

MEETING
OF THE
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

NOTICE OF MEETING DATE CHANGE

Date: **Monday, December 19, 2022**
~~Tuesday, December 20, 2022~~

Time: 8:00 a.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 Tuesday,
December 6, 2022 and electronically
delivered to Board Members
on Tuesday, December 6, 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.

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

December 13, 2022

CALENDAR

Dec 13 6:00 p.m. Public Work Session, J.C. Rice Educational Services Center
Dec 13 7:00 p.m. Regular Board Meeting, J.C. Rice Educational Services Center
Dec 19 8:00 a.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

E. CONSENT ITEMS:

Minutes – November 22, 2022 – Public Work Session
Minutes – November 22, 2022 – Regular Board Meeting
Claims
Fundraisers
Gift Acceptance
Conference Leaves
Overnight Trips
Personnel Report

F. INSTRUCTIONAL REPORT

G. DEMOGRAPHIC AND FEASIBILITY STUDY

H. OLD BUSINESS

I. NEW BUSINESS

Exception to Policy 7510 – The Administration recommends the board approve an exception to facility usage under Policy 7510 for the family of Garvin Roberson to use North Side Gymnasium for a memorial service on December 10.

Administrative Regulation CC – Organizational Chart – The Administration presents Administrative Regulation CC – Organizational Chart, for review.

Redevelopment Commission Appointment - Reappointment of Member to Elkhart City Redevelopment Commission.

New Course Offering – The administration presents the following proposed new course offering for Board review: Aerospace Engineering.

Sale of iPads – The Business Office seeks authorization for the bulk sale of iPads having reached the end of their lifecycle.

Transfer of Appropriations – The Business Office seeks Board adoption of a resolution to transfer appropriations.

Insurance Premium Holiday

J. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

K. ADJOURNMENT

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

Elkhart Community Schools
Elkhart, Indiana

November 22, 2022

J.C. Rice Educational Services Center, 2720 California Road, Elkhart – at
6:00 p.m.

Place/Time

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

Present: Douglas K. Weaver

ECS Staff Present:	Lindsey Brander Katrina Barhydt Mindy Higginson
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The Board was presented an update on the Project Aware Grant and the continued refinement of assessments.

Topics
Discussed

The meeting adjourned at approximately 6:58 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

November 22, 2022

J.C. Rice Educational Services Center, 2720 California Road, Elkhart
- at 7:06 p.m.

Place/Time

Roll Call

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

Absent: Douglas K. Weaver

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

Call to Order

Board member Anne VonDerVellen recited the Elkhart Promise.

The Elkhart Promise

Ms. Davis discussed the invitation to speak protocol.

Diya Patel presented the Moment of Pride. Miss Patel is a junior at Elkhart High School (EHS) and Elkhart Area Career Center (EACC) for Sports Medicine, and an active member of the SSAC. She informed the Board of this year's theme, "Service is Our Game." Some of their service projects included: Student Government cleaned up outside of the 10-12 campus; Sigma Beta Upsilon (SBU), Class of 2023 representatives, and football team held a parking fundraiser at a football game raising \$1,000 for Cancer Services of Elkhart County; National Honor Society (NHS) setup and helped run a Spell Bowl for 14 elementary schools; NHS helped officiate students vs. staff games at West Side's Game Night; Sigma Beta Upsilon (SBU) and Air Force Junior Reserve Officer Training Corps (AFJROTC) collected 1,100 food items for Church Community Services; held the Fall Blood Drive for students and staff collecting seventy-six (76) units of blood. They have one more event remaining for this year where NHS was invited by EHS graduate, Jessica Dibley, to partner with IUSB for a second food drive the week after Thanksgiving; all items collected will go to Elkhart families via the Food Bank of Northern Indiana.

Moment of Pride

By unanimous action, the Board approved the following consent items:	Consent Items
<p>Minutes – November 8, 2022 – Public Work Session Minutes – November 8, 2022 – Regular Board Meeting Payment of claims totaling \$6,669,000.00 as shown on the November 22, 2022 claims listing. (Codified File 2223-69)</p>	<p>Minutes Payment of Claims</p>
<p>Proposed school fundraisers in accordance with Board policy. (Codified File 2223-70)</p>	<p>Fundraisers</p>
<p>The following donations were made to Elkhart Community Schools (ECS): \$1,000 from Cressy & Everett, Inc. Realtors to Elkhart High School (EHS) Boys’ Track program to be used to assist with growth of the program; \$500 from Kirk and Misty Youell to the Elkhart Area Career Center (EACC) to be used for travel expenses for participating students in the Hot Rodders of Tomorrow National competition; nail polish and nail dip powder with an owner estimated value of \$400 from Cara Storer to the EACC to be used in the Cosmetology classes; \$1,000 from Passionately Purple – The Sarah Crane Foundation to EHS Boys’ Track team to be used to assist with growth of the program; and \$500 from Hoosier Crane Service Company to EHS Wrestling team to be used to assist with growth of the program.</p>	<p>Gift Acceptance</p>
<p>Submission of the following grants: Perkins Reserve Grant hosted by Governors Workforce Cabinet in the amount of \$150,000 and READI-Advanced Manufacturing Awareness and Access Grant hosted by South Bend Elkhart Regional Partnership in the amount of \$75,000. (Codified File 2223-71)</p>	<p>Grants</p>
<p>Conference leave requests in accordance with Board policy for staff members as recommended by the administration on the November 22, 2022 listings. (Codified File 2223-72)</p>	<p>Conference Leave Requests</p>
<p>Consent agreement regarding unpaid time for a certified staff member. (Codified File 2223-73)</p>	<p>Personnel Report Consent Agreement</p>
<p>Agreement regarding services. (Codified File 2223-74)</p>	<p>Certified Agreement</p>
<p>Employment of the following certified staff member, effective on dates indicated: Stevi Weaver – career readiness at Pierre Moran, 12/5/22</p>	<p>Certified Employment</p>
<p>Resignation of the following two (2) certified staff members on dates indicated: Sarah Biddle – grade 5 at Daly, 12/22/22</p>	<p>Certified Resignations</p>

Rose Griffy – grade 2 at Roosevelt, 11/28/22	
Change in medical leave for the following certified staff member on dates indicated: Nakara Murray – cosmetology at Career Center, beginning 11/18/22 and ending 3/13/23	Certified Medical Leaves
Extension of medical leave for the following certified staff member on dates indicated: Brett Cramer – special education at Elkhart Academy, beginning 12/2/2022 and ending 12/22/2022	
Employment of the following eleven (11) classified employees on date indicated: Catherine Boudreau – food service at Elkhart High, 11/10/22 Cedric Brown – truck driver at Commissary, 11/21/22 Bailey Case – food service at West Side, 11/16/22 Laurie Crysler – secretary at food services, 11/18/22 Toni Elswick – paraprofessional at Bristol, 11/18/22 David Griffis – food service at Osolo, 11/10/22 Richard Lancaster – RBT at Beck, 11/21/22 Yancy McGuire – technical assistant at Career Center, 11/16/22 Abigail Quiroz Garcia – paraprofessional at Hawthorne Early Learning Center, 11/10/22 Matilynn Rodriguez – technical assistant at Career Center, 11/16/22 Maverick Spruell – custodian at Riverview, 11/11/22	Classified Employment
Unpaid leave for the following two (2) classified employees on dates indicated: Jessica Buckley – paraprofessional at Cleveland, beginning 12/8/22 and ending 2/27/23 Sally Coddens – bus driver at Transportation, beginning 11/8/22 and ending 11/21/22 Brenda Stow – bus helper at Transportation, beginning 11/7/22 and ending 11/18/22	Classified Unpaid Leaves
Resignation of the following two (2) classified employees on dates indicated: Holly Havens – custodian at North Side, 11/4/22 Tiffany Smart – paraprofessional at West Side, 5/27/22	Classified Resignations
Rescission of resignation of the following classified employee: Rachel Orpurt – food service at Elkhart High	Classified Rescission of Resignation

Termination of the following classified employee on dates indicated:

Erin O’Niell – food service at North Side, 11/22/22

Classified
Termination

Dr. Mindy Higginson, director of elementary instruction, updated Board members about the work being done within the science committee. Dr. Higginson has been meeting with Jessica Moreno, science content specialist for elementary; Douglas Hunnings, science coordinator; and Billie Jo Etchason, tech coach, in an effort to plan for the science committee’s next steps. She has also invited Lauren Van Goey, STEM coach, and Dodie Norris, math coach, to join their team in an effort to make elementary science more cross curricular in reading, writing, and math. Mrs. Moreno showed Board members the model she created for developing units of study, which is a bundle of standards that are grouped together based on content in order to create a cohesive set of lessons that focus on multiple standards instead of just one. These units also include the many resources available to teachers for each standard including the readymade resources such as the science kits as well as other cross curricular resources. As units of study are created, they will be recorded in the same template in order to create cohesiveness and ease of use for teachers and stored on a common drive for all teachers to access. The science committee is currently walking through the process of creating a unit of study for third grade science to get comfortable with the process. After they become comfortable with the process, the plan is for committee members to work in groups or on their own to develop units of study and then pull the committee back together for final review. It will take time but will be a great resource for teachers when complete and will help to increase teacher utilization of the science kits.

Instructional
Report

In response to Board inquiry, they explained the content specialist, coordinator, tech coach, and STEM coach will be available to provide professional development for teachers. There will also be suggestions/guidance provided within the template helping to guide teachers (especially new teachers) on how to best use the resources.

Superintendent Steve Thalheimer reviewed a draft of a process and criteria for Board Policy 3421.02A – Professional Staff Performance Awards (Administrators). Dr. Thalheimer has been working with a team of building and district level administrators to develop appropriate criteria for such a performance award. They concluded performance awards awarded under this policy should be considered for exemplary leadership in the district’s educational mission, going above and beyond goals and expectations set as a part of the evaluation process. Examples of such leadership include but is not limited to the following: national or state recognition for leadership; invitation to present at state or national conferences for a best practice/result; publication in a national journal/book; model Professional Learning Communities (PLC) status for

Guidelines for
Board Policy
3421.02A

one's building; Blue Ribbon/Four Star School designation; and demonstrated local/regional leadership among peers. When an administrator demonstrates such exemplary leadership, their immediate supervisor begins the pre-nomination discussion with the superintendent and other members of district leadership. They will focus on the merits of this administrator, evidence of success, and whether this evidence documents leadership above and beyond to determine if the administrator should be nominated for a performance award. Next, the supervisor will formally nominate the administrator by completing a form, inform the nominee of the nomination, and possibly request assistance in providing evidence. The nomination form is then submitted to the superintendent for consideration at which time he may seek additional information related to the nomination. Nominations can be submitted prior to November 30 for consideration in December or prior to May 31 for consideration in June. Awards will be made prior to December 31 or June 30 respectively.

Dr. Thalheimer would like to explain this process to building administrators during the December principals' meeting and make this available in the second semester with first awards given in June 2023.

By unanimous action, the Board approved the proposed Agreement with the American Federation of State, County, and Municipal Employees (AFL-CIO, Local #2925). (Codified File 2223-75)

Custodial Agreement

By unanimous action, the Board approved proposed revisions to the following Board Policies and waived second reading:

Compensation Board Policies

- 3422.01S – Food Service Employees' Compensation Plan
- 3422.02S – Mechanics' Compensation Plan
- 3422.03S – Bus Drivers' Compensation Plan
- 3422.04S – Bus Helpers' Wage Schedule
- 3422.05S – Support Staff Salary Schedule
- 3422.07S – Executive Assistants' Salary Schedule
- 3422.08S – Paraprofessionals' Compensation Plan
- 3422.09S – Technical Assistants' Compensation Plan
- 3422.10S – Registered Nurses' Compensation Plan
- 3422.11S – Social Workers' Compensation Plan
- 3422.12S – Employees in Miscellaneous Positions Compensation Plan
- 3422.13S – Therapists' Compensation Plan
- 3422.14S – Employees in Tech. Services Positions Compensation Plan
- 3422.15S – Permanent Substitute Teachers' Compensation Plan
- 3422.16S – LPNs' Compensation Plan

In response to Board inquiry, Doug Thorne, district counsel/chief of staff, informed the Board the administration will continue to review options for retention payments and increased wages for Bus Drivers.

