

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 13, 2021, Education Service Center, 29125 County Road 22 West, Elkhart, IN 46517. Board members present were Kris Seymore, Eric Ott, Troy Bontrager, Caleb Pontius, and Chris Carithers.

1. Call to Order

The meeting was called to order at 7:00 PM by Kris Seymore, Board President, and all present recited the Pledge of Allegiance.

Superintendent Sanders reviewed the Mission and Values.

2. Minutes

November 8, 2021, Regular Board Meeting, and November 8, 2021, Executive Session Minutes. Motion by Troy Bontrager and seconded by Eric Ott to approve November 8, 2021, Regular Board meeting minutes, and November 8, 2021, Executive Session Minutes. The motion carried 5-0.

3. Additions or Corrections to the Agenda

None

4. Unfinished Business

None

5. Superintendent's Reports

- Jimtown Intermediate School Presentation – Marci Brubaker, Principal  
HOPE Squad presentation by Jerica Burns and Tim Adams, Counselors  
School-based, Peer-to-Peer, Suicide Prevention Program
- Barton Coe updates to Jimtown Intermediate School renovation  
Karen Fisher and Zac Quiett presented the renovation plan and estimates for costs.
  - January 2022 – Pre-bid Drawings
  - February 3 – Bids open (close by mid-February)
  - Spring Break – Start renovations (completion during summer)

6. Discussion Items

- Re-entry Plan – Superintendent Sanders reviewed the plan, emphasizing that CDC protocols are being adhered to by the corporation.
- Neola Policy 2266 (revision) – Superintendent Sanders presented the revision for review.

## 7. New Business - Action Items

### 2021-12-13-01: Approve Barton Coe Permission to Advertise

Byron Sanders asked the Board to approve Barton Coe to advertise for bids on the Jimtown Intermediate renovation project.

A motion was made by Caleb Pontius and seconded by Troy Bontrager to approve Barton Coe. The motion carried 5-0.

### 2021-12-13-02: Approve Field Trips

Byron Sanders asked the Board to approve a field trip for the Lego Robotics Team (Grades 4 and 5) for state competition at the University of Indianapolis.

A motion was made by Eric Ott and seconded by Caleb Pontius to approve the field trip. The motion carried 5-0.

### 2021-12-13-03: Approve J&N Lawn Care Service Contract

David Wolford, Director of Facilities, asked the Board to approve the lawn service contract from J&N Lawn Care to mow and maintain grounds for the 2022 mowing season.

A motion was made by Chris Carithers and seconded by Eric Ott to approve the J&N Lawn Care Service contract. The motion carried 5-0.

### 2021-12-13-04: Approve 2022 Advanced Funding Resolution

Zac Quiett asked the Board to approve the 2022 advanced funding resolution which addresses Policy 6145-Short-Term Indebtedness and Policy 6330-Approval of Contracts.

A motion was made by Chris Carithers and seconded by Troy Bontrager to approve the 2022 Advanced Funding Resolution. The motion carried 5-0.

### 2021-12-13-05: Approve Facilities Use

David Wolford asked the Board to approve the facilities use request by NIVA for volleyball practices.

A motion was made by Eric Ott and seconded by Caleb Pontius to approve the NIVA facilities use request. The motion carried 5-0.

### 2021-12-13-06: Approve Fundraiser

Zac Quiett asked the Board to approve the fundraiser request from DECA and Cheerleading for the Winter Formal to be held on February 5, 2022.

A motion was made by Troy Bontrager and seconded by Chris Carithers to approve the DECA/Cheerleading fundraiser request. The motion carried 5-0.

2021-13-13-07: Approve Personnel/Human Resources

Byron Sanders asked the Board to approve the Personnel/Human Resources.

**Resignations/Retirements/Terminations:**

<b>Employee Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective</b>
Briant Estrella Arias	Head Boys' Soccer Coach	JHS	11/15/2021
Terrance Sherman	Assistant Basketball Coach	JHS	11/10/2021
Jason Poff	Winter Percussion Director	JHS	11/09/2021
Stefani Wuthrich	Head Girls' Track Coach	JHS	11/09/2021
Courtney Bradley	Head Girls' Soccer Coach	JHS	11/22/2021
Michelle Brown	Transportation Secretary	ESC	11/12/2021
Melanie Summers	Executive Secretary/Human Resources	ESC	01/04/2022
Jennifer Kern	English Teacher	JHS	06/02/2022
Jennifer Kern	English Team Leader	JHS	06/02/2022
Mark Kern	History Teacher	JHS	06/02/2022
Mark Ward	Assistant Varsity Football Coach	JHS	12/01/2021
Mark Ward	Business Teacher	JHS	06/02/2022
Mark Ward	Team Leader – Business Education	JHS	06/02/2022
Julie Pendell	Instructional Aide I	JIS	12/10/2021
Rubi Maldonado	2 <sup>nd</sup> Shift Custodian	JHS	12/06/2021

