

NOTICE OF EXECUTIVE SESSION  
OF THE  
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools  
Elkhart, Indiana

Date: Tuesday, June 11, 2024

Time: 5:00 p.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 News Media on Tuesday,  
June 4, 2024 and electronically  
delivered to Board Members and School  
Attorney on Friday, June 7, 2024.

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

**NOTICE OF MEETING TIME CHANGE**

Date: Tuesday, June 11, 2024  
Time: 5:45 p.m.  
Location: J.C. Rice Educational Services Center  
2720 California Road  
Elkhart, IN 46514  
Topic: Middle and High School Data Review



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Superintendent of Schools

Posted and electronically delivered  
to News Media on Tuesday, June 4, 2024,  
and electronically delivered to Board  
Members and School Attorney on  
Friday, June 7, 2024.

AGENDA FOR  
BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING

Elkhart Community Schools  
Elkhart, Indiana

June 11, 2024

CALENDAR

Jun	11	5:00 p.m.	Executive Session, J.C. Rice Educational Services Center
Jun	11	5:45 p.m.	Public Work Session, J.C. Rice Educational Services Center
Jun	11	7:00 P.M.	Regular Board Meeting, J.C. Rice Educational Services Center
Jun	25	6:00 p.m.	Public Work Session, J.C. Rice Educational Services Center
Jun	25	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center

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A. CALL TO ORDER

B. THE ELKHART PROMISE

C. INVITATION TO SPEAK PROTOCOL

D. PUBLIC COMMENT

E. EXCELLENCE OF ELKHART

F. MOMENT OF PRIDE

G. CONSENT ITEMS:

Minutes – May 28, 2024 – Public Work Session  
Minutes – May 28, 2024 – Regular Board Meeting  
Claims  
Fundraisers  
Extra-Curricular  
Gift Acceptances  
Conference Leaves  
Overnight Trips  
Contracts  
Personnel Reports

H. OLD BUSINESS

Administrative Guideline 3421 – Discussion – The administration presents proposed new Administrative Guideline 3421 – Discussion for final review.

I. NEW BUSINESS

J. INFORMATION AND PROPOSALS

From Superintendent and Administrative Staff

From Board

K. ADJOURNMENT

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

Elkhart Community Schools  
Elkhart, Indiana

May 28, 2024

J.C. Rice Educational Services Center, 2720 California Road, Elkhart,  
Indiana 46514 – at 5:47 p.m.

Place/Time

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

Roll Call

Via Electronic	Jeffrey S. Bliler
Communication:	

ECS Staff Present: Dr. Larry Huff  
Barb Cripe

The Board was presented a review of elementary IREAD and ILEARN data.

Topics  
Discussed

The meeting adjourned at approximately 6:48 p.m.

Adjournment

APPROVED:

Signatures

\_\_\_\_\_  
Troy E. Scott, President

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Jeffrey S. Bliler, Member

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Douglas K. Weaver, Vice President

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Mike Burnett, Member

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Anne M. VonDerVellen, Secretary

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Dacey S. Davis, Member

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Kellie L. Mullins, Member

MINUTES  
OF THE REGULAR MEETING  
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools  
Elkhart, Indiana

May 28, 2024

J.C. Rice Educational Services Center, 2720 California Road, Elkhart, IN 46514 – at 7:00 p.m.	Place/Time
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Board Members	Troy E. Scott	Mike Burnett	Roll Call
Present:	Douglas K. Weaver	Dacey S. Davis	
	Anne M. VonDerVellen	Kellie L. Mullins	

Via Electronic Communication:	Jeffrey S. Bliler
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Board President Troy Scott called the regular meeting of the Board of School Trustees to order.	Call to Order
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Board Member Dacey Davis recited the Elkhart Promise.	The Elkhart Promise
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Mr. Scott discussed the invitation to speak protocol noting Public  
Comment was moved to the beginning of the meeting agenda.

