

NOTICE OF EXECUTIVE SESSION
OF THE
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

Date: Friday, April 21, 2023

Time: 8:30 a.m.

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

(6) With respect to any individual over whom the governing body has jurisdiction.

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



Superintendent of Schools

Posted and electronically delivered to School Attorney and News Media on Monday, April 10, 2023 and electronically delivered to Board Members on Monday, April 10, 2023.

NOTICE OF EXECUTIVE SESSION
OF THE
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

Date: Friday, April 28, 2023

Time: 8:30 a.m.

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

(6) With respect to any individual over whom the governing body has jurisdiction.

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



Superintendent of Schools

Posted and electronically delivered to School Attorney and News Media on Monday, April 10, 2023 and electronically delivered to Board Members on Monday, April 10, 2023.

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

April 25, 2023

CALENDAR

Apr	25	6:00 p.m.	Public Work Session, J.C. Rice Educational Services Center
Apr	25	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Apr	28	8:30 a.m.	Executive Session, J.C. Rice Educational Services Center
May	9	6:00 p.m.	Public Work Session, Elkhart High School Freshman Academy
May	9	7:00 p.m.	Regular Board Meeting, Elkhart High School Freshman Academy

- A. CALL TO ORDER
- B. THE ELKHART PROMISE
- C. INVITATION TO SPEAK PROTOCOL
- D. MOMENT OF PRIDE
- E. CONSENT ITEMS:

- Minutes – April 11, 2023 – Board Work Session
 - Minutes – April 11, 2023 – Regular Board Meeting
 - Claims
 - Fundraisers
 - Gift Acceptance
 - Conference Leaves
 - Overnight Trips
 - Grants
 - Personnel Report

- F. FEASIBILITY STUDY UPDATE
- G. INSTRUCTIONAL REPORT
- H. OLD BUSINESS
- I. NEW BUSINESS

Bristol Public Library Board Re-Appointment

New Course Offering – The administration presents the following proposed new course offering for Board review: Community Service, Service Based Learning, Work Based Learning, Principles of Paralegal Studies, Paralegal Fundamentals, Advanced Paralegal Studies, Paralegal Studies Capstone, Principles of Motor Sports, Fundamentals of Motor Sports, Advanced Motor Sports and Motor Sports Capstone.

Financial Report – March 2023

Insurance Update

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

April 11, 2023

J.C. Rice Educational Services Center, 2720 California Road, Elkhart – at
6:02 p.m.

Place/Time

Board Members Present:	Dacey S. Davis Troy E. Scott Douglas K. Weaver	Jeffrey S. Bliler Mike Burnett Kellie L. Mullins Anne M. VonDerVellen
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Roll Call

ECS Staff
Present: Brandon Eakins

The Board received an update from the Elkhart Area Career Center.

Topics
Discussed

The meeting adjourned at approximately 7:01 p.m.

Adjournment

APPROVED:

Signatures

Dacey S. Davis, President

Jeffrey S. Bliler, Member

Troy E. Scott, Vice President

Mike Burnett, 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 11, 2023

J.C. Rice Educational Services Center, 2720 California Road, Elkhart –
at 7:08 p.m.

Place/Time

Board Members Present:	Dacey S. Davis Troy E. Scott Douglas K. Weaver	Jeffrey S. Bliler Mike Burnett 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 member Jeff Bliler recited the Elkhart Promise.

The Elkhart Promise

Ms. Davis discussed the invitation to speak protocol.

Lindsey Brander, assistant superintendent of student services, introduced Aaron Ball, cofounder of Rio’s Rainbow, and Shelley Poindexter, team leader – Elkhart child and adolescence skills at Oaklawn. Mr. Ball spoke of the awesome group of parents, students, and community members who have come together with the goal of building a strong resilient community in Elkhart County, Elkhart Community Schools, and beyond; this community answered that call. Rio’s Rainbow has been working tirelessly and as of November 2022, the Elkhart community responded by raising over \$20,000 to bring programming to North Side and Pierre Moran in honor of Rio Allred, Building Hope Week by Week. The work is not done and will probably never be done, but Rio’s Rainbow’s will be here to continue to provide help to our community’s children and families. They are proud of the ECS students who participated in Building Hope Week by Week as well as the parents who wanted their kids to participate. They are proud of the collaboration and effort among Rio’s Rainbow, Oaklawn, Elkhart Community Foundation, and especially Elkhart Community Schools; and most importantly, they are proud of Elkhart County.

Moment of Pride

Ms. Poindexter has worked with Rio’s Rainbow, Elkhart Community Schools, and numerous partners to implement Building Hope Week by Week, which includes hope and resiliency groups at both Pierre Moran and North Side. These groups meet weekly for eight weeks creating a positive safe environment for students to focus on the concept of hope and resiliency,

building social emotional skills and connections with each other. Topics include relationships, belonging, decision making, building confidence, and building hope. All of these topics/discussions help provide students with tools for their “toolbox”.

They collect data in order to evaluate the program. A pre-test and post-test is given to students and by far, all students exhibit more knowledge and gain helpful tools at the end of the eight weeks. They are finding students enjoy the time with each other, don’t want it to end, and are often checking in on each other to see how they are doing by the end of the eight weeks.

In response to Board inquiry, Ms. Poindexter told Board members they currently do not have a “phase 2” of the program but would love to take seventh graders to a phase 2 during their eighth grade year. They also make an effort, through the school social workers, to connect students with other organizations/support groups. Board member Jeff Bliler thanked Ms. Poindexter and Mr. Ball for their efforts and thanked Ms. Brander for being a supportive liaison for ECS. He encouraged them to extend this type of programming to all age groups across the district. Ms. Brander added she looks to allocate resources from the Community Schools Grant and Project Aware Grant to help facilitate these programs across the district.

By unanimous action by roll call, the Board approved the following consent items:

- Minutes – March 28, 2023 – Board Work Session
- Minutes – March 28, 2023 – Regular Board Meeting
- Minutes – March 31, 2023 – Special Board Meeting

Payment of claims totaling \$7,411,016.21 as shown on the April 11, 2023, claims listing. (Codified File 2223-125)

Proposed school fundraisers in accordance with Board policy. (Codified File 2223-126)

Accepted the following extra-curricular purchase requests: Elkhart High School (EHS) Athletics to purchase a pole vault standard to be used for girls’/boys’ track and field totaling \$3,745.

The following donations were made to Elkhart Community Schools (ECS): 1998 Ford F150 to be used in the Elkhart Area Career Center’s (EACC) Automotive cluster for training purposes and \$600 to Elkhart High School (EHS) Athletic Department from Jeffrey and Julie Gaff to be used to assist with the growth and development of the boys’ track and field team.

Consent Items

Minutes

Payment of Claims

Fundraisers

Extra-Curricular Purchase

Gift Acceptance

Conference leave requests in accordance with Board policy for staff members as recommended by the administration on the April 11, 2023 listings. (Codified File 2223-127)

Conference
Leave Requests

Personnel
Report

Certified agreement regarding incentive pay. (Codified File 2223-128)

Certified
Agreements

Certified agreement related to compensation and skill development. (Codified File 2223-129)

Employment of the following one (1) certified staff member effective on date indicated:

Betty McNeal – grade 4 at Cleveland, 4/10/23

Certified
Employment

Retirement of the following three (3) certified staff members, effective on dates indicated:

Elaine Fiwek – special education at Beardsley, 5/25/23 with 37 Years of Service

Heidi Krusenklaus – career coordinator at EACC, 5/25/23 with 33 Years of Service

Christopher Scalise – assistant principal at North Side, 6/15/23 with 27 Years of Service

Certified
Retirement

Resignation of the following four (4) certified staff members, effective on date indicated:

Elizabeth Byler – grade 4 at Woodland, 5/25/23

Jordan Deuel – special education at Daly, 5/25/23

Renee Ruocco – grade 1 at Daly, 5/25/23

Kyle Sears – business at Elkhart High, 5/25/23

Certified
Resignations

Parental leave for the following one (1) certified staff member, effective on dates indicated:

Molly Jo Moosa – grade 2 at Monger beginning 1/6/20 and ending 5/5/23

Certified
Parental Leave

Extension of leave for the following one (1) certified staff member, effective on dates indicated:

DeVetta Farrow, assistant principal at Pierre Moran beginning 2/23/23 and ending 5/15/23

Certified
Extension of
Leave

Employment of the following six (6) classified employees effective on dates indicated:

Shamara Allen – bus helper at Transportation, 3/29/23

Elvira Antonio – technical assistant at Bristol, 3/29/23

Arick Dashel – custodian at Feeser, 4/3/23

Kiana Dietz – campus security at Elkhart High, 4/3/23

Classified
Employment

Jesse Hollis – promotions manager at WVPE, 4/10/23
Ramon Trevino – custodian at Elkhart High, 4/3/26

Resignation of the following five (5) classified employees, effective on date indicated:

Sierra Benner – food service at North Side, 4/7/23
Ashley Colon – food service at Woodland and Elkhart High, 3/27/23
Denise Finn – bus driver at Transportation, 3/16/23
Christene Parks – bus driver at Transportation, 4/14/23
Amber White – food service at West Side, 3/24/23

Classified Resignations

Rescission of Resignation of the following one (1) classified employee:

Makylia Banks – bus helper at Transportation, 3/31/23

Classified Rescission of Resignation

Change in unpaid leave for the following one (1) classified employee, effective on dates indicated:

Tina Helbling – bus driver at Transportation, beginning 3/17/23 and ending 4/10/23

Classified Change in Unpaid Leave

Superintendent Steve Thalheimer provided an update on the Feasibility Study. The Key Committee reconvened following spring break on Monday and Wednesday of both this week and next. They will be continuing to have those difficult conversations about the conditions of buildings, current debt on buildings, capacity, and grade level configurations. Information is available on ECS’s website at <https://www.elkart.k12.in.us>. The public can also reach out to committee members with questions and concerns.

Feasibility Study Update

By unanimous action, the Board approved proposed changes to Board Policy 3422.04S – Bus Helper’s Wage Schedule. The main changes included adjustments to the attendance incentive plan, equivalent to the program in place for the bus drivers, for the coming school year as well as a change in the calculation of overtime.

Board Policy 3422.04S

The meeting adjourned at approximately 7:36 p.m.

Adjournment

APPROVED:

Signatures

Dacey S. Davis, President

Troy E. Scott, Vice President

Douglas K. Weaver, Secretary

Jeffrey S. Blier, Member

Mike Burnett, Member

Kellie L. Mullins, Member

Anne M. VonDerVellen, Member



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: 4-10-23

TO: Dr. Steve Thalheimer
Board of School Trustees

FROM: Cary Anderson (Principal)
Kristin Baker (Teacher/Sponsor)

RE: Theatre Donation Approval

Elkhart High School received a donation of \$500.00 from Stephenson's of Elkhart, Inc. The donation is in support of the Theatre department extra-curricular Activity and will be used to purchase supplies, costumes, set construction, decorations, and student snacks for upcoming productions.

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

Stephenson'sOf Elkhart, Inc.
211 S. Main St.
Elkhart, IN 46516



ELKHART HIGH SCHOOL EAST
ONE BLAZER BOULEVARD • ELKHART, IN 46516
PHONE: 574-295-4700



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

DATE: 4/12/2023

TO: Dr. Steve Thalheimer
Board of School Trustees

FROM: Brian Buckley & Jacquie Rost
Elkhart High School Athletic Department

RE: Donation Approval

A donation in the amount of \$500.00 has been given to the Elkhart High School Football team from Grand Design RV LLC. These funds will be used to assist with growth of our football 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:

Grand Design RV LLC
11333 County Rd 2
Middlebury, IN 46540



FOOD SERVICES

1135 KENT STREET • ELKHART, IN 46514
PHONE: 574-262-5551



ELKHART COMMUNITY SCHOOLS

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

DATE: April 18, 2023
TO: Steve Thalheimer
Board of School Trustees
FROM: Pam Melcher
RE: Donation Approval

An Anonymous donation of \$100.00 was given to pay negative balances at Osolo Elementary School.

I am requesting approval from the Board of School Trustees to accept this donation.

ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST

School: EACC

Class/Group: Small Engines

Number of Students: 4

Date/Time Departing: 4-21-23 8:30 AM

Date/Time Returning: 4-22-23 3:00 PM

Destination: Franklin High School City Franklin State IN

Overnight Facility: Hotel TBD

Mode of Transportation: SUV

Reason for Trip: State FFA Small Engines Contest

Name of Chaperones: Ryan Gortney

Dalton Bogaert

Cost per Student: \$50.00 Meals

Describe Plans for Raising
Funds or Funding Source:

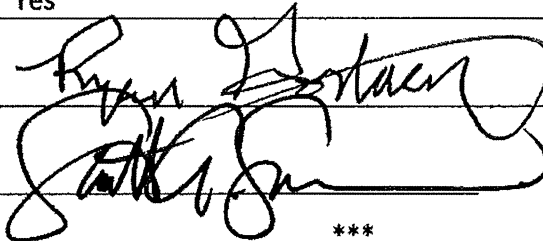
Plans to Defray Costs

For Needy Students: I will cover cost as needed

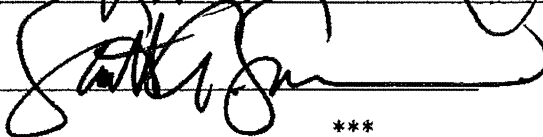
Are Needy Students

Made Aware of Plans? Yes

Signature of
Teacher/Sponsor:



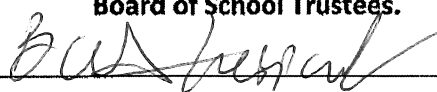
Signature of Principal:



Date: 4-4-23

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

Approval of Assistant Superintendent



Date:

4-12-23

Approved by Board:

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

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?																
Colts Youth and High School Football Grant	Indianapolis Colts	Elkhart High School Football	Romison Saint-Louis	\$2,500	Head Football Coach Romison Saint-Louis will oversee the usage. The grant will be used to purchase Guardians Caps which help protect athletes from concussions by decreasing the impact received on contact.	The funds will be used to protect our student athletes as they compete and represent our school and community on the playing field.	<table border="1"> <thead> <tr> <th>Item & Description</th> <th>Quantity</th> <th>Unit Price</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Football Guardian Cap XT – Royal Blue</td> <td>42</td> <td>\$58.00</td> <td>\$2,436.00</td> </tr> <tr> <td>Freight</td> <td>1</td> <td>\$64.00</td> <td>\$64.00</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>\$2,500.00</td> </tr> </tbody> </table>	Item & Description	Quantity	Unit Price	Total	Football Guardian Cap XT – Royal Blue	42	\$58.00	\$2,436.00	Freight	1	\$64.00	\$64.00	Total			\$2,500.00	4/21/2023
Item & Description	Quantity	Unit Price	Total																					
Football Guardian Cap XT – Royal Blue	42	\$58.00	\$2,436.00																					
Freight	1	\$64.00	\$64.00																					
Total			\$2,500.00																					



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. STEVEN THALHEIMER
FROM: MS. MAGGIE LOZANO
DATE: APRIL 25, 2023

PERSONNEL RECOMMENDATIONS

CERTIFIED

a. **Agreement** – We recommend the approval of a consent agreement.

b. **Retirement** – We report the retirement of the following employee:

Michael Swanson **Monger/Grade 3** **30 Years of Service**

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

Melinda Higginson **ESC/Director of Elementary Education**
Began: 8/1/18 Resign: 6/30/23

d. **Revision** - We recommend the revision of an unpaid leave reported on the April 11, 2023, Board Report for the following employee:

Molly Jo Moosa **Monger/Grade 2**
Begin: 8/14/23 End: 5/31/24

CLASSIFIED

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

Candace Blair **Commissary/Food Service**
Began: 2/6/23 PE: 4/12/23

Ernestine Brown **West Side/Food Service**
Began: 2/6/23 PE: 4/12/23

Rafael Colindres II **Transportation/Bus Helper**
Began: 2/15/23 PE: 4/19/23

Iris Curras-Velez
Began: 2/6/23

Bristol/Secretary
PE: 4/12/23

Enrique Guzman
Began: 2/27/23

Elkhart High/Custodian
PE: 4/24/23

Pauline January
Began: 2/7/23

Freshman Division/Food Service
PE: 4/13/23

Jeanette Maya
Began: 2/6/23

Beardsley/Secretary
PE: 4/12/23

Sarah Posey
Began: 2/6/23

Elkhart High/Food Service
PE: 4/12/23

Jennifer Ruvalcaba
Began: 2/6/23

EACC/Technical Assistant
PE: 4/12/23

Bryanna Schug
Began: 2/15/23

HELC/Paraprofessional
PE: 4/19/23

Hallie Stabler
Began: 2/27/23

Beardsley/Custodian
PE: 4/24/23

Addie Wright
Began: 2/21/23

ESC/Secretary
PE: 4/17/23

b. **Unpaid Leave – We recommend an unpaid leave for the following employees:**

Christine Green
Began: 4/10/23

Transportation/Bus Driver
End: 5/3/23

Luella Hanks
Began: 4/14/23

North Side/Paraprofessional
End: 5/25/23

c. **Revision – We recommend the revision of an unpaid leave reported on the March 28, 2023, Board Report of the following employee:**

Tina Helbling
Began: 3/17/23

Transportation/Bus Driver
End: 3/31/23

d. **Revision – We recommend the revision of a PE date reported on the April 11, 2023 Board Report for the following employee:**

Ramon Trevino
Began: 2/6/23

Elkhart High/Custodian
PE: 4/3/23



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

Emily Grant
Began: 1/19/98

PACE/Speech Therapist
End: 5/25/23
Years of Service: 25

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

Tanisha Anderson
Began: 1/8/15

Transportation/Bus Driver
Resign: 5/5/23

Tiki Black
Began: 9/2/22

Woodland/Paraprofessional
Resign: 4/11/23

Ellen Kohler
Began: 1/11/23

Transportation/Bus Helper
Resign: 5/25/23

Clay Powell
Began: 1/12/15

Transportation/Dispatcher
Resign: 5/5/23

Whitney Shupert
Began: 2/7/22

Eastwood/Food Service
Resign: 4/17/23

Charlena Thompson
Began: 8/11/22

Transportation/Bus Driver
Resign: 4/17/23

Laura Walterhouse
Began: 11/10/03

Roosevelt/Paraprofessional
Resign: 4/11/23

g. **Rescission of a Resignation** - We recommend the approval of the rescission of a resignation for the following employee:

Christene Parks
Began: 10/20/21

Transportation/Driver
Resign: 4/14/23

h. **Termination** - We report the termination of the following classified employees:

Rebecca Stratton
Began: 1/9/23

HELIC/Paraprofessional
End: 4/25/23
Policy: 3139.01S



**Elkhart Community Schools
New Course Proposal for 2023-2024**

State Title	0524 Community Service (COMM SERV)
Course Description	Community Service is a one semester course that broadens a student's understanding of Leadership through Service. In this course students will use a combination of classroom and field experiences to reflect, analyze, and critique the impact of leadership through service. Class content and activities center on concepts including but not limited to: inter and intra communication, growth-mindset, service to school and community, character development, accountability, grit, and leadership. Classroom readings, discussions, guest speakers, and hands on activities as well as service outside the classroom will be utilized. In partnership with ULead, this course will create upcoming leaders from our student body. The course will include character building, leadership skills as well as numerous Community Service activities throughout the course. The intent is to help build student leaders to impact the culture of our school community. A semester long journal and end of semester project will be used as assessment.
Grade Levels	10th grade
Pathway	Yes Meets the Box 2 graduation requirement
Length of Course	Semester
Prerequisites	High School Athletic participation

Additional Required Information:

Resources	There is no text book for this course. Rather, the instructor will use excerpts from speeches and books on leadership. In addition, podcasts and social media will provide a great deal of content. uLead will supplement the cost of copies, personal journals for each participant, and other necessary items for the course. There will be no cost for the student. Each student's iPad will be used for said content.
Additional cost?	Besides each student's personal iPad, LCD projectors will be used for some content. There will be some cost in terms of transportation to community service locations. When applicable, mini buses will be used to transport. In other cases, a yellow pusher bus may be needed.
Rationale for the course	We currently have nothing offered to students, as a course, that touches on the aspect of leadership through service. Though some courses (social science and health classes) may have units that cover some basic content, there is nothing until this course that will allow students to both act and reflect on their ability to influence others and grow as an individual through service. This concept touches on a very necessary aspect of a teen's social and emotional health through their connection to others through service.

**Elkhart Community Schools
New Course Proposal for 2023-2024**

How does this course fit into your department's and your school's total program?	We will target current freshmen student-athletes for this course who have been identified by coaches. Identification of these students was geared toward their involvement in sports programs and their demonstration and/or ability to lead. Creating a cross section of athletes through gender, ethnicity, and different sports will impact more than just the student enrolled in the course. The impact should be felt all across our athletic teams. In our work with uLead, this is the most intensive project so far, but it will build on some of the work that's been done at our middle schools. After students have completed this course, they will continue to work with uLead in other smaller projects and opportunities.
Anticipated number of students	25 students/class
What courses might this replace in their schedules?	This course will be taught by Larry Kissinger who is currently working in the athletic office and not a traditional classroom teacher. No other course will be dropped to add this elective class. The activities two days per week will be led by uLead instructors.
Name of person on staff licensed to teach this course	Larry Kissinger

Larry J. Kissinger
Teacher Signature

2/14/23
Date:

Larry J. Kissinger
Written Name of Teacher

Jacquie Rost
Department Chair

2/13/23
Date:

Jacquie Rost
Written Name of Department Chair

Paul Draper
Director of Counseling

2/14/23
Date:

Paul Draper
Written Name of Director of Counseling

John
Principal or Assistant Principal

2/14/23
Date:

Written Name of Principal or Assistant Principal

Steve Thalheim
Revised 11/15/2021

Elkhart Community Schools New Course Proposal for 2023-2024

Proposals for new courses submitted 3 semesters prior to implementation.

State Title	0547 Project Based Learning
Course Description	Project-based learning allows students to gain knowledge and skills by working for an extended period of time to investigate and respond to an authentic, engaging, and complex question, problem, or challenge. The project is framed by a meaningful problem to solve or a question to answer, at the appropriate level of challenge. Students engage in a rigorous, extended process of asking questions, finding resources, and applying information. Students often make their project work public by explaining, displaying, and/or presenting it to people beyond the classroom. This course code should denote completion of the Graduation Pathways Employability Skills experience.
Grade Levels	9-12
Pathway	ALL - Fills Box 2 for all students
Length of Course	Undetermined, usually embedded within another course the student is enrolled in.
Prerequisites	N/A

Additional Required Information:

Resources	
Additional cost?	There should be no additional costs.
Rationale for the course	This is a tracking tool for completing Box 2 through PBL.
How does this course fit into your department's and your school's total program?	This will aid in tracking students' PBL experiences throughout their HS years. There is no credit involved. A reflection form should be turned in as evidence of the growth experienced through the PBL project.
Anticipated number of students	Undetermined/Unlimited.
What courses might this replace in their schedules?	This would not replace anything - it is a tracking tool the state has implemented for us.
Name of person on staff licensed to teach this course	Ceritified teacher involved in implementing the project

**Elkhart Community Schools
New Course Proposal for 2023-2024**

Teacher Signature

Date:

Written Name of Teacher

Department Chair

Date:

Written Name of Department Chair

Gail Draper

Director of Counseling

3/23/23

Date:

Gail Draper

Written Name of Director of Counseling

Gail

Principal or Assistant Principal

3/23/23

Date:

Cory Anderson

Written Name of Principal or Assistant Principal

Steve Thalheim

Checklist and Timeline: These dates are the "ideal" and

Task	Completed?	
	Yes	No
<p>STEP 1: By the middle of October, the teacher(s) will draft an informal course proposal and discuss the new course with his or her department chair. The teacher and department chair will make contact with their counterparts at the sister school and with building administrators. The administrators will discuss the proposed course with the Director of Secondary Instruction. By the last Friday in October, the teacher will be informed as to whether or not he or she should move forward with further development of the proposed course and with the formal submission of the new course proposal using the form above.</p>		

Elkhart Community Schools New Course Proposal for 2023-2024

Proposals for new courses submitted 3 semesters prior to implementation.

State Title	0539 Service Based Learning
Course Description	<p>Service-based learning integrates meaningful service to enrich and apply academic knowledge, teach civic and personal responsibility (and other employability skills), and strengthen communities. Three core indicators can classify SBL:</p> <ul style="list-style-type: none"> ● Integrating academic study with service experience; ● Reflecting larger social, economic, and societal issues; and ● Collaborative efforts between students, schools, and community partners <p>This course code should be used to denote completion of the Graduation Pathways Employability Skills experience</p>
Grade Levels	9-12
Pathway	ALL - Fills Box 2 for all students
Length of Course	Semester; May be repeated; Can be done outside of school over an undetermined amount of time
Prerequisites	N/A

Additional Required Information:

Resources	
Additional cost?	There should be no additional costs.
Rationale for the course	This is a way to help some of our students complete the Box 2 Service-Based Learning requirement on campus under the supervision of a teacher.
How does this course fit into your department's and your school's total program?	This will allow students to complete a graduation requirement on campus when they might not otherwise have the opportunity. This is also a way to track our students' participation in SBL projects. There is no credit involved.
Anticipated number of students	There could be up to 30 students in a class period working on SBL projects or unlimited numbers of students doing work outside of school.
What courses might this replace in their schedules?	This could be an elective or replace a study hall or student assistant. It also can be used as a tracking tool for work done outside the school day.
Name of person on staff licensed to teach this course	Any certified staff member

Elkhart Community Schools New Course Proposal for 2023-2024

Teacher Signature

Date:

Written Name of Teacher

Department Chair

Date:

Written Name of Department Chair

Gail Draper
Director of Counseling

3/23/23
Date:

Written Name of Director of Counseling

Gail Draper
Principal or Assistant Principal

Date:

Cory
Principal or Assistant Principal

3/23/23
Date:

Cory Anderson
Written Name of Principal or Assistant Principal

Steve Thalheim

Checklist and Timeline: These dates are the "ideal" and

Task	Completed?	
	Yes	No
STEP 1: By the middle of October , the teacher(s) will draft an informal course proposal and discuss the new course with his or her department chair. The teacher and department chair will make contact with their counterparts at the sister school and with building administrators. The administrators will discuss the proposed course with the Director of Secondary Instruction. By the last Friday in October , the teacher will be informed as to whether or not he or she should move forward with further development of the proposed course and with the formal submission of the new course proposal using the form above.	Yes	No
STEP 2: The teacher will submit the full course proposal to the building administrator and his or her department chair by the middle of November.	Yes	No

Elkhart Community Schools New Course Proposal for 2023-2024

Proposals for new courses submitted 3 semesters prior to implementation.

State Title	0543 Work Based Learning
Course Description	Work-based learning (WBL) is a strategy to reinforce academic, technical, and social skills learned in the classroom through collaborative activities with employer partners. Work-based learning experiences allow students to apply classroom theories to practical problems, explore career options, and pursue personal and professional goals. WBL includes activities that can occur in workplaces or school-based enterprises and involve an employer assigning a student meaningful job tasks to develop his or her skills, knowledge, and readiness for work. It supports entry or advancement in a career field and can serve as the culminating course or event in a student's chosen career pathway. Through WBL, students can apply the concepts, skills, and dispositions from previous coursework in real-world settings. Governor's Work Ethic Certificate or Career Exploration Internship- time dedicated to WBL experiences during the school day (e.g., student schedule allows ½ day off campus to experience the world of work)
Grade Levels	9-12
Pathway	ALL - Fills Box 2 for all students
Length of Course	Semester; May be repeated; Can be housed in a credit course such as Internship.
Prerequisites	N/A

Additional Required Information:

Resources	
Additional cost?	There should be no additional costs.
Rationale for the course	This is a tracking tool for completing Box 2 through WBL.
How does this course fit into your department's and your school's total program?	This will aid in tracking students' WBL experiences throughout their HS years. There is no credit involved. This can be an after school day experience or part of an Internship course.
Anticipated number of students	Undetermined/Unlimited.
What courses might this replace in their schedules?	This would not replace anything - it is a tracking tool that the state has put in place for us.

Elkhart Community Schools New Course Proposal for 2023-2024

Name of person on staff licensed to teach this course	Counselor or Internship coordinator
---	-------------------------------------

Teacher Signature

Date:

Written Name of Teacher

Department Chair

Date:

Written Name of Department Chair

Gail Draper
Director of Counseling

3/23/23
Date:

Gail Draper
Written Name of Director of Counseling

GAD
Principal or Assistant Principal

3/23/23
Date:

Cory Anderson
Written Name of Principal or Assistant Principal

Steve Thalheim

Checklist and Timeline: These dates are the "ideal" and

Task	Completed?	
STEP 1: By the middle of October , the teacher(s) will draft an informal course proposal and discuss the new course with his or her department chair. The teacher and department chair will make contact with their counterparts at the sister school and with building administrators. The administrators will discuss the proposed course with the Director of Secondary Instruction. By the last Friday in October , the teacher will be informed as to whether or not he or she should move forward with further development	Yes	No

Elkhart Community Schools

New Course Proposal for 2023-2024

Proposals for new courses submitted 3 semesters prior to implementation.

State Title	<p>Transportation, Distribution, and Logistics</p> <p>7392 - Principles of Motor Sports</p> <p>7393 - Fundamentals of Motor Sports</p> <p>7394 - Advanced Motor Sports</p> <p>7394 - Motor Sports Capstone</p>
Course Description	<p>7392 - Principles of Motor Sports'</p> <p>This course gives students an overview of the operating and general maintenance systems of motorsports equipment. Students will be introduced to the safety and operation of equipment and tools used in the motorsports industry. Students will study the maintenance and light repair of motorsports systems. Students will demonstrate an understanding of personal and shop safety practices. Students will accurately identify various types of fasteners and demonstrate how to take both standard and metric measurements with various types of measuring devices. The students will use rulers, calipers, dial indicators, micrometers, and other equipment commonly found in an automotive repair facility.</p> <p>7393 - Fundamentals of Motor Sports</p> <p>This course teaches the theory, service, and repair of automotive braking systems and provides an overview of various mechanical brake systems used in motor sports vehicles. Emphasis will be on professional diagnosis and repair methods for brake systems. This course will also focus on the repair of motorsports steering and suspension systems. This course provides an overview of various mechanical, power, and electrical steering and suspension systems used in motorsports emphasizing professional diagnosis and repair methods for steering and suspension systems. Students will learn facility and personnel requirements for efficiently running parts and service departments. Emphasis is on principles, practices, and procedures necessary to effectively operate the departments which include: manufacturer catalogs and component numbering systems, methods of scheduling time, and techniques for obtaining maximum work efficiency from technicians and specialists.</p> <p>7394 - Advanced Motor Sports</p> <p>This course gives students an overview of the electrical operating systems of all motorsports. Students will be introduced to the safety and operation of equipment and tools used in electrical diagnosis and repair in the automotive electrical industry. Students will study the fundamentals of electricity and automotive electronics. This course gives students an in-depth study of motorsports vehicle electrical systems. Students will study the fundamentals of electricity and automotive electronics in various motor sports systems. Students will study driveline theory and in-car service procedures. Theory and overhaul procedures related to the</p>

Elkhart Community Schools New Course Proposal for 2023-2024

	<p>driveshaft and axle assemblies for front and rear-wheel drive vehicles are also included. This course provides an overview of the various racing/motor sports venues in the U.S. Students will gain an understanding of various racing venues and their operations. Emphasis will be placed on professional-level racing, although sportsman and semi-professional venues will also be discussed. Students will learn about the various careers available throughout the motorsports industry. This course will prepare students to take a nationally recognized certification exam.</p> <p>7394 - Motor Sports Capstone</p> <p>This course is designed to allow students to gain additional experience in motorsports-related activities. Such activities can include but are not limited to; interaction with hybrid or electric vehicles, advanced driveability diagnosis, engine or transmission repair activities, and activities that strengthen the different ASE categories or help prepare students for ASE exams. This course will allow qualifying students to work at a job site that is specifically related to their career objective. This class will provide on-the-job experience. This capstone course prepares the student for entry into the field of Motor Sports and will review the procedures for conducting a job search, resume and cover letter writing, interviewing, and follow-up communications. This course will also branch out into the world of agriculture promoting agricultural equipment repair and maintenance. Students will deal with the vast and complex business of agriculture; emphasize modern business and farm equipment repair methods along with current management and administrative strategies needed for success in an agricultural business. Students will study Agriculture Mechanization where students develop an understanding of basic principles of selection, operation, maintenance, and management of agricultural equipment in concert with the utilization of technology. Topics covered include safety, electricity, plumbing, concrete, carpentry, welding, engines, emerging technologies, and career opportunities in agriculture mechanization.</p>
<p>Grade Levels</p>	<p>7392 - Principles of Motor Sports: Grades 10, 11, & 12</p> <p>7393 - Fundamentals of Motor Sports: Grades 10, 11 & 12</p> <p>7394 - Advanced Motor Sports: Grades Grades 10, 11 & 12</p> <p>7394 - Motor Sports Capstone: Grades 11 & 12</p>
<p>Pathway</p>	<p>Transportation, Distribution, and Logistics</p>
<p>Length of Course</p>	<p>Full year (Two-semesters)</p>
<p>Prerequisites</p>	<p>7392 - Principles of Motor Sports: None</p> <p>7393 - Fundamentals of Motor Sports: 7392</p> <p>7394 - Advanced Motor Sports: 7392, and 7393</p> <p>7394 - Motor Sports Capstone: 7392, 7373, and 7394</p>

Additional Required Information:

Elkhart Community Schools New Course Proposal for 2023-2024

Resources	<p>All resources will be based on recommendations of the dual credit partner. Additional equipment needs will be met through Perkins funding. In addition, a supply budget will be incurred into the regular career center operating funds budget.</p> <p>The curriculum will vary depending on the CTE course listed above; however, key competencies must be met and can be found at this website:</p> <p>https://media.doe.in.gov/news/high-school-course-titles-and-descriptions-2023-2024.pdf</p> <p>Students may have the opportunity to work in service-learning projects and internships opportunities in conjunction with this course.</p> <p>Dual credits will be offered through the CTE course in this pathway and textbooks will be assigned and provided for students based on the CTE pathway.</p>
Additional cost?	<p>Additional costs will include but are not limited to \$100.00 for the Automotive Service Excellence certification exam, field trips, etc</p>
Rationale for the course	<p>What need does this course meet? What gap in course offerings does this course fill? The rationale should explain why this course is important enough that it should be considered as an addition to our current offerings.</p>
How does this course fit into your department's and your school's total program?	<p>The Motor Sports Pathway courses will provide students the opportunity to pursue employment in the career cluster of transportation, distribution, and logistics. The pathway includes postsecondary coursework in partnership with Vincennes University. This course curriculum emphasizes everything from preventive maintenance to a complete overhaul and rebuild of engines, etc. Advanced students work on internal combustion engines and also learn about electric power, alternative fuels, propane, and diesel-powered machinery. This locally-created pathway provides opportunities for in-depth study of a variety of recreational and portable power units. Classroom and laboratory experiences are based on activities that build skills and knowledge in the fundamentals of electricity, hydraulics, water and air cooling systems, engine electrical systems, compression ignitions, starting systems, fuel, and lubrication systems as well as carburetors and drive systems. Training begins with instruction on the repair and routine service of portable power equipment such as lawnmowers, chain saws, and other outdoor grounds maintenance equipment. Instruction emphasizes current environmental regulations regarding both noise and air pollution standards.</p> <p>Advanced training covers the care and service of recreational vehicles including motorcycles, mini-bikes, snowmobiles, all-terrain vehicles (ATV's), and outboard motors. Daily emphasis is placed on reading technical manuals and using oral communications skills in a customer service setting. Students also analyze, diagnose and repair equipment for individuals in the community and work on "real-world" projects (WBL and PPL) daily both in-house at the EACC and on paid/non-paid internships outside of the EACC. Students are free to specialize in their field whether it be with small engines, farm equipment, or marine equipment. Students have exposure to all of these types of machinery in the course of a two-year program.</p> <p>Emphasis is also placed on 21st Century skills needed to be successful in college or career as they navigate their future plans. Students develop working portfolios, resumes, and job skills by participating in PBL projects throughout the year. Students also participate in employability skills panels, mock interviews, and career/job fairs by interacting with the many business partners attached to this program. This course offers the opportunity for</p>

**Elkhart Community Schools
New Course Proposal for 2023-2024**

	business partners to speak to the students on a regular basis both in the classroom and on field trips.
Anticipated number of students	20 students - morning session 20 students - afternoon session
What courses might this replace in their schedules?	This course will be enveloped into the Elkhart Area Career Center Elective schedule either in the AM or the PM session
Name of person on staff licensed to teach this course	Ryan Gortney

Elkhart Community Schools New Course Proposal for 2023-2024

Signatures


Education/Engagement Coordinator Signature

4/12/23
Date:


Principal Signature

4/12/23
Date:


Director Signature

4/12/23
Date:


Date:

4/17/23
Date:

Checklist and Timeline: These dates are the "ideal" and

Task	Completed?	
STEP 1: By the middle of October, the teacher(s) will draft an informal course proposal and discuss the new course with his or her department chair. The teacher and department chair will make contact with their counterparts at the sister school and with building administrators. The administrators will discuss the proposed course with the Director of Secondary Instruction. By the last Friday in October , the teacher will be informed as to whether or not he or she should move forward with further development of the proposed course and with the formal submission of the new course proposal using the form above.	Yes	No
STEP 2: The teacher will submit the full course proposal to the building administrator and his or her department chair by the middle of November .	Yes	No
STEP 3: The building principal or his/her designee will submit the full course proposal to the Director of Secondary Instruction by the last Friday in November for discussion and decision-making.	Yes	No
STEP 4: By the first Friday in December , the Director of Secondary Instruction will inform secondary administrators whether or not the new course proposal has been recommended for submission to the Board of School Trustees for inclusion in the course offerings. Principals will notify building administrative staff and the submitting teacher whether or not the proposal is moving to the next step.	Yes	No
STEP 5: The Director of Secondary Instruction will take the recommended new course proposals to the Superintendent no later than the end of December .	Yes	No
STEP 6: If the Superintendent approves the recommendations, the course proposals will be shared with the Board of School Trustees during the next scheduled board meeting. The Director of Secondary Instruction will work with the department chairpersons and building administrators to coordinate the writing of the curriculum and ordering of resources for implementation during the next school year.	Yes	No

Elkhart Community Schools New Course Proposal for 2023-2024

Proposals for new courses submitted 3 semesters prior to implementation.

State Title	<p>Law, Public Safety, Corrections, & Security - Next Level Programs of Study</p> <p>7194 - Principles of Paralegal Studies (PRIN PARA ST)</p> <p>7192 - Paralegal Fundamentals (PARA FUN)</p> <p>7187 - Advanced Paralegal Studies (ADV PARA ST)</p> <p>7227 - Paralegal Studies Capstone (LEGAL ST CAP)</p>
Course Description	<p>7194 - Principles of Paralegal Studies</p> <p>Principles of Paralegal Studies introduces the student to a broad understanding of the American legal system. Students will engage with and learn about the various court structures, the key players within the system, and how our rules and laws are made, enforced, interpreted, and applied. The course will cover substantive legal topics and provide hands-on learning regarding legal research, legal writing, case briefing, interviewing skills, and professional ethics. The course will examine the rules of professional conduct that apply to all legal professionals including the American Bar Association Model Rules of Professional Conduct, the Indiana Rules of Professional Conduct, the American Bar Association Guidelines for the Utilization of Legal Assistants, and various other sets of rules of conduct created by paralegal associations</p> <p>7192 - Paralegal Fundamentals</p> <p>Paralegal Fundamentals introduces the student to legal research resources including constitutions, statutory codes and annotations, administrative encyclopedias, treatises, legal periodicals, practice manuals, and form books. Students are introduced to various finding tools for accessing information in these resources. Students will learn proper legal citation forms, citation services, and research strategies. Projects include a series of graded law library research assignments teaching the student how to use this variety of materials to research both primary and secondary legal authorities using methodologies for research in either print or online sources, and updating material to insure the most up-to-date research possible. is designed to improve the student's ability to write at a professional level, with appropriate attention to grammar, sentence structure, and style. Students will become familiar with basic legal terminology. This course will also develop the student's legal writing skills, including how to write sharp, clear prose and become more proficient and efficient at composing, organizing, and summarizing various legal written documents. The student will be exposed to various legal writing techniques that are used in drafting a wide variety of legal documents. A strong emphasis is placed on proper legal writing methodology and formatting.</p> <p>7187 - Advanced Paralegal Studies</p> <p>Advanced Paralegal Studies introduces the student to the Indiana Trial Rules, court rules, local rules, and small claims; specifically knowing the Rules of Civil Procedure, and how they apply to each part of a case. Topics include filing requirements, the rules regarding service of process, calculation of deadlines, motion practice, discovery, trials, and relief from judgments. This course will also develop the</p>

**Elkhart Community Schools
New Course Proposal for 2023-2024**

	<p>student's legal writing skills, including how to write sharp, clear prose and become more proficient and efficient at composing, organizing, and summarizing various legal written documents. The student will be exposed to various legal writing techniques that are used in drafting a wide variety of legal documents. A strong emphasis is placed on proper legal writing methodology and formatting.</p> <p>7227 - Paralegal Studies Capstone (offered in the 2024-2025 school year)</p> <p>A core component of this course is a study of Indiana Trial Rules pertaining to an actual trial. Topics include the discovery process and discovery tools, litigation support – including organization and retrieval of trial documents – techniques in preparing witnesses for trial and preparing jury instructions. The main project is compiling a trial notebook. Students will also receive instruction regarding various hardware and software programs used in general office settings, as well as those used specifically in legal practice. Students will obtain an understanding of the sources of technology used in litigation in the courtroom. Additionally, students will be introduced to the concept of word processing systems and offered hands-on experience in the operation of Microsoft Word. Students are required to demonstrate course objectives through the appropriate Microsoft certification examination.</p>
Grade Levels	<p>7194 - Principles of Paralegal Studies: Grades 9, 10, & 11</p> <p>7192 - Paralegal Fundamentals: Grades 10, 11, & 12</p> <p>7187 - Advanced Paralegal Studies: Grades 10, 11, & 12</p> <p>7227 - Paralegal Studies Capstone: Grades 11& 12</p>
Pathway	<p>Law, Public Safety, Corrections, & Safety - Next Level Programs of Study</p> <p>Area of Specialization - Pre-Law/Paralegal Studies</p>
Length of Course	<p>Full year (2-semester course)</p>
Prerequisites	<p>7194 - Principles of Paralegal Studies: none</p> <p>7192 - Paralegal Fundamentals: 7194</p> <p>7187 - Advanced Paralegal Studies: 7194 and 7192</p> <p>7227 - Paralegal Studies Capstone: 7194, 7195, and 7187</p>

Additional Required Information:

Resources	<p>All resources will be based on recommendations of the dual credit partner. Additional equipment needs will be met through Perkins funding. In addition, a supply budget</p>
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Elkhart Community Schools New Course Proposal for 2023-2024

	<p>will be incurred into the regular career center operating funds budget.</p> <p>Curriculum will vary depending on the CTE course listed above; however, key competencies must be met and can be found at this website:</p> <p>https://www.in.gov/gwc/cte/files/NLPS-Review-Doc_Phase2_4.29.22.pdf</p> <p>Students may have the opportunity to work in service-learning projects and internships opportunities in conjunction with this course.</p> <p>Dual credits will be offered through the CTE course in this pathway and textbooks will be assigned and provided for students based on the CTE pathway.</p>
Additional cost?	Additional costs will include but are not limited to \$115.00 for the Microsoft Office Certification certification exam, field trips, etc
Rationale for the course	The Pre-Law/Paralegal Studies Pathway course will provide students the opportunity to pursue employment in the career cluster of law, public safety, corrections, and safety. The pathway includes the postsecondary coursework in partnership with Ivy Tech and Vincennes with NLPS course has been aligned to, and the key competencies for dual credit courses on the high school crosswalk. The CTE pathway will apply real-world learning experiences while enrolled in the Principles, CTE Concentrator A and/or Concentrator B or CTE Capstone course.
How does this course fit into your department's and your school's total program?	Upon completion of these sequences of courses, students will be prepared for a 2-year or 4-year post-secondary institution in a CTE field or go directly into the workforce.
Anticipated number of students	24 students - morning session 24 students - afternoon session
What courses might this replace in their schedules?	This course will be enveloped into the Elkhart Area Career Center Elective schedule either in the AM or the PM session
Name of person on staff licensed to teach this course	In order to offer a course, we need to have a licensed highly-qualified teacher.


Elkhart Community Schools New Course Proposal for 2023-2024

Signatures



 Education/Engagement Coordinator Signature

4/12/23
 Date:



 Principal Signature

4/12/23
 Date:



 Director Signature

4/12/23
 Date:



4/17/23

Checklist and Timeline: These dates are the "ideal".

Task	Completed?	
STEP 1: By the middle of October, the teacher(s) will draft an informal course proposal and discuss the new course with his or her department chair. The teacher and department chair will make contact with their counterparts at the sister school and with building administrators. The administrators will discuss the proposed course with the Director of Secondary Instruction. By the last Friday in October , the teacher will be informed as to whether or not he or she should move forward with further development of the proposed course and with the formal submission of the new course proposal using the form above.	Yes	No
STEP 2: The teacher will submit the full course proposal to the building administrator and his or her department chair by the middle of November .	Yes	No
STEP 3: The building principal or his/her designee will submit the full course proposal to the Director of Secondary Instruction by the last Friday in November for discussion and decision-making.	Yes	No
STEP 4: By the first Friday in December , the Director of Secondary Instruction will inform secondary administrators whether or not the new course proposal has been recommended for submission to the Board of School Trustees for inclusion in the course offerings. Principals will notify building administrative staff and the submitting teacher whether or not the proposal is moving to the next step.	Yes	No
STEP 5: The Director of Secondary Instruction will take the recommended new course proposals to the Superintendent no later than the end of December .	Yes	No
STEP 6: If the Superintendent approves the recommendations, the course proposals will be shared with the Board of School Trustees during the next scheduled board meeting. The Director of Secondary Instruction will work with the department chairpersons and building administrators to coordinate the writing of the curriculum and ordering of resources for implementation during the next school year.	Yes	No

ACCOUNT BALANCES/INVESTMENT DETAIL
March 2023

CASH:

Petty Cash	\$	500.00
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BANK ACCOUNTS:

Teachers Credit Union	\$	2,991,927.64
Lake City Bank – Accounts Payable		(1,978,422.74)
Lake City Bank – Payroll Account		(589,044.30)
Lake City Bank – Flex Account		74,458.85
Lake City Bank – Merchant Account		-
Lake City Bank – Prepaid Lunch		1,033,095.12
Lake City Bank – Deposit Account		30,524,958.16
Lake City Bank – Book Rental		-
BMO Harris Bank (UMR insurance)		-

INVESTMENTS:

Certificate of Deposit		-
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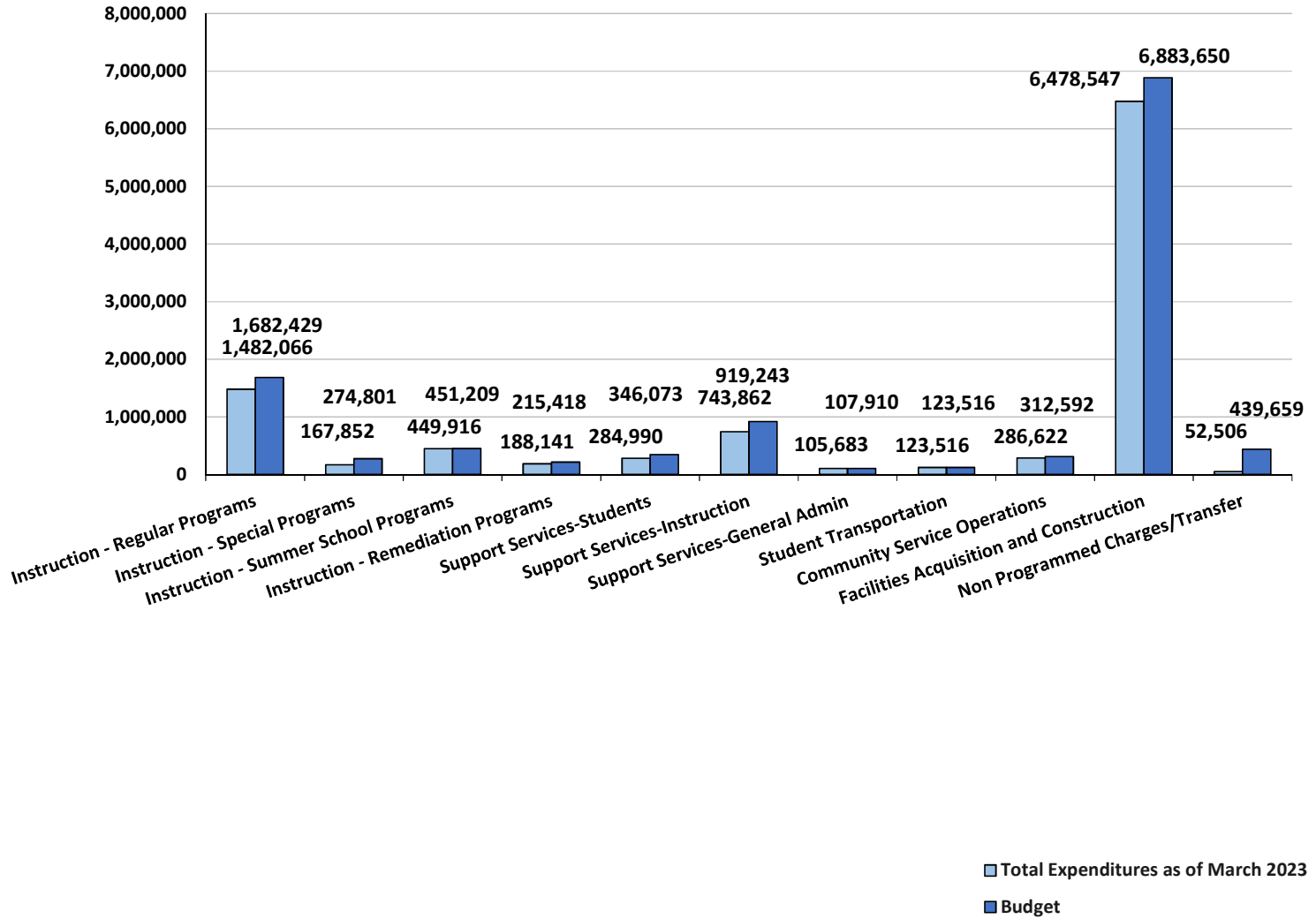
\$ 32,057,472.73

ESSER II - Utilization Review

<i>Total Expenditures as of March 2023</i>	<i>Total % of Allocation Expended</i>	<i>Account</i>	<i>Budget</i>	<i>% of Total Budget</i>
\$1,482,065.65	88.09%	Instruction - Regular Programs	\$1,682,429.00	14.31%
\$167,851.92	61.08%	Instruction - Special Programs	\$274,801.00	2.34%
\$449,915.92	99.71%	Instruction - Summer School Programs	\$451,209.00	3.84%
\$188,140.78	87.34%	Instruction - Remediation Programs	\$215,418.00	1.83%
\$284,990.03	82.35%	Support Services-Students	\$346,073.00	2.94%
\$743,861.75	80.92%	Support Services-Instruction	\$919,242.89	7.82%
\$105,683.07	97.94%	Support Services-General Admin	\$107,910.00	0.92%
\$123,515.71	100.00%	Student Transportation	\$123,516.00	1.05%
\$286,621.54	91.69%	Community Service Operations	\$312,592.00	2.66%
\$6,478,547.33	94.12%	Facilities Acquisition and Construction	\$6,883,650.00	58.55%
\$52,505.90	11.94%	Non Programmed Charges/Transfer	\$439,659.00	3.74%
10,363,699.60	88.15%		\$11,756,499.89	100.00%

Expenditures for March 2023 consisted of Salaries and Benefits pertaining to student support (remediation / tutoring), ongoing after school supports, construction services, and supplies per directives approved through the grant.