By unanimous action (Enfield abstained), the Board approved and waived 2nd reading of proposed revisions to Board Policy 3422.06 - Secretarial/Business Compensation Plan.

Board Policy
3422.06S

In response to Board inquiry, Mr. Thorne informed the Board that Maggie Lozano, director of human resources, and he have had conversations about trying to simplify the employee benefits and make them more similar across all classified groups. It is a matter of trying to find the right balance.

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

Administrative
Regulation GDBA-
10

The Board received a financial report from Mr. Scott for the period January 1 – October 30, 2022. The Board found the report to be in order.

Financial
Report

The Board received an insurance update for the month of October 2022. Mr. Scott reported October claims were higher this month but still trending \$614,000 less than last year.

Insurance
Update

An audience member spoke about attendance incentives for bus drivers and bus helpers.

From the
Audience

An audience member spoke about issues with the bidding process at Transportation.

Dr. Thalheimer informed the Board that surveys were in the hands of SchoolIQ and they may be reaching out for further clarification.

From the
Superintendent

Dr. Thalheimer reminded Board members of the Key Committee meeting on December 1, 2022 at 6:00 p.m.

Dr. Thalheimer thank all staff for the great work going on across the district.

Board member recognized EHS alumni, Logan Davis, for breaking three (3) personal school records and one (1) relay record for Manchester University’s swim team.

From the
Board

Board member wished EACC students good luck as they head to the National Finals – Hot Rodders of Tomorrow Engine Challenge.

The meeting adjourned at approximately 8:06 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

School	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
Elkhart High - Cheer	The cheer team will host a gift card raffle to help fund the costs of spirit packs, competition fees, cost of Nationals, and team dinners/celebrations.	12/13/2022	11/21/2022	Haley Warstler
Elkhart High - Cheer	The cheer team will have a GoFundMe drive and seek sponsors to help fund the costs of spirit packs, competition fees, cost of Nationals, and team dinners/celebrations.	12/13/2022 - 02/28/2023	11/21/2022	Haley Warstler
West Side - National Jr. Honor Society	NJHS will sell candy grams during lunch. Proceeds will be split evenly among two families that endured house fires and for activities to benefit West Side.	12/14/2022 - 12/21/2022	11/21/2022	Tricia Davis
West Side - National Jr. Honor Society	NJHS will sell tickets and host a concession stand for a dance to raise money for a service project to fix up the courtyard and for activities to increase a sense of community in school.	1/10/2023	11/28/2022	Tricia Davis
West Side - National Jr. Honor Society	NJHS will sell carnations to increase the balance in their account for funding of other future projects.	2/1/2022 - 2/14/2022	12/8/2022	Tricia Davis
North Side - National Jr. Honor Society	NJHS will host a candy gram sale and proceeds will be donated to Riley's Children's Hospital.	12/12/2022 - 12/16/2022	11/29/2022	Madelyn Pedler
Pierre Moran	Pierre Moran will host a penny war competition between grade levels to donate proceeds to a local charity and student prizes to be awarded during an assembly with a motivational speaker.	12/14/2022 - 3/31/2022	12/6/2022	Timothy Adams
	Please note the following fundraisers are presented for confirmation only.			
Bristol - Student Council	The student council will sell smencils, earbuds and various school school supplies to help with the cost of goods and activities during Bully-Free week. Remaining funds will go towards student-based activities.	11/1/2022 - 5/15/2023	11/28/2022	Nicole King



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

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

FROM: BRANDON EAKINS BE

DATE: NOVEMBER 22, 2022

RE: DONATION APPROVAL - EACC

RC Industries, Inc. has donated nearly 4,000 pounds of aluminum and an industrial pallet jack with an owner estimated value of \$11,800.00. These items will be used in our Welding classes.

