

**STATE OF INDIANA**  
**Minutes of the Board of Education – Regular Meeting**  
**Monday, May 8, 2017**

The regular meeting of the Board of School Trustees of Goshen Community Schools was held on Monday, May 8, 2017 at 6:00 p.m. at the GCS Administration Center, 613 E. Purl St., Goshen, IN. Board President Felipe Merino presided and Mrs. Lori Martin recorded the minutes. Other board members present were Vice President Bradd Weddell, Secretary Keith Goodman, and members Mrs. Jane DeVoe, Mr. Roger Nafziger, Dr. José Ortiz, and Mrs. Jane Troup. Administrators present were Superintendent Dr. Diane Woodworth, and Assistant Superintendents Dr. Alan Metcalfe and Mrs. Tammy Ummel. Also in attendance: GHS Principal Barry Youngmans, GHS Athletic Director Larry Kissinger, GMS Principal Lori Shreiner, GMS Assistant Principal Jan Baker, GMS Assistant Principal John Hunziker, Chandler Principal Jeromy Sheets, Merit Principal Kristen Watt, Model Principal Lynne Peters, Parkside Principal Betts McFarren, Prairie View Principal Donna Wiktorowski, West Goshen Principal Lori Line, and Director of Finance Jerry Hawkins.

Call to Order &  
Members  
Present

The *Goshen News* and the *Elkhart Truth* were the media in attendance.

Mr. Merino asked if there were changes to the evening's agenda; hearing none, the agenda was approved.

Approval of  
Agenda

Mr. Merino called for any additions or corrections to the minutes of the April 24, 2017 regular board meeting and executive session. Hearing no changes, the minutes were approved as presented.

Approval of  
Minutes

**SUPERINTENDENT REPORTS:**

**Superintendent  
Reports**  
Turn Around  
Awards

The board recognized the students who were nominated for the 2017 Turn Around Awards. Every year, each school nominates one student who has shown the most growth or improvement in their school. Students may be recognized for attendance, academic growth, leadership or any number of attributes that their teachers, counselors, and principals notice throughout the year. The recipients for 2017 were: Chamberlain, Fatima Aguilar, 5th Grade; Chandler, Kimberly Morraz-Tapia, 5th Grade; Goshen High School, Jordan Charles, 12th Grade; Goshen Middle School, Keisha Adkins, 8th Grade; Merit Learning Center, Josh Clark, 12th Grade; Model, Kealea Winnett, 5th Grade; Parkside, Eryck Dionisio Hernandez, 5th Grade; Prairie View, Daniel Moyer, 3rd Grade; Waterford, Frida Luna-Gallegos, 5th Grade; and West Goshen, Caleb Hepner, 5th Grade.

Mr. Hawkins provided an overview of the 2017 1<sup>st</sup> quarter financial report. He reviewed 2017 expenditures to date and pointed out what those expenditures represented as a percentage of the yearly budget. He also reviewed the actual expenditures from the first quarter and the estimated expenditures through the end of 2017. Mr. Hawkins next spoke about the General Fund cash balance, looking back to July 2015 and estimating through to July 2019. Mr. Hawkins reviewed the Capital Projects Fund cash balance, and noted that with all of the recent projects that have

1<sup>st</sup> Quarter  
Financial Report

been done at GCS the fund is fairly depleted. However, he added that he does expect the fund to be replenished over the next two years. He noted that the Transportation Fund balance is up, but GCS can expect the balance to come down a little if GCS is able to hire more bus drivers. Mr. Goodman asked about the increase in expenditures for special education. Mr. Hawkins stated that the increase during this quarter is most likely dependent upon when GCS has had to make payments. He said that over the course of the year, as GCS is reimbursed by other school corporations, the special education fund will even out and not show an overall increase in expenditures.

**BOARD REPORTS:**

**Board Reports**

Mrs. DeVoe reported for the music council, stating that all of the music groups have been competing in ISSMA contests and have been doing very well. Of note, the GHS Wind Ensemble placed 5<sup>th</sup> over the weekend at the State Concert Band Finals.

Music Council

Mr. Goodman reminded those in attendance that the Building Trades open house will be on Friday, May 12<sup>th</sup> from 4:00-7:00 p.m. This year's house is located at 1530 Sandpiper Lane, Goshen.

Building Trades

Mr. Nafziger stated the GCS foundation would meet the next morning. He also said that the GCS foundation will be co-sponsoring the Ford Motor Co. fundraiser *Drive 4 UR Schools*. Together with the GHS athletic department and music department, the foundation will work to get people signed up to test drive Ford cars on Saturday, August 5<sup>th</sup>. For every licensed driver who completes a test drive, GCS will receive \$20, with the proceeds being split between the foundation, athletics and the music department.

GCS  
Foundation

Mr. Merino stated that the Redevelopment Commission would also meet the next day. He added that the commission has approved a partnership with the city for a feasibility study with regards to building an ice skating rink and outdoor amphitheater/covered shelter in Goshen. He added that the study will cost \$30,000 and that the mayor reported he already has a commitment of \$1,000,000 if the project is approved.

Redevelopment  
Commission

**PUBLIC COMMENT ON NON-AGENDA ITEMS:**

**Public  
Comment**

There were no public comments.

**CONSENT AGENDA:**

**Consent  
Agenda**  
Checks, EFTs,  
Payroll Report,  
Gifts &  
Donations,  
Overnight Field  
Trip, and  
Personnel

The consent agenda was approved as submitted including checks numbered 25150-25326, 301400-301416 & 420440-420449; EFTs numbered 3066-3093; the April Payroll Distribution Report; Acceptance of Gifts/Donations; Overnight Field Trip-Chamberlain; and Personnel.

Mrs. Ummel explained to the board that there was a personnel addendum added to the board agenda earlier in the day. She noted that the administrators do not typically like to do that, but there are many personnel changes right now, and some of the newly hired teachers needed GCS board approval in order to inform their current employers.

Personnel  
Addendum

Mrs. Ummel also noted the retirements of several teachers and said that GCS wanted to thank them for their many, many years of service and dedication.

Teacher  
Retirements

Dr. Woodworth also acknowledged the approval of Shawn Hill as the new head girls basketball coach at GHS.

New GHS Girls  
Basketball  
Coach

### **CERTIFIED STAFF**

#### TAP RESIGNATION :

Personnel  
Roster

**Bishopp, Julie**- Mentor Teacher Assignment - Waterford Elementary - effective at the end of the 2016-17 school year

**Zimmerly, Cynthia**- Mentor Teacher Assignment - Waterford Elementary - effective at the end of the 2016-17 school year

#### TAP CONTRACT :

**Holsopple, Joel**- 4th Grade Teacher - Waterford Elementary - beginning with the 2017-18 school year, adding Mentor Teacher assignment

**St Germain, Allison**- Kindergarten Teacher - Waterford Elementary - beginning with the 2017-18 school year, adding Mentor Teacher assignment

### **CERTIFIED STAFF**

#### CERTIFIED RETIREMENT:

**Neeb, Sue**- Language Arts Teacher - Goshen High School - effective at the end of the 2016-17 school year, with 38.5 years of service

**Rock, Kimberly**- 3rd Grade Teacher - West Goshen Elementary - effective at the end of the 2016-17 school year, with 10 years of service

**Weaver, Carl**- Science Teacher - Goshen High School - effective at the end of the 2016-17 school year, with 47 years of service

#### CERTIFIED RESIGNATION :

**Davidhizar, Sheri**- PreSchool Teacher - Prairie View Elementary - effective at the end of the 2016-17 school year

**Duranti, Rocco**- Music Teacher and Band Director - Goshen Middle School - effective at the end of the 2016-17 school year

**Krebs, Lindell**- Industrial Tech Teacher - Goshen High School - effective at the end of the 2016-17 school year

**Maust, Brock**- 1:1 Computer Coordinator - Goshen High School - effective at the end of the 2016-17 school year

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**Perez, Caitlin**- Science Teacher - Goshen High School - effective at the end of the 2016-17 school year

Personnel  
Cont'd

**Peters, Lynne**- Principal - Model Elementary - effective June 20, 2017

**Stieglitz, Laura**- 1st Grade Teacher - Chandler Elementary - effective at the end of the 2016-17 school year

**Todd, Jamie**- 6th Grade Teacher - Goshen Middle School - effective at the end of the 2016-17 school year

**Whipple, Dane**- Language Arts Teacher - Goshen Middle School - effective at the end of the 2016-17 school year

CERTIFIED CONTRACT :

**Savage, Christen**- EL Teacher - Goshen High School - beginning with the 2017-18 school year, paid @ Master's +12, pending verification of past experience

**Troyer, Brandon**- Math Teacher - Goshen High School - beginning with the 2017-18 school year, paid @ Bachelor's +0

CERTIFIED CONTRACT CHANGE :

**Beard, Jacklin**- 2nd Grade Teacher - Model Elementary - beginning with the 2017-18 school year, moving from 1.0 FTE Model 2nd Grade Teacher to 1.0 FTE Model 4th Grade Teacher

**Brown, Jassica**- 1st Grade Teacher - Model Elementary - beginning with the 2017-18 school year, moving from 1.0 FTE Model 1st Grade Teacher to 1.0 FTE Model 3rd Grade Teacher

**Carpenter, Lisa**- Master Teacher - Goshen Middle School - beginning with the 2017-18 school year, adding additional duty of IB Coordinator

**Charles, Britney**- Language Arts Teacher - Goshen High School - resigning .4 FTE of contract effective at the end of the 2016-17 school year, will retain contract at .6 FTE

**Diederich, Janet**- World Language Teacher - Goshen High School - beginning with the 2017-18 school year, moving from 1.0 FTE GHS World Language Teacher to 1.0 FTE GMS World Language Teacher

**Goertz, Mark**- 3rd Grade Teacher - Model Elementary - beginning with the 2017-18 school year, moving from 1.0 FTE Model 3rd Grade Teacher to 1.0 FTE Model 2nd Grade Teacher

**Gutierrez, Esmeralda**- 4th Grade Teacher - Model Elementary - beginning with the 2017-18 school year, moving from 1.0 FTE Model 4th Grade Teacher to 1.0 FTE Model 3rd Grade Teacher

**Holsopple, Joel**- Technology Teacher - Chamberlain Elementary - beginning with the 2017-18 school year, moving from 1.0 FTE Chamberlain Technology Teacher to 1.0 FTE Waterford 4th Grade Teacher

**Longcor, Ellen**- Interventionist - Model Elementary - beginning with the 2017-18 school year, moving from 1.0 FTE Model Interventionist to 1.0 FTE Model 3rd Grade Teacher

**Rozow, Christine**- Special Ed Teacher - Model Elementary - beginning with the 2017-18 school year, moving from 1.0 FTE Model Special Ed Teacher to .7 FTE Model Special Ed Teacher and .3 FTE Model Interventionist

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**Stoltzfus, Angela**- Language Arts Teacher - Goshen Middle School - beginning with the 2017-18 school year, moving from 1.0 FTE GMS Language Arts Teacher to 1.0 FTE GMS Drama Teacher

Personnel  
Cont'd

**Weade, Randy**- Science Teacher - Goshen Middle School - beginning with the 2017-18 school year, moving from 1.0 FTE GMS Science Teacher to 1.0 FTE GMS Dance Teacher

**Weaver, Rachel**- Special Ed Teacher - Goshen Middle School - beginning with the 2017-18 school year, moving from 1.0 FTE GMS Special Ed Teacher to 1.0 FTE GMS Art Teacher

CERTIFIED FMLA:

**Amstutz, Keith**- 2nd Grade Teacher - Chandler Elementary - FMLA from April 25-May 30, 2017, using accumulated sick days; returning to work for the 2017-18 school year

**Balmer, Denise**- Functional Skills Teacher - ECSEC - FMLA from May 18-May 31, 2017, using accumulated sick days

**Krug, Megan**- 5th Grade Teacher - Chamberlain Elementary - FMLA from May 11-May 30, 2017, using accumulated sick days; returning to work for the 2017-18 school year

