AGENDA:

EASTERN HOWARD SCHOOL CORPORATION
221 West Main Street, Suite One * Greentown, Indiana 46936-1118 * (765) 628-3391 * FAX (765) 628-5017

School Board Meeting
Tuesday, June 16, 2009, 6:30 p.m.
221 West Main Street, Suite One

Presentation of Perfect Attendance Awards

1. Consent Items:

2. Patron Comments:

3. Eastern Elementary School
   a. EES School Improvement Plan — Maurer
   b. Language Facilitator – Recommendation — Caddell
   c. Elementary School Update — Maurer

4. Eastern Jr./Sr. High School
   a. EJSH School Improvement Plan — Smith
   b. M.S. Yearbook - Proposal — Smith
   c. School Datebooks – 2009 Custom Contract — Smith
   d. Jr./Sr. High School Update — Smith

5. EHSC Business
   a. 2009 Summer School Cash Tuition – Recommendation — Vester
   b. 2009-2010 Lunch Fees – Recommendation — Vester
   c. Stanz Account Agreement – Recommendation — Vester
   d. Classified Staff Handbook – Revision — Caddell/Vester
   e. Contract Bus Drivers – Fuel Cost Adjustment for 2008-2009 school year — Caddell/Vester
   f. 2009 Summer School & Other Positions Hourly Rate of Pay - Amendment — Caddell/Vester
   g. Superintendent & Administrators Employment Contracts — Caddell
   h. Resolution for Temporary Transfer – Request — Vester
   i. Inactive/Uncollectible Lunch Fees - Recommendation — Vester
   j. 2010 Budget Calendar — Vester
   k. 2009-2010 Board Meeting Schedule – Recommendation — Caddell

l. Replay – Athletic Trainer Contract Caddell
m. Corporation Attorney Caddell
n. Tech Coach – Recommendation Caddell
o. Corporation Update
   1) Corporation Goals Caddell
   2) Autoskill – Academy of Reading & Math Intervention Solution Caddell

6. Board Comments

7. Adjournment

EASTERN HOWARD SCHOOL CORPORATION

221 West Main Street, Suite One
Greentown, IN 46936-1118

MINUTES

The Eastern Howard School Board met Tuesday, June 16, 2009, at the Eastern Howard Administration Office.

Mr. Randy Blankenship, President, opened the meeting at 6:30 p.m. and led the Pledge. Mr. Matt Adams offered prayer.

Perfect Attendance Awards – 2008 – 2009 School Year
Leonida Thomas – EES Café Employee
Sandra Cox – EES Café Employee

Mr. Blankenship stated that consent items could be addressed separately and asked Board Members if there were any items that needed to be taken individually. Mr. Hubbard requested that the EHS Cheerleaders, Cookie Dough Sales, EHS Cheerleaders, Suckers Sales, and the EHS Band, Frozen Food Sales fundraiser requests be taken separately. *****

Consent Items

1. Minutes – May 19, 2009 - Regular Board Session May 19, 2009 – Executive Board Session	
2. Fundraiser Requests	
▪ EES	None
▪ EJSH	EHS Volleyball – Car Wash @ 1st Farmers Bank, Greentown, Sat., June 20, 2009 – 1:00 – 4:00 p.m.
*	EHS Cheerleaders – Cookie Dough Sales – June 22 – July 3, 2009 ***{****Separate Item: Motion ML/MA. Carried 4 – 1 (opposed PH)* ***}***
*	EHS Cheerleaders – Sucker Sales – Sept. 4 – Oct. 2, 2009 ***{****Separate Item: Motion ML/MA. Carried 4 – 1 (opposed PH)* ***}***
	EHS Cheerleaders – Howard County Fair Ground Clean-Up – Week of July 12, 2009
*	EHS Band – Frozen Food Sales – Wed., August 26 – Wednesday, September 9, 2009 ***{****Separate Item: Motion ML/MA. Carried 4 – 1 (opposed PH)* ***}***
	EHS Orchestra – Dessert/Theatre/Heartstrings Concert – Saturday, April 17, 2010 *(requesting use of EHS Café)*
	EHS Girls Golf – Car Wash/Bake Sale, Saturday, July 18, 2009 – 11:00 a.m. – 1:00 p.m. *(requesting use of Corporation Office parking lot)*
3. Facility Requests	
▪ EES	None
▪ EJSH	High Jump area @ Football Field – Ethan Flick, 2008 EHS Graduate – high jump clinic – June 8 – 12, 2009
	EHS Café (not kitchen) – EHS Band Boosters – Thursday, July 30, 2009 – 3:00 – 9:00 p.m. – Steak Dinner/Parent Info Night
	Soccer field – Boys Soccer – June 17 - August 1, 2009 – Mon., Wed., & Sat. open soccer
	PAC & Green Room – EES PTO – Friday, Nov. 6, 2009 – 3:00 – 5:30 p.m. - dress rehearsal & Saturday, Nov. 7, 2009 - 2:00 – 6:00 p.m. -Talent Night

▪ EHSC	Corporation Parking Lot – Greentown Main Street Assoc. – Sat., June 27, July 11, July 25, Aug. 8, Aug. 22, Sept. 5, & Sept. 19, 2009 – use in conjunction with the Farmers' Market
4. Personnel	
▪ EES	None
▪ EJSH	Pam Adwell – Varsity Cheerleading Sponsor for 2009-2010 school year
	Marcy Kistler – Varsity/JV Assistant Cheerleader Sponsor for 2009-2010 school year
	Kristi Johnson – 7th Grade Cheerleader Sponsor for 2009-2010 school year
	Kourtney Cox – Volunteer Cheerleader Sponsor for 2009-2010 school year *(pending criminal background check)*
	Robin Downing – additional days compensation (see attached)
	Julie Sampson, EHS Drill Team Instructor, resignation effective 5/27/09
▪ EHSC	Monty Stout – EHSC Bus Driver *(replacing J. Freeman)*
	Karen Honeas – EHSC Bus Driver *(temporary for R. Bennett)* 1st Semester 2009-2010 school year
5. Donations	
▪ EES	None
▪ EJSH	None
▪ EHSC	Triangle Design - $ 250.00 – EHSC "Top 10 Dinner"
	Benchmark Mechanical, Inc. - $ 250.00 – EHSC "Top 10 Dinner"
	Tracy Caddell - $ 70.00 – Dolly Parton Imagination Library
	Destination Imagination (see attached)
6. Equipment Disposal	
▪ EES	TV ceiling stands (10) (see attached)
	Filmstrip Projector (2), Battery Charger, Headphones (2), Carousel Projector, Typewriter, Headphones (4 boxes), VoxCom System, Overhead Projector (see attached)
▪ EJSH	Floor scrubber, TV's (3), VHS Recorders (3), teacher desk, student desks (10), chairs (13) - (See attached)
▪ EHSC	None
7. Vouchers/Claims	

Payroll Vouchers (2)	$ 292,616.84	- 6/1/09
	$ 272,256.88	- 6/15/09
Claim Dockets (1)	$ 562,427.85	- 6/16/09

Motion: LH/PH. Carried 5 – 0

Patron Comments:
None

Eastern Elementary School
EES School Improvement Plan
Mr. Kantz presented the EES School Improvement Plan, (3-year plan), for Board approval (attached). Discussion was held. Mr. Kantz stated that goals specific for immediate improvement are:

- Goal # 1 – Improve Applied Writing Skills
- Goal # 2 – Improve Applied Math Problem Solving Skills

Motion: PH/LH. Carried 5 – 0

Language Facilitator - Recommendation

Dr. Caddell explained that next year we will have a Kindergarten student, who is hearing impaired, who has been traveling to Indianapolis. Dr. Caddell recommended hiring a language facilitator. The language facilitator will work under the direct supervision of the classroom teacher, hearing impaired teacher of record, special education director, and the building principals. This opportunity will allow us to incorporate use of ASL (American Sign Language) in our schools. We could begin teaching our students how to sign. Dr. Caddell commented that this position will be funded by stimulus funds, and will be reviewed next year to evaluate the needs. Discussion was held.
Motion: MA/PH. Carried 5 – 0

Elementary School Update

Mr. Kantz reviewed the EES update items as follows:

- Last days of school
- Track and Field Day
- Choir Concert/Convocation
- On Deck: Jumpstart / Summer Science / Registration
- RTI Committee work

Eastern Jr./Sr. High School

EJSH School Improvement Plan

Mr. Richie presented the EJSH School Improvement Plan, (3-year plan), for Board approval. Mr. Richie stated that improving EJSH's attendance rates, percentage passing ISTEP+, and graduation rates are all School Improvement Goals. Discussion was held. Mr. Lantz recommended "score-carding" / posting the School Improvement Goals – keep them in view (in a simple way). The articulation of the School Improvement Plans is important; all staff should know these goals. Motion: RB/ML. Carried 5 – 0

Mr. Lantz expressed his appreciation for the compassion and hard work that has been put toward the School Improvement Plans.