**Hiring:**

<b>Employee Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective</b>
Phil Gifford	Winter Percussion	JHS	11/17/2021
Rodesha Wildrick	4 <sup>th</sup> Grade Teacher	JIS	11/29/2021
Angela Medors	Language Arts Teacher	JJHS	11/29/2021
Blaine Miner	Substitute Custodian	Varies	12/01/2021
Lanna Snyder	Special Purpose Bus Driver	ESC	12/02/2021
Peter Hoffman	Science Team Leader	JHS	2021-2022 SY
Rubi Maldonado	2 <sup>nd</sup> Shift Custodian	JHS	12/06/2021
Ryan Charles	Assistant Boys' Basketball Coach	JHS	12/14/2021
Brian Metcalf	Substitute Custodian	Varies	01/03/2022
Elizabeth Adcock	Specialized Instructional Assistant (Library)	JHS	01/03/2022
Audrey Deak	Student Worker	JES	01/04/2022

**Transfers:**

<b>Employee Name</b>	<b>From Position</b>	<b>To Position</b>	<b>Effective</b>
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DJ Washington	9 <sup>th</sup> Grade Boys' Basketball Coach	Assistant Varsity Boys' Basketball Coach	11/10/2021
Tracy Gardner	Substitute Instructional Aide	Instructional Aide JES	11/29/2021
Kenny Kern	Assistant Boys' Track Coach	Head Girls' Track Coach	12/09/2021

**Conference Leaves:**

Attendees	Conference	Date	Destination
Steve Williams	Elkhart School Safety Commission	01/27/2022	Elkhart, IN
Steve Williams	Advanced School Safety Training	05/19-05/20/2022	Indianapolis
Cory Stoner	Indiana State Baseball Coaches Clinic	01/14-01/15/2022	Indianapolis

**Family Medical Leaves:**

Certified or Classified	FMLA or Non-FMLA	Effective Date	End Date
Classified	FMLA – Family	10/26/2021	TBD

**Other:**

Substitute Teacher Pay Increase	Teaching Assignment – from \$90.00/day to \$95.00/day	01/01/2022
Substitute Teacher (with Degree) Pay Increase	Teaching Assignment with Degree – from \$110.00/day to \$115.00/day	01/01/2022
Substitute Aide Pay Increase	Aide Assignment – from \$80.00/day to \$85.00/day	01/01/2022
Madeline Smith	Stipend – Board Secretary position - \$5,000 for remainder of 2021-22 SY	12/14/2021-06/30/2022

**Open Positions:**

<b>Jimtown High:</b>		<b>Jimtown Intermediate:</b>
Assistant Musical Director		Instructional Aide

Pep Band Director		Food Service - 2
Assistant Play Director		<b>Jimtown Elementary:</b>
Science Team Leader		Food Service
Assistant Tennis Coach		<b>Educational Services Center:</b>
Assistant Girls' Basketball Coach		Executive Secretary/Human Resources
Assistant Girls' Track Coach		Transportation Secretary
Head Boys' Soccer Coach		CDL Bus Driver
Head Girls' Soccer Coach		CDL Bus Driver Substitute
Robotics Coach		Custodian Substitute
English Academic Team Coach		Special Purpose Driver
Sign Language Interpreter		2 <sup>nd</sup> Shift Custodian
Winter Percussion		
Food Service		
<b>Jimtown Junior High:</b>		
Academic Team Coach		
8 <sup>th</sup> Grade Boys' Track Coach		
Student Council		

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

8. **Announcements**

Byron Sanders proposed that the board meeting scheduled for Monday, December 27, 2021, be cancelled.

The next regular board meeting is Monday, January 10, 2022, at 7:00 p.m. in the Education Service Center Board Room.

9. **Claims**

**October Claims:**

Regular claims in the amount of \$182,453.38; Clearing claims in the amount of \$71,814.64; Sub-Total \$254,268.02; for a Grand Total of claims for October of \$1,823,697.31.

**November Claims:**

Total Net Payroll in the amount of \$604,124.37; total Regular claims in the amount of \$1,063,602.35; total Clearing claims in the amount of \$223,580.45; total voided checks in the amount of (\$143.03); for a Grand Total of claims for November of \$1,891,164.14.

Upon a motion made by Caleb Pontius and seconded by Chris Carithers, the board approved claims for October and November. The motion carried 5-0.

10. **Other Business to Come Before the Board**

**Request of Visitor**

Terry Richards asked for additional information on the Robotics program.

11. **Adjournment**

There being no other business to come before the Board, Kris Seymore made a motion, seconded by Eric Ott, to adjourn at 7:53 PM. The motion carried 5-0.

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Troy Bontrager, Secretary

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