ESSER II - Expenditure to Budget as of 3/31/23

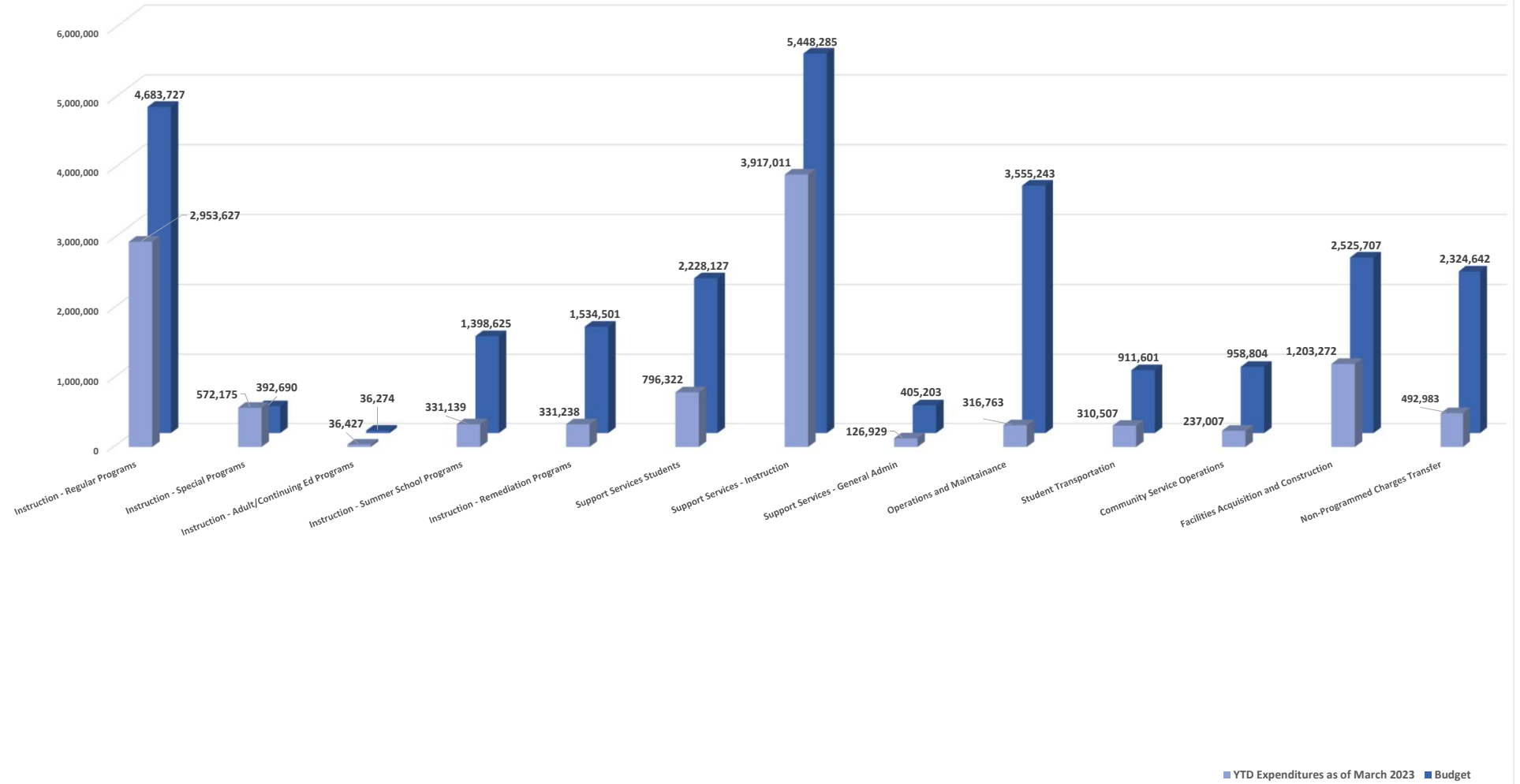


ESSER III - Utilization Review

YTD Expenditures as of March 2023	Total % of Allocation Expended	Account	Budget	% of Total Budget
2,953,626.78	63.06%	Instruction - Regular Programs	\$4,683,726.72	17.74%
572,175.01	145.71%	Instruction - Special Programs	\$392,690.00	1.49%
36,426.94	100.42%	Instruction - Adult/Continuing Ed Programs	\$36,274.00	0.14%
331,138.92	23.68%	Instruction - Summer School Programs	\$1,398,625.00	5.30%
331,237.95	21.59%	Instruction - Remediation Programs	\$1,534,501.00	5.81%
796,322.40	35.74%	Support Services Students	2,228,127.00	8.44%
3,917,010.52	71.89%	Support Services - Instruction	5,448,285.00	20.63%
126,929.10	31.32%	Support Services - General Admin	405,203.00	1.53%
316,762.78	8.91%	Operations and Maintainance	3,555,243.00	13.47%
310,506.75	34.06%	Student Transportation	911,601.00	3.45%
237,006.99	24.72%	Community Service Operations	958,804.00	3.63%
1,203,271.60	47.64%	Facilities Acquisition and Construction	\$2,525,707.00	9.57%
492,982.70	21.21%	Non-Programmed Charges Transfer	\$2,324,642.00	8.80%
\$11,625,398.44	44.03%		\$26,403,428.72	100.00%

Expenditures for March 2023 consisted of salaries/benefits, professional development, and supplies for budgeted programming.

ESSER III - Expenditure to Budget as of 3/31/2023



Medical Plan Experience

March 2023

	<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	\$ (62,878)	\$ -	\$ 794,447	\$ (794,447)
Anthem Medical	\$ 619,590	\$ 405,054	\$ 214,536	\$ 1,391,744	\$ 601,863	\$ 789,881
CVS Rx	\$ 184,719	\$ 142,924	\$ 41,795	\$ 464,308	\$ 286,559	\$ 177,749
Rx Rebate	\$ (245,363)	\$ (156,900)	\$ (88,463)	\$ (245,363)	\$ (156,900)	\$ (88,463)
Less Amt Above Stop Loss	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Claim Cost Total	\$ 558,946	\$ 453,956	\$ 104,990	\$ 1,610,689	\$ 1,525,969	\$ 84,720
Expected Claim Cost	\$ 857,142	\$ 867,409	\$ (10,267)	\$ 2,567,863	\$ 2,576,978	\$ (9,115)
Claims vs. Expected	\$ (298,196)	\$ (413,453)		\$ (957,174)	\$ (1,051,009)	
Non Claim Costs (administration, clinic, pharmacy, stop-loss)	\$ 226,063	\$ 211,597	\$ 14,466	\$ 700,085	\$ 623,816	\$ 76,269
Total Cost (Claim + Non-claim)	\$ 785,009	\$ 665,553		\$ 2,310,774	\$ 2,149,785	
Enrollment	1,008	1,015		3,019	3,022	
Cost Per Employee Per Month (PEPM)	\$ 778.78	\$ 655.72		\$ 765.41	\$ 711.38	7.6%
Paid Claims Per Employee				\$ 533.52	\$ 504.95	5.7%