



EAST ALLEN COUNTY SCHOOLS

**DREAM IT. DO IT.**

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

**May 2, 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 6:31 p.m. on May 2, 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

**Board members absent:**

Mrs. Paulette Nellems

**EACS Administrators and Association Presidents also in attendance:**

Dr. Kenneth H. Folks, Superintendent  
Mrs. Marilyn Hissong, Assistant Superintendent of Elementary Education  
Mr. Kirby Stahly, Assistant Superintendent of Administrative Services  
Ms. Deborah Watson, Assistant Superintendent of Secondary Education  
Mrs. Rose Fritzing, Director of Development and Title I  
Mrs. Tina Grady, Director of Human Resources  
Mrs. Tamyra Kelly, Public Information Officer  
Mrs. Teresa Knoblauch, Director of Title III  
Mr. Keith Madsen, Director of Technology  
Mrs. Michelle Wenglikowski, Director of Student Services  
Mrs. Lois Goeglein, Manager of Financial Services  
Mrs. Alicia Gatewood, Principal, New Haven Intermediate School  
Mr. Doug Hicks, Principal, East Allen University  
Mr. Jeff Kline, Principal, East Allen Alternative School  
Mrs. Diamond Robinson, Principal, Southwick Elementary School  
Mrs. Terri Lortie, President, EACS Custodial Association  
Ms. Janet McEvoy, President, EACS Transportation Association  
Mr. Mark Nash, President, East Allen Educator's Association

**1.0 ROUTINE ITEMS**

**1.1 Call to Order**

President Bob Nelson called the meeting to order at 6:31 p.m.

## 1.2 Pledge of Allegiance

EACS' Director of Technology, Mr. Keith Madsen, led everyone in the Pledge of Allegiance.

## 1.3 Approval of Agenda

The agenda was approved as presented, with addendums to Consent Item 3.1 – Human Resources Report, and the removal of Discussion Items 5.10 Revised Administrative Guideline 4214 - Miscellaneous Support Personnel, and 5.11 Updates to Various Administrative Guidelines.

## 1.4 Recognitions

Hanifa Be, a 1<sup>st</sup> grader at Southwick Elementary School was recently named a TinCaps All-Star Reader. When Hanifa Be started at Southwick in kindergarten she was below print concepts and knew very little about books and words. She has worked hard to develop language and vocabulary. Her teacher states that she loves to read and is always seen doing the right thing. Southwick principal Mrs. Diamond Robinson was also on hand.

## 2.0 PUBLIC EXPRESSIONS – AGENDA AND NON-AGENDA ITEMS

None.

### PRESENTATION

#### 2.1 “War Room” Video

The video showcasing our data “War Rooms” was shown. This video is also used as a marketing tool for the district. The video can also be viewed on EACS' website. Mr. Baker thanked Dr. Folks for bringing the war rooms to our district four years ago.

## 3.0 CONSENT ITEMS

Superintendent Folks 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 – Executive Session – April 10, 2017
- 3.5 Minutes – Executive Session – April 11, 2017
- 3.6 Minutes – Regular Meeting – April 11, 2017
- 3.7 Minutes – Executive Session – April 18, 2017

**Motion:** That Consent Items 3.1 through 3.7, and the addendum, be approved as presented.

Motion: Lightfoot                      Second: Buckmaster

**Discussion:** None.

### Vote:

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

#### 4.0 **ACTION ITEMS**

**17-0502-4.1 Revised Administrative Guideline 3419 - Pest Control**

**17-0502-4.2 Revised Administrative Guideline 3548 – Student Fee Fund**

**17-0502-4.3 Revised Administrative Guideline 3549 – Lost and Damaged Books**

**17-0502-4.4 Revised Administrative Guideline 3700 – Extracurricular Accounts**

**17-0502-4.5 Revised Administrative Guideline 4121 – Substitute Personnel**

**17-0502-4.6 Revised Administrative Guideline 5118 – Tuition Transfer Students**

**17-0502-4.7 Revised Administrative Guideline 6153 – Field Trips**

**17-0502-4.8 Grant of Storm Water Easement to Affordable Self Storage LLC**

**17-0502-4.9 Amendments to EACS’ Health and Welfare Plan - Eligibility, Effective Date and Termination**

**Motion:** That Action Items 17-0502-4.1 through 17-0502-4.9 be approved as presented.

Motion: Baker                      Second: Hines

**Discussion:** None. Mrs. Lightfoot asked a clarifying question regarding field trips, which Dr. Folks and Mr. Stahly answered.