**Mitchell, Melissa**- EL Teacher - West Goshen Elementary - intermittent FMLA from March 28-May 30, 2017, using accumulated sick days; returning to work for the 2017-18 school year

**Wolf, Phillip**- Science Teacher - Goshen High School - FMLA from May 22-May 26, 2017, using accumulated sick days; returning to work May 30, 2017

CERTIFIED PERSONAL HEALTH LEAVE:

**Kennedy, Karen**- Science Teacher - Goshen Middle School - Personal Health Leave beginning April 17, 2017 through the remainder of the 2016-17 school year; using accumulated sick days and borrowing from the sick bank

CERTIFIED UNPAID LEAVE:

**Sheely, Shannon**- Business Teacher - Goshen Middle School - taking two unpaid day's on April 28, 2017 and May 5, 2017

**CLASSIFIED STAFF**

CLASSIFIED RETIREMENT:

**Hershberger, Diane**- Prime Time Paraprofessional - Model Elementary - effective May 26, 2017, with 24 years of service

CLASSIFIED RESIGNATION:

**Hollinger, Amy**- Guidance Secretary - Goshen High School - effective May 5, 2017

**Yoder, Jennifer**- Prime Time Paraprofessional - Waterford Elementary - effective May 26, 2017

CLASSIFIED SEPARATION OF EMPLOYMENT:

**Potter, Kortney**- 1:1 Paraprofessional - Goshen Middle School - effective April 25, 2017

Personnel  
Cont'd

CLASSIFIED ACKNOWLEDGEMENT:

**Moles, Jayne**- Cafeteria Monitor - Parkside Elementary - working 12.5 hours per week, paid @ \$10.29/\$10.69 per hour

CLASSIFIED ACKNOWLEDGEMENT CHANGES:

**Nisley, Kathy**- Cafeteria Cook - Prairie View Elementary - effective April 24, 2017, increasing hours from 17.5 hours per week to 35 hours per week

CLASSIFIED FMLA:

**Covert, Joni**- Day Care Personnel - Goshen High School - FMLA from April 17, 2017 - April 21, 2017, using accumulated sick time; returning to work on April 24, 2017

**Elliott, Rochelle**- Life Skills Paraprofessional - Goshen Middle School - FMLA from April 19, 2017 - April 28, 2017, using accumulated sick time; returning to work on May 1, 2017

**Gerke, Kathryn**- Title One Instructor - Chandler Elementary - FMLA from April 24, 2017 - May 1, 2017, using accumulated sick and PTO days; returning to work on May 2, 2017

**Kuiper, ChaLi**- Attendance Secretary - Goshen High School - FMLA from August 14, 2017 - September 22, 2017, using accumulated sick, PTO and unpaid days; returning to work on September 25, 2017

**Osborne, Amanda**- Life Skills Paraprofessional - Prairie View Elementary - FMLA from August 14, 2017 - September 22, 2017, using accumulated sick, PTO, and unpaid days; returning to work on September 25, 2017

CLASSIFIED PERSONAL HEALTH LEAVE:

**Doughtery, Lorene**- Preschool Paraprofessional - ECSEC - Personal Health Leave from March 22, 2017 - May 15, 2017, using accumulated sick, PTO and unpaid days; returning to work on May 16, 2017

**EXTRACURRICULAR STAFF**

EXTRA CURRICULAR RESIGNATION:

**Rupp, Laura**- Assistant Swim/Dive Coach - Goshen High School - effective May 1, 2017

EXTRA CURRICULAR CONTRACT:

**Hill, Shaun**- Assistant Girls Basketball Coach - Goshen High School - beginning with the 2017-18 school year, moving from GHS Assistant Girls Basketball Coach to GHS Head Girls Basketball Coach, paid at 0-2 years of experience

**PESONNEL ROSTER ADDENDUM**  
**MAY 8, 2017**

Personnel  
Addendum

**CERTIFIED STAFF**

CERTIFIED RETIREMENT:

**Cook, Charlene**- School Counselor - Goshen High School - effective at the end of the 2016-17 school year, with 37.5 years of service

**Yost, Marcia**- Music Teacher and TOSA - Goshen High School - effective at the end of the 2016-17 school year, with 34 years of service

CERTIFIED RESIGNATION :

**Balmer, Denise**- Functional Skills Teacher - ECSEC - effective at the end of the 2016-17 school year

CERTIFIED CONTRACT :

**Kirkton, Todd**- Math Teacher - Goshen High School - beginning with the 2017-18 school year, paid @ Master's +17, pending verification of past experience

CERTIFIED UNPAID LEAVE:

**Taylor, Jennifer**- Emotional Disabilities Teacher - Goshen High School - taking two unpaid day's on March 10, 2017 and April 17, 2017

**CLASSIFIED STAFF**

CLASSIFIED RETIREMENT:

**Burnett, Vicki**- Pre-school Para - ECSEC - effective May 26, 2017, with 26 years of service

**EXTRA CURRICULAR STAFF**

EXTRA CURRICULAR RESIGNATION:

**Yost, Marcia**- Crimsonaires Director, Auditorium Coordinator, Choral Director, Musical Director, Music Dept Chair, Stratford Experience Sponsor - Goshen High School - effective at the end of the 2016-17 school year

[End of Personnel]

**ACTION ITEMS:**

**Action Items**

Dr. Woodworth recommended the approval of Mrs. Jan Baker as the new principal for the IB school at GMS. She noted that starting in 2017-18 there would be two “schools” at GMS; the New Tech school with Mrs. Shreiner as principal, and if approved, the IB school with Mrs. Baker as principal. Dr. Woodworth said that Mrs. Baker has been at GMS for 14 years as a teacher and assistant principal and has done an outstanding job.

Approval of  
GMS IB  
Principal

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Mrs. Troup entered a motion to approve Mrs. Baker as principal of the IB school at GMS. Mr. Nafziger seconded the motion, which passed 7/0.

Mr. Hawkins requested approval of the vendor for Phase I of the structural work at Chandler. He stated that after reviewing the scope of the work, it was determined that it could not all be done in one summer. So, the work was split into two phases, one for this summer and one for next summer. He recommended the approval of the low bidder, which was Ziolkowski at \$229,580. Mr. Nafziger made a motion to approve Ziolkowski as the vendor for Phase I at Chandler. Mrs. DeVoe seconded the motion, which passed 7/0.

Approval of  
Structural Work  
at Chandler

Dr. Metcalfe requested approval of the Elementary Handbook, and stated that it remained unchanged from the previous presentation. He stated that there may be changes necessary next year, after the initial year of 1:1 technology has been implemented. Mrs. Troup made a motion to approve the Elementary Handbook as presented. Mr. Weddell seconded the motion, which passed 7/0.

Approval of  
Elementary  
Handbook

Dr. Metcalfe also requested approval of the Secondary Handbook, in place of Dr. Piazza who was unable to attend. He added that there were small changes this year, as noted on the accompanying memo. Mrs. DeVoe entered a motion to approve the Secondary Handbook as presented. Mr. Nafziger seconded the motion, which passed 7/0.

Approval of  
Secondary  
Handbook

Mr. Hawkins recommended approval of Rieth-Riley as the vendor for the GCS Parking Lot Project. He stated that at \$805,700 they were the lowest bidder, likely because they are already in the immediate area on another project. Mr. Goodman asked if GCS would be reimbursed by the state for the project due to city construction in the area that took the GHS football practice field. Dr. Woodworth stated that she and Mr. Hawkins will be in Indianapolis next week to present the GCS case, and “will fight for as much as we can get” in reimbursement. Dr. Ortiz made a motion to approve Rieth-Riley as the vendor for the GCS bus parking lot. Mrs. DeVoe seconded the motion, which passed 7/0. Mr. Weddell asked why the Rieth-Riley bid was so much lower than the other bids. Mr. Hawkins stated that they really wanted the job, but more importantly, that there were efficiencies in their bid because they were already working in the immediate area. A board member asked when the project would begin. Mr. Hawkins stated that the project needs to be completed before the start of the 2017-18 school year. As such, construction will begin as soon as possible, likely after the last home baseball game. Another board member asked where the buses would be parked during construction. Dr. Metcalfe stated that the parking lots at Waterford and Prairie View are rated for heavy duty vehicles, so the buses can be moved there during construction.

