

**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 September 24, 2018 at 7:00 p.m. at Baugo Educational Service Center, 29125 County Road 22 West, Elkhart, IN Board members present were Mr. Ed Collins, Mr. Eric Ott, Mr. Caleb Pontius, Ms. Julie Phillips and Mr. Michael Showalter.

2019 Budget Hearing held at 7:00 p.m.

Mr. Quiett, Business Manager, proposed the following 2019 budget:

1 Fund Name	2 Budget Estimate	3 Maximum Estimated Funds to be Raised (including appeals and levies exempt from maximum levy limitations)	4 Excessive Levy Appeals	5 Current Tax Levy
0061-RAINY DAY	\$250,000	\$59,581	\$0	\$0
0180-DEBT SERVICE	\$3,924,059	\$3,572,345	\$0	\$3,652,426
0186-SCHOOL PENSION DEBT	\$186,072	\$193,208	\$0	\$171,923
3101-EDUCATION	\$10,726,506	\$0	\$0	\$0
3300-OPERATIONS	\$4,793,361	\$2,827,743	\$0	\$2,297,216
Totals	\$19,879,998	\$6,652,877	\$0	\$6,121,565

Mr. Quiett discussed 2019 budget development and asked for board member and public comment. There was no comment.

Upon a motion by Mr. Ott and seconded by Mr. Pontius the 2019 Budget Hearing was closed. The motion carried 5-0.

1. Call to Order

The meeting was called to order at 7:07 p.m. by Mr. Ed Collins, Board President. Pledge of Allegiance was lead by Mr. Collins.

2. Minutes

Approve August 27, 2018 Regular Board Meeting Minutes.

Upon a motion by Ms. Phillips and seconded by Mr. Showalter, August 27, 2018 Regular Board Meeting Minutes were approved. The motion carried 5-0.

### 3. Additions or Corrections to the Agenda

1. There was one item added to and one item removed from the agenda:

Add Item: #2018-09-24-01 Approve EnFocus Systems Analysis Project

Remove Item: # 2018-09-24-08 Post Issuance Procedures (Not required as already in place.)

Agenda items renumbered as follows:

01:	Approve Enfocuse Systems Analysis Project	- Business Manager
02:	Lease Hearing	- Business Manager
03:	Additional Appropriation Hearing	- Business Manager
04:	Adopt Resolution Authorizing Lease Execution	- Business Manager
05:	Adopt Resolution Appropriating Proceeds and Establishing Construction Loan Fund	- Business Manager
06:	Adopt Resolution Assigning Construction Bids to Building Corporation	- Business Manager
07:	Adopt Master Continuing Disclosure Undertaking	- Business Manager
<del>08:</del>	<del>Adopt Post Issuance Procedures</del>	<del>- Business Manager</del>
08:	Approve E-Learning Portal	- Director of IT
09:	Approve Enfocuse District Wifi	- Director of IT
10:	Approve MOU with Head Start Consortium	- Asst. Superintendent
11:	Approve MOU with Oaklawn	- Asst. Superintendent
12:	Approve 2018/19 Career Center Agreement	- Asst. Superintendent
13:	Approve Updated Courses for School Year 2018/19	- Asst. Superintendent
14:	Approve Field Trips	- Superintendent
15:	Approve Fundraisers	- Business Manager
16:	Approve Facilities Use	- Director of Facilities
17:	Approve Personnel/Human Resources	- Superintendent

### 4. Unfinished Business

There was no unfinished business.

### 5. Superintendent's Reports/Celebrations

There were no superintendent's reports.

### 6. Discussion Items

1. Nick Rynearson, EnFocus Fellow, presented on the Systems Analysis Project.

## 7. New Business - Action Items

### 2018-09-24-01: Approve EnFocus Systems Analysis Project Agreement

Mr. Quiett asked the board to approve the EnFocus System Analysis Project Agreement.

A motion was made by Mr. Ott and seconded by Ms. Phillips to approve the EnFocus System Analysis Project Agreement. The motion carried 5-0.

### 2018-09-24-02: Lease Hearing

Mr. Collins called the Lease Hearing to order.

Mr. Randy Hesser, Attorney, Warrick and Boyn explained the lease process with regard to the bond process. The board and public were asked to comment. No comment was made.

A motion was made by Mr. Ott and seconded by Mr. Pontius to close the Lease Hearing. The motion carried 5-0.

### 2018-09-24-03: Additional Appropriation Hearing

Mr. Collins called the Additional Appropriation Hearing to order.

Mr. Randy Hesser, Attorney with Warrick and Boyn, discussed the Additional Appropriation Hearing with regard to the bond process. The board and public were asked to comment. No comment was made.

A motion was made by Mr. Ott and seconded by Mr. Pontius to close the Additional Appropriation Hearing. The motion carried 5-0.

### 2018-09-24-04: Adopt Resolution Authorizing Lease Execution

Mr. Quiett asked the board to approve a resolution authorizing lease execution.

A motion was made by Mr. Ott and seconded by Mr. Pontius authorizing lease execution. The motion carried 5-0.

### 2018-09-24-05: Adopt Resolution Appropriating Proceeds and Establishing Construction Loan Fund

Mr. Quiett asked the board to adopt a resolution appropriating proceeds and establishing construction loan fund.

A motion was made by Mr. Pontius and seconded by Mr. Ott to approve a resolution appropriating proceeds and establishing construction loan fund. The motion carried 5-0.

2018-09-24-06: Adopt Resolution Assigning Construction Bids to Building Corporation

Mr. Quiett asked the board to adopt a resolution assigning construction bids to the Building Corporation.

A motion was made by Mr. Ott and seconded by Mr. Pontius to approve a resolution assigning construction bids to the Building Corporation. The motion carried 5-0.

2018-09-24-07: Approve Master Continuing Disclosure Undertaking (1st Supplement)

Mr. DuBois asked the board to approve the 1st supplement of Master Continuing Disclosure Undertaking.

A motion was made by Mr. Ott and seconded by Mr. Pontius to approve the Master Continuing Undertaking . The motion carried 5-0.

2018-09-24-08: Approve E-Learning Portal

Mr. Wolford asked the board to approve an e-learning portal.

A motion was made by Ms. Phillips and seconded by Mr. Showalter to approve an e-learning portal. The motion carried 5-0.

2018-09-24-09: Approve EnFocus District Wi-Fi Project Agreement

Mr. Wolford asked the board to approve EnFocus District Wi-Fi Project Agreement for proof of concept and site survey work.

A motion was made by Mr. Pontius and seconded by Mr. Ott to approve EnFocus District Wi-Fi Project Agreement for proof of concept and site survey work. The motion carried 5-0.

2018-09-24-10: Approve 2018/19 Memo of Understanding (MOU) with Head Start

Ms. Deak asked the board to approve the 2018/19 MOU with Head Start Consortium.

A motion was made by Mr. Ott and seconded by Ms. Phillips to approve the MOU with Head Start Consortium.. The motion carried 5-0.

2018-09-24-11: Approve 2018-2021 Memo of Understanding (MOU) with Oaklawn PC

Ms. Deak asked the board to approve the 2018-2021 MOU with Oaklawn Psychiatric Center for school mental health services and support.

A motion was made by Mr. Ott and seconded by Ms. Phillips to approve the MOU with

Oaklawn Psychiatric Center. The motion carried 5-0.

2018-09-24-12: Approve 2018-19 Elkhart Area Career Center Agreement

Ms. Deak asked the board to approve the 2018-19 Career Center Agreement.

A motion was made by Mr. Ott and seconded by Mr. Showalter to approve the 2018-19 Elkhart Area Career Center Agreement. The motion carried 5-0.

2018-09-24-13: Approve 2018-19 Updated Courses

Ms. Deak asked the board to approve updated courses with the addition of Ethics Studies and Indiana Studies.

A motion was made by Ms. Phillips and seconded by Mr. Ott to approve the 2018-19 updated courses. The motion carried 5-0.

2018-09-24-14: Approve Field Trips

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

Requesting Organization	Purpose of Request	Dates/Times	Destination
DECA / L. Pinneyi, Teacher	DECA Conference/ Detroit, MI	11/16/18 - 11/18/18	Detroit, MI
Spanish students / Michelle Arriaga, Teacher	World Language acquisition, cultural awareness/immersion, nature and biodiversity.	03/30/19 - 04/05/19	Costa Rica

A motion was made by Mr. Ott and seconded by Mr. Showalter to approve the field trips. The motion carried 5-0.

2018-09-24-15: Approve Fundraisers

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

Organization	School	Start	End	Goal	Activity	Purpose
NHS/Gina Wright, Sponsor	JHS	10/01/18	10/12/18	\$3,200	Cookie Dough Sales.	NHS operating expenses
JES/JIS PTO/ M. Brubaker and J. Deak	JES/JIS	9/24/18	10/15/18	\$10,000 - \$12,000	Pie Sales	classroom supplies, field trip bus costs, ice cream social, popcorn, the fall festival at JIS
JHS Yearbook Sponsor J. Kerr	JHS	09/24/18	12/31/18	\$5,000	Yearbook Ad Sales	Offset yearbook production costs.

-Fundraisers continued-						
Girls Tennis	JJHS	10/01/2018	10/13/18	\$1,000 - \$2,000	Nelson's Chicken - presales and onsite sales.	Uniform expenses.

A motion was made by Mr. Ott and seconded by Mr. Pontius to approve the fundraisers. The motion carried 5-0.

2018-09-24-16: Approve Facilities Use

Mr. Ziegler asked the board to approve the following facility use:

<b>Organization</b>	<b>Individual</b>	<b>Purpose</b>	<b>Dates/Time</b>	<b>Facility</b>	<b>Fee</b>
BCS Employee	Linda Kohl	Child's Birthday Party	10/06/18	JES Gym	N/C
Pastime Tournaments/ Cory Stoner, JHS Baseball coach	Brent Miller, Pastime Tournaments	Baseball Tournaments	June 13-15, 27-29, and July 5-7, 11-13, 24-27, 2019	Baseball Field/JES Restrooms	\$120.00/game
Girl Scouts	Gloria Mayberry	Girl Scout Meeting	Wednesdays, 3:25-4:30pm, Oct. 3, 2018 - May 22, 2019	Jimtown Intermediate	N/C
Girl Scouts	Gloria Mayberry	Girl Scout Meeting	Thursday, time 3:25 - 4:30pm, Oct. 4, 2018 - May 23, 2019	Jimtown Elementary	N/C
Jimtown Community Church Basketball League	Dave Polston	Adult recreational basketball.	Saturdays 1-4pm, Nov. 10, 2018 - March 16, 2019	JHS Gyms as available. Will coordinate with Nate Dean.	25.05/use

A motion was made by Mr. Ott and seconded by Ms. Phillips to approve the facility use request. The motion carried 5-0.

2018-09-24-16: Approve Personnel/Human Resources

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

**Terminations:**

<b>Name</b>	<b>Position</b>	<b>School</b>	<b>Effective</b>	<b>Notes</b>
Todd Cook	JJHS Boys Basketball Coach	JJHS	9/24/18	
Austin Ward	JJHS Girls Basketball Coach	JJHS	9/24/18	
Justin Overhulser	9th Grade Boys Basketball Coach	JHS	09/24/18	
Stan Noble	Music Teacher	JIS	End of 2018/19 School Year	Retirement
Gene Johnson	Junior Class Sponsor	JHS	09/24/18	
Elizabeth McDonald	Food Service Staff	BESC	09/24/18	
Becky Repiach	Food Service Staff	BESC	09/24/18	
Kyle Troyer	8th Grade Boys Track Coach	JJHS	09/24/18	

**Hiring:**

<b>Employee Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective</b>
Ryan Anderson	JJHS 8th Grade Boys Track Coach	JJHS	09/24/18

**Transfers:**

<b>Employee Name</b>	<b>From</b>	<b>To</b>	<b>Effective</b>
Steve Zook	½ Time Fluid Power Coach	Full Time Fluid Power Coach	09/24/18

**Conference Leaves:**

<b>Attendees</b>	<b>Conference</b>	<b>Date</b>	<b>Location</b>
M. Arriaga, K. Nowicki, A. Vollmar	WIDA Annual Conference 2018	10/23-10-25/18	Detroit, MI Cobo Center

**FMLA:**

There was 1 certified Family Medical Leave

**Job Openings:**

**1. Jimtown High School:**

Academic Math Team Coach  
Academic Teams Coordinator  
Yearbook Advisor  
Junior Class Sponsor

**2. Jimtown Junior High**

JJHS Girls Basketball Coach

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

8. Announcements

Mr. DuBois announced the following upcoming events:

1. Next Regular Board Meeting - Monday, October 8, 2018, 7:00pm @ Baugo Educational Service Center.
2. "Walk Into My Future Event" at Bethel College, Thursday, September 27, 2018.

9. Claims

Upon a motion made by Mr. Pontius and seconded by Mr. Ott, the board approved the payment of total payroll claims in the amount of \$647,608.16 total regular claims in the amount of \$930,560.66, total clearing claims of \$222,795.60 total bank transfers in the amount of \$0.00 with a grand total claims in the amount of \$1,800,964.42. The motion carried 5-0.

10. Other Business to Come Before the Board

Mr. DuBois reported fund balances for August:

General Fund w/o tax warrants	\$ 628,952.94
Capital Projects w/o tax warrants	\$ 261,631.28
Transportation w/o tax warrants	\$ 122,676.84
Bus Replacement Fund w/o tax warrants	\$ 250,057.62

There was no other business.



11. Adjournment

There being no other business to come before the board, Mr. Collins made a motion, seconded by Mr. Pontius to adjourn at 7:42 p.m. The motion carried 5-0.

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Caleb Pontius, Secretary

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