M.S. Yearbook - Proposal

Dr. Caddell recommended that EJSH use H.R. Imaging Partners for the 2009-2010 middle school yearbook (see attached). Discussion was held. Motion: ML/PH. Carried 5 – 0

School Datebooks – 2009 Custom Contract

Dr. Caddell recommended that EJSH use School Datebooks for publication of the 2009-2010 student handbook (see attached). Dr. Caddell commented that the other county schools use this vendor.
Motion: PH/LH. Carried 5 – 0

Jr./Sr. High School Update

Mr. Richie reviewed the EJSH update items as follows:

1. **Senior Honors Night and Top 10 Banquet** went very well – first year for the "Top 10" and there has been a lot of positive feedback from students and parents. Ms. Buckalew and the cafeteria staff provided an outstanding meal – thanks to Dr. Caddell for getting the sponsors to make this happen.
2. **Graduation** – went well on June 7th
3. **Athletes** – Carly Miles won the individual sectional title in girls' tennis. Jeff Hartley moved on to regional in golf (it has been several years possibly the early 90's since we have had someone advance out of sectionals). Zoe Wolfe placed 16th in the state meet in H.J. and Kevin Jackson 12th in the pole vault.
4. **Summer School** – began June 8th, English (29), Econ. (26), Alg.I (8), APC (36), Drivers Ed. (46) – four weeks in the classroom except Drivers Ed. students attend 3 weeks in the classroom.
5. **Summer Camps**- several are underway.
6. **Gym floor** – being sanded and re-painted this week.

Discussion was held on the refinishing of the gym floor. Dr. Caddell commented that the water-based seal coating doesn't yellow and looks nice. The vendor hired to do the refinishing has good references i.e. Butler University.

EHSC Business

2009 Summer School Cash Tuition - Recommendation

Ms. Vester recommended 2009 Summer School Cash Tuition as follows:
Following are recommended cash tuition rates to be charged to out-of-district students who may enroll in summer instructional programs at Eastern Elementary School and/or Eastern Jr/Sr High School. (Tuition is an amount charged above course fees.)

2009 Summer School Tuition

	2008 Tuition	**Recommended 2009 Tuition**
Elementary	**$165.00**	**$176.00**
Jr/Sr High	**$160.00**	**$175.45**

Discussion was held. The state has indicated that they will reimburse 49% of 2009 summer school costs; the state does not reimburse for Kindergarten Jump Start. Motion: ML/MA. Carried 5 – 0

2009-2010 Lunch Fees - Recommendation

Ms. Vester recommended the following prices for 2009-2010 lunch prices. These calculations are based on current costs of food and wages.

2009-2010 Proposed Lunch Prices

Proposed $.10 increase in Student Breakfast - Elem & HS
Proposed $.10 increase in Student Lunch – Elem & HS
Proposed $.10 decrease in Extra Milk Price

Proposed $.25 increase in Adult Breakfast
Proposed $.15 increase in Adult Lunch

	Elementary Current	**Elementary Proposed**	Jr/Sr High Current	**Jr/Sr High Proposed**
Breakfast/Paid	1.40	**1.50**	1.40	**1.50**
Breakfast/Reduced	.30	**.30**	.30	**.30**
Breakfast/Adult	1.75	**2.00**	1.75	**2.00**
Milk	.45	**.35**	.45	**.35**
Lunch/Paid	2.10	**2.20**	2.50	**2.60**
Lunch/Reduced	.40	**.40**	.40	**.40**
Lunch/Adult	2.85	**3.00**	2.85	**3.00**

Food cost projections are estimated to increase 15 to 25 percent next year. Discussion was held. Motion: PH/MA. Carried 5 – 0

