

# Regular Board Meeting

## SCHOOL BOARD MEETING

EASTERN HANCOCK ADMINISTRATION BUILDING - 10370 E. 250 N., Charlottesville, IN 46117

(317-936-5444)

Monday, May 13, 2019

7:00pm - 8:00pm

### 1 Public Notice

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This meeting is a meeting of the School Board held in public for the purpose of conducting the School Corporation's business and is not to be considered a public community meeting. The Board will permit fair and orderly public expression as indicated by the Agenda Item Public Comment. Procedures to govern such participation are available upon request. The Board's meeting site is fully accessible to all persons. Any person requiring further accommodation should contact the Superintendent with the School Corporation's Administrative Office at 317-936-5444.

### 2 Call To Order

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**Minutes:**

1st Vice President James R. Jackson, Jr., called the meeting to order at 7:00pm.

Present: Tammy Stunda, Tammy Settergren, Scott Johnson, James R. Jackson, Jr.

Absent: Scott Petry

### 3 Pledge of Allegiance

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### 4 Public Comment

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**Minutes:**

None

### 5 Consent Agenda

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#### 5.1 Minutes of April 15, 2019

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#### 5.2 Minutes of May 3, 2019

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#### 5.3 Transfer Students

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**Minutes:**

1<sup>st</sup>-21; 2<sup>nd</sup>-19; 3<sup>rd</sup>-17; 4<sup>th</sup>-16; 5<sup>th</sup>-7; 6<sup>th</sup>-15; 7<sup>th</sup>-18; 8<sup>th</sup>-18; 9<sup>th</sup>-23; 10<sup>th</sup>-27; 11<sup>th</sup>-22; 12<sup>th</sup>-16

Current Total: 219 returning

## 5.4 Field Trips

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**Minutes:**

- Out of State - MS Band - Kings Island - May 11, 2019
- Out of State & Overnight - Girls Basketball Camp - Cedarville Ohio - June 10-12, 2019
- Overnight - MS Boys Basketball - Indiana Wesleyan - July 12-14, 2019
- Overnight - HS Boys Basketball - June 21-23, 2019

## 5.5 Substitutes

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**Minutes:**

- Add Emily Ebbert for Elementary School

## 5.6 ECA

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**Minutes:**

- Head Boys Varsity Basketball Coach 2019-20 - Aaron Spaulding
- Head Girls Varsity Basketball Coach 2019-20 – Shari Dou
- Head Varsity Wrestling Coach 2019-20 – Keith Oliver
- MS Baseball 2018-19 - David Messer - 1/3 stipend
- Athletic Supervisor Stipends: Cory Rainbolt - 1 1/2, Brett Bechtel - 1, Stacey Jones - 1/2
- Summer & other ECA stipends (see attachment)

## 5.7 Certified Staff

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**Minutes:**

- Maternity Coverage for Jade Galyan - Clarissa O'Neal (April) & Caitlin Contreras (May)
- Maternity Leave - Natalie Mewhinney - HS History - Oct 21, 2019-May 29, 2020
- Reassignment to full time - Shelley Rogers - Preschool Teacher -Effective 2019-20 year
- Resignation - Kelly McKeeman - Special Education Teacher - Effective May 24, 2019
- Resignation - Lisa Truitt - MS&HS Assistant Principal - Effective June 30, 2019

## 5.8 Support Staff

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**Minutes:**

- Maternity Coverage for Emily Vonderschmitt - OT - Stephanie Ford - First 9 weeks of semester
- Summer Hire - Benjamin Furlani - Technology - May 25-July 31, 2019
- Summer Hire - Jacob Eischen - Maintenance - Effective May 28, 2019
- Resignation - Sally Miller - Cafe - Effective May 3, 2019
- Retirement - Jane Pfaff - ES Essential Skills IA - Effective May 24, 2019
- Request to Work from Home Part Time (max of 2 days/wk) - Jen Goble
- New Hire - Tamara Vannarsdall - ES Cafe - Effective May 7, 2019
- New Hire - Jonathan Onufrock - School Psychologist - Effective August 5, 2019
- Resignation – Lauren Dyer – HS Essential Skills IA – Effective May 24, 2019

## 5.9 Claims

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**Minutes:**

Prewritten: \$43,812.83  
Regular: \$140,627.16  
Payroll: \$630,785.79  
TOTAL: \$815,225.78

Mr. Johnson moved to table the request to work part time from home from Jen Goble. There was no second. Item remained on the consent agenda.

Mrs. Stunda moved and Mrs. Settergren seconded a motion to approve the consent agenda as presented. Motion carried 3-1.

## 6 MS/HS Assistant Principal Job Description

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**Minutes:**

Mrs. Settergren moved and Mr. Johnson seconded a motion to approve the MS/HS Assistant Principal job description as presented. Motion carried 4-0.

## 7 Student Handbooks 2019-20

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**Minutes:**

- Mrs. Amanda Pyle, Elementary School Principal, and Mr. Dave Pfaff, MS/HS Principal, presented the Board with updated student handbooks for 2019-20. (see attachment)

Mr. Johnson moved and Mrs. Settergren seconded a motion to approve the 2019-20 Student Handbooks with the noted changes made. Motion carried 4-0.

## 8 Textbook Rental 2019-20 - Elementary

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**Minutes:**

- Mrs. Amanda Pyle, Elementary School Principal, presented textbook fees for the 2019-20 school year. (See attachment.)

Mr. Johnson moved and Mrs. Settergren seconded a motion to approve the 2019-20 Textbook Rental fees for Elementary School as presented. Motion carried 4-0.

## 9 Request to Purchase myView Literacy for Elementary

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**Minutes:**

-Mrs. Amanda Pyle explained that the state of Indiana traditionally updates curriculum every 6 years. Due to advances in technology, the current curriculum is no longer viable past the 6 year mark, and Mrs. Pyle requested the purchase of myView Literacy as its replacement.

Mrs. Settergren moved and Mrs. Stunda seconded a motion to approve the purchase of myView Literacy for the ES curriculum. Motion carried 4-0.

## 10 2019-20 Lunch Price Confirmation

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**Minutes:**

-Mrs. Tracy Wilson, Food Services Director, presented a letter confirming completion of the Paid Lunch Equity

Tool and the need for the lunch price increase that was previously approved at the March 2019 Board Meeting.

## 11 2019 Bus Replacement Bid Approval

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**Minutes:**

-Mr. Adam Kinder, Director of Business and Operations, presented a request from Greg Turner, Transportation Director, to purchase 2 new buses from Central Indiana Education Service Center. One will be a 78-passenger bus very similar to our current buses. One will be an activity sized yellow bus with a 14+1 passenger capacity that will be fitted with dual integrated booster seats to help accommodate the needs of our preschool aged students.

Mr. Johnson moved and Mrs. Stunda seconded a motion to approve the purchase of these 2 school buses through CIESC. Motion carried 4-0.

## 12 NEOLA Policies 1520.08, 3120.08, 4120.08, 8455 & 5340.01 - Final Reading

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**Minutes:**

-NEOLA policies regarding the hiring of administrative, certified and support staff, as well as community members as coaches was presented along with a policy governing coaching requirements and a policy explaining expected procedure in dealing with concussion or cardiac arrest symptoms in student athletes.

Mr. Johnson moved and Mrs. Stunda seconded a motion to approve the NEOLA policies #1520.08, 3120.08, 4120.08, 8455 & 5340.01. Motion carried 4-0.

## 13 NEOLA Policies 8500 & 8510 - First Reading

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**Minutes:**

-Mrs. Tracy Wilson, Food Services Director, presented the Board with recommended changes to food service policies #8500 & 8510 as well as administrative guideline #8500.

Mr. Johnson moved and Mrs. Settergren seconded a motion to consider these policies & guideline for a Board vote in June. Motion carried 4-0.

## 14 Informational

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**Minutes:**

-Adam Kinder, Director of Business & Operations, briefly introduced a tentative budget for 2020.

-Trisha Armstrong, Director of Technology, explained the process of applying for the COPS School Violence Prevention Program that was recommended by Mr. Johnson to look into.

-Dr. McGuire invited the Board to the Retirement Celebration on May 16 for Dave Pfaff, Mark Vail & Jill Wales.

-She also invited the Board to the end of school year staff breakfast to be held in the HS Cafeteria on Friday, May 24 at 8am.

-Graduation on June 1 at 11am was reiterated.

## 15 Other Items Allowed by the Board

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## 16 Adjournment

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**Minutes:**

Mr. Johnson moved and Mrs. Settergren seconded a motion to adjourn. Motion carried 4-0.

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Scott Petry, Board President

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Scott Johnson, Board Secretary



# Eastern Hancock High School

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10320 East County Road 250 North • Charlottesville, IN 46117 • www.easternhancock.org  
(317) 936-5595 • (317) 467-0095 • (317) 936-5050 Fax

April 25, 2019

Dr. McGuire and Board of School Trustees,  
I recommend the following per Master Contract approvals:

Summer 2019 extracurricular stipends:

Summer Open Gym 2019	\$2526	Doug Armstrong
Summer Open Gym 2019	\$2526	Aaron Spaulding
Summer Band 2019	\$2526	Randy Adams
Summer HS Guard 2019	\$1283	Dee Adams

2018-19 extracurricular stipends:

Band Director 2018-19	\$3653	Randy Adams
Inst. Music – Instructional Support	\$500	Angela Mickler
HS Guard 18-19	\$1283	Dee Adams
MS Guard 18-19	\$875	Heather Huff

2019-20 extracurricular stipends:

Band Director 2019-20	\$3653	Randy Adams
Inst. Music – Instructional Support	\$500	Angela Mickler
Inst. Music – Instructional Support	To be approved at a later date	
HS Guard 2019-20	\$1283	Dee Adams
MS Guard 2019-20	\$875	Heather Huff

There is still one Instrumental Music-Instructional Support position to be approved at a later date.

Thank you,



David Pfaff  
Principal

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David Pfaff  
Principal

Lisa Truitt  
Assistant Principal

Kelli Brown  
Guidance Counselor

Aaron Spaulding  
Athletic Director

Megan Whisman  
Secretary/Attendance

Cathy Reynolds  
Guidance Secretary

Stacey Jones  
ECA Treasurer/Athletic Secretary





# EHES Student Handbook Changes 2019-2020

- Page 8      **Book Rental**
- Date Change from October 5<sup>th</sup> to October 4<sup>th</sup>.
- Page 10      **Student Seclusion & Restraint**
- Added: Language the Board approved in the Fall.
- Page 14      **Café Procedures**
- Breakfast increased to \$2.10.
  - Elementary student lunch increased to \$2.95.
- Page 16      **Field Trips**
- Changed entire policy to allow for better oversight and student safety.

[We enjoy having parents and grandparents attend field trips with us. We believe that field trips are a great learning opportunity for our students and extend the learning that takes place within our building.](#)

***Adults must have a background check on file for each school year. Background checks from previous years will not be honored. Background checks must be submitted at least 5 days before the field trip. Failure to comply with this rule will result in the adult not being able to attend the field trip. Once your name has been submitted as a chaperone, you may cancel in an emergency situation BUT substitutions will not be allowed even if the other person has a background check on file.***

In addition, a limited number of chaperones will be allowed to attend the field trips. The exact number of chaperones will vary by grade and consider: age of students, location of field trip, guidelines of field trip location and number of empty bus seats after students and staff. All students are limited to one (1) chaperone on a field trip. If more adult chaperones are allowed to attend than empty bus seats, remaining chaperones will be required to provide their own transportation. Siblings are not allowed.

If the field trip takes the entire school day, parents may opt to take their child home from the field trip location. In order for this to happen, the form MUST be completed and turned in a minimum of one (1) day before the field trip takes place. Only those adults listed as emergency contacts will be allowed to take children home after a field trip. We will not allow students to ride home with other parents.

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**Immunizations**

- Added: Immunization Chart for the 2019-20 school year.

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**Prescription Medication**

- Added: The school nurse will not administer a prescription medication twice a day unless the doctor has written a script that lists two specific times that occur during the school day.

Page 19

**OTC (Over the Counter) Medication**

- Added: No OTC medications will be given before 9:00 AM or after 2:30 PM.

Page 21

**School Closings & School Delays**

- Added: The best way to get information is to make sure that your Skylert account is accurate and up-to-date. This will generate an automated call.

**\*Changed all dates to reflect 2019-20 School Year**

## Textbook Rental Differences EHES 2019-2020 SCHOOL YEAR

<b>Grade</b>	<b>This Yr.</b>	<b>Last Yr.</b>	<b>Change</b>	<b>Reasons Why</b>
Kindergarten	\$87.99	\$88.16	-\$0.17	Removed Time for Kids \$-4.95 Headphones Increased +\$0.92 Reading Series Increased \$3.86
1 <sup>st</sup> Grade	\$123.98	\$89.82	+\$34.16	Reading Series Decreased \$5.66 Handwriting Decreased \$5.56 Scholastic News Increased \$0.28 Added Technology Rental \$45.00
2 <sup>nd</sup> Grade	\$117.31	\$68.55	+48.76	Reading Series Increased \$6.79 Scholastic News Increased \$0.28 Handwriting Decreased \$3.31 Added Technology Rental \$45.00
3 <sup>rd</sup> Grade	\$109.89	\$122.25	-\$12.36	Reading Series Increased \$5.95 Handwriting Decreased \$3.31 Removed Chromebook Insurance \$15.00
4 <sup>th</sup> Grade	\$112.55	\$114.08	-\$1.53	Reading Series Increased \$13.59 Student Agenda Decreased \$0.40 Scholastic News Increased \$0.28 Removed Chromebook Insurance \$15.00
5 <sup>th</sup> Grade	\$127.22	\$113.53	+\$13.69	Reading Series Increased \$13.59 Student Agenda Decreased \$0.40 Recorder Increased \$0.50