The aluminum and pallet jack will be useful in the classroom as they will be used by students for training purposes.

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:


RC Industries, Inc.
Attn: Brad Champion
555 County Road 15
Elkhart, IN 46516

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: December 8, 2022

TO: Dr. Steve Thalheimer, Superintendent

FROM: Dr. Bradley Sheppard 

RE: **Conference Leave Requests**

December 13, 2022 - Board of School Trustees Meeting

The following requests for excused absences are recommended for approval:

2022 - 2023 CONFERENCES	EXPENSES	SUBSTITUTE
IMEA STATE MUSIC EDUCATORS CONFERENCE I am a presenter. Attend other workshop. Share with PLC @ RSA. Fort Wayne, IN January 13 - 14, 2023 (1 day's absence) HAROLD WALT - ROOSEVELT (0-0)	\$284.22 <i>Title IV, FY22</i>	\$95.00 <i>Title IV, FY22</i>
IHSAA STATE CONFERENCE I will be attending our local and state meetings. We will be discussing the laws and administration of Athletics in our state. I will also be attending Professional Development in Athletic Administration. Indianapolis, IN March 19 - 21, 2023 (2 day's absence) BRIAN BUCKLEY - EHS (1-3)	\$721.25 <i>Athletic General Fund</i>	\$0.00 <i>N/A</i>
THE ANNUAL CONFERENCE ON ASSESSMENT & GRADING It will help to develop a balanced assessment plan for Bristol to ensure student investment in their own learning, frequent and specific feedback, gap analysis, improved instruction, and collaboration. Atlanta, GA April 24 - 26, 2023 (3 day's absence) TIMOTHY PEDLEY - BRISTOL (1-3)	\$1,500.00 <i>Education Fund</i>	\$0.00 <i>N/A</i>
	\$2,505.47	\$95.00
2022 YEAR-TO-DATE EDUCATION FUNDS	\$22,516.62	\$2,755.00
2023 YEAR-TO-DATE EDUCATION FUNDS	\$7,419.68	\$95.00
2022 YEAR-TO-DATE OTHER FUNDS	\$198,529.66	\$6,175.00
2022 YEAR-TO-DATE ADJUSTMENTS	-\$2,547.75	\$0.00
2023 YEAR-TO-DATE OTHER FUNDS	\$14,040.79	\$1,140.00
2023 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$239,959.00	\$10,165.00

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

ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST

School: Elkhart High School

Class/Group: Competition Cheer Team

Number of Students: 16

Date/Time Departing: ~~2/9/2022~~ 2/9/2023

Date/Time Returning: ~~2/13/2022~~ 2/13/2023

Destination: Orlando, FL

Overnight facility: Allstar Resort City State

Mode of transportation: flight

Reason for trip: National High School Cheer
Championship

Names of chaperones: Haley Warstler

Cost per student: \$ Fundraising will pay the way

Describe Plans for Raising Funds or Funding Source: sponsorships, raffle, payment plans

Plans to defray costs for needy students: see above

Are needy students made aware of plans? yes

Signature of Teacher/Sponsor: Haley Warstler

Signature of Principal: [Signature] Date: 11-21-22

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

Approval of Assistant Superintendent: [Signature] Date: 11-22-22

Approval by Board: _____

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



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. STEVEN THALHEIMER
FROM: MS. MAGGIE LOZANO
DATE: DECEMBER 13, 2022

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **Agreement** – We recommend the approval of an agreement regarding services.
- b. **New Certified Staff** – We recommend the following new certified staff for employment in the 2022-23 school year:

Melissa Flory **Freshman Division/Special Education**

- c. **Retirement** – We report the retirement of the following employee effective December 22, 2022:

Timothy Miller **North Side/Business Education** **31 Years of Service**

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

Jennifer Allen **Pinewood/Special Education**
Began: 12/4/17 Resign: 12/16/22

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

Maegan Banicki **Elkhart High/Special Education**
Begin: 12/6/22 End: 12/9/22

Michelle Huff **St. Vincent/Intervention**
Begin: 1/9/23 End: 2/16/23

Jennifer Miller **Cleveland/Grade 2**
Begin: 1/9/23 End: 5/25/23

- f. **Medical Leave** – We recommend an unpaid medical leave for the following employees:

DeVetta Farrow **Pierre Moran/Assistant Principal**
Begin: 12/19/22 End: 2/22/23

Karla Flores **Monger/Grade 4**
Begin: 12/2/22 pm End: 2/16/23

CLASSIFIED

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

Bryan Arndt
Began: 10/3/22

Woodland/Food Service
PE: 12/5/22

Makyia Banks
Began: 10/17/22

Transportation/Bus Helper
PE: 12/12/22

Sierra Benner
Began: 9/28/22

North Side/Food Service
PE: 11/30/22

Racheal Brown
Began: 10/12/22

Commissary/Food Service
PE: 12/8/22

Bethanne Campbell
Began: 10/6/22

Eastwood/Paraprofessional
PE: 12/6/22

Sarah Elliott
Began: 9/26/22

Pinewood/Food Service
PE: 11/28/22

Katie Graf
Began: 10/3/22

Woodland/Social Worker
PE: 11/25/22

Lisa Gray
Began: 9/28/22

Pierre Moran/Food Service
PE: 11/30/22

Connor Green
Began: 10/6/22

Cleveland/Food Service
PE: 12/6/22

Dorothy Green
Began: 10/11/22

Transportation/Bus Helper
PE: 12/7/22

Tunisia Hunt
Began: 9/29/22

Transportation/Bus Driver
PE: 12/1/22

Christina Karaszewski
Began: 9/28/22

Pinewood/Food Service
PE: 11/30/22

Arlinne Malave Martinez
Began: 9/30/22

Elkhart High/Food Service
PE: 12/2/22

Jennifer Martin
Began: 10/10/22

Bristol/ Food Service
PE: 12/12/22



Toni Masterman
Began: 10/17/22

ESC/Secretary
PE: 12/5/22

Kristen Milton-Watt
Began: 10/25/22

Career Center/Education & Engagement Coord
PE: 12/12/22

Kenyetta Mitchell
Began: 10/18/22

Elkhart High/Food Service
PE: 12/13/22

Collin Moore
Began: 10/11/22

Beardsley/Food Service
PE: 12/7/22

Heidi Sigman
Began: 10/17/22

North Side/Food Service
PE: 12/12/22

Carolyn Ummel
Began: 9/27/22

Daly/Translator/Parent Liaison
PE: 11/29/22

Vivian Washington
Began: 10/3/22

Elkhart High/Food Service
PE: 12/5/22

Sandra Weller
Began: 9/28/22

Commissary/Food Service
PE: 11/30/22

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

Melissa Flory

Freshman Division/Paraprofessional

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

Christina Green
Began: 11/8/22

Transportation/Bus Driver
End: 2/6/23

Kelly Vollstedt
Began: 11/14/22

Beardsley/Food Service
End: 11/28/22

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

Sally Coddens
Begin: 11/22/22

Transportation/Bus Driver
End: 12/2/22



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

Susan Clifton
Began: 12/14/99

Cleveland/Social Worker
Retire: 1/31/23
23 Years of Service

Sherree' Wilkey
Began: 10/24/07

Career Center/TAPP Technical Assistant
Retire: 12/2/22
15 Years of Service

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

Alicia Mendez
Began: 12/15/20

Bristol/Secretary
Resign: 12/9/22

Lauren Robertson
Began: 9/11/17

West Side/Paraprofessional
Resign: 12/22/22

Kathy Smith
Began: 4/11/22

Elkhart High/Food Service
Resign: 11/28/22

Brittany Stewart
Began: 8/2/21

Daly/Secretary
Resign: 12/2/22

Nathaniel Vrielynck
Began: 8/11/22

Transportation/Bus Driver
Resign: 11/30/22

Barbara White
Began: 2/28/17

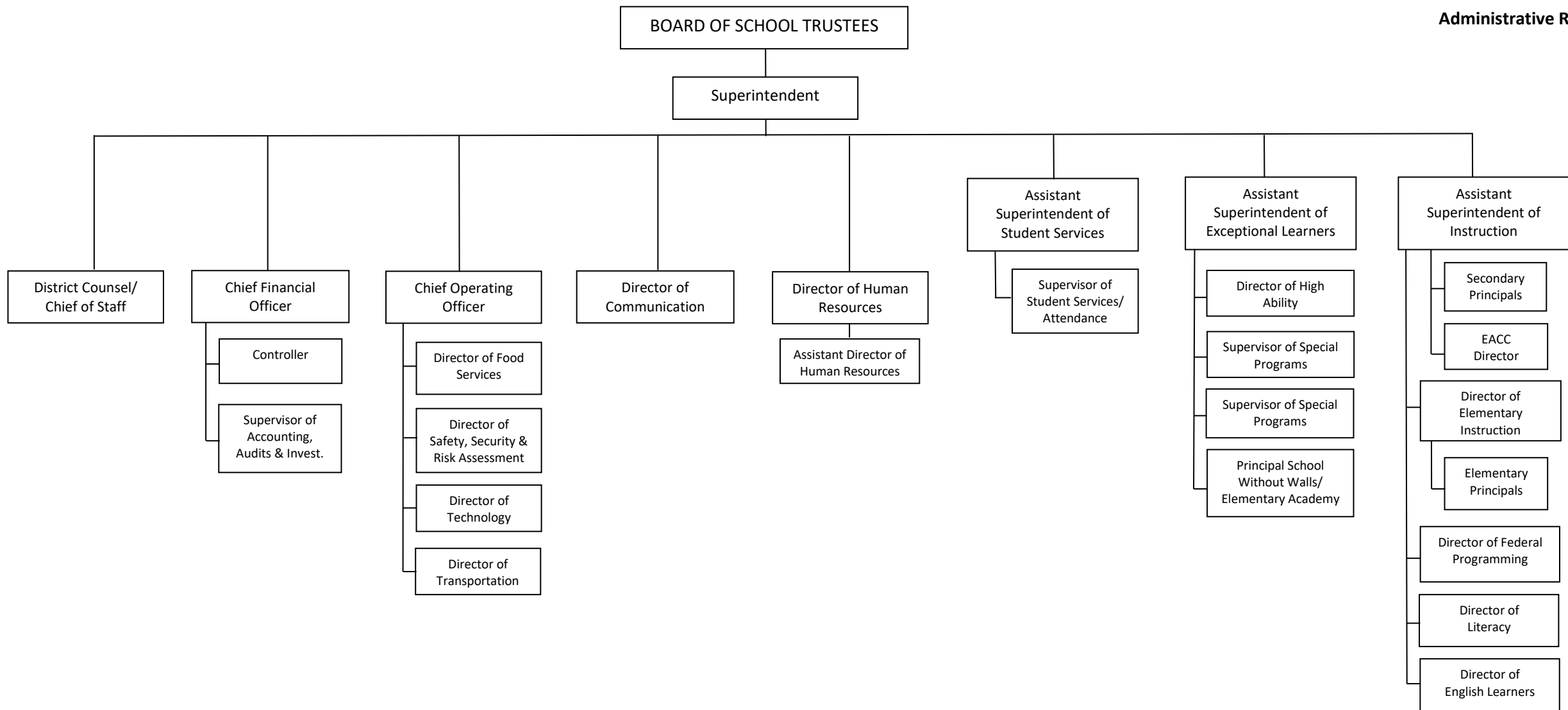
Commissary/Food Service
Resign: 12/5/22

g. **Revision** – We recommend the revision of a resignation reported on the November 8, 2022 Board Report of the following employee:

Elizabeth Delks
Began: 5/31/17

Elkhart High/Secretary
Resign: 1/20/23





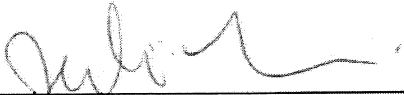
Elkhart Community Schools
New Course Proposal for 2023-2024

State Title	<u>5518 Aerospace Engineering/ PLTW DOE Code: 4816</u>
Course Description	<i>Aerospace Engineering provides students with the fundamental knowledge of atmospheric and space flight. Emphasis includes investigation and research of flight characteristics, physiology, orbital mechanics, and application of aerospace technology in various industries. Lab-based classroom instruction provides creative thinking and problem-solving activities that simulate flight and space vehicles and their environments.</i> <i>Counts as a Directed Elective or Elective for all diplomas • Qualifies as a quantitative reasoning course • If PLTW course code is used, PLTW training is required of the teacher.</i>
Grade Levels	Grades 11-12
Pathway	Engineering Pathway (Concentrator B option)
Length of Course	Full Year
Prerequisites	<i>Prerequisites: Introduction to Engineering Design and Principles of Engineering</i>

Additional Required Information:

Resources	PLTW offers all the curriculum needed for the course.
Additional cost?	See attached: There will be Startup Costs associated with the course but this will all be paid for with the STEM/3E Grant.
Rationale for the course	This course is a concentrator B in a pathway; more importantly, it is a unique course that will hopefully attract current and new students. Not many districts offer this course. Elkhart has had multiple students graduate who have gone into AE. This will be a great opportunity to expose even more students to the field before college.
How does this course fit into your department's and your school's total program?	ETI - Engineering
Anticipated number of students	This will be teacher recommendation only. We anticipate only one section, at least the first year.
What courses might this replace in their schedules?	student assistant, any elective they choose to switch
Name of person on staff licensed to teach this course	Dan Walsh is the intended person to teach but others are licensed.

Elkhart Community Schools
New Course Proposal for 2023-2024



Teacher Signature

11-11-22
Date:


Julie Tyrakowski
Written Name of Teacher

Date:

Gail Draper
Director of Counseling

11-14-22
Date:

Gail Draper
Written Name of Director of Counseling


Principal or Assistant Principal

11-11-22
Date:

Gregory Stover
Written Name of Principal or Assistant Principal



12-8-22



TECHNOLOGY SERVICES

PHONE: 574-262-5676



ELKHART COMMUNITY SCHOOLS

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

To: Dr. Thalheimer
Board of School Trustees
From: Jason Inman
Date: December, 2022
Subject: iPad Sales

The attached list of ECS iPads have reached the end of their life cycle for our 1:1 program. The Business Office seeks Board approval to sell these 1,938 iPads that were purchased with Common School Loan funding. A number of companies have approached us about purchasing the devices at a nominal buy back price and we will solicit the best value possible. The revenue received will be used to further fund the district 1:1 program.

[Click for Attachment](#)

ELKHART COMMUNITY SCHOOLS

RESOLUTION FOR TRANSFER OF APPROPRIATIONS

December 13, 2022

WHEREAS, it has been shown that certain appropriations have unencumbered remaining balances and,

WHEREAS, certain accounts are in need of transferred appropriations,

NOW THEREFORE, be it resolved this 13th day of December 2022, that transfers within budget classifications of certain budgeted funds may be performed in accordance with IC 6-1.1-18-6.

ADOPTED THIS 13th DAY OF DECEMBER 2022:

AYE

NAY

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

BOARD OF SCHOOL TRUSTEES

ATTEST: _____
Secretary, Board of School Trustees



BUSINESS OFFICE

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

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

FROM: KEVIN SCOTT

DATE: NOVEMBER 28, 2022

SUBJECT: PREMIUM HOLIDAY

As a result of improved Insurance Fund cash balance, the Business Office recommends Board approval of providing a one-time premium holiday for all staff currently participating on the ECS benefits plan. The payroll date this will occur if approved is December 23rd, 2022.