

NOTICE OF EXECUTIVE SESSION
OF THE
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

Date: Tuesday, November 10, 2020

Time: Immediately following Public Work Session

Purpose: Reference Indiana Code Section 5-14-1.5-6.1-(b)-

- (2) For discussion of strategy with respect to any of the following:
 - (A) Collective bargaining.
 - (B) Initiation of litigation or litigation that is either pending or has been threatened specifically in writing.
- (6) With respect to any individual over whom the governing body has jurisdiction.

Location: J.C. Rice Educational Services Center
2720 California Road
Elkhart, Indiana 46514



Superintendent of Schools

Posted and Mailed via U. S. Mail,
postpaid, to School Attorney and
News Media and electronically
delivered to Board Members on
Monday, November 2, 2020

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

November 10, 2020

CALENDAR

Nov	10	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Nov	10	immediately following	Executive Session, J.C. Rice Educational Services Center
Nov	10	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Nov	24	5:30 p.m.	Public Work Session, J.C. Rice Educational Services Center
Nov	24	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 – October 27, 2020 – Public Work Session
 - Minutes – October 27, 2020 – Regular Board Meeting
 - Claims
 - Gift Acceptance
 - Fundraisers
 - Grants
 - Personnel Report
- E. SPECIAL PRESENTATIONS – SCHOOL IMPROVEMENT PLANNING PROCESS
 - Woodland Elementary School
 - Osolo Elementary School
 - Daly Elementary School
 - Pierre Moran Middle Schools
- F. NEW BUSINESS
 - Review of the Re-Entry Plan
 - Tentative Agreement - Consideration of a tentative agreement with the Elkhart Teacher’s Association (ETA) for a new collective bargaining agreement.
- 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

October 27, 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.	Susan C. Daiber Troy Scott Douglas K. Weaver
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Roll Call

Via Electronic Communication:	Babette S. Boling
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ECS Staff Present:	Mindy Higginson Bradley Sheppard	Steve Thalheimer Doug Thorne
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Dr. Bradley Sheppard, Assistant Superintendent of Instruction, and Dr. Mindy Higginson, Director of Elementary Instruction, provided insight on the school improvement plans and their observations.

Topics Discussed

Superintendent Thalheimer provided preliminary data and surveys regarding the plan for the second semester.

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

Troy E. Scott, Member

Douglas K. Weaver, Member

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana
October 27, 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.	Susan C. Daiber Troy Scott Douglas K. Weaver	Roll Call
Via Electronic Communication:		Babette S. Boling	
President Kellie Mullins called the regular meeting of the Board of School Trustees to order.			Call to Order
Board secretary, Rocky Enfield, recited the Elkhart Promise.			The Elkhart Promise
Mrs. Mullins discussed the invitation to speak protocol.			
New Board member, Troy Scott, was sworn in prior to the Work Session.			Oath of Office
By unanimous action by roll call, the Board approved the following consent items:			Consent Items
Minutes – October 13, 2020 – Public Work Session			Minutes
Minutes – October 13, 2020 – Regular Board Meeting			
Minutes – October 15, 2020 – Special Board Meeting			
Payment of claims totaling \$6,953,045.52 as shown on the October 27, 2020, claims listing. (Codified File 2021-63)			Payment of Claims
The following donation was made to Elkhart Community Schools (ECS): \$500 from George Malcolm, for the Elkhart High School (EHS) wrestling program.			Gift Acceptance
Proposed school fundraisers in accordance with Board policy. (Codified File 2021-64)			Fundraisers
A grant submission to the US Department of Education for a Rethink Adult Education Challenge Grant in the amount of \$250,000. (Codified File 2021-65)			Grant

Conference leave requests in accordance with Board policy for staff members as recommended by the administration on the October 27, 2020 listings. (Codified File 2021-66)

Conference
Leave Requests

Personnel
Report

Employment of certified staff member, Elizabeth Hawn, academic dean at Pinewood, effective 11/23/20.

Certified
Employment

Employment of the following eight (8) classified employees, effective on dates indicated:

Classified
Employment

Ciera Chandonia - bus driver at Transportation, 10/14/20
Kent Fulmer - morning edition host at WVPE, 10/19/20
Cynthia Lewis - bus helper at Transportation, 10/26/20
Morgan Lynch - paraprofessional at Pinewood, 10/14/20
Amanda Rohrer - bus driver at Transportation, 10/26/20
Chase Smith - registered nurse at Beardsley, 10/14/20
Alisha Tillotson - food service at Commissary, 10/19/20
Cheri Vandenberg - food service at Cleveland, 10/19/20

Leave for the following six (6) classified employees, for dates indicated:

Classified Leave

Terrin Allen - food service at Hawthorne, beginning 10/5/20 and ending 11/5/20
Marilyn Bender - paraprofessional at EHS East, beginning 9/25/20 and ending 12/18/20
Kimberly Bishop - paraprofessional at North Side, beginning 10/13/20 and ending 10/29/20
Natashia DeJesus - bus driver at Transportation, beginning 8/17/20 and ending 6/2/21
Tonci Haynes - food service at EHS East, beginning 10/12/20 and ending 10/23/20
Christina Miller - bus driver at Transportation, beginning 10/15/20 and ending 12/18/20

Retirement of classified employee, Donna Gildea, social worker at Elkhart Academy effective 1/4/21 with 23 years of service

Classified
Retirement

Resignation of the following two (2) classified employees, effective on dates indicated:

Classified
Resignations

Anita Delucenay - bus driver at Transportation, 10/29/20
Kayla Magyar - bus driver at Transportation, 10/21/20

Termination of the following two (2) classified employees effective 10/27/20 under Board Policy 3139.01S:

Classified
Terminations

Mario Caicedo - support technician at Tech Services
Deanna Suggs - bus helper at Transportation

School Improvement Plan presentations were given by Roosevelt Elementary, Monger Elementary, Cleveland Elementary and the Elkhart Area Career Center. (Codified File 2021-67)

School Improvement Plans

By unanimous action by roll call, the Board approved a Memorandum of Understanding between Elkhart Community Schools and PHCC-North Central Indiana Association regarding apprenticeship opportunities in plumbing, heating and cooling. (Codified File 2021-68)

Memorandum of Understanding

By unanimous action by roll call, the Board approved an Agreement between Elkhart Community Schools and Bashor Home of the United Methodist Church, Inc. allowing for Bashor to locate and operate Bashor Alternative School Elkhart (BASE) on the campus of Bristol Elementary School for approximately 34 students. (Codified File 2021-69)

Agreement

By unanimous action by roll call, the Board a Memorandum of Understanding between Elkhart Community Schools and the Elkhart Teachers Association regarding overloads due to COVID. (Codified File 2021-70)

Memorandum of Understanding

The Board received a financial report from Kevin Scott, chief financial officer for the period January 1 – September 30, 2020. The Board found the report to be in order.

Financial Report

Kevin Scott, chief financial officer, presented and recommended approval of the 2021 Budget, the 2021 Capital Projects Plan, the 2021 School Bus Replacement Plan along with resolutions for Tax Neutrality and Budget Reduction authority. By unanimous action by roll call, all resolutions were adopted. (Codified File 2021-71)

2021 Budget Adoption

Mr. Scott provided the current insurance update. He reported that September of 2020 experience was virtually a mirror image of the same month in 2019. For the year ECS continues to see improvement from the prior year.

Insurance Update

Energy and risk management specialist, Todd Dowiat, reported the following updates since March, each month continues to set records for the highest cost avoidance in that month for the life of the program; cost avoidance for September eclipsed \$162,000; for January through September \$2,004,404; and during the life of the program \$14,236,152. Future projects include LED lights wherever possible to reduce the cost of electricity.

Energy Education Update

Dr. Thalheimer again thanked all teachers and staff for their work as the number of staff and students out of our buildings continues to increase and the work around contract tracing grows.

From the Superintendent

The meeting adjourned at approximately 8:15 p.m.

APPROVED:

Kellie L. Mullins, President

Carolyn R. Morris, Vice President

Roscoe L. Enfield, Jr., Secretary

Babette S. Boling, Member

Susan C. Daiber, Member

Troy E. Scott, Member

Douglas K. Weaver, Member

Adjournment

Signatures



ELKHART HIGH SCHOOL WEST

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



ELKHART COMMUNITY SCHOOLS

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

DATE: October 29, 2020

TO: Dr. Steve Thalheimer
Board of School Trustees

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

RE: Donation Approval

Elkhart High School received a donation of \$16,000.00 from the Elkhart Education Foundation. The donation is in support of the fundraising campaign to purchase new music apparel for Elkhart High School Bands, Choirs, and Orchestras.

