

FORT WAYNE COMMUNITY SCHOOLS  
1200 SOUTH CLINTON STREET  
FORT WAYNE, IN 46802

6:03 p.m.

February 13, 2017

OFFICIAL PROCEEDINGS

Roll Call                    The Board of School Trustees of the Fort Wayne Community Schools met in regular session in the Lester L. Grile Administrative Center on Monday, February 13, 2017 at 6:03 p.m. President Julie Hollingsworth called the meeting to order with the Pledge of Allegiance and the following members in attendance:

Members present:            Julie Hollingsworth, Chairperson  
                                      Stephen Corona  
                                      Anne Duff  
                                      Mark GiaQuinta  
                                      Glenna Jehl  
                                      Jordan Lebamoff (arrived at 6:07 p.m.)  
                                      Tom Smith

Members absent:            none

Recognitions                Dr. Wendy Robinson, superintendent, presented the following information and recommendations concerning awards and recognitions:

Indiana                    **RECOMMENDATION:** It is recommended that the Board recognize Northrop High School students  
Association                who were named 2017 Rising Stars by the Indiana Association of School Principals.  
of School  
Principals

Rising Stars                **RELATED INFORMATION:** Each Indiana high school was invited to recognize up to four students  
currently in the 11th grade, based on their academic achievement. These four students were selected by  
Northrop High School for the honor.

- Donovan Bouwers, a Project Lead the Way Engineering student taking dual credit courses, plans to study engineering at Purdue University or Indiana University.
- Katherine Moravec, a Project Lead the Way Engineering student taking dual credit courses plans to study engineering or math. She is also a member of the gymnastics team.
- Mallory Potter, a member of the cross-country and tennis teams, takes dual credit courses and plans to study business or health.
- De'Aundre Snow, a Project Lead the Way Engineering student who takes dual credit courses plans to study computer science or engineering. He is also a member of the basketball team.

The following individuals were recognized:

Donovan Bouwers  
Katherine Moravec  
Mallory Potter  
De'Aundre Snow  
Jason Witzigreuter, Principal

Board                    Board Member Jordan Lebamoff arrived at 6:07 p.m.  
Member  
Arrived

Indiana University Honors Program in Foreign Languages

**RECOMMENDATION:** It is recommended that the Board recognize three North Side High School students who have been selected to participate in the Indiana University Honors Program in Foreign Languages (IUHPFL).

**RELATED INFORMATION:** IUHPFL is a six- to seven-week study abroad program for Indiana High School students. The program combines academic instruction, a mandatory language commitment to speak only in the foreign language while abroad, and a full-time integration into a host family. On average, 30-35 students are selected to participate on each program site during June and July.

To be eligible to participate in the program, a high school must offer or plan to offer four or more years of instruction in Chinese, French, German, Japanese or Spanish. Upon returning from their programs, students are required to actively support their foreign language department and contribute to the classroom.

North Side senior Holly Lemna will study in Saumur, France; sophomore Lesley Quintana will study in Yucatan, Mexico; and sophomore Lizeth Quintana will study in Vina del Mar, Chile. Holly and Lesley are in North Side's Global Studies/World Languages Program of Study.

The following individuals were recognized:

Holly Lemna  
Lesley Quintana  
Lizeth Quintana  
Debra Kennell-Gonzales, French Teacher  
Gladys Suarez, Spanish Teacher  
David West, Principal

Consent Agenda

Dr. Robinson presented the following consent agenda items with recommendations for approval: Minutes from the Regular Meeting, January 23, 2017; Vouchers and Payroll Approval; Personnel Report; and Transfer Appropriations.

Minutes

The minutes from the Regular Meeting, January 23, 2017, were distributed to Board Members for review with a recommendation for approval.

Vouchers and Payroll Approval

**RECOMMENDATION:** It is recommended that the Board approve the vouchers for the period ending February 13, 2017 and the payroll for the period ending January 20, 2017.

**RELATED INFORMATION:** All vouchers paid by the Fort Wayne Community Schools appear on a voucher listing totaling \$8,444,681.29. Gross wages and fringe benefits paid by the Fort Wayne Community Schools appear on the Payroll Certification document totaling \$7,848,118.35 for the period ending January 20, 2017.

Detail of all paid vouchers and payroll remains on file in the Business Office until audited by the State Board of Accounts. Following the audit, these records are stored as required by record retention regulations.

Personnel

**FUNDS**

<b>0100</b> General	<b>3200</b> Continuing Education	<b>5550</b> Adult Basic Education
<b>0150</b> Racial Balance	<b>3710</b> Non-English Speaking Program	<b>6200</b> Indiana Tech Prep Grant
<b>0350</b> Capital Projects Fund	<b>3900</b> Warehouse	<b>6260</b> Perkins Grant
<b>0410</b> Transportation	<b>3910</b> Gifted & Talented	<b>6460</b> Medicaid Reimbursement
<b>0800</b> Food Service	<b>4110</b> Delinquent	<b>6620</b> TIF Teacher Incentive Fund
<b>0900</b> Textbook Rental	<b>4160</b> School Improvement	<b>6840</b> Title II
<b>1400</b> Career Center	<b>4170</b> Title I	<b>6880</b> Title III
<b>1900</b> Alternative Ed Grant	<b>5110</b> Steward B. Homeless Asst	<b>6880</b> Refugee Children School Impact Grant
<b>2100</b> Donations Fund	<b>5260</b> Special Education Fund	
<b>2110</b> Access Channel	<b>5430</b> Pre-School Special Education - Federal	
<b>3110</b> Driver Education		

**STATUS**

<b>C</b> Position Changed	<b>N</b> New Position/Allocation	<b>T</b> Temporary Position
<b>L</b> Leave	<b>R</b> Replacement	

TEACHER(S) RECOMMENDED FOR  
RETIREMENT/RESIGNATION/TERMINATION/DECEASED

NAME	ASSIGNMENT	STATUS	FUND	EFFECTIVE
Didomenico, Robert M.	Lane/Science	Retire	0100	02-10-17
Fluck, Kyle W.	Wayne/MOMD	Resign	0100	02-15-17
Lightning, Threasa A.	Northrop/English	Resign	0100	02-03-17

TEACHERS(S) RECOMMENDED FOR EMPLOYMENT

Employment is contingent upon satisfactory completion of all pre-employment requirements.

NAME	COLLEGE	EXP	FROM	TO	STATUS	FUND	EFFECTIVE
Ambrose, Jared L.	Grace College Winona Lake, IN BS	0.0	Certified Sub	Blackhawk/ Business	R	0100	01-17-17
Bayne, Tara M.	Indiana University Fort Wayne BS	11.5	Certified Sub	Jefferson/ Science/Social Studies	R	0100	02-06-17
Blum, Michelle R.	Grace College Winona Lake, IN MA	0.0 8.0	New	Portage/ Language Arts	R	0100	02-20-17

Cook, Emily D.	Indiana University Fort Wayne Bachelor of General Studies	.5	Certified Sub	Young/ Kindergarten	R	0100	01-30-17
Elser, Kimberly J.	Huntington University BS	0.0	New	Abbett/Visual Art	R	0100	02-06-17
Gemmer, Jill I.	Indiana University Fort Wayne MS	0.0 11.0	New	Forest Park/Grade 5	R	0100	01-30-17
Slick, Alexandra J.	Trine University Angola, IN BS	0.0	New	Wayne/Math	R	0100	01-23-17
York, Kassie R.	Indiana University Bloomington BS	0.0	Certified Sub	Haley (.50)/LD + Shambaugh (.50)/MIMD	R	0100	01-09-17

TEACHER(S) RECOMMENDED FOR BOARD ACTION

NAME	FROM	TO	STATUS	FUND	EFFECTIVE
Caley, Lindsey A.	Indian Village/MOMD	Indian Village/Family Medical Leave	L	0100	01-25-17 to 03-21-17
Caley, Lindsey A.	Indian Village/Family Medical Leave	Indian Village/Leave of Absence	L	0100	03-22-17 to 06-01-17
Caywood, Haylee D.	Holland/Family Medical Leave	Holland/Family Medical Leave extended	L	0100	02-17-17 to 02-20-17
Caywood, Haylee D.	Holland/Family Medical Leave extended	Holland/Leave of Absence	L	0100	02-21-17 to 03-24-17
Jones, Jacalyn S.	Harrison Hill/Grade 4	Harrison Hill/Family Medical Leave	L	0100	01-10-17 to 03-06-17
Jones, Jacalyn S.	Harrison Hill/Family Medical Leave	Harrison Hill/Leave of Absence	L	0100	03-07-17 to 03-24-17

Ortiz, Shelley A.	Washington/Grade 1	Washington/Sick Leave	L	0100	02-07-17 to 02-11-17
Ortiz, Shelley A.	Washington/Sick Leave	Sick Leave	L	0100	02-12-17 to 06-01-17
Rittermeyer, Marissa K.	Croninger/Family Medical Leave	Croninger/Kindergarten	R	0100	01-30-17

SUBSTITUTE(S) RECOMMENDED FOR RETIREMENT/RESIGNATION/  
TERMINATION/END OF ASSIGNMENT

Bankhead-Lynch, Tonya D.	Douthit, Kathryn J.	Smith, Courtnie L.
Conrad, Brooke N.	Guilfoos, Kayla R.	Suciu, Kelcey J.
Crill, Jessica M.	Nerzig, Daniel E.	

SUBSTITUTE(S) RECOMMENDED FOR CERTIFIED SUBSTITUTE POSITIONS

Burks, Kaitlin E.	Ray, Megan J.	Welti, Austin P.
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CERTIFIED PERSONNEL RECOMMENDED FOR ADDITIONAL ASSIGNMENT(S)

Balmoria, Nicolas J.	Ginder, Brian T.	Owen, Andrew P.
Baut, Christopher S.	Godfrey, Selma R.	Ping, Robert M.
Birch, Joseph K.	Guenther, Brett L.	Quinones, Vincent
Birkenbeul, Jason M.	Hale, Robert M.	Ross, Samantha L.
Bostic, Lashaunta C.	Harkenrider, Samuel M.	Ryan, Gina M.
Brevard, Michael A.	Hart, Jennifer M.	Samuels, Bradley J.
Bruce, Matthew J.	Koerner, Douglas P.	Scott, Brandi M.
Callahan, Julie A.	Lee, Kevin B.	Scott, Kathy R.
Costello, Jason M.	MacDowell, Sean E.	Seewald, Bethany N.
Cox, Crystal M.	Mahon, Gary S.	Sellhorn, Tyler R.
Day, Angela L.	Martin, Heidi R.	Sendo, Patricia J.
Erdman, Eric D.	Meyer, Bruce A.	Skelton, Marc D.
Evans, Chad E.	Meyer, Nichole C.	Stuckey, Wanietta C.
Folkerts, Spencer A.	Nagel, Amy M.	Truesdell, Mark P.
French, Jennifer L.	Norfleet, Roosevelt D.	Vance, Richard L.
French, Samuel W.	O'Reilly, Dan P.	Wilkins, Sarah A.
Fulghum, Paul R.		

CLASSIFIED PERSONNEL RECOMMENDED FOR  
RETIREMENT/RESIGNATION/TERMINATION/END OF ASSIGNMENT

NAME	ASSIGNMENT	STATUS	FUND	EFFECTIVE
Akers, Aden	Natatorium/Lifeguard	Resign	0100	01-12-17
Birkenbeul, Karen E.	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	Terminate	0100/ 0800	01-20-17
Brickner, Brooke L.	Transportation North/Bus Asst	End of Assignment	0410	01-20-17

Bridges, Julia A.	School Asst–Sub (0100) + Special Ed Asst Sub (0100) + Clerical–Sub (0100) + Food Service–Sub (0800)	Terminate	0100/ 0800	01-20-17
Carpenter, Kerry V.	Washington Center/School Asst Special Ed	Resign	0100	01-27-17
Carter, Renee E.	Brentwood/School Asst Special Ed + Transportation Asst	Resign	0100	02-03-17
Colbert, Rebecca L.	Holland/School Asst + Transportation Asst	Resign	0100	02-17-17
Ellis, Ariana D.	School Asst–Sub (0100) + Special Ed Asst Sub (0100) + Clerical–Sub (0100) + Food Service–Sub (0800)	Terminate	0100/ 0800	01-20-17
Fenker, Eileen R.	Franke Park/School Asst (0100) + Breakfast Program Asst (0800)	Resign	0100/ 0800	01-20-17
Franze, Linda L.	Washington Center/School Asst (0100) + Breakfast Program Asst (0800)	Retire	0100/ 0800	05-31-17
Gillespie, Melissa M.	Northwood/School Asst Special Ed	Resign	0100	01-31-17
Graves, Melissa A.	Fairfield/ELL School Asst	Terminate	0100	02-14-17
Griggs, Aimee M.	School Asst–Sub (0100) + Special Ed Asst Sub (0100) + Clerical–Sub (0100) + Food Service–Sub (0800)	Terminate	0100/ 0800	01-20-17
Heibeck, Angela	Jefferson/School Asst Special Ed	Resign	0100	01-20-17
Heilman, Marilyn L.	School Asst–Sub (0100) + Special Ed Asst Sub (0100) + Clerical–Sub (0100) + Food Service–Sub (0800)	Terminate	0100/ 0800	01-20-17
Hunter, Licia J.	Maplewood/ ELL School Asst	Resign	0100	02-14-17
Leshore, Angela J.	School Asst–Sub (0100) + Special Ed Asst Sub (0100) + Clerical–Sub (0100) + Food Service–Sub (0800)	Resign	0100/ 0800	01-19-17
Lewis, Breanna L.	Wayne/School Asst, Temp	Resign	0100	01-30-17
Lewis, Brittnee N.	School Asst–Sub (0100) + Special Ed Asst Sub (0100) + Clerical–Sub (0100) + Food Service–Sub (0800)	Terminate	0100/ 0800	01-20-17
Lyons, Khamia S.	School Asst–Sub (0100) + Special Ed Asst Sub (0100) + Clerical–Sub (0100) + Food Service–Sub (0800)	Terminate	0100/ 0800	01-20-17

McCann, Jody C.	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	Terminate	0100/ 0800	01-20-17
Montgomery, Kimya T.	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	Terminate	0100/ 0800	01-20-17
Niese, Britney K.	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	Terminate	0100/ 0800	01-20-17
Pence, Brianna K.	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	Terminate	0100/ 0800	01-20-17
Shovlin, Melissa R.	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	Resign	0100/ 0800	01-19-17
Smith, Sherry M.	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	Terminate	0100/ 0800	01-20-17
Smothermon, Julie A.	Snider/School Asst Special Ed	Resign	0100	01-17-17
Taylor, Alexis A.	Abbett/School Asst	Resign	0100	01-20-17
Watts, Amanda R.	Kekionga/School Asst Special Ed	Terminate	0100	01-09-17
Wilson, Bernice	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	Resign	0100/ 0800	01-19-17

## CLASSIFIED PERSONNEL RECOMMENDED FOR EMPLOYMENT

It is recommended that the Board of School Trustees approve the following:  
Add 52 Week Homeless Liaison Clerk to Pay Scale 65, Group 4, Steps 1-7

Employment is contingent upon satisfactory completion of all pre-employment requirements.

NAME	FROM	TO	STATUS	FUND	EFFECTIVE
Abad Contreras, Ana J.	New	Lakeside/School Asst Special Ed	R	0100	01-17-17
Anstead, Pauline I.	New	Wayne/School Asst Attendance	R	0100	01-24-17
Brickner, Brooke L.	New	Transportation North/Bus Driver + Bus Driver Supplemental + Bus Driver Extracurricular	R	0410	01-23-17

Burnett-Ealy, Mycole R.	Transportation South/Bus Driver-Sub + Bus Driver Special Ed-Sub	Transportation South/Bus Driver + Bus Driver Supplemental + Bus Driver Extracurricular	R	0410	01-23-17
Cammack, Michelle L.	New	Business Office/Budget Analyst	R	0100	02-20-17
Cooper, Mary L.	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	Haley/School Asst Media	R	0100	01-23-17
Creed, Kyle T.	New	Weisser Park/School Asst	R	0100	01-17-17
Dubose, Sierra J.	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	Irwin/School Asst Special Ed	R	0100	02-02-17
Forehand, Betty J.	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	St Joseph Central/School Asst	R	0100	01-18-17
Golic, Zejna	New	Nutrition Process Center/Cafeteria Asst Floater	R	0800	01-09-17
Grose, Ashley M.	New	Nutrition Process Center/Cafeteria Asst Floater	R	0800	01-31-17
Harding, Arielle M.	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	Miami/School Asst Special Ed + Transportation Asst	R	0100	01-12-17
Huddleston Jennifer D.	New	Arlington/School Asst Special Ed + Transportation Asst	R	0100	01-17-17
Irvine, Sarah K.	New	Transportation North/Bus Driver + Bus Driver Supplemental + Bus Driver Extracurricular	R	0410	01-12-17
Johnson, Sonya M.	New	South Side/School Asst Special Ed	R	0100	01-23-17



Jones, Carey A.	Transportation North/Bus Driver-Sub + Bus Driver Special Ed-Sub	Transportation North/Bus Driver + Bus Driver Supplemental + Bus Driver Extracurricular	R	0410	01-23-17
Kimbrell, Tabitha P.	New	Nutrition Process Center/Cafeteria Asst Floater	R	0800	01-09-17
Klotz, Sally A.	New	Fairfield/School Asst	R	0100	01-23-17
Martinez, Gracie	New	Fairfield/School Asst Special Ed	R	0100	01-23-17
Martinez, Tara J.	New	Holland/School Asst Special Ed	R	0100	01-30-17
Massey, Nicole N.	New	Forest Park/Satellite Server (0800) + School Asst (0100/0800) + Breakfast Program F&V Asst (0800)	R	0800/ 0100	01-30-17
Menkir, Hana A.	New	Holland/School Asst Special Ed + Transportation Asst	R	0100	01-09-17
Pearson, Vanessa	New	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	R	0100/ 0800	01-17-17
Romero, Beatriz	New	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	R	0100/ 0800	01-11-17
Somsanith, Bounlome	New	Nutrition Process Center/Cafeteria Asst	R	0800	01-09-17
Tappy, Shelby R.	New	Family & Community Engagement Center/52 Week Homeless Liaison Clerk	N	5110	02-08-17
Teusch, Yospeha A.	New	Bunche/Montessori Asst	R	0150	01-26-17
Till, Jessica L.	New	School Asst-Sub (0100) + Special Ed Asst Sub (0100) + Clerical-Sub (0100) + Food Service-Sub (0800)	R	0100/ 0800	01-19-17
Vredenburg Jr., Daniel W.	New	Security Guard Sub	R	0100	01-24-17

Watts, Amanda R.	New	Kekionga/School Asst Special Ed	R	0100	01-09-17
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## CLASSIFIED PERSONNEL RECOMMENDED FOR BOARD ACTION

NAME	FROM	TO	STATUS	FUND	EFFECTIVE
Alexander, Tina R.	Indian Village/School Asst	Indian Village/Leave of Absence	L	0100	01-09-17 to 05-31-17
Bass, Teresa J.	Wayne/Sick Leave	Wayne/Sick Leave, Extended	L	0800	01-04-17 to 02-03-17
Brickner, Brooke L.	Transportation North/Bus Driver + Bus Driver Supplemental + Bus Driver Extracurricular	Transportation South/Bus Driver + Bus Driver Supplemental + Bus Driver Extracurricular	R	0410	01-30-17
Cobb, Constance	Harrison Hill/School Asst Special Ed	Harrison Hill/School Asst Media	R	0100	01-23-17
French, Nicole M.	Memorial Park/Cook, Temp	Memorial Park/Cafeteria Asst	R	0800	01-23-17
Gates, Kashina R.	Scott/43 Week Secretary (0.75)	Scott/Sick Leave	L	0100	01-16-17 to 02-16-17
Gebhard, Matthew E.	Forest Park/School Asst	Forest Park/School Asst (0100) + Breakfast Program Asst (0800)	R	0100/ 0800	01-17-17
Glass, Cheryl T.	Transportation North/Family Medical Leave	Transportation North/Family Medical Leave, Extended	L	0410	01-27-17 to 03-03-17
Irvine, Sarah K.	Transportation North/Bus Driver + Bus Driver Supplemental + Bus Driver Extracurricular	Transportation North/Bus Driver-Sub + Bus Driver Special Ed- Sub	R	0410	01-12-17
Kiefer, Kristen M.	Purchasing Services/Clerk	Purchasing Services/Family Medical Leave	L	0100	12-13-16 to 02-21-17
Kirk, Cory L.	Nutrition Process Center/Cafeteria Asst	Northrop/Cook, Temp	T	0800	01-30-17 to 05-31-17
Musser, Amanda K.	Price/School Asst	Price/School Asst (0100) + Breakfast Program Asst (0800)	R	0100/ 0800	01-11-17

