

NOTICE OF EXECUTIVE SESSION
OF THE
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

Date: Tuesday, April 26, 2022

Time: 5:45 p.m.

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

(3) For discussion of the assessment, design, and implementation of school safety and security measures, plans, and systems.

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


Superintendent of Schools

Posted and electronically
delivered to School Attorney and
News Media on Wednesday,
April 20, 2022 and electronically
delivered to Board Members
on Wednesday, April 20, 2022.

PUBLIC WORK SESSION
OF THE
BOARD OF SCHOOL TRUSTEES
Elkhart Community Schools
Elkhart, Indiana

Date: Tuesday, April 26, 2022
Time: 6:15 p.m.
Location: J.C. Rice Educational Services Center
2720 California Road
Elkhart, Indiana 46514



Superintendent of Schools

Posted and electronically
delivered to School Attorney and
News Media on Wednesday,
April 20, 2022 and electronically
delivered to Board Members
on Wednesday, April 20, 2022.

The Board's meeting site is accessible to all persons. Any person requiring accommodation or assistance should contact the Secretary to the Board of School Trustees with the School Corporation's administrative office, located at 2720 California Road, Elkhart, Indiana 46514, at 574-262-5506.

NOTICE OF EXECUTIVE SESSION
OF THE
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

Date: Tuesday, April 26, 2022

Time: Immediately following the 7:00 p.m. Board meeting

Purpose: Reference Indiana Code Section 5-14-1.5-6.1-(b)-
(3) For discussion of the assessment, design,
and implementation of school safety and
security measures, plans, and systems.

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



Superintendent of Schools

Posted and electronically
delivered to School Attorney and
News Media on Wednesday,
April 20, 2022 and electronically
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on Wednesday, April 20, 2022.

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

April 26, 2022

CALENDAR

Apr	26	5:45 p.m.	Executive Session, J.C. Rice Educational Services Center
Apr	26	6:15 p.m.	Public Work Session, J.C. Rice Educational Services Center
Apr	26	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Apr	26	Immediately Following	Executive Session, J.C. Rice Educational Services Center
May	10	6:00 p.m.	Public Work Session, J.C. Rice Educational Services Center
May	10	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. MOMENT OF PRIDE - SSAC
- E. SPECIAL RECOGNITION - Teachers of the Year and Certified Retirees
- F. CONSENT ITEMS:
 - Minutes – March 22, 2022 – Public Work Session
 - Minutes – April 12, 2022 – Public Work Session
 - Minutes – April 12, 2022 – Regular Board Meeting
 - Minutes – April 19, 2022 – Public Work Session
 - Claims
 - Fundraisers
 - Extra-Curricular Purchases
 - Gift Acceptance
 - Grant Submission
 - Overnight Trips
 - Conference Leave Requests
 - Personnel Report
- G. OLD BUSINESS
- H. NEW BUSINESS

New Course Offering - The administration presents a proposed new course offering for Board review: Principals of Business Management.

Recommendation for Award – The Business Office recommends awarding the bid for construction project at Monger Elementary School.

Board Policy 3422.01S – Food Service Employees’ Compensation Plan

The administration presents proposed revisions to 3422.01S – Food Service Employees’ Compensation Plan and asks to waive second reading.

Financial Report - March 2022

Insurance Update

I. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

J. ADJOURNMENT

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

Elkhart Community Schools
Elkhart, Indiana

March 22, 2022

Elkhart High School Auditorium, 2608 California Road, Elkhart, Indiana
46514 – at 6:56 p.m.

Place/Time

Board Members Present: Dacey S. Davis
Troy E. Scott
Douglas K. Weaver Roscoe L. Enfield, Jr.
Kellie L. Mullins
Anne M. VonDerVellen

Roll Call

Via Electronic Communication: Babette S. Boling

ECS Staff Present: Steve Thalheimer
Lisa Ernsberger

The Board was presented details on the Middle School High Ability plan.

Topics Discussed

The meeting adjourned at approximately 7:09 p.m.

Adjournment

APPROVED:

Signatures

Dacey S. Davis, President

Babette S. Boling, Member

Troy E. Scott, Vice President

Roscoe L. Enfield, Jr., Member

Douglas K. Weaver, Secretary

Kellie L. Mullins, Member

Anne M. VonDerVellen, Member

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

Elkhart Community Schools
Elkhart, Indiana

April 12, 2022

Elkhart High School Auditorium, 2608 California Road, Elkhart, Indiana
46514 – at 6:50 p.m.

Place/Time

Board Members
Present:

Dacey S. Davis
Troy E. Scott
Douglas K. Weaver

Babette S. Boling
Roscoe L. Enfield, Jr.
Kellie L. Mullins
Anne M. VonDerVellen

Roll Call

ECS Staff
Present:

Steve Thalheimer
Lisa Ernsberger

The Board was provided the opportunity to ask questions pertaining to the
repurposing of Hawthorne Elementary School.

Topics
Discussed

The meeting adjourned at approximately 6:52 p.m.

Adjournment

APPROVED:

Signatures

Dacey S. Davis, President

Babette S. Boling, Member

Troy E. Scott, Vice President

Roscoe L. Enfield, Jr., Member

Douglas K. Weaver, Secretary

Kellie L. Mullins, Member

Anne M. VonDerVellen, Member

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

April 12, 2022

Elkhart High School Auditorium, 2608 California Road, Elkhart – at 7:00 p.m.

Place/Time

Board Members Present:	Dacey S. Davis Troy E. Scott Douglas K. Weaver	Babette S. Boling Roscoe L. Enfield, Jr. Kellie L. Mullins Anne M. VonDerVellen
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Roll Call

Board president Dacey Davis called the regular meeting of the Board of School Trustees to order.

Call to Order

Board president Davis recited the Elkhart Promise.

The Elkhart Promise

Board president Davis discussed the invitation to speak protocol.

Superintendent Thalheimer presented the Moment of Pride regarding the administration's work on anti-bullying efforts over the past few weeks. ECS's liability insurance carrier, Liberty Mutual, has had their Risk Control Services do a "high-level overview" and shared that they "found many of the components of [our] bullying prevention program do align with the best practices identified by multiple national resources." Their suggestion is for us to audit various aspects of our processes and conduct student, parent, and staff surveys of what can be done to be more effective and consistent.

Moment of Pride

Overall, findings show ECS needs to make sure anti-bullying efforts are ongoing because there is no end date for bullying prevention. While students are talked to about bullying at the beginning of the school year and provided information about reporting bullying on the Sprigeo system, further steps need to be taken to ensure we maintain a "see something/say something culture" all year round. Going forward ECS will do the following:

- Conduct bullying prevention and notification training with students multiple times a year;
- Clearly document that we have trained staff on the Olweus Bullying Prevention Program. This will include new staff (as a

part of orientation) as well as substitute teachers, because we have come to rely on them so heavily, per Board Policy 5517.01.

- Ensure staff who investigate reported bullying follow the how-to manual for bullying investigations;
- Establish a Safe School Team made up of a person from each building who will be the face for bullying prevention and coordinate activities at each site;
- Integrate Olweus with Move2Stand, a peer based program of support for students, the district utilized prior to COVID; and
- Provide education on what bullying is to parents along with prevention and mediation strategies.

Building on the success of our recent parent forum, the Student Services Department is looking at a parent event later this month that will define bullying and how the community can collaborate to reduce its occurrence.

Knowing a great deal of bullying occurs online, our Instructional Leadership team and Tech Services team are working on modules covering social media, digital footprints, online honesty, and privacy that students will be trained on during the first weeks of school in the fall.

As I have stated before, knowing students are more vulnerable emotionally and socially at this time, we are also looking to add in a risk assessment of any student who reports bullying as well as to potentially include a risk assessment of a student accused of bullying because those actions may indicate an underlying issue.

Our plan going forward is built on the pillars of helping people define and report bullying, prepare staff to deal with it, and engage parents in the process.

By unanimous action, the Board approved the following consent items:

- Minutes – March 22, 2022 – Public Work Session
- Minutes – March 22, 2022 – Regular Board Meeting
- Minutes – March 31, 2022 – Public Work Session

Payment of claims totaling \$11,142,866.92 as shown on the April 12, 2022, claims listing. (Codified File 2122-127)

The following donation was made to Elkhart Community Schools (ECS): \$37,500 from Thor Industries, Inc. for the ETI Building Fund; \$6,470 from Matt and Dr. Jill Windy to help with the purchase of a new shooting practice machine for the Elkhart

Consent Items

Minutes

Payment of Claims

Gift Acceptance

High School (EHS) basketball program; one (1) Nippon 4/4 violin valued at \$450 and bow and one (1) Schroetter 16-inch viola and bow with a value of \$500 from Kate Irelan to ECS music department; four (4) A063B869 generators with an owner estimated value of \$5,472 and a 5EGMBE-5270C generator with an owners estimated value of \$618 from Cummins Onan – Elkhart, care of Jennifer Pendley, for the Motorcycle/Outdoor Power Technology classes at the Elkhart Area Career Center (EACC); and \$1,000 from Phyllis Tubbs to EHS softball team.