**Vote:**

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

#### **DISCUSSION/ACTION ITEMS**

**17-0502-4.10 Application and Receipt of Funds for Safe Haven Grant 2017-18SY**

EACS’ Manager of Safety, Mr. Jeff Studebaker, and Mrs. Fritzingler presented information to the Board.

**Questions:** None.

Motion: Hines                      Second: Etzler

**Discussion:** None. President Nelson expressed appreciation for Judge Heath and the Check and Connect program.

**Vote:**

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

**17-0502-4.11 Textbook Adoption – Grades 7-12 Science, Health and ENL**

Ms. Watson presented information to the Board.

**Questions:** None.

Motion: Etzler                      Second: Baker

**Discussion:** None.

**Vote:**

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

**17-0502-4.12 Secondary Textbook and Course Fees for 2017-18SY**

Ms. Watson presented information to the Board.

**Questions:** None.

Motion: Lightfoot                      Second: Baker

**Discussion:** None.

**Vote:**

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

**17-0502-4.13 Awarding of Bid – Roof Masonry Restoration at Heritage Jr./Sr. High School**

Mr. Stahly presented information to the Board.

**Questions:** None.

Motion: Etzler                      Second: Hines

**Discussion:** None.

**Vote:**

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

**17-0502-4.14 Awarding of Quote – Kitchen Air Conditioning at Leo Jr./Sr. High School**

Mr. Stahly presented information to the Board.

**Questions:** None.

Motion: Baker                      Second: Buckmaster

**Discussion:** None.

**Vote:**

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

## **17-0502-4.15 Contract with Dr. Todd Whitaker for SDN Training**

Mrs. Hissong presented information to the Board.

**Questions:** None.

Motion: Hines                      Second: Baker

**Discussion:** None.

### **Vote:**

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

Mr. Baker expressed appreciation to the Board members for getting their questions answered ahead of time prior to the meeting.

## **5.0 INFORMATION/DISCUSSION ITEMS**

### **INFORMATION ITEMS**

None.

### **DISCUSSION ITEMS**

#### **5.1 Application and Receipt of Funds for Alternative Education Grant 2017-18SY**

Mr. Jeff Kline, Principal, East Allen Alternative School and Mrs. Wenglikowski presented information to the Board.

#### **5.2 School Lunch Prices for 2017-18SY**

Mrs. Lois Goeglein provided information to the Board.

#### **5.3 Back to School Guide for 2017-18SY**

Dr. Folks provided information to the Board. Another update will be added to the proposed revision to the book bag policy beginning with the 2017-18SY – the word “coats” will be added: *Book bags should only be used for transporting school supplies to and from school. Book bags, **coats**, and large purses shall remain in lockers throughout the school day. Bags needed for gym that are carried in the hallway must be clear or “see through”.*

#### **5.4 iPad Replacement Purchase for Grades K-6 for 2017-18SY**

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

#### **5.5 Authorize Capital Lease Financing for iPad Purchase**

Mr. Kirby Stahly provided information to the Board.

## **5.6 Resolution – Payment of Unused Vacation Days for Retiring Superintendent**

Mr. Kirby Stahly provided information to the Board.

## **5.7 Release and Termination of Access Easement**

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

## **5.8 Construction Projects Schedule Discussion**

Mr. Stahly provided information to the Board.

## **5.9 Revised Administrative Guideline 3570 - E-Mail Retention, Preservation, and Storage**

Mr. Stahly and Mr. Madsen provided information to the Board.

## **6.0 SUPERINTENDENT COMMENTS**

Yesterday Dr. Folks was invited to speak to IPFW's graduating student teachers. He was able to share words of wisdom and share about the great things happening in EACS.

Tomorrow Dr. Folks and Mrs. Tamyra Kelly will be meeting with the area's realtors association. They will show the War Room video with them.

The EACS Foundation Fundraiser will be held this Friday, May 5<sup>th</sup>. It will be an evening dinner/auction event at IPFW's International Ballroom. Former WNBA player/current basketball sports analyst Rebecca Lobo is the featured speaker. Thank you to Mrs. Rose Fritzinger for all her work on this event.

The auditors are finished and will meet with us on Monday for their Exit Report.

On Tuesday, May 9<sup>th</sup> there will be a School Board lunch visit at the East Allen Alternative School.

The Executive Session scheduled for Tuesday, May 9 will begin at 6:00 p.m.

Regarding the Human Resources Report, we thank retiring HEHS Athletic Director, Mrs. Cheri Gilbert, for her contributions to the Heritage community as a teacher, basketball coach for a state title winning team, and administrator, over the last 39 years.

## **7.0 PRESENTATION ON CONSTRUCTION PROJECTS**

### **Barton-Coe-Vilamaa – New Haven Intermediate School (New Building)**

Mr. Brian Bohlender, Vice President of Barton-Coe-Vilamaa, shared preliminary drawings of the footprint of the building, as well as concept renderings of the New Haven Intermediate School project, and answered the Board Members' questions.

Several Board Members expressed that they would like to see the school's name on the back side of the building as well.

Mr. Dana Wannemacher, President of Barton-Coe-Vilamaa, updated the Board on the status of the Cedarville Elementary and Southwick Elementary Schools' renovations, and the outbuilding at Woodlan Jr./Sr. High School.

## **8.0 BOARD COMMENTS**

### **Name**

Mrs. Gayle Etzler

### **Topic**

Enjoyed the EAEA Recognition and Retirement Banquet; enjoyed interviewing HEEL students for Junior Achievement's BizTown.

Mr. Tim Hines

Thank you to Mrs. Fritzinger and her committee for all of their hard work on the upcoming Educational Foundation Fundraiser.

Mr. Todd Buckmaster

Enjoyed his time at Heritage Elementary School recently interviewing 6<sup>th</sup> graders for the Junior Achievement BizTown. He received a packet of thank you cards from the kids later that week.

Mr. Chris Baker

Visited the classroom of EAAS teacher Kent Goeglein to see a game project his class is doing. Class will be presenting to the New Haven Chamber, then at an upcoming Board meeting; Quoted from an ISBA Journal regarding Board Members being involved in their district's schools events. He's proud of our Board for their attendance at events; Attended SOEL's War Room Visit. Is amazed with the improvements of the students. The leadership is good and morale at the school is up; Asked Dr. Folks to reach out to NWAC's Board with condolences on behalf of EACS' Board; Thanked Dr. Folks for his service and best wishes.

Mr. Bob Nelson

Tomorrow at NHHS, sports physicals will be given for \$10.00 from 5:30-7:30 p.m.; Thanked principals Neal Brown and Michael Chen for their recent War Room visits; Thanked Mrs. Knoblauch for the EL Night at PHJH last week; Thanked Mr. Mark Nash for the EAEA Recognition and Retirement Banquet; Thanked the Board and the Administrative staff for their help and patience while looking for a new Superintendent. The Board is working hard.

## **8.0 ADJOURNMENT**

There being no further business to discuss, Mr. Buckmaster moved to adjourn the meeting. Mr. Hines seconded the motion and it was unanimously approved. The meeting ended at 8:15 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, May 16, 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 May 16, 2017.

EAST ALLEN COUNTY SCHOOLS  
BOARD OF SCHOOL TRUSTEES

\_\_\_\_\_  
President

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Secretary