Owen, Becky J.	Snider/Cafeteria Asst	Snider/Leave of Absence	L	0800	12-16-16 to 05-31-17
Romero, Beatriz	Indian Village/School Asst Special Ed	Indian Village/School Asst Special Ed + School Asst– Sub (0100) + Special Ed Asst Sub (0100) + Clerical– Sub (0100) + Food Service– Sub (0800)	R	0100/ 0800	01-11-17
Scott de Pech, Sybel D.	Lincoln/43 Week Secretary (0.75)	Psych Services/42 Week Secretary (1.0)	R	0100	01-30-17
Steinke, Kasey N.	Northrop/Cook, Temp	Memorial Park/Cook	R	0800	01-23-17
Wade, April	Towles/Sick Leave	Towles/Sick Leave, Extended	L	0800	01-06-17 to 03-17-17
Walls, Tammy L.	Glenwood Park/School Asst Special Ed + Transportation Asst + School Asst	Glenwood Park/School Asst	R	0100	08-15-16
Weller, Karen A.	Northcrest/43 Week Secretary (0.75)	Psych Services/42 Week Secretary (1.0)	R	0100	01-23-17
Williams, Domesha R.	Abbett/School Asst	Lincoln/School Asst Special Ed	R	0526	01-30-17

## CLASSIFIED PERSONNEL RECOMMENDED FOR TEMPORARY ASSIGNMENT (S)

Bird, Samuel N.	Green, Roger D.	Peterson, Barrie L.
Blanks, Frederick D.	Habisch, Jason T.	Rodenbeck, Margaret L.
Bowen, Quentin T.	Haywood, Kerry S.	Ruprecht, Brenda L.
Brinkley, Derrick A.	Hogan, Tommy L.	Rust, Bradley W.
Brumbaugh, Matthew L.	Holbrook, Deborah L.	Schlatter, Bryn M.
Coak, Kimberly S.	Ivy, David M.	Schneider, Bruce A.
Colbert, Rebecca L.	Macon, Kristel M.	Schneider, Daniel J.
Cruse, Rachel R.	McClead, Jordan P.	Schone, Michael H.
Dammeier, Debra S.	Meeks, Jared T.	Scott, Keith A.
Darby, Michael D.	Milton, D Terry	Sharp, Nicole N.
Etzcorn, Kaitlin M.	Minerd, Kristin M.	Suliman, Tanzania K.
Falls, Patrick P.	Mudrack, Jeremy D.	Tellez, Christopher A.
Finke, Bruce H.	Nolan, T Edward	Van Pelt, Sheldon L.
Fisher, Melissa A.	Palmer, Mitchell M.	Wilkins, Connor D.
Flores, Ana B.	Peaslee, Trevor G.	Williams, Tasco B.
Georgi, Anthony P.	Pech-Scott, Daniel B.	Young, Tyler E.
Graham, Lucinda A.	Pee, Patricia	
Grider, Ellery-Jay N.	Peters, Mathew	

Transfer Appropriations

**RECOMMENDATION:** It is recommended that the Board authorize the necessary transfers to cancel any existing negative balances at the end of 2016.

**RELATED INFORMATION:** There are certain appropriations that have negative balances while others have positive balances at the end of 2016. Negative appropriation balances cannot exist at the end of a budget year, so transfers between appropriations are necessary.

Questions will be answered by Chief Financial Officer Kathy Friend.

Consent Agenda

A motion was made by Stephen Corona, seconded by Mark GiaQuinta, that the following consent agenda items be approved: Minutes from the Regular Meeting, January 23, 2017; Vouchers and Payroll Approval; Personnel Report; and Transfer Appropriations Roll Call: Ayes, unanimous; nays, none.

Public Hearing and Resolution to Dispose of Former Elmhurst High School and Adjacent Farm Ground

Dr. Robinson presented the following recommendation concerning the Public Hearing and Resolution to Dispose of Former Elmhurst High School and Adjacent Farm Ground:

**RECOMMENDATION:** It is recommended that the Board conduct a public hearing regarding the disposal of real estate consisting of the former Elmhurst High School site containing 23.070 acres and the vacant farm ground west thereof containing 12.252 acres. It is further recommended that the Board approve a resolution authorizing the disposal of the aforementioned parcels.

