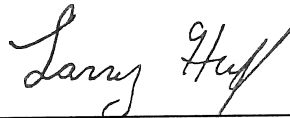


PUBLIC WORK SESSION
OF THE
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

NOTICE OF CANCELLATION

Date: Tuesday, May 13, 2025
Time: 6:00 p.m.
Location: Woodland Elementary School
1220 County Road 3
Elkhart, Indiana 46514



Superintendent of Schools

Posted and electronically delivered
to News Media on Wednesday,
May 7, 2025 and electronically
delivered to Board Members and School
Attorney on Friday, May 9, 2025.

MEETING
OF THE
BOARD OF SCHOOL TRUSTEES

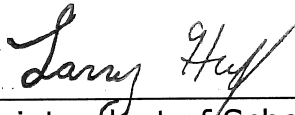
Elkhart Community Schools
Elkhart, Indiana

NOTICE OF MEETING LOCATION CHANGE

Date: Tuesday, May 13, 2025

Time: 7:00 p.m.

Location: Woodland Elementary School
1220 County Road 3
Elkhart, Indiana 46514



Superintendent of Schools

Posted and electronically delivered
to News Media on Wednesday,
May 7, 2025 and electronically
delivered to Board Members and School
Attorney on Friday, May 9, 2025.

Notice of Public Meeting on First Amendment to Superintendent's Contract

The Board of School Trustees of the Elkhart Community Schools ("Board") will hold a public meeting on Tuesday, May 13, 2025, at 7:00 p.m. at the Woodland Elementary School, 1220 County Road 3, Elkhart, Indiana, to discuss and hear public comments including objections to and support for the proposed terms of the first amendment to the employment contract between the Board and the Superintendent of Schools, as required by the terms of I. C. 20-26-5-4.3. This public meeting will be held during the regular school board meeting. The Board anticipates taking a vote on the proposed amendment at this same meeting.

Summary of Proposed Contract Amendment

1. Term: A four (4) year term retroactive to July 1, 2024, and concluding on June 30, 2028.
2. Annual Base Salary: No change in current salary. Beginning July 1, 2025, \$220,000.00. Beginning on July 1, 2026, and for each employment year thereafter, an increase in annual salary by an amount that is equivalent to the highest dollar or percentage salary increase (whichever is greater) that is approved by the Board for any group or subgroup of teachers within the ESC bargaining unit.
3. Deferred Compensation: Effective July 1, 2026, a contribution to the Superintendent's 403(b) account in an amount equivalent to 8% of the Superintendent's annual salary. Thereafter, the annual contribution will increase by an additional 1% per year.
4. Vehicle Allowance: Retroactive to July 1, 2024, a vehicle allowance in the amount of \$10,000.00 per employment year.
5. Cell Phone Stipend: Retroactive to July 1, 2024, a monthly cell phone reimbursement stipend in the amount of \$150.00 per month.
6. Annual Performance Stipends: Retroactive to July 1, 2024, annual performance stipends, as follows:
 - a. \$5,000.00 if ECS experiences an increase in IREAD scores that exceeds the State average growth;
 - b. \$5,000.00 if ECS experiences an increase in ILEARN scores that exceeds the State average growth;
 - c. \$5,000.00 if ECS experiences an increase in cumulative SAT scores for math and language arts that exceeds the State average growth; and
 - d. \$5,000.00 if ECS experiences an increase in high school graduation rate.
 - e. The total of annual performance stipends shall not exceed \$20,000.00 per year.
7. Unused Vacation Days: Beginning on July 15, 2025, compensation at per diem rate for up to 10 unused vacation days. Beginning on July 15, 2027, the number of eligible days will increase to 15 unused vacation days.
8. Unused Sick Days: Beginning on July 15, 2025, compensation at per diem rate for up to 10 unused sick days. Beginning on July 15, 2027, the number of eligible days will increase to 15 unused sick days.
9. Retention Bonus: \$10,000.00 if employed by ECS on June 30, 2028.

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

May 13, 2025

CALENDAR

May 13 7:00 p.m. Regular Board Meeting, Woodland Elementary School in Gymnasium
May 27 6:00 p.m. Public Work Session, J.C. Rice Educational Services Center
May 27 7:00 p.m. Regular Board Meeting, J.C. Rice Educational Services Center

- A. CALL TO ORDER
- B. THE ELKHART PROMISE
- C. SUPERINTENDENT'S CONTRACT
- D. INVITATION TO SPEAK PROTOCOL
- E. PUBLIC COMMENT
- F. SPECIAL RECOGNITION OF RETIREES
- G. EXCELLENCE OF ELKHART
- H. CONSENT ITEMS:

- Minutes – April 22, 2025 – Board Work Session
 - Minutes – April 22, 2025 – Regular Board Meeting
 - Claims
 - Fundraisers
 - Gift Acceptances
 - Overnight Trips
 - Grants
 - Contracts
 - Personnel Report
 - Employment

- I. NEW BUSINESS

Administrative Guideline 3121ACS – Personal Background Checks, References, and Mandatory Reporting – The administration presents proposed new Administrative Guideline 3141.01A – Personal Background Checks, References, and Mandatory Reporting for initial review.

Board Policy 3141.01A – Suspension and Dismissal of Professional Staff Members – The administration presents proposed revisions to Board Policy 3141.01A – Suspension and Dismissal of Professional Staff Members for initial consideration.

Board Policy 3410.04CS – Substitute Compensation – The administration presents proposed revisions to Board Policy 3410.04CS – Substitute Compensation for initial consideration.

Board Policy 5350 – Student Suicide Awareness and Prevention – The administration presents proposed revisions to Board Policy 5350 – Student Suicide Awareness and Prevention for initial consideration.

Administrative Guideline 5600B – Guidelines for Secondary School Athletics – The administration presents proposed revised Administrative Guideline 5600B – Guidelines for Secondary School Athletics for initial review.

J. INFORMATION AND PROPOSALS

From Superintendent and Staff

From Board

K. ADJOURNMENT

Excellence of Elkhart

May 13, 2025



Excellence of Elkhart

ACADEMICS • ARTS • ATHLETICS



ACADEMICS

Preview Nights

Kindergarten Roundup & Middle School Parents Nights

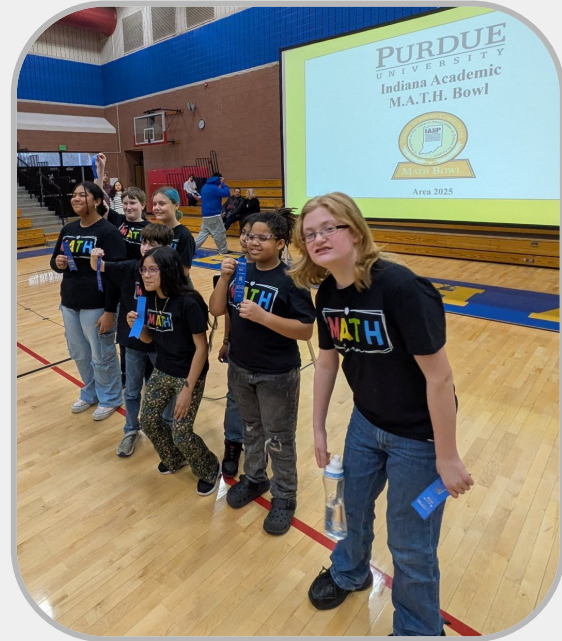




ACADEMICS

Elementary Math Bowl

Winners: Eastwood and Roosevelt





ACADEMICS

Notre Dame Regional Science Fair

Riverview Winner: Julieta Marin





ACADEMICS

EHS Signing Day





ACADEMICS

IASP Indiana Academic All-Stars

Aangee Mehta





ACADEMICS

Elkhart Community Schools

TEACHER OF THE YEAR





ARTS

ISSMA State Competition





ARTS

ECS Youth Art Night





ATHLETICS

Boys Golf





ATHLETICS

Elementary Soccer Tournament

Feeser Girls / Monger Boys





ATHLETICS

Tennis

High School / Middle School





FUTURE HAPPENINGS

- **May 13:** Unified Olympics
- **May 26:** Memorial Day
- **May 29:** LAST DAY OF SCHOOL
- **June 2:** EHS Sports Awards
- **June 3:** Graduation
- **June 9:** Catherine Wolf Awards
- **June 11:** Tim Bringle Awards

**As always, you can
stay-up-to-date by
following us on social
media**



ElkhartCommunitySchools



Elkhartschools



Elkhart Community Schools



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

Elkhart Community Schools
Elkhart, Indiana

April 22, 2025

Elkhart High School Little Theatre, 2608 California Road, Elkhart, Indiana
46514 – at 5:30 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

Presenters: Tony Gianesi

The Board was provided a district construction update.

