



# Southwest Allen County Schools

4824 Homestead Road

Fort Wayne, Indiana 46814

Phone: (260) 431-2010

Fax: (260) 431-2063

E-Mail: [syager@sacs.k12.in.us](mailto:syager@sacs.k12.in.us)

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**Dr. Steven Yager**  
*Superintendent*

## SCHOOL BOARD MEETING TUESDAY, JUNE 5, 2012

**EXECUTIVE SESSION..... 6:00 P.M.**  
**BUSINESS MEETING.....7:00 P.M.**  
**CALL TO ORDER**  
**COMMUNICATIONS**

1. **Consent Agenda**
  - Minutes of the May 1, 2012 Meeting
  - Bills, Claims, Payroll and Accounts
  - Personnel Recommendations
  
2. **Miscellaneous Textbooks**
  - Phil Downs
  
3. **Food Service Price Increase**
  - Jim Coplen
  
4. **Approval of Extra-Curricular Purchase**
  - Jim Coplen
  
5. **2013 Budget Calendar Review**
  - Jim Coplen
  
6. **Interest Free Loan – Capital Projects Fund**
  - Jim Coplen

**ADJOURNMENT**



# Southwest Allen County Schools

4824 Homestead Road  
Fort Wayne, Indiana 46814  
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E-Mail: syager@sacs.k12.in.us

**Dr. Steven L. Yager**  
**Superintendent**

## NOTICE OF EXECUTIVE SESSION

The Board of School Trustees of the Metropolitan School District of Southwest Allen County will meet in the executive session on June 5, 2012 for the following purpose(s) in accordance with I.C. 5-14-1.5-6(b).

- 1. Where authorized by federal or state statute.
- 2. For discussion of strategy with respect to any of the following:
  - A. Collective bargaining;
  - B. Initiation of litigation or litigation that *is* either pending or has been threatened Specifically in writing;
  - C. The implementation of security systems;
  - D. The purchase or lease of real property by the governing body up to the time a Contract or option to purchase or lease is executed by the parties.
- 3. For discussion of the assessment, design, and implementation of school safety and security measures, plans and systems.
- 4. Interviews with industrial or commercial prospects or agents of industrial or commercial prospects or agents of industrial or commercial prospects by the department of commerce, the Indiana development finance authority, the film commission, the Indiana business modernization and technology corporation, or economic development commissions.
- 5. To receive information about and interview prospective employees.
- 6. With respect to any individual over whom the governing body has jurisdiction:
  - A. To receive information concerning the individual's alleged misconduct; and
  - B. To discuss, before a determination, the individual's status as an employee, a student or:
    - (i) a physician; or
    - (ii) a school bus driver.
- 7. For discussion of records classified as confidential by state or federal statute.
- 8. To discuss before a placement decision an individual student's abilities, past performance, behavior, and needs.
- 9. To discuss a job performance evaluation of individual employees. This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process.
- 10. When considering the appointment of a public official, to do the following:
  - A. Develop a list of prospective appointees.
  - B. Consider applications.
  - C. Make (1) initial exclusion of appointees form further consideration.
- 11. To train school board members with an outside consultant about the performance of the role of the members as public officials.



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*Superintendent*

**SCHOOL BOARD MEETING  
TUESDAY, JUNE 5, 2012**

**EXECUTIVE SESSION..... 6:00 P.M.**  
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**CALL TO ORDER**  
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  - Minutes of the May 1, 2012 Meeting
  - Bills, Claims, Payroll and Accounts
  - Personnel Recommendations
2. **Miscellaneous Textbooks**
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*Superintendent*

## CONSENT AGENDA

1. Action.

TO: Board of School Trustees

DATE: June 5, 2012

SUBJECT: Minutes of the May 15, 2012 Meeting



## Southwest Allen County Schools

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**Dr. Steven Yager**  
*Superintendent*

### 1. Action.

TO: Board of School Trustees

DATE: June 5, 2012

SUBJECT: Approval of the May 15, 2012 Minutes

The Board of School Trustees of the Metropolitan School District of Southwest Allen County met at 7:00 p.m. on Tuesday, May 15, 2012 in the Administration Conference Room. The following board members were present:

John Bloom  
Mark Gilpin  
Tim Loomis  
John Blum

**NOTE: UNLESS OTHERWISE NOTED, ALL MOTIONS FOR BOARD ACTION WERE DULY MADE, SECONDED AND UNANIMOUSLY ADOPTED BY THE BOARD. ALL PROPOSALS AND POLICIES FOR THE ACTION ITEMS ARE ATTACHED AND INCORPORATED BY REFERENCE.**

### **COMMUNICATIONS:**

**Homestead High School student Song Kim was awarded the Indiana Dollars for Scholars scholarship.**

**Mike Gorman reviewed the recent PBL Training attending by SACS teachers.**

### **BOARD ACTION:**

**CONSENT AGENDA:**

Board Vice President, Mark Gilpin abstained from the vote regarding Bills, Claims, Payroll and Accounts. The Board of School Trustees approved the Bills, Claims, Payroll and Accounts by a 3-0 vote:

Minutes of the May 1, 2012 Minutes  
Personnel Recommendations

**AGENDA:**

The Board of School Trustees reviewed the **General Fund Financial Report** as presented by Jim Coplen, business manager. (Reference page 1363)

Board Member John Blum exited the room and abstained from the vote. The Board of School Trustees approved the **Acceptance of Lease for Laptop Computers and Accessories** by 3-0 vote as presented by Jim Coplen, business manager. (Reference page 1364)

The Board of School Trustees approved the **Kindergarten Proposal** as presented by Steve Yager, superintendent. (Reference page 1365)

The Board of School Trustees approved the **Student Handbooks** as presented by Phil Downs, assistant superintendent. (Reference page 1366)

The Board of School Trustees reviewed the **Miscellaneous Textbooks** as presented by Phil Downs, assistant superintendent. (Reference page 1367)

There being no further business, the meeting adjourned.

