

NOTICE OF EXECUTIVE SESSION
OF THE
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

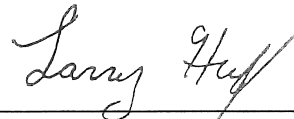
Date: Tuesday, March 11, 2025

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 Wednesday, March 5, 2025 and electronically delivered to Board Members and School Attorney on Friday, March 7, 2025.

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

March 11, 2025

CALENDAR

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

- A. CALL TO ORDER
- B. THE ELKHART PROMISE
- C. INVITATION TO SPEAK PROTOCOL
- D. PUBLIC COMMENT
- E. MOMENT OF PRIDE
- F. BOARD MEMBER RECOGNITION
- G. EXCELLENCE OF ELKHART
- H. CONSENT ITEMS:

- Minutes – February 25, 2025 – Public Work Session
 - Minutes – February 25, 2025 – Regular Board Meeting
 - Claims
 - Fundraisers
 - Gift Acceptances
 - Conference Leaves
 - Overnight Trips
 - Grants
 - Contracts
 - Personnel Report

- I. NEW BUSINESS

Board Policy 8210 – School Calendar - The administration presents proposed revisions to Board Policy 8210 – School Calendar for initial consideration.

Resolution – The administration recommends approval of a Resolution authorizing supplemental payment to teachers exceeding the salary specified in the corporation's compensation plan, aimed at recruiting and retaining certified teachers in the content areas of mathematics and the sciences.

J. INFORMATION AND PROPOSALS

From Superintendent and Staff

From Board

K. ADJOURNMENT

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

Elkhart Community Schools
Elkhart, Indiana

February 25, 2025

J.C. Rice Educational Services Center, 2720 California Road, Elkhart,
Indiana 46514 – at 6:01 p.m.

Place/Time

Board Members Present:	Troy E. Scott Kellie L. Mullins	Mike Burnett Dacey S. Davis Eric Ivory Anne M. VonDerVellen
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Roll Call

Board Members Absent:	Douglas K. Weaver
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Presenters:	Zac Quiett Barry Gardner with Policy Analytics LLC
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Barry Gardner, with Policy Analytics LLC, presented information on property tax and its impact on Elkhart Community Schools.

Topics Discussed

The meeting adjourned at approximately 6:32 p.m.

Adjournment

APPROVED:

Signatures

Troy E. Scott, President

Mike Burnett, Member

Douglas K. Weaver, Vice President

Dacey S. Davis, Member

Kellie L. Mullins, Secretary

Eric Ivory, Member

Anne M. VonDerVellen, Member

MINUTES
OF THE REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

February 25, 2025

J.C. Rice Educational Services Center, 2720 California Road, Elkhart, IN 46514 – at 7:01 p.m.			Place/Time
Board Members Present:	Troy E. Scott Kellie L. Mullins	Mike Burnett Dacey S. Davis Eric Ivory Anne M. VonDerVellen	Roll Call
Absent:	Douglas K. Weaver		
Board President Troy Scott called the regular meeting of the Board of School Trustees to order.			Call to Order
Board Member Dacey Davis recited the Elkhart Promise.			The Elkhart Promise
One (1) audience member presented his letter of resignation to the Board.			Public Comment
Dr. Larry Huff, Superintendent, acknowledged the Board members for their dedication, advocacy, and leadership, emphasizing their vital role in supporting students and the Elkhart community. He recognized the sacrifices Board members make, the tough decisions they face, and the impact of their service. Expressing gratitude on behalf of the team and community, Dr. Huff invited the board members forward for a moment of recognition and appreciation and presented each with a personalized acrylic plaque.			Board Member Recognition
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, at the Annual Trailblazer Awards, outstanding African American students excelling in academics and athletics were honored. Chapter President Robert Taylor emphasized the event’s mission to celebrate student achievement and education during Black History Month. Among the honorees was			

Amareon Kemery, recognized for having one of the highest GPAs in Elkhart Community Schools.

Elkhart High School (EHS) student Adreanna Brown was named the Boys & Girls Club of Elkhart County's Youth of the Year, an award recognizing a teen who demonstrates passion, drive, and a commitment to making a difference.

The Freshman Division held an Incoming Freshmen Night providing students with an introduction to high school, covering expectations, scheduling, athletic requirements, and available extracurricular opportunities.

Roosevelt STEAM Academy students excelled at the city science fair. Ezekiel Hammontree and Cruz Brennaman secured 1st place, while Amerinthea Hostetler earned both 1st Place and Best in Show, and Zendaya Reyes received 1st Place and Best Project. Their accomplishments reflected their dedication and hard work.

In the area of Arts, Beardsley's first and second-grade students performed at the Winter Song Festival, showcasing their enthusiasm and musical growth. Their performance was well received, and the district looks forward to following their continued development in music education.

In the area of Athletics, a big congratulations to Chance McCollough and Brennon Whickcar for their impressive performances at the state wrestling finals, with a special commendation to Chance for finishing 6th in the 165-pound division—an outstanding achievement! Recognition was also given to the Pinewood and Mary Feeser Elementary girls basketball teams for reaching the finals, with a special shout out to the Pinewood Panthers for winning the city championship, marking their second district-wide title this year following an undefeated girls' volleyball season. Additionally, Anthony Lenard, Jr. was honored with the Indiana Black Expo's prestigious Trailblazer Award, specifically the Garvin Roberson Award, for excelling in both academics and athletics. With a 3.8 GPA, multi-sport participation, and state-level track competition, Lenard was praised by Mr. Taylor as a role model and an inspiration to the community.

Some upcoming events across Elkhart Schools include:

- February 27: Roosevelt's Black History Month Celebration
- March 1: Circle the State
- March 4: Hosting basketball sectionals
- March 5: SAT/eLearning
- March 7-8: ISSMA Jazz Festival
- March 13-16: EHS Musical 9 to 5

- March 14: FAFSA assistance
- March 24: FAFSA assistance

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

By unanimous action, the Board approved the following consent items:	Consent Items
Minutes – February 11, 2025 – Regular Board Meeting	Minutes
Payment of claims totaling \$6,685,341.76 as shown on the February 25, 2025, claims listing. (Codified File 2425-108)	Payment of Claims
Proposed school fundraisers in accordance with Board policy. (Codified File 2425-109)	Fundraisers
The following donations were made to Elkhart Community Schools (ECS): \$850 from Elkhart Athletic Club to EHS Boys' Volleyball Team to be used to assist with the growth and development of the team; \$1,500 from Michiana Mustangs to the EACC Automotive cluster to be used toward materials, supplies and opportunities to extend student learning; and \$1,000 from Get Wet For A Vet, Inc. to EHS Air Force Junior Reserve Officer Training Corps program to be used to purchase supplies, snacks, the Military Ball, competition registrations and equipment for the cadets.	Gift Acceptances
Confirmed overnight trip request for EHS Future Business Leaders of America (FBLA) students to travel to Muncie, Indiana on March 14 – 16, 2025 to compete in the State Leadership Conference.	Overnight Trips
Submission Confirmation of the following grant: Carl D. Perkins Technical Education Grant hosted by Indiana Commission for Higher Education in the amount of \$827,867 to be used for large equipment purchases, staffing, professional development, and career exploration activities; Henken Grant hosted by Elkhart Education Foundation (EEF) in the amount of \$4,000 - \$5,000 to be used to add two electronic mat keyboard instruments for Roosevelt STEAM Academy's band to incorporate technology into the classroom for the percussionists; and Career Exploration and Exposure Grant hosted by the Community Foundation of Elkhart County in the amount of \$65,000 to be used to increase career exploration and exposure opportunities for student in grades 5 – 8 with a focus on curriculum and virtual reality experiences. (Codified File 2425-110)	Grants

Contract recommendations in accordance with Board policy on the February 25, 2025, listing. (Codified File 2425-111)	Contracts
	Personnel Report
Employment of the following one (1) certified staff effective on date indicated: Traci Henn – Supervisor of Exceptional Learners at ESC, 3/17/25	Certified Employment
Transfer of the following one (1) certified staff effective on the date indicated: Lauren Van Goey – EHS ETI Coordinator to North Side Career Readiness, 2/18/25	Certified Transfers
Resignation of the following two (2) certified staff effective on date indicated: Westin Hanson – Assistant Principal at North Side, 6/13/25 Sherri Holston – Grade 4 at Daly, 5/29/25	Certified Resignations
Addition of the following one (1) certified position effective for the 2025-2026 school year: Software Development Instructor at the Career Center	New Certified Position
Employment of the following three (3) classified employees effective on the dates indicated: Timothy Anderson – Bus Driver at Transportation, 4/3/25 Amanda Dixon – Food Service at Osolo, 4/14/25 Emily Walker – Secretary at Elkhart High, 4/24/25	Classified Employment
Transfer of the following three (3) classified employee effective for the 2024-25 school year: Jonathan Halliburton – Custodial at ETA to Custodian Pool Matthieu Miller – Custodian at Bristol to Custodian at Monger JD Walters – Custodian at Roosevelt to Custodial Pool	Classified Transfers
Employment of the following two (2) substitute teachers for employment in the 2024-25 school year: Jeffrey Glenn – Retired Substitute Teacher Jacob La Bounty – Substitute Teacher	Substitutes
Employment of the following three (3) Claims/Coaches in the 2024-25 school year: Cheryl Gibson – Substitute at Food Service Austin Huddleston – Support Technician at Technology	Claims/Coaches

Jose Moran Linn – Coach at Beck

Resignation of the following two (2) classified employee on dates indicated:

Classified
Resignations

Haley Garrison – Substitute Custodian at Building Services, 2/14/25

William Linn – Payroll Assistant at ESC, 2/12/25

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

Classified
Retirement

Thomas Staub – Custodian at EACC, 10/15/25 with 23 years of service

Unpaid Leave Request of the following four (4) classified employee on dates indicated:

Classified
Unpaid Leaves

Cynthia Fletcher – Food Service at Cleveland beginning 2/12/25 and ending 2/24/25

Arlinne Malave Martinez – Food Service at Elkhart High beginning 2/18/25 and ending 2/28/25

Eduardo Morales Cardenas – Bus Driver at Transportation beginning 2/5/25 and ending 4/1/25

Chelsea Penninger – Technical Assistant at Career Center beginning 2/11/25 and ending 3/11/25

Termination of the following three (3) classified employee on date indicated:

Classified
Terminations

Sherman Bailey – Custodian at Building Services, 2/25/25 in accordance with Board Policies 3362ACS and 3139.01S

James Edwards – Food Service at Osolo, 2/25/25 in accordance with Board Policies 3362ACS and 3139AC

Christine Parks – Bus Driver at Transportation with Board Policy 3139.01S

Passing of the following one (1) classified employee on date indicated:

Classified
Deaths

Peggy Thomas – Food Service at HELC, 2/13/25 with 6 years of service

By unanimous action, the Board approved proposed revisions to Board Policy 3120.08CS – Employment of Personnel for Extracurricular Activities as presented during the February 11, 2025 Board meeting.

Board Policy
3120.08CS

By unanimous action, the Board approved proposed revisions to Board Policy 3122.01ACS – Drug-Free Workplace with clarifying revisions made following the February 11, 2025 Board meeting.

Board Policy
3122.01ACS

By unanimous action, the Board approved proposed revisions to Board Policy 5340.01 – Student Concussions and Sudden Cardiac Arrest with clarifying revisions made following the February 11, 2025 Board meeting.	Board Policy 5340.01
By unanimous action, the Board approved proposed revisions to Board Policy 5410 – Promotion, Placement and Retention as presented during the February 11, 2025 Board meeting.	Board Policy 5410
The administration presented proposed revisions to Administrative Regulation JEA-1 – Kindergarten Early Entrance Procedure and Application Form for final review.	Administrative Regulation JEA-1
The Business Office requested Board approval for a wellness consulting and brokerage service agreement. Per Board Policy 6320, an RFP was conducted to address concerns that the cost and perceived value of the district’s wellness plan may be impacting hiring and retention. Four firms—LHD (the incumbent), USI, Gibson, and Gallagher—submitted proposals. The evaluation process considered firm experience, strategic approach, technology and analytics, vendor management, employee education, references, and cost.	Recommendation
During the review, it became evident that effective communication of wellness benefits is crucial. A recurring theme in discussions was that a “poor plan well communicated is better than a great plan poorly communicated.” The district invests significantly in wellness services, primarily through the health plan and related agreements, and ensuring employees understand and appreciate these benefits is essential.	
Following the evaluation, the Business Office recommended transitioning from LHD to Gallagher for wellness consulting services, effective April 1, 2025, with a focus on improving employee education and communication regarding the wellness plan.	
By unanimous action via roll call, the Board approved the wellness consulting and brokerage service agreement, with Mr. Scott abstaining due to his industry affiliation with Gallagher. (Codified File 2425-112)	
Zac Quiett, Chief Financial Officer, presented a resolution confirming the lease and authorizing additional actions related to the 2025 middle school renovations and facilities update. The Board had previously approved a lease agreement with the Elkhart Community Schools Building Corporation to facilitate renovations at all three middle schools. This resolution formally confirms the execution of the lease and permits the issuance of bonds to finance the projects.	Resolution

The financing plan includes \$6.6 million in bonds per school, totaling \$19.8 million, allocated for renovations and facility improvements. A public hearing was conducted to ensure transparency and confirm that the lease terms were fair and reasonable. Additionally, the Business Office recommended the Board approve an appropriations resolution for the 2025 middle school renovations and facilities update project. This resolution authorizes the use of bond proceeds and interest earnings to fund the middle school projects, outlining the financial framework for expenses such as land acquisition, construction, and associated costs.

Following the presentation, Mr. Quiett opened the public 1028 hearing on the resolution. He outlined the requested Board action and allowed time for public comment. One audience member expressed excitement that ECS is investing in middle schools, helping to ease concerns among parents and students in the incoming sixth-grade class. With no further public comment, the hearing was closed.

By unanimous action, the Board adopted a resolution confirming the lease and authorizing additional actions related to the 2025 middle school renovations and facilities update. (Codified File 2425-113)

By unanimous action, the Board adopted an Appropriations Resolution for the 2025 Middle Schools Renovations and Facility Update Project. (Codified File 2425-114)

Resolution

The Board received a financial report from Mr. Quiett for January 2025 and found it to be in order. Mr. Quiett noted that January's financial report reflected higher-than-usual expenditures due to it being a three-pay-period month. While this impacted the cash balance, the effect was anticipated. Additionally, the Food Service Fund showed a lower-than-usual cash balance due to a delay in receiving revenues. December and January revenues were not recorded until February, creating a temporary lag in revenue to offset expenses, and impacting the cash balance projection.

Financial Report

Dr. Huff extended well wishes to the ElkLogics Robotics team as they prepare to compete at Penn High School this Saturday. He highlighted that through robotics, students not only develop technical skills but also gain valuable experience in competition, collaboration, and teamwork—skills that will benefit them in both the workforce and their college careers. Dr. Huff also expressed gratitude to the team members and mentors for their efforts in preparing the students for the competition.

From the
Superintendent

Dr. Huff shared his experience attending the Pinning Ceremony at Elkhart High School last Wednesday, where fourteen (14) outstanding

juniors and seniors were recognized for their achievements. The event highlighted students' civic engagement, leadership, and participation in extracurricular activities, including athletics. He noted the significance of seeing former students return to inspire the next generation.

Dr. Huff commended Jeff Miller and Julie Tyrokowski for organizing the event. He acknowledged the accomplishments of the honored students, many of whom are bound for prestigious universities such as Notre Dame, Stanford, Texas A&M, Ball State, and IUSB. He emphasized that the "E" pin awarded at the ceremony is a symbol of achievement, akin to a letterman's jacket, and is worn with great pride by recipients. He encouraged the community to recognize and celebrate these students' dedication and success.

Dr. Huff gave special recognition to Jamie Snyder, Director of Risk and Assessment, for his dedication to student safety and his role as the primary contact with the Elkhart Police Department (EPD). He praised Snyder's professionalism, responsiveness, and communication, particularly in handling a recent campus threat. While the threat was ultimately determined to be from another state and posed no risk to the district, Snyder's swift action and coordination ensured a well-managed response.

Dr. Huff emphasized Mr. Snyder's commitment to keeping students safe, supporting informed decision-making, and ensuring accurate public communication. He acknowledged that while Snyder often works behind the scenes, his efforts are evident in daily operations. He extended his gratitude to Snyder and his team for their ongoing dedication to school safety.

Dr. Huff acknowledged the hard work and dedication of students and teachers at all thirteen (13) elementary schools as they prepare for the IREAD assessment. He expressed appreciation for teachers who are diligently preparing second and third graders for this critical test and encouraged students, emphasizing confidence in their abilities. Further, he reassured students that the entire district team is cheering them on, ready to celebrate their efforts and successes.

In closing, Dr. Huff emphasized that the district continues to be a destination for students, families, and educators. He welcomed the new staff members listed in the HR Report, expressing gratitude for their decision to join the ECS family.

Board Member Kellie Mullins extended her best wishes to the students competing in ISSMA this weekend. She also encouraged the community to attend the EHS theatre production of *9 to 5* and

From the
Board

reminded everyone to watch for information regarding the EHS Athletics Trivia Night fundraiser on March 29, 2025.

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

Adjournment

APPROVED:

Signatures

Troy E. Scott, President

Douglas K. Weaver, Vice President

Kellie L. Mullins, Secretary

Mike Burnett, Member

Dacey S. Davis, Member

Eric Ivory, Member

Anne M. VonDerVellen, Member

School	Fundraising Activity Description/Purpose	Date(s) of Activity	Date Submitted	Sponsor(s)
Elkhart High - Softball	There will be an online donation portal to help offset the cost needed for program in the future.	3/11/2025 - 4/2/2025	2/26/2025	Matt Walker
Elkhart High - Girls Basketball	The team will send out a sponsorship letter to help cover various costs such as team camps, t-shirts, meals, banners, and team bonding/celebrations.	3/12/2025 - 5/31/2025	2/26/2025	Kenneth B. Hunt
Elkhart High - Baseball	The team will sell discount cards to the community to local restaurants/businesses. Proceeds will be used to purchase apparel and gear for players.	3/20/2025 - 3/29/2025	2/26/2025	Scott Rost
Bristol - Student Council	Student Council will host a sale of World Finest Chocolate bars to family and friends. Funds will be used to sponsor student activities.	3/12/2025 - 3/26/2025	3/3/2025	Nicole King
West Side - Student Council	A penny war competition will be used to collect funds that will be donated to the Humane Society of Elkhart County.	3/24/2025 - 4/4/2025	3/3/2025	Anthony Venable
	Please note the following fundraisers are presented for confirmation only.			
Elkhart High - Dance Marathon Club	1- Day Marathon to get donations for Riley Hospital	3/8/2025	2/24/2025	Lisa McKee
Elkhart High - Society for a Better Earth	SFABE will sell t-shirts to put funds into the Club General Fund to be used at a later time.	2/12/2025 - 2/20/2025	2/19/2025	Eric Jantzen

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: 2-25-25

TO: Dr. Huff
Board of School Trustees

FROM: Cary Anderson (Principal)
Lisa McKee (Teacher/Sponsor)

RE: Donation Approval

Elkhart High School received a donation of \$300.57 from HF Restaurants, LLC. The donation is in support of the Dance Marathon Extra-Curricular Activity and will be used to purchase supplies, snacks and decorations for the dance event for the Riley children.

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:

HF Restaurants, LLC
2915 Brittany Court
Elkhart, IN 46514

WHERE LEARNING HAS NO LIMITS

PIERRE MORAN MIDDLE SCHOOL
200 WEST LUSHER AVENUE • ELKHART, IN 46517
PHONE: 574-295-4805

★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★

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

Date: February 27th, 2025

To: Board of School Trustees

From: Jeff Hemmerlein, PMMS Principal

RE: Donation Approval

We have received an extracurricular donation in the amount of \$1200.00 for Pierre Moran Middle School's BringChange2Mind Club. This donation will go towards the cost of supplies for this club.

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:

Crossroads Community Church of the Nazarene
57415 Alpha Dr.
Goshen, IN 46528
574-875-4479

Sincerely,

[Handwritten signature]

Jeff Hemmerlein
Pierre Moran Middle School Principal

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: 3-4-25

TO: Dr. Huff
Board of School Trustees

Larry Huff

FROM: Cary Anderson (Principal)
Lisa McKee (Teacher/Sponsor)

RE: Donation Approval

Elkhart High School received a donation of \$250.00 from Welch Packaging Group, Inc. The donation is in support of the Dance Marathon Extra-Curricular Activity and will be used to purchase supplies, snacks and decorations for the dance event for the Riley children.

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:

Welch Packaging Group, Inc.
1020 Herman St
Elkhart, IN 46516

Grant Requests

BST Date: 3/11/2025

What is the title of the grant?	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?
Welding Workforce Grant	American Welding Society	EACC	Brandon Eakins	\$40,000	Grant funds will be used to purchase a virtual welding unit that can be used for two purposes; career exploration and training. Brandon Eakins will oversee the grant.	Providing meaningful opportunities for younger students to explore EACC pathways is critical. The usage of virtual welder removes safety concerns for young explorers. Additionally, certification practice can occur on virtual welders providing meaningful feedback and reducing the volume of materials and supplies.	Equipment-\$36,300-virtual welder Supplies/materials-\$3,700	3/15/2025

For confirmation only

Adult Basic Education Grant Continuation	Department of Workforce Development	ECS Adult Education	Brandon Eakins	\$635,000	Funds will be used to support basic adult education programming for learners pursuing high school equivalency, ELL services, and workforce related training. Adult education program manager	Adult education programming supports the greater community and empowers learners to have a positive impact on our region. Many adult learners are also parents of our ECS students and this helps build stronger community support for our mission of preparing all for college and career readiness.	Budgets are not required for the continuance grant and are merely projections. Projections will mirror last year's grant and are the following; Basic Leadership-\$7000 Administration-\$65,937 Program Cost-\$559,063 HSE-\$3,000	3/7/2025
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Larry Huff



DISTRICT COUNSEL/
CHIEF OF STAFF

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: BOARD OF SCHOOL TRUSTEES

FROM: W. DOUGLAS THORNE *WDT*
DISTRICT COUNSEL/CHIEF OF STAFF

DATE: MARCH 7, 2025

RE: CONTRACT RECOMMENDED FOR BOARD APPROVAL

The Administration recommends approval of the following contracts. These contracts have been reviewed by the Chief Financial Officer and District Counsel prior to submission to the Board.

Contractor	Requesting Administrator	Description	Funding Source	Amount
CORE Construction	Tony Giansi	<p>Recommendation to approve contract with CORE Construction as our Construction Manager for the renovation projects at North Side, West Side, and Pierre Moran Middle Schools. CORE Construction is currently our Construction Manager for projects at EACC and Elkhart High School.</p> <p>Services include working through the design and bid process to ensure our budgets are accurate and projects can be completed within the budgets as well as oversight of the various contractors during construction.</p>	Middle School Bonds to be sold later this year	\$ 8,400,000

Contractor	Requesting Administrator	Description	Funding Source	Amount
J. Lake Architecture and Design	Tony Giansi	<p>Recommendation to approve contract with J. Lake Architecture as our architecture service for the renovation projects at North Side, West Side, and Pierre Moran Middle Schools. J. Lake Architecture is also the current architect for construction projects at EACC and Elkhart High School.</p> <p>Service includes working through the design and bid process to ensure all needs are documented in the construction documents, including construction drawings and specifications</p>	Middle School Bonds to be sold later this year	\$ 8,400,000
Buddy Berry	Lisa Ernsberger	<p>Recommendation to approve contract with Buddy Berry. Buddy Berry will deliver a professional learning session for ECS on August 4, 2025, which supports the district's commitment to implementing effective teaching strategies for student engagement.</p>	IDOE Summer of Learning Grant	\$9,000



Contractor	Requesting Administrator	Description	Funding Source	Amount
Ditch that Textbook, LLC.	Lisa Ernsberger	Recommendation to approve contract with Ditch that Textbook LLC. Matt Miller will deliver a professional learning session for ECS on August 5, 2025, which aligns with our district's commitment to effective teaching strategies.	IDOE Summer of Learning Grant	\$7,900
Lorie Pettiford	Dr. Larry Huff	Recommendation for Consulting Agreement for services 3/12/2025 - 5/31/2025 with Lorie Pettiford to provide leadership development and support.	Title II	\$100/hour Not to exceed \$5,000
Gregg A. Hixenbaugh	Dr. Larry Huff	Recommendation for Consulting Agreement for services 2/1/2025 - 1/31/2026 with Gregg Hixenbaugh to provide leadership development and support.	Operations	\$367/day Not to exceed \$96,000 per year
Sarah H. Henry Consulting	Dr. Larry Huff	Recommendation for Consulting Agreement for services 3/12/2025 - 5/23/2026 with Sarah D. Henry Consulting to provide leadership development and PLC support.	FSCS / Title II	\$415/hour Not to exceed \$154,587.50
University of Notre Dame	Cary Anderson	Recommendation to approve contract with the University of Notre Dame for EHS Graduation in June 2025.	EHS Graduation Fund	\$23,050

WDT/crr

Cc: Dr. Larry Huff





HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

TO: DR. LARRY HUFF
FROM: MS. MAGGIE LOZANO
DATE: MARCH 11, 2025

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **Agreement** – We recommend the approval of one (1) consent agreement regarding unpaid time.
- b. **Administrative Appointment** – The administration recommends confirmation of one (1) administrative appointment.
- c. **Separation** – We report the separation of six (6) employees.

CLASSIFIED

- a. **New Classified Staff** – We recommend the employment of six (6) new classified staff pending successful completion of the probationary period.
- b. **Classified Staff Transfers** – We recommend the transfer of three (3) classified staff for the 2024-25 school year.
- c. **Substitute Teachers** – We recommend the employment of five (5) substitute teachers for the 2024-25 school year.
- d. **Claims/Coaches** – We recommend the employment of three (3) employees for the 2024-25 school year.
- e. **Separation** – We report the separation of eight (8) employees.

Book	Policy Manual
Section	8000 Operations
Title	PROPOSED REVISED - SCHOOL CALENDAR
Code	po8210
Status	First Reading
Adopted	November 22, 2016
Last Revised	September 24, 2019
Last Reviewed	March 11, 2025

8210 - SCHOOL CALENDAR

The School Board recognizes the preparation of a calendar for the instructional program of the schools is necessary for orderly educational planning and for the efficient operation of the School Corporation.

The Corporation has been granted a 1003 Flexibility Waiver ("waiver"), waiving compliance with I.C. 20-30-2-3 regarding school calendar. The waiver authorizes the district to count three (3) additional virtual student instructional days for a total of six (6) virtual student instruction days.

For the purpose of receiving State school aid, schools are required to be open no fewer than 180 days annually if the instructional days are utilized or no fewer than 54,000 minutes annually in grades 1 through 6 and no fewer than 64,800 minutes in grades 7 through 12 if instructional minutes are utilized.

If the Corporation utilizes instructional days, except as noted above, a maximum of three (3) virtual school instructional days may be used to meet the 180-day requirement unless: 1) the virtual student instructional day includes a) teacher-directed synchronous instruction during the instructional time of a virtual student instructional day; or b) a hybrid of teacher-directed synchronous instruction for at least fifty percent (50%) of the particular instructional day and asynchronous learning during the instructional time of a virtual student instructional day; or 2) a waiver is requested and granted.

Unless a waiver is obtained from the Indiana Department of Education (IDOE), all instructional time lost due to snow, fire, epidemics, health conditions, etc. shall not be counted as a part of the minimum instructional time for State aid and shall be made up by in-person instructional time or eLearning/virtual instructional time that meets the standards set by the (IDOE) and complies with State law.

The Superintendent shall submit to the ~~State Department of Education~~ IDOE the total number of actual instructional days no later than June 15th of each year.

The Superintendent shall submit to the IDOE the total number of actual **[choose one of the following]** () instructional days () instructional minutes **[end of option]** no later than June 15th of each year.

~~The total number of days the schools will be in session for instructional purposes shall be 180, including scheduled eLearning days, and for purposes of receiving State school aid, such days will number no fewer than 180.~~

~~Unless a waiver is obtained from the State Department of Education, all days lost due to snow, fire, epidemics, health conditions, et cetera cannot be counted as part of the minimum days of instruction for State aid and must be made up by adding an additional day of instruction to the school term or through an eLearning day meeting the standards set by the State Department of Education.~~

Superintendent's Responsibility

Each year, not later than a regularly scheduled February meeting, the Superintendent shall cause to be submitted to the Board of School Trustees a proposed calendar for the next school year. At the next regular meeting after submission of the proposed school calendar, the Board of School Trustees will consider and act upon such proposal.

The Superintendent may request a change in any adopted school calendar by submitting such a request to the Board of School Trustees at a regular or special meeting of said Board.

Recommended Considerations

The Superintendent shall consider the following general guidelines in the development of a school calendar proposal:

- A. The total number of student attendance days shall not be less than the number required by State statute.
- B. Winter recess should commence at least three (3) calendar days prior to December 25 and should not exceed ten (10) school days.
- C. Spring recess should be scheduled for the first full week of April in each school year.

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Legal	I.C. 20-18-2-17
	I.C. 20-30-2-1
	I.C. 20-30-2-3

RESOLUTION OF THE BOARD OF SCHOOL TRUSTEES
ELKHART COMMUNITY SCHOOLS

WHEREAS, Indiana School Corporations, pursuant to IC 20-28-9-1.5, have authority to provide a supplemental payment to a teacher in excess of the salary specified in the school corporation's compensation plan; and

WHEREAS, there exists a shortage of qualified teachers in the content areas of mathematics and the sciences; and

WHEREAS, in order to meet the academic needs of students in the content areas of mathematics and the sciences, the incentives available to teachers under the corporation's current compensation plans are insufficient to attract qualified teachers in the content areas of mathematics and the sciences; and

WHEREAS, Elkhart Community Schools has determined it is necessary to provide additional incentives to recruit and retain certified teachers in certain content areas such as mathematics and the sciences.

NOW THEREFORE, BE IT RESOLVED, by the Board of School Trustees of the Elkhart Community Schools as follows:

1. A teacher newly employed by Elkhart Community Schools in the content area of mathematics may be offered a signing bonus in the sum of \$5,000 by the Superintendent.
2. A teacher employed by Elkhart Community Schools in the content area of mathematics may be offered a retention payment of \$2,500 by the Superintendent at the conclusion of each school year, where said teacher has continued to provide instruction in the content area of mathematics and maintained an evaluation rating of effective or highly effective.
3. A teacher newly employed by Elkhart Community Schools in the content area of science with an endorsement in Life Sciences 5-12 or Earth/Space Science 5-12 may be offered a signing bonus in the sum of \$5,000 by the Superintendent.

4. A teacher employed by Elkhart Community Schools in the content area of science with an endorsement in Life Sciences 5-12 or Earth/Space Science 5-12 may be offered a retention payment of \$2,500 by the Superintendent at the conclusion of each school year where said teacher has continued to provide instruction in the content area of mathematics and maintained an evaluation rating of effective or highly effective.
5. A teacher newly employed by Elkhart Community Schools in the content area of science with an endorsement in Chemistry 5-12, Physical Science 5-12 or Physics 5-12 may be offered a signing bonus in the sum of \$7,500 by the Superintendent.
6. A teacher employed by Elkhart Community Schools in the content area of science with an endorsement in Chemistry 5-12, Physical Science 5-12 or Physics 5-12 may be offered a retention payment of \$2,500 by the Superintendent at the conclusion of each school year where said teacher has continued to provide instruction in the content area of mathematics and maintained an evaluation rating of effective or highly effective.

Passed and adopted by the Board of School Trustees of the Elkhart Community Schools this 11th day of March, 2025.

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ATTEST:

Secretary, Board of School Trustees