Audience member introduced herself as Cindy Dunlop, the reappointed Elkhart Library Board Member who was appointed by the ECS Board. Mrs. Dunlop shared the library programs including curb side concerts on Fridays during the months of May and June from 7:00 – 9:30 p.m. on the rooftop of the library; the Summer Reading Challenge helping to keep children reading throughout the summer; Reading Champions, a program partnering with Elkhart and Concord Schools, where teachers or librarians can nominate students who have shown enthusiasm or real progress in their reading and then the library randomly recognizes these students; and finally, Friends of the Library sponsors an opportunity for teachers to be selected to receive \$250 for their classrooms. They will also be doing a feasibility study for the enhancement of the children’s and teens sections of the downtown library. If Board members have any input, please contact Mrs. Dunlop.	Public Comment
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Erin Wagler, Director of Communication, shared some of the wonderful things happening in ECS during the Excellence of Elkhart highlighting Academics, Arts, and Athletics.	Excellence of Elkhart
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In the area of Academics, great things continue to happen in Elkhart, including fourteen (14) students from the Elkhart Area Career Center (EACC) education program signing letters of intent, a pledge between ECS and the students, that upon the completion of their post high school education, they are able to return to Elkhart Schools with jobs waiting for them. This is just one way our district continues to shape our community's bright future.

As one of the rich traditions at ECS, seniors have been traveling to their former elementary and middle schools for senior walks over the past couple weeks. The graduation walks provide seniors an opportunity to visit their old stomping grounds, reconnect with treasured former teachers, and be cheered on by future Lions while remembering the Elkhart Schools community who supported them through their entire education.

In the area of Arts, ISSMA Solo and Ensemble competitions began at the beginning of the new year, and months later are finally wrapping up. ECS students earned 103+ Gold ratings with 5 large ensembles and 23 solos/small ensembles earning Gold with Distinction at the State level. It is not surprising ECS was once again named as a Best Community for Music Education by the NAMM Foundation.

In the area of Athletics, a special congratulations to the Elkhart High School (EHS) Boys Track coach, Adam Homo, who was named the Northern Indiana Conference's Coach Of The Year.

Elementary students across the district had an opportunity to compete in a fun, inclusive, and welcoming environment at the Unified Olympics. From the opening ceremonies to the thrilling competition, it was incredibly inspiring to see these remarkable students give it their all.

ECS Summer Sports Camps are happening and information can found in the flyers sent to families in PeachJar.

ECS is excited to share Nate Munson who was named the Tim Bringle Award winner as the top male athlete, and Ava Decker who was named the Catherine Wolf Award winner as the top female athlete. There will be banquets honoring each of them in June.

On May 31, 2024, ECS's first-ever Rising Lions Day will be held on Rice Field at the Freshman Division where over 200 incoming freshmen will gather to meet athletic staff, learn expectations, and enjoy some team building activities.

Some upcoming events include the following:

- Ava Decker, EHS Girls Track, will be going to State at Indiana University Bloomington on May 31, 2024 to compete in Discus.

- EHS Boys Track will be going to State at Indiana University Bloomington on June 1, 2024, the following students will be competing:
  - Max Huckleberry, Jackson Ezell, Otto Richter, and Max Malloy will compete in the 4 x 800 (they set a new regional record of 7:55.94).
  - Zach Anderson and Nate Munson will compete in the 100.
  - Max Malloy will compete in the 1600.
  - Zach Anderson, Anthony Leonard, Alfonzo Newbern, and Nate Munson will compete in the 4 x 100 (they set a new school record).
  - Aaron Richter will compete in the 3200.
  - Trinton Harris will compete in the Long Jump.

Future happenings in Elkhart Schools include:

- The last day of school, May 31, 2024
- Graduation will be held at Notre Dame's Purcell Pavilion on June 5 at 7 p.m.
- Spring High School Athletics Awards Program – June 3 at 6:30 p.m.
- Tim Bringle Awards Banquet – June 12 at 6:30 p.m. at the Matterhorn Conference Center (reservations required)
- Catherine Wolf Awards Banquet – June 19 at 6:30 p.m. Matterhorn Conference Center (reservations required)

For more information about Elkhart Schools, follow us on social media and the ECS website.

Superintendent's Student Advisory Council (SSAC) Member, Bayleigh Tweedy, is a senior at Elkhart High School (EHS) and excited to share the many things that have been going on at EHS this month. First, Miss Tweedy shared this was the fifth year EHS has hosted academic signings where seniors commit to their respective colleges; she spoke about how fun it was to see her peers get excited about their future plans and higher education. Next, she shared a video of their powder puff game which was organized by Student Government; they had so much fun and the junior class were repeat champions. Miss Tweedy then introduced the newly elected student government and spoke about their intentional outreach to the incoming freshman class in an effort to increase participation; she is happy to report they had the largest freshman participation in many years. One of her favorite events of the year is Senior Awards, which will be held on May 29. It is such a great night where seniors are recognized for their hard work and accomplishments. Next she highlighted the United Theater Show where students and staff worked together to put on an entertaining and inclusive performance.

Moment of  
Pride



Finally, NHS students, in collaboration with EACC students and local businesses, worked hard to celebrate EHS teachers during Teacher Appreciation Week. She hopes all the teachers felt appreciated, not only that week, but for the whole school year. In closing, Miss Tweedy shared pictures and spoke about the Senior Sunset event where students had a great night despite the rainy weather.

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

Minutes – May 14, 2024 – Regular Board Meeting

Payment of claims totaling \$8,970,325.50 as shown on the May 28, 2024, claims listing. (Codified File 2324-139)

Proposed school fundraisers in accordance with Board policy. (Codified File 2324-140)

Extra-curricular purchase requests: Elkhart High School (EHS) Athletics Extra Curricular Fund to purchase a Tennis Ball Machine and Tennis Ball Platform for the EHS Tennis Teams totaling \$1,898.00.

The following donations were made to Elkhart Community Schools (ECS): \$1,000 from an anonymous donor to Elkhart Academy to be used in support of the student led group, Bring Change 2 Mind; 2000 Toyota Avalon XL, VIN#4T1BF28B3YU106614 from Matthew Cox to Elkhart Area Career Center (EACC) to be used in the Automotive cluster; \$500 from Classic Transport, Inc., care of Adam Warner, to EHS Volleyball Team to be used towards the purchase of travel apparel and training equipment for the program; \$500 from Compress Air, care of Tyler Cowl, to EHS Volleyball Team to be used towards the purchase of travel apparel and training equipment for the program; \$1,000 from Enfield Insurance Agency, Inc., care of Rocky Enfield, as a commencement sponsorship to the EHS Graduating Class of 2024 to be used for assisting graduating students with various needs including graduation attire, snacks, awards, etc.; \$500 from Albert and Kristin Froehlke to EHS Athletics Department to be used to purchase and installation of the Ronzone Plaque; \$500 from Osolo EMS to EHS Volleyball Team to be used towards the purchase of travel apparel and training equipment for the program; \$500 from Simplified Tool, care of Katie Kessler, to EHS Volleyball Team to be used towards the purchase of travel apparel and training equipment for the program; and \$500 from Oral Surgery Michiana, care of Stephanie Cahill, to West Side to be use to assist with the student yearend celebration field day.

Consent Items

Minutes

Payment of Claims

Fundraisers

Extra-Curricular Purchases

Gift Acceptances

Conference leave requests in accordance with Board policy for staff members as recommended by the administration on the May 28, 2024 listings. (Codified File 2324-141)	Conference Leave Requests
Confirmed overnight trip request for Pierre Moran Future Business Leaders of America students to travel to Orlando, Florida on June 28 – July 2, 2024; Elkhart High School Volleyball Team to travel to West Lafayette, Indiana to attend the Purdue Team Camp; and West Side High Ability students to travel to College Park, Maryland on June 8 - 13, 2024 for National History Day National Competition.	Overnight Trip Requests
Contract recommendations in accordance with Board policy. (Codified File 2324-142)	Contracts
	Personnel Report
Consent agreement regarding unpaid time for one (1) certified staff. (Codified File 2324-143)	Certified Agreement
Employment of the following two (2) certified staff members effective on dates indicated: Joshua Bowling – Music at Elkhart High, 8/12/24 Lisa Martin – Special Education at PACE, 8/12/24	Certified Employment
Transfer of the following thirteen (13) certified staff members on dates indicated: Kristen Becraft – Kindergarten at Daly to Interventions at Daly, 8/12/24 Jill Brenneman – Grade 6 at Bristol to Grade 5 at Bristol, 8/12/24 Andrea Bucher – Grade 5 at Bristol to Grade 6 at Bristol, 8/12/24 Marie Cossin – Grade 3 at Daly to Grade 4 at Feeser, 8/12/24 Brett Coverstone – Grade 3 at Daly to Grade 3 at Feeser, 8/12/24 Taryn Diaz De Deon – Grade 4 at Bristol to Grade 3 at Bristol, 8/12/24 Christine Erlacher – Grade 4 at Eastwood to Literacy Cadre Coach at TBA, 8/12/24 Kimberley Ewen – Grade 4 at Riverview to Literacy Cadre Coach at TBA, 8/12/24 Cynthia Jay – Interventions at Monger to Literacy Cadre Coach at TBA, 8/12/24 Nicole King – Grade 3 at Bristol to Grade 6 at Bristol, 8/12/24	Certified Transfers

Rickie Meyers – Interventions at Osolo to Literacy Cadre Coach at TBA, 8/12/24  
 Heidi Miller – Kindergarten at Daly to Grade 1 at Daly, 8/12/24  
 Lisa Regan – Interventions at Daly to Literacy Cadre Coach at TBA, 8/12/24

Resignation of the following six (6) certified staff effective on date indicated: Daniel Andree – Social Studies at North Side, 5/31/24 Kate Dean – Math at Elkhart High, 5/31/24 Nicolaas DeJong – Special Education at North Side, 5/31/24 Julie DeWit – Kindergarten at Osolo, 5/31/24 Abbey McNeill – Social Studies at North Side, 5/31/24 Madelynn Miller – Math at West Side, 5/31/24	Certified Resignations
Unpaid Leave of the following one (1) certified staff: Kimberly Johnson – Music at Beardsley, beginning 5/15/24 and ending 5/31/24	Certified Leaves
Death of the following one (1) certified staff: Nicole Harris – Grade 6 at Eastwood, 5/16/24 with 21 years of service	Certified Death
Employment of the following four (4) classified employees effective on dates indicated: Rebecca Allard – Custodian at Pierre Moran, 5/23/24 Brandon Berger – Assistant Manager at Transportation, 5/28/24 Kathryn Palmer – Bus Helper at Transportation, 5/15/24 Jessica Teague – Bus Driver at Transportation, 5/20/24	Classified Employment
Unpaid leave extension for the following two (2) classified employees effective on dates indicated: Janie Halliburton – Custodian at Elkhart High, beginning 5/14/24 and ending 6/14/24 Arlinne Malave Martinez – Food Service at Elkhart High, beginning 5/14/24 and ending 5/31/24	Classified Unpaid Leave Extension
Unpaid leave for the following two (2) classified employees, effective on dates indicated: Patricia Goins – Food Service at Beardsley, beginning 5/13/24 and ending 5/31/24 Chelsea Pontius – Food Service at Monger, beginning 4/22/24 and ending 5/16/24	Classified Unpaid Leave

<p>Retirement of the following two (2) classified employees, effective on dates indicated:</p> <p>Janet Deal – Driver at Catering, 5/24/24 with 27 years of service</p> <p>Laura Miller – Registered Nurse at Eastwood, 6/4/24 with 10 years of service</p>	Classified Retirements
<p>Resignation of the following seven (7) classified employees, effective on dates indicated:</p> <p>Thomas Davis – Security at Elkhart High, 5/3/24</p> <p>Harvey Gluck – Substitute Teacher at PRIDE Academy, 5/31/24</p> <p>Leslie Kauffman – Food Service at Elkhart High, 5/10/24</p> <p>Valerie Kite – Technical Assistant at Cleveland, 5/31/24</p> <p>Elizabeth Parsons – Secretary at Adult Education, 5/31/24</p> <p>Kelsey Stone – Food Service at Woodland, 5/17/24</p> <p>Chana Zweig – Paraprofessional at PRIDE, 5/31/24</p>	Classified Resignations
<p>Termination of the following two (2) classified employees, effective on dates indicated:</p> <p>John Love – Custodian at Roosevelt, 5/10/24 in accordance with Policy 3432 &amp; 3139.01S</p> <p>Lenzy Davis – Custodian at Roosevelt, 5/10/24 in accordance with Policy 3432 &amp; 3139.01S</p>	Classified Terminations
<p>Doug Thorne, District Counsel/Chief of Staff, presented proposed new Administrative Guideline 3421 - Discussion, for initial review. Mr. Thorne explained the guideline is related to a process for discussion of certain topics with representatives from the ECS teaching staff. Since 1967, representatives from the Elkhart Teachers Association (ETA) have met regularly for such discussions.</p>	Administrative Guideline 3421
<p>The Board received a financial report from Zac Quiett, Chief Financial Officer, for April 2024 and found it to be in order. Mr. Quiett pointed out the cash balance dipped below one million dollars this month. This was caused by a timing issue with incoming property taxes but noted spending is outpacing funding. Mr. Quiett stressed the importance of focusing resources on what is best for kids.</p>	Financial Report
<p>The Board received an insurance update for the month of April 2024. Mr. Quiett reported the insurance plan is leveling out and running as planned.</p>	Insurance Report
<p>Superintendent, Dr. Larry Huff acknowledged SSAC student, Bayleigh Tweedy, and highlighted how wonderful it is to see students invested in their community.</p>	From the Superintendent
<p>Dr. Huff informed the Board that Elkhart Community Schools was number one across the state of Indiana in summer Dual Credit Enrollment at Ivy</p>	