Topics
Discussed

The meeting adjourned at approximately 6:01 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

April 22, 2025

Elkhart High School Little Theatre, 2608 California Road, Elkhart, Indiana 46514 – at 7:00 p.m.	Place/Time
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Board Members Present:	Troy E. Scott Kellie L. Mullins	Mike Burnett Dacey S. Davis Eric Ivory Anne M. VonDerVellen	Roll Call
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Absent:	Douglas K. Weaver
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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 Secretary Kellie Mullins recited the Elkhart Promise.	The Elkhart Promise
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Maggie Lozano, Director of Human Resources, presented the annual Support Staff Recognition during the Board meeting. She acknowledged the invaluable contributions of support staff across the district, describing them as the often-unsung heroes who keep schools running and consistently support students behind the scenes. Staff were nominated by peers and administrators in recognition of their compassion, dedication, and positive impact on the school community.	Distinguished Support Staff Recognition
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Nominees were honored in four categories: Elementary, Secondary, District, and Certified Support Staff. Each nominee was recognized individually by category:

Elementary Distinguished Support Staff

Ashley Brown	Eastwood
Barbara Rosenberry	Eastwood
Christine Hack	Pinewood
Christine Moskowitz	Daly
Cori Ledden-Edmisten	Feaser
Cynthia Andrews	Beardsley

Elvira Antonio	PRIDE
Emily Johnson	Eastwood
Esther Hargrove	Beck
Jennifer Smeltzer	Daly
Joseph Temple	PRIDE
Karen Crosby	Beck
Kristen Cooper	Eastwood
Laura Matteson	Beck
Laura Petersheim	Bristol
Laura Tucker	Beck
Marlene Reed	Eastwood
Mia Osoria	Beck
Richard Lancaster	Beck
Sarah Avery	Daly
Taylor Johnson	Beck

Secondary Distinguished Support Staff

Anna Prawat	Academy
Caitlin Sprague	West Side
Courtney Curry	Freshman Division
Dalton Bogaert	Elkhart Area Career Center
David Davis	Elkhart Area Career Center
Jeffery Kincaide	West Side
Kathleen Enfield	West Side
Kyla Kirkendoll	Elkhart Academy
Mark Wood	Elkhart Area Career Center
Mary Patton	Elkhart Academy
Sarah Castleman	Elkhart High School
Steven Millsaps	West Side
Terri Rohr	Elkhart Area Career Center

District Distinguished Support Staff

Jennifer Sharp	District
Katherine Waymire	District
Michelle Shoupe	District

Certified Distinguished Support Staff

Caitlin Wynne	Bristol
Erika Smoker	Eastwood
Ivette Sifuentes	Freshman Division
Jaimie Burks	PACE
Lacey Curry	West Side

Winners were then announced with a brief description of their contributions as follows:

- Elementary Distinguished Support Staff of the Year: Laura Matteson – Recognized for her work supporting students with empathy and dedication, helping them succeed at every learning level.
- Secondary Distinguished Support Staff of the Year: Mary Patton – Honored for her vital role at Elkhart Academy, where she fosters strong relationships and empowers student leadership. Mr. Hammontree accepted the award on her behalf.
- District Distinguished Support Staff of the Year: Jennifer Sharp – Celebrated for her behind-the-scenes contributions, especially in preparing materials for visually impaired students and enriching districtwide learning experiences.
- Certified Distinguished Support Staff of the Year: Erika Smoker – Commended for her dedication to connecting families with community resources and serving as a vital bridge to Spanish-speaking families.

Mrs. Mullins expressed appreciation for support staff in roles such as custodians, bus drivers, cafeteria workers, paraprofessionals, and secretaries. She emphasized that their efforts are seen and valued, describing them as the heart and pulse of the school system.

The Board extended its sincere gratitude to all support staff for their essential contributions to student success and district operations.

Chloe Ivory, a sophomore at Elkhart High School (EHS) and member of the Superintendent's Student Advisory Council (SSAC), presented the Moment of Pride. She highlighted the success of the EHS Prom, which had 637 attendees, and acknowledged the dedication of the junior class representatives who spent months planning the event. She also recognized the EHS Academic Super Bowl teams competing

Moment of Pride

at Northridge High School in various subjects, including math, science, fine arts, social studies, language arts, and interdisciplinary.

Chloe shared details about upcoming appreciation events organized by student government: April 22 – 11th grade reps honored bus drivers with goodie bags and cards; April 23 – Senior reps recognized secretaries with gifts, desserts, and cards; May 1 – 9th grade reps will honor principals with breakfast, cards, and gifts; May 2 – 10th grade reps will celebrate cafeteria workers with cards and aprons; May 5–9 – National Honor Society will host teacher appreciation events with a coffee bar, cards, and pizza. In addition, student groups will present tokens of appreciation and recognize each staff group on social media.

Chloe announced that Senior Signing Day will take place on May 1 at 2:30 p.m. in ETI to honor seniors who have committed to college or military service. She also shared that two (2) EHS teams qualified for the American Rocketry Challenge National Finals, taking place May 17–18. EHS is the only school in Indiana to qualify. The finalist teams included Olivia Eversole and Natalie Middleton; and Joey Attkisson, Dannah Pitogo, and Makenzie Bailey.

She reported the spring blood drive was a success, with 121 donors and 70 units of blood collected, potentially saving up to 210 lives.

Chloe concluded by previewing upcoming student-led initiatives for Mental Health Awareness Month in May, including awareness tables at both campuses, the “Walk a Mile in Their Shoes” event on May 3, and Spring Spirit Week from May 5–9, featuring powderpuff events, dress-up days, and highlight competitions of the week.

Board Member Eric Ivory publicly commended Chloe, saying, “It’s not very often where a father gets to be proud and affirm their daughter in public. Great job, Chloe.”

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, the Elkhart Area Career Center (EACC) recently hosted Indiana Representative Rudy Yakym for a visit. Representative Yakym toured the facilities, observed students engaged in hands-on learning, and joined pre-law students for a brief lesson on how legislation is passed. ECS appreciated Representative Yakym’s visit and the opportunity to showcase the exceptional programs the EACC has to offer.

An update was also shared regarding EHS student Adreanna Brown, who was named one (1) of five (5) statewide finalists for the Boys

& Girls Clubs Indiana Youth of the Year. Congratulations to Adreanna on this significant accomplishment.

Additionally, students from across the district visited the downtown Elkhart Public Library, where they participated in story time and behind-the-scenes tours. These engaging and educational experiences supported the district's mission to build early literacy, and ECS expressed appreciation to the Elkhart Public Library for its continued partnership.

Middle school students had the opportunity to visit Indiana University South Bend and Goshen College, where they explored the campuses and gained insight into the higher education experience. These visits encouraged students to begin thinking about their futures and the various pathways available to them after high school.

Finally, students at Osolo and Beardsley Elementary Schools participated in the JA BizTown program, where they explored real-world careers and developed essential life skills in a hands-on learning environment. ECS recognized and thanked the dedicated volunteers, family members, and business partners who helped make this impactful learning opportunity possible.

In the area of Arts, the Elkhart Winter Percussion Ensemble concluded an outstanding season by earning 4th place at the Indiana Percussion Association (IPA) State Finals. Congratulations to the ensemble for their hard work and top-tier finish.

Additionally, Mary Daly Elementary School presented a music performance titled "Bada Bing, It's Spring!" featuring kindergarten, first, and second grade students. The performance brought joy and energy to the stage, with students showcasing their talent and enthusiasm, such a memorable spring celebration.

In the area of Athletics, the Elkhart Lions boys' volleyball team secured a victory in four (4) sets during a recent matchup hosted by Penn High School. Congratulations to the team on their strong performance. Elkhart High School's baseball and softball teams are also off to a successful start this season. Both teams earned wins against Riley and Goshen, with additional victories for the baseball team over Washington and Northwood, and for the softball team over Wawasee.

ECS also acknowledged with thanks the generous \$20,000 donation from Kroger and Kellogg's Project Tiger in support of Pierre Moran Middle School athletes. This contribution will provide valuable

resources for middle school sports programs and reflects the strong commitment of community partners to student success.

Some upcoming events across Elkhart Schools include:

- April 23 & 24: Middle School Parents Nights
- April 27: EHS National Honors Society Induction
- May 3: Daly Dash
- May 3: Step by Step Mental Health Walk

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 – April 8, 2025 – Regular Board Meeting	Minutes
Payment of claims totaling \$8,172,051.39 as shown on the April 22, 2025, claims listing. (Codified File 2425-134)	Payment of Claims
Proposed school fundraisers in accordance with Board policy. (Codified File 2425-135)	Fundraisers
The following donations were made to Elkhart Community Schools (ECS): \$500 from Jack and Angie Welter to the EHS Volleyball Team to be used towards the purchase of travel apparel and training equipment for the program; \$500 from NIBCO, Inc. to the EACC to be used to help cover the cost of celebrating staff members during Teacher Appreciation Week; \$300 from Goshen Physicians to the EACC to be used to help cover the cost of celebrating staff members during Teacher Appreciation Week; \$500 from INOVA Federal Credit Union to EHS to be used to pay for student admissions to museums, transportation, and lunch in relation to the Fieldtrip program; and \$20,000 from Kellogg’s, Inc. (Mission Tiger Initiative), care of Jesse Burkholder, and Kroger, Inc., care of Jennifer Seltzer, to Pierre Moran to be used to help grow and further develop athletic programs and opportunities for students.	Gift Acceptances
Conference leave requests in accordance with Board policy for staff members as recommended by the administration on the April 22, 2025, listing. (Codified File 2425-136)	Conference Leave Requests
Confirmed preliminary overnight trip request for EHS Girls Track Team to travel to Indianapolis, Indiana to participate in the State Track Meet on June 6 – 7, 2025; EHS Boys Track	Overnight Trips

Team to travel to Indianapolis, Indiana to participate in the State Track Meet on June 6 – 7, 2025; EHS Unified Track Team to travel to Indianapolis, Indiana to participate in the State Track Meet on June 6 – 7, 2025; and EHS Boys Golf Team to travel to Carmel, Indiana to participate in the State Golf Tournament on June 16 – 18, 2025.