**RELATED INFORMATION:** Elmhurst High School, built in 1929 and located at 3829 Sand Point Road, was closed as a high school at the end of the 2009-2010 academic school year due to consolidation and building and site conditions. The farm land to the west of the building, originally purchased in 1990, is now no longer needed and classified as surplus land.

To dispose of the property, a Public Hearing is required pursuant to IC 5-3-1-2 and IC 36-1-11-3. This is the appropriate time for members of the public to address the Board.

Questions will be addressed by Director of Facilities Darren Hess.

**RESOLUTION OF THE BOARD OF SCHOOL TRUSTEES OF THE FORT WAYNE COMMUNITY SCHOOLS**

The Board of School Trustees of the Fort Wayne Community Schools (“Board”) met in regular session on February 13, 2017, and approved this Resolution for the matters stated below:

RESOLVED, that Fort Wayne Community Schools (“FWCS”) owns certain tracts of real estate described in the surveys attached as Exhibit “A.”

The properties are also identified under Allen County’s parcel identification number system as: PIN 02-12-29-201-003.000-068 and part of PIN 02-12-29-226-004.000-068. The Real Estate consists of the former Elmhurst High School site (23.070 acres), and the vacant farm ground west thereof (12.252 acres) (“Real Estate”).

RESOLVED FURTHER, FWCS provided notice in newspapers of general circulation pursuant to IC 5-3-1-2(b) and properly held a public hearing on February 13, 2017, regarding the disposal of the Real Estate pursuant to IC 36-1-11-3.

RESOLVED FURTHER, the Board authorizes the publication of notice of the Board’s decision to hire a broker pursuant to IC 36-1-11-4(g)(2) and IC 5-3-1-2(b).

RESOLVED FURTHER, the Board authorizes \_\_\_\_\_ [Superintendent or the Director of Facilities] to sign a listing agreement with a licensed commercial real estate broker no earlier than ten (10) days following public notice thereof, and to pay the broker reasonable compensation out of the gross proceeds of any such sale. The listing agreement shall provide that the Real Estate may not be sold to a person who is ineligible under IC 36-1-11-16 (e.g. a person who owes delinquent taxes or costs directly attributable to a prior tax sale on a tract of real property), and that an offer submitted by a trust shall identify each beneficiary of the trust, and each settlor empowered to revoke or modify the trust, pursuant to IC 36-1-11-4(c).

RESOLVED FURTHER, the Board authorizes \_\_\_\_\_ [Superintendent or Director of Facilities] to execute a contract or contracts for the sale of the Real Estate with potential buyers, all the terms of which are subject to final approval by the Board.

RESOLVED FURTHER, the Board authorizes the Superintendent to sign any deed or deeds of conveyance of the Real Estate to any acceptable buyer procured by the broker.

Speakers Ms. Marge Johnson who lives on Elmhurst Drive, thanked Fort Wayne Community Schools administration and Krista Stockman for being open and helpful in this process and for holding a public meeting for comments. Ms. Johnson wanted the Board to know that no one is authorized to speak on behalf of the inactive Elmhurst Neighborhood Association – the organization is not active and there are not officers in place.

Former FWCS Elmhurst Teacher Don Goss spoke to the Board about the history of the Elmhurst site and Elmhurst’s successful student graduates.

Mr. Josh Mitchell, a former Elmhurst student spoke to the Board about the possibility of being involved in the purchase of Elmhurst to help give students opportunities and give back to the community.

Ms. Marsha Hyman representing the Southeast Area Partnership, reported that they are pleased to see the effort to market the buildings in the area and would like to protect the R1 zoning in the area.

Ms. Karen Walker, a resident of the Elmhurst neighborhood would like the Board to consider continuing the hearing because they don’t have enough information about who might be purchasing the property and the use of the property.

Mr. Ron Malloney, a 1956 Elmhurst graduate, agreed with the statement made by Don Goss and would like the property to remain an educational institution.

Mr. Ron Lunds a resident of Elmhurst Drive, would like the zoning of the Elmhurst property to remain R1. He is worried about having too much traffic if the zoning is changed.

Ms. Leslie Perrigo from ARCH, presented a statement of support for the preservation of the Elmhurst building as an historical structure.

Mr. Alexander Strack a local farmer informed the Board that the soil in the Sand Point area is perfect for farming and suggested the acreage be used for farming.

Elmhurst  
High  
School  
Resolution

A motion was made by Stephen Corona, seconded by Anne Duff, that the public hearing be closed and the recommendation concerning the Resolution to Dispose of Former Elmhurst High School and Adjacent Farm Ground be approved. Roll Call: Ayes, unanimous; nays, none.

2017  
Terrazzo  
Repairs and  
Refinishing  
– 2012 Bond  
Project

Dr. Robinson presented the following recommendation concerning the 2017 Terrazzo Repairs and Refinishing – 2012 Bond Project:

**RECOMMENDATION:** It is recommended that the Board approve the contract for terrazzo repair and refinishing services for three buildings included in the School Building Basic Renewal/Restoration & Safety Project:

F&M Tile & Terrazzo Company, Inc.