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

Elkhart Education Foundation

2746 Old US 20 W. Suite B
Elkhart, IN 46514

Thank you for considering this request.



INSTRUCTIONAL LEADERSHIP

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. STEVE THALHEIMER
FROM: DR. BRADLEY SHEPPARD *Bradley Sheppard*
DATE: NOVEMBER 4, 2020

GIFT APPROVAL – MUSIC DEPARTMENT

Jayla Nunemaker has offered to donate one (1) Selmer Clarinet (serial number 181635) to the music department of the Elkhart Community Schools.

Quinlan & Fabish Music Company has examined the instrument and finds it to be in good condition. The fair market value of the instrument is \$150.00.

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

Jayla Nunemaker
2808 Hampton Road
Mishawaka IN 46544

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?
Pets in the Classroom	Pet Care Trust	Eastwood Elementary School	Carrie Conway	\$75.00	The funds will be issued as a rebate for the supplies needed for a classroom pets' habitat, food, bedding and toys.	The pets will provide unconditional love and acceptance to children with disabilities as well as children who benefit from trauma informed care.	The habitat with food, bedding, water bottle and cage costs \$110. The moneys will off set the cost of having and maintaining classroom pets	12/31/2020



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

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

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **Personal Leave** – We recommend a personal leave for the following employees:

Dodie Norris
Begin: 1/4/21

Cleveland/Grade 4
End: 6/2/21

- b. **Rescission** – We recommend the acceptance of a rescission of a maternity leave for the following employee:

Lyndel Borener

Woodland/Music

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

Melissa Fisher
Began: 8/12/09

Beardsley/Behavior Support
Resign: 12/18/20

Jason Rybinski
Began: 11/26/18

Pinewood/ENL
Resign: 11/4/20

CLASSIFIED

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

Nronn Bailey
Began: 9/9/20

Pierre Moran/Custodian
PE: 11/4/20

Maria Carrillo
Began: 9/14/20

Daly/Secretary
PE: 11/9/20

Colleen Davidson-Nowlin
Began: 9/11/20

Hawthorne/Registered Nurse
PE: 11/6/20

Gemma DiCarlo Began: 9/2/20	WVPE/Sr Reporter/Assignment Editor PE: 10/28/20
Cierra Johnson Began: 9/15/20	Transportation/Bus Helper PE: 11/10/20
Judie Jones Began: 9/14/20	Eastwood/Paraprofessional PE: 11/9/20
Elizabeth Matteson Began: 9/14/20	Cleveland/Paraprofessional PE: 11/9/20
Mary-Kathryne Taylor Began: 9/14/20	EACC/Par aprofessional PE: 11/9/20
Joseph Temple Began: 9/3/20	Feeser/Paraprofessional PE: 10/29/20
Nicole Tweedy Began: 9/9/20	Pinewood/Paraprofessional PE: 11/4/20

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

Shena Boone Began: 8/12/20	Elkhart East/Food Service Resign: 10/19/20
Letha Marshall Began: 8/17/20	Eastwood/Paraprofessional End: 11/17/20
Sandra Mondragon Lara Began: 3/2/20	Pinewood/Secretary Resign: 10/30/20
Angela K. Williams Began: 11/16/15	Bristol/Food Service Resign: 10/27/20

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

Lynette FitzSimmons Began: 9/1/04	Monger/Paraprofessional Retire: 11/10/20 16 Years of Service
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- d. **Unpaid Leave** - We recommend an extension to unpaid leave for the following classified employees:

Robert Gray
Begin: 10/21/20

Pierre Moran/Food Service
End: 11/30/20

Tonci Haynes
Begin: 10/12/20

Elkhart East/Food Service
End: 11/12/20

- e. **Unpaid Leave** – We recommend an unpaid leave for the following classified employees:

Shawn Burton
Begin: 11/19/20

Transportation/Bus Driver
End: 12/4/20

Frances Eggink
Begin: 10/20/20

West Side/Food Service
End: 12/18/20

Tesha Miller
Begin: 11/5/20

Riverview/Paraprofessional
End: 1/29/21

