

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 March 14, 2022, Education Services Center, 29125 County Road 22 West, Elkhart, IN 46517. Board members present were Troy Bontrager, Chris Carithers, and Caleb Pontius, (Absent - Kris Seymore and Eric Ott).

1. **Call to Order**

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

Superintendent Sanders reviewed the Mission and Values.

2. **Minutes**

February 28, 2022, Regular Board Meeting Minutes.

Motion by Chris Carithers and seconded by Caleb Pontius to approve February 28, 2022, Regular Board meeting minutes.

The motion carried 3-0.

3. **Additions or Corrections to the Agenda**

None

4. **Unfinished Business**

None

5. **Superintendent's Report**

- Strategic Plan (building response update)
  - Tim Pletcher, Principal, presented the JHS 720-day Plan (180 days of instruction x 4-years for Freshmen thru Seniors)
    - Develop a progressive discipline matrix
    - Attendance (involve parental contacts)
    - PBIS (Positive Behavior Intervention Support)
    - Staff Professional Development
    - Student Support Services (HOPE squad)

6. **Discussion Items**

None

7. **New Business - Action Items**

2022-3-14-01: Approve Resolution to Purchase Real Property

Business Manager, Zac Quiett, asked the board to approve the resolution to purchase real property, located at 58970 County Road 3, across from the high school.

A motion was made by Caleb Pontius and seconded by Chris Carithers to approve the resolution to purchase real property. The motion carried 3-0.

2022-3-14-02: Approve Transportation Coordinator Job Description

Business Manager, Zac Quiett, asked the board to approve the Transportation Coordinator job description.

A motion was made by Chris Carithers and seconded by Caleb Pontius to approve the Transportation Coordinator job description. The motion carried 3-0.

2022-3-14-03: Approve Fundraising

Business Manager, Zac Quiett, recommended approval of the requests for fundraising activities by JHS Classes of 2022/2023/2024/2025, and the JHS Baseball Team.

A motion was made by Chris Carithers and seconded by Caleb Pontius to approve the fundraising requests. The motion carried 3-0.

2022-3-14-04: Approve Facilities Use

Facilities Director, David Wolford, recommended approval of the request for facilities use by the Bethel University Soccer Team and JHS Girls' Basketball Team.

A motion was made by Caleb Pontius and seconded by Chris Carithers to approve the facilities use requests. The motion carried 3-0.

2022-3-14-05: Approve Personnel/Human Resources

Superintendent Sanders asked the Board to approve the below Personnel/Human Resources.

**Resignations/Retirements/Terminations:**

| <b>Employee Name</b> | <b>Position Location</b>         | <b>Effective</b> |
|----------------------|----------------------------------|------------------|
| Kalynn Warr          | Food Service I JHS               | 03/03/2022       |
| Kathy Spaugh         | Treasurer/Athletic Secretary JHS | 06/15/2022       |

**Hiring:**

| Employee Name | Position Location            |            |
|---------------|------------------------------|------------|
| Doug Chaffee  | Interim Dean of Students JHS | 02/25/2022 |
| Ronald Kelley | Substitute Custodian         | 03/15/2022 |

**Transfers:**

| Employee Name | From Position To Position | Effective |
|---------------|---------------------------|-----------|
|               | NONE                      |           |

**Conference Leaves:**

| Attendees | Conference Date | Destination |
|-----------|-----------------|-------------|
|           | NONE            |             |

**Family Medical Leaves:**

| Certified or Classified | FMLA or Non-FMLA Effective Date | End Date |
|-------------------------|---------------------------------|----------|
|                         | NONE                            |          |

**Other:**

|   |            |
|---|------------|
| Kelly Howard and Maura Fredwell \$1,500 to base salary for an effective evaluation with a full-year of service. | 03/15/2022 |
| Matt Eppert and Jill Stork Soccer Club - 1st/2nd Grade (boys & girls)   | 04/11/2022 |

**Open Positions:**

| <b>Jimtown High:</b>               |
|------------------------------------|
| Assistant Principal                |
| Assistant Band Director (JHS/JJHS) |
| Assistant Music Director           |
| Assistant Play Director            |
| Business Education Teacher         |

|  |
|--|
| English Teacher (Grades 7-12)  |
| Industrial Technology Teacher (Grades 7-12)  |
| Social Studies Teacher (Grades 7-12)   |
| Special Ed Teacher (Intensive Intervention) Special Ed Teacher (Mild Intervention) |

Science Team Leader

English Academic Team Coach

|                                   |
|-----------------------------------|
| <b>Jimtown Junior High:</b>       |
| Athletic Director                 |
|                                   |
|                                   |
| <b>Jimtown Intermediate:</b>      |
| Team Leader Intervention/Specials |

|   |
|---|
| Food Service  |
|   |
|   |
| <b>Jimtown Elementary:</b><br>Elementary Teacher (Grades K-6) |

|                                   |  |                                   |
|-----------------------------------|--|-----------------------------------|
| Sign Language Interpreter         |  | <b>Education Services Center:</b> |
| Treasurer / Athletic Secretary    |  | Accounts Payable Specialist       |
| Head Boys' Soccer Coach           |  | Transportation Secretary          |
| Assistant Girls' Basketball Coach |  | CDL Bus Driver                    |
| Assistant Boys' Track Coach       |  | CDL Bus Driver Substitute         |
| Robotics Coach                    |  | Custodian Substitute              |
| Food Service                      |  | Special Purpose Driver            |

A motion was made by Caleb Pontius and seconded by Chris Carithers to approve the Personnel/Human Resources. The motion carried 3-0.

8. **Announcements**

Superintendent Sanders announced that the next regular board meeting is Monday, March 28, 2022, at 7:00pm in the Education Services Center Board Room.

9. **Claims**

**February Claims:**

Total Net Payroll of \$526,112.59; total Regular Claims of \$1,098,784.58; and total Clearing Claims of \$262,729.78; for February 2022 Grand Total Claims of \$1,887,626.95.

Upon a motion made by Caleb Pontius and seconded by Chris Carithers, the Board approved claims for February 2022. The motion carried 3-0.

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

There were three members of the community who gave their opinions about transportation/contract bus drivers, expression of encouragement to the Board, and dress code enforcement.

11. **Adjournment**

There being no other business to come before the Board, Caleb Pontius made a motion, seconded by Chris Carithers, to adjourn at 7:30 PM. The motion carried 3-0.

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Chris Carithers, Secretary

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