Submission Confirmation of the following grant: Indiana Digital Intervention Training and Implementation Grant hosted by Indiana Department of Education in the amount of \$50,000 to be used for professional learning opportunities to support educators and students in the blended and virtual learning implementation of high quality interventions needed to effectively prepare students to succeed with Indiana State Standards as well as teacher stipends for attendance in grant activities outside of the contractual day. (Codified File 2425-137)

Grants

Contract recommendations in accordance with Board policy on the April 22, 2025, listing. (Codified File 2425-138)

Contracts

Personnel Report

Transfer of the following one (1) administrative staff effective for the 2025-26 school year.

Administrative Transfers

Tervonda Washington – Principal at Pinewood to Principal at Beck

Resignation of the following two (2) certified staff effective on date indicated:

Certified Resignations

Natalie Blair – Grade 3 at Feeser, 5/29/25

Alexandria Sikes – Kindergarten at Osolo, 5/29/25

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

Certified Retirements

Mary Wisniewski – Assistant Principal at North Side, 6/13/25 with 18 Years of Service

Unpaid leave request for the following one (1) certified staff effective on the dates indicated:

Certified Unpaid Leaves

Yvette Wigfall – Language Arts at Pierre Moran, beginning 4/1/25 and ending 5/29/25

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

Debra Ball – Art at Roosevelt, beginning 3/31/25 and ending 4/4/25

Employment of the following three (3) classified employees effective on the dates indicated: Danise Dasema – Paraprofessional at Daly, 8/22/25 Amelia Geers – Custodian at Bristol, 5/30/25 Kristin Christopulos – Registered Nurse at Cleveland, 6/2/25	Classified Employment
Transfer of the following one (1) classified employee effective in the 2024-25 school year: Ana Cazares – Receptionist at Elkhart High to Secretary at Business & International Relations	Classified Transfers
Employment of the following one (1) substitute teacher for employment in the 2024-25 school year: Luann Burlingame – Retired Substitute Teacher	Substitute Teachers
Employment of the following five (5) Claims/Coaches in the 2024-25 school year: Madison Azsom – Boys Assistant Track Coach at West Side, beginning 4/14/25 and ending 5/29/25 Amber Markel – Girls Head Soccer Coach at Woodland, beginning 4/3/25 and ending 5/3/25 Benjamin Markel – Girls Assistant Soccer Coach at Woodland, beginning 4/4/25 and ending 5/3/25 Jose Moran-Linn – Girls Soccer Coach at Beck, beginning 3/10/25 and ending 5/3/25 Hudsyn Higgins – Boys Assistant Soccer Coach at Riverview, beginning 4/14/25 and ending 5/3/25	Claims/Coaches
Resignation of the following six (6) Classified employees on dates indicated: Cynthia Fletcher – Food Service at Cleveland, 4/15/25 Kayla Freeze – Assistant Track Coach at Riverview, 4/4/25 Andrea Hunsberger – Volleyball Coach at Pierre Moran, 4/3/25 Markese Junious – Bus Helper at Transportation, 4/1/25 Andrew Whalen – Supervisor at Building Services, 4/18/25 Willow Wilson – Food Service at Pinewood, 4/25/25	Classified Resignations
Retirement of the following one (1) classified employee on date indicated: Trudy Conley – Paraprofessional at Beck, 5/29/25 with 13 Years of Service	Classified Retirements

<p>Unpaid Leave Extension Request of the following two (2) classified employees on dates indicated:</p> <p style="padding-left: 40px;">Arnola Grant Booze – Food Service at North Side, beginning 3/21/25 and ending 4/16/25</p> <p style="padding-left: 40px;">Eduardo Morales Cardenas – Bus Driver at Transportation, beginning 4/2/25 and ending 4/29/25</p>	Classified Unpaid Leaves
<p>Termination of the following one (1) classified employee effective on the date indicated:</p> <p style="padding-left: 40px;">Lashawn Whitener – Bus Driver at Transportation, 4/22/25 in accordance with Policy 3039.01S</p>	Classified Terminations
<p>By unanimous action, the Board approved the award of contracts for the Middle School Restroom Renovation projects. (Codified File 2425-139)</p>	Recommendation for Award
<p>By unanimous action, the Board approved the award of contracts for the Middle School Classroom Renovation projects. (Codified File 2425-140)</p>	Recommendation for Award
<p>Zac Quiett, Chief Financial Officer, provided a brief legislative update, noting that Senate Bill 1 (SB1) was passed last week. He described it as one of the most comprehensive property tax bills the State of Indiana has seen in recent years, with significant implications not only for school districts but for all local government units. The bill includes numerous components, such as expanded property owner deductions, restrictions on levy growth for schools and other government entities, and provisions related to income taxes.</p> <p>Mr. Quiett emphasized the bill’s complexity and the number of moving parts involved. Elkhart Community Schools is working closely with its partners at Policy Analytics, who presented to the Board last month, to analyze the specific impact the legislation will have on the district. One clear consequence anticipated statewide is that the property tax deductions granted to homeowners will drive down assessed values, which in turn reduce the levies that local units of government are permitted to collect. Since the levy funds operational expenses and debt service, the resulting changes will also influence the district’s tax rate.</p> <p>In recent years, the district has worked to maintain a neutral tax rate. However, due to the changes introduced by SB1, Mr. Quiett noted that the Board and administration may need to begin reevaluating that approach. While specific details are still being analyzed, he acknowledged the need for ongoing updates and communication with the community as the district works to fully</p>	Financial Report

understand and respond to the financial implications of the legislation.

Next, Mr. Quiett provided an overview of current expenditures and financial projections. He reiterated, as noted in a previous financial update, the district's expenditures continue to outpace its revenues. In response, the administration is working to implement cost-saving measures to address the imbalance.

Mr. Quiett reviewed charts which provided a breakdown of expenditures across the district's two primary funds: the Education Fund and the Operations Fund. He explained this information helps illustrate where district dollars are being allocated within ECS.

He also covered what has been referred to as the district's consolidated funds, which include the Operating Referendum Fund and the Rainy Day Fund. While most expenditures originate from the Education and Operations Funds, financial discussions have considered the cash balance collectively across all four funds. As adjustments are made, Mr. Quiett noted the Board should begin to see changes reflected in these fund balances.

In closing, Mr. Quiett highlighted that wages and benefits—categorized in the 100 and 200 account codes—make up a significant portion of the district's expenditures. He pointed out that, when benchmarked against other districts, Elkhart is on the higher end of the spectrum in this area. As a result, the district will need to consider strategies for managing these costs moving forward.

In response to a Board inquiry, Mr. Quiett shared several immediate areas of focus for cost containment and operational review. He noted the district is closely evaluating summer school programming to ensure it is appropriately staffed and effectively serving students, particularly in light of recent changes related to the State's IREAD legislation, which has influenced the broader educational landscape. Efforts are being made to direct funding where it will have the greatest student impact.

Curricular materials were also identified as a significant expense now housed within the Education Fund. Mr. Quiett indicated changes in the purchasing process are being considered to better manage these costs. Additionally, the district is working to improve its understanding of wage and benefit expenditures—its largest budget area. The implementation of time clocks is expected to provide greater insight and support more informed decision-making in this area.

Mr. Quiett also shared that all departments are under review, including Food Services. The district has issued requests for proposals seeking food service management support, aiming to bring in a financial partner who can offer best practices and help restore fiscal stability in that area. He emphasized the strength of the existing food service team and noted the intention is to provide them with the tools and support necessary to be successful.

In response to an inquiry from the Superintendent, Mr. Quiett emphasized the goal is to ensure any changes do not negatively impact current employees. He stated one of ECS's top priorities in seeking a food service partner is finding one that will continue to meet or exceed the district's current standards for students. Equally important is securing a partner that values existing employees and offers them enhanced opportunities—potentially beyond what is currently available. Lastly, Mr. Quiett highlighted the importance of achieving long-term financial stability. He stressed the district's responsibility to be good stewards of taxpayer dollars while providing high-quality meals and services for both students and staff. He affirmed the intent is for current employees to remain in place moving forward.

In response to a follow-up question from the Board regarding SB1, Mr. Quiett responded that the estimated impact has changed somewhat. He explained the original version of the bill included a zero percent cap on maximum levy growth, which would have significantly restricted the district's ability to collect additional local property tax revenue. In the final version of the bill, the State imposed a 4% cap on max levy growth instead, reducing the projected losses compared to initial estimates. However, he noted the situation remains complex due to the multiple variables affecting tax rates and levies. Mr. Quiett stated the district will continue to work with Policy Analytics to conduct a more detailed analysis of how the legislation will impact ECS specifically. He added the district's relatively diverse tax base may help offset some of the negative effects, but the bill will still influence the district's ability to grow its local property tax collections overtime.

Mr. Quiett provided a brief update on the district's insurance fund informing the Board that the plan is performing well, and the team is continuing to fine-tune the reporting tables to ensure accurate and reliable data. Current claims data from the district's provider is trending lower than anticipated, and the projected loss ratio is expected to fall between 70% and 80%, pending final validation of the reporting model.

Insurance
Report

Mr. Quiett also shared that the district's benefits enrollment site has been updated. While the changes may not impact most current employees immediately, the site will be used for open enrollment

and to assist new hires in selecting appropriate benefits. Additionally, the district has launched an updated benefits website which serves as a centralized resource for all programs and offerings available to staff. This platform is intended to help employees better understand and access the full range of benefits offered by the district. Mr. Quiett expressed enthusiasm about the improvements and the support they will provide to staff.

Dr. Huff expressed his appreciation for the planning and coordination behind the middle school parent meetings taking place throughout the week. He shared that the event at Pierre Moran on May 21, 2025, was a resounding success with an estimated attendance between 400 and 600 participants. Families had the opportunity to hear from staff and meet sixth-grade teachers, and Dr. Huff commended the administrators, teachers, and support staff who contributed to the event. He emphasized the importance of these meetings in easing the transition for students entering middle school, noting the value in helping students explore new opportunities during what can be both a daunting and exciting phase.

From the
Superintendent

Dr. Huff also recognized the efforts surrounding the district's Disability Fair held on April 19, 2025, in conjunction with the Unified Track Meet. He noted this was his second time attending and stated that no district hosts events of this kind better than Elkhart Community Schools. The event featured students participating in athletic activities and a wide range of community vendors, including some from as far as Fort Wayne, providing resources and support services for families. Dr. Huff emphasized the importance of these events for students in transition at every level and praised the district's ability to reach and engage partners from across the region.

He reminded everyone that ILEARN testing is underway in the district over the coming weeks and acknowledged the work of teachers and administrators in creating the right conditions for student success. He thanked staff at both the elementary and secondary levels for their dedication during this critical time.

Additionally, Dr. Huff gave a special shout out to the Eastwood and Roosevelt Math Bowl teams, who each won their respective divisions in the Indiana Math Academic Bowl championships. He extended his thanks to Lisa Ernsberger for her work in organizing the event and remarked that the students' achievements are a testament to the strong academic support provided throughout the district.

Dr. Huff concluded his remarks by reminding the Board the next regularly scheduled Board meeting will take place on Tuesday, May 13, 2025, at 7:00 p.m. at Woodland Elementary School.

Mrs. Mullins expressed her gratitude to Ms. Lozano and her team for their outstanding work on the presentation and awards recognizing support staff. She thanked them for their hard work and for consistently making such events meaningful and well executed.

From the
Board

Mr. Ivory also shared his appreciation, specifically addressing Mr. Quiett and his team. He acknowledged the significant impact that Senate Bill 1 will have on the district and thanked them for their ongoing efforts to identify cost-saving measures as part of the district's budget-balancing process. Mr. Ivory noted the challenges of financial management, both at home and within the district, and publicly recognized the team's commitment to maintaining financial responsibility as they navigate forward.

The meeting adjourned at approximately 7:54 p.m.

Adjournment

APPROVED:

Signatures

Troy E. Scott, President

Douglas K. Weaver, Vice President

Kellie L. Mullins, Secretary

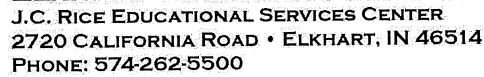
Mike Burnett, Member

Dacey S. Davis, Member

Eric Ivory, Member

Anne M. VonDerVellen, Member

[illegible]



WHERE LEARNING HAS NO LIMITS



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. HUFF
BOARD OF SCHOOL TRUSTEES

FROM: BRANDON EAKINS *BE*

DATE: APRIL 29 2025

RE: DONATION APPROVAL - EACC

Kurt and Julie Ohlson recently donated \$2,000.00 to the Bruce Poarch Automotive Heritage Scholarship. This scholarship will be awarded each year to a senior who is enrolled in our Automotive Technology program

This donation will be very helpful and will benefit students to further their education in the Automotive field.

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:

Kurt & Julie Ohlson
14555 Willow Bend Ct
Granger, IN 46530



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. HUFF
BOARD OF SCHOOL TRUSTEES

FROM: BRANDON EAKINS BE 

DATE: MAY 5, 2025

RE: DONATION APPROVAL - EACC

We have received a monetary donation of \$475.00 from INOVA Federal Credit Union.

This donation will help cover costs to celebrate our staff members for Teacher Appreciation week.

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:

INOVA Federal Credit Union
Attn: Jolene Hums
PO Box 1148
Elkhart, IN 46515



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. HUFF
BOARD OF SCHOOL TRUSTEES

FROM: BRANDON EAKINS

DATE: MAY 6, 2025

RE: DONATION APPROVAL - EACC

Animal Care Clinic North has donated miscellaneous supplies with an estimated value of \$3,660.00. Please see attached for a breakdown of the items. These items will be used in our Veterinary Tech 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:

Animal Care Clinic North
3220 Southview Dr.
Elkhart, IN 46514

- Portable dental prophy unit- estimated value: \$1500
- Dental prophy supplies- est. value: \$200
- Light Box (x-ray viewer) estimated value: \$150
- Companion animal stretcher est. value: \$60
- Ultrasonic Shaker est. value: \$300
- Centrifuge est. Value: \$250
- Canine wheelchair, est. value: \$100
- Floor Scale est. value: \$500
- Misc Veterinary TextBooks/ Industry Journals : \$600

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: 05/08/2025

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 \$750 has been given to the Elkhart High School Athletic Department, from Jet's Pizza. These funds will be used to assist with the growth and development of our athletic teams.

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:

**CPP Elkhart LLC
D/B/A Jet's Pizza
153 CO RD 6
Elkhart, IN 46514**



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. LARRY HUFF
BOARD OF SCHOOL TRUSTEES

FROM: MAGGIE LOZANO

DATE: MAY 6, 2025

RE: DONATION APPROVAL – HUMAN RESOURCES

We have received the following donations from Horace Mann to be used as prizes for staff recognition events during the 2024-2025 school year.

- (3) \$50.00 Visa Gift Cards
- (1) \$50.00 Restaurant Gift Card
- (5) \$25.00 Amazon Gift Cards

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

Horace Mann
c/o Laurie Marks
203 S. Main Street
Suite 3
Goshen, IN 46526



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. LARRY HUFF
BOARD OF SCHOOL TRUSTEES

FROM: MAGGIE LOZANO

DATE: MAY 6, 2025

RE: DONATION APPROVAL – HUMAN RESOURCES

We have received the following donations from an anonymous donor to be used as prizes for staff recognition events during the 2024-2025 school year.

- (1) \$10.00 Dunkin Donuts Gift Card
- (2) \$10.00 Starbucks Gift Cards

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



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. LARRY HUFF
BOARD OF SCHOOL TRUSTEES

FROM: MAGGIE LOZANO

DATE: MAY 6, 2025

RE: DONATION APPROVAL – HUMAN RESOURCES

We have received the following donation from the Webb Family to be used as a prize for staff recognition events during the 2024-2025 school year.

(1) \$50.00 Visa Gift Card

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

The Webb Family
56150 Rio Lindo Dr
Elkhart, IN 46514



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. LARRY HUFF
BOARD OF SCHOOL TRUSTEES

FROM: MAGGIE LOZANO

DATE: MAY 6, 2025

RE: DONATION APPROVAL – HUMAN RESOURCES

We have received the following donations from Raber Golf Course to be used as prizes for staff recognition events during the 2024-2025 school year.

(2) Complimentary Golf Rounds valued at \$30 each

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

Raber Golf Course
c/o Jeff Carmien
19396 State Road 120
Bristol, IN 46507



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. LARRY HUFF
BOARD OF SCHOOL TRUSTEES

FROM: MAGGIE LOZANO

DATE: MAY 6, 2025

RE: DONATION APPROVAL – HUMAN RESOURCES

We have received the following donation from le macaron to be used as a prize for staff recognition events during the 2024-2025 school year.

(1) \$20.00 Gift Card

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

le macaron
503 S Main Street
Elkhart, IN 46516



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. LARRY HUFF
BOARD OF SCHOOL TRUSTEES

FROM: MAGGIE LOZANO

DATE: MAY 6, 2025

RE: DONATION APPROVAL – HUMAN RESOURCES

We have received the following donations from Greg's Volcano Pizza to be used as to be used as prizes for staff recognition events during the 2024-2025 school year.

(2) Large Pizza Certificates valued at \$20.00 each

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

Greg's Volcano Pizza
126 Easy Shopping Pl
Elkhart, IN 46516



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. LARRY HUFF
BOARD OF SCHOOL TRUSTEES

FROM: MAGGIE LOZANO

DATE: MAY 6, 2025

RE: DONATION APPROVAL – HUMAN RESOURCES

We have received the following donations from Drive & Shine, Inc. to be used as prizes for staff recognition events during the 2024-2025 school year.

(3) Platinum Exterior Washes valued at \$25.00 each

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

Drive & Shine Headquarters
16915 Cleveland Rd
Granger, IN 46530



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. LARRY HUFF
BOARD OF SCHOOL TRUSTEES

FROM: MAGGIE LOZANO

DATE: MAY 6, 2025

RE: DONATION APPROVAL – HUMAN RESOURCES

We have received the following donation from an anonymous donor to be used as a prize for staff recognition events during the 2024-2025 school year.

(1) \$100.00 Navarre Dining Gift Card

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



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. LARRY HUFF
BOARD OF SCHOOL TRUSTEES

FROM: MAGGIE LOZANO

DATE: MAY 6, 2025

RE: DONATION APPROVAL – HUMAN RESOURCES

We have received the following donations from Freshieez to be used as prizes for staff recognition events during the 2024-2025 school year.

(2) \$25.00 Gift Cards

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

Freshieez
24968 County Road 6
Elkhart, IN 46514



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. LARRY HUFF
BOARD OF SCHOOL TRUSTEES

FROM: MAGGIE LOZANO

DATE: MAY 6, 2025

RE: DONATION APPROVAL – HUMAN RESOURCES

We have received the following donations from Vogue Beauty College to be used as prizes for staff recognition events during the 2024-2025 school year.

- (1) Gift Certificate for a Gel Manicure & Facial valued at \$50.00
- (1) Gift Certificate for a Pedicure & Facial valued at \$50.00

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

Vogue Beauty College
28236 Charlotte Ave
Elkhart, IN 46517



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. LARRY HUFF
BOARD OF SCHOOL TRUSTEES

FROM: MAGGIE LOZANO

DATE: MAY 6, 2025

RE: DONATION APPROVAL – HUMAN RESOURCES

We have received the following donation from Buff City Soap to be used as a prize for staff recognition events during the 2024-2025 school year.

(1) \$50 Gift Card

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

Buff City Soap
205 County Road 6 West F
Elkhart, IN 46514



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. LARRY HUFF
BOARD OF SCHOOL TRUSTEES

FROM: MAGGIE LOZANO 

DATE: MAY 6, 2025

RE: DONATION APPROVAL – HUMAN RESOURCES

We have received the following donation from Hotel Elkhart to be used as a prize for staff recognition events during the 2024-2025 school year.

(1) One Night Stay with complimentary breakfast for 2 valued at \$170.00

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

Hotel Elkhart Tapestry Collection by Hilton
c/o Ellie Cachey
500 S. Main Street
Elkhart, IN 46516



HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. LARRY HUFF
BOARD OF SCHOOL TRUSTEES

FROM: MAGGIE LOZANO

DATE: MAY 6, 2025

RE: DONATION APPROVAL – HUMAN RESOURCES

We have received the following donation from Matzke Florist to be used during a teacher recognition event on May 8, 2025.

(20) Floral Arrangements valued at \$700.00

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

Matzke Florist
501 S. Main Street
Elkhart, IN 46516

Grant Requests

BST Date: 5/13/2025

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?
Norfolk Southern Thriving Communities Grant	Norfolk Southern Railway Corporation	EHS-Engineering, Technology, and Innovation	Nick Seidl	\$4,000	Funds will be used to purchase equipment and supplies for the robotics team. David Bird, Principal of ETI, will oversee the grant.	Competitive robotics allows students to practice STEM and soft skills to be "College/Career Ready" and supports out goal of excellence in academics.	Robot part (\$3750), Off-season competition entry fees (\$250)	9/1/2025
2025-2026 K-12 Robotics Competition Grant	IDOE	Elkhart Community Schools	Lisa Ernsberger	\$22,000	<p>Dr. Amy Rauch/Lisa Ernsberger; The Indiana Department of Education (IDOE) K–12 Robotics Grant is designed to support schools in building or expanding their robotics programs.</p> <p>The funds from this grant can be used in several key areas to ensure students have access to high-quality robotics experiences:</p> <p>Stipends and contest advancement pay - Offset district financial support to pay for coaches and contest advancement stipends</p> <p>Event Registrations - Cover costs associated with registering for local, regional, and state robotics competitions (e.g., VEX, FIRST, or other recognized events).</p> <p>Kits and Materials for Competition - Purchase robotics game kits, replace/upgrade tools, motors, and other necessary components</p>	<p>Critical thinking and problem-solving through designing, building, and programming robots.</p> <p>Perseverance and collaboration as students iterate on their designs to overcome challenges.</p> <p>Leadership/communication: Participation in team competitions nurtures leadership, public speaking, and project management capabilities among students.</p> <p>Real-world application of math, science, and engineering skills. (STEM)</p>	\$22,000 (\$13,040 Mentor Stipends, \$7100 event registrations, \$1860 kits/materials)	5/16/2025
Indiana Digital Intervention Training & Implementation Grant	IDOE	Elkhart Community Schools	Dr. Rauch	\$ 230,200	Grant funds will be used to provide software for support of student learning. Dr. Amy Rauch will oversee the grant. The elementary and middle school principals will be in charge of establishing the tutoring programs and intervention systems in which the Lexia software will be utilized.	Grant funds will be used to support student learning in grades K-8 for all elementary and middle schools through Lexia learning, specifically the PowerUp and Core5 software. This supports the district's vision of reaching growth expectations on the state's ELA and reading standards. Additionally, the Lexia software has a student monitoring component that allows teachers to access individual student ability data and intervention lessons differentiated for each student (District goal 3).	Funds will be used to fund Lexia software(PowerUp and Core 5). for each elementary (13) and 3 middle schools \$230,200.	5/16/2025

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?
Next Generation School Improvement Grant	IDOE	North Side, Pierre Moran and West Side	Dr. Amy Rauch and Beth A. Williams	Approximately 9.6 million (3.2 million per school: 1 year of planning and 3 years of implementation)	Grant funds will be used to support personalized and career-focused learning environments by transforming teaching and learning through the implementation of problem-based learning, making education more relevant and engaging. The grant initiative will ensure authentic work-based learning experiences aligned with the delivery of high-quality instruction to prepare all students for success and meaningful careers. Dr. Rauch will oversee the management of the grant.	Grant funds will support the district goals by aligning with our commitment to equitable, high-quality instruction and college and career readiness for all students. By fostering personalized, problem-based learning environments, it will enhance student engagement and achievement, address opportunity gaps, and strengthen community partnerships.	In the first year of the Next Gen School Improvement grant, schools receive up to \$300,000 to support a comprehensive planning phase. This phase is designed to lay the groundwork for a transformative, student-centered educational model that aligns with both the schools' and district's priorities. At this stage, the budget details are still being finalized. However, funds will be aligned with the grant's allowable uses and the district's strategic priorities. A comprehensive budget will be developed in collaboration with stakeholders to ensure that funds are allocated effectively to support the proposed activities. Ford NGL will be included in the proposal as the designated expert partner, as required for all applicants under the grant. A portion of the grant funds will be allocated to support their work with the three middle schools.	5/30/2025

Revision to 4/22/25 approved grant - Title of Grant changed (see memo attached)

Grant Requests

BST Date: 4/22/2025

What is the title of the grant?	What is the name of the granting agency/ entity?	Please list school/entity applying.	Individual/ contact applying for the grant?	What is the amount applied for?	How will the grant funds be used and who will oversee the management of the grant?	Please explain how the grant funds will be used to support the district vision, focus, and goals.	Please outline the grant budget for the funds requested.	What is the grant submission deadline?
Indiana Digital Intervention- Training & Implementation Grant-Digital Learning Grant	Indiana Department of Education	Elkhart Community Schools - District	Dr. Amy Rauch/Lisa Ernsberger	\$ 50,000.00	Dr. Amy Rauch; Funds will be used on costs related to offering professional learning opportunities to support educators and students in blended and virtual learning implementation, and providing teacher stipends for attendance in grant activities outside of the contractual day. Moreover, it will be used to promote implementation of high-quality interventions needed to effectively prepare all students to succeed with Indiana State Standards	This grant is to leverage technology to enhance learning experiences, foster innovation for students, and promote effective digital pedagogies for teachers to provide evidence-based interventions in response to student need. Priority will be given to literacy intervention aligned with the science of reading and foundational numeracy/computation skills. https://gn.ecivis.com/GO/gn_redir/T/dcffh2pp910	\$50,000 for professional development, training, and stipends related to onboarding support, platform training (both technical and pedagogical), and periodic check-ins on a schedule agreed upon.	5/16/2025





DISTRICT COUNSEL/
CHIEF OF STAFF

ELKHART
COMMUNITY SCHOOLS

Revised 5/12/2025

TO: BOARD OF SCHOOL TRUSTEES

FROM: W. DOUGLAS THORNE *[Signature]*
DISTRICT COUNSEL/CHIEF OF STAFF

DATE: MAY 12, 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
Discovery Education	Dr. Amy Rauch	Recommendation to approve renewal with Discovery Education for the Mystery Science Program. Mystery Science provides support for our struggling learners and multilingual learners with content area knowledge in multiple languages, which is an essential tool for pre-teaching.	Curricular Materials	\$18,645
Canadian Broadcasting Corp	Doug Thorne	Recommendation to approve renewal agreement with Canadian Broadcasting Corp (CBC). CBC authorizes WVPE to carry programs distributed by CBC.	WVPE	\$9,178
WFIU Public Radio	Doug Thorne	Recommendation to approve agreement with WFIU. WFIU authorizes WVPE to carry Night Lights, a program produced by WFIU.	WVPE	\$750

