



EAST ALLEN COUNTY SCHOOLS

**DREAM IT. DO IT.**

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

**June 6, 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 6:30 p.m. on June 6, 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:

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. Connie Brown, Director of Special Services  
Mrs. Rose Fritzinger, Director of Development and Title I  
Mrs. Tina Grady, Director of Human Resources  
Mrs. Teresa Knoblauch, Director of Title III  
Mr. Keith Madsen, Director of Technology  
Mrs. Michelle Wenglikowski, Director of Student Services  
Dr. Neal Brown III, Principal, Leo Jr./Sr. High School  
Mrs. Alicia Gatewood, Principal, New Haven Intermediate School  
Mr. Doug Hicks, Principal, East Allen University  
Mr. Jeff Kline, Principal, East Allen Alternative School  
Mr. Patrick McCann, Principal, Prince Chapman Academy  
Mrs. Anna Murphy, Principal, New Haven High School  
Mrs. Danielle Newman, Principal, Paul Harding Junior High School  
Mr. Andrew Wagner, Athletic Director, New Haven High School  
Ms. Janet McEvoy, President, EACS Transportation Association

## **1.0 ROUTINE ITEMS**

### **1.1 Call to Order**

President Bob Nelson called the meeting to order at 6:30 p.m.

### **1.2 Pledge of Allegiance**

Mr. Leon Davis, New Haven Park Board Member and New Haven resident, led everyone in the Pledge of Allegiance.

### **1.3 Approval of Agenda**

The agenda was approved as presented, with an addendum to Consent Item 3.1 – Human Resources Report. Secretary Baker asked that Action Item 17-0606-4.7 be voted on separately from the other Action Items.

### **1.4 Presentation - “Every Opportunity” Video Clip**

Dr. Folks played the You Tube video clip, “Every Opportunity”, focusing on the important role school staff members play in a child’s life through their daily interactions with their students, and how a student’s education/self-worth can be affected.

### **1.5 Recognitions**

Mrs. Deb Carper was recognized for being named the Indiana School Nutrition Association’s 2017 Manager of the Year, which is considered the highest honor a school nutrition manager can earn. It recognizes those who have demonstrated dedication and ingenuity to improve their school meal programs. Deb will be honored at the organization’s annual conference in November and at the School Nutrition Association’s national conference in Atlanta in July. Carper will mark 35 years in school food services in September. She entered the field as a stay-at-home mom seeking to earn extra income for her family, and worked her way up, becoming Leo High School’s food service manager in 1995.

Mr. Bill Kerbel, former teacher, coach and Athletic Director at New Haven High School was recently notified that he will be inducted into the Indiana High School Wrestling Coaches Hall of Fame Class of 2018. This ceremony will take place in February. Dr. Folks read the letter he drafted and sent to the Hall of Fame Committee. Also on hand long-time assistant wrestling coach Mr. Kent Goeglein, and former NHHS wrestler and current EACS teacher Dr. Tim St. Peter.

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

None.

## **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 – Regular Meeting – May 16, 2017
- 3.5 Minutes – Executive Session – June 1, 2017

**Motion:** That Consent Items 3.1 through 3.5, and the addendum, be approved as presented.

Motion: Buckmaster Second: Hines

**Discussion:** None.

**Vote:**

3.1 – 3.5 - Aye: Baker, Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 7-0)

**4.0 ACTION ITEMS**

**17-0606-4.1 Application and Receipt of Funds for Section 611 of Part B, IDEA Funding**

**17-0606-4.2 Application and Receipt of Funds for Section 619 of Part B, IDEA Funding**

**17-0606-4.3 Formative Assessment Tools**

- A. Amplify for mClass Software
- B. NWEA
- C. Scantron

**17-0606-4.4 Contract with the Fort Wayne Philharmonic**

**17-0606-4.5 Resolution to Authorize Appraisals of Property**

**17-0606-4.6 Revised Administrative Guideline 4214 - Miscellaneous Support Personnel**

**Motion:** That Action Items 17-0606-4.1 through 17-0606-4.6 be approved as presented.

Motion: Hines Second: Buckmaster

**Discussion:** None.

**Vote:**

4.1 – 4.8 - Aye: Baker, Buckmaster, Etzler, Hines, Lightfoot, Nellems, Nelson (Motion carried 7-0)

**17-0606-4.7 Updates to Various Administrative Guidelines (only those pages affected)**

- 2170.5 - Administrator Salary Groups
- 4211 - Operational Support Personnel and Appendix A
- 4211.5 - Technical Support Personnel and Appendix A
- 4212 - Food Service Managers Appendix A
- 4213 - Academic Support Personnel and Appendix A
- 4213.5 - Educational Interpreters/Language Translators/Braille Support Personnel

**Motion:** That the recommendation from the Administration be approved as presented.

Motion: None. Died for lack of a motion.

President Nelson read a proposed addendum to the Administration's proposal:

- The EACS Board will accept the salary range, from the spreadsheet presented to them in an Executive Board Session;
- Any employee under the minimum salary range, of their respective area will be adjusted to the minimum range respectively;
- Remaining positions will be reviewed and addressed before the start of the 2017-18SY;
- The food director's salary increase will be adjusted over a three (3) year period. This will give the Board and Administration adequate time to evaluate and give consideration to all positions.

**Motion:** That this proposed addendum to Action Item 17-0606-4.7 be approved as presented.

Motion: Baker                      Second: Lightfoot

**Discussion:** Mrs. Nellems stated that she just received this information having not seen the e-mail that had been sent out earlier. She stated she has a problem with the food service director's proposed salary. Secretary Baker thanked the Factoring Committee for their work on this project.

**Vote:**

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

## **DISCUSSION/ACTION ITEMS**

### **17-0606-4.8      Workstation Furniture for Central Office Relocation**

Mr. Stahly presented information to the Board. He explained that this is not being paid for out of the Bus Replacement Fund as was mistakenly listed on the Action Item Sheet.

**Questions:** Secretary Baker asked what fund it was being paid out of and Mr. Stahly said it was part of the GO Bond.

**Motion:** That Discussion/Action Item 17-0606-4.8 be approved as presented.

Motion: Lightfoot                      Second: Etzler

**Discussion:** None.

**Vote:**

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

### **17-0606-4.9      iPad/Technology Fees**

Ms. Watson and Mrs. Hissong presented information to the Board.

**Questions:** Mr. Buckmaster asked what the K-6 iPad insurance covered.

**Motion:** That Discussion/Action Item 17-0606-4.9 be approved as presented.

Motion: Buckmaster                      Second: Hines

**Discussion:** None.

**Vote:**

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

**17-0606-4.10    Capital Lease Financing – Apple Financial Services**

Mr. Stahly presented information to the Board.

**Questions:** Mrs. Lightfoot asked about the sale of the used iPads which will be sold through a national seller.

**Motion:** That Discussion/Action Item 17-0606-4.10 be approved as presented.

Motion: Baker                      Second: Lightfoot

**Discussion:** Secretary Baker explained how the initial purchase of iPads was made using CPF funds. Now the district is sharing the cost with parents.

**Vote:**

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

**5.0    INFORMATION/DISCUSSION ITEMS**

**INFORMATION ITEMS**

None.

**DISCUSSION ITEMS**

**5.1    Application and Receipt of Funds for Title I Basic and Delinquent-Serving Institution (Part D) Funding for 2017-18SY**

Mrs. Rose Fritzinger provided information to the Board.

**5.2    Revised Administrative Guideline 6108 – Acceptable Use Policy – Access to Electronic Information, Services and Networks**

Mr. Keith Madsen provided information to the Board.

**5.3    East Allen University New Textbooks and New Courses for 2017-18SY**

Ms. Deborah Watson provided information to the Board.

**5.4 Adopt Resolution Approving Amendment to Lease**

Mr. Kirby Stahly provided information to the Board.

**5.5 Adopt Resolution Approving Issuance of 2017 Bonds**

Mr. Kirby Stahly provided information to the Board.

**5.6 Adopt Resolution Approving Issuance of One or More Series of BANS (Bond Anticipation Notes)**

Mr. Kirby Stahly provided information to the Board.

**6.0 SUPERINTENDENT COMMENTS**

Dr. Folks shared that when he arrived here 4 years ago, some of our high schools held their graduations on the same days and at the same time therefore he was not able to attend all of EACS' graduation ceremonies. That next year they were changed so that all graduations were held at different times. He thanked each Board member for attending all five high school graduation ceremonies this year. It is something we should all be proud of.

Summer school started yesterday and is off to a great start

Both Cedarville and Leo Elementary Schools have been awarded Four Star School status by the IDOE.

The New Haven Canal Days parade is this Saturday at 11:00 a.m.

**7.0 BOARD COMMENTS**

<b><u>Name</u></b>	<b><u>Topic</u></b>
Mr. Todd Buckmaster	Expressed his appreciation for all the effort that has gone into the discussion regarding raises.
Mr. Chris Baker	Is unable to attend the Canal Days parade on Sunday.
Mr. Tim Hines	Always looks forward to and enjoys graduation weekend; tomorrow is Mr. Baker's birthday!
Mrs. Terry Jo Lightfoot	Liked the video clip that was played. Caring can really make a difference in a child's life.
Mr. Bob Nelson	Thanked Dr. Folks and Mr. Stahly for their work on the building project; NH Canal Days parade is this Saturday; the graduation ceremonies were great!; Thank you to the Factoring Committee for all of their hard work.

## 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 7:33 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, June 20, 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 June 20, 2017.

EAST ALLEN COUNTY SCHOOLS  
BOARD OF SCHOOL TRUSTEES

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary