



EAST ALLEN COUNTY SCHOOLS

**DREAM IT. DO IT.**

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

**January 7, 2020 - 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 6:30 p.m. on January 7, 2020.

Board members present:

Timothy E. Hines, President  
Todd C. Buckmaster, Vice President  
Terry Jo Lightfoot, Secretary  
Gayle C. Etzler  
Paulette Nellems  
Robert L. Nelson, Jr.  
Steven M. Screeton

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. Wendy Hoering, Director of Development and Title I  
Mrs. Tamyra Kelly, Public Information Officer  
Mr. Tim Wiegand, Executive Director of Alternative and Career and Technical Education  
Mr. Chris Baker, Director of Facilities  
Ms. Jennifer Heffernan, Director of Title III  
Mr. Keith Madsen, Director of Technology  
Mrs. Michelle Wenglikowski, Director of Student Services  
Mrs. Pam Beedy, President, EACS Transportation Association  
Mrs. Andra Kosmoski, President, East Allen Educator's Association

## **1.0 ROUTINE ITEMS**

### **1.1 Call to Order**

President Tim Hines called the meeting to order at 6:30 p.m.

### **1.2 Pledge of Allegiance**

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

### **1.3 Election of Officers**

#### **President**

**Motion:** That Mr. Tim Hines remain Board President for 2020.

Motion: Buckmaster                      Second: Nellems/Etzler

#### **Vote on Office of President:**

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

#### **Vice President**

**Motion:** That Mr. Todd Buckmaster be named Board Vice President for 2020.

Motion: Lightfoot                      Second: Etzler

#### **Vote on Office of Vice President:**

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

#### **Secretary**

**Motion:** That Mrs. Terry Lightfoot be named Board Secretary for 2020.

Motion: Etzler                      Second: Buckmaster

#### **Vote on Office of Secretary:**

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

### **1.4 Approval of Agenda**

The agenda for January 7, 2020 was approved as presented with an addendum to Consent Item 3.1 - Human Resources Report.

### **1.5 Review and Acceptance of Board Code of Conduct**

The Board's Code of Conduct was reviewed and will be retained as presented.

#### **Consensus:**

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

### **1.6 Committee Assignments**

East Allen Educational Foundation – Mr. Bob Nelson will remain on this committee.

High Ability Committee - Mrs. Gayle Etzler will remain on this committee.

Transportation Appeal Committee – Mr. Tim Hines will remain on this committee.

East Allen Wellness Advisory Committee – Mrs. Terry Lightfoot will remain on this committee.

## **1.7 Appointment of Treasurer and Deputy Treasurer**

At the first meeting of the Board in January, the Board of School Trustees shall appoint a Treasurer and a Deputy Treasurer. According to state statutes, the Treasurer and Deputy Treasurer cannot be members of the Board of School Trustees. It is recommended that Mrs. Lois Goeglein be reappointed as Treasurer and Mrs. Shelly Buuck be reappointed as Deputy Treasurer. Both Mrs. Goeglein and Mrs. Buuck hold these positions at this time.

### **Consensus:**

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

## **1.8 Delegation of Authority in the Absence of the Superintendent**

In accordance with Board Policy 3005, the Board shall be notified annually of the Superintendent's designees and "...the Superintendent shall designate at least two Administrators to be familiar with Board and Superintendent issues, management styles, and Board policies."

In the absence of the Superintendent, Mr. Kirby Stahly, Assistant Superintendent of Administrative Services; Ms. Deborah Watson, Assistant Superintendent of Secondary Curriculum; and Mrs. Teresa Knoblauch, Assistant Superintendent of Elementary Education are delegated authority to act in her place.

