

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 January 14, 2019 at 7:00 p.m. at Baugo Educational Service Center, 29125 County Road 22 West, Elkhart, IN Board members present were Mr. Eric Ott, Mr. Caleb Pontius, Ms. Julie Phillips, Mr. Kris Seymore and Mr. Troy Bontrager.

1. Call to Order

The meeting was called to order at 7:00 p.m. by Mr. Ott, Board Vice-President. Pledge of Allegiance was lead by Mr. Ott and the Mission Statement was read by Mr. DuBois, Superintendent.

2. Minutes

Approve the following Board Meeting Minutes:

- December 10, 2018 Executive Session
- December 10, 2018 Regular Board Meeting
- December, 13, 2018 Executive Session
- December 20, 2018 Executive Session
- January 7, 2019 Executive Session

Upon a motion by Mr. Pontius and seconded by Ms. Phillips, the Board Meeting Minutes were approved. The motion carried 5-0.

3. Additions or Corrections to the Agenda

There were no additions/corrections to the agenda.

4. Unfinished Business

There was no unfinished business.

5. Superintendent's Reports/Celebrations

Mr. Quiett reported November 2018 Fund Balances (December 2018 balances will be reported at the 01/28/19 regular board meeting):

General Fund	\$ 622,501
Debt Service	\$2,122,483
Capital Projects w/o tax warrants	\$ 135,608
Transportation w/o tax warrants	\$ (41,185)
Bus Replacement Fund w/o tax warrants	\$ 108,353

Mr. Scott Kovatch, Human Resources:

- Health insurance transition complete, CCI updates , January HR Newsletter and Facilities department interviews.

Mr. Jeff Ziegler, Facilities Director:

- Pre-bid meeting last week for renovations at JJHS/JHS and life skills classrooms at JES/JIS.

Mr. David Wolford, Director of IT:

- Print server update complete, planning E-Rate bids for network upgrades and single sign on for staff/teachers. HVAC switch to Johnson Controls project is 95% complete. ILearn readiness testing scheduled for January 23rd. Received grant funds from Community Foundation of Elkhart County for district WiFi.

Ms. Carol Deak, Assistant Superintendent:

- WIDA testing begins this week through February. Staff professional development next week with Kagan, PBIS, data collection, Ilearn trainings. Congratulations to the first year JHS Robotics team for next level qualification and to world language teacher Michelle Arriaga on receiving the Lilly Creativity Grant for teachers. First student intern placed with MSC Tool Supply Internship. Baugo Special Education department came through the IDOE compliance audit with no red flags - rumored to be the only school corporation in the state to do so.

Mr. Jim DuBois, Superintendent:

- Congratulations to JHS's Riley Horvath for placing 6th at the IHSCWA girls state tournament.

6. Discussion Items

1. Board Policy Updates, Volume 30, Number 2.

7. New Business - Action Items

2019-01-14-01: Appointment of Board Member

Mr. Ott asked the board to appoint Mr. Troy Bontrager to the Baugo Board of School Trustees vacant board seat.

A motion was made by Mr. Pontius and seconded by Mr. Seymore to appoint Mr. Troy Bontrager to the Baugo Board of School Trustees vacant board seat. The motion carried 4-0.

2019-01-14-02: Approve Board Reorganization

Mr. Ott stated that the Board must reorganize as required by Indiana School Laws and Rules at the first meeting annually. A motion was made by Mr. Pontius and seconded by Mr. Seymore to approve the board reorganization as proposed. The motion carried 5-0. Officers and members were appointed as follows:

Mr. Eric Ott, President
Mr. Caleb Pontius, Vice President
Ms. Julie Phillips, Secretary
Mr. Kris Seymore, Member
Mr. Troy Bontrager, Member

2019-01-14-03: Approve Year End Resolution for Expenditures

Mr. Quiett asked the board to approve a Year End Resolution for Expenditures.

A motion was made by Mr. Pontius and seconded by Ms. Phillips to approve Year End Resolution for Expenditures. The motion carried 5-0.

2019-01-14-04: Approve Resolution to Transfer Funds

Mr. Quiett asked the board to approve a Resolution to Transfer Funds from Education Fund to Operation Fund.

A motion was made by Ms. Phillips and seconded by Mr. Pontius to approve a Resolution to Transfer Funds from Education Fund to Operation Fund. The motion carried 5-0.

2019-01-14-05: Permission to Advertise Annual Performance Report

Mr. Quiett asked the board for permission to advertise the Annual Performance Report.

A motion was made by Mr. Pontius and seconded by Mr. Seymore for permission to advertise the Annual Performance Report. The motion carried 5-0.

2019-01-14-06: Approve 2019 Corporation Treasurer

Mr. Quiett asked the board to approve Nancy Winnicki as 2019 Corporation Treasurer.

A motion was made by Ms. Phillips and seconded by Mr. Pontius to approve Nancy Winnicki as 2019 Corporation Treasurer. The motion carried 5-0.

2019-14-07: Approve 2019 Corporation Deputy Treasurer

Mr. DuBois asked the board to approve Zachary Quiett as 2019 Corporation Deputy Treasurer.

A motion was made by Mr. Seymore and seconded by Mr. Pontius to approve Zachary Quiett as 2019 Corporation Deputy Treasurer. The motion carried 5-0.

2019-01-14-08: Approve 2019 Administrative Travel

Mr. Quiett asked the board to approve administrative travel for 2019.

A motion was made by Mr. Bontrager and seconded by Mr. Pontius to approve 2019 administrative travel. The motion carried 5-0.

2019-14-09: Approve Donation

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

Organization	Purpose	Value/ Amount	NOTES
Nappanee Missionary Church	Food/meal (\$1,000) and clothing assistance (\$1,000) for students in need.	\$2,000	"Thank you" to JHS students for volunteering at the 2018 Feed My Starving Children Event.

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

2019-01-14-10: Approve Macallister Power Systems Agreement

Mr. Quiett asked the board to approve Macallister Power Systems Agreement.

A motion was made by Ms. Phillips and seconded by Mr. Pontius to approve Macallister Power Systems Agreement. The motion carried 5-0.

2019-01-14-11: Approve Facilities Use:

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

Organization	Individual	Purpose	Dates/Times	Facility	Fee	Notes
Elkhart S. Congregation of Jehovah's Witnesses	Randy Alexander	Annual Memorial	4/19/19 / 6:00pm - 10:00pm	JJHS Auditorium	\$100.04	
J Shock 12/13U	Carrie Cole	Club Baseball Practices	Saturdays Noon -2 / February 9,16 & 23, March 2, 9, 16, 23 & 30	JES Gym	N/C	20 of 23 players are Jimtown students.
Five Star	Kevin Brady	Basketball	01/2019 thru 06/2019	Gyms as available	\$30.00	TABLED

A motion was made by Mr. Ott and seconded by Mr. Seymore to approve the facilities use requests. The motion carried 5-0

2019-01-14-12: Approve Central Time Zone Resolution (TABLED)

Mr. DuBois asked the board to approve the Central Time Zone Resolution.

A motion was made by Mr. Pontius and seconded by Mr. Seymore to **TABLE** the Central Time Zone Resolution. The motion carried 5-0.

2019-01-14-13: Approve Gallup Parent/Employee Agreement

Mr. Kovatch asked the board to approve the Gallup Parent/Employee Agreement

A motion was made by Mr. Pontius and seconded by Ms. Phillips to approve Gallup Parent/Employee Agreement. The motion carried 5-0.

2019-01-14-14: Approve Personnel/Human Resources

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

Resignations/Retirements/Terminations:

Employee Name	Position	Location	Effective
Abigail Bell	Asst. Food Service Mgr	JES/JJHS	01/21/2019

Hiring:

Employee Name	Position	Location	Effective
Angela Gwinn	Food Service Staff	JES/JJHS	1/15/2019
Jason Waldron	Head JV Softball Coach	JHS	1/15/2019

Transfers:

Employee Name	Position	Location	Effective
Jody Rusthoven	Ast. Food Service Mgr.	Food Service Manager	1/15/2019
Danielle Randall	Food service staff	Asst. Food Service Mgr.	1/15/2019

Conference Leaves:

Attendees	Conference	Date	Destination
A. Buras, C. Sponseller, A. Monroe, E. Endicott, J. Sebesta, B. Griffey, and A. Timm	Council of Exceptional Students	01/31/19 & 02/01/19	Indianapolis, IN

FMLA:

There was 1 certified Family Medical Leave.

Other:

Name	Notes	Board Date	Effective Date
Scott Hamstra	\$1000 added to the base, if at the cap as stipend	1/14/2019	01/15/2019

Job Openings:

- 1. Jimtown Intermediate**
SOI Lab Position
- 2. Educational Services Center**
Maintenance: Grounds
Custodian: 2nd Shift

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

8. Announcements

Mr. DuBois announced the next Regular Board Meeting - Monday, January 28, 2019 @ 7:00pm @ Baugo Educational Service Center.

9. Claims

Upon a motion made by Ms. Phillips and seconded by Mr. Bontrager, the board approved total Additional regular November claims in the amount of \$143,924.13, total additional November clearing claims in the amount of \$341.71, total bank transfers in the amount of \$0.00 with a grand total claims in the amount of \$1,583,679.64 for the month of November 2018 (\$1,439,413.80 previously approved 12/10/18). 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. Ott made a motion, seconded by Mr. Pontius to adjourn at 7:56 p.m. The motion carried 5-0.

Julie Philliops, Secretary
