

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

September 26, 2023

CALENDAR

Sept	26	6:00 p.m.	Public Work Session, J.C. Rice Educational Services Center
Sept	26	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Oct	10	6:00 p.m.	Public Work Session, Elkhart High School Freshman Academy
Oct	10	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 – September 12, 2023 – Regular Board Meeting
 - Claims
 - Fundraisers
 - Gift Acceptance
 - Conference Leaves
 - Overnight Trips
 - Grants
 - Personnel Report

- F. OLD BUSINESS
- G. NEW BUSINESS

Financial Report – August 2023

Insurance Update

Recommendation for Award – The Business Office recommends Board approval of the bid Award for Roof Projects at Elkhart High School, North Side Middle School, and West Side Middle School.

New Course Offering – The administration presents the following proposed new course offering for Board review: 1084 Digital Media

Board Policy 3410.04CS – Substitute Compensation – The administration presents proposed changes to Board Policy 3410.04CS – Substitute Compensation for initial consideration and asks to waive second reading.

H. INFORMATION AND PROPOSALS

From Audience

From Superintendent and Staff

From Board

I. ADJOURNMENT

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

September 12, 2023

J.C. Rice Educational Services Center, 2720 California Road, Elkhart
– at 7:03 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	Roll Call
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Board President Dacey Davis called the regular meeting of the Board
of School Trustees to order. Call to
Order

Ms. Davis recited the Elkhart Promise. The Elkhart
Promise

Ms. Davis discussed the invitation to speak protocol.

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

Minutes – August 22, 2023 – Board Work Session Minutes
Minutes – August 22, 2023 – Regular Board Meeting

Payment of claims totaling \$7,284,922.87 as shown on the
September 12, 2023, claims listing. (Codified File 2324-029) Payment of
Claims

Proposed school fundraisers in accordance with Board policy.
(Codified File 2324-030) Fundraisers

Accepted the following extra-curricular purchase requests: Extra-Curricular
Purchases
West Side Extra-Curricular Athletics Account to purchase
reconditioned football helmets for the Elkhart West team
totaling \$3,906.75; Elkhart High School (EHS) Extra-
Curricular Athletics Account to purchase a Pro II+ Sport Radar
Carrying Case for the baseball team totaling \$1,450; and West
Side Extra-Curricular Drama Account to purchase a show kit
(thirty (30) actor books, a director’s book, performance CD,
and choreography DVD); thirty (30) additional actor books
and a digital logo pack; and a video license for Elf, Jr. the

Musical through Music Theater International (MTI) totaling \$1,019.

The following donations were made to Elkhart Community Schools (ECS): thirteen (13) dozen pairs of safety glasses and three (3) boxes of ear plugs from Elkhart Development Corporation of Elkhart County, care of David Damerow, to Elkhart Area Career Center (EACC); \$600 from Elkhart Athletic Club to EHS Boys Tennis team to be used to assist with the growth and development of the program; \$800 from Linda Homo EHS Athletics to assist with paying the timing officials for cross country; \$500 from Phyllis Tubbs to the EHS Girls Golf team to assist with the growth of the program; \$3,837.35 from Medallion Plastics, Inc., care of Jason Obendorf, to the Pierre Moran Volleyball team to help with the purchase of Under Armour court shoes, knee pads, travel bags, and shorts to aid in the continued growth of the program; \$1,000 from Simonton Sales, Inc. to EHS Girls Soccer team to assist with the growth and development of the program; \$900 from West Side Middle School to EHS Volleyball team to show appreciation for the team working the Middle School Volleyball Tournament; school supplies valued at over \$500 from Hydro Elkhart Extrusion North America, care of Norma Moseley, to be distributed to ECS students; and \$3,000 from NIBCO, Inc. to EHS to be used for field trip transportation, admission, and lunch for students.

Gift Acceptances

Conference leave requests in accordance with Board policy for staff members as recommended by the administration on the September 12, 2023 listings. (Codified File 2324-031)

Conference Leave Requests

Submission of the following grant: American Institute of Aeronautics and Astronautics (AIAA) STEM Classroom Grant hosted by AIAA in the amount of \$500 to purchase rocket supplies for the Rocketry team and Indiana Sports Corp Youth Grant hosted by Indiana Sports Corp in the amount of \$5,000 to be allocated to various areas of the youth soccer program at Mary Daly. (Codified File 2324-032)

Grants

One (1) agreement for services. (Codified File 2324-033)

Personnel Report

Service Agreement

One (1) agreement for unpaid time. (Codified File 2324-034)

Certified Agreement

Authorization for District Counsel/Chief of Staff to execute any settlement documents on behalf of ECS related to litigation

Authorization to Execute

initiated by ECS, following review of the proposed settlement by the Board of School Trustees. (Codified File 2324-035)	Settlement
Employment of the following four (4) certified staff effective on dates indicated: Jason Chrapliwy – Social Studies at Freshman Division, 8/22/23 Erick Martinez – Special Education at EHS, 8/28/23 Alyssa Varacalli – Physical Education at West Side, 9/18/23 Joseph Wheeler – Alternative Programs at PRIDE Academy, 8/21/23	Certified Employment
Resignation of the following six (6) certified staff members, effective on date indicated: Umile Belmonte – English Learners at EHS, Did not start Amanda Davis – Language Arts at Pierre Moran, 9/1/23 Michelle Huff – Intervention at ESC, 8/18/23 Haleigh Jenks – Kindergarten at Bristol, 8/28/23 Jennifer Webber – Grade 3 at Riverview, 5/25/23 Tara White – Director of Literacy at ESC, 8/29/23	
Unpaid leave for the following two (2) certified staff members, effective on dates indicated: Katie Hertsel – Special Education at Freshman Division, beginning 8/23/23 and ending 9/22/23 Mackenzie Hill – Grade 3 at Daly, beginning 8/14/23 and ending 5/31/24	Certified Leaves
Appointment of the following one (1) classified administrator: David Bowman - Director of Transportation at Transportation, 9/18/23	Classified Appointment
Employment of the following nine (9) classified employees effective on dates indicated: Ruby Flores – Support Technician at Tech Services, 9/11/23 Maria Gonzalez Alvarado – Secretary at School Without Walls, 9/5/23 Hannah Harmon – Site Coordinator at Daly, 9/11/23 Ja’Quana Ingram-Matthews – Bus Helper at Transportation, 9/5/23 Lisa Lopez – Food Service at Woodland and EHS, 9/11/23 Steven McCarty – Bus Driver at Transportation, 9/5/23 Mary Powell – Site Coordinator at Beck, 9/11/23 Priscilla Rodriguez – Paraprofessional at North Side, 8/25/23	Classified Employment

Seth Semancik – Site Coordinator at Pierre Moran,
9/11/23

Retirement of the following three (3) classified employees.
Effective pm dates indicated:

Classified
Retirements

Michelle Ivey – Bus Driver at Transportation, 8/30/2023
with 21 years of service

Teresa McLain – Secretary at ESC, 9/1/23 with 11 years
of service

Michele Piper – Bus Driver at Transportation, 8/30/23
with 24 years of service

Reassignment of the following one (1) classified employee to
a certified position:

Classified
Reassignment

Erick Martinez – Communication Specialist, 8/28/23

Unpaid leave for the following three (3) classified employees,
effective on dates indicated:

Classified Leaves

Luella Hanks – Paraprofessional at North Side,
beginning 8/16/23 and ending 12/21/23

Deondra Nelson – Bus Driver at Transportation,
beginning 9/8/23 and ending 10/6/23

Sesalie Nelson – Paraprofessional at Daly, beginning
8/16/23 and ending 12/3/23

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

Classified
Resignations

Shanel Bevier – Food Service at EHS, 9/5/23

Heidi Brewton – RBT at Freshman Division, 10/20/23

Ciera Chandonia – Bus Driver at Transportation,
5/25/23

Rafael Colindres II – Bus Helper at Transportation
8/29/23

Kimberly Kratzer – Food Service at North Side and
Osolo, 9/1/23

Hannah Losee – Substitute Teacher at Elkhart
Academy, 5/25/23

Regina Malkowski – Paraprofessional at Woodland,
9/8/23

Christina Stewart – Technical Assistant at Pinewood,
9/15/23

Payton Tessely – Paraprofessional at Freshman
Division, 12/21/23

Kristin Whitaker – Technical Assistant at Osolo, 9/29/23

Dr. Bruce Stahly, Assistant Superintendent of Instruction, presented
a proposed revision to the 2023-2024 School Calendar for initial
consideration. The revision consists of canceling the eLearning day
on April 16, 2024 due to the ILearn test window and instead, having

2023-2024
School Calendar

a regular in-person school day for all ECS students and staff. Board Member Kellie Mullins made a motion, and Board Member Doug Weaver seconded the motion, to waive second reading and approve the change during tonight's meeting. By unanimous action the Board approved proposed revision to the 2023-2024 School Calendar. (Codified File 2324-036)

By unanimous action, the Board approved revisions and waived second reading to Board Policy 3220.01C – Teacher Appreciation Grant. In response to Board member inquiry, Mr. Thorne agreed to review and amend the policy, at a later date, in a manner that would not require a date change every year.

Board Policy
3220.01C

By unanimous action, the Board approved Resolution I.C. 23-17 Monger Property authorizing transfer of vacant property adjacent to Monger Elementary School, owned by Elkhart Community Schools, to the City of Elkhart in Indiana. Kevin Scott, Chief Financial Officer, and Tony Giansesi, Chief Operating Officer, were present to answer any questions. In response to Board inquiry, Mr. Giansesi explained the transfer of property will enable the City of Elkhart to complete the overpass project which is scheduled for the last quarter of 2024 or first quarter of 2025. Mr. Giansesi also confirmed the project would make things better for Monger after completion, but he did have concerns about safety for students during the construction phase. To address those concerns, he met with the contractors to ensure temporary sidewalks would be in place during the construction phase of the project. In response to Board inquiry, Mr. Scott explained, with the Board's approval, the transfer of and payment for the property would occur now, regardless of whether the project actually comes to fruition in the future. (Codified File 2324-037)

Resolution I.C.
23-17 Monger
Property

By unanimous action, the Board approved Resolution I.C. 23-17 Pinewood Property authorizing transfer of vacant property adjacent to Pinewood Elementary School, owned by Elkhart Community Schools, to the City of Elkhart in Indiana. The said property is located in front of Pinewood running east to west along Bristol Street and will be used for a new sidewalk, storm sewer, utilities, etc. It will impact Pinewood during the construction phase, but will have no impact on Pinewood upon completion. (Codified File 2324-038)

Resolution I.C.
23-17 Pinewood
Property

Superintendent Mark Mow introduced Dan Walsh, Science teacher at EHS - Engineering, Technology, and Innovation School of Study, who was recognized by the Indiana Department of Education (IDOE) at the second annual Educational Excellence Awards Gala and named Collaborative Educator of the Year. This honor recognizes an educator with more than three (3) years' experience and maximizes support for students through strategic collaboration with various partners. This individual engages in identifying needs and expanding

From the
Superintendent

student access of future opportunities through the implementation of relevant partnerships.

Mr. Walsh spoke about people and how they truly want to help, it's just a matter of finding those people or organizations to do so. A few of Mr. Walsh's greatest accomplishments at ECS include three years of Summer STEM Camp; student participation in paid research at Notre Dame; partnering with Engineering Tomorrow, providing free STEM labs to our students; and being picked up by Ivy Tech enabling ECS students to receive dual credit.

Another opportunity to educate ECS students about science, while keeping them safe, is the upcoming fifty percent (50%) solar eclipse taking place on Saturday, October 14, 2023. Mr. Walsh will be meeting with principals to provide them with resources. Then, on April 8, 2024, there will be another solar eclipse which will take place during the school day for middle and high school students, offering an awesome opportunity to educate our students about what a solar eclipse is and teach them about our own star and its impact on the population.

Mr. Walsh has also been selected to be a part of the NASA/Space Science Institute's Eclipse Ambassador Educational Outreach Program. With this comes additional resources and kits which will be pushed down to principals, including solar eclipse glasses to engage all ECS students.

Mr. Mow and all the Board members thanked Mr. Walsh for all the amazing things he does for ECS students and congratulated him on all his accomplishments.

Mr. Mow invited Brandon Eakins, Director of Elkhart Area Career Center, to answer any questions the Board may have about the construction ECS wants to do at the EACC. There were no questions but Board member Anne VonDerVellen thanked Mr. Eakins for his thorough explanation of her questions prior to the meeting and expressed her gratitude for the efforts made to explore options, and move things around in order to create more programs for kids.

From the Superintendent

Mr. Mow reminded Board Members of their next Board Work Session beginning at 6:00 p.m. followed by a Board Meeting at 7:00 p.m. on September 26, 2023.

From the Superintendent

Ms. Davis read a statement providing a status update about the search for a new superintendent.

From the Board

The Elkhart Community Schools Board of Trustees has reopened its search for a new superintendent. We understand the importance of this position to the future of our schools, and all of the Trustees are

committed to working together to identify and hire the best candidate to lead and serve our students, staff, and community.

This is not easy work. As we move through this process, we anticipate having some tough conversations. We are passionate about our schools and community, and only want the best for our students and staff.

The ideal candidate for the Elkhart Community Schools will have a strong record of accomplishments as an instructional leader in improving student achievement, with outstanding communication skills, a collaborative leadership style, and the ability to engage with all stakeholders to improve student learning.

Applications are being accepted until October 22 by BWP & Associates, a national firm that specializes in assisting public school districts find new leadership.

The Board anticipates naming its next superintendent by January 1, 2024, with the new superintendent beginning work no later than July 1, 2024.

For additional information about the superintendent search, please visit the ECS website.

The meeting adjourned at approximately 7:39 p.m.

Adjournment

APPROVED:

Signatures

Dacey S. Davis, President

Troy E. Scott, Vice President

Douglas K. Weaver, Secretary

Jeffrey S. Bliler, Member

Mike Burnett, Member

Kellie L. Mullins, Member

Anne M. VonDerVellen, Member

School	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
Class of 2024, Elkhart Football and Sigma Beta Upsilon	Senior reps will collect donations in the parking lot at the home football game against New Prairie. Elkhart Football will collect donations for the game against Marian and SBU will have collection buckets in each hub around the high school during the month of October. Funds collected will be donated to Cancer Resource of Elkhart County.	10/1/2023 - 10/31/2023	9/12/2023	Jeff Miller, Kris Bartley, Romison Saint-Louis and Janie Boyden
West Side - National Junior Honor Society	NJHS will collect food, goods and money to donate to the homeless shelter.	1/15/2024 - 1/26/2024	9/19/2023	Tricia Davis
West Side - National Junior Honor Society	NJHS will collect goods and money to donate to the food bank.	3/11/2024 - 3/22/2024	9/19/2023	Tricia Davis
West Side - National Junior Honor Society	NJHS will sell candy canes to help fund the Staff & Teacher Appreciation Activities.	12/1/2023 - 12/20/2023	9/19/2023	Tricia Davis
West Side - National Junior Honor Society	NJHS will sell carnations to help fund the Staff & Teacher Appreciation Activities.	2/1/2024 - 2/14/2024	9/19/2023	Tricia Davis
West Side - National Junior Honor Society	NJHS will collect money and supplies to donate to the Elkhart County Animal Shelter.	11/6/2023 - 11/17/2023	9/19/2023	Tricia Davis
	Please note the following fundraisers are presented for confirmation only.			
EACC - Cosmetology I	The class will sell pink extension hair strands. Proceeds will go towards the teams Skills USA membership and competition supplies.	9/22/2023 - 10-20/2023	9/11/2023	Tracy Plank-Teegarden



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: BOARD OF SCHOOL TRUSTEES

FROM: LESLIE CROTHERS-WOOD ASSISTANT DIRECTOR OF HUMAN RESOURCES

DATE: AUGUST 11, 2023

RE: DONATION

This memo serves as notice to the Board that the HR Department has received a donation from Feed The Children, to be used as door prizes for the Substitute meeting and the Secretary meeting, of the following items valued at around \$1800:

204 Notebooks
200 Sharpies
12 Blankets
24 Starbuck cups
360 Pens
200 Highlighters



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: 9/12/23

TO: Mr. Mark Mow
Board of School Trustees

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

RE: Donation Approval

A donation in the amount of \$10,000.00 has been given to the Elkhart High School Athletic Department from Phyllis Tubbs. These funds will be used to assist with the growth and development of student athletes.

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:

Phyllis Tubbs
71075 Dawn Dr.
Union, MI 49130



ELKHART COMMUNITY SCHOOLS



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

DATE: September 19, 2023
TO: Superintendent
Board of School Trustees
FROM: Anthony England
RE: Gift Acceptance

The following donation was made to Elkhart Community Schools for student use:

Jeffrey & Kimberlee Wilhelm
26172 Quail Ridge Dr
Elkhart, IN 46514

Zippie Xtreme manual wheelchair

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.

Holly Mecher: Holly isn't part of the Technology Services department but she asked Barb Cripe if she could attend the HECC conference. HECC offers a range of sessions and workshops focused on classroom integration, instructional design, and the incorporation of technology into teaching and learning. Attending these sessions can help her learn the latest methods and best practices, enabling her to better guide teachers in technology's full potential to enhance student engagement and achievement. Holly only plans to attend the conference for 2 days.



HECC (HOOSIER EDUCATIONAL COMPUTER COORDINATORS) CONFERENCE 2023 HECC is a member-driven organization that provides resources, networking, and community with a yearly technology conference for it's members who are teachers and technology professionals in K-12 school systems. The conference will provide various areas of training and networking oportunities to improve technology at ECS and ensure we have a secure school system. Indianapolis IN November 7-10, 2023 JASON INMAN - TECH SERVICES (0-0) CAROL ALARCON - TECH SERVICES (0-0) ALLEN BROKAMP - TECH SERVICES (0-0) STEPHEN DECOOK - TECH SERVICES (1-5) DWIGHT RHOADES - TECH SERVICES (1-5) DAPHNE WAITS - TECH SERVICES (0-0) ERIC WICHMAN - TECH SERVICES (0-0)	\$10,839.03	\$0.00
	<i>Operations Fund</i>	<i>N/A</i>
	\$13,222.07	\$0.00
2022 YEAR-TO-DATE EDUCATION FUNDS	\$22,516.62	\$2,755.00
2023 YEAR-TO-DATE EDUCATION FUNDS	\$10,946.97	\$475.00
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	\$256,178.42	\$4,465.00
2023 YEAR-TO-DATE ADJUSTMENTS	\$0.00	\$0.00
GRAND TOTAL	\$485,623.92	\$13,870.00

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

ELKHART COMMUNITY SCHOOLS

Elkhart, Indiana

DATE: September 18, 2023
 TO: Mr. Mark Mow
 FROM: Brandon Eakins *BE*
 RE: **Conference Leave Requests Paid Under Carl D. Perkins Grant
 September 26, 2023 - Board of School Trustees Meeting**

2023-2024 CONFERENCES	EXPENSES	SUBSTITUTE
<p>National Consortium for Health Science Education - NCHSE This conference is an indepth look at Health Science Education. This will be an opportunity to learn about techniques, equipment, and classroom ideas. This is also a great opportunity for networking in the field. Seattle, WA October 17 - 19, 2023 Stacie Meyers (0-0) Scott Sassaman (1-0) Loreena Storer (0-0) Program/Industry Specific CTE</p>	\$2,648.83	\$0.00
<p>Equity Oriented Strategic Planning The Systemic Equity Partnerships tier is designed to facilitate partners in advancing their capacity to engage in systemic, transformative change work to create optimal learning conditions for all students. A strong emphasis of this is on supporting teams in identifying and addressing barriers experienced by marginalized student groups to accessing and successfully participating in responsive, rigorous, and quality curriculum and instruction. Indianapolis, IN October 10 & 11, 2023 Brandon Eakins (2-4) Jennifer Garcia (0-0) David Heineman (0-0) Kenny Helbling (0-0) Joleen Kindhart (0-0) Ivis Perez (0-0) Scott Sassaman (2-3) Instructional Leadership</p>	\$2,550.00	\$0.00
TOTAL	\$5,198.83	\$0.00
2023-24 YEAR-TO-DATE PERKINS FUNDS	\$4,539.98	\$0.00
GRAND TOTAL	\$9,738.81	\$0.00

ELKHART COMMUNITY SCHOOLS
OVERNIGHT TRIP REQUEST

School: Pinewood Elementary
Class/Group: 6th Grade
Number of Students: 79 Students
Date/Time Departing: May 2, 2024 - As soon as transportation allows
Date/Time Returning: May 3, 2024 - By 1:00 p.m.
Destination: Camp Friedenswald Cassopolis MI
City State
Overnight facility: Camp Friedenswald
Mode of Transportation: Bus
Reason for trip: 6th grade camp

- Social and Emotional Growth - Goal Setting
- Science Standards met - Lakes, Plants, Prey
- Writing Standards met - Narrative Reflection

Names of chaperones: 6th Grade Teachers Jenni Higgins,
Charles Wolter, Kaylee Shrimplin, Paul Shelly
Cost per student: \$ 55
Describe Plans for Raising Funds or Funding Source: Our PTO will help us raise funds.
Plans to defray costs for needy students: We have sponsors as well as an
Are needy students made aware of plans? account with funds left from last school year
Yes, but we encourage all to participate.
Signature of Teacher/Sponsor: [Signature]
Signature of Principal: [Signature] Date: 9-18-2023

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

Approval of Assistant Superintendent: _____ Date: _____

Approval by Board: _____

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?
Indiana Learns Grant	IDOE	Pinewood Elementary	Tervonda Goins	\$1,000 per student	The department of education is granting funds to be used for tutoring during or outside of the school day for students who did not pass the ILEARN assessment. We plan to target all 4th grade free and reduced lunch students who did not pass IRead and/or ILEARN in one of the five areas of Literacy. Our 4th grade team, Wendy Armour and I will target these students. I, Tervonda Goins, will oversee the management of the grant. The funds will be used to pay a stipend to each 4th grade teacher, Wendy Armour, and myself as we take on the challenge to increase the passing proficiency rate of our 4th grade students. I am providing a link for more information on the grant. https://www.indianalearns.org/about/	The Elkhart promise is to know each student by name. This grant allows us to live out that promise and to conduct action based research. We will gather information that will lead us to know who our students are. Another goal is to increase the capacity of educators to plan and implement effective T1, T2, and T3 instructional practices. This grant will allow us to learn about the science of reading because teachers will have to research on their own time as well as attend PD provided by me through the IDOE and Amplify. The grant will pay teachers for their time that is above and beyond the classroom. Pinewood teachers will increase their capacity to plan an effective T2 and T3 instructional time period based on the science of reading.	<p>This grant is based on need as well as an application process for each student. The budget will vary based on the responses that we get from parents. Our plan is to create small groups of 3-4 students based on one of the five areas of literacy that is a deficit for those students. The grant will allow approximately forty dollars per hour per teacher for a minimum of two hours per week. This budget also will allow teachers to purchase any supplies that are needed to meet the needs of our learners. The grant will pay a team leader, but the dollar amount for that team leader will be determined after we have secured students. Each student is allotted \$1,000 per academic year with the possibility of an additional \$1,000 if funds are exhausted. During the 2022-2023 academic school year, Pinewood had only 16% of 3rd graders proficient on the ELA portion of ILEARN. We will target the other 64% of students that will meet the criteria of the grant.</p> <p>Pinewood could potentially get twelve weeks of solid, direct instruction with students and then create another twelve week instructional period with students before funds are exhausted. If we had 50 students, the grant could be up to \$50,000. If we get 20 students, the grant could be up to \$20,000. Teachers could potentially receive between \$80-\$160 per week per student or \$40 per hour for a minimum of two hours per week.</p>	9/15/2023
K-12 Robotics Competition Grant	IDOE	Elkhart Community Schools	Lisa Ernsberger	\$ 50,000.00	The grant funds will be used to target funding for competitive robotics competitions; Lisa Ernsberger will oversee the grant	The grant will be used to increase interest and improve skills in STEM through robotics competitions to give students more hands-on experiences, create stronger partnerships in the community, highlight career and college opportunities, and give connections to advanced manufacturing, machining, and fabrication.	High School - \$25,000 (registrations, replacement parts, travel, stipends) Middle School - \$12,500 (registrations, replacement parts, travel, stipends) Elementary Schools - \$12,500 (registrations, replacement parts, travel, stipends)	9/29/2023

Rance N. Stahly
Asst. Supt.

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?
Title IV, Part A Student Support & Academic Enrichment	Indiana Department of Education	District	Beth A. Williams	\$ 276,688.59	Grant funds will be used to provide students access to a well-rounded education, improve school conditions for student learning and improve academic achievement with supports in the areas of digital literacy and STEM learning. Beth Williams will oversee the management of the grant.	Provide all students access to a well-rounded education to help them achieve at high levels during their academic careers.	Restorative Practices (Center for Community Justice) - 22,000 Oaklawn Social Work Services - 30,000 Pear Deck (online student engagement platform) - 21,000 ULEAD (After school programs for middle & high school students) - 50,000 STEM Lab Teacher at PMMS (Salary/benefits 7 supplies) - 87,290 Summer STEM Programs Grades 1-6 - 37,553.17 MACUL Technology Conference (travel expenses) - 2,500 Non-Public Equitable Share - 17,076.42 Indirect Costs - 9,269	9/30/2023
611 Part B Funds Special Education	Indiana DOE	District	Tony England	\$3,452,401	Salary and Employee Benefits - Tony England	These funds are for basic staff employment and cover all goals.	\$2,704,262 Certified Salaries \$607,839 Certified Benefits \$140,300 Contracted Services for Speech Language Pathologist contractors	9/19/2023
619 Part B Special Education Fund (Preschool)	Indiana DOE	District	Tony England	\$125,133	Salary and Benefits - Tony England	This grant is a basic teacher grant and will be used for all goals.	\$114,621 Certified Salaries \$10,512 Certified Benefits	9/19/2023
Paraprofessional Training Grant	Indiana DOE	District	Tony England	\$25,000	Training of Special Education Paraprofessionals	This grant is specific to our goal of providing professional development that is rigorous and focused on student learning. It also fosters a culture of collaboration and professional development opportunities for all employees. We will follow the Council of Exceptional Children's paraprofessional standards in our training.	Stipends \$500 per para for 50 paras.	9/19/2023
Indiana DOE Robokind	Indiana DOE	District	Tony England	\$162,700	These grants are for a line item in the State Budget for the use of Robokind Robots for Speech and Language engagement for students with autism. The State invested in this program after state trails were very successful. Elkhart schools has multiple visits to see them in use and they have been impressive in helping students.	This will help the schools create a supportive and secure learning environment that promotes well-being. Students will learn to use voice to make requests and communicate with others.	Robots (9) \$144,000 Curriculum \$13,000 Onsite Training \$3,000 Shipping \$2,700	9/19/2023



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: MR. MARK MOW
FROM: MS. MAGGIE LOZANO
DATE: SEPTEMBER 26, 2023

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **New Certified Staff** – We recommend the following new certified staff for employment in the 2023-24 school year:

Autumn McKinney

Osolo/Kindergarten

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

Hillaree Biddlecome

Began: 8/23/23

Elkhart High School/Social Worker

End: 10/4/23

CLASSIFIED

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

Kristine Baker

Began: 5/1/23

Transportation/Bus Helper

PE: 9/18/23

Ashley Colon

Began: 5/3/23

Woodland/Food Service

PE: 9/18/23

Haylee Copsey

Began: 5/15/23

HELC/SLPA

PE: 9/26/23

Delaine Johnson

Began: 5/2/23

Transportation/Bus Driver

PE: 9/25/23

Jessica Kauffman

Began: 5/2/23

Pinewood/Food Service

PE: 9/13/23

Cocheta Manion
Began: 7/31/23

Food Service Administration/Food Service
PE: 9/25/23

Retha Wise
Began: 7/31/23

Freshman Division/Custodian
PE: 9/25/23

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

Sue Ann Artley
Began: 3/3/2009

Food Service/Allergy Specialist
Retire: 12/15/23
YOS: 14

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

Undra Clay
Began: 8/15/23

Freshman Division/Custodian
End: 9/29/23

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

Arick Dashel
Began: 2/6/23

Feeser/Custodian
Resign: 9/15/23

Turquoise Holloway
Began: 8/8/22

Pinewood/ Food Service
Resign: 9/13/23

Dana Irving
Began: 1/6/14

PRIDE Academy/Paraprofessional
Resign: 9/29/23

Lisa Lopez
Began: 4/25/23

Woodland & Elkhart High/ Food Service
Resign: 9/13/23

Alisha Tillotson
Began: 8/24/20

Commissary/ Food Service
Resign: 9/13/23



ACCOUNT BALANCES/INVESTMENT DETAIL
August 2023

CASH:

Petty Cash	\$ 500.00
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BANK ACCOUNTS:

Everwise Credit Union	\$ 2,997,826.79
Lake City Bank – Accounts Payable	(487,855.63)
Lake City Bank – Payroll Account	(8,157.17)
Lake City Bank – Flex Account	75,755.07
Lake City Bank – Merchant Account	-
Lake City Bank – Prepaid Lunch	260,418.04
Lake City Bank – Deposit Account	39,810,705.64
Lake City Bank – Book Rental	-

INVESTMENTS:

Certificate of Deposit	-
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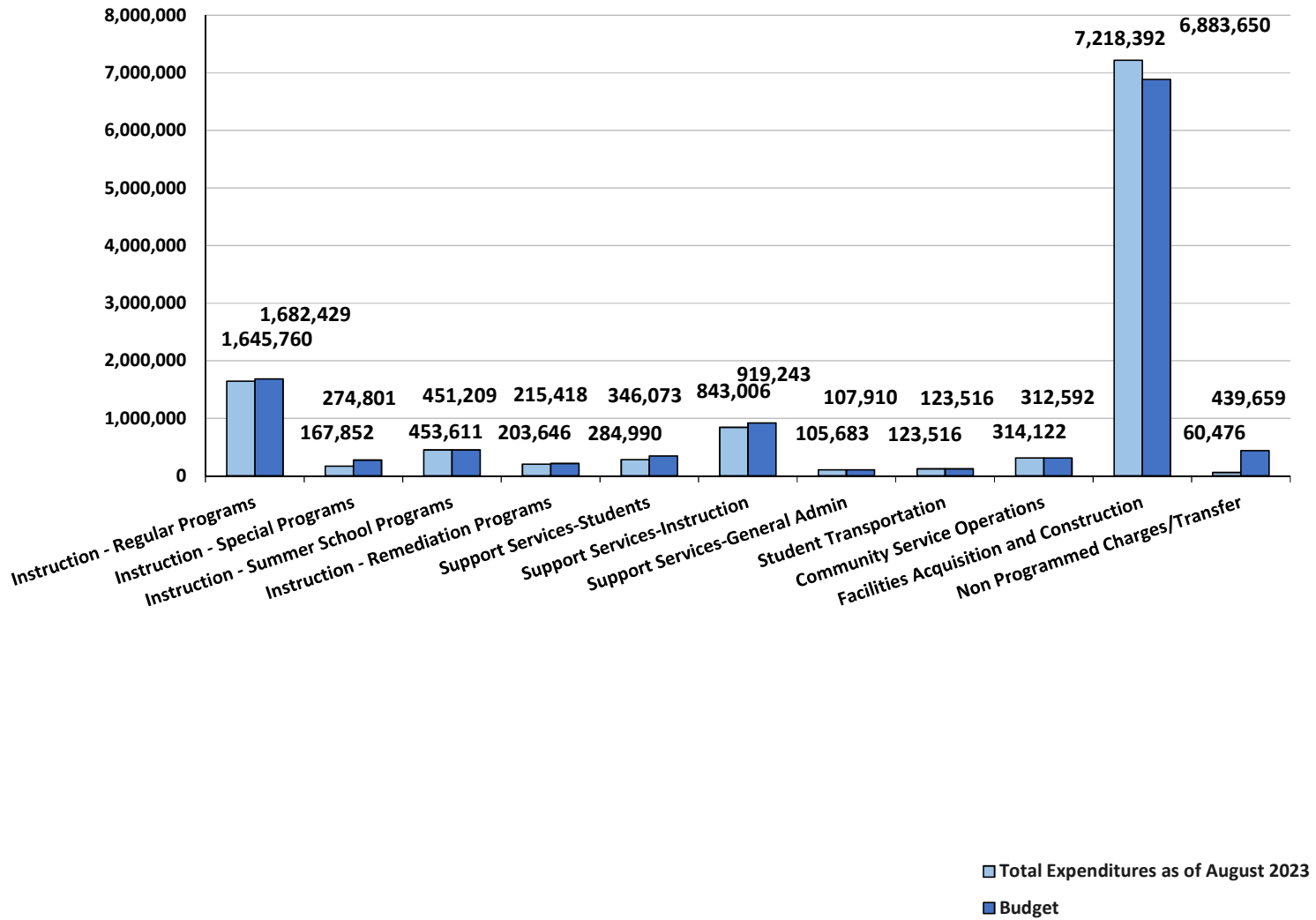
\$ 42,649,192.74

ESSER II - Utilization Review

<i>Total Expenditures as of August 2023</i>	<i>Total % of Allocation Expended</i>	<i>Account</i>	<i>Budget</i>	<i>% of Total Budget</i>
\$1,645,760.30	97.82%	Instruction - Regular Programs	\$1,682,429.00	14.31%
\$167,851.92	61.08%	Instruction - Special Programs	\$274,801.00	2.34%
\$453,611.14	100.53%	Instruction - Summer School Programs	\$451,209.00	3.84%
\$203,646.05	94.54%	Instruction - Remediation Programs	\$215,418.00	1.83%
\$284,990.03	82.35%	Support Services-Students	\$346,073.00	2.94%
\$843,006.10	91.71%	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%
\$314,121.54	100.49%	Community Service Operations	\$312,592.00	2.66%
\$7,218,391.50	104.86%	Facilities Acquisition and Construction	\$6,883,650.00	58.55%
\$60,475.72	13.76%	Non Programmed Charges/Transfer	\$439,659.00	3.74%
11,421,053.08	97.15%		\$11,756,499.89	100.00%

Expenditures for August 2023 consisted of professional development and related supplies per directives approved through the grant.

ESSER II - Expenditure to Budget as of 8/31/23

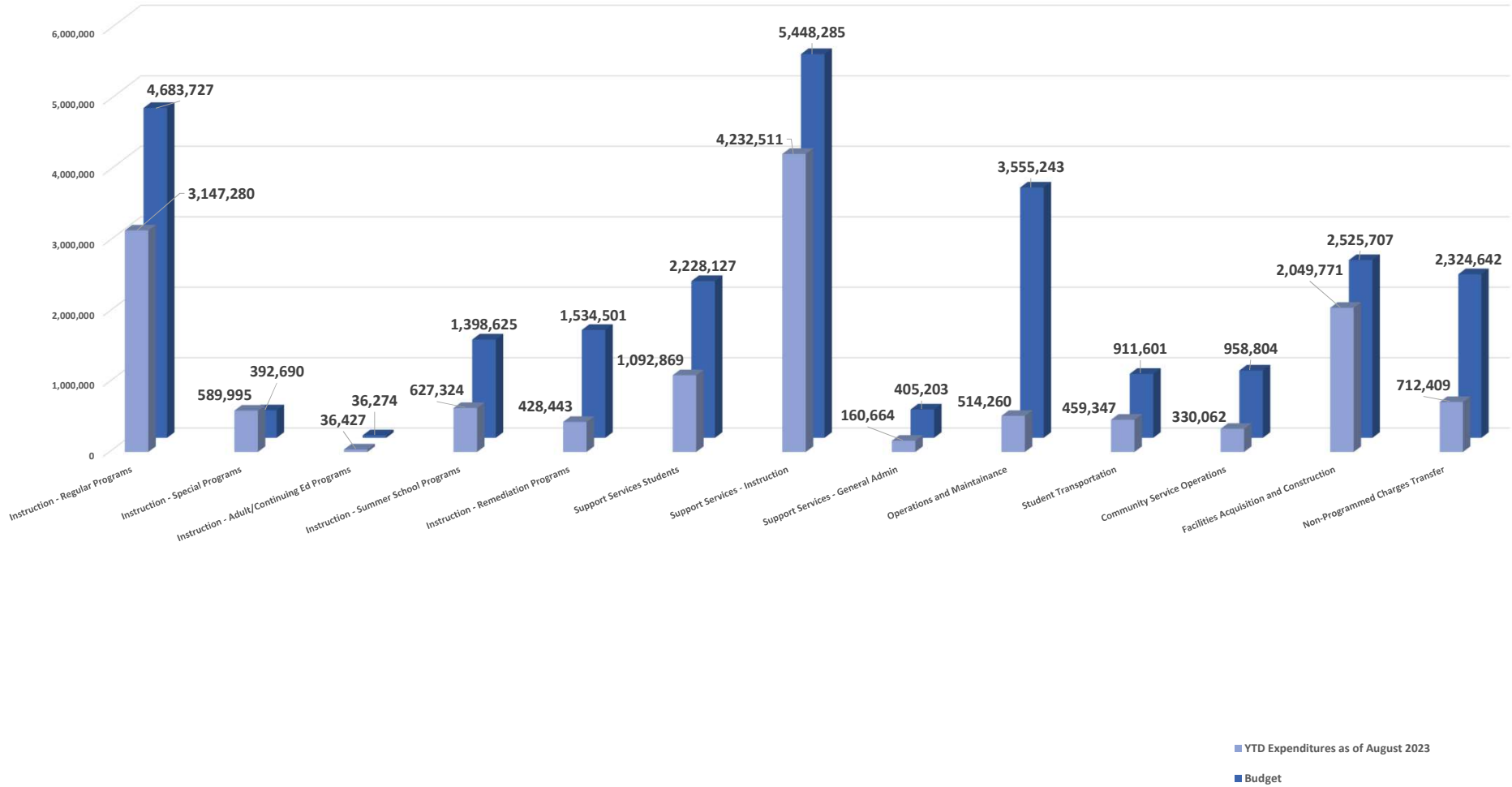


ESSER III - Utilization Review

YTD Expenditures as of August 2023	Total % of Allocation Expended	Account	Budget	% of Total Budget
3,147,280.30	67.20%	Instruction - Regular Programs	\$4,683,726.72	17.74%
589,994.91	150.24%	Instruction - Special Programs	\$392,690.00	1.49%
36,426.94	100.42%	Instruction - Adult/Continuing Ed Programs	\$36,274.00	0.14%
627,324.29	44.85%	Instruction - Summer School Programs	\$1,398,625.00	5.30%
428,442.65	27.92%	Instruction - Remediation Programs	\$1,534,501.00	5.81%
1,092,869.34	49.05%	Support Services Students	2,228,127.00	8.44%
4,232,511.12	77.69%	Support Services - Instruction	5,448,285.00	20.63%
160,663.56	39.65%	Support Services - General Admin	405,203.00	1.53%
514,259.93	14.46%	Operations and Maintainance	3,555,243.00	13.47%
459,346.92	50.39%	Student Transportation	911,601.00	3.45%
330,062.00	34.42%	Community Service Operations	958,804.00	3.63%
2,049,770.98	81.16%	Facilities Acquisition and Construction	\$2,525,707.00	9.57%
712,409.20	30.65%	Non-Programmed Charges Transfer	\$2,324,642.00	8.80%
\$14,381,362.14	54.47%		\$26,403,428.72	100.00%

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

ESSER III - Expenditure to Budget as of 8/31/2023



Medical Plan Experience

August 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	\$ -	\$ 9,936	\$ (9,936)	\$ -	\$ 995,396	\$ (995,396)
Anthem Medical	\$ 591,903	\$ 758,454	\$ (166,551)	\$ 4,551,386	\$ 3,564,061	\$ 987,325
CVS Rx	\$ 303,910	\$ 246,295	\$ 57,615	\$ 1,655,806	\$ 1,298,655	\$ 357,151
Rx Rebate	\$ -	\$ -	\$ -	\$ (502,314)	\$ (334,095)	\$ (168,219)
Less Amt Above Stop Loss	\$ -	\$ (14,086)	\$ 14,086	\$ -	\$ -	\$ -
Claim Cost Total	\$ 895,813	\$ 1,000,599	\$ (104,786)	\$ 5,704,878	\$ 5,524,017	\$ 180,861
Expected Claim Cost	\$ 870,762	\$ 866,990	\$ 3,772	\$ 6,911,406	\$ 6,922,092	\$ (10,686)
Claims vs. Expected	\$ 25,051	\$ 133,609		\$ (1,206,528)	\$ (1,398,075)	
Non Claim Costs (administration, clinic, pharmacy, stop-loss)	\$ 239,849	\$ 228,074	\$ 11,775	\$ 1,856,071	\$ 1,759,539	\$ 96,532
Total Cost (Claim + Non-claim)	\$ 1,135,662	\$ 1,228,673		\$ 7,560,949	\$ 7,283,556	
Enrollment	1,016	1,016		8,092	8,116	
Cost Per Employee Per Month (PEPM)	\$ 1,117.78	\$ 1,209.32		\$ 934.37	\$ 897.43	4.1%
Paid Claims Per Employee				\$ 705.00	\$ 680.63	3.6%

Elkhart Community Schools New Course Proposal for 2021-2022

Proposals for new courses submitted 3 semesters prior to implementation.



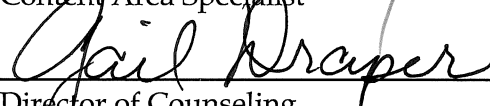
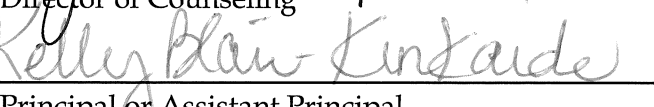

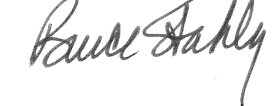
State Title	1084 Digital Media
Course Description	Digital Media, a course based on the Indiana Academic Standards for English/Language Arts and Media Literacy Standards, is a study of media literacy and production skills. This course examines the impact of informational, narrative, and persuasive media on everyday life. This course will focus on changes in media and includes practice in broadcast journalism, audio/visual storytelling, multimedia storytelling, as well as different platforms such as online and social media. Students will analyze local, national, and global media through the lens of law, ethics, and social responsibility. Students use course content to become knowledgeable consumers and producers of media. For the second credit: Students continue to develop media production skills in addition to continuing critical media analysis. By the end of the semester, students write and produce media projects.
Grade Levels	10-12
Pathway	Not currently
Length of Course	Semester
Prerequisites	none

Additional Required Information:

Resources	Access to Garageband through iOs No textbook required. Teacher created resources
Additional cost?	Headphones Microphones Macbook for editing (only one for class use) *System has some equipment already at this time, waiting on Beth Davidson to update on what we have available*
Rationale for the course	Students are in need of more engaging elective choices. These choices allow students to fulfill English credits as well as allow a schedule to be filled by a course rather than study hall or student assistants. This media literacy course allows for a more technologically involved elective.
How does this course fit into your department's and your school's total program?	Any student interested in journalism, marketing, audio production, and storytelling. While Journalism is not directly connected, these courses would work in tandem.
Anticipated number of students	1-2 sections (30 student/section)

Elkhart Community Schools New Course Proposal for 2021-2022

What courses might this replace in their schedules?	Should not replace a course
Name of person on staff licensed to teach this course	Lyndsey Mullins

 _____ Teacher Signature	8/31/23 _____ Date:
 _____ Content Area Specialist	9/7/23 _____ Date:
 _____ Director of Counseling	9/7/23 _____ Date:
 _____ Principal or Assistant Principal	8/31/23 _____ Date:
 _____	9/7/23 _____
 _____	9/16/23 _____

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

Task	Completed?
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Book Policy Manual
 Section 3000 Personnel
 Title PROPOSED REVISED SUBSTITUTE COMPENSATION
 Code po3410.04CS
 Status Proposed
 Adopted November 22, 2016
 Last Revised July 25, 2023
 Last Reviewed September 26, 2023

3410.04CS - **SUBSTITUTE COMPENSATION**

The Board of School Trustees hereby adopts the following wage rates for substitute teachers commencing on **October 2, 2023** ~~August 10, 2022~~.

	Substitute Permit	Substitute Permit and Qualified to Write Lesson Plans/Grading** or Regular Teaching License	Retired Certified Indiana Public K-12 School Teacher with Proof of Retirement*	ECS Retired Teacher
Full day	\$100.00	\$130.00 150	\$300.00	\$350.00
One-half (1/2) day	\$55.00	\$65.00 75	\$150.00	\$175.00

*Proof of retirement shall be defined as evidence the teacher is receiving retirement benefits from the Indiana Public Retirement System (INPRS) or its equivalent from another state or having met the retirement criteria established by the school district the teacher retired from. Retired teachers will be expected to provide evidence of the foregoing to the Human Resources Department for its review.

**The Directors of Elementary and Secondary Curriculum shall, in concert with the principal where a substitute is assigned, shall determine whether a substitute is qualified to grade and write lesson plans.

*Individuals who held a license issued by the Indiana Professional Standards Board or the Division of Professional Standards of the Indiana Department of Education (or its equivalent State Licensing Agency) who were employed by another public school district, and who retired from another public K-12 Indiana district, are eligible to be compensated according to the wage specified above for Retired Certified Public K-12 Indiana Teacher with Proof of Retirement when they accept a substitute teaching assignment.

Any substitute (other than a retired teacher) who holds an Indiana Professional, Provisional, Emergency, or an equivalent license issued by the Division of Teacher Training and Licensing of the Department of Public Instruction and who serves as a long-term substitute teacher in the same teaching position greater than beyond ten (10) consecutive school days, shall be compensated in accordance with the Career Pathway Schedule for teachers of the school corporation. Compensation shall be as follows:

Teacher License _____ Daily Rate (per Master Contract)

Base Daily Rate for a Teacher Teacher License with Bachelors Degree	\$216.00
Base Daily Rate for a Teacher Teachers License with Masters Degree	\$235.00

When a teacher is retired from Elkhart Community Schools and accepts a long-term substitute teaching assignment, the teacher shall be paid at the rate set forth above for the ~~first ten (10) consecutive days; then,~~ for the duration of the assignment, at a daily rate equivalent to the teacher's daily rate at the time of retirement or \$350.00, whichever is greater.

Substitute teachers will be compensated at the rate of \$55 for participation in a district led professional development for one half-day (1/2) and \$100 for a full-day.

When a retired teacher substitutes as a paraprofessional or technical assistant, the teacher shall be paid at a rate of \$145.00 for a full day and \$75.00 for one-half (1/2) day.

A substitute teacher or substitute nurse paid under this compensation plan, working sixty (60) days or more during a semester, shall be entitled to a payment of \$300.00 following the end of the semester.

When a substitute is employed as a school nurse, the employee shall be paid as follows for each full day of employment as a substitute school nurse:

A. Licensed Practical Nurse \$ 130.00/per day

B. Registered Nurse \$ 145.00/per day

The Director of Human Resources will review this policy annually with the Board of School Trustees prior to its last regular meeting in May.

Revised 2/27/18

Revised 5/26/20

Revised 9/28/21

Revised 8/9/22

Revised 8/23/22

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