

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 27, 2020 at 7:00 p.m. at Baugo Educational Service Center, 29125 County Road, Elkhart, IN 46517. Board members present were Mr. Caleb Pontius, Ms. Julie Phillips, Mr. Kris Seymore, Mr. Troy Bontrager and Mr. Eric Ott.

1. Call to Order

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

2. Minutes

Approve minutes of the January 13, 2020 regular board meeting, executive session and board of finance.

Upon a motion by Mr. Bontrager and seconded by Mr. Ott, the January 13, 2020 regular board meeting, executive session and board of finance 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

1. Budget Review - Mr. Quiett

6. Discussion Items

There were no board discussion items.

## 7. New Business - Action Items

### 2020-01-27-01: Approve Board Policy Update Volume 31, Number 2

Mr. Sanders asked the board to approve board policy update Volume 31, Number 2.

The following policies were revised:

0100	Definitions
2261	Title 1 Services
2261.01	Parent Participation in Title I Program
2281	Parent and Family Engagement
2623.01	Test Security Provisions for Statewide Assessments
5330.02	Care of Student with Diabetes
5335	Care of Students with Chronic Health Conditions
5341	Emergency Medical Authorization
5410	Promotion, Placement, and Retention
6144	Investment Income
6145	Short-term Indebtedness
6220	Budget Preparation
6325	Procurement - Federal Grants/Funds
6605	Crowdfunding
8121	Personal Background Check - Contracted Services
8210	School Calendar
8500	Food Service Program
8600	Transportation

A motion was made by Mr. Bontrager and seconded by Ms. Phillips to approve board policy update Volume 31, Number 2. The motion carried 5-0.

### 2020-01-27-02: Approve Transfer Tuition Guidelines for the 2020/21 School Year

Mr. Sanders asked the board to approve transfer tuition guidelines for the 2020/21 school year as follows:

- Kindergarten - During Round-Up Hours on Tuesday, April 21, 2020 and Thursday, May 7, 2020
- Grade 9 - May 1, 2020 thru June 1, 2020

A motion was made by Mr. Ott and seconded by Mr. Bontrager to approve transfer tuition guidelines for the 2020/21 school year. The motion carried 5-0.

### 2020-01-27-03: Approve Employee Handbooks

Mr. Sanders asked the board to table Item #2020-01-27-03 *Approve Employee Handbooks*.

A motion was made by Mr. Bontrager and seconded by Mr. Ott to table Item #2020-01-27-03 Approve Employee Handbooks. The motion carried 5-0.

2020-01-27-04: Approve Resolution Designating Bank Signers

Mr. Quiett asked the board to approve a resolution designating bank signers.

A motion was made by Mr. Seymore and seconded by Ms. Phillips to approve a resolution designating bank signers. The motion carried 5-0.

2020-01-27-05: Approve 2020/21 District School Year Calendar

Ms. Deak asked the board to approve the 2020/21 district school year calendar.

A motion was made by Mr. Seymore and seconded by Ms. Phillips to approve the 2020/21 district school year calendar. The motion carried 5-0.

2020-01-27-06: Approve Head Start Transportation Memo of Understanding (MOU)

Mr. Sanders asked the board to approve Head Start Transportation MOU, effective January 20, 2020 - June 30th, 2020.

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

2020-01-27-07: Approve Fundraisers

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

<b>Organization</b>	<b>School</b>	<b>Dates</b>	<b>Goal</b>	<b>Activity</b>	<b>Purpose</b>
JHS Band/Kathy Baughman	JHS	01/29/20-02/12/20	\$4,000	Fan Cloth Catalog - Band Spirit Wear	Marching Band Fees
JHS Band/Kathy Baughman	JHS	02/20/20 1 day	\$1,000	Panera Give Back Night	ISSMA & Bus Fees
JHS Band/Kathy Baughman	JHS	3/9/20-3/25/20	\$3,000	Buffalo Bob's Meat Sticks	Marching Band Fees
JHS Band/Kathy Baughman	JHS	05/08/20 1 day	\$2,500	Jazz Cafe - Ticket Sales/Silent Auction	Marching Band Fees

A motion was made by Mr. Seymore and seconded by Mr. Bontrager to approve the fundraiser requests. The motion carried 5-0

2020-01-27-08: Approve Field Trips

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

Organization	School	Dates	Destination
Tina Williams, JrHS Teacher	JrHS	06/04-06/09/2020	Washington DC

A motion was made by Ms. Phillips and seconded by Mr. Seymore to approve the field trip requests. The motion carried 5-0

2020-01-27-09: Approve Facility Use Requests

There were no facility use requests.

2020-01-27-10: Approve Personnel/Human Resources

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

**Resignations/Retirements/Terminations:**

Employee Name	Position	Location	Effective
Amanda Monroe	Language Arts J-Club Coach	JrHS	1/13/2020
Amanda Monroe	Math Academic Coach	JrHS	1/13/2020
Kayla McClure	Headstart Bus Driver	ESC	1/17/2020
Tiffany Clements	Headstart Monitor	ESC	1/17/2020
Lucinda Russell	Headstart Monitor	ESC	1/17/2020
Bill Stose	Head Volleyball Coach	JHS	1/27/2020

**Hiring:**

Employee Name	Position	Location	Effective
Josh Schwartz	Math Academic Coach	JrHS	01/28/2020
Cory Stoner	Football Head Coach	JHS	2020/21 SY

**Transfers:**

Employee Name	From	To	Effective
Ronald Merrill, Jr.	Substitute Custodian	Custodian/BESC	02/03/2020

**Conference Leaves:**

Attendees	Conference	Date	Destination
Amber Buras, Special Ed Teacher	Special Education RDA Roadshow	2/25/2020	Ft. Wayne, IN
Margaret Quintana, JHS World Language Teacher	Textbook Adoption Caravan	01/28/2020	Plymouth, IN

## **Job Openings:**

### **1. Jimtown High School**

Biology Teacher 2020/2021 SY  
English Academic Team Coach  
Assistant Play Director  
Auditorium Stage Manager  
Vocal Music Director  
Varsity Volleyball Coach  
Assistant Football Coach

### **2. Jimtown Junior High School**

English Second Language Teacher  
Spell Bowl Coach  
Vocal Music Director

### **3. Jimtown Intermediate School**

Nurse  
6th Grade Girls Head Basketball Coach

### **4. Jimtown Elementary School**

### **5. Baugo Educational Service Center**

CDL Bus Driver - Substitute

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

## 8. Announcements

Mr. Sanders announced the following:

- Next regular board meeting - Monday, February 10, 2020 @ 7:00pm at Jimtown Jr. High.

## 9. Claims

There were no claims.

## 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. Pontius made a motion, seconded by Mr. Seymore to adjourn at 7:28 p.m. The motion carried 5-0.

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Mr. Kris Seymore, Secretary

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