

NOTICE OF EXECUTIVE SESSION  
OF THE  
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools  
Elkhart, Indiana

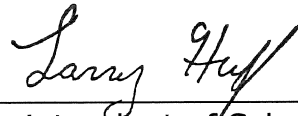
Date: Tuesday, October 8, 2024

Time: 12:00 p.m.

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

(11) To train school board members with an outside consultant about the performance of the role of the members as public officials.

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



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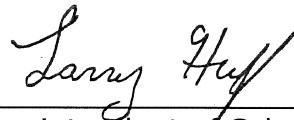
Superintendent of Schools

Posted and electronically delivered  
to News Media on Wednesday, October 2, 2024  
and electronically delivered to Board Members  
and School Attorney on Friday, October 4, 2024.

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

**NOTICE OF MEETING CANCELLATION**

Date: Tuesday, October 8, 2024  
Time: 6:00 p.m.  
Location: J.C. Rice Educational Services Center  
2720 California Road  
Elkhart, Indiana 46514



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Superintendent of Schools

Posted and electronically delivered  
to News Media on Wednesday, October 2, 2024,  
and electronically delivered to Board Members  
and School Attorney on Friday, October 4, 2024.

AGENDA FOR  
BOARD OF SCHOOL TRUSTEES  
REGULAR MEETING

Elkhart Community Schools  
Elkhart, Indiana

October 8, 2024

CALENDAR

Oct	8	12:00 p.m.	Executive Session, J.C. Rice Educational Services Center
Oct	8	7:00 p.m.	Regular Board Meeting, J.C. Rice Educational Services Center
Oct	22	6:00 p.m.	Public Work Session, J.C. Rice Educational Services Center
Oct	22	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. PUBLIC HEARING ON THE 2025 BUDGET, 2025 CAPITAL PROJECTS PLAN AND 2025 SCHOOL BUS REPLACEMENT PLAN
- F. EXCELLENCE OF ELKHART
- G. BULLYING TRAINING UPDATE
- H. CONSENT ITEMS:

- Minutes – September 24, 2024 – Work Session
- Minutes – September 24, 2024 – Regular Board Meeting
- Claims
- Fundraisers
- Grants
- Gift Acceptances
- Conference Leaves
- Overnight Trip Request
- Contracts
- Personnel Reports
- Employment

I. NEW BUSINESS

Agreement for Residential Services – The administration recommends Board approval of an alternative residential services agreement for an Elkhart Community Schools' student.

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

September 24, 2024

J.C. Rice Educational Services Center, 2720 California Road, Elkhart,  
Indiana 46514 – at 6:05 p.m.

Place/Time

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

Roll Call

Presenter: Zac Quiett

The Board was presented a 2025 budget draft review by Zac Quiett, Chief  
Financial Officer.

Topics  
Discussed

The meeting adjourned at approximately 6:46 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

\_\_\_\_\_  
Kellie L. Mullins, Member

MINUTES  
OF THE REGULAR MEETING  
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools  
Elkhart, Indiana

September 24, 2024

J.C. Rice Educational Services Center, 2720 California Road, Elkhart, IN 46514 – at 7:02 p.m. Place/Time

Board Members Present:	Troy E. Scott Douglas K. Weaver Anne M. VonDerVellen	Jeffrey S. Bliler Mike Burnett Dacey S. Davis Kellie L. Mullins	Roll Call
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Board President Troy Scott called the regular meeting of the Board of School Trustees to order. Call to Order

Mr. Scott recited the Elkhart Promise. The Elkhart Promise

One (1) audience member spoke of concerns regarding the transition of sixth grade from elementary schools to middle schools. Public Comment

Ellen Williams, Elkhart Education Foundation (EEF) Executive Director, provided an update to EEF’s commitment to public education, specifically Elkhart Community Schools (ECS). EEF has been very busy supporting ECS this past summer offering two (2) programs to support ECS students, SummerScape and Catalyst. SummerScape was a day camp housed at Roosevelt STEAM Academy which directly supported the ECS summer school curriculum through fun activities with a particular focus on literacy. The second program, Catalyst, an internship program in partnership with Notre Dame. This was the sixth year with interns from Elkhart High School (EHS) as well as EHS graduates who are in college. There are four (4) teams that support four (4) different industries or units of governments working on a problem/project to be solved. These teams learn to gather information, put an effective survey together, implement the survey, and close out the summer with a poster and verbal presentation. Elkhart Education Foundation

EEF has moved into the school year with a focus on a middle school program called Spark. Spark is a literacy-based afterschool program currently operating at Pierre Moran and North Side, and they hope to offer it at West Side as well. Spark at Pierre Moran begins with the students choosing a book to read together and then they create artwork and other fun projects to expand their knowledge about what

they have read. Spark at North Side is very different as they partner with the Wellfield Botanic Gardens. Students learn about the science of climate and environment while seeing it come to life by growing their own plants. Ms. Williams hopes to tell the Board about Spark at West Side the next time she provides an update.

EEF's biggest initiative this fall is the Schoolhouse Supply Store which ensures all ECS students have the supplies they need to set them up to be successful in school. They also offer a "teacher's wish list" to help teachers obtain supplies for their classrooms.

Ms. Williams invited Board members to EEF's 10-year anniversary celebration on October 10, 2024, from 6 – 8 p.m. at EHS in the ETI building. This event will be a true celebration showcasing ECS students where they will sing, play instruments, and display artwork. Kelly Berheide, recently retired principal and new EEF Board Member, will then provide a quick tour of ETI followed by a performance by the EHS marching band.

In closing, Ms. Williams informed Board members of the upcoming Annual Ugly Christmas Sweater 5K Run on December 7, 2024 at the NIBCO Ice Arena.

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

In the area of Academics, reading is always an important focus for ECS, and schools are always finding creative ways to engage students with hands-on activities. This week, elementary schools welcomed guest readers into the classroom and then students used shaving cream to practice writing words and magnet boards to learn the alphabet.

Students are not the only ones learning at ECS. Over 400 teachers participated in LETRS professional development and learned new teaching methods to enhance students' reading and spelling skills.

Elkhart Area Career Center Automotive 1 students had the opportunity to work on an electric car, witnessing cutting edge automotive technology up close. EHS students participated in the Paydirt Conference hosted by the Elkhart County Soil and Water Conservation District. They met with local companies and were informed about opportunities available to those who have a drone license. Mr. Walsh's Aero class learned to use rocket design software to launch the rockets they created.

Saturday was the International Day of Peace and several ECS schools engaged in special activities to celebrate. The entire student body at

Pinewood Elementary made handmade signs and took part in a "Peace Walk" around Walker Park to promote peace, community, and understanding. What a great way to bring the school together and show the compassion of the Pinewood family.

In the area of Arts, Monger's 6th grade band and orchestra students began a new service project this past week. When they returned to school from their middle school music class, they reported to the library to assist kindergarten "buddies" with selecting a book and then read with their buddies! The kindergartners thought it was so cool to read with the "big kids" and the "big kids" took this leadership role very seriously.

Middle school band and orchestra students have been hard at work learning their instruments and practicing music for their November performance. We can't wait to hear their progress!

In the area of Athletics, EHS Athletics is all about building the leaders of tomorrow, and the Lions Student Athletic Council is a sterling example of this commitment. These students represent a wide variety of sports across EHS and are the ones behind initiatives which create a culture of excitement and togetherness around high school sports. The group recently traveled to Plymouth for the IHSAA Conference, where they heard keynote speeches from state athletic leaders, networked, and gathered new ideas to bring back to Elkhart.

Congratulations to EHS Boys Soccer Coach Todd Sheely on his 250th career win! Mr. Sheely also serves as the Director of the Indiana Olympic Development Program. ECS is proud to honor Mr. Sheely as an Excellence of Elkhart coach.

Some upcoming events across Elkhart Schools include:

- September 25: Junior/Senior College Fair
- September 28: Conn Selmer 150th Anniversary Marching Band Competition
- October 11: Homecoming
- October 14: Freshman Division fall choral concert
- October 15-16: EHS String Festival
- October 31: Track or Treat

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

Superintendent Dr. Larry Huff introduced a new tradition, the Elkhart Alumni Excellence Hall of Fame, where ECS will recognize outstanding people who graduated from Elkhart and have gone on to do outstanding things across the country. The first recipient of the Elkhart Alumni Excellence Award is no other than Mr. Mark Mow, who has given over 73 years of his life to ECS. Mr. Mow's deeply rooted

Elkhart Alumni  
Excellence



commitment to ECS spans decades as a student, teacher, administrator, and superintendent; also coming out of retirement to serve as an interim superintendent a few times. His leadership and dedication have helped to shape Elkhart in a profound and lasting way, always putting students and the community first. Dr. Huff presented Mr. Mow with an Elkhart Alumni Excellence plaque and asked him to say a few words. Mr. Mow shared that he was humbled and honored to be a part of this group and happy to be the “leadoff hitter”. ECS has provided great opportunities for kids and many graduates have built on these opportunities to do great things. He looks forward to celebrating future inductees.

Dr. Huff informed the Board and public that there would be a link on the ECS website to nominate future Elkhart Alumni Excellence Hall of Famers.

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

Minutes – September 10, 2024 – Public Work Session Minutes  
 Minutes – September 10, 2024 – Regular Board Meeting

Payment of claims totaling \$8,793,245.67 as shown on the September 24, 2024, claims listing. (Codified File 2425-030) Payment of Claims

Proposed school fundraisers in accordance with Board policy. (Codified File 2425-031) Fundraisers

The following donations were made to Elkhart Community Schools (ECS): \$1,000 from Genesis Products to EHS Wrestling Team to be used for the Golf/Wrestling Team golf outing and the growth and development of the wrestling team; \$550 from Hartzler-Gutermuth-Inman to EHS Girls Golf Team to be used to assist with the growth and development of the team; donation of a Pediatric Zippie GS rigid frame wheelchair, with an estimated value of \$565, and a Pediatric Size 2 Crocodile Gait trainer with an approximate value of \$222, from the Howell Family to ECS to be used by ECS students; \$600 from Linda Homo to ECS Elementary Athletics to assist in the elementary cross country timing; and \$2,000 from NIVA VB, Inc. to Pierre Moran Athletics to be used to support and grow the athletic program. Gift Acceptances

Confirmed overnight trip request for the Elkhart Area Career Center (EACC) Early Childhood Education students to travel to Indianapolis, Indiana on March 28 – 29, 2025 to attend the Indiana Association for the Education of Young Children Early Childhood Conference. Overnight Trips

<p>Conference leave requests in accordance with Board policy for staff members as recommended by the administration on the August 27, 2024 listing. (Codified File 2425-032)</p>	<p>Conference Leave Requests</p>
<p>Submission of the following grant: Title III Language Instruction for English Language Learners (ELL) hosted by the Indiana Department of Education (IDOE) in the amount of \$245,440 in supplemental funds to be used to support academic activities above and beyond Elkhart’s ELL development services provided to English learners to meet federal requirements; Title II, Part A: Supporting Effective Instruction Grant hosted by the IDOE in the amount of \$652,985.20 to be used to support district goals by providing professional development to administrators and teachers to uphold ECS’s promise to know every student by name, provide a guaranteed and viable curriculum and ensure all students learn at high levels; and Title IV, Part A Student Support and Academic Enrichment hosted by the IDOE in the amount of \$333,591.27 to be used to provide all student access to a well-rounded education and help them achieve at high level during their academic careers. (Codified File 2425-033)</p>	<p>Grants</p>
<p>Contract recommendations in accordance with Board policy on the September 24, 2024 listing. (Codified File 2425-034)</p>	<p>Contracts</p>
	<p>Personnel Report</p>
<p>Administrative Appointment of the following three (3) certified staff on dates indicated:  Elizabeth Hawn – Assistant Principal at Pinewood, 8/1/24  Christina Morris – Assistant Principal at Osolo, 8/1/24  Krista Searls – Supervisor of Special Services and Programs, 8/18/24</p>	<p>Administrative Appointments</p>
<p>Agreement related to compensation for one (1) certified staff (Codified File 2425-035)</p>	<p>Certified Agreements</p>
<p>Consent agreement regarding unpaid time for one (1) certified staff. (Codified File 2425-036)</p>	
<p>Employment of the following two (2) certified staff effective on dates indicated:  Cara Coppens-Clark – Speech Pathologist at PACE, 9/23/24  Christina Homes – Counselor at Elkhart High, 9/30/24</p>	<p>Certified Employment</p>
<p>Transfer of the following four (4) classified employees effective on date indicated:</p>	<p>Certified Transfers</p>

<p>Brittany Kidd – Kindergarten at Beardsley to Kindergarten at Feeser, 9/19/24</p> <p>Sara Okones – Kindergarten at Cleveland to Grade 1 at Cleveland, 10/29/24</p> <p>Heidi Trowbridge – Grade 4 at Osolo to Grade 6 at Osolo, 9/20/24</p> <p>Shayla Yoder – Grade 2 at Cleveland to Kindergarten at Bristol, 9/16/24</p>	
<p>Resignation of the following two (2) certified staff effective on dates indicated:</p> <p style="padding-left: 40px;">Daniel Crowder – Grade 4 at Pinewood, 9/3/24</p> <p style="padding-left: 40px;">Ashley Czarnecki – Grade 1 at Cleveland, 10/23/24</p>	<p>Certified Resignations</p>
<p>Retirement of the following two (2) certified staff effective on the dates indicated:</p> <p style="padding-left: 40px;">Gail Draper – Director of Counselors, 6/30/25 with 23 Years of Service</p> <p style="padding-left: 40px;">Beth Williams – Director of Federal Programs, 9/15/25 with 28 Years of Service</p>	<p>Certified Retirements</p>
<p>Unpaid medical leave for the following one (1) certified staff on dates indicated:</p> <p style="padding-left: 40px;">Alise Thompson – ENL at Roosevelt beginning 8/12/24 and ending on 5/29/25</p>	<p>Classified Unpaid Leave</p>
<p>Employment of the following ten (10) classified employees effective on the date indicated:</p> <p style="padding-left: 40px;">Alyssa Bogunia – Registered Behavior Technician at Hawthorne Early Learning Center, 11/4/24</p> <p style="padding-left: 40px;">Tobias Butler – Custodian at Pierre Moran, 10/31/24</p> <p style="padding-left: 40px;">Courtney Clair – Food Service at Riverview, 10/31/24</p> <p style="padding-left: 40px;">Bethany Condy – Food Service at Riverview, 11/11/24</p> <p style="padding-left: 40px;">Courtney Hamilton – Food Service at Feeser, 11/4/24</p> <p style="padding-left: 40px;">Marissa Heise – Paraprofessional at Daly, 11/12/24</p> <p style="padding-left: 40px;">Amber McCarty – Bus Driver at Transportation, 11/11/24</p> <p style="padding-left: 40px;">Taryn Meyer – Licensed Practical Nurse at Elkhart High, 11/11/24</p> <p style="padding-left: 40px;">Karina Ortiz Prieto – District Registrar at ESC, 11/18/24</p> <p style="padding-left: 40px;">Kelly Stamper – Secretary at Osolo, 11/4/24</p>	<p>Classified Employment</p>
<p>Transfer of the following nine (9) classified employees:</p> <p style="padding-left: 40px;">Lisa Cooper – Custodian at Eastwood &amp; Bristol to Custodian at Elkhart High</p> <p style="padding-left: 40px;">Taylor Frend – Assistant Head Mechanic at Transportation to Interim Head Mechanic at Transportation</p>	<p>Classified Transfers</p>

Alexus Geers – Mild Paraprofessional at Freshman Division to Intense Paraprofessional at Freshman Division  
 Shelley Manthey – Secretary at Pinewood to Secretary at North Side  
 Kathleen Osborne – Food Service at Commissary to Food Service at North Side  
 Kristina Richardson – Registered Behavior Specialist at Freshman Division to Paraprofessional at Freshman Division  
 Nathan Schmitt – Heavy Duty Mechanics in Transportation to Interim Assistant Head Mechanic at Transportation  
 Meredith Slattery – Registered Behavior Technician at North Side to Interim Assistant Head Mechanic at Transportation  
 Makita Washington – Paraprofessional at EACC to Technical Assistant at EACC

Employment of the following six (6) substitute teachers in the 2024-25 school year:

Substitute Teachers

Amanda Brandy – Substitute Teacher  
 Sarah Gentry – Substitute Teacher  
 Christina Gillis – Substitute Teacher  
 Catherine Masters – Retired Substitute Teacher  
 Pat Sobolak – Retired Substitute Teacher  
 Noemi Torczkai – Substitute Teacher

Employment of the following five (5) employees in the 2024-25 school year:

Claims & Coaches

Maritza Banuelos – Substitute Secretary at Elkhart High  
 Robert Burns – Coach at Elkhart High  
 Nancy Conner – Substitute at Food Service  
 Charmeka Glass – Substitute at Food Service  
 Jessica Mattke – Therapist at Exceptional Learners

Retirement of the following one (1) employee effective on date indicated:

Classified Retirement

Lori Disselberger – Secretary at ESC, 1/3/25 with 18 Years of Service

Resignation of the following four (4) classified employee on dates indicated:

Classified Resignations

Petra Barnard – Custodian Night Supervisor at North Side, 9/9/24  
 Mary Genovese – Retired Substitute Teacher at ESC, 9/11/24  
 Lilian Posey – Food Service at Elkhart High, 9/20/24  
 Becky Schindler – Food Service at Elkhart High, 9/20/24

<p>Unpaid leave extension for the following one (1) classified employee on dates indicated:  Olga Aceves – Food Service at Elkhart High, beginning 9/3/24 and ending 9/16/24</p>	<p>Classified Extension of Unpaid Leave</p>
<p>Doug Thorne, District Counsel/Chief of Staff, presented proposed revisions to Administrative Guideline 2623 – Testing Program as presented during the September 10, 2024 Board meeting. Board members had no further comment.</p>	<p>Administrative Guideline 2623</p>
<p>By unanimous action, the Board approved Board Policy 5200 – Student Attendance as presented during the September 10, 2024 Board meeting.</p>	<p>Board Policy 5200</p>
<p>Mr. Thorne presented proposed revisions to Administrative Guideline 5200 – Student Attendance as presented during the September 10, 2024 Board meeting. Board members had no further comment.</p>	<p>Administrative Guideline 5200</p>
<p>By unanimous action, the Board approved proposed revisions to the 2024-2025 School Calendar as presented during the September 10, 2024 Board meeting. (Codified File 2425-037)</p>	<p>2024-2025 School Year Calendar</p>
<p>By unanimous action, the Board approved the administration’s request to postpone consideration of proposed changes to Board policy 3422.08 – Paraprofessionals’ Compensation Plan until November 26, 2024. This will allow the administration additional time to assure the compensation plan is transparent and provides competitive rates of pay and benefits for employees in this classification. The administration recognizes the employees in this classification have been waiting for these changes for some time; however, believes it is important to allow additional time to get the plan right. On November 26, 2024, the administration will be recommending the proposed compensation plan be retroactive to the beginning of the school year.</p>	<p>Board Policy 3422.08S</p>
<p>In response to Board inquiry, Mr. Thorne reiterated the proposed compensation plan the administration presents on November 26, 2024 will include language making the compensation plan retroactive to the beginning of the school year.</p>	
<p>By unanimous action, the Board approved the administration’s request to postpone consideration of proposed changes to Board policy 3422.09 – Technical Assistants’ Compensation Plan until November 26, 2024. This will allow the administration additional time to assure the compensation plan is transparent and provides competitive rates of pay and benefits for employees in this classification. The administration recognizes the employees in this classification have been waiting for these changes for some time;</p>	<p>Board Policy 3422.09S</p>

however, believes it is important to allow additional time to get the plan right. On November 26, 2024, the administration will be recommending the proposed compensation plan be retroactive to the beginning of the school year.

In response to Board inquiry, Mr. Thorne reiterated the proposed compensation plan the administration presents on November 26, 2024 will include language making the compensation plan retroactive to the beginning of the school year.

By unanimous action, the Board approved the Resolution regarding the transition of 6<sup>th</sup> grade students attending Elkhart Community Schools to transition from elementary schools to the district's middle schools effective the beginning of the 2025-2026 school year. (Codified File 2425-038)

Resolution

Frank Serge, Director of Secondary Schools, presented proposed new course offerings for Board review: Principles of Computing; Website and Database Development; Software Development; and Software Development Capstone. (Codified File 2425-039)

New Course Proposals

By unanimous action, the Board approved Elkhart Area Career Center Agreements for 2024–2025 with the following feeder schools: Baugo Community Schools, Bremen Public Schools, Concord Community Schools, Edwardsburg Public Schools, Goshen Community Schools, Middlebury Community Schools, Penn-Harris-Madison Schools, School City of Mishawaka, and Wa-Nee Community Schools. In response to Board inquiry, Brandon Eakins, Director of Elkhart Area Career Center, informed the Board the contracts are with the same feeder schools they contracted with last school year. (Codified File 2425-040)

Elkhart Area Career Center Agreements

The Board received a financial report from Zac Quiett, Chief Financial Officer, for August 2024 and found it to be in order. Mr. Quiett noted August was a three (3) pay period month so there was an increase in spending this month causing a slight reduction in cash balance in both the operations and education fund. The operations fund will rebound in December with a large influx from local property tax disbursements.

Financial Report

Mr. Quiett reported the final request for reimbursement for ESSER was submitted and should be reflected in next month's financial reports.

In response to Board inquiry, Mr. Quiett reported the deadline for ESSER encumbrances is September 30, 2024; ECS is ahead of schedule as the last request for reimbursement has already been made.

The Board received an insurance update for the month of August 2024. Mr. Quiett reported claims experience continues to run slightly higher than projected. He shared he is optimistic ECS could see some reimbursement from the adjudication of the recent large claim a few months back but, as of right now, projections show a seven (7) to ten (10) percent increase in funding will be necessary for the self-insured plan next year.

Insurance  
Report

Dr. Huff shared it is College Go Week across the State of Indiana and Elkhart was ready to engage students at all levels in conversations about the importance of college in fun age-appropriate ways. Schools had College Go Spirit Week and a College Fair at the high school. Dr. Amy Rauch, Assistant Superintendent of Instruction, has been working with Goshen College to arrange campus visits for all 5<sup>th</sup> and 8<sup>th</sup> grade students.

From the  
Superintendent

Dr. Huff attended an elementary volleyball game and was very impressed with the teams as well as the number of supporters present. Elementary athletics are unique to Elkhart as other districts do not offer such programs.

On a serious note, Dr. Huff spoke about the recent social media threats towards schools taking place across the nation. ECS takes these threats seriously and emphasized that students who try to disrupt the school day with such threats will have severe consequences. He encouraged parents to have conversations with their students about saying and doing the right thing, both on and off campus. ECS's number one priority is to keep students safe.

In closing, Dr. Huff thanked the Board for attending the Indiana School Boards Association conference in Indianapolis where they learned about policy, heard from schools that have made tremendous success in reading achievement, spoke with Indiana legislators, and much more.

Mr. Scott added it was helpful to speak with other school boards and realize ECS is not the only district with struggles whether it be financial, policy, compliance, or security. He assured the public the ECS Board is committed to learn and continue to grow in an effort to bring the highest level of education and academics to students.

From the  
Board

Board Member Kellie Mullins added ECS received a shout out from the IHSAA, including compliments on the design of the elementary athletics, specifically the flag football program; they are considering starting girls' flag football. Mrs. Mullins also gave a special thank you and expressed appreciation to Mrs. Kathy Mow for the sacrifice she made when Mr. Mow returned as interim superintendent.

Board Member Jeff Bliler gave a shout out to Dr. Huff and the administrative team for addressing the social media threat so quickly.

The investigation resulted in things being very different from what was posted on social media. It was handled appropriately, and quick action was taken. Mr. Bliler shared that he came onto the Board as a strong advocate for safety and it was wonderful to see the progress that has been made. In closing, Mr. Bliler commended Board Member Anne VonDerVellen for her understanding of school finance as well as her ability to simplify information and share with fellow Board members. She is a great asset to the Board.

Mrs. VonDerVellen thanked Mr. Bliler and added that serving on the Board is a team effort. All Board members have their special gifts and strengths and have used them well to continue to help each other become better and grow as a Board.

The meeting adjourned at approximately 7:59 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





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: OCTOBER 2, 2024

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RE: DONATION APPROVAL - EACC

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Jackie Bennett has donated tracheostomy care supplies with an estimated value of \$500.00. These items will be used in our Surgical Services program.

The donated items will be useful in the classroom as they will be used by students for training purposes.

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

Jackie Bennett  
29838 County Road 10  
Elkhart, IN 46514



**HAWTHORNE EARLY LEARNING CENTER**

501 WEST LUSHER AVENUE • ELKHART, IN 46517

PHONE: 574-295-4820



**ELKHART COMMUNITY SCHOOLS**

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

**To: Board of School Trustees  
Superintendent Dr. Larry Huff**

**From: Meredith Warnock  
Supervisor of Hawthorne Early Learning Center**

**Megan Anagnos  
Coordinator of Special Education Preschool**

**Date: 10/1/24**

**Subject: Monetary Donation**

Hawthorne Early Learning Center received a monetary donation of \$250 from Sean and Lisa Jones in October of 2024 to be used towards a Hawthorne Early Learning Center Title I Pre-K field trip to Knollbrook Farms on October 22, 2024.

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:

The Jones Family  
53319 Bellhurst Dr.  
Bristol IN 46507





**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: October 4, 2024

TO: Dr. Larry Huff  
Board of School Trustees

FROM: Cary Anderson (Principal)  
Nick Seidl (Teacher/Sponsor)

RE: Donation Approval

Elkhart High School received a donation of \$500.00 from SCG, Inc. The donation is in support of the ElkLogics Robotics extra-curricular activity and will be used to purchase supplies, equipment, and competition entry fees.

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:

**SCG, Inc**  
C/O Mr. Wade Seaburg  
3525 Crouch St  
Lafayette, IN 47905



**BEARDSLEY ELEMENTARY SCHOOL**  
1027 McPHERSON STREET • ELKHART, IN 46514  
PHONE: 574-262-5575



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

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

**FROM: Mabelle Seese and Brooke Murray**

**DATE: September 26, 2024**

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A donation in the amount of \$400.00 has been given to Beardsley Elementary School, from St. John's Episcopal Church. These funds will be used to assist in supplying our food pantry to help with the tangible needs of our students

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:

St. John's Episcopal Church  
226 W Lexington Ave.  
Elkhart, IN 46516



**HAWTHORNE EARLY LEARNING CENTER**

501 WEST LUSHER AVENUE • ELKHART, IN 46517

PHONE: 574-295-4820



**ELKHART COMMUNITY SCHOOLS**

J.C. RICE EDUCATIONAL SERVICES CENTER

2720 CALIFORNIA ROAD • ELKHART, IN 46514

PHONE: 574-262-5500

**To: Board of School Trustees  
Superintendent Dr. Larry Huff**

**From: Meredith Warnock  
Supervisor of Hawthorne Early Learning Center**

**Megan Anagnos  
Coordinator of Special Education Preschool**

**Date: 10/1/24**

**Subject: Monetary Donation**

Hawthorne Early Learning Center received a monetary donation of \$500 from Trickl-Eez Irrigation Company in October of 2024 to be used towards a Hawthorne Early Learning Center Title I Pre-K field trip to Knollbrook Farms on October 22, 2024.

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:

Triple-Eez Irrigation  
Karen Austra  
4266 Hollywood Rd.  
St. Joseph, Michigan 49085





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: SEPTEMBER 26, 2024

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RE: DONATION APPROVAL • EACC

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Unity Physicians Hospital has donated miscellaneous surgical supplies with an estimated value of \$15,000.00. Please see attached for a breakdown of the items. These items will be used in our Surgical Services program.

The donated items will be useful in the classroom as they will be used by students for training purposes.

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

Unity Physicians Hospital  
Attn: Jennifer Medich  
4455 Edison Lakes Parkway  
Mishawaka, IN 46545





**HUMAN RESOURCES**

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**ELKHART**  
COMMUNITY SCHOOLS

**TO: DR. LARRY HUFF**  
**FROM: MS. MAGGIE LOZANO**  
**DATE: OCTOBER 8, 2024**

**PERSONNEL RECOMMENDATIONS**

**CERTIFIED**

- a. **New Certified Staff** – We recommend employment of one (1) new certified staff for the 2024-25 school year.
- b. **Certified Staff Transfer** – We recommend the transfer of one (1) certified staff for the 2024-25 school year.
- c. **Retirement** – We report the retirement of one (1) employee who provided thirty-nine (39) years of service.
- d. **Separation** – We report the separation of one (1) employee.

**CLASSIFIED**

- a. **New Classified Staff** – We recommend the employment of fifteen (15) new classified staff pending successful completion of the probationary period.
- b. **Classified Staff Transfers** – We recommend the transfer of one (1) classified staff for the 2024-25 school year.
- c. **Substitute Teachers** – We recommend the employment of three (3) substitute teachers for the 2024-25 school year.
- d. **Claims/Coaches** – We recommend the employment of six (6) employees for the 2024-25 school year.
- e. **Retirement** – We report the retirement of one (1) employee who has provided twenty-eight (28) years of service.
- f. **Separation** – We report the separation of six (6) employees.



HUMAN RESOURCES

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**ELKHART**  
COMMUNITY SCHOOLS

**TO: BOARD OF SCHOOL TRUSTEES**  
**FROM: MS. MAGGIE LOZANO**  
**DATE: OCTOBER 8, 2024**

**EMPLOYMENT – ACTION ITEM**

**CLASSIFIED**

- a. **New Hire** – We recommend employment of the following classified employee:

**Position:** Technical Assistant

**Location:** Bristol