

MINUTES OF THE BOARD OF SCHOOL TRUSTEES
BAUGO COMMUNITY SCHOOLS
BAUGO TOWNSHIP ELKHART, INDIANA

The Board of School Trustees of the Baugo Community Schools met in regular session on December 14, 2015 at 7:00 p.m. at Baugo Educational Service Center. Board members present were Mr. Edward Collins, Mr. Dwaine Crocker, Ms. Julie Phillips, Mr. Caleb Pontius and Mr. Michael Showalter.

1. Call to Order

The meeting was called to order at 7:00 p.m. by Mr. Collins, Board President.

2. Minutes

Upon a motion by Mr. Collins and seconded by Mr. Pontius, minutes of the November 9, 2015 Regular Board Meeting were approved. The motion carried 5-0.

3. Additions or Corrections to the Agenda

There were no additions or corrections to the agenda.

4. Old Business

There was no old business.

5. Superintendent's Reports/Celebrations

- Learning and Food Service: Ms. Deak reported that ECA testing has concluded and on-track/off-track data will be available at the next board meeting. WIDA test window will open in early January. Stress testing to begin soon for ISTEP.
- Financial Report: Mr. Perry informed the board that State Board of Accounts Auditors have completed their work. General Fund balance has rebounded nicely and is expected to continue on that trend. Working on split teacher contract, year-end closing of books and 1095 reporting for health insurance. An article in the Elkhart Truth on or about December 7, 2015 referenced possible annexation of area #7 near Mishawaka Road and SR 19. If passed, this annexation could affect taxation of Baugo Township for 2017. Mr. Perry stated he has been appointed to the IASBO Data Research Analytics Committee.

Mr. Perry reported the fund balances as follows:

<u>Fund Balances:</u>	<u>November 2015</u>
General Fund	\$ 283,403.35
Debt Service	\$1,931,746.83
Capital Projects w/o tax warrants	\$ 295,424.42
Transportation w/o tax warrants	\$ -188,865.76
Bus Replacement Fund	\$ 65,779.27

- Transportation/IT: Mr. Griffing re-stated that technology is working on stress testing for ISTEP and ECA testing went well last week. Biannual bus inspections for buses 12 years and older have been completed. All busses passed with only one requiring mechanical work.
- Facilities/Systems: Mr. Southworth stated that he and the architects continue to hone in on more realistic costs for JES/JJHS remodel. Custodial staff will be working on catch-up items during the upcoming 2 week break. Final network replacements to be installed during break as well.
- Jimtown Elementary School: Mr. Deak stated that the annual food drive wrapped up this week. In combination with Jimtown Elementary School, Thermabond and Faith Community Church were big contributors with a total of 1400 items collected.
- Jimtown Intermediate School: Mrs. Brubaker reported that middle of the year assessment will be taken during January. Professional development day on January 4th will be spent aligning calendar testing current with what has been taught.
- Jimtown Junior High School: Mr. Stout proudly reported on the Fluid Power Challenge results. He continued on to explain how the challenge, sponsored by Damon Industries, works. One of the 6 JJHS teams won the Best Design award. It was suggested the students demonstrate the apparatus at our next board meeting.
- Jimtown High School: Mr. Ziegler stated that Jimtown High School has a collection goal of 10,000 items for the food drive and the current graduation rate is 95.7%.
- Superintendent: Mr. DuBois restated the Twenty20 Plan, BCS Strategic Plan, Marzano Research Laboratory (“Teach Like A Champion”), Instructional Framework and Data Teams. Moving forward, some possible items to work on...credit recovery, data capture on percentage of students obtaining 4 year degrees, increase attendees at the Elkhart Area Career Center, Baugo Promise 2-year degree, polytechnic school for Elkhart County and ½ day college programs. Lastly, Accuplacer testing, going on at Jimtown High School, will help determine students’ level of college readiness.

6. Board Discussion Items

1. 2015-16 School Calendar: Mr. DuBois explained that more information will be available at the next board meeting.
2. TeleDoc: Mr. DuBois briefly explained TeleDoc program, a new component of the Baugo Community Schools healthcare plan.

7. New Business - Action Items

2015-12-14-01: Approve MetLife Plan BCS 401(a) Plan 001 Ongoing

Mr. Perry asked the board to approve MetLife Restated Plan BCS 401(a) Plan 001 Ongoing.

A motion was made by Mr. Crocker and seconded by Ms. Phillips to approve the MetLife Plan BCS 401(a) Plan 001 Ongoing. The motion carried 5-0.

2015-12-14-02: Approve MetLife Restated Plan BCS 401(a) Plan 001 Buyout

Mr. Perry asked the board to MetLife Plan BCS 401(a) Plan 001 Buyout.

A motion was made by Ms. Phillips to approve MetLife Plan BCS 401(a) Plan 001 Buyout. The motion carried 5-0.

2015-12-14-03: Approve Donations

Mr. Perry asked the board to approve the following donations:

Organization	Purpose/Type	Amount
Feed the Children	Children's Books / School Supplies	\$3,412.19
PTO / JES	Cash / Technology Purchases	\$10,000.00
TBC Construction		\$1,074.00

A motion was made by Mr. Pontius and seconded by Mr. Showalter to approve donations. The motion carried 5-0.

2015-12-14-04: Approve Architectural & Engineering Services

Mr. Perry asked the board to approve Architectural & Engineering Services proposal with Barton-Coe-Vilamaa.

A motion was made by Mr. Pontius and seconded by Mr. Crocker to approve the Architectural & Engineering Services with Barton-Coe-Vilamaa. The motion carried 5-0.

2015-12-14-05: Approve Board Policy Updates

Mr. DuBois asked the board to approve updates as below:

POLICY/FORM - VOLUME 27, NUMBER 2	ACTION
0100 Bylaws	Revision
0130 Bylaws	Revision
0140 Bylaws	Revision
1130 Conflict of Interest	Revision
1214 Staff Gifts	New
2410 Audio, Video and Digital Recording of Meetings	New
2421 Career and Technical Education Program	Revision
2423 School to Work Program	Deletion
2440 Summer School	Revision
3113 Conflict of Interest	New
3120.08 Employment of Personnel for ECA Activities	Revision
3140 Termination and Resignation	Revision
3214 Staff Gifts	Revision
3410.04 Substitute Compensation	Deletion
4113 Conflict of Interest	NEW
4120.08 Employment of Personnel For ECA Activities	Revision
4140 Termination and Resignation	Revision
4214 Staff Gifts	Revision
5111 Determination of Legal Settlement	Revision
5540 Schools an Governmental Agencies	Revision
5610.02 In-School Discipline	Revision
5610 Suspension and Expulsion of Students	Revision
6320 Purchasing	Revision
6460 Conflicts of Interest and Vendor Relations	Revision
8390 Animals on School Corporation Property	Revision
8500 Food Services	Revision
9700.01 Advertising, Commercial Activities, Sponsorships and Naming Rights	New
2430 F2 Activity Advisor Evaluation Form	Revision
2423 F1 Work Site Learning Agreement	Deletion
3243 F1 Professional Meeting/Visitation Request Form	Deletion
3243 F2 Profession Meeting Reimbursement Request Form	Deletion
5610.02 F1 In School After School Detention or Saturday School	Revision

A motion was made by Mr. Crocker and seconded by Ms. Phillips to approve the Board Policy Updates. The motion carried 5-0.

2015-12-14-06: Approve 2016 Board Meeting Date

Mr. DuBois asked the board to approve a regular board meeting on Monday, January 11, 2016 @ 7:00pm at Baugo Educational Service Center.

A motion was made by Mr. Crocker and seconded by Mr. Showalter to approve the January 11, 2016 regular board meeting date. The motion carried 5-0.

2015-12-14-07: Approve Cardio Drumming Class

Mr. DuBois asked the board to approve a Cardio Drumming Class to meet every Tuesday and Thursday for 8 weeks, from 7 p.m. to 8 p.m. beginning January 5, 2016.

A motion was made by Mr. Pontius and seconded by Mr. Showalter to approve the Cardio Drumming Class. The motion carried 5-0.

2015-12-14-08: Approve Fundraiser

Mr. DuBois asked the board to approve the following fundraiser:

School	Start Date	End Date	Activity	Purpose
JJHS	01.15.16	01.25.16	Magazine Subscription/Cookie Dough	Yearbook printing costs.

A motion was made by Mr. Showalter and seconded by Mr. Crocker to approve the fundraiser. The motion carried 5-0.

2015-12-14-09: Approve Facilities Use Request

Mr. Southworth asked the board to approve facilities use request as follow:

Requesting Organization	Purpose of Request	Dates/Times	Facility
Baugo (Adult) Community Education	Cardio Drumming Class (18 and over)	Tu/Th, 7-8pm, 8 weeks beginning January 5, 2016	JIS Gym
Past Time Tournaments	Summer Baseball Tournaments	June 16-18, 23-25 & 30. July 2, 7-9, 14-16 & 28-30, 2016	Booster Field
Chris Carithers	Youth Basketball Skills Open Gym	As available Tuesday or Thursday 5:30 - 7:00, Saturday Scrimmages 9:00 - 10:30, December 15, 2015 - February 27, 2016	JES Gym

A motion was made by Mr. Crocker and seconded by Mr. Showalter to approve the facilities use requests. The motion carried 5-0.

2015-12-14-10: Approve Personnel/Human Resources

Mr. DuBois asked the board to approve the following personnel/human resources:

Family Medical Leaves:

There was one non-certified FMLA and one certified FMLA.

Hirings:

Name	Position	School	Effective
Kim Dexter	CDL Bus Driver	BESC	12.14.15

Conference Leaves:

Attendees	Conference Information	Dates	Location
Rhonda Gradeless & Darin Mast	IIEP Training	12.16.15	Concord ESC

Other Personnel Items:

There are no other personnel items.

Job Openings:

1. Jimtown High School:
JHS Cheer Coach
2. Jimtown Junior High School:
7th Grade Boys Track Coach

A motion was made by Mr. Crocker and seconded by Mr. Pontius to approve Personnel/Human Resources. The motion carried 5-0.

8. Announcements

Mr. DuBois announced the following:

1. The next regularly scheduled board meeting is Monday, January 11, 2016 at 7:00 p.m. at the **Baugo Educational Service Center**.

9. Claims

Upon a motion made by Mr. Crocker and seconded by Mr. Showalter, the board approved the payment of total payroll claims in the amount of \$644,229.86, total regular claims in the amount of \$618,411.85 total clearing claims of \$197,576.49, total bank transfers in the amount of \$0.00 with a grand total claims in the amount of \$1,460,218.20. The motion carried 5-0.

10. Other Business

Mr. Jeff Ziegler's (Jimtown High School Principal- Grades 9 & 12) committee, lead by Mr. Randy DeShone, spoke in praise of Mr. Ziegler. The committee was comprised of the following non-district citizens:

- Mr. Randy DeShone, 21173 State Road #120, Elkhart, IN (non-district citizen)
- Mr. Michael Hosinski, 55953 Oakview Lane, Elkhart, IN (non-district citizen)
- Mr. Joe Sienicki, 22 Ashbury Court, Bluffton, SC (non-district citizen)
- Mr. Steve Fledderman, 53469 Cobus Creek Dr., Elkhart, IN (non-district citizen)
- Ms. Blair Garceau, 63542 Birch Road, Vandalia, MI (non-district citizen)
- Mr. Ryan Gingerich, 22230 Heron Cove, Elkhart, In (non-district citizen)

11. Adjournment

There being no other business to come before the board, Mr. Collins made a motion, seconded by Ms. Phillips to adjourn at 8:26 p.m. The motion carried 5-0.

Dwaine Crocker, Secretary
