



EAST ALLEN COUNTY SCHOOLS

DREAM IT. DO IT.

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

November 19, 2019 - 12:30 p.m.

**Heritage Elementary School
12050 Houk Road
Monroeville, Indiana**

At a meeting held in the media center of Heritage Elementary School, located at 12050 Houk Road, Monroeville, Indiana, the Board of School Trustees of East Allen County Schools met at approximately 12:30 p.m. November 19, 2019.

Board members present:

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

Board members absent:

None.

EACS Administrators 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
Ms. Jennifer Heffernan, Director of Title III
Mr. Keith Madsen, Director of Technology
Mrs. Michelle Wenglikowski, Director of Student Services
Mr. Tim Wiegand, Executive Director of Alternative and Career and Technical Education
Mr. Steve Snodgrass, Principal, New Haven Intermediate School
Mr. Steve Walter, Principal, Heritage Elementary School

1.0 ROUTINE ITEMS

1.1 Call to Order

President Tim Hines called the meeting to order at 12:30 p.m.

1.2 Pledge of Allegiance

Mr. Steve Snodgrass, Principal of New Haven Intermediate School led everyone in the Pledge of Allegiance.

1.3 Acceptance of Resignation of Board Member

Motion: That Routine Item 1.3 be approved as presented.

Motion: Buckmaster

Second: Etzler

Discussion: None.

Vote:

1.3 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

1.4 Approval of Agenda

The agenda for November 19, 2019 was approved as presented with an addendum to Consent Item 3.1 - Human Resources Report.

Mrs. Lightfoot asked that Discussion/Action Item 19-1119-4.21 - Deletion of Board Appendix I – Boundary Change/Facilities Planning Parameters, be tabled for now and brought back as a Board Policy versus Board Appendix. Mr. Nelson expressed that he would like it to remain on the Agenda since it has been pulled off of the Agenda twice before.

Motion: That Discussion/Action Item 19-1119-4.21 - Deletion of Board Appendix I – Boundary Change/Facilities Planning Parameters, be tabled for now and brought back as a Board Policy versus Board Appendix.

Motion: Lightfoot

Second: Nellems

Discussion: None.

Vote:

3.5 - Aye: Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

1.5 Recognitions

Due to school being cancelled and no student attendance, there were no recognitions.

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 - October 15, 2019

3.5 Minutes – School Board Retreat – October 21, 2019

3.6 Minutes – Executive Session – October 21, 2019

- 3.7 Minutes – Special Board Meeting – October 24, 2019
- 3.8 Minutes – Special Board Meeting – October 29, 2019
- 3.9 Minutes – Executive Session – November 7, 2019
- 3.10 Minutes – Executive Session – November 12, 2019

Motion: That Consent Items 3.1, 3.2, 3.3, 3.5, 3.6, 3.8, and 3.10 be approved as presented.

Motion: Buckmaster Second: Lightfoot

Discussion: None.

Vote:

Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

Motion: That Consent Item 3.4 be approved as presented.

Motion: Etzler Second: Lightfoot

Discussion: None.

Vote:

3.4 - Aye: Etzler, Hines, Lightfoot, Nellems; Abstained: Buckmaster, Nelson (Motion carried 4-0-2)

Motion: That Consent Item 3.7 be approved as presented.

Motion: Lightfoot Second: Nelson

Discussion: None.

Vote:

3.7 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nelson; Abstained: Nellems (Motion carried 5-0-1)

Motion: That Consent Item 3.9 be approved as presented.

Motion: Nelson Second: Lightfoot

Discussion: None.

Vote:

3.9 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nelson; Abstained: Nellems (Motion carried 5-0-1)

4.0 ACTION ITEMS

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

19-1119-4.1 Meet and Confer Management Proposals (Non-Economic)

19-1119-4.2 Resolution Regarding the Bid for Purchase of Gasoline and Diesel Fuel

19-1119-4.3 School Resource Officer Agreement with Allen County for 2019-20SY

Motion: That Action Items 19-1119-4.1 through 19-1119-4.3 be approved as presented.

Motion: Nellems

Second: Etzler

Discussion: None.

Vote:

4.1-4.3 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

DISCUSSION/ACTION ITEMS

19-1119-4.4 2020 Bus Replacement Bid

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

Motion: That Discussion/Action Item 19-1119-4.4 be approved as presented.

Motion: Buckmaster

Second: Lightfoot

Discussion: None.

Vote:

4.4 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

19-1119-4.5 Award Bid for Asbestos Abatement at the Former Hoagland Elementary School

Mr. Kirby Stahly presented information to the Board and answered Mr. Buckmaster's questions.

Motion: That Discussion/Action Item 19-1119-4.5 be approved as presented.

Motion: Buckmaster

Second: Etzler

Discussion: None.

Vote:

4.5 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

19-1119-4.6 Award Bid for the Demolition of the Former Hoagland Elementary School

Mr. Kirby Stahly presented information to the Board.

Motion: That Discussion/Action Item 19-1119-4.6 be approved as presented.

Motion: Buckmaster

Second: Lightfoot

Discussion: None.

Vote:

4.6 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

19-1119-4.7 Revised Administrative Guideline 2170.05 – Administrator Salary Groups

Mr. Kirby Stahly presented information to the Board.

Motion: That Discussion/Action Item 19-1119-4.7 be approved as presented.

Motion: Nelson Second: Lightfoot

Discussion: None.

Vote:

4.7 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

19-1119-4.8 Revised Administrative Guideline 4121 – Substitute Personnel

Mr. Kirby Stahly presented information to the Board and answered Mrs. Lightfoot’s question.

Motion: That Discussion/Action Item 19-1119-4.8 be approved as presented.

Motion: Buckmaster Second: Etzler

Discussion: None.

Vote:

4.8 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

**19-1119-4.9 Revised Administrative Guideline 4211 – Operational Support Personnel
Appendix A**

Mr. Kirby Stahly presented information to the Board and answered the board members’ questions.

Motion: That Discussion/Action Item 19-1119-4.9 be approved as presented.

Motion: Buckmaster Second: Nelson

Discussion: None.

Vote:

4.9 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

**19-1119-4.10 Revised Administrative Guideline 4211.5 – Technical Support Personnel
Appendix A**

Mr. Kirby Stahly presented information to the Board.

Motion: That Discussion/Action Item 19-1119-4.10 be approved as presented.

Motion: Nelson Second: Buckmaster

Discussion: None.

Vote:

4.10 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

**19-1119-4.11 Revised Administrative Guideline 4212 – Food Service Managers
Appendix A**

Mr. Kirby Stahly presented information to the Board.

Motion: That Discussion/Action Item 19-1119-4.11 be approved as presented.

Motion: Etzler Second: Lightfoot

Discussion: None.

Vote:

4.11 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

**19-1119-4.12 Revised Administrative Guideline 4212.5 – Food Service Employees –
Meet and Confer**

Mr. Kirby Stahly presented information to the Board.

Motion: That Discussion/Action Item 19-1119-4.12 be approved as presented.

Motion: Nelson Second: Buckmaster

Discussion: None.

Vote:

4.12 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

**19-1119-4.13 Revised Administrative Guideline 4213 – Academic Support Personnel
Appendix A**

Mr. Kirby Stahly presented information to the Board.

Motion: That Discussion/Action Item 19-1119-4.13 be approved as presented.

Motion: Etzler Second: Nelson

Discussion: None.

Vote:

4.13 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

**19-1119-4.14 Revised Administrative Guideline 4213.5 – Educational Interpreters/
Language Translators/Braille Support Personnel**

Mr. Kirby Stahly presented information to the Board.

Motion: That Discussion/Action Item 19-1119-4.14 be approved as presented.

Motion: Buckmaster Second: Nelson

Discussion: None.

Vote:

4.14 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

19-1119-4.15 Revised Administrative Guideline 4214.1 – Miscellaneous Support Personnel – Benefitted

Mr. Kirby Stahly presented information to the Board.

Motion: That Discussion/Action Item 19-1119-4.15 be approved as presented.

Motion: Nelson Second: Buckmaster

Discussion: None.

Vote:

4.15 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

19-1119-4.16 Revised Administrative Guideline 4214.2 – Miscellaneous Support Personnel – Non-Benefitted

Mr. Kirby Stahly presented information to the Board.

Motion: That Discussion/Action Item 19-1119-4.16 be approved as presented.

Motion: Buckmaster Second: Lightfoot

Discussion: None.

Vote:

4.16 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

19-1119-4.17 Revised Administrative Guideline 4215 – Secretaries – Meet and Confer

Mr. Kirby Stahly presented information to the Board and answered Mrs. Nellems' questions.

Motion: That Discussion/Action Item 19-1119-4.17 be approved as presented.

Motion: Buckmaster Second: Etzler

Discussion: None.

Vote:

4.17 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

19-1119-4.18 Revised Administrative Guideline 4215.5 – Paraprofessionals – Meet and Confer

Mr. Kirby Stahly presented information to the Board.

Motion: That Discussion/Action Item 19-1119-4.18 be approved as presented.

Motion: Buckmaster Second: Nelson

Discussion: None.

Vote:

4.18 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

19-1119-4.19 Revised Administrative Guideline 4216 – Nurses – Meet and Confer

Mr. Kirby Stahly presented information to the Board.

Motion: That Discussion/Action Item 19-1119-4.19 be approved as presented.

Motion: Buckmaster Second: Nelson

Discussion: Mr. Nelson expressed his appreciation to Mr. Stahly, Mrs. Grady, and the team for all of their hard work in bringing the economic information for each group to the Board.

Vote:

4.19 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

19-1119-4.20 Renaming of the Former Meadowbrook Elementary/New Haven Intermediate School

Mr. Tim Wiegand presented information to the Board and answered Mrs. Lightfoot's question.

Motion: That Discussion/Action Item 19-1119-4.20 be approved as presented.

Motion: Lightfoot Second: Nelson

Discussion: None.

Vote:

4.20 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

19-1119-4.22 Revision of Board Appendix J – School Board Code of Conduct

President Hines presented the information to the Board.

Motion: That Discussion/Action Item 19-1119-4.22 be approved as presented.

Motion: Nelson Second: Buckmaster

Discussion: None.

Vote:

4.22 - Aye: Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 6-0)

5.0 INFORMATION/DISCUSSION ITEMS

INFORMATION ITEMS

5.1 Group Health Insurance Report

5.2 Transportation Report

5.3 Upgrade of SAN (Storage Area Network)

5.4 Revised Administrative Guideline 5118 – Tuition Transfer Students

5.5 Revised Administrative Guideline 6144 – Controversial Issues

DISCUSSION ITEMS

5.6 Change of Student Information System from RDS to Skyward

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

5.7 Purchase of New CAD Student Computers at Secondary Schools

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

5.8 District High Ability Plan for 2019-20SY

Ms. Jenny Barney, EACS' High Ability Coach, provided information to the Board.

5.9 Direct Superintendent to Issue Notification of Possible Nonrenewal to Certain Administrators

Superintendent Hissong provided information to the Board.

5.10 OnDemand Option with Parkview Health Systems

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

5.11 Resolution for Payment of Year-End Claims

Mr. Kirby Stahly provided information to the Board.

5.12 Property Tax Revenue Modeling Agreement – Policy Analytics

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

5.13 Feasibility Study by Barton Coe Vilamaa (PHJH, EAU and Leo Attendance Area Schools)

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

5.14 Transfer of Previously Transferred Residual Cash

Mr. Kirby Stahly provided information to the Board.

6.0 SUPERINTENDENT COMMENTS

Superintendent Hissong also thanked Mr. Stahly, Mrs. Grady, and their staff in getting all of the economic information around in the Administrative Guidelines.

Mrs. Hissong thanked the board members who were able to attend the New Haven Chamber's Annual Meeting and the Principal for a Day luncheon.

Today is the Red for Education Rally in Indianapolis. The Superintendent and board members are all wearing red today to show their support for EACS' staff.

The district has been holding Crisis Table Top exercises at each of our schools. Mrs. Hissong sat in on Prince Chapman Academy's.

The Superintendent attended Leo's and Heritage's plays, plus Woodlan High School's Show Choir dinner. East Allen University's play is this weekend. Lots of great things are happening in our Arts Departments.

Mrs. Hissong shared several pictures with the Board from Mrs. Sandy Herman who sent them along with a thank you from the NHHS Class of 1964 who rented a school bus from us for their class reunion.

Happy Thanksgiving to everyone. Enjoy your time with your family and friends!

7.0 BOARD COMMENTS

<u>Name</u>	<u>Topic</u>
Mrs. Gayle Etzler	Happy Thanksgiving to everyone.
Mr. Bob Nelson	Reminder of the upcoming holiday luncheons coming up - on Wednesday, hosted by WOEL's Special Ed. Students; Next Tuesday at NHPS's Intense Intervention classroom and at the Transportation Department; Regarding Red for Ed – we support our teachers, staff and students every day!
Mr. Todd Buckmaster	HEHS's Drama was very good. It was nice having the new sound system this year!
Mr. Tim Hines	Echoes what Mr. Nelson and Supt. Hissong said about Mr. Stahly's/Mrs. Grady's hard work; WOHS's band placed 5 th at State competition which is the best in the area; Next regular board meeting is Tuesday, 12/3.

9.0 ADJOURNMENT

There being no further business to discuss, Mrs. Nellems moved to adjourn the meeting. The meeting ended at 1:45 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 next regular meeting of the Board of School Trustees is scheduled for Tuesday, December 3, 2019 at 6:30 p.m. This meeting will be held at the EACS Administration Building, 1240 State Road 930 East, New Haven, Indiana.

These minutes were approved and adopted by the East Allen County Schools Board of School Trustees on December 3, 2019.

EAST ALLEN COUNTY SCHOOLS
BOARD OF SCHOOL TRUSTEES

President

Secretary