

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 March 14, 2016 at 7:00 p.m. at Baugo Educational Service Center. Board members present were Mr. Edward Collins, Ms. Julie Phillips, Mr. Caleb Pontius, Mr. Michael Showalter and Mr. Andrew Namenye.

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. Pontius and seconded by Ms. Phillips, minutes of the February 22, 2016 Regular Board Meeting and March 4, 2016 Special Board Meeting were approved. The motion carried 4-0.

3. Additions or Corrections to the Agenda

There was one addition to the Agenda: #6. Oath of Office.

4. Old Business

There was no old business.

5. Superintendent's Reports/Celebrations

1. Principals Updates:

- Jimtown Elementary School: Mr. Deak reported that the annual Fun Fair will take place this Friday

evening. He went on to report that JES received the Elkhart County PAX School of the Year Award. Mr. Deak explained PAX is an educational game designed to help students learn self-regulation. Ms. Carol Deak is a certified PAX trainer.

- Jimtown Intermediate School: Mrs. Brubaker stated that Mr. Gallmeyer's 3rd grade class wrote persuasive letters asking for "complimentary" items from various universities. There are a number of items such as lanyards, bags, etc. received daily at JIS from as a result of the letter writing. ISTEP is going well with students noticeably engaged.

- Jimtown Junior High School: Mr. DuBois was excited to report for Mr. Stout that the Lego Robotics program has begun at JJHS.

- Jimtown High School: Mr. Kovatch informed the board that JHS will be represented by sophomores Julie Burkholder and Gwenivere Seegers at the Nashville DECA International Conference in early April. The DECA District 2 President is junior, Allison Davis. Career Center is honoring the following Technical honors students; juniors: Matthew DeCloedt, Caleb Fowler, Jared Hohl, Ally Isenbarger, Dakotah Pratt, and seniors: Clay Landis, Joseph Savoie, Jeffrey

Slocum and Leah Warfel.

2. Directors Updates:

- Athletics: Mr. Dean reported on the winter sports academic statistics. Student with highest GPAs are as follows: Nathaniel Behren - Boys Basketball, Kaitlyn Margraf - Girls Basketball, Hunter Watts- Wrestling and Cassidy Stose - Cheer. 58% of all winter athletes were on the honor roll (3.0 or higher GPA). Average GPA of winter athletes in 3.058.
- Learning and Food Service: Ms. Deak reported that recruiting for the Early College program is happening at JJHS. Textbook/Ebook adoption work has begun with the Math Committee while a review of the articulated curriculum will ensure standards are being met. Outstanding Food Service debt is being collected diligently by Ms. Marsha Robinson. To date, approximately half of the recent debt has been collected.
- Transportation/IT: Mr. Griffing stated that Head Start Transportation Auditors are expected to begin their audits soon. ISTEP online went better than expected. Planning for Summer 2016 projects has begun.
- Facilities/Systems: Mr. Southworth informed the board that the Head Start Early Childhood program will start soon at the Jimtown North Building. A pre-bid meeting was held March 8th for work on the JHS tennis courts and JES remodel. Bid opening is Tuesday, March 22, 2017. Three bids have been secured for roofing and masonry work. Once roofing updates are completed, all building roofs will be under warranty. New freezer and cooler to be installed in JHS kitchen over Spring Break. JHS Auditorium lighting has been updated. The virtual server and hardware update is planned for this summer.
- Financial Report: Mr. Perry reported fund balances for February 2016:

| <u>Fund Balances:</u> | <u>February 2016</u> |
|-----------------------------------|----------------------|
| General Fund | \$ 582,601 |
| Debt Service | \$1,522,928 |
| Capital Projects w/o tax warrants | \$ 487,825 |
| Transportation w/o tax warrants | \$ -16,026 |
| Bus Replacement Fund | \$ 126,122 |

Mr. Perry briefly reviewed the General Obligation Bond.

6. Oath of Office

1. Michele Mathewson, Notary Public, administered the Oath of Office to newly appointed Baugo Community School Board Member, Mr. Andrew Namenye,

7. Board Discussion Items

1. Chromebooks

Mr. David Wolford and Mr. DuBois shared information with the board regarding school wide 1-1 computing initiative. Secondary and academic initiatives as well as the Acceptable Use and Chromebook Policies were shared.

2. Department Of Transportation Substance Abuse Policy

Mr. Griffing informed the board on proposed changes to the DOT Substance Abuse Policy.

8. New Business - Action Items

2016-03-14-01: Approve Lunch Price Increase

Ms. Deak asked the board to approve school wide lunch price increase of \$.10 beginning 2016-17 school year.

A motion was made by Mr. Pontius and seconded by Mr. Showalter to approve the lunch price increase. The motion carried 5-0.

2016-03-14-02: Approve Summer School Offering

Ms. Deak asked the board to approve four classes for summer school 2016-- one at the elementary level (IREAD), one at the junior high level (Reading Intervention for 8th grade with a focus on the EL students), and two at the high school level (health for EC cohort and general health).

A motion was made by Mr. Showalter and seconded by Mr. Pontius to approve the 2016 summer school offerings. The motion carried 5-0.

2016-03-14-03: Approve Indiana Virtual Academy Contract

Ms. Deak asked the board to approve a contract to partner with Indiana Virtual Academy for additional summer school opportunities (grades 9-12).

A motion was made by Ms. Phillips and seconded by Mr. Pontius to approve Indiana Virtual Academy contract. The motion carried 5-0.

2016-03-14-04: Approve Ivy Tech "Faculty on Loan" Contract

Ms. Deak asked the board to approve a contract to partner with Ivy Tech to provide an instructor for the dual credit Core Library course, for a fee.

A motion was made by Mr. Pontius and seconded by Mr. Namenye to approve Ivy Tech "Faculty on Loan" contract. The motion carried 5-0.

2016-03-14-05: Approve 2016/17 - 12 Month Employee and Principal Calendars

Mr. DuBois asked the board to approve 2016/17 - 12 Month Employee and Principal Calendars.

A motion was made by Ms. Phillips and seconded by Mr. Pontius to approve 2016/17 - 12 Month Employee and Principal Calendars. The motion carried 5-0.

2016-03-14-06: Approve Field Trip

Mr. DuBois asked the board to approve the following field trip:

| Requesting Organization | Requesting Individual | Purpose of Request | Dates and Times | Destination |
|--------------------------------|------------------------------|----------------------------|------------------------|---|
| 6th Grade Teachers | Kristine Geans | Support Science Curriculum | 05.02.16 - all day | Museum of Science and Industry, Chicago |

A motion was made by Ms. Phillips and seconded by Mr. Showalter to approve the field trip request. The motion carried 4-0.

2016-03-14-07: Approve Donation

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

| Donating Organization/Individual | Purpose/Type of Donation | Amount/Value |
|---|------------------------------------|---------------------|
| Feed the Children/Teacher Store | Children's Books / School Supplies | \$2,285.88 |

A motion was made by Mr. Showalter and seconded by Ms. Phillips to approve the donation. The motion carried 5-0.

2016-03-14-08: Approve Fundraisers

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

| Purpose/School | Start | End | Goal | Activity | Purpose |
|--|--------------|-------------|--------------|---------------------------|-------------------------|
| Freshmen Class | 04.13.16 | 04.27.16 | \$8,000.00 | Candy Bar Sales | Prom and Grad Expenses |
| Relay for Life/ Sandy Farrell/Amanda Monroe | 03.23.16 | Until sold. | \$2,100.00 | Candy Bar Sales | Relay for Life |
| Spanish Students/Puerto Rico Trip | 03.14.16 | 04.14.16 | \$1,000.00 | Donations | Self Giving/Citizenship |
| Feed My Starving Children | 04.01.16 | 04.22.16 | tbd | Krispy Kreme Certificates | Puerto Rico Trip |
| Spring Walkathon | 04.22.16 | 04.22.16 | \$50/student | Walking 1 mile | PTO |
| DECA | 03.21.16 | 03.31.16 | \$500.00 | Shamrocks for MDA | MDA Sponsorship |

A motion was made by Mr. Pontius and seconded by Mr. Showalter to approve the fundraisers. The motion carried 4-0.

2016-03-14-09: Approve Personnel/Human Resources

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

Terminations:

| Name | Position | School | Effective | |
|----------------|------------------------|---------------|------------------|-------------|
| Kathy Baughman | JHS Pit Director | JHS | 03.14.16 | Resignation |
| Travis Daniels | Instructional Aide/JEC | JHS | 04.01.16 | Resignation |

Hiring:

| Name | Position | School | Effective |
|------------------|-------------------------------------|---------------|------------------|
| Danielle Randall | 3.5 Hr. Food Service Employee | JES/JJHS | 03.14.16 |
| Dennis Brock | Special Needs Van Driver | BESC | 03.14.16 |
| Kyle Smith | Substitute CDL Driver | BESC | 03.14.16 |
| Dwaine Crocker | Substitute Special Needs Van Driver | BESC | 03.14.16 |

Conference Leaves:

| Attendees | Conference Information | Dates | Location |
|---------------------------|--|-----------------------------|------------------------------------|
| Jennifer Kern & Ami Yoder | Early College Network Meeting/CELL | 04.14.16 | Decatur Elementary, Indianapolis |
| Mark Kern | Scholastic Duals (Accompanying (4) JHS student athletes) | 1/2 day 04.14.15 & 04.15.16 | Wabash College, IN |
| David Wolford | Filewave Training - Apple Server | 03.23.16 & 03.24.16 | Indianapolis |
| Marcus Moore | Coaches Clinic, etc. - NAIA Basketball Nationals | 3.10.2016 | College of the Ozarks, Branson, MO |

Other:

1. Increase substitute teacher pay to \$90.00/day. Aide pay will remain at \$80.00/day.

Job Openings:

1. Jimtown High School:
 - Math Teacher
 - JHS Competition Cheer Head Coach
 - JHS Competition Cheer Assistant Coach
 - JHS Sideline Cheer Head Coach

JHS Sideline Cheer Assistant Coach
JHS Girls Basketball Head Coach
Pit Director

2. Jimtown Intermediate School:
 - 6th Grade Girls Basketball Head Coach
 - 6th Grade Girls Assistant Basketball Head Coach
 - 6th Grade Girls Basketball Camp Coach
 - 6th Grade Boys Basketball Head Coach
 - 6th Grade Boys Assistant Basketball Coach
 - 6th Grade Boys Basketball Camp Coach

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

9. Announcements

Mr. DuBois announced the following:

1. The next regularly scheduled board meeting is Monday, March 28, 2016 at 7:00 p.m. at the **Baugo Educational Service Center**.

10. Claims

Upon a motion made by Ms. Phillips and seconded by Mr. Pontius, the board approved the payment of total payroll claims in the amount of \$690,848.04, total regular claims in the amount of \$633,902.12 total clearing claims of \$202,850.22, total bank transfers in the amount of \$0.00 with a grand total claims in the amount of \$1,526,610.38. The motion carried 5-0.

11. Other Business

There was no other business.

12. Adjournment

There being no other business to come before the board, Mr. Collins made a motion, seconded by Mr. Pontius to adjourn at 8:53 p.m. The motion carried 5-0.

Caleb Pontius, Secretary
