

**EAST ALLEN COUNTY SCHOOLS
BOARD OF SCHOOL TRUSTEES MEETING**

Administration Building
1240 State Road 930 East
New Haven, IN 46774
January 8, 2013 – 6:30 p.m.

AGENDA

- I. EXECUTIVE SESSION – NONE
- II. CALL TO ORDER
- III. ROLL CALL
- IV. PLEDGE OF ALLEGIANCE
- V. SWEARING IN OF BOARD MEMBERS
- VI. ELECTION OF OFFICERS
- VII. BOARD BUSINESS
 - 1. Review Board Compact – Appendix J
 - 2. Committee Assignments: East Allen Educational Foundation
East Allen Wellness Advisory Committee
Fort Wayne Museum of Art Board
Common Wage Hearing Representation
Transportation Appeal Committee
- VIII. ADOPTION OF AGENDA
- VI. RECOGNITIONS
- X. HEARING OF VISITORS
- XI. APPROVAL OF MINUTES – December 18, 2012 Regular Meeting
- XII. INFORMATION ITEMS
- XIII. SUPERINTENDENT COMMUNICATIONS
 - 1. Overview of Operations - Transportation Department

XIV. ACTION AGENDA

- 13-0108-01 Approval of Human Resources Report
- 13-0108-02 Approval of Financial Reports
- 13-0108-03 Approval of Meetings and Conferences Requests
- 13-0108-04 Approve Participation in National Clean Diesel Rebate

XV. NEW BUSINESS

- 1. AWS Foundation Grant

XVI. ITEMS FROM CLOSED SESSION

XVII. BOARD DISCUSSION

XVIII. ADJOURNMENT

*Our mission is to inspire in all students
a passion for learning while developing knowledge, skills and character necessary
to become responsible contributors to the local and global society.*

APPENDIX J

SCHOOL BOARD COMPACT

A School Board Member shall abide by the following Code of Ethics for School Board Members:

- I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the Board has consulted those who will be affected by them and hear and discuss facts about the above actions.
- I will carry out my responsibility, not to administer the schools, but, together with my fellow Board Members, to see that they are well run.
- I will recognize that authority rests with the Board of School Trustees and will make no personal promises nor take any private action that may compromise the board.
- I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. In all other matters, I will provide accurate information and, in concert with my fellow Board Members, interpret to the staff the aspirations of the community for its school.
- I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- I will support and protect school personnel in proper performance of their duties.
- I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.
- I understand that the Board makes decisions as a team. Individual Board Members may not commit the Board to any action.
- I recognize that decisions are made by a majority vote and should be supported by all Board Members and I will respect the right of other Board Members to express and have opinions and ideas that differ.



**EAST ALLEN COUNTY SCHOOLS
REGULAR MEETING OF THE
BOARD OF SCHOOL TRUSTEES
December 18, 2012 - 6:30 p.m.**

**Administration Building – Board Room
1240 State Road 930 East
New Haven, IN 46774**

CALL TO ORDER President Janice Witte called the meeting to order at 6:30 p.m.

ROLL CALL

Board Janice A. Witte, President
Neil S. Reynolds, Vice President
Terry Jo Lightfoot, Secretary
Richard A. Allgeier
Alyssa Lewandowski
Stephen L. Terry, Sr.

Staff Dr. Karyle M. Green, Superintendent
Dr. Michael B. Shaffer, Assistant Superintendent of Instruction
Mr. Kirby Stahly, Assistant Superintendent for Administrative Services
Mr. Chris Hissong, Executive Director of School Management
Mr. Bill Diehl, Director of Accountability
Mr. Ed Mendoza, Director of Student Services
Mr. G. Michael Chen, Principal, WOPS/WOIS
Mr. Ron Kammeyer, Principal, Woodlan Jr./Sr. High School
Mrs. Rebecca Christensen, Administrative Intern, WOPS/WOIS
Mrs. Terri Lortie, President, EACS Custodial Association

ADOPTION OF AGENDA

The agenda for December 18, 2012 was adopted as presented.

RECOGNITIONS

<u>Name</u>	<u>Topic</u>
Rick Allgeier, Alyssa Lewandowski, Janice Witte	Outgoing Board Members

HEARING OF VISITORS

<u>Name</u>	<u>Topic</u>
Arden Hoffman	“7 Habits of Highly Effective People”

APPROVAL OF MINUTES – November 27, 2012 Regular Meeting
November 27, 2012 Executive Session

INFORMATION ITEMS

- 1. Asset Protection Annual Report
- 2. Wellness Advisory Council Members

SUPERINTENDENT COMMUNICATIONS

- 1. School Improvement Plans – Woodlan Attendance Area

ACTION AGENDA

CONSENT MOTION:

- 12-1218-01 Approval of Human Resources Report
- 12-1218-02 Approval of Financial Reports
- 12-1218-03 Approval of Meetings and Conferences Requests
- 12-1218-04 Approval of Application and Receipt of Funds for the IDOE Innovation Grant
- 12-1218-05 Approval of 2012 Bus Purchase From CIESC Bid
- 12-1218-06 Ratification of Fuel Bids - Gas & Diesel for Dates 1/1/13 Through 12/31/13
- 12-1218-07 Approval of Carriers for Property/Casualty/Liability and Workers' Compensation Insurance

Motion: That the Board of School Trustees approve items one through seven as presented.

Motion: Allgeier Second: Lewandowski Vote: Aye: 6-0

NEW BUSINESS

- 1. National Clean Diesel Rebate

ITEMS FROM CLOSED SESSION

- 12-1218-08 Ratification of Agreements Between the Board of School Trustees and the Maintenance, Custodial and Transportation Associations
- 12-1218-09 Authorization of One Time Stipend for Nonunion Employee Groups

Motion: That the Board of School Trustees approve items eight and nine as presented.

Motion: Allgeier Second: Lewandowski Vote: Aye: 5-0-1
Abstained: Lightfoot

BOARD DISCUSSION

Speaker

Alyssa Lewandowski, Rick Allgeier,
Janice Witte

Subject(s)

Parting Words

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:29 p.m.

MINUTES

These minutes were taken by Mrs. Julie Labie.

NEXT MEETING

The next Regular Meeting of the Board of School Trustees is scheduled for Tuesday, January 8, 2013 at 6:30 p.m. at the EACS Administration Building, 1240 State Road 930 East, New Haven, IN.

These minutes were approved and adopted by the East Allen County Schools Board of School Trustees on January 8, 2013.

**EAST ALLEN COUNTY SCHOOLS
BOARD OF SCHOOL TRUSTEES**

Secretary

Action Items

Board Report
January 8, 2013

CERTIFIED NEW HIRES

NAME	ASSIGNMENT	DATE
LaSuer, Jaelyn	Teacher-Heritage Elementary	01/07/2013
Whitacre, Natalie	Teacher-Heritage Jr/Sr High	01/07/2013

CLASSIFIED NEW HIRES

NAME	ASSIGNMENT	DATE
Duncan, Chloe	Bus Monitor-Transportation	12/17/2012
Hicks, Tamika	Paraprofessional-Heritage El	12/17/2012
Salerno, Elizabeth	Secretary-Woodlan Primary	01/07/2013
Sorg, Shelley	Paraprofessional-Heritage El	11/29/2012

CERTIFIED TERMINATIONS

NAME	ASSIGNMENT	DATE	REASON
Bontrager, Shelley	Teacher-Leo Elementary	01/18/2013	Resignation
Brady, Jill	Principal-Leo Elementary	06/24/2013	Resignation
Hunt, Judy	Teacher-New Haven High	05/24/2013*	Retirement
Rohrbacher, Robert	Principal-Heritage Jr/Sr High	06/24/2013	Retirement
Stayton, Amber	Teacher-Cedarville Elementary	12/15/2012	Resignation

CLASSIFIED TERMINATIONS

NAME	ASSIGNMENT	DATE	REASON
Foltz, Rocky	Computer Technician-Technology	01/02/2013	Resignation
Hilton, Aaron	Senior System Engineer-Technology	01/11/2013	Resignation

CERTIFIED LEAVE OF ABSENCE

NAME	ASSIGNMENT	DATE	REASON
Daley, Mallari	Teacher-New Haven High	01/14/13-02/01/13	FMLA
Dommer, Natasha	Teacher-Meadowbrook Elementary	12/14/12-02/01/13	Medical

CLASSIFIED LEAVE OF ABSENCE

NAME	ASSIGNMENT	DATE	REASON
Gaines-Reese, Joyce	Family Supp. Spec.-Prince Chapman	01/16/13-01/18/13	FMLA

* If inclement weather make-up days are added, retirement date will be the last day of student attendance.

ACTION AGENDA

January 8, 2013

Board Agenda Item _____

13-0108-02


APPROVE CONSOLIDATED REGISTER OF CLAIMS; DISTRIBUTION OF PAYROLL; GIFT AND DONATIONS; AND FINANCIAL STATEMENT

Background:

The State of Indiana requires the Board of School Trustees approve and ratify the payment of all bills and authorize the issuance of checks; distribution of payroll; the acceptance of all gifts and donations; tuition transfers and the financial statement of the Corporation.

Recommendation:

That the Board of School Trustees accepts and/or approves the consolidated register of claims; distribution of payroll, gifts and donations; tuition transfers; and the financial statement.


Karyle M. Green
Superintendent of Schools

Prepared:	Kirby Stahly
Approved:	Kirby Stahly
Budget:	Kirby Stahly

Legal:	_____

**FINANCIAL SUMMARY REPORT
REGULAR BOARD MEETING
TUESDAY, JANUARY 8, 2013**

ACCOUNTS PAYABLE VOUCHER INFORMATION

Vendor Claims	274441-274622
Total Amount	<u>\$1,244,542.84</u>

DONATIONS, GIFTS, AND EXTRACURRICULAR EXPENDITURES

DONATIONS

Meadowbrook Elementary School requests Board approval to accept a donation in the amount of \$250.00, from Lifeway Wesleyan Church.

Woodlan Jr./Sr. High School requests Board approval to accept a donation in the amount of \$1000.00, from TransCanada USA Services, Inc.. As specified, funds are to be used by Woodlan's FFA Program.

GIFT

Woodlan Jr./Sr. High School requests Board approval to accept the donation of all Channel One News equipment in Woodlan Jr./Sr. High School's possession (including any digital headend units, televisions/mounts, carts and /or the satellite dish), from the Channel One Network.

East Allen Multi School Building Corporation
 Woodlan K-12 Campus Project
 School Board Approval

Item Number	Date Rec'd	Vendor/Contractor	App/Inv #	Invoice Amount	Date of Board Approval	Description
11	12/10/12	RQAW Corporation	6182122	4,800.00	Jan. 8, 2013	Architectural Services (Construction Administration)
12	12/13/12	Faegre Baker Daniels	39001380	6,367.20	Jan. 8, 2013	Local Legal Counsel - Bond Issue (50%)

East Allen Multi School Building Corporation
Heritage K-12 Campus Project
School Board Approval

Item Number	Date Rec'd	Vendor/Contractor	App/Inv #	Invoice Amount	Date of Board Approval	Description
13	12/10/12	RQAW Corporation	6182123	848.63	Jan. 8, 2013	Architectural Services - Reimbursables
14	12/13/12	Faegre Baker Daniels	39001380	6,367.20	Jan. 8, 2013	Local Legal Counsel - Bond Issue (50%)

Meetings and Conferences

The following meetings and/or conference requests are information items, which are to be made a part of the Board minutes:
January 8, 2013

<u>Date</u>	<u>Attendee(s)</u>	<u>Building</u>	<u>Conference/Location</u>	<u>Backup Information/Account</u>
December 4, 2012	Christi Smeltzley	LEHS	Kids Count in Indiana, Indianapolis	Released time, mileage, misc. parking, 218-11300-11000-0071
December 9 – 10, 2012	Barbara Stauffer	NHMS	High Ability Training, Indianapolis	Resubmitting for meals, 311-12110-580-0014
December 11, 2012	Heather Lee, Melissa Martin	PCA	Fred Jones Training, PCA	Released time, AM, 412-22120-11000-0064
December 18, 2012	Lori Fendel, Tamalee Miller, Becky Richhart	WOHS	Acuity Data, WOHS	Resubmitting for sub, 010-25400-13000-0004
December 20, 2012	Amanda Glenn	HEEL	Records Day, HEEL	Released time, AM
January 2, 2013	Eric Blauvelt, Ed Claymiller, Dan Felger, Dale Love, Mark Smith	TRAN	Quickserv Overview, Fort Wayne	Released time
January 14, 2013	David Boyce, Jillian DePew, Melissa Fiedler, Jessica Hancock, Kelly Mahoney, Holly McKanna, Raisa Schnelker, Barbara Yamano	LEHS	Data/Intervention Workshop, LEHS	Released time, AM, 010-25400-130-004
January 14, 2013	Meagan Hartleroad, Judith Hey, Paul Newberg, Ashlee Robbins, Carrie Shappell, Tim Witte	LEHS	Data/Intervention Workshop, LEHS	Released time, PM, 010-25400-130-004
January 15, 2013	Jennifer Hartman	SPSV	To Attend Transition Carde Meeting, Warsaw	Released time, AM, mileage, 010-12230-580-012
January 16, 2013	Chris Hall, Mike Shirey	HEHS	Indiana State Called In-Service on Agriculture, Trafalgar	Released time, registration, 010-11410-580-0070, 010-11410-58001-0070
January 20 – 24, 2013	Teresa Knoblauch	HEEL	National Title 1 Conference, Tennessee	Released time, registration, lodging, meals, mileage, account # TBD, going in place of Michael Shaffer
January 22 – 23, 2013	Brenna Kruse	SPSV	Seeing Stars-Strategies to Teach Reading/Phonemic Awareness, Fort Wayne	Released time, registration, 527-17500-580-012
January 22 – 23, 2013	Deb Niemeyer	St. John Emmanuel	Seeing Stars-Strategies to Teach Reading/Phonemic Awareness, Fort Wayne	Released time, registration, 527-17500-580-012
January 22 – 23, 2013	Amanda Arnold, Vanessa Diller, Susan Rost	St. Louis Academy	Seeing Stars-Strategies to Teach Reading/Phonemic Awareness, Fort Wayne	Released time, registration, 527-17500-580-012
January 28 – 30, 2013	Brenna Kruse	SPSV	Lindamood Bell Lips Training, Fort Wayne	Released time, registration, 527-17500-580-012

February 28, 2013	Jennifer Hartman	SPSV	To Attend Transition Card Meeting, Warsaw	Released time, PM, mileage, 010-12230-580-012
May 21, 2013	Jennifer Hartman	SPSV	To Attend Transition Card Meeting, Warsaw	Released time, mileage, 010-12230-580-012

ABSTRACT

National Clean Diesel Rebate 2012 School Bus Replacement Funding Opportunity

East Allen County Schools is eligible to participate in the Diesel Emission Reduction Program (DERA); EPA is offering rebates to both public and private fleets for the clean diesel project. The first rebate program is targeting the replacement of older school buses. The rebate amount per bus is from \$20,000 to \$30,000, which is greater than trade-in values. There is \$2 Million available for this pilot program.

Who is Eligible:

- o School districts;
- o Municipalities;
- o Regional, state, local or tribal agencies with jurisdiction over transportation or air quality;
- o Private entities that operate school buses under a contract with an entity listed above.

The National Clean Diesel Rebate Program was authorized by the Diesel Emissions Reduction Action of 2010. Through the National Clean Diesel Rebate Program, EPA will offer financial support to eligible applicants to reduce diesel emissions from a variety of mobile sources. This rebate funding provides financial assistance to public and private fleet owners for the replacement of older school buses with new, cleaner school buses. All replacement buses must be powered by a certified 2012 or newer model year engine.

Applications that are submitted to EPA will be assigned a unique identification number and applicants will be selected through a random number generator. Districts are eligible to submit up to five (5) eligible replacement school buses. Selectees have 90 days from date of selection letter to submit to EPA a copy of the purchase order for the new bus. For each bus being replaced that receives a rebate, will be scrapped or rendered permanently disabled.

This Rebate Program provides the opportunity for East Allen County Schools to make up for some of the lost funding from Circuit Breaker. The receipt of a rebate does not change the number of buses planned to be replaced through EACS School Bus Replacement Plan.

East Allen County Schools requests approval to submit an application to participate in the National Clean Diesel Rebate Program.

New Business

ABSTRACT
AWS Foundation (Fort Wayne, Indiana)

East Allen County Schools (EACS) is eligible to apply for a grant from the AWS Foundation. EACS Special Services representatives are seeking grant funding to establish a pre-vocational skills program for students with special needs in elementary through high school. The purpose of this project is to provide work-related experiences within a structured classroom environment. The students will not only be learning about the importance of quality work ethic, but also how to apply life skills related to math and reading. The program title for this initiative is "Production Junction," with a logo of three trains representing each grade span; elementary, middle, and high school. The initial step of the program includes purchasing pre-vocational work kits that are transportable. These work kits will be comprised of items and equipment that allows students to complete final products that may be sold within the schools and at community events. The work kits will rotate between schools on a semester basis to ensure all students are having the same experiences throughout our district during each 18-week grading period. The kits will be collected and restocked at the end of each semester. Students will assist in checking the inventory and determining what is needed to restock each work kit. Students will also participate in the shopping for replenishing the inventory in each work kit. This project will be overseen and supervised by both the EACS Special Education Supervisor and the EACS Transition Coordinator.

The goals for implementing and sustaining the pre-vocational work kits will include:

- Provide students of all grade levels with meaningful and fulfilling pre-vocational activities linked to students functional life goals
- Provide adaptive equipment for the pre-vocational work kits so students of all ability levels may participate in the process
- Develop a mentoring program where high school students will mentor elementary school students during the making and selling of products
- Promote disability awareness by participating in community events to market and sell our products and showcase our students' abilities
- Create a self-sustaining program by selling products and using those funds to replenish program materials

This grant will, if approved, establish Production Junction. This award will provide the seed funds for East Allen County Schools Special Services to purchase the materials to assemble the pre-vocational work kits and establish Production Junction. The kits will be self-sustaining through the sales of the products created by the students. This project will be ongoing and provide invaluable work experiences to students as they progress through each grade level. The overall goal is for students to obtain pre-vocational skills that will allow them to transition toward post-secondary employment.

There are no matching requirements to submit an application under this competition. Awards will be selected based upon a review process. Applications are due early in 2013. East Allen County Schools requests approval to request and receive, if approved, this AWS Foundation award to establish Production Junction as described above.