Tech. Hats off to Cary Anderson, EHS Executive Principal, for a job well done.

Dr. Huff shared that he attended the Thought Leadership Conference where two Elkhart leaders presented, Tony England, Assistant Superintendent of Exceptional Learners, and Lindsey Brander, Assistant Superintendent of Student Services. There were also two ECS students, Kaylee Miller and Drayton Baer, who were recognized and received a \$500 scholarship. Finally, there were two staff members who were recognized, Laura Cauthen and Luz Palacios. Job well done Elkhart.

Dr. Huff recognized Mr. Jeff Miller and the EHS team for their attention to details and a job well done as they wrap up the 2023-2024 school year.

Dr. Huff introduced Adreanna Brown, an EHS junior who is going to be the recipient of a prestigious award, the Horatio Algra Scholarship. This scholarship, up to \$10,000, is awarded to a student who demonstrates integrity, perseverance in overcoming adversity, a huge strength in character, a great academic record, and a desire to contribute to society. Congratulations Miss Brown.

In closing, Dr. Huff announced there are only three more days of school left. He encouraged students and teachers to continue to make outstanding memories and thanked the teaching community for all they do.

Mrs. Mullins thanked retirees Janet Deal and Laura Miller for their service to ECS.

From the  
Board

Mrs. Mullins congratulated Ava Decker for being the first ECS student to be named a recipient of the C. Eugene Cato Memorial Scholarship.

Mrs. Mullins congratulated EHS Softball team on their success this season.

Board Member Dacey Davis asked Miss Brown to come to the podium to share a little about herself. Miss Brown shared she plans to pursue a degree in nursing, concentrating in pediatrics/NICU and plans to be a traveling nurse.

Dr. Huff reminded the Board their next regularly scheduled Public Work Session and Board meeting will be on June 11, 2024 at 7:00 p.m.

The meeting adjourned at approximately 7:34 p.m.

Adjournment

APPROVED:

Signatures

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Troy E. Scott, President

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Douglas K. Weaver, Vice President

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Anne M. VonDerVellen, Secretary

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Jeffrey S. Bliler, Member

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Mike Burnett, Member

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Dacey S. Davis, Member

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Kellie L. Mullins, Member

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**BUSINESS OFFICE**

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

To: Dr. Huff  
Board of School Trustees

From: Zac Quiett

Date: June 5, 2024

Subject: Extra Curricular Purchase

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

SCHOOL/ACCOUNT	ITEM	AMOUNT
Elkhart High - Donations	16' Trap Chute, Tetra Tracking System and 28" Landing Mat.	\$5,500.00





**ELKHART HIGH SCHOOL**  
2600 CALIFORNIA ROAD • ELKHART, IN 46514  
PHONE: 574-262-5500

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**ELKHART COMMUNITY SCHOOLS**  
10000 ELM STREET • ELKHART, IN 46514  
PHONE: 574-262-5500

To: Board of School Trustees

From: Brian Buckley, Athletic Director

Date: May 28, 2024

RE: 16' Trap Chute, Tetra Tackling System Red & Landing Mat 28" Royal Blue

The Elkhart High School Football Team would like to purchase a 16' Trap Chute, Tetra Tackling System and 28" Landing Mat. These items will help with the growth and development of our Football Team.

We are requesting board approval of the attached quote so that we may purchase this equipment as soon as possible. This purchase will be made using Donations.



528 Pioneer Parkway  
Clare, MI 48617  
Phone: 800-248-0270  
Fax: 888-549-9659  
www.rogersathletic.com

Quote for Elkhart Central High School  
Quote: 28451  
Revision: 1  
Offer Valid Through: 6/23/24  
Proposed by: Sam Broughton  
Phone: (800) 438-4499 ext.891  
Email: sbroughton@rogersgrp.com

Quote Reference Number: 28451

#### Address Information

**Bill To:**

Elkhart Central High School  
2608 California rd.  
Elkhart, Indiana 46514  
United States

**Ship To:**

Elkhart Central High School  
2608 California rd.  
Elkhart, Indiana 46514  
United States

**Contact Buying:** Brian Buckley

Phone: (219) 295-4720

Email: bbuckley@elkhart.k12.in.us

**Contact Shipping:** Brian Buckley

Phone: (219) 295-4720

Email: bbuckley@elkhart.k12.in.us

#### Terms and Conditions

Payment Terms: Pending Credit Approval

#### Elkhart Central High School-Football Equipment-052424

#### Products

Description	Part Number	Qty	Price	Ext Price
16' Trap Chute	410714	1	\$2,365.00 USD	\$2,365.00 USD
TETRA TACKLING SYSTEM RED	411676RD	1	\$1,250.00 USD	\$1,250.00 USD
LANDING MAT 28" ROYAL BLUE	410786RB	1	\$1,599.00 USD	\$1,599.00 USD

#### Services

Description	Qty	Price	Ext Price
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#### Additional Charges/Credits

Description	Qty	Price	Ext Price
Shipping & Freight	1	\$336.00 USD	\$336.00 USD

#### Alternates

Description	Part Number	Qty	Price	Ext Price
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Products Total: \$5,214.00 USD  
Services Total: \$0.00 USD  
Additional Charges/Credits Total: \$336.00 USD  
Alternates Total: \$0.00 USD  
  
\*Net Total: \$5,550.00 USD



# ELKHART COMMUNITY SCHOOLS

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

DATE: June 4, 2024

TO: Superintendent  
Board of School Trustees

FROM: Anthony England

RE: Donation Approval

Elkhart Community Schools has received a donation of \$250.00. This donation was made by Rocky Enfield to help with Back to School University costs.

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.

Rocky Enfield  
803 County Road 6 E  
Elkhart IN 46514

# WHERE LEARNING HAS NO LIMITS



## ELKHART COMMUNITY SCHOOLS

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

DATE: June 4, 2024  
TO: Superintendent  
Board of School Trustees  
FROM: Anthony England  
RE: Donation Approval

Elkhart Community Schools has received an eye gaze device, valued at \$14,000. This device is being donated by Jennifer Igney-Noffsinger, mother of current student, Tyse Igney, and will be used by the Special Education Department.

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.

Jennifer Igney-Noffsinger  
57445 Emerald Chase Ln  
Goshen, IN 46528-6278



ELKHART AREA CAREER CENTER

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**ELKHART**  
COMMUNITY SCHOOLS

INTERNAL MEMO

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

**FROM: BRANDON EAKINS** BE

**DATE: JUNE 4, 2024**

**RE: DONATION APPROVAL - EACC**

Tube Form Solutions has donated a Mini-Cobot with an owner estimated value of \$11,370.00 to be used in our Automation & Engineering Technology class.

This Mini-Cobot will be useful in the classroom as it will be used by students for training purposes.

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

Tube Form Solutions, LLC  
Attn: Jeff Jacobs  
435 Roske Dr  
Elkhart, IN 46516

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

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

**DATE:** 05/30/2024

**TO: Dr. Larry Huff**  
**Board of School Trustees**

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

**Re: Donation Approval - EHS - Athletics**

**A donation in the amount of \$500.00 has been given to the Elkhart High School Football Team. These funds will be used to help with the growth and development of the 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:**

**Genesis Products, LLC**  
**PO Box 2117**  
**Elkhart, IN 46515-2117**

# WHERE LEARNING HAS NO LIMITS

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

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

**DATE:** 05/30/2024

**TO: Dr. Larry Huff**  
**Board of School Trustees**

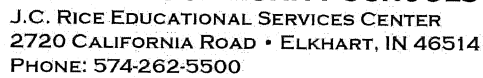
**FROM: Brian Buckley & Jacquie Rost**  
**Elkhart High School Athletic Department**

**Re: Donation Approval - EHS - Athletics**

**A donation in the amount of \$1000.00 has been given to the Elkhart High School Boys Golf Team. These funds will be used to help with the growth and development of the 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:**

**Shrock MFG, INC.**  
**2746 Jami St.**  
**PO Box 1354**  
**Elkhart, IN 46514-8792**







INSTRUCTIONAL LEADERSHIP

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**ELKHART**  
COMMUNITY SCHOOLS

**INTERNAL MEMO**

**TO:** Dr. Larry Huff, Superintendent  
Board of School Trustees

**FROM:** Frank Serge, Director of Secondary Curriculum *FS*

**DATE:** June 3, 2024

**RE:** Donation Approval

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A donation in the amount of \$600.00 has been given to Elkhart Community Schools. The funds are to be used for end of the year picnics in the middle schools.

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:

Gates Automotive Group  
P.O. Box 4056  
South Bend IN 46634-4056

WHERE LEARNING HAS NO LIMITS



HUMAN RESOURCES

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**ELKHART**  
COMMUNITY SCHOOLS

**TO: DR. LARRY HUFF**  
**FROM: MS. MAGGIE LOZANO**  
**DATE: JUNE 11, 2024**

**PERSONNEL RECOMMENDATIONS**

**CERTIFIED**

- a. **New Certified Staff** – We recommend employment for seven (7) new certified staff for the 2024-25 school year.
- b. **Certified Staff Transfers** – We recommend the transfer of seventeen (17) certified staff for the 2024-25 school year.
- c. **Separation** – We report the separation of six (6) employees.
- d. **Retirement** – We report the retirement of three (3) employees who have provided seventy-nine (79) years of service.
- e. **Death** – We report the death of one (1) employee.

**CLASSIFIED**

- a. **New Hire** – We recommend regular employment for three (3) employees.
- b. **Separation** – We report the separation of three (3) employees.

Book	Neola Guideline Templates for Processing
Section	3000 Personnel
Title	PROPOSED NEW DISCUSSION (as presented during the 5/28/2024 BST meeting)
Code	ag3421
Status	Second Reading
Last Reviewed	June 11, 2024

### 3241 - **DISCUSSION**

In order to maintain effective day-to-day communications and sustain an effective and positive relationship with the Elkhart Teachers Association ("ETA") through continuing dialogue, the Superintendent of Schools has established a committee, hereinafter referred to as the Professional Relations Group ("PRG").

The purpose of PRG is to discuss and explore topics referred to PRG by the Superintendent and the President of the ETA. PRG's purpose is to serve as the venue for discussion regarding concerns impacting the district at large. PRG shall be authorized, by mutual agreement, to make recommendations on those issues after they have been discussed, explored, and studied.

Issues addressing a single building are expected to be addressed through building-level discussion. Building-level administrators are expected to meet with the Exclusive Representative at the building level on a monthly basis for the purpose of discussions, and to provide minutes of these meetings to the ETA President and District Counsel/Chief of Staff.

PRG shall have no authority to change, delete or modify any of the terms of the Master Contract entered into by ETA and ECS; nor to settle grievances arising under the Master Contract.

Members of PRG shall include the Superintendent, District Counsel/Chief of Staff, and three (3) administrators appointed annually by the Superintendent; along with the ETA President and four (4) teachers appointed annually by the ETA President.

Meetings shall be held on the third Monday during the school term, and at other times when mutually agreed upon by the Superintendent and ETA President. The agenda shall be prepared in advance of the meeting by submitting proposed agenda items to the District Counsel/Chief of Staff.