Jefferson Middle School .....	\$48,450
Weisser Park Elementary School.....	\$60,600
Haley Elementary School .....	<u>\$49,800</u>
Total Contract.....	\$158,850

**RELATED INFORMATION:** The terrazzo repairs and refinishing scope of work was strategically procured separately from the base construction projects due to the unique nature of the work to be completed. An assessment was done at the completion of these major projects to determine the full scope of terrazzo repairs necessary. Proposals were obtained via a public request for proposals process, with only one proposal received. This recommendation is within the program budget, which is funded from the 2012 School Building Basic Renewal/Restoration & Safety Project.

Questions will be addressed by Director of Facilities Darren Hess.

A motion was made by Mark GiaQuinta, seconded by Stephen Corona, that the recommendation concerning the 2017 Terrazzo Repairs and Refinishing – 2012 Bond Project be approved. Roll Call: Ayes, unanimous; nays, none.

2017  
Window  
Replacement  
Projects –  
2016 Bond  
Project

Dr. Robinson presented the following recommendation concerning the 2017 Window Replacement Projects – 2016 Bond Project:

**RECOMMENDATION:** It is recommended that the Board approve the following construction contracts for window replacements and masonry restoration at Northcrest Elementary and Washington Elementary:

Shawnee Construction and Engineering, Inc.

Base Bid (Washington Elementary) .....	\$625,000
Alternate 1 (Replace Exterior Door 5).....	\$11,600
Alternate 2 (Replace Concrete Stoop, Steps and Guard Rail at Door 2) .....	\$6,650
Alternate 3 (Exterior Brick and Ceramic Tile Cleaning) .....	\$18,890
Alternate 4 (Relocate Exterior Lighting Conduits at Gym) .....	\$5,180
Alternate 5 (Replace Blinds in Media Center).....	\$1,100
Total Contract.....	\$668,420

CME Corporation

Base Bid (Northcrest Elementary) .....	\$536,000
Alternate 1 (Replace Adjacent Cafeteria Countertops).....	\$1,200
Alternate 2 (Exterior Brick Cleaning) .....	\$12,000
Alternate 3 (Replace Exterior Doors 3A and 3B).....	\$6,700
Alternate 4 (Add Second Metal Panel Color) .....	\$10,800
Total Contract.....	\$566,700

Total of All Contracts .....\$1,235,120

**RELATED INFORMATION:** The project includes replacement of window systems and masonry restoration work at Washington Elementary and Northcrest Elementary schools. The project specifications were prepared by H2 Design, LLC. This recommendation is within the program budget, which is funded from the 2016 School Building Basic Renewal/Restoration & Safety Project. Project specifications require the work to be substantially complete by July 28, 2017.

Questions will be addressed by Director of Facilities Darren Hess.

Project: Window Replacements and Masonry Restoration at Washington Elementary (Bond) Project

Contractor	CME Corporation	Hamilton Hunter Builders, Inc.	Shawnee Construction and Engineering, Inc.
Base Bid	\$628,800	\$662,262	\$625,000
Alternate 1	\$9,900	\$9,995	\$11,600
Alternate 2	\$9,700	\$11,330	\$6,650
Alternate 3	\$18,400	\$19,077	\$18,890
Alternate 4	\$4,800	\$5,113	\$5,180
Alternate 5	\$1,200	\$1,048	\$1,100
Recommendation	\$672,800	\$708,825	\$668,420

Project: Window Replacements and Masonry Restoration at Northcrest Elementary (Bond) Project

Contractor	CME Corporation	Hamilton Hunter Builders, Inc.	Midwest Maintenance, Inc.	Schenkel Construction, Inc.	Shawnee Construction and Engineering, Inc.
Base Bid	\$536,000	\$702,238	\$978,000	\$619,800	\$631,000
Alternate 1	\$1,200	\$1,188	\$7,800	\$1,205	\$1,200
Alternate 2	\$12,000	\$10,917	\$14,200	\$11,050	\$11,150
Alternate 3	\$6,700	\$6,960	\$11,000	\$6,010	\$6,720
Alternate 4	\$10,800	\$16,200	\$18,000	\$16,400	\$16,500
Recommendation	\$566,700	\$737,503	\$1,029,000	\$654,465	\$666,570

A motion was made by Glenna Jehl, seconded by Mark GiaQuinta, that the recommendation concerning the 2017 Window Replacement Projects – 2016 Bond Project be approved. Roll Call: Ayes, unanimous; nays, none.

New Board Policies – 6000 Finances

Dr. Robinson presented the following recommendation concerning the New Board Policies – 6000 Finances:

**RECOMMENDATION:** It is recommended that the Board adopt new Board Policies 6160 Internal Controls and 6161 Materiality Policy Regarding Losses, Shortages, or Theft of School Funds or Property.

**RELATED INFORMATION:** The Board Policy Committee has completed its review of these policies. A final copy of each proposed policy is attached. The language has been shared with all Board members more than one day prior to this meeting.

Questions will be addressed by Director of Fiscal Affairs Stefan Pittenger.

**6161 MATERIALITY POLICY REGARDING LOSSES, SHORTAGES, OR THEFT OF SCHOOL FUNDS OR PROPERTY**

The Board recognizes that even with strong internal controls, losses, shortages, and theft of school corporation funds and other assets may occur. State law requires the school corporation to report to the Indiana State Board of Accounts all erroneous or irregular material losses, shortages or theft of school

corporation funds or property according to the school corporation's materiality policy. The Indiana State Board of Accounts requires school corporations to determine their own material threshold.

The threshold for material losses, shortages, or theft for Fort Wayne Community Schools which must be reported to the Indiana State Board of Accounts by the superintendent or the superintendent's designee, is as follows:

Cash Losses, Shortage, or Theft:

Any single occurrence of a loss, shortage, or theft of cash from any school corporation fund is an amount over \$5,000.

Other Assets Loss, Shortage or Theft:

Any single occurrence of a loss, shortage, or theft of a school corporation asset other than cash exceeding a value of \$25,000.

In addition, State law requires public employees who have actual knowledge of, or reasonable cause to believe, a misappropriation of school funds has occurred to report any such misappropriation to the Indiana State Board of Accounts and the county prosecuting attorney. Misappropriation occurs when an employee or in-house contractor of Fort Wayne Community Schools wrongly takes or embezzles public funds.

Whenever a loss, shortage or theft of school funds or property occurs, no matter the amount or value, or the requirement to report such to the Indiana State Board of Accounts, the administration should investigate. The investigation and the resolution must be documented by the administrator who conducts the investigation. Such documentation should be maintained in the school corporation business office.

**6160 INTERNAL CONTROLS**

It is the Policy of the Board of School Trustees that all employees, board members, consultants, vendors, contractors and other parties maintaining a business relationship with the school corporation shall act with due diligence in duties involving the school corporation's fiscal resources.

Per state law, the Board adopts the *Uniform Internal Control Standards for Indiana Political Subdivisions* in order to provide reasonable assurance regarding the achievement of objectives in the following categories:

1. Effectiveness and efficiency of operations.
2. Reliability of financial reporting.
3. Compliance with applicable laws and regulations.

The Superintendent or designee shall be responsible to implement the internal control standards designed to prevent and detect fraud, financial impropriety, or fiscal irregularities within the school corporation and to recommend to the Board any policies or procedures required to carry out the standards.

Training shall be provided on the internal control standards and procedures to all school employees and newly hired employees whose duties include receiving, processing, depositing, disbursing, or having access to school and extracurricular funds. Such training should be given periodically to these employees whenever the standards have been changed or updated, including new school corporation policies and procedures relating to the internal control standards and training to refresh the employees on the standards requirements.

Board Policy  
6161

A motion was made by Jordan Lebamoff, seconded by Glenna Jehl, to table the Board Policy 6161, Materiality Policy Regarding Losses, Shortages, or Theft of School Funds or Property, in order for a discussion to take place on the wording of the policy. Roll Call: Ayes, unanimous; nays, none. Board Policy 6161 will be considered again at the next Board meeting.



- Board Policy 6160** A motion was made by Mark GiaQuinta, seconded by Jordan Lebamoff, that Board Policy 6160, Internal Controls, be approved. Roll Call: Ayes, unanimous; nays, none.
- Comments** Board Member Steve Corona shared that he and Board Member Glenna Jehl attended the NSBA Advocacy Institute in Washington, DC last week. They visited congressional representatives from Indiana or members of their staff.
- Board Member Glenna Jehl shared that it was very interesting to meet school Board members from other districts and listen to the national speakers at the conference. She extended an invitation for Senator Todd Young to visit Fort Wayne Community Schools. She encouraged other Board members to attend this yearly event for the ability to meet and talk with local legislators.
- Board Member Mark GiaQuinta gave a shout out to former Snider student Kita Updike who is in the movie “The Masandrists” which is opening at the Berlin Film Festival. Mr. GiaQuinta also commented about the dedication of FWCS teachers to their students
- Dr. Robinson reminded Board members of the Board Executive Session for training on Saturday, February 18 at 9 a.m. at the Fort Wayne Country Club.
- Board Member Tom Smith commented about Dr. Robinson attending and speaking at the news conference about the plans for the General Electric property development.
- Next Meeting** The next regular meeting of the Board is scheduled for Monday, February 27, 2017 at 6:00 p.m. in the Lester L. Grile Administrative Center.
- Signatures** Documents to be signed by members of the Board were the Regular Board Meeting Minutes from January 23, 2017, Payroll certification for payroll period ending January 20, 2017, Vouchers for period ending February 13, 2017 and Resolution to Dispose of Former Elmhurst High School and Adjacent Farm Ground.
- Adjournment** There being no further business, upon a motion by Tom Smith, seconded by Stephen Corona, the meeting was adjourned at 7:20 p.m.
- Speaker** Ms. Marlina Mulligan from the Fort Wayne Education Association invited the public to “A Time to Learn” event being held on Tuesday, February 28 at 6 p.m. at the FWEA office at 2990 E. Coliseum Blvd. The evening will include an opportunity to take a sample test and a discussion about testing.
- Dismissal** The meeting was dismissed at 7:21 p.m.

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President  
Julie Hollingsworth

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Vice President  
Mark E. GiaQuinta

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Secretary  
Anne Duff

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Member  
Stephen Corona

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Member  
Glenna Jehl

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Member  
Jordan Lebamoff

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Member  
Thomas Smith