Approval of  
Vendor for  
Parking Lot  
Project

Mr. Hawkins presented a proposal for updates and new equipment in the GHS cafeteria. The scope of the work was first brought to the board on February 23<sup>rd</sup>, but has since been scaled back due to cost. The project will replace equipment in the

Approval of  
Vendor for  
GHS Cafeteria  
Updates



serving area, provide an updated look to the serving area, and allow the cafeteria staff to offer more options to the students. Mr. Hawkins recommended approval of C & T Design as the vendor with a bid of \$596,760.97, noting that the money for the project will come from Food Services. Mrs. Troup entered a motion to approve the project as presented. Mr. Weddell seconded the motion, which passed 7/0. A board member asked Mr. Hawkins if he was confident the bid was reasonable considering there was only one bid. Mr. Hawkins stated that he looked into the pricing because C & T Design was the only bidder, although C & T did not know that. He said that he is confident that their bid is a fair price.

**DISCUSSION ITEMS:**

There were no discussion items.

**Discussion  
Items**

**MISCELLANEOUS BOARD ITEMS:**

Dr. Ortiz informed those in attendance that he had written a letter to Dr. Woodworth and Mr. Merino stating his intention to resign from the board of school trustees effective June 5, 2017, the day after the GHS graduation. He stated he had also submitted a letter to the Elkhart County Clerk’s Office, as required by law. Dr. Ortiz stated that it was his intent to serve on the board until another younger board member “preferably from a Hispanic background” could be found to serve on the board. He stated that with the election of Mr. Merino “the time has come” for him to resign. The board thanked Dr. Ortiz for his service and Mr. Merino said jokingly that he refused to accept Dr. Ortiz’s resignation. Mr. Merino thanked Dr. Ortiz for his service, and for his passion for seeing all students progress and graduate. Mr. Merino said that GCS legal counsel had advised the board that they cannot vote on a replacement for Dr. Ortiz until after he officially resigns on June 5<sup>th</sup>. Board members can, however, begin meeting and interviewing potential candidates. He told those in attendance “If you know of anybody that might make a good candidate, somebody who is passionate about our children and improving their lives and improving the Goshen community, we’d love to have them on board”. He asked anyone interested in applying for the District 1 seat to send a letter of interest to Dr. Woodworth. Dr. Woodworth noted that there are maps of the GCS school board districts on the GCS website, or people may also stop by the Administration Center to pick up a map.

**Misc. Board  
Items**  
Resignation of  
Dr. Ortiz

**MISCELLANEOUS ADMINISTRATIVE ITEMS:**

Dr. Woodworth reminded board members about the ISBA Spring Regional Meeting coming up on Wednesday, May 17<sup>th</sup>. She also reminded them to check the “Important Spring Dates” on the board agenda, as there is a lot happening during the month of May.

**Misc. Admin.  
Items**  
ISBA Regional  
Meeting and  
Important Dates

Dr. Woodworth informed the board that the annual employee recognition ceremony will be held in the GHS auditorium on Tuesday, May 30<sup>th</sup>. There will be a reception

GCS Employee  
Recognition

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for retirees at 12:45 p.m. in the cafeteria, and the program will begin at 1:30 p.m. in the auditorium.

Dr. Younghans also invited board members and administrators to attend the GHS prom, which will be held at the Oakwood Inn on Saturday, May 13<sup>th</sup>.

Invitation to  
GHS Prom

**ADJOURNMENT:**

**Adjournment**

As there was no further business to come before the board, the meeting was adjourned at 6:57 p.m.

Signed:

Board  
Signatures

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Felipe Merino, President

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Bradd Weddell, Vice President

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Keith Goodman, Secretary

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Jane DeVoe, Member

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Roger Nafziger, Member

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José Ortiz, Member

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Jane Troup, Member