

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 10, 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.

1. Call to Order

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

2. Minutes

Approve November 26, 2018 Executive Session Meeting Minutes.

Upon a motion by Mr. Ott and seconded by Mr. Pontius, the November 26, 2018 Executive Session Meeting Minutes were approved. The motion carried 5-0.

Approve November 26, 2018 Regular Board Meeting Minutes.

Upon a motion by Mr. Showalter and seconded by Mr. Ott, November 26, 2018 Regular Board Meeting Minutes were approved. The motion carried 5-0.

3. Additions or Corrections to the Agenda

1. There was one addition to the agenda, *Item # 02 Approve 2019 Advanced Funding Resolution*. Renumber remaining action items consecutively.

4. Unfinished Business

There was no unfinished business.

5. Superintendent's Reports/Celebrations

Ms. Carol Deak, Assistant Superintendent

- Proud of staff/faculty hard work in all buildings. Tis the testing season.

Mr. David Wolford, Director of IT:

- Prepping for testing.

Mr. Zac Quiett, Business Manager

- Explore transition to new SBOA system, teacher appreciation grants and year end wrap up.

Mrs. Kim Johnson, Director of Food Service

- Hosting school food brokers meeting on Thursday, 12/13, with NIESC (No. Indiana Educational Service Center) and 30 local school food service directors and professionals.

Mr. Scott Kovatch, Human Resources

- Working to complete health insurance transition, HSA open enrollment, classified handbook committee, employee Gallup poll and Hatch professional development training.

Mr. Byron Sanders, JHS Principal

- Very busy with testing and winter sports.

Mrs. Lori Simon, JJHS Principal

- JJHS/JIS Lego Robotics team placed high enough at the Ft. Wayne competition to receive an opportunity to move forward within the competition. Of approximately 35,000 teams, they are in the top remaining 100 teams with the potential to present at the national competition!

Mrs. Marci Brubaker, JIS Principal

- Ditto with regard to the Lego Robotics team, successful literacy night, family movie night, diagnostic testing and swag tag reward program happening now.

Mr. Jeff Deak, JES Principal

- Family literacy night a success, celebrations (such as Polar Express Day) coming next week and prep for January iReady testing.

Mr. Jim DuBois, Superintendent

- Baugo Promise giving day...saw a board member donate his board earnings. Gift that fits in a Christmas card idea... donation to Baugo Promise in recipient's name.

6. Discussion Items

1. Indiana Central Time Zone Resolution

7. New Business - Action Items

2018-12-10-01: Approve Gallup Data Access Permission Agreement

Ms. Deak asked the board to approve Gallup Data Access Permission Agreement.

A motion was made by Mr. Ott and seconded by Ms. Phillips to approve Gallup Data Access Permission Agreement. The motion carried 5-0.

2018-12-10-02: Approve 2019 Advanced Funding Resolution

Mr. Quiett asked the board to approve 2019 Advanced Funding Resolution.

A motion was made by Ms. Phillips and seconded by Mr. Ott to approve 2019 Advanced Funding Resolution. The motion carried 5-0.

2018-12-10-03: Approve Architectural Drawings/Fee Proposal

Mr. DuBois asked the board to approve architectural drawings/fee proposal from Barton-Coe-Vilamaa.

A motion was made by Mr. Pontius and seconded by Mr. Showalter to approve architectural drawings/fee proposal from Barton-Coe-Vilamaa. The motion carried 5-0.

2018-12-10-04: Permission to Advertise Renovation Project Bids

Mr. DuBois asked the board's permission to advertise renovation project bids.

A motion was made by Mr. Ott and seconded by Ms. Phillips to advertise renovation project bids. The motion carried 5-0.

2018-12-10-05: Approve Fundraisers

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

Organization	School	Sart	End	Goal	Activity	Purpose
Jr./Sr Classes	JHS	1/01/19	2/02/19	\$6,000	Harlem Wizards/Pre-game Taco Dinner	Jr./Sr. will split profits for 2019 & 2020 grad ceremonies and 2019 JR. prom.

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

2018-12-10-06: Approve Facilities Use:

Mr. DuBois asked the board to approve the following facilities use requests:

Organization	Individual	Purpose	Dates/Times	Facility	Fee
J-Shock Club Baseball	Jake McAllister	Practices & conditioning.	12/29/18, 01/05, 01/12, 01/19, & 01/26/19	JES Gym	\$72.52
Jr/Sr Class	Kim Johnson, Beth Whitman & Rachael Polston	Harlem Wizards Game & Pre-Game Taco Dinner	02/02/19 5pm - 10pm	JHS Gym.	NC

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

2018-12-10-07: Approve Personnel/Human Resources

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

Terminations:

Employee Name	Position	Location	Effective
Erick Shafer	2nd Shift Custodian	JHS	12/11/18

Hiring:

Employee Name	Position	Location	Effective
Mike Campbell	Winter weight room coordinator	JHS	12/11/18
Elizabeth Emmons	High Ability aide	JES	1/7/19
Tim Bussard	Special Purpose Driver: Substitute	BESC	12/11/18
Elicia McDonell	Special Education aide	JIS	12/19/18
Michele Butcher	Speech/Language sub	BESC	12/11/18

Conference Leaves:

Attendees	Conference	Date	Destination
Amber Buras, Special Ed Teacher	IEP for Administrators	1/10/19	Indianapolis, IN
Rhonda Gradeless	Developing Behavior Plan	1/15/19	Indianapolis, IN
Amber Buras, Rhonda Gradeless, Special Ed Teachers	Integration of Standards	2/20/19	Merrillville, IN

FMLA:

There were 2 certified Family Medical Leaves.

Other:

Name	Notes	Board Date	Effective Date
Food Service Jobs (Managers/Assistant Managers, Food Service Staff and year one staff Pay Rate Change	Managers \$14.75 Asst. Managers \$12.75 Food Service Staff \$12.35 1st yr Food Service Staff \$10.25	12/10/18	1/1/19
Matt LaFree, Director of Transportation	Salary Increased to \$60,000	12/10/18	1/1/19

Job Openings:

1. **Jimtown High School:**
Head JV Softball Coach
2. **Jimtown Intermediate**

SOI Lab Position

2. Educational Services Center

Superintendent
Maintenance: Grounds
Custodian: 2nd Shift

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

8. Announcements

Mr. DuBois announced the following upcoming event:

1. Next Regular Board Meeting - Monday, January 14, 2019 @ 7:00pm @ Baugo Educational Service Center.

9. Claims

Upon a motion made by Mr. Ott and seconded by Ms. Phillips, the board approved the payment of total payroll claims in the amount of \$503,784.19 total regular claims in the amount of \$757,084.13, total new clearing claims of \$188,170.48, total bank transfers in the amount of \$0.00 with a grand total claims in the amount of \$1,439,413.80 for the month of November 2018. The motion carried 5-0.

10. Other Business to Come Before the Board

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. Ott to adjourn at 7:52 p.m. The motion carried 5-0.

Caleb Pontius, Secretary