Stanz Account Agreement - Recommendation

Ms. Vester recommended adding Stanz Foodservices, Inc. to the EES and EJSH food vendors for both cafeterias. Stanz Foodservices, Inc. is an Indiana company. Discussion was held. Dr. Caddell stated

that we are trying to keep prices down, especially with the status of the current economy.
Motion: LH/RB. Carried 5 – 0

Classified Staff Handbook - Revision
Dr. Caddell stated that last year the Board approved the EHSC Classified Staff Handbook. Dr. Caddell reviewed (highlighted) recommended changes as attached. Discussion was held on jury duty payment. Dr. Caddell will check the law in reference to jury duty pay. Dr. Caddell stated that the recommendation could be amended at a future Board Meeting, if necessary. Motion: PH/RB. Carried 5 – 0

Contract Bus Drivers – Fuel Cost Adjustment for 2008-2009
Dr. Caddell recommended (see attached) adjustments in fuel costs to be paid to EHSC contract bus drivers for the 2008-2009 school year. Dr. Caddell met with the contract drivers, Mr. Brad Shrock, and Ms. Vester, and the following was determined:
1. Fuel prices will be adjusted once a year the following June (one (1) exception)
2. The mileage per gallon rate will be lowered to 6.5
3. Modifications to route adjustments will have to be signed off by the driver, the business manager, and the superintendent. A form will be created. Adjustments will not be retroactive so it will be the driver's responsibility to turn in route adjustments in a timely manner. Adjustments will only be made twice a year (December and June). A + / - of less than 2 miles will not be adjusted (see attached documentation.)
The Board discourages the use of vacation time when students are in session. If a vacation is scheduled by a contract driver, a total of 5 consecutive days may be used unless there are extenuating circumstances.
Dr. Caddell asked that the fuel adjustments and the fuel escalation clauses/other issues as presented. Discussion was held. Mr. Adams asked what standard is being used for pricing. Ms. Vester calls North Central Coop. to get the regular delivery price (not our contracted price). Mr. Adams asked if that delivery price is a price that any contract driver can purchase at. Is it a fair price? Mr. Lantz commented that it would be difficult to come up with a perfectly fair calculation without calling every gas station in the area. Mr. Adams stated that whatever price is being used in the calculation, needs to be a price that the contract drivers could be able to receive also. Discussion was held. Mr. Adams commented that the adjustment should be a reimbursement, not to make money.
Motion to approve the recommendations as presented: RB/PH. Carried 5 – 0

2009 Summer School & Other Positions Hourly Rate of Pay - Amendment
In reference to the EHSC Summer School & other Positions Hourly Rates of pay as Board approved 5/19/09, Dr. Caddell recommended, (per Mr. Lantz's observation), that the $7.00 per hour rate needs to reflect the Indiana minimum wage increase to $7.24 per hour, effective July 1, 2009. Dr. Caddell recommended increasing the $7.00 per hour rate of pay to $7.25 per hour as an amendment to the previous Board approval. Motion: ML/MA. Carried 5 – 0

Superintendent & Administrators Employment Contracts
Dr. Caddell presented the superintendent contract with revisions to the addendum and administrators employment contracts which are status quo. Motion: ML/RB. Carried 5 – 0

Mr. Lantz commented that we are honored to support our Superintendent and Principals; we have confidence, high regard for them; we are happy to serve them, and to be served in a great way.

Resolution for Temporary Transfer - Request
Ms. Vester recommended Board approval for a temporary transfer to various funds, due to the potential delay in property tax distribution from the Rainy Day Fund with said transfers being paid back to the originating funds on or before December 31, 2009 (see attached).
Motion PH/MA. Carried 5 – 0

Inactive/Uncollectible Lunch Fees - Recommendation
Ms. Vester requested Board permission to "write-off" one (1) outstanding lunch balance totaling $1,162.70 (see attached). To pursue collection on these individuals would cost more than the total amount. Discussion was held. Dr. Caddell stated that a policy has been put into place, and now we will not allow an accumulation of large charges. Motion: PH/RB. Carried 5 – 0

2010 Budget Calendar – ***"Tabled"***
Ms. Vester stated, at this time, we do not have a 2010 Budget Calendar. We have heard that the adoption date will be extended to November 1, 2009, which will move the Budget Calendar back. Ms. Vester will put a Budget Calendar together, if the state adopts their budget. Dr. Caddell commented that if the law is not changed, (currently it states August 2), everyone will be "scrambling", because at this time, no one has a budget.

2009-2010 Board Meeting Schedule - Recommendation

Date	Day / Time
July 9, 2009	Thursday / 7:00 a.m.
August 11, 2009	Tuesday/6:30 p.m.
September 8, 2009	Tuesday/6:30 p.m.
October 13, 2009	Tuesday/6:30 p.m.
November 10, 2009	Tuesday/6:30 p.m.
December 8, 2009	Tuesday/6:30 p.m.
January 12, 2010	Tuesday/6:30 p.m.
February 9, 2010	Tuesday/6:30 p.m.
March 9, 2010	Tuesday/6:30 p.m.
April 20, 2010	Tuesday/6:30 p.m.
May 11, 2010	Tuesday/6:30 p.m.
June 8, 2010	Tuesday/6:30 p.m.

Motion: PH/LH. Carried 5 – 0

Replay – Athletic Trainer Contract
Dr. Caddell recommended Replay as the athletic trainer vendor for the 2009-2010 school year. The contract cost is the same as in 2008 – 2009 (see attached contract). Motion: PH/ML. Carried 5 – 0

Corporation Attorney
Dr. Caddell recommended that Mr. Mark McCann, McCann/Peelle Attorneys and Counselors at Law, be re-appointed Corporation Attorney for the period of July 1, 2009 through June 30, 2010 (see attached). Dr. Caddell stated that the rates are the same as last year, and that Mr. McCann provides good legal

advice, and does a good job representing EHSC. Motion PH/LH.
Mr. Hubbard asked if the Board could see a report on attorney fees for the last couple of years.
Carried 5 – 0

Tech Coach - Recommendation

Dr. Caddell stated that this is a new position for EHSC. Dr. Caddell asked the Board to approve the hiring of a Technology Integration Coach, funded by stimulus dollars. This position will be re-evaluated in two years; we will then look at our Budget, and determine if we would like to continue this position. With the amount of technology that we will be incorporating over the next two years with the smart boards & Autoskill Reading Academy, the fact of not having professional development days, (due to Dr. Bennett's decision to require 180 days of instruction), a Technology Integration Coach would be beneficial. The Technology Coach's job would be to work with teachers (a teacher of teachers). (Job description is attached.) Discussion was held. Mr. Lantz asked if it would be better to hire a "consulting firm", versus hiring someone. Dr. Caddell stated that the cost may be more and we want this individual on a daily basis, working with teachers, dealing with technology issues. Dr. Caddell stated that we are looking for a "teacher". A question was asked if we have received stimulus funds. This money is Special Education stimulus funds, we received $ 274,000.00, because we met our maintenance of effort, (which is complicated), we can take ½ of that money $ 137,000 and use it for NCLB activities, of which professional development is one of those activities. Motion: PH/MA. Carried 5 – 0

Corporation Update

1) Corporation Goals – Dr. Caddell commented that EHSC could be the 1st in the State of Indiana to adopt the DOE Goals as Corporation Goals. Dr. Bennett shared goals for the Department of Education. Dr. Caddell stated that it is important that we have benchmarks. In the process of meeting Dr. Bennett a few weeks ago, Dr. Caddell e-mailed him, complimenting him on setting goals for the Department of Education, and therefore is asking the Board to adopt those goals. Dr. Bennett phoned Dr. Caddell and thanked him. Dr. Caddell commented that the first three goals are from the DOE, and the last two Dr. Caddell has added. Dr. Caddell met with Administrators last week and reviewed each School Improvement Plan to make sure they were integrated with the corporation goals.
   Dr. Caddell recommended EHSC Goals as follows:

Eastern Howard School Corporation
Goals

1. At least 90 percent of Eastern Howard School Corporation Students will pass both the Math and English/Language Arts sections of ISTEP and the End of Course Assessments.

