



EAST ALLEN COUNTY SCHOOLS

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

September 5, 2017 - 6:30 p.m.

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

At a meeting held in the Board Room at the Administration Building, 1240 State Road 930 East, New Haven, Indiana, the Board of School Trustees of East Allen County Schools met at approximately 6:32 p.m. on September 5, 2017.

Board members present:

Mr. Robert L. Nelson, Jr., President
Mr. Timothy E. Hines, Vice President
Mr. Christopher T. Baker, Secretary
Mr. Todd C. Buckmaster
Mrs. Gayle C. Etzler
Mrs. Terry Jo Lightfoot
Mrs. Paulette Nellems

Board members absent:

None.

EACS Administrators and Association Presidents also in attendance:

Mrs. Marilyn Hissong, Superintendent
Mrs. Teresa Knoblauch, Assistant Superintendent of Elementary Education
Mr. Kirby Stahly, Assistant Superintendent of Administrative Services
Ms. Deborah Watson, Assistant Superintendent of Secondary Education
Mrs. Connie Brown, Director of Special Services
Mrs. Tina Grady, Director of Human Resources
Mrs. Tamyra Kelly, Public Information Officer
Ms. Jennifer Heffernan, Director of Title III
Mr. Keith Madsen, Director of Technology
Mrs. Michelle Wenglikowski, Director of Student Services
Mrs. Diamond Robinson, Principal, Southwick Elementary School
Mrs. Terri Lortie, President, EACS Custodial Association

1.0 ROUTINE ITEMS

1.1 Call to Order

President Bob Nelson called the meeting to order at 6:32 p.m.

1.2 Pledge of Allegiance

Board member Mrs. Paulette Nellems led everyone in the Pledge of Allegiance.

1.3 Approval of Agenda

The agenda was approved as presented, with addendums to Consent Items 3.1 – Human Resources Report, and 3.2 – Financial Reports (Tuition Transfers).

1.4 Recognitions

The Allen County Public Library will soon be offering audio podcasts of three children's books in English and Burmese to help Burmese children who are learning English. Two Southwick Elementary School employees played integral parts in this undertaking. Southwick teacher, Mrs. Michelle Niblick, was selected to read the English versions, and Ms. Hser Moo, a bilingual interpreter at Southwick, was selected to read the books in Burmese. Mrs. Diamond Robinson is the principal of Southwick Elementary School.

2.0 PUBLIC EXPRESSIONS – AGENDA AND NON-AGENDA ITEMS

None.

3.0 CONSENT ITEMS

Superintendent Hissong requested the Board's approval for the Consent Items as presented as follows:

- 3.1 Human Resources Report and Addendum**
- 3.2 Financial Reports and Addendum**
- 3.3 Meetings and Conferences**
- 3.4 Minutes – Regular Meeting – August 15, 2017**

Motion: That Consent Items 3.1 through 3.4, and the addendums, be approved as presented.

Motion: Buckmaster

Second: Etzler

Discussion: None.

Vote:

3.1-3.4 - Aye: Baker, Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 7-0)

Superintendent Hissong introduced Ms. Jennifer Heffernan, newly named Director of Title III.

4.0 ACTION ITEMS

17-0905-4.1 New Administrative Guideline 4122 - Teacher Appreciation Grant

17-0905-4.2 IDOE Formative Assessment Grant

17-0905-4.3 Memorandum of Understanding between JAG-Indiana and East Allen County Schools (HEHS)

17-0905-4.4 Memorandum of Understanding between JAG-Indiana and East Allen County Schools (NHHS)

Motion: That Action Items 17-0905-4.1 through 17-0905-4.4 be approved as presented.

Motion: Hines Second: Baker

Discussion: Mrs. Lightfoot received clarification from Mrs. Grady and Mr. Stahly on her question regarding 17-0905-4.1.

Vote:

4.1 – 4.4 - Aye: Baker, Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 7-0)

DISCUSSION/ACTION ITEMS

17-0905-4.5 School Improvement Plans (Summaries)

Ms. Deborah Watson and Mrs. Teresa Knoblauch presented information to the Board and answered their questions.

Questions: Ms. Watson and Mrs. Knoblauch answered the Board members' questions.

Motion: That Discussion/Action Item 17-0905-4.5 be approved as presented.

Motion: Baker Second: Hines

Discussion: Good discussion took place. The Board wants to continually raise the bar on our academic goals for the district each year. Entire School Improvement Plans for each school can be found on that school's website.

Vote:

4.5 - Aye: Baker, Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 7-0)

17-0905-4.6 Memorandum of Understanding with Brightpoint Head Start/Early Head Start

Mrs. Connie Brown presented information to the Board.

Questions: None.

Motion: That Discussion/Action Item 17-0905-4.6 be approved as presented.

Motion: Baker Second: Buckmaster

Discussion: None.

Vote:

4.6 - Aye: Baker, Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 7-0)

17-0905-4.7 Memorandum of Understanding with Fort Wayne Dance Collective

Mrs. Connie Brown presented information to the Board.

Questions: None.

Motion: That Discussion/Action Item 17-0905-4.7 be approved as presented.

Motion: Lightfoot Second: Etzler

Discussion: None.

Vote:

4.7 - Aye: Baker, Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 7-0)

17-0905-4.8 Stormwater Drainage and Sanitary Sewer Easements Agreements for Southwick Elementary School

Mr. Kirby Stahly presented information to the Board.

Questions: Mr. Stahly answered Mr. Baker's question.

Motion: That Discussion/Action Item 17-0905-4.8 be approved as presented.

Motion: Buckmaster Second: Hines

Discussion: None.

Vote:

4.8 - Aye: Baker, Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 7-0)

5.0 INFORMATION/DISCUSSION ITEMS

INFORMATION ITEMS

5.1 Update to Counselor Effectiveness Rubric

5.2 Update to School Psychologist Effectiveness Rubric

5.3 Update to Program Supervisor Effectiveness Rubric

DISCUSSION ITEMS

5.4 Renewal of Memorandum of Understanding with ABC Construction Preparatory Academy

Ms. Deborah Watson provided information to the Board and answered their questions. The Board would like transportation issues investigated and ideas gathered for possible implementation.

5.5 Renewal of Memorandum of Understanding with ACENET and IPFW

Mr. Keith Madsen provided information to the Board.

5.6 Revised Administrative Guideline 1321 - Public Performances by Students

Superintendent Marilyn Hissong provided information to the Board. A reminder of this practice will be included in the next Administrative Bulletin.

5.7 Revised Administrative Guideline 4213 – Academic Support Personnel (Appendix A)

Mrs. Tina Grady provided information to the Board.

5.8 Memorandum of Understanding with Heartland Sings

Mrs. Teresa Knoblauch provided information to the Board.

6.0 SUPERINTENDENT COMMENTS

A district-wide Inservice will be held this Tuesday, September 12 for staff. There will be no student attendance that day.

The first War Room visit of the school year will be held this Monday, September 11 at 8:00 a.m. at Leo Elementary School.

The next time we have a 2-hour delay, a text/e-mail will be sent to parents and staff alerting them to the delay.

Four Star School celebrations will be held on Wednesday, September 27 at Leo Elementary School (1:30-1:50 p.m.) and at Cedarville Elementary School (2:15– 2:40 p.m.)

The Posterity Heights Scholar House will hold a groundbreaking ceremony tomorrow morning. This is located at the former McMillen Apartments site.

Anthony Vergara, a 6th grader at Heritage Elementary School has been named a finalist for “Young Man of the Year” sponsored by the Boys and Girls Club.

Superintendent Hissong distributed the Strengths Finder Book to the Board members, instructing them on how to take the assessment enclosed. This should be taken prior to the Board Retreat. The Strengths Insight Guide should be printed and brought to the Retreat as well.

7.0 BOARD COMMENTS

Name

Topic

Mrs. Paulette Nellems

Won't be at many activities as she is completing her bachelor's degree; Thank you to Mrs. Grady for her donation to the Block Party – thank you to Mr. McCann for attending it; Is excited about the Posterity Heights Scholar House groundbreaking.

Mrs. Gayle Etzler

Is looking forward to the Board Retreat.

Mrs. Terry Jo Lightfoot

She, along with Bob, Tim, and Marilyn had a nice time at the Amnesty Festival. A student from PHJH was recognized that day.

Mr. Bob Nelson

Got to see HEHS's new press box; Thank you to Deborah, Tina, Marilyn, and others for going to NHHS's football game. It's nice to see administrators and staff at these games; Marilyn and Bob are meeting to finalize the agenda for the Board Retreat – please email Marilyn if you have agenda items; Let Mrs. Labie know of your plans for ISBA.

8.0 **ADJOURNMENT**

There being no further business to discuss, Mrs. Nellems moved to adjourn the meeting. The meeting ended at 7:39 p.m.

Full audio minutes are available on the East Allen County Schools website, under the School Board tab, at www.eacs.k12.in.us.

The School Board Retreat will be held on September 14-15, 2017 at Pokagon State Park in the Potawatomi Inn, located at 6 Ln 100 Lake James, Angola, IN. The next regular meeting of the Board of School Trustees is scheduled for Tuesday, September 19, 2017 at 6:30 p.m. This meeting will be held 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 September 19, 2017.

EAST ALLEN COUNTY SCHOOLS
BOARD OF SCHOOL TRUSTEES

President

Secretary