

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 12, 2022, at Education Services Center, 29125 County Road 22W, Elkhart, IN 46517. Board members present were: Kris Seymore, Chris Carithers, Eric Ott, Bill Gletty, and Caleb Pontius

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 14, 2022, Executive Session Minutes

November 14, 2022, Regular Board Meeting Minutes

Motion by Caleb Pontius and seconded by Bill Gletty to approve November 14, 2022, executive session and regular board meeting minutes. The motion carried 5-0.

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

None

4. **Unfinished Business**

None

5. **Superintendent's Report**

- Holiday food drive is underway in each school. Approximately 50-community families will be assisted.
- Annual Girls' Basketball Team Breakfast With Santa was held on December 10th.
- Radius Marketing Group is working with our community committee to best convey the story of Baugo Community Schools.
- 1929-Gym abatement work anticipated to be wrapped up by January 1st.
- First ever PLTW (Principles of Biomedical Sciences) white coat ceremony was held for six students who completed the program.
- Appreciation of Service plaques were presented to outgoing Board of Trustees members Kris Seymore and Caleb Pontius.

- Mr. Sanders asked JJHS Principal Scott Hamstra to present a follow-up on his Strategic Goals. Mr. Hamstra explained that the Business class is new this year for both 7th and 8th grades.

Business Course Overview:

- ★ Use computer apps
- ★ Technology (impact on world)
- ★ Lifestyle and Budgeting 101
- ★ Personal and employable skills

Because of the success with the course this year, it is anticipated that next year the course will be expanded and open to more interested students.

6. **Discussion Items**

- BCSPD Policies 4001-Firearms and 7000-Traffic Enforcement (first reading)
- BCSPD overview of expectations for hiring of part-time school resource officer.

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

None

8. **New Business - Action Items**

2022-12-12-01: Approve Bi-annual Approval COVID-19 Re-entry Guidance

Superintendent Sanders asked the Board to approve the bi-annual review of COVID-19 re-entry guidance.

A motion was made by Eric Ott and seconded by Bill Gletty to approve the bi-annual review of COVID-19 re-entry guidance . The motion carried 5-0.

2022-12-12-02: Approve 2023 Board Meeting Dates

Superintendent Sanders asked the Board to approve the proposed 2023 Board meeting dates.

A motion was made by Chris Carithers and seconded by Eric Ott to approve the 2023 Board meeting dates. The motion carried 5-0.

2022-12-12-03: Approve Neola Policy 5330-Use of Medication (revision)

Superintendent Sanders asked the Board to approve the Neola Policy 5330-Use of Medication (revision).

A motion was made by Caleb Pontius and seconded by Bill Gletty to approve Neola Policy 5330-Use of Medication. The motion carried 5-0.

2022-12-12-04: Approve 2023-2024 District School Year Calendars

Superintendent Sanders asked the Board to approve the 2023-24 Baugo District Calendar and the 2023-24 Employee 12-month Calendar.

A motion was made by Bill Gletty and seconded by Caleb Pontius to approve the 2023-2024 Baugo calendars. The motion carried 5-0.

2022-12-12-05: Approve Donations

Superintendent Sanders asked the Board to approve donations from WellPet for food/snacks for our school therapy dogs, and from the Elkhart County Sheriff's Department for a police radar unit.

A motion was made by Eric Ott and seconded by Chris Carithers to approve the donations. The motion carried 5-0.

2022-12-12-06: Adopt Resolution - 2023 Advance Funding

Business Manager, Zac Quiett, asked the Board to adopt the resolution for the Indiana Bond Bank's 2023 advance funding program.

A motion was made by Bill Gletty and seconded by Eric Ott to adopt the resolution for the Indiana Bond Bank's 2023 advance funding program. The motion carried 5-0.

2022-12-12-07: Adopt Resolution - Inner Fund Transfer

Business Manager, Zac Quiett, asked the Board to adopt the resolution for inner funds transfer from education to operations.

A motion was made by Eric Ott and seconded by Bill Gletty to adopt the resolution for inner funds transfer. The motion carried 5-0.

2022-12-12-08: Adopt Resolution to Purchase Real Property

Business Manager, Zac Quiett, asked the Board to approve the adoption of a resolution to purchase real property at 58837 County Road 3, Elkhart, IN 46517.

A motion was made by Caleb Pontius and seconded by Chris Carithers to adopt the resolution to purchase real property. The motion carried 5-0.

2022-12-12-09: Approve Health Plan Partners' Contracts

Business Manager, Zac Quiett, asked the Board to approve contracts for Health Plan Partners from Healthgram, Cigna, Elixir, and Crum & Forester.

A motion was made by Bill Gletty and seconded by Eric Ott to approve the Health Plan partners' contracts. The motion carried 5-0.

2022-12-12-10: Approve 1929 Gym Pre-Construction Demo Contract

Facilities Director, David Wolford, asked the Board to approve the DJ Construction pre-construction demo package of the 1929 gym.

A motion was made by Caleb Pontius and seconded by Bill Gletty to approve the 1929 gym pre-construction demo contract. The motion carried 5-0.

2022-12-12-11: Approve Brown & Brown 2022 Construction Project Contract

Facilities Director, David Wolford, asked the Board to approve the Brown & Brown 2022 construction project contract to complete renovations to the JHS/FACS classroom and teachers' lounge, as well as some safety upgrades to the administration building.

A motion was made by Bill Gletty and seconded by Caleb Pontius to approve the Brown & Brown 2022 Construction Project Contract. The motion carried 5-0.

2022-12-12-12: Approve Facilities Use

Facilities Director, David Wolford, asked the Board to approve the facilities use requests for practices from Club 1 Basketball and NIVA Club Volleyball, and Elkhart County Sheriff-SWAT for training.

A motion was made by Chris Carithers and seconded by Bill Gletty to approve the facilities use requests. The motion carried 5-0.

2022-12-12-13: Approve Field Trips

Superintendent Sanders asked the Board to approve the request from the Senior Class of 2023 for their annual trip.

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

2022-12-12-14: Approve Fundraising

Superintendent Sanders asked the Board to approve fundraising requests from JHS boys' basketball, cheerleaders, and DECA.

A motion was made by Eric Ott and seconded by Bill Gletty to approve the fundraising requests. The motion carried 5-0.

2022-12-12-15: Approve Personnel/Human Resources

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

Resignations/Retirements/Terminations:

Employee Name	Position	Location	Effective
Cynthia Underwood	Assistant Play Director (Spring)	JHS	12-13-2022
Mary Merrill	Assistant Girls' Tennis Coach	JHS	12-06-2023
Tammy Moore	Food Service Manager	JIS	01-05-2023
Jennifer Silvers	Bus Driver	ESC	12-07-2023

Hiring:

Employee Name	Position	Location	Effective
Maggie Farwig	Head Girls' Tennis Coach	JHS	12-12-2022

Transfers:

Employee Name	From Position	To Position	Effective
Ann Hunsberger	Head Girls' Tennis Coach	Asst. Girls' Tennis Coach	12-12-2022
Jenna Meyer	Girls' Basketball Coach (Gr 6)	Girls' Basketball Coach (Gr 8)	12-12-2022
Mike Guzman	2nd Shift Custodian (JJHS)	Sub-Custodian	12-12-2022
Jennifer Southworth	Sub-Custodian	2nd Shift Custodian (JJHS)	12-12-2022
Dominyk Barnard	Sub-Custodian	2nd Shift Custodian (JIS)	11-14-2022

Conference Leaves:

Attendees	Conference	Date	Destination
Cory Stoner	IHSAA Baseball Coaches Clinic	1/12-1/14/2023	Indianapolis

Family Medical Leaves:

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

Other:

Employee Name	Notes	Effective Date
NONE		

Open Positions:

Jimtown High:		Jimtown Intermediate:
Assistant Music Director		
Head Boys' Soccer Coach		
Robotics Coach		Jimtown Elementary:
Jimtown Junior High:		Education Services Center:
		CDL Bus Driver Substitute
		Special Purpose Driver Substitute
		Custodian Substitute

A motion was made by Bill Gletty and seconded by Chris Carithers to approve the Personnel/Human Resources. The motion carried 5-0.

9. **Announcements**

Superintendent Sanders announced that the board meeting scheduled for Monday, December 26, 2022, is canceled. Notice of cancellation will be posted on the website.

The next regular board meeting will be Monday, January 9, 2023, at 7:00pm at the Education Services Center.

10. **Claims**

November 2022 Claims:

Total Net Payroll of \$610,873.25, total Regular Claims of \$1,080,417.76, total Clearing Claims of \$245,887.53, total Void Checks of (\$16,100.00), and total Transfer Funds of \$500,000.00 for November 2022 Grand Total of \$2,421,078.54.

Upon a motion made by Bill Gletty and seconded by Chris Carithers, the Board approved claims for November 2022. The motion carried 5-0.

11. **Adjournment**

There being no other business to come before the Board, Kris Seymore made a motion, seconded by Eric Ott, to adjourn at 8:02pm.

The motion carried 5-0.

Eric Ott, Secretary