Proposed school fundraisers in accordance with Board policy. (Codified File 2122-128)

Accepted the following extra-curricular purchase requests: Elkhart High School (EHS) Athletic Department extra-curricular fund to purchase Wall of Fame Interactive Kiosk in the amount of \$16,295.00 and West Side vocal music extra-curricular fund choir promotional apparel in the amount of \$571.40.

Conference leave requests in accordance with Board policy for staff members as recommended by the administration on the April 12, 2022 listings. (Codified File 2122-129)

Fundraisers

Extra-Curricular Purchases

Conference Leave Requests

Personnel Report

Employment of certified staff member, Brett Cramer, special education at Elkhart Academy.

Certified Employment

Consent agreement regarding unpaid time for a certified staff member. (Codified File 2122-130)

Certified Agreements

Resignation of the following seven (7) certified staff members on dates indicated:

Certified Resignations

- Loraine Benifiel – grade 2 at Woodland, 5/27/22
- Cadabbra Bernard Brown – psychologist at ESC, 5/27/22
- Tamika Jones – grade 5 at Roosevelt, 4/22/22
- Jacqueline Maillard – grade 5 at Woodland, 5/27/22
- Kyle Miller – music at Pierre Moran, 5/27/22
- Connie Rhodes – special education at Pierre Moran, 5/27/22
- Meganne Vrient – kindergarten at Pinewood

Maternity leave for the following certified staff member on dates indicated:

Certified Maternity Leave

- Jordan Bienz – special education at PACE, beginning 5/9/22 and ending 5/27/22

Employment of the following ten (10) classified employees, effective on the dates indicated:

- Heather Bowers – secretary at Pierre Moran, 4/11/22
- Brenda Egick – custodian at Feeser, 4/11/22
- Emily Grimes – assistant secretary at Cleveland, 3/28/22
- David Harrel – custodian at Woodland, 4/6/22
- Sirlexiah Patrick – food service at North Side, 4/4/22
- Mark Paustian – mechanic at Transportation, 3/28/22
- Conner Reynolds – custodian at Beardsley, 3/24/22
- Terri Rohr – custodian at Osolo/Feeser, 3/28/22
- Whitney Shupert – food service at Eastwood, 4/11/22
- Diana Whetstone – registered nurse at Beardsley, 3/3/22

Classified
Employment

Resignation of the following seven (7) classified employees, effective on the dates indicated:

- Shelly Carpenter – bus driver at Transportation, 3/21/22
- Sherrie Frantz – paraprofessional at Bristol, 3/15/22
- Willie Grant – bus helper at Transportation, 4/8/22
- Monique Harris – custodian at Riverview, 3/25/22
- Justin Hicks – workforce development reporter at WVPE, 4/22/22
- Kimberly Stutzman – social worker at Bristol, 5/27/22
- Stacy Wright – bus driver at Transportation, 4/4/22

Classified
Resignations

Retirement of the following two (1) classified employee, effective dates indicated:

- Julie Weaver – Paraprofessional at Cleveland, 5/27/22

Classified
Retirements

Unpaid leave for classified employee, Barbara Foster, paraprofessional at Freshman Division, beginning 3/23/22 and ending 5/27/22.

Leave

The Administration requested Board action to repurpose Hawthorne Elementary from a K-6 building to a Pre-K center and to implement the redistricting of attendance boundaries as presented in the packet and to evaluate this Pre-K location as part of the feasibility study.

Repurposing of
Hawthorne

Six (6) audience members spoke to the repurposing of Hawthorne. All were in opposition to the repurposing of Hawthorne and expressed concerns regarding the lack of communication and involvement with impacted constituents, the impact this will have on the students and families on the south side of Elkhart, and the lack of transparency throughout the decision making process.

Audience

Board member Anne VonDerVellen thanked audience members for taking the time to come and voice their concerns for their school, students, family, and community. She wishes this had played out differently and hopes the RFP will help this conversation be more

From Board

inclusive going forward. Unfortunately, ECS is still facing a teacher shortage, bus driver shortage, and capacity issue. Most importantly, students need an education and a teacher in their classroom. She asked the community to work together with the district going forward to help make ECS strong again.

Board member Doug Weaver thanked audience members and announced he would be voting no to the repurposing of Hawthorne. He expressed concerns about the process and believes ECS should weigh other alternatives for the repurposing of Hawthorne after further review and public engagement.

Board member Kellie Mullins spoke about a need for change with the district's primary focus being on students and education. She announced she would be voting no to the repurposing Hawthorne.

Board member Babette Boling thanked audience members and expressed her support for the repurposing of Hawthorne. She spoke of changing her mind during this process and feels, after attending all the community meetings, this is in the best interest of students. This option provides the district an opportunity to help alleviate staffing issues caused by the teacher shortage while offering smaller class sizes which will contribute to more learning for ECS students. She announced she would be voting yes in support of the repurposing of Hawthorne.

Board member Troy Scott spoke about this being a difficult decision; something no one wants to do. The process was not perfect and the Board and Administration can do better. At the end of the day, it is about the students and their academic achievement, preparation for life, college, and being the best they can be. The repurposing of Hawthorne provides students the best opportunity to succeed by keeping teachers in the classroom and offering smaller class sizes. These problems need to be addressed in order to do what is best for kids.

Board member Davis spoke about doing what is best for the kids and how a good education can happen with fewer students in the classroom. She is making her decision based on what is best for students and hopes everyone can come together to make it successful for ECS students and the community.

By a vote of 5 (Davis, Scott, Boling, Enfield, VonDerVellen) – 2 (Weaver, Mullins) approved the repurposing of Hawthorne Elementary from a K-6 to a Pre-K center and to implement the redistricting of attendance boundaries as presented in the packet and to evaluate this Pre-K location as part of the feasibility study.

Repurposing of
Hawthorne

Reviewed proposed revisions to Administrative Regulation JC – School District Boundaries as presented in the March 31, 2022 Board Work Session. Revisions also included changes to the attendance areas of Elkhart High School and the Freshman Division due to the merger.

By unanimous action, the Board approved proposed revisions and waived second reading to Board Policy 3422.07S – Executive Assistant Compensation Plan.

Board Policy
3422.07S

By unanimous action, the Board approved proposed revisions and waived second reading to Board Policy 3422.12S – Employees in Miscellaneous Positions Compensation Plan.

Board Policy
3422.12S

By unanimous action, the Board approved a proposed revision to the 2021-2022 School Year Calendar moving the Kindergarten Kick-off from April 14 to May 17, 2022. (Codified File 2122-131)

School
Calendar

By unanimous action, the Board authorized the submission of a Petition to the Indiana State Board of Education for an advance from the Common School Fund in the amount of \$1,130,835. (Codified File 2122-132)

Loan Petition

By unanimous action, the Board accepted a potential conflict of interest presented from Mr. Thorne. (Codified File 2122-133)

Conflict of
Interest

Two (2) audience members spoke against the repurposing of Hawthorne Elementary School as well as concerns about the lack of communication leading up to the vote.

Audience

Nine (9) audience members spoke about concerns of bullying in ECS and what the district is doing to stop it.

Audience member spoke about improving the communication between transportation and parents so parents are aware when their student's bus is running late.

Audience member spoke about their concerns for the mental health and well-being of students.

Audience member spoke of concerns with their child's special education services.

Audience member expressed concerns about the lack of communication from the district.

The meeting adjourned at approximately 8:02 p.m.

Adjournment

APPROVED:

Signatures

Dacey S. Davis, President

Troy E. Scott, Vice President

Douglas K. Weaver, Secretary

Babette S. Boling, Member

Roscoe L. Enfield, Jr., Member

Kellie L. Mullins, Member

Anne M. VonDerVellen, Member

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

Elkhart Community Schools
Elkhart, Indiana

April 19, 2022

J.C. Rice Educational Services Center, 2720 California Road, Elkhart – at 8:00 a.m.			Place/Time
Board Members Present:	Dacey S. Davis Troy E. Scott Douglas K. Weaver	Babette S. Boling Anne M. VonDerVellen	Roll Call
Absent:	Roscoe L. Enfield, Jr. Kellie L. Mullins		
ECS Staff Present:	Steve Thalheimer Doug Thorne Tony Gianesi Kevin Scott		
Interviews for the RFP for Demographic and Feasibility Study were held.			Topics Discussed
The meeting adjourned at approximately 3:15 p.m.			Adjournment
APPROVED:			Signatures
<hr/>	Dacey S. Davis, President	<hr/>	Babette S. Boling, Member
			Absent
<hr/>	Troy E. Scott, Vice President	<hr/>	Roscoe L. Enfield, Jr., Member
			Absent
<hr/>	Douglas K. Weaver, Secretary	<hr/>	Kellie L. Mullins, Member
		<hr/>	Anne M. VonDerVellen, Member

School	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
EACC - Creative Outdoor Management	Students will host a plant sale from the greenhouse propagation. Funds raised will be used for the replacement of materials used.	4/25/2022 - 5/15/2022	4/11/2022	Ashley Roberts
	Please note the following fundraisers are presented for confirmation only.			

ELKHART COMMUNITY SCHOOLS
Elkhart, Indiana

April 20, 2022

TO: Dr. Steven Thalheimer
Board of School Trustees

FROM: Kevin Scott

SUBJECT: Extra-Curricular Purchase

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

SCHOOL/ACCOUNT AMOUNT	ITEM	
EHS -Yearbook Funds	11,300 Dell Chromebooks and Google Licensing	\$6,583.50



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



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

April 11, 2022

Kevin Scott, CFO
Elkhart Community Schools, Corp. Board Members
2720 California Road
Elkhart, IN 46514

Re: Request for approval of Extra-Curricular funds purchase over \$500.00

Dear Mr. Scott and Board Members,

Per the State Board of Accounts directives we are seeking approval of a purchase of a replacement Dell Chromebooks 11 3100 (25 each) and Google Licensing from the EHS Yearbook Extra-Curricular funds. The cost of the Chromebooks and licensing together is \$6,583.50. There are ample funds within this particular extra-curricular fund to afford the cost.

The Chromebooks would be utilized by the Yearbook Club students. As the Yearbook needs have advanced we need to ensure that students have the proper equipment to keep up with technological advancements. This will assist in the production and quality of our prestigious yearbook.

Ms. Stine has obtained a quote through the district IT department. Please see the attached document.

I am sending this email per a request from Cary Anderson who has approved this purchase. Please let me know if you require additional information or have any questions.

I appreciate your time involved.

Thank you

Dana Wyatt

Treasurer/Secretary
EHS-Main Campus

CC: C. Anderson
J. Miller
A. Stine

Electronic Strategies, Inc.

8050 Castleway Drive
Indianapolis, IN 46250
317.596.9891



Because you depend on IT.

We have prepared a quote for you

Chromebook 3100 and Google Licensing *25

QUOTE # 013980 V1

PREPARED FOR

Elkhart Community Schools

PREPARED BY

Courtney Madden



Because you depend on IT.

317.596.9891
cmadden@esiindy.com

Tuesday, April 05, 2022

Elkhart Community Schools
Carol Alarcon
1135 Kent Street
Elkhart, IN 46514
calarcon@elkhart.k12.in.us

Dear Carol,

Thank you for considering ESI for this purchase. I'm happy to assist with any questions or changes regarding the quote. Please contact me or my ISR and we'll reply as soon as possible.

If everything is agreeable, please complete, sign, and submit the quote. You will be notified when your order is placed and receive delivery information shortly.

Sincerely,

Courtney Madden
Account Executive
Electronic Strategies, Inc.



Chromebook

Description	Price	Qty	Ext. Price
Dell Chromebook 11 3100 <ul style="list-style-type: none"> • Intel Celeron N4020 (Dual Core, up to 2.8GHz, 4M Cache, 6W) 2 USB Type-C, 2 USB 3.1 • 4 GB, LPDDR4, 2400 MHz, integrated • 32 GB eMMC, on-board • 11.6", HD 1366x768, 60Hz, Non-Touch, Anti-Glare, Cam/Mic, WLAN • US English Keyboard, non-backlit • Intel Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.0 • 3 Cell, 42 Wh • 65W Type-C Adapter US 125V,1M • Hardware Support Services:3 Years Hardware Service with Onsite/In-Home Service after Remote Diagnosis 	\$262.04	25	\$6,551.00
Subtotal:			\$6,551.00

Google

Description	Price	Qty	Ext. Price
GOOGLE CHROME FOR EDUCATION PERPETUAL LICENSE	\$32.50	1	\$32.50
Subtotal:			\$32.50



317.596.9891
cmadden@esiindy.com

Chromebook 3100 and Google Licensing *25

Prepared by:
Electronic Strategies, Inc.
Courtney Madden
317-806-6350
Fax 317.596.9894
cmadden@esiindy.com

Prepared for:
Elkhart Community Schools
1135 Kent Street
Elkhart, IN 46514
Carol Alarcon
(574) 262-3168
calarcon@elkhart.k12.in.us

Quote Information:
Quote #: 013980
Version: 1
Delivery Date: 04/05/2022
Expiration Date: 04/29/2022

Quote Summary

Description	Amount
Chromebook	\$6,551.00
Google	\$32.50
Total:	\$6,583.50

Taxes and other fees may apply, shipping amount is estimate only. We reserve the right to cancel orders arising from pricing or other errors.

Electronic Strategies, Inc.

Elkhart Community Schools

Signature: _____
Name: _____
Title: _____
Date: _____

Signature: _____
Name: Carol Alarcon
Date: _____



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

★ ★

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

DATE: April 11, 2022

TO: Dr. Steve Thalheimer
Board of School Trustees

FROM: Matt Werbiansky, Principal, Business and International Relations
Dan Walsh, Science Teacher

RE: Donation Approval

CA

The \$500 donation for Mr. Walsh is from the Air Force Association (AFA). Mr. Walsh is eligible for the donation due to his membership in the United States Civil Air Patrol as an Aerospace Educator Member (AEM). The donation is intended to offset the cost of Aerospace STEM materials for his classroom. This particular donation will be used to purchase 10 Electric Airplane Launchers. They will be utilized during the week-long Aerospace Engineering Module of the Engineering Tomorrow project-based learning curriculum that he will be introducing in his Physics classes.

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:

Air Force Association
1501 Lee Highway
Arlington, Va. 22209-1198



EASTWOOD ELEMENTARY SCHOOL

2605 COUNTY ROAD 15 • ELKHART, IN 46514

PHONE: 574-262-5583



ELKHART COMMUNITY SCHOOLS

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

DATE: 4/14/2021

TO: Dr. Steve Thalheimer
Board of School Trustees

FROM: Victoria Hays, Principal

RE: Donation Approval

Eastwood Elementary will receive 120 boxes of donated school supplies from Lippert. Each box contains 3 zip lock bags full of various school supplies such as glue sticks, pencils, erasers, Kleenex, crayons, markers, scissors, folders, dry erase markers and hand sanitizer. This donation is expected to arrive on April 19th. Eastwood plans on sharing this generous donation with several sister schools that will be having summer school programming.

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:

Carley Mayer - Lippert Cares Specialist
After Market and Technology
Lippert
3501 County Road 6
Elkhart, Indiana 46514

Respectfully Submitted,

Victoria Hays
Principal, Eastwood Elementary



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



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

DATE: April 18, 2022

TO: Dr. Steve Thalheimer
Board of School Trustees

FROM: Brian Buckley/Jacque Rost
Elkhart High School Athletic Department

RE: Donation Approval – Vaughn and Cynthia Nickell

A donation in the amount of \$500.00 has been given to the Elkhart High School Boys Track Program from Vaughn and Cynthia Nickell. This donation will help with the continued growth and progression of our boy's track program.

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:

Vaughn and Cynthia Nickell
Elkhart, IN 46514



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



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

DATE: April 13, 2022
TO: Dr. Steve Thalheimer
Board of School Trustees
FROM: Brian Buckley/Jacquie Rost
Elkhart High School Athletic Department
RE: Donation Approval – Trimmer

A donation in the amount of \$1,000.00 has been given to the Elkhart High School Unified Track program from Terry and Peggy Trimmer. This donation will help with the continued growth and progression of our Unified Track program.

We are requesting approval from the Board of School Trustees to accept this donation and letter of appreciation sent to the following:

Terry and Peggy Trimmer
Elkhart, IN 46514



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



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

DATE: 4-11-2022

TO: Dr. Steven Thalheimer
Board of School Trustees

FROM: Cary Anderson (Principal)
Nick Seidl (Teacher),
Theodore Elli (Teacher)

RE: Donation Approval

Elkhart High School received a donation of \$750.00 from NIPSCO, LLC. The donations are in support of the Elklogics Robotics Extra Curricular club/team and will be used to purchase supplies, competition registrations, snacks and equipment for the team students.

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:

Northern Indiana Public Service Company LLC
801 E 86th Ave
Merrillville, IN 46410



OSOLO ELEMENTARY SCHOOL
24975 COUNTY ROAD 6 EAST • ELKHART, IN 46514
PHONE: 574-262-5590



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

DATE: April 20,2022

TO: Dr. Steve Thalheimer
Board of School Trustees

FROM: Kristine Weimer, Principal

RE: Donation Approval

Osolo Elementary School has received a donation of 80 different Sizzix diecuts along with 5 different Sizzix Alphabet and number sets with the approximate value of \$1,500.

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:

Joe and Barbara Crosbie
30434 Deer Pointe
Granger, IN 46530

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?
United Way Community Mini-Grant	United Way	Elkhart Community Schools	Sarita Stevens/Student Services	\$15,500.00	Parent University / Student Services	The grant will expand ECS's ability to increase parent engagement through activities and training sessions for parents.	\$5500.00 Contracted Services, \$1500.00, supplies and materials, \$5000.00 giveaways and incentives, \$3500.00 refreshments.	3/30/2020
Data Action Mini Grant	The Source - Elkhart	Mary Feeser Elementary	Rebekah Carr	\$2,000.00	Responsible Parties: Carolyn Lesperance and Rebekah Carr. The funds from the grant will go towards a therapy dog for the building.	The funds will be used to support and meet the social emotional needs for all students. Our goal is to provide an additional level of support for all students and the students that might have a more difficult, as well as other students, time with processing and understanding their emotional needs. The dog can also be for students to be used as an academic buddy. This where they can complete work in a content area that they may not be strong in to build their strengths and skills without the pressure of working with their peers. Additionally, the therapy dog can be utilized by: assisting administration with students behavior issues, assisting administration with students who are socially disconnected with peers or teachers, helping reduce stress and anxiety for students in social settings, contributing to the improvement of reading fluency and comprehension skills, and by creating a positive and safe learning environment for students, parents, and staff.	Mary Feeser would like to raise enough money and support to provide a therapy dog for the school. Our long term goal is to have our own dog for the building. For the time being, we will be working with Top Notch Services Dogs located in Elkhart. The cost to bring their own dog (Goldie) to our school is \$100/day. We would like to have a dog in the building as much as possible, but due to costs/budget, our goal is to have Goldie come at least once a week and additionally during mandated state testing days.	4/30/2022

ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST

School: EACC

Class/Group: Ag/ Motorcycle/Outdoor Power Technology

Number of Students: 4

Date/Time Departing: 4-22-22 12:30 PM

Date/Time Returning: 4-23-22 4:00 PM

Destination: C-9 Career Center Greenwood IN
City State

Overnight facility: Holiday Inn/Suites

Mode of Transportation: SUV

Reason for trip: FFA Small Engines State Contest

Names of chaperones: Ryan Gortney

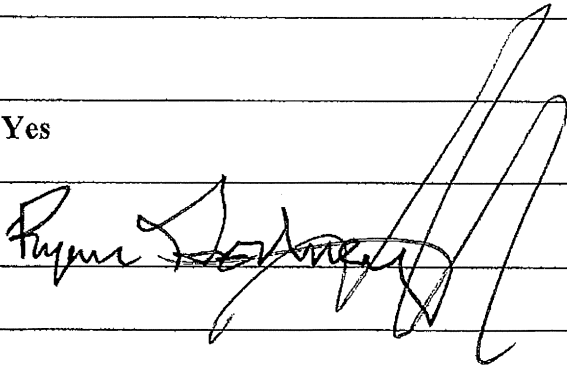
Cost per student: 0

Describe Plans for Raising Funds or Funding Source:

Plans to defray costs for needy students:

Are needy students made aware of plans? Yes

Signature of Teacher/Sponsor



Signature of Principal:

Date: 4/1/22

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

Approval of Assistant Superintendent:



Date: 4/12/22

Approval by Board:

RECD. 4/12/22

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

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: April 21, 2022

TO: Dr. Steve Thalheimer, Superintendent

FROM: Dr. Bradley Sheppard *Bradley Sheppard*

RE: **Conference Leave Requests**
April 26, 2022 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2021 - 2022 CONFERENCES	EXPENSES	SUBSTITUTE
PUBLIC MEDIA JOURNALISTS ASSOCIATION (PMJA) 2022 CONFERENCE Sessions will provide valuable insight into how to cover underserved communities & topics (climate change, Latinx communities, etc.) in a variety of media (social media, visuals, etc.). Conference will also provide professional development and networking opportunities for reporters in a radio-focused environment. Attending PMJA will give me professional development and education on better journalism practices and strategies, allowing me to bring better local news and feature reporting to WVPE's listeners. Seattle, WA <i>*Attendance is subject to local health guidelines*</i> June 22 - 24, 2022 (3 day's absence) GEMMA DICARLO - WVPE (0-0) JAKOB LAZZARO - WVPE (0-0)	\$4,467.85 WVPE WVPE	\$0.00 N/A N/A
FOR CONFIRMATION ONLY: (RECEIVED TOO LATE FOR PRIOR APPROVAL)	EXPENSES	SUBSTITUTE
PATINS TECH EXPO 2022 Participants will preview assistive and accessible technologies and services, meet with vendors and experts of resources designed to promote inclusion and to comply with federal and state mandates, learn about accessibility and technology supports for all students and families. This information will be brought back to ECS and embedded in our PD and instructional planning to reduce barriers to learning for all students. Carmel, IN <i>*Attendance is subject to local health guidelines*</i> April 14, 2022 (1 day's absence) BILLIE JO ETCHASON - PINEWOOD/ESC (1-2)	\$131.20 Education Fund	\$95.00 Education Fund
	\$4,599.05	\$95.00
2021 YEAR-TO-DATE EDUCATION FUNDS	\$27,056.18	\$1,520.00
2022 YEAR-TO-DATE EDUCATION FUNDS	\$8,260.37	\$1,235.00
2021 YEAR-TO-DATE OTHER FUNDS	\$83,090.98	\$3,705.00
2021 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
2022 YEAR-TO-DATE OTHER FUNDS	\$62,459.86	\$3,800.00
2022 YEAR-TO-DATE ADJUSTMENTS	-\$2,547.75	\$0.00
GRAND TOTAL	\$178,319.64	\$10,260.00

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

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: April 12, 2022
 TO: Dr. Steve Thalheimer
 FROM: Brandon Eakins *BE*
 RE: **Conference Leave Requests Paid Under Carl D. Perkins Grant
 April 26, 2022 - Board of School Trustees Meeting**

2021-2022 CONFERENCES	EXPENSES	SUBSTITUTE
FFA State Small Engines Contest EACC will have 2 teams competing. The students will be earning scholarships and tool prizes. These students will be competing in the state contest for FFA small engines. Greenwood, IN April 22 - 23, 2022 Dalton Bogaert (1-5) Ryan Gortney (1-5) Career & Technical Student Organizational Competitions	\$996.00	\$0.00
** FOR CONFIRMATION ONLY		
TOTAL	\$996.00	\$0.00
2021-22 YEAR-TO-DATE PERKINS FUNDS	\$20,802.44	\$0.00
GRAND TOTAL	\$21,798.44	\$0.00



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. STEVEN THALHEIMER
FROM: MS. MAGGIE LOZANO
DATE: APRIL 26, 2022

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **Agreement** – We recommend the approval of an agreement regarding incentive pay.
- b. **Agreement** – We recommend the approval of two agreements regarding unpaid time.
- c. **Retirement** – We report the retirement of the following employee:

Susan Herr ESC/Behavior Support 25 Years of Service

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

Katie Wilson Pinewood/Grade 6
Began: 5/4/22 End: 5/27/22

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

Jamie Brown Woodland/Grade 2
Began: 8/10/20 Resign: 5/27/22

Lashawndra Gates Hawthorne/Grade 4
Began: 9/5/12 Resign: 5/27/22

Chaicee Jacobs Pierre Moran/Counselor
Began: 10/18/21 Resign: 4/13/22

Yahaira Jaimes-Hernandez Hawthorne/Grade 3
Began: 1/7/19 Resign: 5/27/22

CLASSIFIED

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

Jodi Buckhout Began: 2/14/22	North Side/Food Service PE: 4/15/22
Barbara Estrup Began: 2/18/22	Riverview/RN PE: 4/19/22
Viola Flicker Began: 2/28/22	Pinewood/Food Service PE: 4/25/22
Elizabeth Miller Began: 2/22/22	Eastwood/Paraprofessional PE: 4/25/22
Rachael Proffitt Began: 2/16/22	North Side/Food Service PE: 4/18/22

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

Sandra Arnold Began: 9/14/21	Woodland/Paraprofessional Resign: 3/25/22
Valorie Books Began: 9/13/21	West Side/LPN Resign: 5/27/22
Ronda Conner Began: 2/1/12	Transportation/Bus Driver Resign: 4/22/22
Catelynn Fuller Began: 9/27/21	Transportation/Trainer/Dispatch Resign: 4/15/22
Johanna Montas-Arias Began: 10/11/17	ESC/Secretary Resign: 4/26/22
LaKayla Moore Began: 12/1/21	Transportation/Bus Helper Resign: 4/27/22
Rosa Ramirez Arias Began: 8/31/21	PACE/Paraprofessional Resign: 4/8/22
Rebekah Shaw	Daly/Paraprofessional



Began: 10/26/21

Resign: 3/4/22

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

Deborah Clarkson

Began: 10/29/90

Hawthorne/Paraprofessional

Retire: 5/27/22

31 Years of Service

Julie Hamlin

Began: 12/8/05

Freshman Division/Food Services

Retire: 5/27/22

16 Years of Service

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

Jamie Bontreger

Began: 4/11/22

Elkhart Academy/Social Worker

End: 5/27/22

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

Tanisha Anderson

Began: 5/5/22

Transportation/Bus Driver

End: 5/27/22



Elkhart Community Schools New Course Proposal for 2022-2023

Proposals for new courses submitted 3 semesters prior to implementation.

State Title	Principles of Business Management Career Custer: Business Marketing & Finance Program of Study: Business Management NLPS Sequence: Principles Course Code: 4562
Course Description	Principles of Business Management examines business ownership, organization principles and problems, management, control facilities, administration, financial management, and development practices of business enterprises. This course will also emphasize the identification and practice of the appropriate use of technology to communicate and solve business problems and aid in decision making. Attention will be given to developing business communication, problem-solving, and decision-making skills using spreadsheets, word processing, data management, and presentation software.
Grade Levels	9-12
Pathway	Business Administration & Accounting
Length of Course	Full Year
Prerequisites	Into to Business & Digital Apps Preferred but not required

Additional Required Information:

Resources	MGMT12 Principles of Management
Additional cost?	Awaiting enrollment numbers so we can request quote from Cengage
Rationale for the course	Graduation pathway via the Next Levels Pathway
How does this course fit into your department's and your school's total program?	This will be step one of the pathway and be a prerequisite for courses that we will need to add in future years.
Anticipated number of students	Still waiting for this information but a large chunk of our School of Business Students as this starts two pathways.
What courses might this replace in their schedules?	None

Elkhart Community Schools
New Course Proposal for 2022-2023

Name of person on staff licensed to teach this course

All on staff are licensed to teach this course



Teacher Signature

4-18-22
Date:

Kyle Sears

Written Name of Teacher

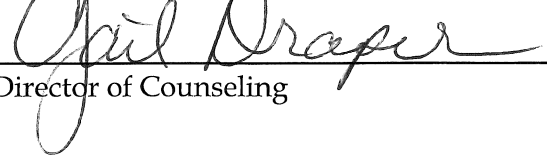
Ben Ban

Department Chair

4-18-22
Date:

BRUCE BAER

Written Name of Department Chair



Director of Counseling

4-19-22
Date:

Written Name of Director of Counseling

Principal or Assistant Principal

MATT WERBIANSKY

Written Name of Principal or Assistant Principal

4/18/22
Date:

Brendley Sheppard ^(R) 4/20/22



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

Date: April 21, 2022

To: Board of School Trustees

From: Anthony J. Gianesi *AG*

RE: Recommendation for Award: Monger Elementary School

On April 19, 2022 two bids were received for Monger Elementary School.

All bids have been reviewed by Elkhart Community Schools and the J. Lake Architecture/JPR/Primary Engineering design team for compliance with plans and specifications prepared by J. Lake Architecture/JPR/Primary Engineering.

The Business Office recommends award of a contract in the amount enumerated below to Gibson-Lewis, LLC, of Mishawaka, Indiana as the lowest and best, most responsive and most responsible bidder. The Business Office also recommends, as part of the contract, award of the alternates listed below that conform to the budgetary constraints of the projects.

Base Bid:	\$4,204,400.00
Alternate No. 1: Bleachers for the gymnasium	\$ 21,000.00
Alternate No. 2: Gymnasium renovations	\$ 215,500.00
Alternate No. 3: Replace all gutters and downspouts	\$ 158,000.00
TOTAL:	\$4,598,900.00

The project includes the work listed in the alternates above as well as replacement of the existing roof, renovation of the existing office and workroom, renovation of the existing restrooms, replace ceilings, replace lighting with LED lights, add lockers in the original building, new finishes throughout, and mechanical upgrades.

Funding for this project will come from a lease rental bond for Monger Elementary School.



J. Lake Architecture & Design
129 Quartermaster Court
Jeffersonville, IN 47130
502.802.8797

www.jlakearch.com
jamie.lake@jlakearch.com

April 19, 2022

Tony Giansi, Chief Operating Officer
Elkhart Community Schools
JC Rice Educational Services Center
2720 California Road
Elkhart IN 46514
574-262-5500
tgiansi@elkhart.k12.in.us

RE: **2022 Improvements**
MONGER ELEMENTARY SCHOOL
Elkhart Community Schools
Elkhart Indiana

Dear Tony,

Bids were received at J.C. Rice Educational Services Center at 2:00 PM on Tuesday, April 19, 2022 for the above-referenced project, at which time they were publicly opened and read aloud.

Two (2) bids were received.

All bids submitted were received and logged in prior to the required bid opening time.

A hard copy of all original bid information received was given to Bill Drehmel at the bid opening for your official project files and records. I retained the duplicate copy of the proposal forms and information for further review. No financial statements or financial records have been scanned or retained by our office.

I have reviewed the bid information submitted and the proposal requirements for bidding. To the best of my knowledge and abilities, all bids appear to be responsive, complete, and free from irregularities.

In both cases, the sum total of the Base Bid plus all Alternate bids is within the total Project Budget.

It is my recommendation to award the Contract for Construction to Gibson-Lewis, LLC of Mishawaka, Indiana, as the lowest and best, most responsive, and most responsible bid in the amount of \$4,598,900.00 as follows:

\$4,204,400.00	Base Bid
\$ 21,000.00	Alternate 1
\$ 215,500.00	Alternate 2
\$ 158,000.00	Alternate 3
\$4,598,900.00	Total Contract Sum

Registered Architect:
Registered Interior Designer:
Professional Affiliations:

Indiana #19900007 • Kentucky #5066 • Michigan #1301071118 • Ohio #2018182
Indiana #00411
American Institute of Architects #30121121 • NCARB #51592
Design-Build Institute of America #1132378 • Construction Specifications Institute #2051104



J. Lake Architecture & Design
129 Quartermaster Court
Jeffersonville, IN 47130
502.802.8797

www.jlakearch.com
jamie.lake@jlakearch.com

Sincerely,

Jamie Lake, AIA, RID, NCARB, CSI
Architect, President, CEO

Enclosed: (1) Bid Tabulation
Cc: Bill Drehmel, ECS Manager of Building Services
Ed Kowalczyk, Jones Petrie Rafinski
Mike Lubbehusen, Primary Engineering
File: 21-13-01/P3-E



J. Lake Architecture & Design
 129 Quartermaster Court
 Jeffersonville, IN 47130
 502.802.8797

www.jlakearch.com
 jamie.lake@jlakearch.com

BID TABULATION FORM

Project: **2022 Improvements**
MONGER ELEMENTARY SCHOOL
 Elkhart Community Schools
 Elkhart Indiana

Project No: 21-13-01
 Date: Tuesday, April 19, 2022
 Time: 2:00 PM EDT
 Location: Elkhart Community Schools - J.C. Rice Educational Services Center

BIDDER	BASE BID	ALTERNATE 1 Gymnasium Bleachers	ALTERNATE 2 Gymnasium Renovations	ALTERNATE 3 Replace All Gutters and Downspouts	All. Form	Alt. Form	Bid Bond	Fin. State
Gibson-Lewis, LLC	\$4,204,400.00	\$21,000.00	\$215,500.00	\$158,000.00	X	X	X	X
	\$4,598,900.00	Total Base Bid + All Alternates						
R. Yoder Construction	\$4,357,600.00	\$24,000.00	\$160,000.00	\$194,000.00	X	X	X	X
	\$4,735,600.00	Total Base Bid + All Alternates						

File: 21-13-01/P3-E

Book Policy Manual
 Section 3000 Personnel
 Title PROPOSED REVISED FOOD SERVICE EMPLOYEES' COMPENSATION PLAN
 Code po3422.01S
 Status
 Adopted December 13, 2016
 Last Revised December 14, 2021
 Last Reviewed April 26, 2022

3422.01S - FOOD SERVICE EMPLOYEES' COMPENSATION PLAN

Salary Schedule

The Board of School Trustees hereby adopts the following wage and career increment schedule for food service personnel to be effective beginning January 1, 2022.

WAGE SCHEDULE								
STEP	I		II		II.5	III	IV	V
	A	B	A	B	B	B	B	B
Probationary	9.75	9.56	10.09	9.90	11.03	15.36	16.15	16.68
55 days - 1 year	10.53	10.34	10.91	10.70	11.80	16.25	17.00	17.53
1 year - 2 years	11.39	11.14	11.74	11.50	12.61	16.68	17.84	18.38
2 years - 3 years	12.35	12.06	12.72	12.42	13.52	17.86	18.77	19.36
Over 3 years	12.91	12.61	13.28	12.95	15.14	18.62	19.57	20.09

- Key: Column A = Less than four (4) hours/day employees
 Column B = Four (4) or more hours/day employees (In addition the three percent (3%) employee contribution to PERF will be paid by Elkhart Community Schools)
- I - Less than six and one-half (6.5) hour Satellite Employees, Elementary Lunch Paraprofessionals
 - II - Commissary and Cafeteria Employees, Secondary Lunch Paraprofessionals
 - II.5 - Commissary Line Leader, Elementary Managers, Tipton Manager, Catering Staff/Sub Food Service Truck Driver
 - III - Middle School Managers, Assistant Managers
 - IV - **Allergy Specialist**

Career Increment Schedule

- \$.20 five (5) years, but less than ten (10)
- \$.30 ten (10) years, but less than fifteen (15)
- \$.50 fifteen (15) years, but less than twenty (20)
- \$.70 twenty (20) years and over

- A. The career increment applies to all food-service personnel.
- B. The career increment takes effect for each regular employee on the anniversary date (5-10-15-20 years). The career increment is not cumulative, but the scheduled amount is added to the employee’s regular rate set forth on the Wage Schedule.
- C. Years of employment will be determined by using the date the employee became regularly employed by the Elkhart Community Schools.

Cafeteria Paraprofessionals

Cafeteria Paraprofessionals, who were hired as a cafeteria paraprofessional prior to February 11, 2014, will be paid under the paraprofessional wage schedule as outlined below.

Step	ECS Experience as Paraprofessional	Hourly Rate	
		A	B
1	0 days or more, but less than 55 days (Probationary Rate)	11.54	10.99
2	55 days or more, but less than 1 year	11.66	11.36
3	1 year or more, but less than 2 years	12.17	11.89
4	2 years or more, but less than 3 years	12.73	12.40
5	3 years or more, but less than 4 years	13.26	12.90
6	4 years or more, but less than 5 years	13.70	13.33
7	5 years or more, but less than 6 years	14.26	13.85
8	6 years or more, but less than 7 years	14.74	14.34
9	7 years or more	15.30	14.87

Key: Column A = Less than four (4) hours/day employees

Column B = Four (4) or more hours/day employees (In addition the three percent (3%) employee contribution to PERF will be paid by Elkhart Community Schools.)

Cafeteria Paraprofessional Career Increment Schedule

Years regularly employed by Elkhart Community Schools	Amount of Hourly Career Increments
five (5) or more, but less than ten (10)	.20
ten (10) or more, but less than fifteen (15)	.30
fifteen (15) or more, but less than seventeen (17)	.40
seventeen (17) or more, but less than twenty (20)	.50

- A. The career increment applies to all food-service personnel.
- B. The career increment takes effect for each regular employee on the anniversary date (5-10-15-20 years). The career increment is not cumulative, but the scheduled amount is added to the employee's regular rate set forth on the Wage Schedule.
- C. Years of employment will be determined by using the date the employee became regularly employed by the Elkhart Community Schools.

Additional Pay for Banquets and Special Functions

Employees will receive time and one-half f(1/2) or all hours worked for special serving requests, banquets and special functions.

Overtime

Food Service employees who are assigned to work more than forty (40) hours in a week will be paid overtime compensation for time and a half for any hours worked in excess of forty (40) hours.

Food Service Employees' Fringe Benefits

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 a company or broker approved by the Board of Schools Trustees of the Elkhart Community Schools.

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 (1) 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. Employees interested in participating in these plans should contact the Business Office, Insurance Department.

Severance Benefits

Food Service employees 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.

A. Resignation

Food Service employees shall receive pay for any unused personal business leave in the current year of employment, provided the following conditions are met by the employee:

1. The employee has completed at least six (6) months of active employment with the Elkhart Community Schools.
2. The employee has submitted a written resignation to the Director of Human Resources, and
3. The resignation shall specify the last date of employment and shall be received by the Director of Human Resources at least ten (10) working days prior to the last date of employment; or during the summer months at least twenty-one (21) calendar days prior to the scheduled working day.

B. Retirement, Death, or Disability

1. 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.

2. A maximum of thirty (30) 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.
3. At the time of retirement, a Food Service employee may select one (1) of the following benefits based on the employee's daily rate at the time of retirement:
 - a. One (1) day's pay for each full year employed by the Elkhart Community Schools, or
 - b. Pay for accumulated illness leave, not to exceed two (2) days per year. Pay shall be for the greater of thirty (30) days or forty-five percent (45%) of accumulated illness leave.

In the event of the death of a Food Service employee, while in the active employ of Elkhart Community Schools, said payment should be made to the employee's beneficiary.

4. 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.

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 3413S.

Dependent Textbook Fee Stipend

Elkhart Community Schools will reimburse employees \$50.00 per student enrolled in the Elkhart Community Schools, for textbook fees paid by the employee to Elkhart Community Schools for instructional materials. Evidence of payment shall be submitted to the Business Office by May 1, and the reimbursement will occur on or before June 15.

Food Service Employees' Absences

In order to operate each kitchen effectively and efficiently, punctuality and regular attendance are of utmost importance.

All Food Service employees employed four (4) or more hours are entitled to personal leave and personal illness days. Absences for all Food Service personnel, in addition to the days to which they are entitled, shall be considered to be unexcused. Three (3) days' unexcused absences in anyone school year shall be considered excessive and shall be grounds for suspension or termination. 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 at least one-half (1/2) hour before starting time, and upon return, 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.) Upon written request received by the Director of Food Services at least two (2) weeks in advance (except in emergencies), unpaid absences of five (5) or less consecutive working days may be approved. The best interests of the School Corporation will be considered.

Food Service Employees' Illness Absences and Leaves

Personal/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 personal illness absence to a total of the number of hours equal to 110 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.

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

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 or 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.

Personal Illness Leave/Family Illness Leave Incentive Plan

Beginning January 1, 1999, the following Personal Illness Leave/Family Illness Leave incentive plan will be effective for all food-service employees. The use of personal leave days will not affect the calculation of benefits under this incentive program. For the purpose of the incentive program, the year will run from January 1st through December 31st.

- A. If a food service employee who is assigned to work four (4) or more hours does not use any of his/her Personal Illness, Family Illness, or unpaid days during the year, s/he will be given a payment of \$400. A food service employee who is assigned to work less than four (4) hours will be given a payment of \$200 if s/he has no absences excluding any absences covered by applicable personal leave days.
- B. If a food service employee who is assigned to work four (4) or more hours uses only one (1) of his/her Personal Illness, Family Illness, or unpaid days during the year, s/he will be given a payment of \$200. A food service employee who is assigned to work less than four (4) hours will be given a payment of \$100 if s/he has only one (1) absence, excluding any absences covered by applicable personal leave days.
- C. If a food service employee who is assigned to work four (4) or more hours uses only two (2) of his/her Personal Illness, Family Illness, or unpaid days during the year, s/he will be given a payment of \$100. A food service employee who is assigned to work less than four (4) hours will be given a payment of \$50 if s/he has only two (2) absences, excluding any absences covered by applicable personal leave days.
- D. In order to be eligible for the incentive pay set out in A, B or C above, the food-service employee must have been employed as of January 1st. If a food service employee is hired after January 1st, the incentive payment will be pro-rated on a percentage of the workdays after the food service employee was employed.
- E. For the purpose of the incentive program, Personal Illness, Family Illness, or unpaid days will be when a food service employee who is assigned to work four (4) or more hours is absent for three (3) or more hours, or when a food service employee who is assigned to work for less than four (4) hours is absent for any period of time. For food-service employees who are assigned to work four (4) hours or more, absence of less than three (3) hours will be considered a half day. Food-service employees who are absent one-half (1/2) day will receive \$300; one and one-half (1-1/2) days will receive \$150; or two and one-half (2-1/2) days will receive \$50.

Bereavement

Employees who are assigned to work four (4) or more hours 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 in order to attend to matters related to the death of the family member. 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" is defined as employee's spouse, life partner, children, siblings, parents, parents-in-law, brother- or sister-in-law, son- or daughter-in-law, grandparents, grandchildren, great-grandparent, 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 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.

Each calendar year, an employee may take one (1) day of bereavement, without loss of compensation, to attend the funeral of a friend.

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 s/he 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 of School Trustees, 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 or her personal illness, personal leave, FMLA Leave, and vacation benefits, may be placed on a health leave.

- A. After all other 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

Food Service employees 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.

School year Food Service employees who work less than four (4) hours per day and less than twenty (20) hours per week, after satisfactorily completing one (1) year of employment, as of January 1st of any year, the employee shall be entitled to personal leave and the retirement benefit based on accumulated days of unused personal leave.

If a Food Service 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 shall 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 a Food Service 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 (2) 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 which prohibits the employee from attending to his/her assigned duties.

Jury and Witness Duty Pay

A. Jury Duty

All Food Service employees 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.

B. 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 (1) case, shall result in no loss of wages. For cases involving extended absence to witness, the Superintendent may grant additional days. 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 litigation in which the employee is a party, or employee relations-related litigation involving the employer of any other school employer, unless the employer subpoenas the employee to testify. However, if the employee has been named as a party as a result of the employee's performance of duties as an ECS employee, such employee shall not be subjected to the foregoing prohibition.

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 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 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 eighteen (18) 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 the child is physically turned over to the employee for the employee's care and legal custody.

Maternity Leave

Elkhart Community Schools shall grant three (3) weeks of paid maternity leave for a vaginal birth and four (4) weeks of paid maternity leave for a cesarean birth. This leave time shall be in addition to available illness absence days provided under this policy; it shall not, however, add to the duration of a traditional absence related to childbirth as determined by the treating physician.

Holidays and Vacations

Holidays

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

A. School Year Employees

Food Service employees who work the school year and four (4) hours or more daily, but less than full time, shall be entitled to the following legal or recognized holidays without loss of any pay when they occur on days which they would have worked if it were not for that special day, subject to the provisions below:

Labor Day

Thanksgiving Day – two (2) days

Martin Luther King, Jr. Day

Presidents' Day

Memorial Day

Christmas Day (if celebrated on a weekend, it will be a paid holiday on the Friday preceding or the Monday following)

Thanksgiving Day and the day following will be paid holidays.

Presidents' Day will be a paid holiday.

Christmas Day will be a paid holiday.

Any employee who does not work during a two-week pay period will not receive pay for that pay period, including days normally paid as holidays. Exceptions include:

1. When the use of absence or leave benefits is exhausted during the pay period.
2. When all days in the pay period are covered by available paid leaves, vacation and/or holidays.
3. Christmas Day.

B. Twelve (12) Month Employees

Twelve (12) month Food Services employees shall be paid for the following holidays, when they occur on days which would have been worked if it were not for that special day, subject to the provisions below:

New Year's - two (2) days (see B-1-a)

Martin Luther King Jr. Day

Presidents' Day (see B-4)

Memorial Day

Independence Day – two (2) days (see B-2)

Labor Day

Thanksgiving - two (2) days (see B-3)

Christmas - two (2) days

(see B-1-a)

1. During the winter break (when schools are closed) four (4) days will be allowed as follows:
 - a. When January 1 and December 25 fall on a weekday, they shall be paid holidays, and a classified employee may, subject to approval of the immediate supervisor, select either but not both December 24 or December 26 as a holiday with pay, and may, subject to approval of the immediate supervisor, select either but not both December 31 or January 2 as a holiday with pay. To be eligible for either of the above selections, a classified employee must make such request to the immediate supervisor no later than December 10.
 - b. When January 1 and December 25 fall on a weekend, then both the Friday before and the Monday after shall be paid holidays, unless schools are open on one (1) of these days, in which case an alternate day will be determined.
2. When any holiday is celebrated on a weekend, it will be a paid holiday on the Friday preceding or the Monday following, unless school is in session.
3. Thanksgiving Day and the day following will be paid holidays.
4. Presidents' Day will be a paid holiday.

Vacations

- A. A twelve (12) month Food Services employee who has, as of December 31, been employed by the Elkhart Community Schools for less than one (1) calendar year, shall be entitled to one (1) working day vacation with pay during the next calendar year, for each full month of employment completed, provided no more than ten (10) vacation days may be accrued.
- B. A twelve (12) month Food Services employee who has, as of December 31 of each year, been employed by the Elkhart Community Schools for that entire calendar year, shall be entitled to ten (10) working days vacation with pay during the next calendar year.
- C. A twelve (12) month Food Services employee who has, as of December 31 of each year, been employed by the Elkhart Community Schools for five (5) consecutive years, is entitled to fifteen (15) working days vacation with pay during the next calendar year.
- D. A twelve (12) month Food Services employee who has, as of December 31 of each year, been employed by the Elkhart Community Schools for fifteen (15) consecutive years, is entitled to twenty (20) working days vacation with pay during the next calendar year.
- E. A twelve (12) month Food Services employee who has, as of December 31 of each year, been employed by the Elkhart Community Schools for twenty (20) consecutive years, is entitled to twenty-five (25) working days vacation with pay during the next calendar year.
- F. Years shall be considered "consecutive" so long as any interruption of service did not include other employment.
- G. For the sole purpose of determining vacation benefit eligibility; employees who transfer from a school-year position to a twelve (12) month position will be granted years of service based on the following conversion formula. **NOTE: the years of service conversion is *only applicable for the purpose of vacation benefits*. This computation does *not* replace the total years of service invested with Elkhart Community Schools for the purposes of Retirement benefits or Staff Recognition.**

The employee's employment record with Elkhart Community Schools for all positions held will be considered. Using the number of paid hours per day, multiplied by the number of paid days per school year, divided by 2080 to obtain the number of years equivalent to a twelve (12) month position. The total number of equivalent years will be rounded up to nearest whole number.

The calculated number of years of service will be used in determining the total number of day's vacation which such full-time employee is entitled to receive under this policy. The employee will receive the total amount of awarded vacation days effective the January following their date of conversion. Prior to completing one full year of service, the employee will be entitled to a prorated amount of vacation days based on the calculation formula referenced in the paragraph above.

- H. Dates requested for use as vacation days shall be submitted to the immediate supervisor prior to the first day of requested vacation, and shall be subject to the approval of the immediate supervisor. When vacation days have been requested and approved but are not able to be used due to administrative directive, an extension of up to three (3) months will be granted

for the use of such day(s).

I. Vacation days will be available to the staff member during the twelve (12) months of the calendar year and for six (6) months beyond.

J. Only twelve (12) month employees will be entitled to paid vacation days.

Revised 1/1/17

Revised 11/14/17

Revised 12/12/17

Revised 12/18/18

Revised 12/10/19

Revised 1/14/20

Revised 11/24/20

Revised 1/26/21

Revised 4/13/21

ACCOUNT BALANCES/INVESTMENT DETAIL
March 2022

CASH:

Petty Cash	\$	500.00
Lunch Change Fund		2,010.00

BANK ACCOUNTS:

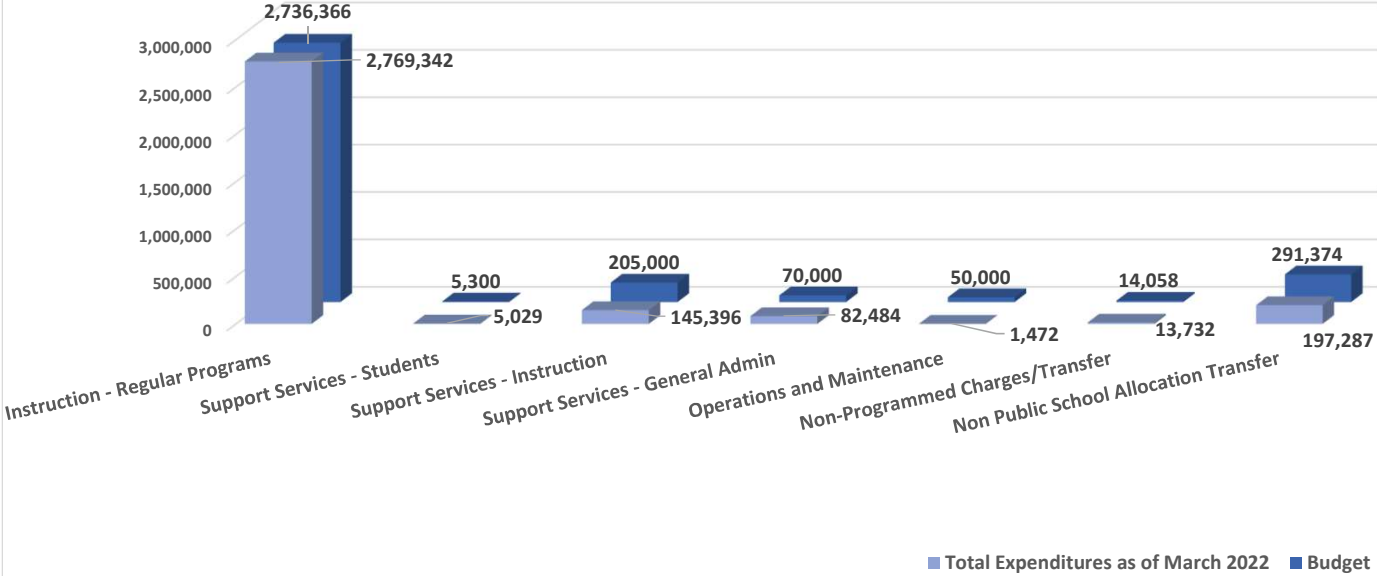
Teachers Credit Union	\$	2,977,901.36
Lake City Bank – Accounts Payable		(723,190.71)
Lake City Bank – Payroll Account		(6,810.80)
Lake City Bank – Flex Account		73,864.13
Lake City Bank – Merchant Account		-
Lake City Bank – Prepaid Lunch		120,406.67
Lake City Bank – Deposit Account		38,398,475.29
Lake City Bank – Book Rental		-
BMO Harris Bank (UMR insurance)		407,420.00

INVESTMENTS:

Certificate of Deposit	-
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\$ 41,250,575.94

ESSER I - Expenditure to Budget as of 3/31/22

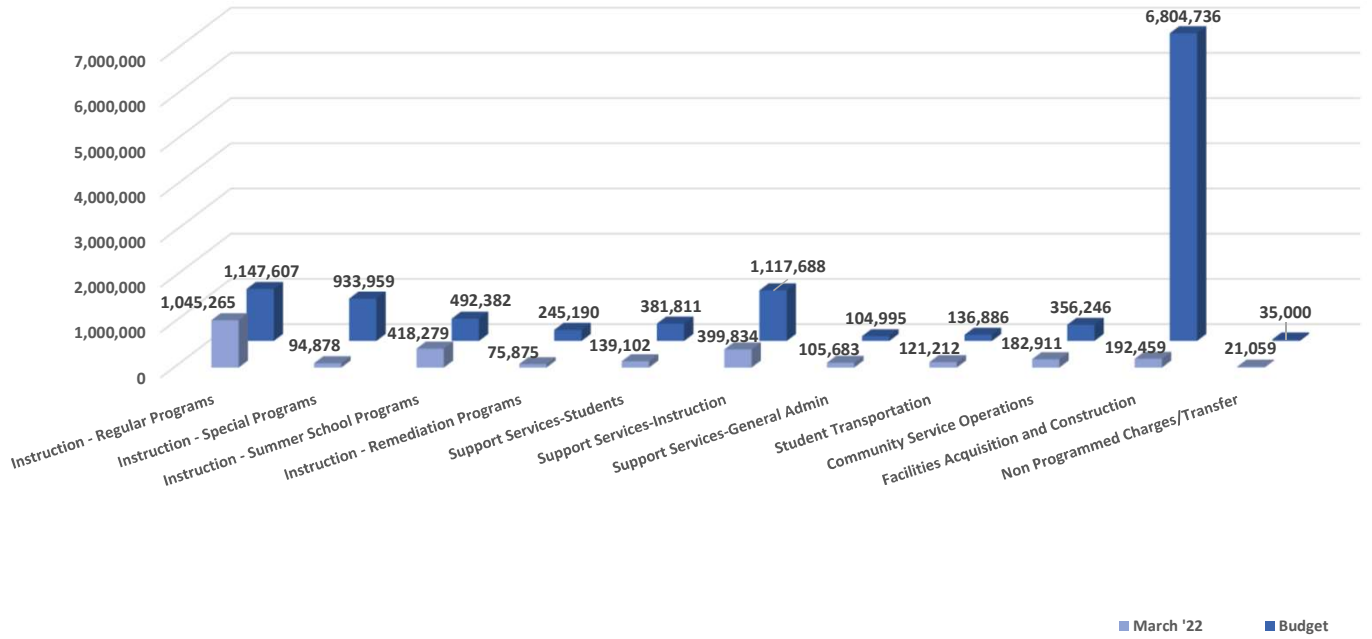


ESSER I Utilization Review

<i>Total Expenditures as of March 2022</i>	<i>Total % of Allocation Expended</i>	<i>Account</i>	<i>Budget</i>	<i>% of total Budget</i>
2,769,341.51	101.21%	Instruction - Regular Programs	\$2,736,365.57	81.15%
5,028.75	94.88%	Support Services - Students	\$5,300.00	0.16%
145,396.43	70.93%	Support Services - Instruction	\$205,000.00	6.08%
82,484.12	117.83%	Support Services - General Admin	\$70,000.00	2.08%
1,472.00	2.94%	Operations and Maintenance	\$50,000.00	1.48%
13,732.16	97.68%	Non-Programmed Charges/Transfer	\$14,057.60	0.42%
197,286.80	67.71%	Non Public School Allocation Transfer	\$291,374.40	8.64%
3,214,741.77	95.33%		\$3,372,097.57	100.00%

Expenditures for March 2022 consisted of routine monthly wifi hotspot access for busses.

ESSER II - Expenditure to Budget as of 3/31/22

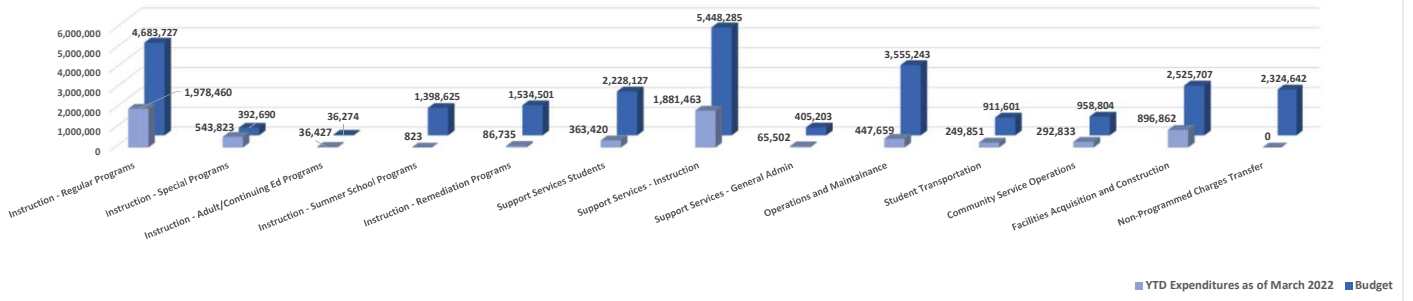


ESSER II - Utilization Review

<i>March '22</i>	<i>Total % of Allocation Expended</i>	<i>Account</i>	<i>Budget</i>	<i>% of Total Budget</i>
\$1,045,264.82	91.08%	Instruction - Regular Programs	\$1,147,607.00	9.76%
\$94,878.11	10.16%	Instruction - Special Programs	\$933,959.00	7.94%
\$418,279.05	84.95%	Instruction - Summer School Programs	\$492,382.00	4.19%
\$75,875.20	30.95%	Instruction - Remediation Programs	\$245,190.00	2.09%
\$139,102.26	36.43%	Support Services-Students	\$381,811.00	3.25%
\$399,833.88	35.77%	Support Services-Instruction	\$1,117,687.89	9.51%
\$105,683.07	100.66%	Support Services-General Admin	\$104,995.00	0.89%
\$121,211.77	88.55%	Student Transportation	\$136,886.00	1.16%
\$182,910.96	51.34%	Community Service Operations	\$356,246.00	3.03%
\$192,459.48	2.83%	Facilities Acquisition and Construction	\$6,804,736.00	57.88%
\$21,058.92	60.17%	Non Programmed Charges/Transfer	\$35,000.00	0.30%
2,796,557.52	23.79%		\$11,756,499.89	100.00%

Expenditures for March 2022 consisted of Salaries and Benefits pertaining to student support (remediation / tutoring), staff professional development, after school supports, supplies, and Employee Assistance Programming per directives approved through the grant.

ESSER III - Expenditure to Budget as of 3/31/2022



ESSER III - Utilization Review

YTD Expenditures as of March 2022	Total % of Allocation Expended	Account	Budget	% of Total Budget
1,978,460.25	42.24%	Instruction - Regular Programs	\$4,683,726.72	17.74%
543,822.76	138.49%	Instruction - Special Programs	\$392,690.00	1.49%
36,426.94	100.42%	Instruction - Adult/Continuing Ed Programs	\$36,274.00	0.14%
823.14	0.06%	Instruction - Summer School Programs	\$1,398,625.00	5.30%
86,734.82	5.65%	Instruction - Remediation Programs	\$1,534,501.00	5.81%
363,419.69	16.31%	Support Services Students	2,228,127.00	8.44%
1,881,462.86	34.53%	Support Services - Instruction	5,448,285.00	20.63%
65,501.94	16.17%	Support Services - General Admin	405,203.00	1.53%
447,659.23	12.59%	Operations and Maintainance	3,555,243.00	13.47%
249,850.67	27.41%	Student Transportation	911,601.00	3.45%
292,832.59	30.54%	Community Service Operations	958,804.00	3.63%
896,862.20	35.51%	Facilities Acquisition and Construction	\$2,525,707.00	9.57%
0.00	0.00%	Non-Programmed Charges Transfer	\$2,324,642.00	8.80%
\$6,843,857.09	25.92%		\$26,403,428.72	100.00%

Expenditures for March 2022 consisted of salaries / benefits for budgeted programming initiatives as well as planned professional development.

Medical Plan Experience

March 2022

	<u>Cur Mo</u>	<u>Cur Mo Pr Yr</u>	<u>Chg</u>	<u>YTD Cur</u>	<u>YTD Pr</u>	<u>Chg</u>
UMR Medical	\$ 62,878	\$ 783,131	\$ (720,253)	\$ 794,447	\$ 2,272,328	\$ (1,477,881)
Anthem Medical	\$ 405,054		\$ 405,054	\$ 601,863	\$ -	\$ 601,863
CVS Rx	\$ 145,482	\$ 116,784	\$ 28,698	\$ 289,081	\$ 339,827	\$ (50,746)
Rx Rebate	\$ (156,900)	\$ (180,240)	\$ 23,340	\$ (156,900)	\$ (180,240)	\$ 23,340
Less Amt Above Stop Loss			\$ -	\$ -	\$ -	\$ -
Claim Cost Total	\$ 456,514	\$ 719,675	\$ (263,161)	\$ 1,528,491	\$ 2,431,915	\$ (903,424)
Expected Claim Cost	\$ 866,886	\$ 882,742	\$ (15,856)	\$ 2,577,397	\$ 2,642,107	\$ (64,710)
Claims vs. Expected	\$ (410,372)	\$ (163,067)		\$ (1,048,906)	\$ (210,192)	
Non Claim Costs (administration, clinic, pharmacy, stop-loss)	\$ 211,508	\$ 209,044	\$ 2,464	\$ 623,826	\$ 607,175	\$ 16,651
Total Cost (Claim + Non-claim)	\$ 668,022	\$ 928,719		\$ 2,152,317	\$ 3,039,090	
Enrollment	1,014	1,048		3,021	3,148	
Cost Per Employee Per Month (PEPM)	\$ 658.80	\$ 886.18		\$ 712.45	\$ 965.40	-26.2%
Paid Claims Per Employee				\$ 505.96	\$ 772.53	-34.5%