the school year
- M. Compensation rate of administrators in similar positions within the district
- N. other appropriate factors

The Superintendent or his or her designee is directed by the Board to conduct a bi-annual analysis of administrative salaries to ensure pay equity exists for those administrators subject to the provisions of this policy.

#### Salary Ranges, Placement, and Appeal

Annually the Superintendent, utilizing input from various sources where applicable, will establish a salary for each administrator. Such salary shall be established within the salary classes on the Administrative Salary Schedule. After establishing such salaries, the Superintendent shall report such recommended salaries to the Board.

An administrator who is not satisfied with their salary placement may schedule a meeting with the Superintendent to discuss his or her concerns.

An administrator employed on a less than a twelve (12) month contract shall be eligible to be reimbursed for up to five (5) days for time worked beyond the term of his or her contract. The rate of pay shall be \$100 per day so long as the reason for working is shown on the list below.

- A. Required conference/training attendance
- B. Interviewing prospective employees
- C. Curriculum work
- D. Other, with prior approval of the Superintendent

To receive reimbursement, the administrator must prepare a properly completed payroll form and submit it to the superintendent for approval. Additional days beyond five (5) may be utilized only with prior approval of the superintendent.

#### Length of Administrative Contract

Each administrator who is to continue to be employed shall be recommended by the Superintendent for re employment. The length of contract may be for a period not to exceed three (3) years with compensation review to be made on an annual basis.

ELKHART COMMUNITY SCHOOLS  
 KINDERGARTEN EARLY ENTRANCE PROCEDURE AND APPLICATION FORM

**PROCEDURE:**

Elkhart Community Schools allows children who turn 5 on or after August 2 to be admitted to kindergarten. Indiana Law requires school districts to establish a procedure for considering requests for early entrance to kindergarten from parents/guardians of children who turn 5 after August 1. In Elkhart Community Schools, this process is as follows:

Parents/guardians of children turning 5 on or after August 2 through and including ~~September~~ October 1, who want their children to enroll in kindergarten, shall contact the child's home school or the Student Services Department at 574-262-5540 to inquire about the early entry process. The home school or Student Services Department will provide a Kindergarten Early Entrance Application which needs to be completed and submitted on or before the first scheduled day of school of the school year. Applications will be reviewed to gain information regarding a child's participation in Pre K or other identified early childhood opportunities. Once notified of receipt and approval of the application, parents/guardians are to register the child(ren) at the elementary school.

**APPLICATION**

Child's Name \_\_\_\_\_  
 Last First Middle (Nickname)

Date of Birth \_\_\_\_\_ (Please attach a copy of your child's birth certificate)

Name of Elementary School \_\_\_\_\_

Parent/Guardian Name(s) \_\_\_\_\_

Home Address \_\_\_\_\_

Telephone Numbers \_\_\_\_\_(Home) \_\_\_\_\_(Cell) \_\_\_\_\_(Work)

Please tell us about your child:

**Early Childhood Opportunity History**

Has your child attended Pre K or another early childhood opportunity? \_\_\_\_ Yes \_\_\_\_ No

If yes, please list the name of the program \_\_\_\_\_

How many days/weeks did your child attend the program \_\_\_\_\_

**Social Emotional Development**

Has your child had opportunities to interact with children his/her age? \_\_\_\_ Yes \_\_\_\_ No

If yes, describe your child's interactions during these opportunities. \_\_\_\_\_  
\_\_\_\_\_

Do you expect your child to have difficulty separating from you? \_\_\_\_ Yes \_\_\_\_ No

If yes, are there ways the school can support your child to make this transition easier? \_\_\_\_\_  
\_\_\_\_\_

Please check the following skills your child has mastered so we can learn more about your child:

\_\_\_\_ Intentionally makes marks or scribbles

\_\_\_\_ Can write first name

\_\_\_\_ Listens to a story

\_\_\_\_ Answers who, what, where questions

\_\_\_\_ Follows routines at home

\_\_\_\_ Follows 1 step directions

\_\_\_\_ Follows 2 step directions

How many upper and lowercase letters does your child recognize? \_\_\_\_\_

How high is your child able to count without skipping numbers? \_\_\_\_\_

Please circle the colors your child can name:

red    green    yellow    orange    blue    brown    black

Please submit information which will assist in identifying the skills your child has mastered along with this application. This may include child work samples, Early Childhood Teacher progress reports, or other items you feel will help us begin to get to know your child.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

May 14, 2019 March 10, 2020

What is the title of the grant?	What is the name of the granting agency/entity?	Please list school/entity applying.	Individual/contact applying for the grant?	What is the amount applied for?	How will the grant funds be used and who will oversee the management of the grant?	Please explain how the grant funds will be used to support the district vision, focus, and goals.	Please outline the grant budget for the funds requested.	What is the grant submission deadline?
Integrated English Literacy and Civics Education (IELCE)	Department of Workforce Development (IN)	Adult/Community Education	Darcey Mitschelen	\$130,000	Funds will be used to pay wages of ELL instruction staff as well as provide instructional materials. Grant will be managed by Darcey Mitschelen	Elkhart Community Schools understands in order to move a community forward, education must be a priority...for all! Including adults.	Program \$117,000 (Wages, materials, technology) Administration \$13,000	3/27/2020
Multi-Year Adult Education Competitive Grant	Department of Workforce Development (IN)	Adult/Community Education	Darcey Mitschelen	\$650,000	This funding will provide for wages of teachers and support staff as well as program development, materials, technology, and supplies needed to offer adult education. This amount will allow for additional ELL classes to respond to growing need as well expanding the number/types of training/certification to the current offerings.	Elkhart Community Schools believes that in order to move a community forward, education must be a priority, for all - including adults.	Program \$585,00 (Wages, program development, materials, technology, supplies) Administration \$65,000	3/27/2020
COPS Office School Violence Protection Program Grant	U.S. Department of Justice Office of Community Oriented Policing Services	Elkhart Community School District	Jason Inman, Jamie Snyder, Bill Drehmel	\$300,000	Security technology enhancements for the entire Elkhart One High School campus, including the Career Center, Transportation Department, and Woodland Elementary School. Single Wire Informacast Communication System, Raptor Emergency Management System, Alphone Video Intercoms, Additional Security Cameras, Camera Servers	The School Violence Prevention Program (SVPP) is a competitive award program designed to provide funding to improve security at schools and on school grounds. Informacast is a mass notification system that sends audio, text, and images to mobile and on-premises devices. It increases the speed, reach, and success rate of emergency notification communications to get critical information to teachers, students, and ECS employees. The other security enhancements will help to ensure communication occurs quickly and efficiently during emergencies and keeps students, teachers, and staff safe.	Informacast system: \$70,000 Emergency Management System: \$30,000; Alphone Video Intercoms: \$110,000; Additional Security Cameras and phone enhancements: \$42,000; Camera Server: \$12,000; Digital Signage and Carousel system for Security: \$36,000	4/8/2020

**ELKHART COMMUNITY SCHOOLS  
OVERNIGHT TRIP REQUEST**

School: Elkhart Central High School  
Class/Group: Boys Swimming  
Number of Students: 14 students  
Date/Time Departing: 9/28/20 2/28/20 7:30 Am  
Date/Time Returning: Saturday Evening 2/29/20  
Destination: Indianapolis - IUPUI Natatorium  
City State  
Overnight Facility: Hotel? Springhill Suites - Indianapolis  
Mode of Transportation: Yellow bus  
Reason for Trip: Boys State Swim Meet

Names of Chaperones: Michelle Guipe, Trica Davis, Austin  
Dreamer

Cost per Student: 0

Describe Plans for Raising Funds or Funding Source: n/a

Plans to Defray Costs for Needy Students: n/a

Are Needy Students Made Aware of Plans? no

Signature of Teacher/Sponsor: [Signature]

Signature of Principal: [Signature] Date: 2-25-20  
\*\*\*\*\*

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

Approval of Assistant Superintendent: [Signature] Date: 3-5-2020

Approved by Board: \_\_\_\_\_  
(All overnight trips require prior approval by Board Policy IICA.)

November 11, 2009

RECEIVED 2/25/20 → CONFIRMATION ONLY

**ELKHART COMMUNITY SCHOOLS  
OVERNIGHT TRIP REQUEST**

**School:** Elkhart Memorial and Elkhart Central

**Class/Group:** ElkLogics Robotics Team

**Number of Students:** 8

**Date/Time Departing:** 3/5/2020 at 8am

**Date/Time Returning:** 3/8/2020 at 2am

**Destination:** Kingsford HS, Kingsford, MI

**Overnight facility:** Country Inn and Suites Iron Mountain

**City State**

**Mode of transportation:** Activities bus

**Reason for trip:** Competing in the FIRST in Michigan Kingsford District robotics competition

**Names of chaperones:** Nick Seidl, Ted Elli

**Cost per student:** \$50

**Describe Plans for Raising Funds or Funding Source:** Students will pay a \$50 fee

**Plans to defray costs for needy students:** Balance from students unable to pay to be paid by team extracurricular account.

**Are needy students made aware of plans?** Yes

**Signature of Teacher/Sponsor:**

*Ted Elli*

**Signature of Principal:**

*Ted Seidl*  
\*\*\*\*\*

**Date:** 2/26/20

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

**Approval of Assistant Superintendent:**

*D. A. Heppner*

**Date:** 3/4/2020

**Approval by Board:** \_\_\_\_\_

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

November 11, 2009

**RECEIVED 2/26/20 → CONFIRMATION ONLY**



**ELKHART COMMUNITY SCHOOLS  
OVERNIGHT TRIP REQUEST**

**School:** Memorial and Central

**Class/Group:** ElkLogics Robotics team

**Number of Students:** 20

**Date/Time Departing:** 3/26/2020 at 3PM

**Date/Time Returning:** 3/28/2020 at 10PM

**Destination:** Perry Meridian HS, Indianapolis, IN

**Overnight facility:** Courtyard Inn Indianapolis South, Indianapolis, IN      **City**      **State**

**Mode of transportation:** Activity busses

**Reason for trip:** Robotics competition

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Names of chaperones:** Nick Seidl, Ted Elli, Tracy Korn


\_\_\_\_\_


**Cost per student:** \$100

**Describe Plans for Raising Funds or Funding Source:** Students raised \$200 each in donations toward team expenses

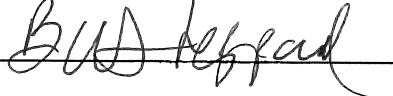
**Plans to defray costs for needy students:** Students unable to raise \$200 were able to raise funds through ND concessions

**Are needy students made aware of plans?** Yes, they have been told to speak with Mr. Elli or Mr. Seidl privately to make arrangements.

**Signature of Teacher/Sponsor:** 

**Signature of Principal:**       **Date:** 3/2/20

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

**Approval of Assistant Superintendent:**       **Date:** 3-3-2020

**Approval by Board:** \_\_\_\_\_

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

**ELKHART COMMUNITY SCHOOLS  
OVERNIGHT TRIP REQUEST**

School: Elkhart Area Career Center

Class/Group: SkillsUSA State Conference

Number of Students: 100

Date/Time Departing: April 17, 2020 at 6:30 am

Date/Time Returning: April 18, 2020 at 11:00 pm

Destination: Indiana State Fairgrounds Indianapolis Indiana  
City State

Overnight Facility: To Be Determined

Mode of Transportation: Car + Bus

Reason for Trip: To attend the state SkillsUSA competition held on both days

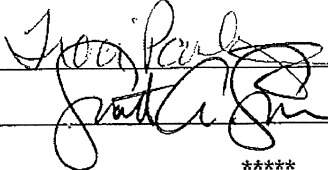
Names of Chaperones: Amber Kosar, Traci Pankratz, Marty Hostetter, Barb Girsench, John Kraus, etc.

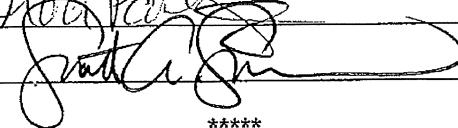
Cost per Student: ~ 140<sup>00</sup>

Describe Plans for Raising Funds or Funding Source: N/A

Plans to Defray Costs for Needy Students: N/A

Are Needy Students Made Aware of Plans? N/A

Signature of Teacher/Sponsor: 

Signature of Principal:  Date: 3/2/2020

\*\*\*\*\*

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

Approval of Assistant Superintendent:  Date: 3-3-2020

Approved by Board: \_\_\_\_\_  
(All overnight trips require prior approval by Board Policy IICA.)


**ELKHART COMMUNITY SCHOOLS**  
**Elkhart, Indiana**

DATE: March 5, 2020  
 TO: Dr. Steve Thalheimer  
 FROM: Brandon Eakins *BE*  
 RE: **Conference Leave Requests Paid Under Carl D. Perkins Grant**  
**March 10, 2020 - Board of School Trustees Meeting**

2019-2020 CONFERENCES	EXPENSES	SUBSTITUTE
<b>Red Cross First Aid/CPR/AED-Instructor Course</b> This will continue to allow me to teach VU Health 211 as well as certify my students in First Aid/CPR/AED for years to come  Ft. Wayne, IN April 21 & 22, 2020 Kris Brady (2-5) 2 days absence Certification	\$565.00	\$0.00
<b>TOTAL</b>	<b>\$565.00</b>	<b>\$0.00</b>
2019-20 YEAR-TO-DATE PERKINS FUNDS	\$9,093.47	\$0.00
<b>GRAND TOTAL</b>	<b>\$9,658.47</b>	<b>\$0.00</b>

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: March 5, 2020  
 TO: Dr. Steve Thalheimer, Superintendent  
 FROM: Dr. Bradley Sheppard   
 RE: **Conference Leave Requests**  
**March 10, 2020 - Board of School Trustees Meeting**

The following requests for excused absences are recommended for approval:

2019 - 2020 CONFERENCES	EXPENSES	SUBSTITUTE
<p><b>AP MOCK EXAM READING</b></p> <p>Historically, feedback from mock exam readings indicates it is one of the best, most useful professional development workshops. We will certainly be better AP teachers if we attend.</p> <p>Indianapolis, IN</p> <p>March 19, 2020 (1 day's absence)</p> <p>ERIN CISNEROS - CENTRAL (0-0)</p> <p>PAUL MCCLELLAND - CENTRAL (0-0)</p> <p>RACHEL PARKER - CENTRAL (0-0)</p>	<p>\$597.00</p> <p><i>Title II, Part A, FY19</i></p>	<p>\$285.00</p> <p><i>Title II, Part A, FY19</i></p>
<p><b>THE LITERACY SUMMIT: COMPREHENSIVE IMSE ORTON-GILLINGHAM TRAINING</b></p> <p>This training provides participants with an in-depth understanding of IMSE's Orton-Gillingham methodology. This focuses primarily on phonological awareness and phonics (along with encoding/decoding). This training will also discuss how to teach fluency, vocabulary and comprehension using the PG philosophy of multi-sensory, sequential, direct instruction. This approach can be incorporated into an already existing literacy program. We will provide PD for staff members after this conference.</p> <p>South Bend, IN</p> <p>March 23 - 27, 2020 (5 day's absence)</p> <p>SARA GOSZTOLA - BEARDSLEY (1-1)</p> <p>JONATHAN LEVAN - WOODLAND (1-3)</p> <p>ANITA PRATT - BEARDSLEY (0-0)</p> <p>VAL PRILLER - BEARDSLEY (2-4)</p> <p>COURTNEY WESDORP - BEARDSLEY (0-0)</p>	<p>\$6,954.40</p> <p><i>Title II, Part A, FY19</i></p> <p><i>Education Fund/Professional Membership Reimbursement</i></p> <p><i>Title II, Part A, FY19</i></p> <p><i>Education Fund/Professional Membership Reimbursement</i></p> <p><i>Title II, Part A, FY19</i></p>	<p>\$1,425.00</p> <p><i>Title II, Part A, FY19</i></p> <p><i>N/A</i></p> <p><i>Title II, Part A, FY19</i></p> <p><i>N/A</i></p> <p><i>Title II, Part A, FY19</i></p>
<p><b>INDIANA ADULT AND CONTINUING EDUCATION</b></p> <p>I will be attending the various sessions for administrators provided by the Department of Workforce Development. These will include legislation, policies, and PY2020-2021 programming requirements. Information gathered will be shared at future staff meetings.</p> <p>French Lick, IN</p> <p>April 21 - 24, 2020 (3 day's absence)</p> <p>DARCEY MITSCHELEN - EACC (3-11)</p>	<p>\$1,079.08</p> <p><i>Ad Ed Work One 19-20</i></p>	<p>\$0.00</p> <p><i>N/A</i></p>

<p><b>ANNUAL CAPACITY BUILDING INSTITUTE FOR INDIANA CADRE OF TRANSITION LEADERS</b></p> <p>I will attend sessions that will benefit both special education and general education students specifically related to transition age students.</p> <p>Indianapolis, IN</p> <p>April 23, 2020 (1 day's absence)</p> <p>LINDSEY COX - ESC (1-3)</p>	<p>\$85.00</p> <p><i>Federal Medicaid</i></p>	<p>\$0.00</p> <p><i>N/A</i></p>
<p><b>COLLEGE BOARD AP US HISTORY READING</b></p> <p>Becoming an AP US History Reader/Grader will enhance my teaching skills for my ACP and Ivy Tech students. Attendees gather invaluable instruction in learning how to teach critical analytical thinking and writing skills. I will also have the opportunity to collaborate with college professors and high school teachers from around the country.</p> <p>Tampa, FL</p> <p>June 1 - 3, 2020 (3 day's absence)</p> <p>STEFANIE FOSTER - MEMORIAL (1-1)</p>	<p>\$0.00</p> <p><i>N/A</i></p>	<p>\$285.00</p> <p><i>Title II, Part A, FY19</i></p>
	<p><b>\$8,715.48</b></p>	<p><b>\$1,995.00</b></p>
<p>2019 YEAR-TO-DATE EDUCATION FUNDS</p>	<p>\$18,616.80</p>	<p>\$1,425.00</p>
<p>2020 YEAR-TO-DATE EDUCATION FUNDS</p>	<p>\$6,491.90</p>	<p>\$1,330.00</p>
<p>2019 YEAR-TO-DATE OTHER FUNDS</p>	<p>\$239,276.45</p>	<p>\$19,475.00</p>
<p>2019 YEAR-TO-DATE ADJUSTMENTS</p>	<p>\$0.00</p>	<p>\$0.00</p>
<p>2020 YEAR-TO-DATE OTHER FUNDS</p>	<p>\$30,107.33</p>	<p>\$4,465.00</p>
<p>2020 YEAR-TO-DATE ADJUSTMENTS</p>	<p>\$0.00</p>	<p>\$0.00</p>
<p><b>GRAND TOTAL</b></p>	<p><b>\$294,492.48</b></p>	<p><b>\$26,695.00</b></p>

(Figures in parentheses are the number of conferences & the number of absence days previously approved for the current school year.)



**TO: DR. STEVEN THALHEIMER**  
**FROM: MS. CHERYL WAGGONER**  
**DATE: MARCH 10, 2020**

**PERSONNEL RECOMMENDATIONS**

**CERTIFIED**

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

<b>Lemuel Cabang</b>	<b>North Side/Special Education</b>
<b>Laura Cauthen</b>	<b>North Side/Special Education</b>

- c. **Retirement** – We report the retirement of the following employee effective March 6, 2020:

<b>Debra Rorie</b>	<b>Osolo/Intervention</b>	<b>32 Years of Service</b>
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- d. **Resignation** – We report the resignation of the following employees:

<b>Sherry Greenfield-Ludwig</b> Began: 8/16/10	<b>Memorial/Language Arts</b> Resign: 6/3/20
<b>Allison Martin</b> Began: 8/14/18	<b>Roosevelt/Kindergarten</b> Resign: 6/3/20

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

<b>Ashley Smith</b> Begin: 4/20/20	<b>Roosevelt/Grade 1</b> End: 5/22/20
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**CLASSIFIED**

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

<b>Justin Allen</b> Began: 1/9/20	<b>Memorial/Paraprofessional</b> PE: 3/4/20
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**Sarah Avery**  
Began: 1/15/20

**Monger/Paraprofessional**  
PE: 3/10/20

**Alix Davis**  
Began: 1/6/20

**Transportation/Bus Driver**  
PE: 2/28/20

**Elizabeth Landeros**  
Began: 12/19/19

**Bristol/Food Service**  
PE: 2/26/20

**Thomas Louiselle**  
Began: 1/6/20

**Transportation/Bus Driver**  
PE: 2/28/20

**Douglas May**  
Began: 1/6/20

**Transportation/Bus Helper**  
PE: 2/28/20

**Cory Metcalfe**  
Began: 1/6/20

**Tech Services/Data Systems Analyst**  
PE: 2/28/20

**Amber Rowland**  
Began: 1/6/20

**Cleveland/Paraprofessional**  
PE: 2/28/20

**Lindsay Waite**  
Began: 1/6/20

**Career Center/Paraprofessional**  
PE: 2/28/20

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

**Edith Fernandez**  
Began: 3/30/15

**Cleveland/Food Service**  
Resign: 3/13/20

**Shondalin Gates**  
Began: 12/9/19

**North Side/Food Service**  
Resign: 3/3/20

**Maria Ha**  
Began: 8/16/18

**Beck/Paraprofessional**  
Resign: 3/19/20

**Lynda Miller**  
Began: 9/26/18

**Pinewood/Food Service**  
Resign: 3/13/20

**Candace Vazquez**  
Began: 12/16/19

**Transportation/Bus Driver**  
Resign: 2/12/20

