

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 February 25, 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 President. The Mission and Values statement was read by Mr. DuBois.

2. Minutes

Approve the following Board Meeting Minutes:

- February 11, 2019 Executive Session
- February 11, 2019 Regular Board Meeting
- February 12, 2019 Executive Session
- February 14, 2019 Executive Session
- February 19, 2019 Executive Session

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

3. Additions or Corrections to the Agenda

There was one addition to the agenda:

Item #02: *Approve Resolution to Transfer Tech Funds*

Remaining action items to be re-numbered consecutively.

4. Unfinished Business

There was no unfinished business.

5. Superintendent's Reports/Celebrations

Mr. Zach Quiett, Business Manager:

- Working on presentation of new fund accounts. Working with departmental budgets.

Mr. David Wolford, Director of IT:

- Continuing work to become a certified HP repair facility.

Mr. Jeff Ziegler, Director of Facilities:

- Thank you to maintenance staff, Steve Sandsmark and Dakota Young, for their expertise and hard work in their related field.

## 6. Discussion Items

Mr. DuBois reviewed the Twenty20 Strategic Plan Commitments, 1.0 Financial Commitment and 2.0 Student Achievement Commitment.

## 7. New Business - Action Items

### 2019-02-25-01: Approve Contract with Seesaw

Ms. Deak asked the board to approve a 3 year contract with Seesaw (parent/teacher software) beginning July 1, 2019.

A motion was made by Mr. Bontrager and seconded by Ms. Phillips to 3 year contract with Seesaw beginning July 1, 2019. The motion carried 5-0.

### 2019-02-25-02: Approve Resolution to Technology Transfer Funds

Mr. Quiett asked the board to approve a resolution to transfer funds from Technology Fund to Operations Fund.

A motion was made by Mr. Pontius and seconded by Ms. Phillips to approve resolution to transfer funds from Technology Fund to Operations Fund. The motion carried 5-0.

### 2019-02-25-03: Approve Inactive Account Closure

Mr. Quiett asked the board to approve closure an inactive TCU Flex Spending Account.

A motion was made by Mr. Bontrager and seconded by Mr. Seymore to approve closure of Inactive TCU Flex Spending Account. The motion carried 5-0.

### 2019-02-25-04: Approve Radio System Upgrade

Mr. Wolford asked the board to approve handheld/bus radio system upgrade with an additional contract allowance not greater than \$85,000.00.

A motion was made by Mr. Seymore and seconded by Mr. Pontius to approve handheld/bus radio system upgrade with an additional contract allowance not greater than \$85,000.00 . The motion carried 5-0.

2019-02-25-05: Approve Fundraisers

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

<b>Organization</b>	<b>School</b>	<b>DATE</b>	<b>Goal</b>	<b>Activity</b>	<b>Purpose</b>
JHS Percussion/K. Baughman	JHS	03/06/19	\$3,500.00	Sale of Clothing Products	Sale of Clothing Products
JHS Marching Band/K. Baughman	JHS	03/22/19 - 04/08/19	\$2,500.00	Presale of specialty meat sticks	Presale of specialty meat sticks
JHS Band/Kathy Baughman and B. Snider	JHS	04/26/19 - 05/10/19	\$3,000.00	Presale of Popsocket Grips	Presale of Popsocket Grips

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

2019-02-25-06: Approve Personnel/Human Resources

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

**Terminations:**

<b>Employee Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective</b>
Lydia Benedict	CDL Bus Driver	BESC	02/19/19
Lexie Banks	6th Grade Teacher	JIS	End of 2018/19 school year

**Hiring:**

<b>Employee Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective</b>
Tim Courliss	Interim team leader	JIS	Immediately - End of 2018/19 school year
Kristine Geans	Interim team leader	JIS	Immediately - End of 2018/19 school year

**Transfers:**

<b>Employee Name</b>	<b>FROM Position</b>	<b>TO Position</b>	<b>Effective</b>
Donald Dieterlen	Substitute CDL Driver	CDL Driver	02/26/19
Larry Gabbard	Substitute CDL Driver	CDL Driver	02/26/19

**Conference Leaves:**

<b>Attendees</b>	<b>Conference</b>	<b>Date</b>	<b>Destination</b>
Mike Campbell, JHS Teacher and Head Football Coach	IFCA State Coaching Clinic (Football)	03/8 & 9/2019	Indianapolis, IN

**Job Openings:**

**1. Jimtown Intermediate**  
SOI Lab Position

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

8. Announcements

1. Mr. DuBois announced the next Regular Board Meeting - Monday, March 11 2019, 7:00pm @ Baugo Educational Service Center.

9. Claims

Upon a motion made by Mr. Pontius and seconded by Ms. Phillips, the board approved payroll claims in the amount of \$738,866.75, regular claims in the amount of \$1,268,792.00, clearing claims in the amount of \$240,314.28, additional claims vouchers in the amount of \$83,854.87, total bank transfers in the amount of \$0.00, with a grand total claims in the amount of \$2,331,827.90 for the month of January 2019. The motion carried 5-0.

10. Other Business to Come Before the Board

Ms. Phillips mentioned “The many positive school related posts on social media. Items such as the recent “Jimmie Olympics” at JHS as well as events at other schools.”.

11. Adjournment

There being no other business to come before the board, Mr. Ott made a motion, seconded by Mr. Pontius to adjourn at 7:45 p.m. The motion carried 5-0.

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Julie Phillips, Secretary

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