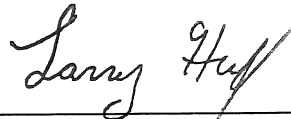


PUBLIC WORK SESSION
OF THE
BOARD OF SCHOOL TRUSTEES
Elkhart Community Schools
Elkhart, Indiana

NOTICE OF MEETING CANCELLATION

Date: Tuesday, May 27, 2025
Time: 6:00 p.m.
Location: J.C. Rice Educational Services Center
2720 California Road
Elkhart, Indiana 46514



Superintendent of Schools

Posted and electronically delivered
to News Media on Tuesday,
May 27, 2025 and electronically
delivered to Board Members and School
Attorney on Tuesday, May 27, 2025.

NOTICE OF EXECUTIVE SESSION
OF THE
BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

Date: Tuesday, May 27, 2025

Time: 5:30 p.m.

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

(6) With respect to any individual over whom the governing body has jurisdiction.

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



Superintendent of Schools

Posted and electronically delivered to News Media on Tuesday, May 27, 2025, and electronically delivered to Board Members and School Attorney on Tuesday, May 27, 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 27, 2025, at 7:00 p.m. at the J.C. Rice Educational Services Center located at 2720 California Road, 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, \$195,000.00. 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 12% 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. Unused Vacation Days: Beginning on July 15, 2025, compensation at per diem rate for up to 30 unused vacation days.
7. Unused Sick Days: Beginning on July 15, 2025, compensation at per diem rate for up to 30 unused sick days.
8. Severance Benefit: At the time of separation from employment, compensation at per diem rate for all accrued, but unused paid leave days.

AGENDA FOR
BOARD OF SCHOOL TRUSTEES
REGULAR MEETING

Elkhart Community Schools
Elkhart, Indiana

May 27, 2025

CALENDAR

| | | | |
|------|----|-----------|--|
| May | 27 | 5:30 p.m. | Executive Session, J.C. Rice Educational Services Center |
| May | 27 | 7:00 p.m. | Regular Board Meeting, J.C. Rice Educational Services Center |
| June | 10 | 6:00 p.m. | Public Work Session, J.C. Rice Educational Services Center |
| June | 10 | 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. SUPERINTENDENT'S CONTRACT
- E. PUBLIC COMMENT
- F. ALUMNI EXCELLENCE
- G. MOMENT OF PRIDE
- H. EXCELLENCE OF ELKHART
- I. CONSENT ITEMS:

- Minutes – May 13, 2025 – Regular Board Meeting
- Claims
- Fundraisers
- Extra-Curricular Purchases
- Gift Acceptances
- Conference Leaves
- Grants
- Contracts
- Personnel Report

- J. OLD BUSINESS

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 retaining certified teachers in the content areas of mathematics and the sciences.

Resolution – The administration recommends approval of a Resolution authorizing the Superintendent the authority to offer hiring incentives to qualified candidates in high need content areas.

Administrative Guideline 3121ACS – Personal Background Checks, References, and Mandatory Reporting – The administration presents proposed new Administrative Guideline 3121ACS – Personal Background Checks, References, and Mandatory Reporting for final 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 final consideration.

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

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

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

K. NEW BUSINESS

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

Resolution – The Business Office recommends approval of a Resolution to transfer amounts from the Operating Referendum Tax Levy Fund to the Operations Fund.

Financial Report

Insurance Report

L. INFORMATION AND PROPOSALS

From Superintendent and Staff

From Board

M. ADJOURNMENT

Excellence of Elkhart

May 27, 2025



Excellence of Elkhart

ACADEMICS • ARTS • ATHLETICS



ACADEMICS

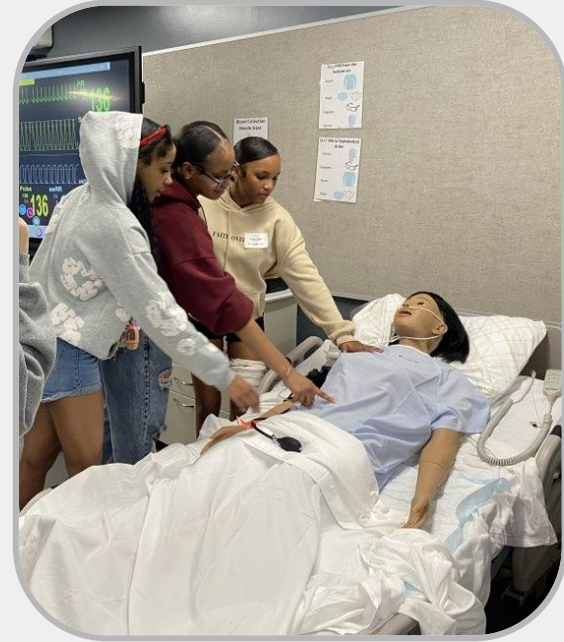
Ivy Tech Graduation





ACADEMICS

North Side Students Explore EACC





ACADEMICS

Graduation Walks





ACADEMICS

Deep Dive Into Science





ACADEMICS

2025 American Advertising Federation Awards





ACADEMICS

Spring 2025 Food Truck event

Freshman Division





ARTS

6 Years in a Row!





ARTS

Cleveland Fine Arts Day





ATHLETICS

Unified Special Olympics





ATHLETICS

Spring Scrimmages





ATHLETICS

Track & Field

Middle School





FUTURE HAPPENINGS

- **May 29:** LAST DAY OF SCHOOL
- **June 2:** EHS Sports Awards
- **June 4:** 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 REGULAR MEETING
OF THE BOARD OF SCHOOL TRUSTEES

Elkhart Community Schools
Elkhart, Indiana

May 13, 2025

| | |
|--|------------|
| Woodland Elementary School, 1220 County Road 3, Elkhart, Indiana 46514 – at 7:00 p.m. | Place/Time |
|--|------------|

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

| | |
|--|------------------|
| Board President Troy Scott called the regular meeting of the Board of School Trustees to order. | Call to Order |
|--|------------------|

| | |
|--|------------------------|
| Board Member Mike Burnett recited the Elkhart Promise. | The Elkhart Promise |
|--|------------------------|

| | |
|---|------------------------------|
| Superintendent Dr. Larry Huff addressed the Board and community regarding the superintendent’s proposed contract. He shared that, after thoughtful consideration and in light of recent community input, he would not be accepting the current contract offer. Dr. Huff emphasized his deep appreciation for the Board's support and affirmed his long-term commitment to serving the Elkhart community. He acknowledged the importance of transparency, timing, and leadership that listens and educates. While he believes the proposed contract is fair and reflective of the position's demands, he does not want contract discussions to overshadow the significant work ahead, including academic programming, financial stewardship, and district operations. Dr. Huff stated his desire to avoid being a distraction and expressed gratitude for the opportunity to serve as superintendent. | Superintendent’s Contract |
|---|------------------------------|

Mr. Scott followed with a statement providing additional context
regarding the contract development process. He noted the Board’s
unanimous support for Dr. Huff and their shared confidence in his
leadership. He further outlined the Board’s priorities—including
student achievement, financial stability, and community
engagement—and described the process used to determine the
compensation, which included benchmarking against similar
districts and adjusting for cost-of-living over the past decade. He
reiterated that Dr. Huff’s leadership has already led to noticeable
improvements and that the contract was intended to reflect both

the responsibilities of the role and the district's future goals.

In response to Dr. Huff's decision, Mr. Scott stated that the Board respects his request and will remove the contract from consideration at this meeting. The Board will revisit the contract in the near future following further discussion and review.

President Scott then called for a motion to rescind the superintendent's contract as presented. Board Vice President Doug Weaver made a motion and Board Member Eric Ivory seconded the motion. By unanimous action, the Board approved the motion. (Codified File 2425-141)

One (1) retiring employee and Elkhart parent expressed heartfelt gratitude to the Board for honoring his adjusted retirement date, shared his deep appreciation for his twelve (12) years of service, and voiced his continued pride in the district as a parent of three future Elkhart graduates. Board Member Kellie Mullins thanked him for his years of dedicated service to Elkhart, acknowledging his commitment during challenging times, and extended best wishes for his retirement.

Public Comment

Leslie Crothers-Wood, Assistant Director of Human Resources, welcomed attendees and offered remarks in honor of the district's retiring teachers and support staff. She expressed deep appreciation for the individuals who have dedicated their careers to serving the students, families, and staff of Elkhart Community Schools (ECS).

Special
Recognition of
Retirees

Mrs. Crothers-Wood emphasized that retirees being recognized have collectively contributed over 1,000 years of service, impacting countless lives across various roles—from the classroom and library to food services, administration, and behind-the-scenes support. She described retirement not as an ending, but as a well-earned new beginning, and thanked each retiree for their passion, wisdom, and commitment to excellence.

She closed by celebrating their lasting legacy and expressing gratitude on behalf of the district, stating, "Tonight is all about you, and we hope that you feel celebrated, appreciated, and proud—you have earned every moment of this."

Certified Retiree's

| | |
|-------------------|--------------|
| Naomi Baumgartner | Beck |
| Luann Burlingame | Elkhart High |
| Carla Darr | Beck |
| Rachel Denney | Beck |
| Gail Draper | Elkhart High |

| | |
|--------------------|-------------------|
| Anthony England | ESC |
| Susan Felix | Beardsley |
| David Freel | Elkhart High |
| Theresa Harmon | Cleveland |
| Rita Janson | Beck |
| Julia Johnson | Beck |
| Karen Kijak | North Side |
| Stephanie Knowlton | Elkhart High |
| Denise Kurth | Woodland |
| Susan Law | Cleveland |
| Pete Lestinsky | Career Center |
| Margarita McClain | Career Center |
| Darla McLemore | Freshman Division |
| Barbara Outka | Pinewood |
| Fern Palmer | Monger |
| Pachia Rumble | Career Center |
| Mark Schroeder | West Side |
| Joan Schulz | Cleveland |
| Heather Sheldon | Feeser |
| Julie Stilwell | North Side |
| Kathy Stump | Freshman Division |
| Dennis Teegarden | Career Center |
| T Kelli Weaver | Cleveland |
| Beth Williams | ESC |
| Mary Wisniewski | North Side |
| Brent Wolff | North Side |
| Diane Ummel | Osolo |
| Sherri Holston | Daly |

Classified Retiree's

| | |
|-------------------|----------------|
| Angela Bails | Security |
| Cindy Bowers | Eastwood |
| Debra Brick | Roosevelt |
| Trudy Conley | Beck |
| Janet Deal | Commissary |
| Lori Disselberger | ESC |
| Michael Doering | Transportation |
| Sherrill Duzy | Cleveland |
| Janet Ferro | North Side |
| Cynthia Gilbert | Beardsley |
| Nancy Goldy | ESC |

| | |
|--------------------|----------------|
| Katheline Goodrich | Pinewood |
| Frank Guzman | Woodland |
| Vicky Kraus | Hawthorne |
| Tami Lapp | Bristol |
| Laura Miller | Eastwood |
| Jan Roscoe | Elkhart High |
| Velma Shafer | Transportation |
| Becky Toomey | Beck |
| Kristine VanZile | Feeser |
| Charles Warner | Transportation |
| Gertrude Williams | Beck |
| Jamie Woodfin | Bristol |
| Tami Zonker | Elkhart HS |

In closing, on behalf of the district, Mrs. Crothers-Wood extended a sincere thanks for all the retirees' years of dedicated service to ECS and the countless students whose lives they have touched.

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, Elkhart Community Schools recently celebrated several noteworthy achievements. The district successfully hosted Kindergarten Roundup and Middle School Parent Nights, offering incoming kindergarteners the chance to tour their future schools and meet teachers, while 5th and 6th grade families explored middle school campuses as part of the district's 6th grade transition efforts.

Academic excellence was also on display in competitions. Roosevelt STEAM Academy and Eastwood Elementary earned top honors in their divisions at the Elementary Math Bowl. At the Notre Dame Regional Science Fair, Riverview student Julieta Marin took home 1st place, reflecting the district's strong focus on creativity and academic rigor.

Elkhart High School seniors proudly announced their future plans during Senior Signing Day, committing to institutions such as Notre Dame, Purdue, Goshen College, Butler, and Indiana University. Among them, senior Aangee Mehta was recognized as one of just 40 Indiana Academic All-Stars by the Indiana Association of School Principals for her outstanding academic performance, leadership, and service.

The district also honored exceptional educators, naming Amy Kindig as Primary Teacher of the Year and Beth Davis as Secondary Teacher of the Year. Each school's individual Teacher of the Year was recognized as well, celebrating their dedication and lasting impact on students.

In the area of Arts, a big congratulations to the Freshman Tenor/Bass, Treble Choirs, Intermediate Tenor/Bass, Cadet Chorale, Chamber Choir, and Golden Chorale, all of whom earned Gold Ratings at the ISSMA Festival and state quarterfinals. These exceptional performances highlight the dedication and talent of ECS student musicians and their directors.

The district celebrated student creativity at its annual Youth Art Night, featuring outstanding artwork from elementary and middle school students. From sculpture and painting to digital animation, students proudly displayed their talents, showcasing the depth and vibrancy of ECS's arts programming across all grade levels.

In the area of Athletics, the EHS Boys Golf Team have had a strong season with a 10-1 record, highlighted by a recent victory over Jimtown and a first-place finish at the Goshen Invite, where they set a team record with a score of 302—led by standout golfer Ben Divido.

Congratulations to Mary Feeser's girls' soccer team and Monger's boys' team for capturing district championships! Their success underscores the strength of the ECS elementary athletic programs and the commitment of both players and coaches.

The EHS Girls Tennis Team has had an impressive season with wins over Washington and Jimtown, while middle school tennis players have been developing skills and strong sportsmanship as they took to the courts this season.

Some upcoming events across Elkhart Schools include:

- 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

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 22, 2025 – Board Work Session Minutes – April 22, 2025 – Regular Board Meeting | Minutes |
| Payment of claims totaling \$9,181,553.29 as shown on the May 13, 2025, claims listing. (Codified File 2425-142) | Payment of Claims |
| Proposed school fundraisers in accordance with Board policy. (Codified File 2425-143) | Fundraisers |
| The following donations were made to ECS: \$500 from David and Deborah Beaverson to EHS Boys Track Team to be used to assist with the growth and development of the team; \$1,000 from Brian’s Tree Service to EHS Unified Track Team to be used to assist with the growth and development of the team; Kurt and Julie Ohlson to Elkhart Area Career Center’s (EACC) Bruce Poarch Automotive Heritage Scholarship which is awarded each year to a senior enrolled in the Automotive Technology program; \$475 from INOVA Federal Credit Union to EACC to be used to celebrate staff for Teacher Appreciation Week; donation of miscellaneous supplies, with an estimated value of \$3,660, from Animal Care Clinic North to EACC to be used in the Veterinary Tech program; \$750 from Jet’s Pizza, to EHS Athletics to assist with the growth and development of the teams; gift cards valued at \$325 from Horace Mann to ECS to be used as prizes for staff recognition events; gift cards valued at \$20 from an anonymous donor to ECS to be used as prizes for staff recognition events; gift card valued at \$50 from the Webb Family to ECS to be used as prizes for staff recognition events; complimentary golf rounds valued at \$60 from Raber Golf Course to ECS to be used as prizes for staff recognition events; gift card valued at \$20 from le macaron to ECS to be used as prizes for staff recognition events; large pizza certificates valued at \$40 from Greg’s Volcano Pizza to be used as prizes for staff recognition events; Platinum Exterior Washes valued at \$75 from Drive & Shine, Inc. to ECS to be used as prizes for staff recognition events; \$100 Navarre Dining gift card from an anonymous donor to ECS to be used as prizes for staff recognition events; gift cards valued at \$50 from Freshieez to ECS to be used as prizes for staff recognition events; gift certificates valued at \$100 from Vogue Beauty College to ECS to be used as prizes for staff recognition events; \$50 gift card from Buff City Soap to ECS to be used as prizes for staff recognition events; gift certificate for a one night stay with complimentary breakfast for two, valued at \$170, from Hotel Elkhart to ECS to be used as prizes for staff recognition events; and donation of floral | Gift Acceptances |

arrangements, with a value of \$700, from Matzke Florist to ECS to be used for the teacher recognition event.

Confirmed overnight trip request for EACC students to travel to Atlanta, Georgia to participate in the SkillsUSA Nationals Competition on June 23 – 28, 2025; EHS Rocketry students to travel to The Plains, Virginia to participate in the American Rocketry Challenge National Finals on May 16 – 18, 2025; West Side high ability students to travel to College Park, Maryland to participate in the Nationals for National History Day on June 7 – 12, 2025.

Overnight Trips

Submission Confirmation of the following grant: Norfolk Southern Thriving Communities Grant hosted by Norfolk Southern Railway Corporation in the amount of \$4,000 to be used for the purchase of equipment and supplies for the robotics team; 2025-2026 K-12 Robotics Competition Grant hosted by the Indiana Department of Education (IDOE) in the amount of \$22,000 to be used to support schools in building or expanding their robotics programs; Indiana Digital Intervention Training and Implementation Grant hosted by the IDOE in the amount of \$230,200 to be used to provide software for support of student learning; Next Generation School Improvement Grant hosted by the IDOE in the amount of \$9.6 million (over three (3) years of implementation) to 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; and amended the name of the Indiana Digital Intervention Training and Implementation Grant approved on April 22, 2025 to reflect the official name designated by the IDOE, Digital Learning Grant. (Codified File 2425-144)

Grants

Contract recommendations in accordance with Board policy on the May 13, 2025, listing. (Codified File 2425-145)

Contracts

Personnel Report

One (1) consent agreement regarding unpaid time (Codified File 2425-146)

Certified
Agreements

Administrative appointment of one (1) classified administrator and two (2) certified administrators effective on dates indicated:

Administrative
Appointments

Ronda Ross – Assistant Chief Financial Officer at ESC,
5/14/25

Lacey Curry – Director of Counseling at EHS, 2025–26
school year

James Shults – Executive Principal at EHS, 2025–26 school year

Reassignment of the following two (2) certified administrators effective for the 2025-26 school year:

Rhiannon Harrison – Supervisor of ENL Services at ESC to EL Teacher

Lindsey Cox – Supervisor of Special Programs at ESC to Teacher at TBD

Certified
Administrative
Reassignments

Transfer of the following eight (8) certified administrators effective for the 2025-26 school year.

Laura Christophel – Assistant Principal at Eastwood to Assistant Principal at Daly

Lisa Ernsberger – Director of Professional Learning at ESC to Assistant Principal at Beck

Carlicia Gadson – Assistant Principal at Feeser to Assistant Principal at Cleveland

Tracy Martin – Academic Dean at Bristol to Assistant Principal at Bristol

Christina Morris – Assistant Principal at Osolo to Assistant Principal at Feeser

Cambria Neely – Academic Dean at Eastwood to Assistant Principal at Eastwood

Jennifer Roden – District Instructional Coach at ESC to Assistant Principal at North Side

Shannon Stanley – Academic Dean at Roosevelt to Assistant Principal at Roosevelt

Certified
Administrative
Transfers

Elimination of Dean positions effective for the 2025-26 school year.

Elimination of
Positions

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

Clyde Riley – Assistant Principal at Roosevelt, 6/13/25

Certified
Administrative
Retirement

Resignation of the following seven (7) certified staff effective on date indicated:

Anne Bell – Grade 1 at Eastwood, 5/29/25

Toni Bishop – Grade 2 at Roosevelt, 5/29/25

Sarah Curl – Grade 1 at Pinewood, 5/29/25

Donald Knowlton – Special Education at Elkhart High, 5/29/25

Matthew Oakley – Grade 4 at Riverview, 5/29/25

Ashley Porter – Special Education at Roosevelt, 5/29/25

Brooke Powell – Grade 3 at Daly, 5/29/25

Certified
Resignations

| | |
|--|--|
| Retirement of the following one (1) certified staff effective on the date indicated: Julia Johnson – Music at Beck, 5/29/25 with 8 Years of Service | Certified Retirements |
| Reassignment of the following one (1) classified administrator effective for the 2025-26 school year: Tony Ganesi – Chief Operating Officer to Director of Building Services | Classified Administrative Reassignment |
| Retirement of the following one (1) classified administrator effective on date indicated: Pamela Melcher – Director of Food Service at ECS, 6/30/25 with 31 Years of Service | Classified Administrative Retirement |
| Resignation of the following one (1) classified administrator effective on date indicated: Zachary Quiett – Chief Financial Officer at ESC, 6/30/25 | Classified Administrative Resignation |
| Termination of the following one (1) classified administrator effective on date indicated: Brandon Berger – Interim Director of Transportation, 6/1/25 in accordance with Policy 3139.01S | Classified Administrative Termination |
| Employment of the following three (3) classified employees effective on the dates indicated: Arely Adame – Secretary at Elkhart High, 8/7/25 Aliza Clayton – Paraprofessional at Cleveland, 9/19/25 Rafael Gamez-Trillo – Support Technician at Technology, 6/16/25 | Classified Employment |
| Transfer of the following five (5) classified employees effective in the 2024-25 school year: Kimberly Barone – Commissary to Food Service at Woodland Michele Ernsberger – Food Service Administration to Secretary at Exceptional Learners Mamie Johnson – Food Service at West Side to Food Service at Woodland Mary Laughman – Food Service at Woodland to Food Service at Daly Susan Terry – Custodian at Elkhart High to Head Custodian at Feeser | Classified Transfers |
| Employment of the following one (1) substitute teacher for employment in the 2024-25 school year: Jeanette Newhouse – Retired Substitute Teacher | Substitute Teachers |

| | |
|---|-------------------------|
| Employment of the following two (2) Claim employees in the 2024-25 school year: Jeffery Ashley – Substitute Custodian at Building Services Bryon Daiber – Substitute Custodian at Building Services | Claims |
| Employment of the following seven (7) Coaches in the 2024-25 school year: Danielle Carrington – Girls Head and Boys Assistant Track Coach at Riverview, beginning 4/28/25 and ending 5/23/25 Ian Irizarry-Barrios – Boys Assistant Track Coach at West Side, beginning 4/21/25 and ending 5/29/25 Tessa Miller – Boys Head and Girls Assistant Track Coach at Riverview, beginning 4/28/25 and ending 5/23/25 Christine Moskowitz – Boys and Girls Assistant Soccer Coach at Daly, beginning 3/10/25 and ending 5/3/25 Juan Rodriguez – Boys Assistant Soccer and Boys Head Track Coach at Monger, beginning 4/28/25 and ending 5/23/25 Corry Wichman – Girls Head Track Coach at Monger, beginning 4/28/25 and ending 5/23/25 Vicente Vera Hernandez – Boys Head Soccer Coach at Woodland, beginning 3/28/25 and ending 5/23/25 | Coaches |
| Employment of the following four (4) Coaches in the 2025-26 school year: Tailor Schultheis – Assistant Volleyball Coach at West Side, beginning 8/4/25 and ending 10/17/25 Eric Tucker – Assistant Football Coach at Elkhart High, beginning 8/4/25 and ending 11/29/25 Anthony Venable – Girls Assistant Soccer Coach at Elkhart High, beginning 8/4/25 and ending 11/1/25 Bodie Bender – Boys Head Basketball Coach at Elkhart High, beginning 11/10/25 and ending 3/28/26 | |
| Resignation of the following twenty (20) Classified employees on dates indicated: Thomas Adams – Boys and Girls Head Track Coach at Eastwood, 4/22/25 Alec Betz – Assistant Track Coach at Pinewood, 4/24/25 Audrey Blodgett – Assistant Track Coach at North Side, 4/4/25 Cindy Bowers – Food Service at Eastwood, 4/4/25 | Classified Resignations |

Jason Brewer – Girls Head Soccer and Track Coach at Feeser, 2/28/25
 John Coates – Substitute Teacher at ESC, 5/1/25
 William Coatie – Boys Head Basketball Coach at Elkhart High, 4/23/25
 Barbara Estrup – Registered Nurse at Riverview, 6/2/25
 Deanna Foster – Boys and Girls Assistant Track Coach at Eastwood, 4/22/25
 David Griffis – Food Service at Feeser, 4/17/25
 Victorianne Hendrickson – Paraprofessional at Cleveland, 5/29/25
 Olivia Hood – Paraprofessional at HELC, 5/29/25
 Elva Lehman – Paraprofessional at Monger, 5/29/25
 Jeffrey Miller – Assistant Football Coach at Elkhart High, 4/16/25
 Justin Sellers – Assistant Cross Country Coach at West Side, 8/19/24
 Carus Shaffer – Boys Soccer Coach at North Side, 4/17/25
 Helen Threet – Paraprofessional at Elkhart Academy, 4/23/25
 Chance Urbina – Assistant Football Coach at West Side, 4/4/25
 Dustin Waits – Girls Head Wrestling Coach at Elkhart High, 4/14/25
 Samantha Waterman – Custodian at Elkhart High, 5/2/25

Retirement of the following three (3) classified employee on dates indicated:

Classified Retirements

Nicolette Andert – Paraprofessional at Daly, 5/29/25 with 21 Years of Service
 Cynthia Gilbert – Preschool Coordinator at Beardsley, 6/3/25 with 16 Years of Service
 Katheline Goodrich – Registered Nurse at Pinewood, 6/2/25 with 23 Years of Service

Unpaid Leave Request for the following one (1) classified employee on date indicated:

Classified Unpaid Leaves

Alyssa Bogunia – Paraprofessional at HELC, beginning 4/15/25 and ending 4/28/25

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

Classified Terminations

Michael Chastain – Head Custodian at Bristol, 5/13/25 in accordance with Policy 3139.01S
 Leonard Cockman – Substitute Teacher at ESC, 5/13/25 in accordance with Policy 3139.01S

Christopher Pendleton – Bus Driver at Transportation,
5/13/25 in accordance with Policy 3139.01S

Revision of the following one (1) classified position
description:

Day-time Secretary at EACC/Adult Education Program,
Salary Range: \$15.51 - \$18.64

Revision
Position
Description

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

Clara Twyman – Paraprofessional at Woodland,
5/15/25

Employment

Doug Thorne, District Counsel/Chief of Staff, presented proposed new Administrative Guideline 3121ACS – Personal Background Checks, References, and Mandatory Reporting for preliminary consideration. The guideline outlines procedures to be followed by the Human Resources Department regarding background and reference checks for new employees, as well as scheduled background checks for current employees, which are conducted every five years.

Administrative
Guideline
3121ACS

Mr. Thorne presented proposed revisions to Board Policy 3141.01A – Suspension and Dismissal of Professional Staff Members for preliminary consideration. The proposed change removes language requiring notification by a specified date regarding the non-renewal of an administrator's contract or reassignment to a different position. This notification requirement is not mandated by Indiana law, and the administration is recommending its removal from the policy.

Board Policy
3141.01A

Mr. Thorne presented proposed revisions to Board Policy 3410.04CS – Substitute Compensation for preliminary consideration. These revisions, which would take effect on July 1, 2025, include an increase in the daily rate of pay to \$120 for substitute teachers holding a substitute permit issued by the IDOE and \$160 for certified teachers serving as substitutes.

Board Policy
3410.04CS –
Substitute
Compensation

The revised policy also introduces new incentive payments: substitute teachers working between 25 and 49 days within a semester would receive an additional \$300, while those working 50 or more days would receive an additional \$600. The proposal also eliminates the premium rate currently paid to certified substitute teachers due to financial constraints that make the rate unsustainable.

Mr. Thorne presented proposed revisions to Board Policy 5350 – Student Suicide Awareness and Prevention for initial considerations. The policy changes ensure compliance with Indiana Code 20-26-5-

Board Policy
5350

34.4. which outlines specific training requirements for district employees regarding student suicide awareness and prevention. All district employees participated in the required training this past fall.

Mr. Thorne presented proposed revisions to Administrative Guideline 5600B – Guidelines for Secondary School Athletics for initial consideration. The proposed updates primarily address requirements related to physical examinations for students participating in secondary school athletics.

Administrative
Guideline 5600B

Dr. Huff yielded a portion of his time to Zac Quiett, Chief Financial Officer, who provided an overview of the district's current financial status. Mr. Quiett shared that ECS recently participated in a Standard & Poor's (S&P) global ratings call regarding its 2025 bonds. The district was assigned an AA long-term rating with a negative outlook, marking the second consecutive rating with this designation. The negative outlook is largely attributed to a \$10.4 million cash drawdown in the prior fiscal year, indicating ECS spent significantly more than it received in revenue—a trajectory that is not financially sustainable.

From the
Superintendent

Mr. Quiett presented projections from Policy Analytics indicating that, without corrective action, ECS could deplete its available funds by sometime in 2026. He emphasized the urgent need for structural changes to ensure fiscal stability. As an example, he noted the Food Service program has required nearly \$5 million in transfers since the 2018–19 school year, despite being intended as a self-sustaining fund. The administration is currently exploring external food service management options to address this issue.

Additionally, since the fall 2019, student enrollment has declined by 12%, while certified staffing levels have remained steady at over 800. The student-to-teacher ratio has shifted from 18:1 to 14:1. For a district of approximately 10,400 students, this shift represents an estimated \$12 million in additional personnel costs. Mr. Quiett also noted rising expenditures on extra duty pay, which has increased regular wage costs by 10–15% per pay period.

Although Indiana mandates 62% of state funding be directed to teacher compensation, ECS currently allocates 73%—demonstrating a strong commitment to classroom instruction. However, with declining enrollment (including a further decrease in the most recent spring count), ECS must realign its resources accordingly.

Mr. Quiett concluded by stressing that ECS must address its sprawling facility footprint, which is expensive to maintain and poses challenges to operational efficiency. He expressed confidence in the leadership team and ongoing efforts, including partnerships and benchmarking

against peer districts, to implement strategic cost-saving measures. He emphasized restoring financial stability will require systematic changes and district-wide collaboration.

In response to the Superintendent inquiry, Mr. Quiett provided additional context regarding the district's financial trajectory. He explained that in 2020 and 2021, ECS benefited from a combination of federal ESSER funds and increased per-student funding from the State of Indiana. During that period, despite declining enrollment, revenues remained steady or increased, allowing the district to maintain or grow its cash balance without making significant budgetary adjustments. Mr. Quiett credited his predecessor with helping to build that reserve, which has positioned the district more favorably than it might otherwise be today. However, those temporary funding sources have since ended, and state support has declined. The district is anticipating only a 2% increase in per-student funding. Additionally, Senate Enrolled Act 1 is expected to result in a couple of million-dollar reduction to ECS's operating fund. What was once a favorable funding climate has now become a challenging financial environment, requiring the district to adopt a more strategic and long-term approach to budgeting and expenditures.

In response to further questions from the Superintendent, Mr. Quiett explained the recent S&P bond rating of "AA with a negative outlook" has both financial and reputational implications for the district. A downgrade would lead to higher borrowing costs, limiting the district's ability to allocate funds toward classrooms and facility improvements. He emphasized that participation in the ratings call by both the Superintendent and CFO was essential to demonstrate a clear plan for corrective action. S&P was prepared to issue a downgrade unless ECS outlined concrete steps to stabilize finances and implement cost-saving measures. The rating agency has provided ECS with a temporary opportunity to act on its financial plan before issuing a formal downgrade.

Mr. Quiett noted the district has already begun implementing internal controls—such as improved contract management, the use of time clocks, and limiting multi-year commitments—to support financial responsibility. Dr. Huff praised Mr. Quiett and the business office for these proactive steps and underscored the importance of transparency about the district's financial situation. He acknowledged that ECS has overspent by approximately \$20 million over the past two years and emphasized the need for disciplined strategic adjustments across the organization.

Mr. Scott commended the administration and business office team for their foresight and preparedness in addressing the financial concerns raised during the recent S&P bond rating call. He noted, based on the

tone and nature of the questions posed, a downgrade appeared imminent. However, the fact that the district had already implemented many of the measures being requested significantly shifted the conversation in a positive direction.

Mr. Scott emphasized that retaining the current bond rating is critical and attributed such an outcome to the administration's proactive leadership. He acknowledged while the financial outlook presents challenges, it is not without hope. With the right leadership and strategic planning, he expressed confidence the district can change the projected trajectory.

He cautioned against delay, stating this is not a "wait and see" situation but rather a scenario requiring immediate and deliberate action. Mr. Scott concluded by affirming his full confidence in the district's ability to implement the necessary policies and protocols to restore financial stability.

In response to a board member's inquiry, Mr. Quiett stated that if ECS's bond rating were to be downgraded, the financial impact could amount to several million dollars, depending on the size of the bond. Increased borrowing costs would reduce funds available for instructional programs and facility enhancements, further complicating resource allocation decisions.

Dr. Huff shared several important personnel and academic updates with the Board. He announced Phil Shults will be joining EHS as Executive Principal effective July 1, bringing a strong record of high expectations and leadership. Additionally, Bodie Bender will serve as the new EHS Head Basketball Coach, transitioning from Mishawaka and set to begin officially in July, with preparations for his arrival already underway.

Dr. Huff also addressed notable personnel movements across the district, including dean-to-assistant principal title alignments and several central office positions that will not be refilled due to attrition. He emphasized a deliberate approach to staffing changes, aiming to retain resources in classrooms wherever possible.

The Superintendent expressed appreciation for the thoughtful, and often difficult, conversations that occurred with approximately thirty (30) administrators regarding personnel changes. He reaffirmed the importance of supporting employee growth and career progression within the district and praised those who embraced these adjustments with professionalism and grace.

Dr. Huff reflected on the expectations he was given upon his appointment and the challenging but necessary restructuring work

that has taken place during his tenure. He forecasted future areas of focus, including school time, routing, and long-term planning, with the aim of positioning ECS as an outstanding educational institution.

Dr. Huff then celebrated academic and student achievement milestones including a graduation rate increased by 4%, now one of the highest in the region; EHS students have already earned \$10 million in scholarships, surpassing their original goal of \$5 million; PSAT and SAT growth scores have exceeded the state average; WIDA growth for English language learners is up 52% over the previous year; ILEARN English/Language Arts proficiency has shown a 13.7% increase compared to the prior year; and significant growth across all academic areas, including commendable results from schools like Monger Elementary.

He also reported that there are currently \$81 million in active construction projects across the district. ECS encompasses twenty-seven (27) school entities, from Pre-K to adult education, reflecting on the scale and complexity of operations.

Dr. Huff concluded by reinforcing the district's commitment to internal solutions, collaboration, and data-driven strategies. While acknowledging financial challenges, he emphasized academic performance is improving across the board and expressed confidence in the ECS team's capacity to continue this positive trajectory.

He closed with gratitude for the dedication of all ECS staff, stating, "There is no other place I'd rather be, because I see the payoff of our work."

Mr. Troy Scott expressed confidence the financial trajectory presented does not reflect the future of ECS; he emphasized the need for a clear, actionable plan to strategically allocate staff and right-size student-to-teacher ratios, underscoring that action must be taken promptly to avoid financial decline.

From the
Board

Dr. Huff reiterated that Elkhart is a large and complex district and emphasized that every initiative must be tied to measurable outcomes. He stressed his commitment to accountability to the Board, stakeholders, and community, stating the return on investment should be seen in improved educational outcomes for students. Dr. Huff described this as the "true Elkhart promise."

Vice President Doug Weaver stated the district's collective intent to reverse the negative financial projections presented by the CFO, noting, "We're going to flip that graph over... and we can do it."

Board Secretary Kellie Mullins celebrated ECS's recognition by the National Association of Music Merchants (NAMM) as one of the Best Communities for Music Education for the sixth consecutive year. Out of 935 school districts nationwide that applied, only 18 in Indiana received this honor. She credited Ms. MJ Robinson for coordinating the application and commended the district's music educators for their dedication to student growth. Mrs. Mullins also highlighted an upcoming United Sound Orchestra concert at EHS and the Elkhart Academy Senior Awards event on May 27, which honors students whose lives have been positively transformed by their teachers and administrators. She expressed heartfelt appreciation to the district's band, choir, orchestra, and United Sound programs for continuously uplifting students through music.

Board Member Anne VonDerVellen reflected on the busy month of May and the many student-centered activities taking place across the district. She commended teachers, staff, and families for their hard work in making these events meaningful. Ms. VonDerVellen shared a personal story and a message from a thank-you card she received while visiting the freshman division. She read "The Starfish Story," which illustrates that even small acts of care and service can make a significant difference. She closed by expressing her gratitude to all who positively impact students, coworkers, and the school community every day.

The meeting adjourned at approximately 8:09 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) |
|---|--|----------------------|----------------|---------------|
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| | Please note the following fundraisers are presented for confirmation only. | | | |
| West Side - 7th Grade High Ability Cohort | A sponsorship letter will be sent out to help cover the costs of transportation, lodging, registration, and meals for the National History Day National Competition. | 5/5/2025 - 5/19/2025 | 5/2/2025 | Chad Crabtree |
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WEST SIDE MIDDLE SCHOOL
101 SOUTH NAPPANEE STREET • ELKHART, IN 46514
PHONE: 574-295-4815

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

To: Dr. Huff, ECS Superintendent

From: Chad Crabtree / Kerry Leader

Date: May 12, 2025

Re: Approval for purchase

I am requesting approval for the purchase of 5 pasta stations from Olive Garden Elkhart location for a total of \$675.00 from the Student Council extra-curricular account. This will be Teacher Appreciation from the West Side Middle School Student Council.

Thank you for your consideration.

WHERE LEARNING HAS NO LIMITS

T. LOG REPORT

Olive Garden (Report for Location: OLIVE GARDEN 1317)

Generated: 10:02 05/09/2025

Back Of The House

Business Date: 05/07/2025

All Centers

05/06/2025

Login By: Jisel Alvarez

Login Time: 15:50:36

05/07/2025

Check Number: 87638

Opened By: Jisel A(362)

Open Time: 11:24:00

Table Number: None

Opened At Term: POS 8 - Takeout 2

*** Check Name: CRABTREE CHAD

| | | | |
|--------------------------------------|----------------------------|--------|-------------------------|
| TG PAN Pasta Station 1 (Catering) | (Tax Exempt) | 135.00 | |
| HOLD item at: | 11:24 for 1 min till 11:25 | | |
| Item was SENT at: | 11:25 on schedule | | |
| Account Number: 0001945181 | Done By: Jisel A | | Authorized By: Cierra B |
| TG PAN Pasta Station 1 (Catering) | (Tax Exempt) | 135.00 | |
| HOLD item at: | 11:24 for 1 min till 11:25 | | |
| Item was SENT at: | 11:25 on schedule | | |
| Account Number: 0001945181 | Done By: Jisel A | | Authorized By: Cierra B |
| TG PAN Pasta Station 1 (Catering) | (Tax Exempt) | 135.00 | |
| HOLD item at: | 11:24 for 1 min till 11:25 | | |
| Item was SENT at: | 11:25 on schedule | | |
| Account Number: 0001945181 | Done By: Jisel A | | Authorized By: Cierra B |
| TG PAN Pasta Station 1 (Catering) | (Tax Exempt) | 135.00 | |
| HOLD item at: | 11:24 for 1 min till 11:25 | | |
| Item was SENT at: | 11:25 on schedule | | |
| Account Number: 0001945181 | Done By: Jisel A | | Authorized By: Cierra B |
| TG PAN Pasta Station 1 (Catering) | (Tax Exempt) | 135.00 | |
| HOLD item at: | 11:24 for 1 min till 11:25 | | |
| Item was SENT at: | 11:25 on schedule | | |
| Account Number: 0001945181 | Done By: Jisel A | | Authorized By: Cierra B |
| Take Out | | 675.00 | |

05/07/2025

Login By:

Login Time: 11:32:36

05/07/2025

Check Number: 87638

Opened By: Jisel A(362)

Open Time: 11:24:00

Close Time: 11:32:36

Table Number: None

Opened At Term: POS 8 - Takeout 2

Closed At Term: POS 7 - Takeout 1

*** Check Name: CRABTREE CHAD

| | | | |
|--------------------------------------|----------------------------|--------|-------------------------|
| TG PAN Pasta Station 1 (Catering) | (Tax Exempt) | 135.00 | |
| HOLD item at: | 11:24 for 1 min till 11:25 | | |
| Item was SENT at: | 11:25 on schedule | | |
| Account Number: 0001945181 | Done By: Jisel A | | Authorized By: Cierra B |
| TG PAN Pasta Station 1 (Catering) | (Tax Exempt) | 135.00 | |
| HOLD item at: | 11:24 for 1 min till 11:25 | | |
| Item was SENT at: | 11:25 on schedule | | |
| Account Number: 0001945181 | Done By: Jisel A | | Authorized By: Cierra B |
| TG PAN Pasta Station 1 (Catering) | (Tax Exempt) | 135.00 | |
| HOLD item at: | 11:24 for 1 min till 11:25 | | |
| Item was SENT at: | 11:25 on schedule | | |
| Account Number: 0001945181 | Done By: Jisel A | | Authorized By: Cierra B |
| 1 | (Tax Exempt) | 135.00 | |

TG PAN Pasta Station
(Catering)

HOLD item at: 11:24 for 1 min till 11:25

Item was SENT at: 11:25 on schedule

Account Number: 0001945181

Done By: Jisel A

Authorized By: Cierra B

TG PAN Pasta Station
1 (Catering)

(Tax Exempt)

135.00

HOLD item at: 11:24 for 1 min till 11:25

Item was SENT at: 11:25 on schedule

Account Number: 0001945181

Done By: Jisel A

Authorized By: Cierra B

675.00

MasterCard Tendered

675.00

Tip: PreAuth at 11:32 TipAdded at 11:33

0.00

Transaction Charged: None 87638

Name:

Card #: *****4264

Expiration Date: 00/00

Payment Source: Token

Authorized Amount: 675.00

Donation: 0.00

Authorization Code: 013236

TOTAL Check

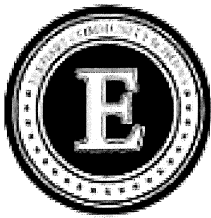
675.00

Amount:

Added By: Jisel A

11:32:36

*** END OF REPORT ***



INSTRUCTIONAL LEADERSHIP

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

To: The Board of School Trustees, Dr. Larry Huff

From: Lisa Ernsberger

Date: May 20, 2025

RE: Donation Approval - Instructional Leadership

We have received the following donation from Rocky Enfield Insurance to be used to support National History Day national qualifiers with their travel expenses.

\$300.00

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

Rocky Enfield Insurance
803 CR 6
Elkhart, IN 46514

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: 05/20/2025

TO: Dr. Larry Huff
Board of School Trustees

3

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

Re: Donation Approval - EHS - Athletics

A donation in the amount of \$1,250 has been given to the Elkhart High School Athletic Department, from Legacy Heating, Cooling, Plumbing & Electrical, LLC. These funds will be used to assist with the growth and development of our student athletes.

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

Legacy Heating, Cooling, Plumbing & Electrical, LLC
4902 Elkhart East Boulevard
Elkhart, IN 46514

WHERE LEARNING HAS NO LIMITS

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: May 16, 2025

To: Dr. Larry Huff
Board of School Trustees

From: Cary Anderson
Julie Tyrakowski

Re: Donation Approval

Elkhart High School received a donation of \$250 from Bonnell Aluminum for the national-qualifying rocketry teams. This will help offset costs of materials and meals.

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:

Bonnell Aluminum
Attn: Alice Mulcahey
2551 Cr 10 West
Elkhart, IN 46514

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: MAY 15, 2025

RE: DONATION APPROVAL - EACC

We have received a monetary donation of \$500 from the Community Foundation of Elkhart County on behalf of Mr & Dr Matthew Windy to our scholarship fund. This scholarship will be awarded to one graduating senior currently enrolled in the Veterinary Careers class.

This donation will be very helpful and will benefit a student to further their education.

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

Community Foundation of Elkhart County
Attn: Pete McCown
240 East Jackson Blvd. Ste 104
Elkhart, IN 46516

Mr & Dr Matthew Windy
3929 E Jackson Blvd
Elkhart, IN 46516

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: May 12, 2025

TO: Dr. Larry Huff
Board of School Trustees

A handwritten signature in dark ink, appearing to be "J. H. [unclear]". The signature is written in a cursive style with a large initial letter. It is located at the bottom right of the page, below the printed name "JOHN H. [unclear]".

FROM: Cary Anderson (Principal)
Jeff Miller (Teacher/Sponsor)

RE: Donation Approval

Elkhart High School received a donation of \$7500.00 from Simonton Sales, Inc.-Mr. David Elliott. The donation is in support of the Student Activities extra-curricular program and will be used to pay for student awards, rewards, and various extra-curricular student/fund related events and expenses.

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:

Simonton Sales, Inc.
Mr. David Elliott
50909 Hemingway Lane
Elkhart, IN 46514



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. HUFF
BOARD OF SCHOOL TRUSTEES

FROM: BRANDON EAKINS BE

DATE: MAY 20, 2025

RE: DONATION APPROVAL - EACC

MacAllister Machinery has donated (12) hats, (10) T-shirts, (4) Milwaukee Travel Mugs, and (1) Milwaukee Drill/Driver Set with an estimated value of \$900 to be used as door prizes for our Career Fair.

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:

MacAllister Machinery
Attn: Josh Taylor
1818 Mayflower Rd
Niles, MI 49120



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. HUFF
BOARD OF SCHOOL TRUSTEES

FROM: BRANDON EAKINS BE 

DATE: MAY 20, 2025

RE: DONATION APPROVAL - EACC

Osceola Grace Brethren Church has donated a 2003 International Bus, VIN #DRBRAANX3B951423, with an owner estimated value of \$1,500.00, to be used in our Diesel Technology Services class.

This bus will be a valuable tool for the students in the Diesel program 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:

Osceola Grace Brethren Church
835 Ruth Street
Michigan City, IN 46360



ELKHART AREA CAREER CENTER

ELKHART
COMMUNITY SCHOOLS

INTERNAL MEMO

TO: DR. HUFF
BOARD OF SCHOOL TRUSTEES

FROM: BRANDON EAKINS BE

DATE: MAY 20, 2025

RE: DONATION APPROVAL - EACC

Jakob Falatovics Construction has donated a 2012 Paccar 12.9 engine (serial #Y022810), with an owner estimated value of \$4,800.00, to be used in our Diesel Technology Services class.

This engine will be a valuable tool for the students in the Diesel program 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:

Jakob Falatovics Construction
835 Ruth Street
Michigan City, IN 46360

Grant Requests

BST Date: 5/27/2025

| 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? |
|---------------------------------|--------------------------------------|-------------------------------------|---|---------------------------------|--|--|--|--|
| SVPP COPS 2025 | Department of Justice | Elkhart Community Schools | James Snyder | \$500,000.00 | The grant will be used for the purchase of weapons detection systems for all secondary buildings. James Snyder will oversee the management of the grant. | Elkhart Community Schools is committed to providing a safe learning environment for students and staff. The purchase of weapons detections systems to be used any time someone enters the building adds another layer of safety for our buildings. | Opengate Single Lane System: \$17,803.00 each Stabilizing Plates: \$518.70 each Test Kits: 241.39 each On-Site Training: \$3,000.00 Hand Wands: \$349.60 Suction Cups: \$142.50 The amount of each item purchased would be contingent on the amount of grant funds we are awarded. It is up to \$500,000.00 with a 25% matching requirement. | 6/26/2025 |

23/5/21/25



DISTRICT COUNSEL/
CHIEF OF STAFF

ELKHART
COMMUNITY SCHOOLS

To: BOARD OF SCHOOL TRUSTEES *ZV*
From: W. DOUGLAS THORNE *WD*
DISTRICT COUNSEL/CHIEF OF STAFF
Date: MAY 23, 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 |
|--------------------|--------------------------|---|-----------------------------|--|
| enFocus | Zac Quiett | Recommendation to approve project proposal Option B for district AOD implementation with enFocus to provide the necessary planning, change management, and training to ensure successful adoption of AOD across the district. This option will reduce the burden on payroll, improve efficiency, and will provide comprehensive support. Which extends through the summer, allowing for addition support. | Operations | \$25,000 |
| Inter-State Studio | Sara Jackowiak | Recommendation to approve contract with Inter-State Studio to provide students with picture ID cards. Inter-State also provides student pictures to be uploaded to PowerSchool for the current year. | North Side Extra-Curricular | Depending on number of students photographed |

| Contractor | Requesting Administrator | Description | Funding Source | Amount |
|------------------------------|--------------------------|--|------------------------|----------|
| Minnesota Public Radio (APM) | Doug Thorne | Recommendation to approve agreement between WVPE and Minnesota Public Radio (ADM). This agreement authorizes WVPE to carry programs distributed by APM: BBC World Service, Marketplace, Marketplace Morning Report, Marketplace Tech Report, On Point, and The Splendid Table. | WVPE | \$62,869 |
| Khan Academy, Inc. | Dr. Amy Rauch | <p>Recommendation for approval to order the Khan Academy/Khanmigo District Service for the 2025–2026 school year.</p> <p>Khanmigo provides individualized support and guidance to students across various subjects, including math and science, through interactive conversations and prompts that enhance student engagement and learning. It is integrated with Khan Academy's extensive library of educational content. In addition, Khanmigo offers valuable tools for teachers, such as assistance with lesson planning, rubric creation, and providing feedback.</p> | Digital Learning Grant | \$48,900 |



| Contractor | Requesting Administrator | Description | Funding Source | Amount |
|--|--------------------------|---|-------------------------|----------|
| Vector Solutions | Doug Thorne | <p>Recommendation for renewal of agreement with Vector Solutions.</p> <p>Indiana law requires schools to regularly provide training on topics including Bloodborne Pathogens, Bullying Prevention, Child Abuse and Neglect, Internal Control Standards, and Title IX. The Vector Solutions platform includes these required trainings, allows the district to upload our own materials, and offers tracking capabilities, enabling ECS to verify employee completion of all required trainings.</p> | Operations | \$24,762 |
| BC Technologies Company DBA FinalForms | Brian Buckley | <p>Recommendation to renew agreement with BC Technology Companies DBA FinalForms. Elkhart athletics has used the FinalForms program to track all athlete and parent compliance forms, student physical forms, and tracking the receipt of sports fees.</p> | EHS Athletic Department | \$6,450 |

WDT/crr

Cc: Dr. Larry Huff, Superintendent





HUMAN RESOURCES

ELKHART
COMMUNITY SCHOOLS

TO: DR. LARRY HUFF
FROM: MS. MAGGIE LOZANO
DATE: MAY 27, 2025

PERSONNEL RECOMMENDATIONS

CERTIFIED

- a. **Agreement** – We recommend the approval of two (2) consent agreements regarding unpaid time.
- b. **Administrative Appointment** - We recommend the approval of one (1) administrative appointment for the 2025-26 school year.
- c. **Administrative Staff Transfer** – We recommend the approval of one (1) administrative staff transfer for the 2025-26 school year.
- d. **New Certified Staff** – We recommend the approval of seven (7) new certified staff for the 2025-26 school year.
- e. **Certified Staff Transfer** – We recommend the approval of twenty (20) certified staff transfers for the 2025-26 school year.
- f. **Reassignment** – We recommend the approval of reassignment of one (1) certified staff to a classified position.
- g. **Separation** – We report the separation of nine (9) employees.
- h. **Retirement** – We report the retirement of one (1) employee who has provided twenty-eight (28) years of service.

CLASSIFIED

- a. **New Classified Staff** – We recommend the employment of two (2) new classified staff pending successful completion of the probationary period.
- b. **Classified Staff Transfers** – We recommend the transfer of one (1) classified staff for the 2024-25 school year.
- c. **Reassignment** – We recommend the reassignment of one (1) certified employee to a classified position.
- d. **Reassignment** – We recommend the reassignment of one (1) classified employee to a certified position.
- e. **Separation** – We report the separation of ten (10) employees.

- f. **Retirement** – We report the retirement of two (2) employees who have provided a total of forty-five (45) years of service.
- g. **Position description** – We recommend the approval of one (1) classified position description.



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 science, including computer science, and

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

WHEREAS Elkhart Community Schools has determined that it is necessary to provide additional incentives to retain certified teachers in these content areas.

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

1. Effective July 1, 2025, a teacher employed in grades six through twelve by Elkhart Community Schools for the 2025-2026 school year, with licensure in mathematics issued by the Indiana Department of Education (i.e. Mathematics 5-9, Mathematics 5-12 or the equivalents under Rules 2002, Rules 46-47, or Bulletin 400) in the content area of mathematics shall be offered by the Superintendent a retention payment of two thousand five hundred (\$2,500.00) dollars 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.
2. Effective July 1, 2025, a teacher employed in grades six through twelve by Elkhart Community Schools for the 2025-2026 school year in the content area of science with licensure issued by the Indiana Department of Education in Life Sciences 5-12 or Earth/Space Science 5-12 or the equivalents under Rules 2002, Rules 46-47, or Bulletin 400 shall be offered by the Superintendent a retention payment of two thousand five hundred (\$2,500.00) dollars at the conclusion of each school year where said teacher has continued to provide instruction in the content area of science and maintained an evaluation rating of effective or highly effective.

3. Effective July 1, 2025, teacher employed in grades six through twelve by Elkhart Community Schools for the 2025-2026 school year in the content area of science with licensure issued by the Indiana Department of Education in Chemistry 5-12, Physical Science 5-12 or Physics 5-12 or the equivalent under Rules 2002, Rules 46-47 or Bulletin 400 shall be offered by the Superintendent a retention payment of two thousand five hundred (\$2,500.00) dollars at the conclusion of each school year where said teacher has continued to provide instruction in the content area of science and maintained an evaluation rating of effective or highly effective.
4. Retention payments will be issued within thirty (30) days following the conclusion of the school year. Teachers must be actively employed at the time of payment distribution to receive the retention payment.
5. Information regarding retention payments made shall be reported to the Board of School Trustees.
6. This resolution is applicable to teachers employed by Elkhart Community Schools during the 2025-2026 school year.
7. This resolution and the authority to provide the retention payment shall expire on June 30, 2026, unless expressly renewed by the Board of School Trustees.

Passed and adopted by the Board of School Trustees of the Elkhart Community Schools this 27th day of May, 2025.

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ATTEST:

Secretary, Board of School Trustees

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 in order to meet the needs of students enrolled in the Elkhart Community Schools it will be necessary for the Superintendent to possess the authority to meet critical needs when there is a shortage of qualified teachers in identified content areas, and

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

WHEREAS Elkhart Community Schools has determined that it is necessary to provide additional incentives to recruit certified teachers in these identified high need content areas.

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

1. The Superintendent shall possess the authority to offer, pending approval by the Board of School Trustees, hiring incentives of up to five thousand (\$5,000.00) dollars to candidates in high need content areas.
2. High-need content areas shall be determined by the Superintendent based on current staffing shortages, and student academic needs.
3. To be eligible for a hiring incentive, a candidate must hold a valid Indiana teaching license that fully meets state credentialing requirements for the assigned position. Candidates holding emergency permits, transition to teaching licenses, or other provisional credentials are not eligible for this incentive; however, candidates who meet the requirements to obtain a Workplace Specialist license from the Indiana Department of Education are eligible for this incentive.
4. Information regarding candidates who were offered and accepted a hiring incentive, along with the rationale for the incentive, shall be reported to the Board of School Trustees and shall include the amount of the hiring incentive.

5. Hiring incentives shall be paid to candidates receiving an incentive with the first pay in November.
6. The Superintendent shall make a written recommendation to the Board of School Trustees regarding the need to continue offering hiring incentives during the month of January 2026.
7. This authority shall remain in effect through June 30, 2026, unless extended by resolution of the Board.

Passed and adopted by the Board of School Trustees of the Elkhart Community Schools this ____ day of _____, 2025.

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ATTEST:

Secretary, Board of School Trustees

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|---------------|---|
| 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 | Second Reading |
| Last Reviewed | May 27, 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 (ADMINISTRATORS) |
| Code | po3141.01A |
| Status | Second Reading |
| Adopted | January 1, 2017 |
| Last Revised | September 25, 2018 |
| Last Reviewed | May 27, 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.

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| Book | Policy Manual |
| Section | 3000 Personnel |
| Title | Proposed Revised - SUBSTITUTE COMPENSATION |
| Code | po3410.04CS |
| Status | Second Reading |
| Adopted | November 22, 2016 |
| Last Revised | September 26, 2023 |
| Last Reviewed | May 27, 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* Retired Teacher |
|--------------------|---|-------------------------------|--|
| | Lesson Plans/Grading** or Regular Teaching License | | |
| 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 | Second Reading |
| Last Reviewed | May 27, 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)

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| Book | Administrative Guideline Manual - First Draft Clean |
| Section | 5000 Students |
| Title | Proposed Revised - GUIDELINES FOR SECONDARY SCHOOL ATHLETICS |
| Code | ag5600B |
| Status | Second Reading |
| Last Revised | May 27, 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/indecent 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.

**RESOLUTION OF THE BOARD OF SCHOOL TRUSTEES OF ELKHART
COMMUNITY SCHOOLS CONCERNING THE TRANSFER OF OPERATING
REFERENDUM TAX LEVY FUNDS**

May 27, 2025

WHEREAS, the Board of School Trustees of Elkhart Community Schools (the "School Corporation") previously adopted an operating referendum tax levy pursuant to Indiana Code 20-46-1, which was approved by the voters on January 6, 2014; and

WHEREAS, the funds generated by said operating referendum tax levy are deposited into the School Corporation's Operating Referendum Tax Levy Fund (the "Referendum Fund") in accordance with Indiana Code 20-40-3; and

WHEREAS, Indiana Code 20-40-3-5 specifically authorizes the transfer of money from the Referendum Fund to the School Corporation's Education Fund (Indiana Code 20-40-2) or Operations Fund (Indiana Code 20-40-18) for any lawful school expenses; and

WHEREAS, the Board of School Trustees has determined that it is in the best interest of the School Corporation and its students to transfer the balance of the funds currently held in the Referendum Fund to the Operations Fund to be used to carry out its duty of public education; and

WHEREAS, the Board of School Trustees believes that this transfer is a prudent and responsible use of taxpayer funds, consistent with the intent of the operating referendum and permitted by applicable law;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SCHOOL TRUSTEES OF ELKHART COMMUNITY SCHOOLS AS FOLLOWS:

1. **Approval of Transfer:** The Board of School Trustees hereby approves the transfer of the sum of the fund balance as of May 31, 2025 from the School Corporation's Operating Referendum Tax Levy Fund to the School Corporation's Operations Fund.
2. **Purpose of Transfer:** The funds transferred pursuant to this Resolution shall be used for the following specific purpose(s): To carry out the duty of public education.
3. **Authorization of Superintendent/Business Official:** The Superintendent (or their designee) and the School Corporation's Business Official are hereby authorized and directed to take all necessary actions to effectuate the transfer of funds as described herein, in accordance with applicable law and School Corporation policy. This includes but is not limited to initiating the necessary accounting entries and documentation.
4. **Effective Date:** This Resolution shall be effective immediately upon its adoption.

PASSED AND ADOPTED by the Board of School Trustees of [Name of School Corporation] this 27th day of May, 2025.

AYE

NAY

ATTEST: _____, **Board Secretary**

ACCOUNT BALANCES/INVESTMENT DETAIL
April 2025

CASH:

| | | |
|------------|----|--------|
| Petty Cash | \$ | 500.00 |
|------------|----|--------|

BANK ACCOUNTS:

| | | |
|-----------------------------------|----|----------------|
| Everwise Credit Union | \$ | 3,021,384.35 |
| Lake City Bank – Accounts Payable | | (1,189,890.16) |
| Lake City Bank – Payroll Account | | (21,977.04) |
| Lake City Bank – Flex Account | | 87,153.96 |
| Lake City Bank – Merchant Account | | - |
| Lake City Bank – Prepaid Lunch | | 1,197,405.26 |
| Lake City Bank – Deposit Account | | 17,556,728.34 |

INVESTMENTS:

| | | |
|------------------------|--|---|
| Certificate of Deposit | | - |
|------------------------|--|---|

\$ 20,651,304.71



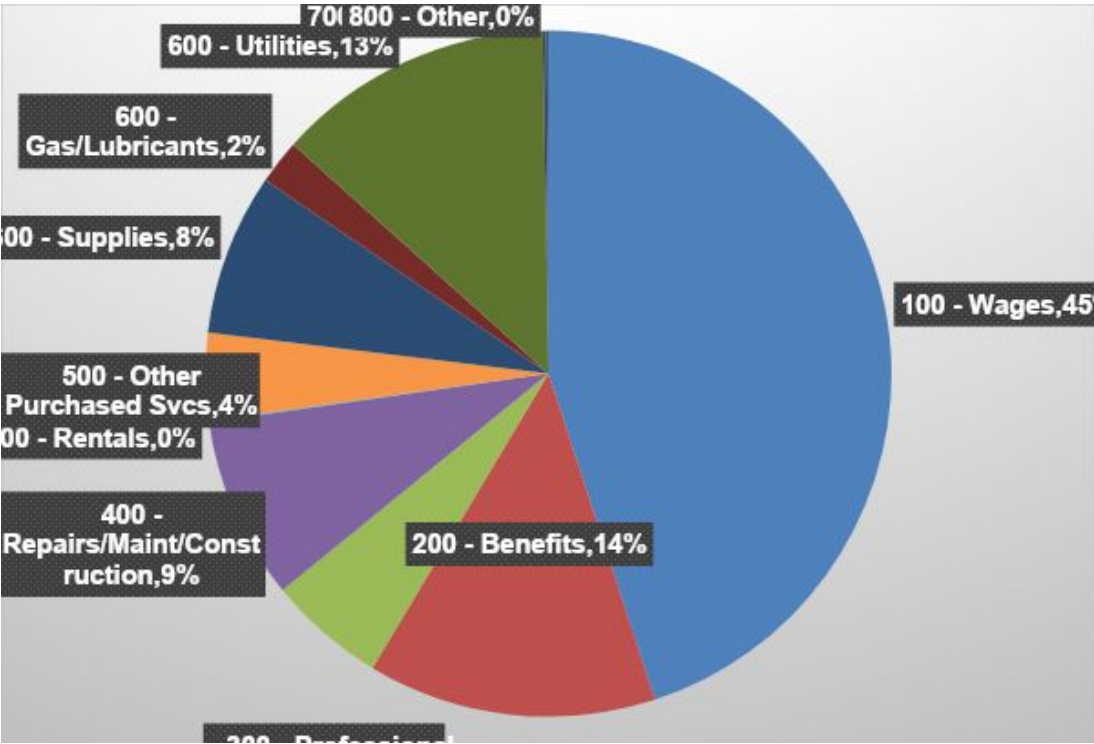
MAY FINANCIAL UPDATE

Zac Quiett
Board Meeting
5/27/2025



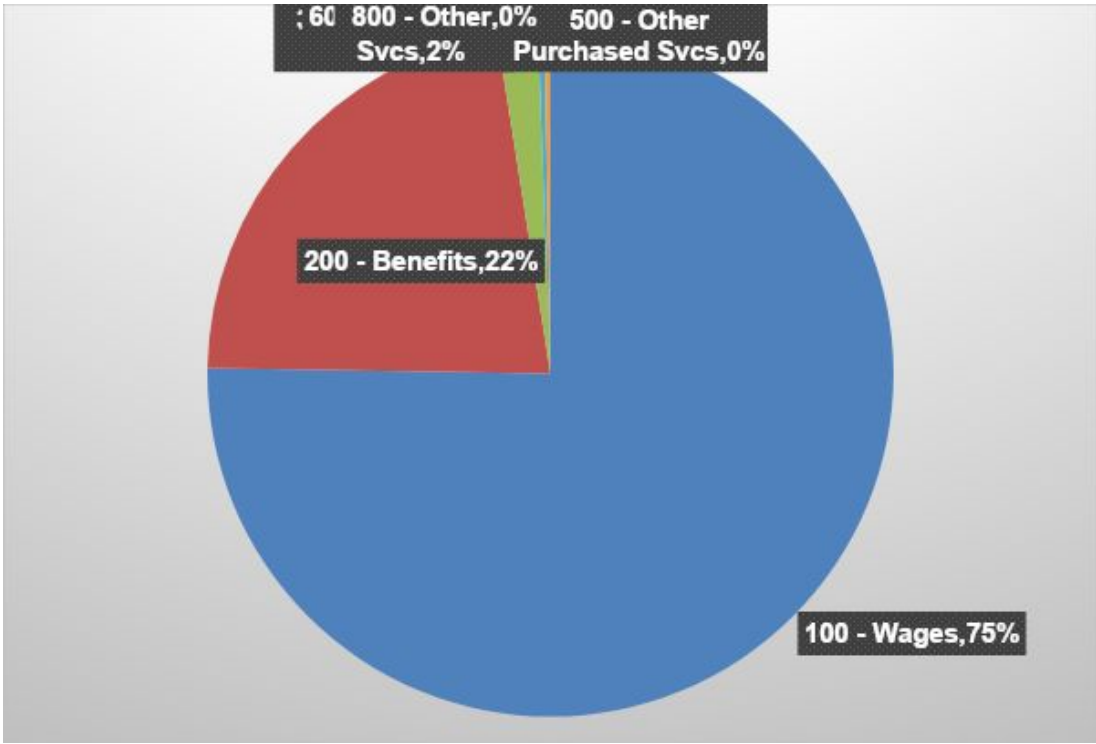
EXPENDITURES BY CATEGORY

Operations Fund



\$3,039,870

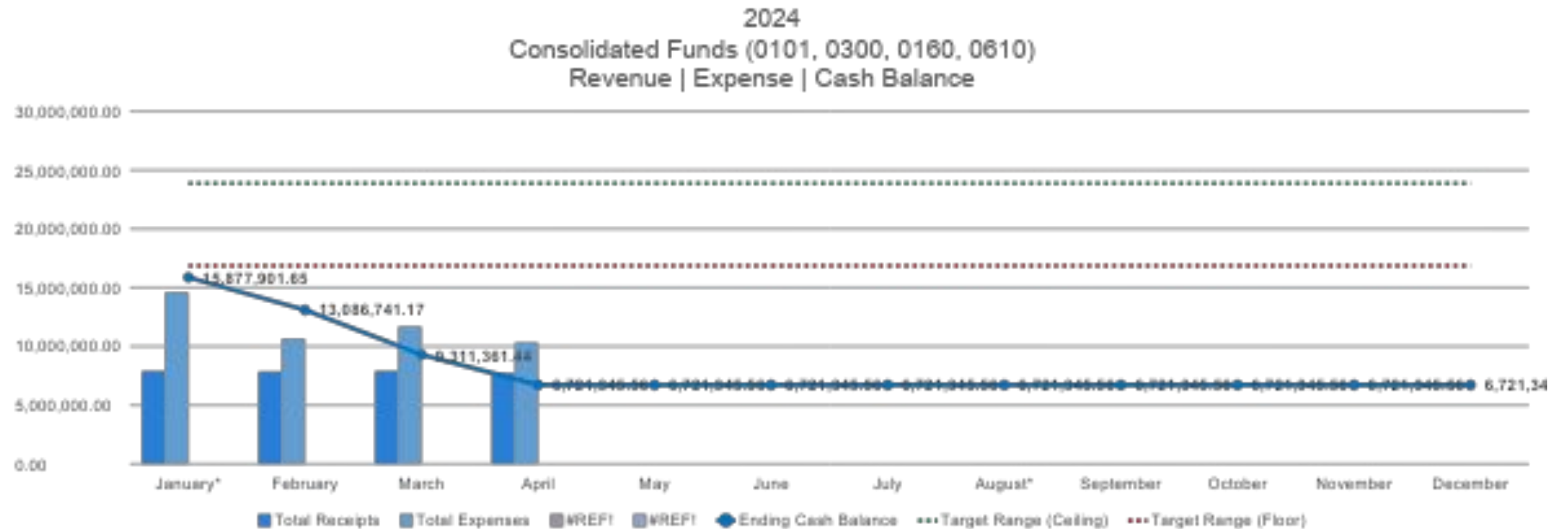
Education Fund



\$7,226,666

EXPENDITURES BY CATEGORY

CONSOLIDATED FUNDS





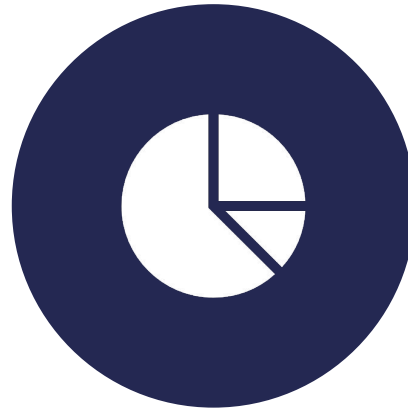
MAY INSURANCE UPDATE

Zac Quiett
Board Meeting
5/27/25

INSURANCE PLAN UPDATE



PREPARING TO
MARKET PLAN



74.4%
LOSS RATIO



COLLECTING
EMPLOYEE FEEDBACK