### **Consensus:**

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

## **1.9 Schedule of Board Meetings for 2020-20SY**

**Motion:** That the schedule of board meetings for the 2020-20SY be approved as presented.

**Discussion:** Mr. Nelson would like to see more evening board meetings being held off-site at our buildings.

### **Consensus:**

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

## **2.0 PUBLIC EXPRESSIONS – 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**

**3.3 Meetings and Conferences**

**3.4 Minutes – Regular Meeting - December 17, 2019**

**Motion:** That Consent Items 3.1 through 3.3 be approved as presented.

Motion: Buckmaster                      Second: Screeton

**Discussion:** None.

**Vote:**

3.1–3.3 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson, Screeton (Motion carried 7-0)

**Motion:** That Consent Item 3.4 be approved as presented.

Motion: Buckmaster                      Second: Nelson

**Discussion:** None.

**Vote:**

3.4 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nelson, Screeton; Abstain: Nellems  
(Motion carried 6-0-1)

**4.0 ACTION ITEMS**

Superintendent Hissong requested the Board’s approval for the Action Items as presented as follows:

**20-0107-4.1 Monthly Transfer From Education Fund to Operations Fund**

**Motion:** That Action Item 20-0107-4.1 be approved as presented.

Motion: Nelson                              Second: Buckmaster/Etzler

**Discussion:** None.

**Vote:**

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

**DISCUSSION/ACTION ITEMS**

**20-0107-4.2 Heritage Jr./Sr. High School Bleacher Replacement**

Mr. Stahly presented information to the Board and answered Mr. Buckmaster’s question.

Motion: Buckmaster                      Second: Screeton

**Discussion:** None.

**Vote:**

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

## **5.0 INFORMATION/DISCUSSION ITEMS**

### **INFORMATION ITEMS**

#### **5.1 Grants and Allocations – 4<sup>th</sup> Quarter 2019**

#### **5.2 IDOE Summary of Purpose of Allocations**

#### **5.3 iPad Lost/Stolen/Damage Report**

### **DISCUSSION ITEMS**

#### **5.4 Application and Receipt of Funds for IDOE Digital Learning Grant**

Mr. Keith Madsen provided information to the Board and answered Mr. Buckmaster's questions.

#### **5.5 Resolution to Transfer Funds From Excess Levy Fund**

Mr. Kirby Stahly provided information to the Board and answered Mrs. Lightfoot's question.

## **6.0 SUPERINTENDENT COMMENTS**

Mrs. Hissong introduced two new employees: Mrs. Wendy Hoering, Director of Development and Title I, was approved at the December 17<sup>th</sup> board meeting; and Mrs. Miranda Wilkins, Manager of Financial Services, was approved at tonight's meeting and will begin in the near future.

Mrs. Hissong welcomed everyone back from break and wished everyone a Happy New Year.

Shout out to PFW for allowing us to use their facility for our February Inservice when we bring in Mr. Dave Nagel (representative of John Hattie's work). The board is invited to attend. A light breakfast will be served at 7:00 a.m.

A First Responder Friday lunch will be held this Friday at all of our schools.

Congratulations to the board officers. Mrs. Hissong looks forward to working with you.

## **7.0 BOARD COMMENTS**

<b><u>Name</u></b>	<b><u>Topic</u></b>
Mrs. Paulette Nellems	Happy New Year!
Mrs. Terry Lightfoot	Happy New Year!
Mr. Steve Screeton	Enjoyed the Kindness video from the Teach Kindness organization.
Mr. Todd Buckmaster	Hope everyone had a Merry Christmas and a Happy New Year!

Mrs. Gayle Etzler

Had a wonderful Christmas; Enjoyed the Kindness video as well.

Mr. Tim Hines

It's the start of a new year and a new semester. Thanked the Administrators and staff for hard work and to continue to do an outstanding job; Reminder that next board meeting is on 1/21/20 at NHIS at 12:30 p.m.

## 8.0 **ADJOURNMENT**

There being no further business to discuss, Mrs. Nellems moved to adjourn the meeting. The meeting ended at 7:04 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](http://www.eacs.k12.in.us).

The next regular meeting of the Board of School Trustees is scheduled for Tuesday, January 21, 2020 at 12:30 p.m. This meeting will be held at New Haven Intermediate School, 919 Homestead Drive, New Haven, IN.

These minutes were approved and adopted by the East Allen County Schools Board of School Trustees on January 21, 2020.

EAST ALLEN COUNTY SCHOOLS  
BOARD OF SCHOOL TRUSTEES

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary