

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 May 8, 2017 at 7:00 p.m. at Baugo Educational Service Center, 29125 County Road 22 West, Elkhart, IN Board members present were Mr. Caleb Pontius, Ms. Julie Phillips, Mr. Edward Collins, and Mr. Eric Ott.

1. Call to Order

The meeting was called to order at 7:00 p.m. by Mr. Pontius, Board President. Pledge of Allegiance was lead by Mr. Pontius.

2. Minutes

Approve April 24, 2017 Executive Session and Regular Board Meeting Minutes.

Upon a motion by Ms. Phillips and seconded by Mr. Ott, the April 24, 2017 Regular Board Meeting minutes were approved. The motion carried 4-0.

3. Additions or Corrections to the Agenda

There were no corrections or additions.

4. Old Business

There was no old business.

5. Superintendent's Reports/Celebrations

1. Strategic Commitment #1, Financial Updates:

Mr. DuBois reported fund balances and distributed fund report:

-Fund balances for April 2017:

| <u>Fund Balances:</u> | <u>April 2017</u> |
|-----------------------------------|-------------------|
| General Fund | \$ 409,976 |
| Debt Service | \$1,384,709 |
| Capital Projects w/o tax warrants | \$ 227,196 |
| Transportation w/o tax warrants | \$ (239,504) |
| Bus Replacement Fund | \$ 187,763 |

Mr DuBois informed the board that Todd Samuelson, Umbaugh & Associates, will attend the May 22, 2017 board meeting to report on general obligation bond strategy.

2. Strategic Commitment #2, Student Learning: (Dir. of Curriculum, Building Principals)
Jeff Deak, Principal, Jimtown Elementary:
 - Kindergarten Round-Up number reached 101. An additional 25 are expected during summer break.Mike Stout, Principal, Jimtown Junior High:
 - The junior high school J-Club academic teams travelled to Purdue University last Saturday to compete in the 2017 Academic Super Bowl. This is a regional event with the results going to the state to determine final state rankings. JJHS Math, Social Studies, Language Arts, and interdisciplinary teams all took 3rd place while our Science team finished first. We were notified of the final statewide results by division (class) and our Science team earned a State Runner-Up, 2nd place finish. Last year two of our teams finished in the top 10 of the state and two years ago our Science team finished as State Champs. There are 53 schools in our division.Marci Brubaker, Principal, Jimtown Intermediate: (Reported by Carol Deak)
 - Walk-a-thon this week.-Jeff Ziegler, Principal, Jimtown High School:
 - 2017 Prom was a success with many compliments received from Coppes Commons venue staff.-Carol Deak, Director of Curriculum:
 - Finalizing 2017 summer school.
 - Staff recognition/retiree luncheon on May 30, 2017 as well as professional development all day.
 - Student testing continues as always.
3. Strategic Commitment #3, Operations: (Mr. Dean, Mr. Southworth and Mr. Griffing)
Mr. Southworth, Director of Facilities:
 - Exterior led lighting upgrades for cost savings.
 - Planning for functional skills and Project Lead The Way Biomedical classrooms.
 - Discussed general obligation bond opportunities.David Griffing, Director of Transportation/IT:
 - Proud of the technology network's performance.
 - Preparing for Transportation (contract bus drivers) negotiations.
4. Strategic Commitment #4, People: (Mr. DuBois)
 - Released 2nd employee engagement survey.

6. Board Discussion Items

No discussion items.

7. New Business - Action Items

2017-05-08-01 Chromebook Acceptable Use Policy Revision

Ms. Deak asked the board to approve revisions to the Chromebook Acceptable Use Policy.

A motion was made by Mr. Collins and seconded by Mr. Ott to approve revisions to the Chromebook Acceptable Use Policy. The motion carried 4-0.

2017-05-08-02 Jimtown Elementary/Intermediate 2017/18 Student Handbook

Ms. Deak asked the board to approve Jimtown Elementary/Intermediate 2017/18 Student Handbook.

A motion was made by Mr. Collins and seconded by Mr. Ott to approve Jimtown Elementary/Intermediate 2017/18 Student Handbook. The motion carried 4-0.

2017-05-08-03 Approve Governor's Work Ethic Certificate Program

Ms. Deak asked the board to approve the Governor's Work Ethic Certificate. The Work Ethic Certificate Program allows student, meeting the criteria to obtain recommendation for post high school graduate jobs.

A motion was made by Mr. Collins and seconded by Mr. Ott to approve the Governor's Work Ethic Certificate Program. The motion carried 4-0.

2017-05-08-04 Approve Revised 2017/18 - 12 Month Employee Calendar

Mr. DuBois asked the board to approve revisions to the 12 Month BCS Employee Calendar in keeping with recent changes to the 2017-18 BCS School Calendar.

A motion was made by Mr. Ott and seconded by Ms. Phillips to approve revisions to the 12 Month Employee Calendar. The motion carried 4-0.

2017-05-08-05: Approve Donation

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

| Organization/Individual | Purpose/Type | Amount/Value |
|--------------------------------|---------------------|---------------------|
| Jimtown Elementary School PTO | IPad purchase | \$10,000.00 |

A motion was made by Mr. Collins and seconded by Ms. Phillips to approve the donation. The motion carried 4-0.

2017-05-08-06: Approve Facilities Use

Mr. Southworth asked the board to approve the facilities use request(s):

| Organization | Individual | Purpose | Dates/Times | Facility |
|---------------------|--------------------|----------------------|---------------------------|--------------------------|
| Creative Homemakers | Deb Pepple | Meeting | 05/03/2017 6:30pm -9:30pm | JES Library or Cafeteria |
| Employee | Shannon Chancellor | Graduation reception | 06/10/17 Noon - 5:00pm | JIS Cafeteria |

A motion was made by Ms. Phillips and seconded by Mr. Ott to approve the facilities use. The motion carried 4-0.

2017-05-08-07: Approve Fundraisers

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

| Organization | School | Start of Fundraising | End of Fundraising | Fundraising Activity | Fundraising Purpose |
|-------------------------|---------------|-----------------------------|---------------------------|-----------------------------|--|
| JHS Band | JHS | 08/25/17 10am - 5pm | same | Car Tire Sale | Contest & Bus Fees |
| JHS Band | JHS | 09/08/17 3pm - 8pm | same | Hog & Corn Roast | Band equipment (mallets, drum heads, new stands) |
| JHS Band | JHS | 11/27/17 | 12/01/17 | Refinery Cafe Coffee Sales | Band equipment (mallets, drum heads, new stands) |
| JHS Band | JHS | 03/24/18 | 03/24/18 | Mattress Sales | Contest & Bus Fees |
| Winter Guard/Percussion | JHS | 01/30/18 | 02/10/18 | Krispy Kreme Donut Sales | Costumes/Uniforms |

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

2017-05-08-08: Approve Field Trips

Mr. DuBois asked the board to approve the following field trips requests.

| Requesting Organization | Purpose of Request | Dates and Times | Destination |
|--|--|--|--------------------|
| Kathy Baughman / Rachel Sutch JHS Band & Choir | Perform in a Chicago Musical Festival | One day - Exact Date Performance TBD 0 4/1/182 - 04/1518 | Chicago, IL |

A motion was made by Mr. Ott and seconded by Mr. Collins to approve the field trips. The motion carried 4-0.

2017-05-08-09: Approve Personnel/Human Resources

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

Hiring:

| Name | Position | School | Effective |
|------------------|-------------------------------|---------------|------------------------|
| Kevin McMahon | Primary Teaching Position | JES | 2017/18 School Year |
| Gene Johnson | Summer School Health Teacher | JHS | 05/08/17 |
| Shaunte Williams | Summer School Health Teacher | JHS | 05/08/17 |
| Amy Campbell | Summer School Reading Teacher | JJHS | 05/08/17 |
| Wyatt Schmicker | Counselor | JHS | 2017/18 School Year |

Terminations:

| Name | Position | School | Effective |
|---------------------|----------------------------|---------------|----------------------------|
| Allyce Holland Bour | Counselor | JHS | End of 2016/17 school year |
| Marcus Moore | Boys Head Basketball Coach | JHS | 05/08/17 |

Transfers:

| Name | From | To | Effective |
|--------------|---------------|-----------------|------------------|
| Jeff Ziegler | JHS Principal | BESC - Director | 06/30/17 |

Job Openings:

1. Jimtown High School:
High School Principal
Math Teacher
Assistant Girls Volleyball Coach (2 Positions)
Assistant Boys Tennis Coach
3. Jimtown Elementary School:

Behavior Consultant/Guidance Counselor (K-12)

A motion was made by Ms. Phillips and seconded by Mr. Collins to approve Personnel/Human Resources. The motion carried 4-0.

8. Announcements

Mr. DuBois announced the following upcoming events:

1. Next Regular Board Meeting - Monday, May 22, 2017, 7:00pm @ BESC.
2. ISBA Regional Meeting - Wednesday, May 17, 2017, 6:00pm @ Christo's, Plymouth.
3. Gina Free completed IASBO Business Office Specialist Certification

9. Claims

Upon a motion made by Ms. Phillips and seconded by Mr. Collins, the board approved the payment of total payroll claims in the amount of \$622,001.90 total regular claims in the amount of \$737,643.09, total clearing claims of \$218,161.77, total bank transfers in the amount of \$0.00 with a grand total claims in the amount of \$1,577,806.76. The motion carried 4-0.

10. Other Business

There was no other business.

11. Adjournment

There being no other business to come before the board, Mr. Pontius made a motion, seconded by Mr. Phillips to adjourn at 7:50 p.m. The motion carried 4-0.

Edward Collins, Secretary
