

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 November 9, 2015 at 7:00 p.m. at Baugo Educational Service Center. Board members present were Mr. Edward Collins, Mr. Dwaine Crocker, 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 October 26, 2015 Regular Board Meeting were approved. The motion carried 4-0.

3. Additions or Corrections to the Agenda

There is one addition to the agenda. Add Item #2015-11-09-07 Approve Cancellation of Outstanding Checks.

All remaining agenda items will be renumbered as noted:

2015-11-09-08: Approve Fundraisers

2015-11-09-09: Approve Facilities Use Permits

2015-11-09-10: Approve Field Trip Requests

2015-11-09-11: Approve Personnel/Human Resources

4. Old Business

There was no old business.

5. Superintendent's Reports/Celebrations

- Jimtown Elementary School: Mr. Deak was pleased to announce that 85% of the check-in/check-out students are on-track. Check-in/check-out is a PBiS initiative.
- Jimtown Intermediate School: Mrs. Brubaker reported that a literacy night is scheduled for Title One students and their parents this Thursday, November 12, at 6:00pm.
- Jimtown Junior High School: Mr. Stout reported that the JJHS Math Department is using the software Educreations to improve intervention and enrichment.
- Jimtown High School: Mr. Kovatch informed the board that there are two plays, Steel Magnolias and The Odd Couple, being performed at Jimtown High School this weekend.
- Transportation/IT: Mr. Griffing stated that wireless access points are up but not all are functional. Fiber has been installed to increase internet speed. On October 19, Transportation Department staff participated in an Active Shooter seminar at Penn Harris Madison Schools. Biannual bus inspections are scheduled for December 9.
- Facilities/Systems: Mr. Southworth stated that wireless access points will be connected during Thanksgiving break. The digital marquee sign is up with the correct graphics and will be running once the electrical is inspected. Continuing investigative work on capital projects at Jimtown Elementary.

- Athletics: Mr. Dean proudly reported that the Kiwanis Club honored the following Jimtown scholar athletes on Tuesday, October 27: Shawntel James, Lindsey Stose, Kenny Kern and Sam Pawlak. The Harlem Wizards fundraiser is scheduled for Wednesday, November 11. Boys basketball official practices started today. The JHS Athletic Department fall financial summary will be distributed at the December 14 board meeting.
- Learning and Food Service: Ms. Deak reported that the literacy night Mrs. Brubaker mentioned earlier is required by the Title 1 program to encourage parental involvement and help bridge the gap between school and home. Books and reading games will be given away as well. ISTEP scores have been released. Parents may request a rescore by Friday, November 13. The Indiana State Food Service Specialist is currently on site reviewing food service records and kitchens.
- Financial Report: Mr. Perry informed the board that State Board of Accounts Auditors have been here for the past few weeks. Work continues on paperwork for the general obligation bond and tax anticipation warrants. Mr. Perry reported the fund balances as follows:

<u>Fund Balances:</u>	<u>October 2015</u>
General Fund	\$ 112,183.70
Debt Service	\$1,864,295.85
Capital Projects w/o tax warrants	\$ 327,626.32
Transportation w/o tax warrants	\$ -119,819.40
Bus Replacement Fund	\$ 2,621.94

6. Board Discussion Items

1. Transfer tuition option to open during mid-year was discussed.
2. Board Policy Updates were distributed to board members.
3. Capital Expenditure options were briefly reviewed.

7. New Business - Action Items

2015-11-09-01: Approve 2016 Tax Warrant Resolution

Mr. Perry asked the board to adopt a resolution authorizing borrowing under the 2016 Tax Warrant Program. Due to the timing of tax collections, short term borrowing cap, tax anticipation warrants are necessary to cover short term working capital needs. The warrants are issued through the Indiana Bond Bank and we will be borrowing based on anticipated tax receipts of the Capital Projects Fund and Transportation Fund. The borrowing amount is set using the district's estimated 2016 levy and cash flow survey.

A motion was made by Mr. Pontius and seconded by Mr. Showalter to approve the 2016 Tax Warrant Resolution. The motion carried 4-0.

2015-11-09-02: Approve Resolution Designating Officers

Mr. Perry asked the board to approve resolution designating acting officers for the issuance of 2016 tax anticipation warrants.

A motion was made by Mr. Showalter and seconded by Mr. Crocker to approve the Resolution Designating Officers for 2016. The motion carried 3-0.

2015-11-09-03: Open Additional Appropriation Hearing

Mr. Perry asked the board to open an additional appropriation hearing to discuss an additional appropriation resolution. A motion was made by Mr. Crocker and seconded by Mr. Pontius to suspend the regular board meeting. The motion carried 4-0.

A motion was made by Mr. Crocker and seconded by Mr. Pontius to open the additional appropriation hearing. The motion carried 4-0.

An additional appropriation resolution was discussed.

A motion was made by Mr. Crocker and seconded by Mr. Pontius to close the additional appropriation hearing. The motion carried 4-0.

A motion was made by Mr. Crocker and seconded by Mr. Showalter to reopen the regular board meeting. The motion carried 4-0.

2015-11-09-04: Approve Additional Appropriation Resolution 2015 General Obligation Bond

Mr. Perry asked the board to approve the Additional Appropriation Resolution.

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

2015-11-09-05: Approve Final Bond Resolution - 2015 General Obligation Bond

Mr. Perry asked the board to approve the Final Bond Resolution - 2015 General Obligation Bond.

A motion was made by Mr. Crocker and seconded by Mr. Showalter to approve the Final Bond Resolution – 2015 General Obligation Bond . The motion carried 4-0.

2015-11-09-06: Approve Resolution Adopting Post Issuance Procedures

Mr. Perry asked the board to approve the Resolution Adopting Post Issuance Procedures.

A motion was made by Mr. Crocker and seconded by Mr. Pontius to approve the Resolution Adopting Post Issuance Procedures. The motion carried 4-0.

2015-11-09-07: Approve Outstanding Checks Cancellation

Mr. Perry asked the board to approve the cancellation of outstanding checks written by Jimtown High School Athletics up to the amount of \$4,046.54.

A motion was made by Mr. Pontius and seconded by Mr. Showalter to approve the cancellation outstanding checks up to the amount of \$4,046.54. The motion carried 4-0.

2015-11-09-08: Approve Fundraiser

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

School	Start Date	End Date	Activity	Purpose
JHS	11.16.15	11.30.15	Sale of Fan Clothing	Purchase of instruments and uniforms.

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

2015-11-09-09: Approve Facilities Use Request

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

Requesting Organization	Purpose of Request	Dates/Times	Facility
7&8 Grade Girls Basketball	Open gym for voluntary practice	November 11 - December 18, M 4:55 - 6:15, W 4:55 - 6:00, F 3:05 - 5:45	Jimtown Intermediate School Gym

A motion was made by Mr. Crocker and seconded by Mr. Showalter to approve the facilities use request. The motion carried 4-0.

2015-11-09-10: Approve Field Trips

Mr. Southworth asked the board to approve field trips as follow:

Requesting Organization	Purpose of Request	Dates/Times	Facility
JHS Health Class (7th pd./ 8 students)	Hands on Dental Demonstration/ Dr. Snyder's Office	11/13/2015 8:00am - 1:30pm	Waterfall Drive. Elkhart, IN
Fluid Power Challenge	Project Completion	12/4/2015	Ivy Tech, South Bend

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

2015-11-10-11: 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
Doug Polston	7th Grade Boys Basketball Coach	JJHS	11.09.15
Clint Stickel	JHS English Academic Team (students) Coach	JHS	11.09.15

Conference Leaves:

Attendees	Conference Information	Dates	Location
Allyce Bour and Ami Yoder	Post Pathways - Connecting Educators to Careers	11.09.15	The Lerner, Elkhart
Deb Rogers, Shaunte Williams, Clint Stickel	PBiS Coaches Forum	11.17.15	Indianapolis, IN
Rhonda Gradeless & Darin Mast	IIEP Training	11.11.15	Concord Schools, Elkhart, IN
Kathy Nowicki	Expanding Expresss Tool Workshop	11.17.15	Park Learning Center, New Haven IN
Emily Kemp & Brenda Roberts	Getting Rady for 2015-16 E/LA Assessments	12.16.15	Christo's, Plymouth, IN
Mike Campbell	IFCA All State	12.04.15	Indianapolis, IN
Emily Kemp & Brenda Roberts	ISTEP Regional Meeting	12.16.15	Plymouth HS
Emily Kemp, Amanda Monroe & Beth Knapp	IAG Conference 2015	12.14 - 12.15.15	Indianapolis, IN
D. Rogers, J. Stacy, T. Daniels, D. Brown, J. Linville, B. Griffey, C. Poelstra, A. Jordan, K. Kim & S. Nettleton	Youth Mental Health Tool Kit	12.02.15	Elkhart
Steve Zook	Success with English Learners - Focus Secondary	12.11.15	New Prairie H.S.

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 4-0.

8. Announcements

Mr. DuBois announced the following:

1. Online giving to the Jimtown Alumni Scholarship Fund is now available at www.baugo.org under the donate tab.
2. Jimtown Alum, Cary Starnel, is scheduled to be inducted into the Elkhart County Sports Hall of Fame on Saturday, November 14, 2015.
3. The next regularly scheduled board meeting is Monday, December 14, 2015 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 \$697,496.22, total regular claims in the amount of \$760,683.87 (1 voided check \$2250.00), total clearing claims of \$199,363.02, total bank transfers in the amount of \$0.00 with a grand total claims in the amount of \$1,655,293.11. 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. Collins made a motion, seconded by Mr. Crocker to adjourn at 8:17 p.m. The motion carried 4-0.

Dwaine Crocker, Secretary