2. 25 percent of all Eastern High School Graduates will receive a score of a 3,4, or 5 on at least one advanced placement exam, a 4 or higher on an International Baccalaureate exam, or receive the equivalent of 3 semester hours or more of college credit during their high school years; and

3. At least 95 percent of Eastern High School students will graduate from high school.

4. Eastern Howard School Corporation will have at least a 95 percent attendance rate for all schools.

5. At least 95 percent of Eastern Howard 3rd graders will be reading at or above grade level.

Dr. Caddell stated that we will be focusing on literacy; research shows that students who are not reading grade level by 3rd Grade are in danger of becoming at-risk. Discussion was held. Mr. Lantz suggested that item 3: At least 90 percent of EHS Student will graduate from high school be revised to 95 percent. Dr. Caddell was in agreement.

Motion to approve corporation goals with the recommended revision as mentioned above: MA/ML. Carried 5 – 0 Mr. Adams commented (for example) that we need to have a way of "tracking" and determining at some point if we are going to reach the 95 percent goal prior to graduation, and if we are not, what are we going to make that better. Dr. Caddell stated that the School Improvement Plan addresses those issues. Mr. Lantz suggested using the "true" graduation rate to measure ourselves; those rates are acceptable, by our standards.

Dr. Caddell thanked the Board.

2) Autoskill – Academy of Reading & Math Intervention Solution – does a reading assessment and determines the skills, (computer based) that students are weak at and then creates its own IEP to work with the students to improve their reading skills. This program has seen great success with students improving their reading level by 2 – 3 grade levels per year. Dr. Caddell has met with the RTI committee at the high school; next year we are planning to assess every 9th grader in terms of their reading level. By using this program, our goal will be to work with students on improving their literacy. We'll also be participating in the Math Academy (also at the elementary). We have 20 licenses in language arts/reading and 10 in math. We have a site license to use with any 20 students at any one time. Dr. Caddell stated that stimulus funds will be used to pay for the software. All 9th grade students should be assessed by the end of 1st Semester 2009. Dr. Caddell commented that for every 12 – 15 hours of instruction = improving 1 grade level.

Mr. Blankenship questioned the status of "gendering" – has this option been discussed; is there a lack of enthusiasm? Mr. Kantz stated that there are mixed opinions with teachers. Dr. Caddell stated that he will work harder over the next year to try to generate interest.
Motion to approve the Autoskill Academy of Reading Intervention: PH/MA. Mr. Lantz asked if the assessments are done by computers or individuals. Dr. Caddell commented that the assessment is done by computers, although there are quick assessments that can be done by teachers in 30 seconds.
Carried 5 – 0

Dr. Caddell thanked the EHSC teachers and staff for an outstanding school year, and expressed his appreciation for the opportunity to work with them – they do an outstanding job.

Board Comments
Mr. Adams complimented teachers and staff for an outstanding school year and to Ms. Jones – EES Kindergarten teacher. A patron mentioned to Mr. Adams that his child had Ms. Jones this year and they were very impressed with her as a teacher.

Mr. Hubbard complimented Mr. Kantz on giving a great 2009 graduation speech.

Mr. Hinesley - thanks to all – keep up the good work!

Mr. Lantz thanked Mr. Kantz for the graduation speech; it was a good graduation, a good school year.

Mr. Blankenship – Good job, good graduation.
In reference to the EJSH on-line homework site, Mr. Blankenship mentioned that some teachers are putting their homework assignments on-line, and there are some using it as a journal for what they did that particular day, and there are some teachers that are behind. Just as a reminder, let the teachers know that there are some parents that are dependent upon knowing what the homework assignments are.

Mr. Blankenship read a thank you card from Doris Lewis, EES retired teacher; Danny Austin, NCISC Member, on the loss of his father; DestiNation Imagination members/coaches for allowing them to attend the Global Finals; and from Mr. and Mrs. Steve Buckalew, on the loss of his father.

Dr. Caddell stated that Ms. Frannie Buckalew, EJSH Café Manager appreciated the Board approval of the Non-Certified Handbook, which allowed her to take bereavement days.

Mr. Blankenship shared a picture of how Northwestern displays their banners in their gym.

Adjournment

Motion to adjourn: PH/LH. @ 8:45 p.m. Carried

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Secretary

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The next scheduled Board Meeting will be held on July 9, 2009, at the Eastern Howard Administration Office @ 7:00 a.m.