Contractor	Requesting Administrator	Description	Funding Source	Amount
Jazzy Jumpers, Inc.	Cary Anderson	Recommendation to approve agreement with Jazzy Jumpers. EHS would like to rent an inflatable obstacle course for the senior sunset event. There are no coverage issues with ECS's liability insurance.	Donation received to cover the cost.	\$566.50
Boys and Girls Club of Elkhart County	Dr. Amy Rauch	Recommendation to approve MOU between Boys and Girls Club of Elkhart County (BGCEC) and ECS to provide a five-week hybrid academic and enrichment program, BGCEC Summer Learning Lab.	Operations	Based on enrollment
AdTec Administrative and Technical Consulting, Inc.	Erica Purvis	Recommendation to approve agreement with AdTec Administrative & Technical Consulting to provide capital asset services. The approval is for one cycle (physical inventory in 2025 and update services in 2026). The request is supported by the following key points: Regulatory requirement, previous noncompliance, AdTec's experience and reputation, and cost savings.	Operations	\$35,633



Contractor	Requesting Administrator	Description	Funding Source	Amount
Wilson Language Training Corporation	Dr. Amy Rauch	Recommendation for approval to purchase Ready to Rise, a grade two (2) summer curriculum from Wilson Language Training. The materials will be utilized during the 2025 summer school session to prepare students to retake the IREAD Assessment.	Title I and Education Fund	\$6,601
Avant	Cindy Bonner	Recommendation for approval of an agreement with Avant. Avant will administer the assessments required for students to obtain Indiana's Certificate of Multilingual Proficiency (CoMP). The assessments are essential in recognizing and validating students' multilingual abilities and support broader global learning opportunities.		Students pay for assessment
Policy Analytics	Dr. Larry Huff	Recommendation for approval of an agreement with Policy Analytics to provide support for budgeting, negotiations, capital planning tasks, financial operations, and other financial activities.	Bond Proceeds	\$53,800

WDT/crr

Cc: Dr. Larry Huff, Superintendent





TO: DR. LARRY HUFF
FROM: MS. MAGGIE LOZANO
DATE: MAY 13, 2025

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **Agreement** – We recommend the approval of one (1) consent agreement regarding unpaid time.
- b. **Administrative Appointment** - We recommend the approval of one (1) administrative appointment effective May 14, 2025 and two (2) administrative appointments for the 2025-26 school year.
- c. **Administrator Reassignment** – We recommend the approval of two (2) administrator reassignments for the 2025-26 school year.
- d. **Administrative Staff Transfer** – We recommend the approval of eight (8) administrative staff transfers for the 2025-26 school year.
- e. **Elimination of Dean positions** - We report the elimination of the Dean positions effective for the 2025-26 school year.
- f. **Administrative Retirement** – We report the retirement of one (1) administrator.
- g. **Separation** – We report the separation of seven (7) employees.
- h. **Retirement** – We report the retirement of one (1) employee who has provided eight (8) years of service.

CLASSIFIED

- a. **Administrator Reassignment** – We recommend the approval of one (1) administrator reassignment for the 2025-26 school year.
- b. **Administrative Retirement** – We report the retirement of one (1) classified administrator.
- c. **Administrative Resignation** – We report the resignation of one (1) classified administrator.
- d. **Administrative Termination** – We report the termination of one (1) administrator.
- e. **New Classified Staff** – We recommend the employment of three (3) new classified staff pending successful completion of the probationary period.

- f. **Classified Staff Transfers** – We recommend the transfer of five (5) classified staff for the 2024-25 school year.
- g. **Substitute Teachers** – We recommend the employment of one (1) substitute teacher for the 2024-25 school year.
- h. **Claims** – We recommend the employment of two (2) employees for the 2024-25 school year.
- i. **Coaches** – We recommend the employment of seven (7) coaches for the 2024-25 school year.
- j. **Coaches** – We recommend the employment of four (4) coaches for the 2025-26 school year.
- k. **Separation** – We report the separation of twenty-three (23) employees.
- l. **Retirement** – We report the retirement of three (3) employees who have provided a total of ninety-one (91) years of service.
- m. **Position description** – We recommend the approval of one (1) revised classified position description.





HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

To: BOARD OF SCHOOL TRUSTEES
From: MS. MAGGIE LOZANO
Date: MAY 13, 2025

EMPLOYMENT – ACTION ITEM

CLASSIFIED

- a. **Employment** – We recommend the following:

Position: Paraprofessional

Location: Woodland

Book	Administrative Guideline Manual - First Draft Clean
Section	3000 Personnel
Title	PROPOSED NEW ADMINISTRATIVE GUIDELINE - PERSONAL BACKGROUND CHECKS, REFERENCES, AND MANDATORY REPORTING
Code	ag3121ACS
Status	First Reading
Last Reviewed	May 13, 2025

3121ACS - **PERSONAL BACKGROUND CHECKS, REFERENCES, AND MANDATORY REPORTING**

Background Checks of Candidates for Employment

In accordance with School Board policy, the personal and employment history of each candidate who is seriously being considered for employment as a regular or substitute member of the staff will be thoroughly investigated.

In addition to the information obtained through the employment procedure described in AG 1520, a criminal history record check must be conducted. The Human Resources Department will be responsible for ensuring that the candidate completes a criminal background check.

The Human Resources Department will submit the candidate's name, address, social security number, and date of birth to the contracted service provider for a local, State, and National criminal history check, including an expanded criminal history check as defined by I.C. 20-26-2-1.5.

If the School Corporation's investigation and/or criminal history check reveals that a candidate has been involved in some unlawful behavior, such information should be examined in light of:

- A. the nature of the unlawful behavior, e.g., was it a felony or a misdemeanor? Did it involve violence? Was it sex-related? Was it child-related? etc.;
- B. did the behavior result in a conviction;
- C. how recently the behavior occurred and the behavior of the candidate in the interim;
- D. the relationship of the behavior to the duties the person would be assuming if hired;
- E. the likelihood that the candidate would represent a potential threat of injury to or loss/damage to property;
- F. the likelihood that the candidate would represent a potential threat of injury to or loss/damage to persons;
- G. the extent that the staff position involves being an exemplar to students and the potential for the presentation of a negative exemplar;
- H. the manner in which the information came to the Corporation's attention, i.e., offered by the candidate or reported through an investigation.

The final decision concerning the employment (or possible discharge if the information comes to light after employment) will be made by the Board of School Trustees, who shall have been provided a summary of the evidence received as a result of the investigation and/or criminal history check; and the recommendation of the Superintendent.

In addition to the criminal history check, the Superintendent/designee will conduct the following or contract with a private service provider to conduct the following:

- A. an Indiana expanded child protection index check as defined by I.C. 20-26-2-1.3

- B. an expanded child protection index check in other states
- C. a search of the national sex offender registry maintained by the United States Department of Justice
- D. a search of the State child abuse registry
- E. telephone inquiry with former employer(s)
- F. explanations of any employment gaps to ensure the candidate has not omitted an employer where an offense occurred
- G. verification of the applicant's eligibility to work using the E-Verify database maintained by the Federal government as required by I.C. 12-32-1
- H. a detailed background history including all prior employment and volunteer positions
- I. an Indiana Bureau of Motor Vehicles driver history if the position involves driving

An "expanded child protection index check" means:

- A. an inquiry with the Department of Child Services as to whether an individual has been the subject of a substantiated report of child abuse or neglect and is listed in the child protection index established under I.C. 31-33-26- 2;
- B. an inquiry with the child welfare agency of each state in which the individual has resided since the individual became eighteen (18) years of age as to whether there are any substantiated reports that the individual has committed child abuse or neglect; and
- C. for a certificated employee, an inquiry with the Department of Education or other entity that may issue a license to teach of each state in which the individual has resided since the individual became eighteen (18) years of age as to whether the individual has ever had a teaching license suspended or revoked.

In accordance with policy, if a third party vendor is used to provide an expanded criminal history check, and the vendor offers more than one (1) type of expanded criminal history check, the Board will evaluate all available types of criminal history checks to select and employ the expanded criminal history check that would best protect the Corporation's students.

Background Checks for Corporation Employees

The Board requires that an expanded criminal history check be conducted for each Corporation employee who is likely to have direct, ongoing contact with children within the scope of the employee's employment every five (5) years.

The Superintendent shall require the Human Resources Department to maintain a record of all existing employees stating the school year in which the required expanded criminal history check was completed and when the next expanded criminal history check is due.

The Corporation shall pay the costs associated with conducting the expanded criminal history check for all employees, provided the exclusive representatives of the Corporation's employees do not object.

Additionally, the Corporation may obtain an expanded criminal history check or an expanded child protection index check at any time if the Superintendent has reason to believe that an employee or a candidate for employment:

- A. is the subject of a substantiated report of child abuse or neglect or
- B. has been charged with or convicted of an offense requiring license revocation per I.C. 20-28-5-8(c), unless the conviction has been reversed, vacated, or set aside on appeal; or
- C. has been charged with or convicted of an offense listed in I.C. 20-26-5-11.2(b), unless the conviction has been reversed, vacated, or set aside on appeal.

If an administrator reports to the Superintendent that the administrator:

- A. has been arrested or had criminal charges filed against the administrator;
- B. has been convicted of a crime; or

C. is the subject of a substantiated report of child abuse or neglect,

the Superintendent shall require the Human Resources Department to obtain a review of each reported arrest or charge, conviction or substantiated report of abuse or neglect and shall recommend appropriate action to the Board considering the risk to members of the school community presented by the continued employment of the administrator who was arrested or charged, convicted or the subject of a substantiated report of child abuse or neglect.

Offenses That Prohibit Employment

In accordance with Board policy, the Superintendent will prohibit the hiring of or require the termination of the employment of any individual who is convicted of an offense requiring license revocation per I.C. 20-28-5-8(c) or an offense listed in I.C. 20-26-5-11.2(b), unless the conviction has been reversed, vacated, or set aside on appeal.

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Book	Policy Manual
Section	3000 Personnel
Title	Proposed Revised - SUSPENSION AND DISMISSAL OF PROFESSIONAL STAFF MEMBERS
Code	po3141.01A
Status	First Reading
Adopted	January 1, 2017
Last Revised	September 25, 2018
Last Reviewed	May 13, 2025

3141.01A - **SUSPENSION AND DISMISSAL OF PROFESSIONAL STAFF MEMBERS (ADMINISTRATORS)**

Section 1. **Notification of Dismissal**

An administrator will be notified in writing ~~on or before May 1 of each year~~ if such administrator's contract is not to be renewed for the following year, or if his or her salary is to be reduced. An assistant superintendent, principal, or assistant principal shall be informed of consideration of non-renewal of his or her contract at least thirty (30) days prior to March 1. Any administrator not so notified on or before the above date will be given a contract of at least an equivalent salary as such administrator's employment contract stipulates.

Section 2. **Grounds for Dismissal**

An administrator may have his or her contract cancelled or non-renewed as provided by law.

Section 3. **Change in Assignment**

- A. An administrator will be notified in writing ~~on or before May 1 of each year~~ of any substantial change in assignment.
- B. An administrator who is reassigned to a classroom teaching position shall be entitled to advanced salary credit status and an allowance equal to that provided for certified staff members with master's degrees for each six semester hours of graduate credit outside the master's degree program up to a maximum of 66 semester hours. Said determination for advanced credit status shall be approved by the Superintendent of Schools at the time of reassignment.

Section 4. **Grant of Authority to Suspend**

The Superintendent shall have the specific authority to suspend any classified or certified employee from duty, with or without pay; provided, that if such suspension is of a certified employee, and is one without pay, the Superintendent shall notify the Board of School trustees at the next regularly scheduled public meeting and submit said suspension to the Board for ratification.

Section 5. **Causes for Suspension**

Suspension, with or without pay, of any administrator may be put into effect by the Superintendent or designee for incompetency, insubordination, neglect of duty, immorality, or any other cause which the Superintendent or designee determines to be a proper cause.

Section 6. **Administrative Leave**

The Superintendent, or his/her designee, shall have the authority to place an administrator on administrative leave with pay pending an investigation into possible misconduct. The Board of School Trustees shall receive timely notification of such action from the Superintendent, or his/her designee; who shall seek confirmation of the action taken, at the next regularly scheduled board meeting.

Section 7. Other Discipline

Any administrative employee may be disciplined by the Superintendent or an administrative supervisor. Progressive discipline shall normally be used as follows:

- A. discussion/counseling,
- B. written notice,
- C. suspension,
- D. recommended contract cancellation/non-renewal, or dismissal.

However the employer may use alternative disciplinary measures at any step including suspension and dismissal, as the employer deems appropriate.

Book	Policy Manual
Section	3000 Personnel
Title	Proposed Revised - SUBSTITUTE COMPENSATION
Code	po3410.04CS
Status	First Reading
Adopted	November 22, 2016
Last Revised	September 26, 2023
Last Reviewed	May 13, 2025

3410.04CS - **SUBSTITUTE COMPENSATION**

The Board of School Trustees hereby adopts the following wage rates for substitute teachers commencing on ~~October 2, 2023~~ **July 1, 2025**.

Substitute Permit	Substitute Permit and Qualified to Write Certified Teachers		Retired Certified Public K-12 School Teacher with Proof of Retirement* Teacher	ECS
	Lesson Plans/Grading** or Regular Teaching License		Teacher with Proof of Retirement*	Retired Teacher
Full day	\$100 \$120	\$150 \$160	\$300	\$350
One-half (1/2) day	\$55 \$60	\$75 \$80	\$150	\$175

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

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

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

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

~~Teacher License Daily Rate (per Master Contract)~~

~~Base Daily Rate for a Teacher with Bachelors Degree~~
~~Base Daily Rate for a Teacher with Masters Degree~~

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

Substitute teachers will be compensated at the rate of \$55.60 for participation in a district led professional development for one half-day (1/2) and \$100.120 for a full-day.

Incentives

Substitute teachers who work 25-49 days during a semester shall receive a \$300 incentive payment.

Substitute teachers who work 50 days or more during a semester shall receive a \$600 incentive payment.

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

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

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

A. Licensed Practical Nurse \$ 130.00/per day

B. Registered Nurse \$ 145.00/per day

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

Revised 2/27/18

Revised 5/26/20

Revised 9/28/21

Revised 8/9/22

Revised 8/23/22

Revised 7/25/23

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Book	Policy Manual
Section	5000 Students
Title	PROPOSED NEW POLICY - STUDENT SUICIDE AWARENESS AND PREVENTION
Code	po5350
Status	First Reading
Last Reviewed	May 13, 2025

5350 - STUDENT SUICIDE AWARENESS AND PREVENTION

The School Board recognizes that depression and self-destruction are problems of increasing severity among children and adolescents. Students who experiences depression, mental health concerns, or warning signs cannot benefit fully from the educational program of the School Corporation, and students who have attempted self-destruction pose a danger both to themselves and to the school environment. This Board policy is intended to increase child suicide awareness and prevention.

All school corporation employees shall receive training on recognizing warning signs and behaviors that may indicate a child is considering or threatening suicide. Any such signs or the report of such signs from another student or staff member shall be taken with the utmost seriousness and may warrant follow-up based on implementation of the intervention procedure described below.

The Superintendent shall make available to families in the Corporation information concerning suicide prevention services in the community. The Superintendent shall encourage cooperation among the Corporation and suicide prevention services in the community.

The Superintendent shall develop and implement administrative guidelines whereby identified members of the professional staff understand how to use an intervention procedure which includes the following:

Step 1 - Stabilization

Step 2 - Assessment of the Risk by Social Worker/Counselor or by an Outside Referral

Step 3 - Take Appropriate Action Based on the Risk

Step 4 - Communicate with Appropriate Parties

Step 5 - Follow-up - will take place when the student was deemed high risk for suicidal tendencies. A meeting with parent or guardian before re-entry

Take Appropriate Action Based on the Risk in Step 3 shall include providing referral information about appropriate crisis intervention services or facilities to students, parents, and identified Corporation staff.

Follow-up in Step 5 and the suicide post-intervention process shall include the development of a plan to assist survivors of attempted suicide and to assist children and school corporation staff in coping with or an attempted suicide, or death of a student or school employee.

The Corporation shall offer to students and staff, in the Corporation, training on recognizing the warning signs and behaviors that may indicate a child is considering suicide, including increasing awareness of suicide.

The corporation shall provide information to the community concerning suicide prevention services.

The Superintendent shall confirm that all Corporation teachers and any other appropriate Corporation employees who are employed at schools that provide instruction to students in any combination of grades 5-12 attend or participate in at least two (2) hours of research-based in-service youth suicide awareness and prevention training program every three (3) school

years. The training required under this policy shall be held during the teacher's or Corporation employee's contracted day or at a time chosen by the teacher or employee. For purposes of this policy, "teacher" includes the following:

- A. a superintendent who holds a license under I.C. 20-28-5;
- B. a principal;
- C. a teacher;
- D. a librarian;
- E. a school counselor;
- F. a school psychologist;
- G. a school nurse;
- H. a school social worker;
- I. all other school employees working directly with students.

The format of this training may include an in-person presentation, an electronic or technology-based medium, including self-review modules available on an online system, an individual program of study of designated materials, or any other method approved by the Board that is consistent with current professional development standards. The in-service training required under this section shall count toward the requirements for professional development required by the Board. The research-based youth suicide awareness and prevention training program required under this policy shall be demonstrated to be effective or a promising program and recommended by the Indiana Suicide Prevention Network Advisory Council.

The Corporation may leverage any

- A. existing or new State and Federal grant funds; or
- B. free or reduced-cost evidence-based youth suicide awareness and prevention training provided by any State agency or qualified Statewide or local organization

to cover the costs of the training required under this Policy.

The Superintendent shall develop any other program or activity that is appropriate to increase child suicide awareness and prevention.

The parent of a student in the Corporation shall be allowed to review any materials used in any bullying prevention or suicide prevention program.

Throughout any intervention, it is essential that Board policies and Corporation guidelines regarding confidentiality be observed at all times.

Kelson v. City of Springfield, 767 F2d 651 (9th Cir. 1985)

I.C. 20-26-5-34.4

I.C. 20-28-3-6

I.C. 20-33-8-13.5(d)

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Legal

Kelson v. City of Springfield, 767 F2d 651 (9th Cir. 1985)

I.C. 20-26-5-34.4

I.C. 20-28-3-6

I.C. 20-33-8-13.5(d)

Book	Administrative Guideline Manual - First Draft Clean
Section	5000 Students
Title	Proposed Revised - GUIDELINES FOR SECONDARY SCHOOL ATHLETICS
Code	ag5600B
Status	First Reading
Last Revised	May 13, 2025

5600B - **GUIDELINES FOR SECONDARY SCHOOL ATHLETICS**

A. PURPOSE AND PHILOSOPHY

1. Purpose

- a. To encourage students involved in athletic activities to develop a wholesome and healthful lifestyle.
- b. To foster self-discipline.
- c. To communicate rules and regulations in a clear concise manner.
- d. To publish and distribute the rules and regulations so they are readily available to students, parents, and staff.
- e. To provide coaches with guidelines so rule enforcement is done fairly and equally throughout the school district.

2. Philosophy

Interscholastic athletics are an integral part of the school system's educational programs and offers students a means to help develop self-discipline, accept responsibility, and make decisions to prepare for the adult world. Athletics will also help students to develop a social conscience as well as intellectual faculties. We believe learning is a never-ending process and athletic involvement helps to develop a positive set of values to guide young people through life.

B. RESPONSIBILITIES

Involvement and association with athletics is a privilege. This privilege is extended to all students, provided they are willing to assume certain responsibilities.

A student must be willing to make necessary sacrifices in order to be a credit to himself/herself. This can be done by:

1. achieving academically by first being a good student;
2. exhibiting high standards of social behavior;
3. displaying positive sportsmanship;
4. respecting other athletes, cheerleaders, officials, spectators, and those in authority;
5. being cooperative;
6. maintaining a good appearance including cleanliness and good grooming;
7. using language which reflects well on self, family, and school;

8. being a positive leader by example, words, and/or actions; and
9. complying with the rules to be in good standing.

C. ELIGIBILITY

1. All secondary students participating in athletics must have a completed, ~~school-approved~~ **IHSAA**, athletic physical examination form on file before practicing and must be in good standing with the school.
2. Students and their parent(s)/guardian(s) must have reviewed and completed the following items: material on concussions/cardiac arrest, insurance release form ~~(for non-IHSAA sanctioned sports)~~, guidelines agreement, and drug waiver which are provided to each student. Students are not allowed to participate in athletics until these forms are **signed or** submitted.
3. High school students must have earned passing grades in seventy percent (70%) or more full-credit semester subjects during the previous grading period and must be currently enrolled in seventy percent (70%) or more full-credit subjects.
4. Middle school students must be passing six or more classes at grade check time.

D. GENERAL RULES

The principal shall enforce all rules and regulations as described in ~~"Guidelines for Good School Order" and "School Rules for Student Conduct."~~ **"Rules for a Safe Learning Community & Good School Order."** The rules stated herein are in addition to the aforementioned rules.

All rules regarding behavior and/or training as outlined in IHSAA regulations apply.

The use of alcohol, tobacco, vaping products, and certain other drugs are regarded as detrimental to good health and are illegal; therefore, all participants are expected to establish habits which would extend throughout the year (12 months), including in-season during school, out of season during school, and summer.

The following general rules for participants have been established:

1. A participant shall not violate local and state laws, IHSAA regulations, nor the Elkhart Community Schools' ~~"Guidelines for Good School Order," "School Rules for Student Conduct," the "Guidelines for Secondary School Athletics,"~~ **"Rules for a Safe Learning Community & Good School Order,"** and the "Substance Abuse Testing Program for High School Student Athletic Participants and Student Drivers."
2. A participant must attend at least one-half day of school on the day in which they participate in competition, performance, or practice unless excused by the principal or designee.
3. A participant shall not engage in an act of hazing. Hazing will be considered to be any act of initiation into any organization, group, activity, or social entity which causes or creates a substantial risk of causing mental, emotional, or physical harm to any person. Permission, consent, or assumption of risk by an individual subjected to hazing will not diminish the inappropriateness of an act of hazing.
4. A participant shall not possess or use tobacco or vaping products.
5. A participant shall not consume or be in possession of alcoholic beverages (except at religious services and then only when no school-related activity follows later that day).
6. A participant shall not knowingly misuse or distribute any prescription drug or knowingly possess, use, distribute, or be under the influence of any Controlled Substance, including, but not limited to, any anabolic steroid, hallucinogenic, narcotic, depressant, stimulant, and any pure or adulterated form of marijuana, opium, or cocaine. Nor shall any participant possess, use, or distribute paraphernalia for use of such substances. Use of a substance as prescribed by a licensed practitioner shall not constitute a violation of this rule.
7. A participant shall not be present at a place where alcohol is being illegally consumed or possessed or where a Controlled Substance (see D-6) is being illegally possessed, used, misused, or distributed.
8. A participant shall not engage in the use of **Social Media** in an inappropriate manner when it is reasonably foreseeable such use will have a disruptive impact on the morale and success of a team or an individual participating as a member of the team. Inappropriate use of technology can lead to disruptions in the

classroom learning environment, school cohesiveness/morale, and may constitute harassment or bullying. Inappropriate use of Social Media which could lead to athletic discipline and possible suspension or removal from participation includes but is not limited to: sexually explicit, profane, lewd, indecent, or defamatory language; the use of derogatory language regarding school personnel or other students; comments designed to harass or bully students/school personnel; and nude/sexually-oriented/indecident photos/images or altered pictures/videos. The use of the District's computers to view inappropriate off-campus postings is prohibited. The use of student/athlete personal or non-school devices on school property to view or post inappropriate material is prohibited. The re-communication of inappropriate content on District property is prohibited.

E. PROCEDURE FOR ALLEGED VIOLATIONS

Any alleged violation of the above general rules shall be reported first to the principal, designee, or athletic director, and then is to be followed by an investigation by the (in-season) coach, athletic director, and principal. If the student is found to be in violation of the rules, the following disciplines will result:

1. When information regarding an alleged violation of criminal law comes to the attention of the school, or following an arrest of any student participant, an investigation will be made by the coach, athletic director, and/or principal. A student may be excluded from participation pending the school's investigation. Discipline will be determined by the results of the school's investigation.
2. Any student participant who is convicted of a felony or is adjudicated for an equivalent offense shall be excluded from participation for one full year (12 months) following the date the offense was adjudicated or the date the school discipline associated with the violation was begun, whichever occurs first. Conviction/adjudication of a misdemeanor (other than a drug substance offense) or admission to any criminal act shall be subject to discipline by the coach, athletic director, and/or principal.
3. Participants in violation of other rules and regulations not governed by the Guidelines for Secondary School Athletics will be governed by decisions of their respective coach, athletic director and/or principal.
4. Other than situations covered in E-2, on the first offense in violation of Section D-4, 5, 6, or 7, the student will be excluded from contest participation for a minimum of 1/3 of the contests (include one IHSA tournament contest) for the present or next sport. If an exclusion period includes a fraction of an athletic contest and that fraction is .5 or higher, the athlete will not be allowed to participate in any part of that contest. If the fraction is lower than .5, then the athlete will be allowed to participate in the entire contest. If the violation occurs in the last 1/3 of the sport season, the athlete will not be considered in good standing and therefore will forfeit all awards for that sport season, which ends following the last contest or awards program, whichever comes later. If the violation occurs at a time other than during the last 1/3 of the season, and the athlete qualifies for any awards, the awards may be given subject to the approval of the head coach and the athletic director.

When a student self-reports within one (1) school day of the violation, the athlete will be removed from practice until the penalty for the violation has been imposed. When it is determined the student has been truthful about the violation from the beginning of the investigation, the penalty for exclusion from participation will be reduced by fifty percent (50%).

A review of relevant factors, including an addictions assessment, may be held by the coach, athletic director, parent(s), and principal. Following the meeting a decision regarding return to participation will be made by school personnel.

5. Students using, misusing, and/or abusing drugs are encouraged to participate in an addictions assessment program and any follow-up therapy recommended. Voluntary participation in addictions assessment/drug treatment, not in connection with any known violation of these guidelines, will not be cause for exclusion from participation.
6. When there have been two or more offenses at the middle school or at the high school, in violation of Section D-4, 5, 6, or 7, the athlete will be excluded from all athletic participation for one (1) full year (12 months).

F. APPEAL PROCEDURE

Any excluded participant may appeal a decision of exclusion. Appeals will be reviewed by the superintendent or designee. Parent(s) of the student or the student must notify the superintendent, in writing, of the desire for a conference within five (5) school days of the decision to exclude.