President \_\_\_\_\_

Vice President \_\_\_\_\_

Secretary \_\_\_\_\_

Member \_\_\_\_\_

Member \_\_\_\_\_



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*Dr. Steven Yager*  
*Superintendent*

## CONSENT AGENDA

1. Action.

TO: Board of School Trustees

DATE: June 5, 2012

SUBJECT: Bills, Claims, Payroll and Accounts

Southwest Allen County Schools  
Claims and Payroll Summary  
5-Jun-12

Claims Summary:

Date	Amount
5/16/2012	\$ 9,509.42
5/22/2012	\$ 102,727.18
5/24/2012	\$ 1,761.22
5/31/2012	\$ 386,491.50
Total Claims	<u>\$ 500,489.32</u>

Payroll Summary:

Date	Amount
5/25/2012	\$ 1,408,278.57
Total Payroll	<u>\$ 1,408,278.57</u>

Total Claims and Payroll \$ 1,908,767.89

We have examined the payments presented for payment at the aforementioned board meeting and except for payments not allowed as shown on this sheet, all payments are hereby allowed in the total of

\$ 1,908,767.89

\_\_\_\_\_  
John F. Blum

\_\_\_\_\_  
John S. Bloom

\_\_\_\_\_  
Timothy Loomis

\_\_\_\_\_  
Mark Gilpin

\_\_\_\_\_  
Holly Glick

I hereby certify each of the vouchers and invoices, or bills attached thereto, are true and correct and have been audited in accordance with I.C. 5-11-10-1.6.

\_\_\_\_\_  
James W. Coplen, Treasurer

May 15, 2012



\*\* SUMMARY OF FUND TOTALS \*\*

010-0	GENERAL FUND	127,953.94
035-2	CAPITAL PJ.	135,854.16
041-0	TRANS-OPERATION	41,152.69
202-1	SCHWAB	2,000.00
373-0	TECH GRANT	311.83
394-1	CHILD CARE PRG.	1,536.88
396-1	PRESCHOOL COOP	132.37
399-1	SMITH GREEN W.A	987.29
410-2	TITLE I	3,410.25
522-1	IDEA PART B SG	239.32
523-1	IDEA PRT B NACS	1,272.04
524-0	IDEA GRANT	13,377.59
524-1	IDEA GRANT	4,452.78
547-1	PRESCHOOL	4,864.14
850-0	CLEARING/LUNCH	48,946.22
***	GRAND TOTAL	386,491.50

CONTROL	VENDOR	-----INVOICE-----			FND-F	PO #	CLAIM DESCRIPTION	CROSS-REF	
		FL/PT	DATE	AMOUNT				FND-F	SEL
000732-9503	HOMESTEAD SCHOOL LUNCH FUND		05-22-12	48,946.22	850-0		STATE REIMBURSEMENT		
000811-9679	AG PLUS INC*		05-30-12	24,897.40	041-0		DIESEL FUEL		
005145-9794	CURRENT MECHANICAL*	F	05-30-12	21,946.00	035-2	019110	WATER SOFTENER FOR HOT & COLD		
002425-9987	PRESIDIO NETWORK SOLUTIONS INC	F	05-29-12	19,234.92	035-2	019358	RENEWAL WIRELSS ANTENNAS		
001633-9371	AQUA INDIANA, INC*		05-29-12	17,949.99	010-0		MO SVC 4/18-5/17/12	041-0	
000615-9679	BARNES & THORNBURG*		05-29-12	16,023.18	010-0		LGL SVCS APRIL 2012		
604950-9981	TRISCAPE LAWN MAINTENANCE*		05-30-12	14,580.00	035-2		SIGN		
003757-9383	ALLEN BUSINESS MACHINES*		05-16-12	14,430.01	035-2		PRINTER SUPPLIES & SERVICE		
000711-8776	HP PRODUCTS*		05-30-12	13,325.30	010-0		MAINT SUPPLIES		
001188-9433	NORTHWEST ALLEN CO. SCHOOLS*		05-30-12	13,304.11	524-0		MAY 2012 REIM SAL/BEN WRAP-UP		
000711-8777	HP PRODUCTS*		05-30-12	11,143.75	010-0		MAINT SUPPLIES		
000790-9355	INDIANA MICHIGAN POWER*		05-29-12	10,663.89	035-2		MO SVC 4/18-5/16/12		
001148-9904	NCS PEARSON INC*	F	05-29-12	5,250.00	035-2	019396	AIMSWEB 2012		
605138-9999	SOLARWINDS	F	05-29-12	4,995.00	035-2	019440	RENEWAL ORION NETWORK		
599597-9761	SMITH-GREEN W.ALLEN SP ED COOP		05-30-12	4,864.14	547-1		MAY 2012 REIM 399/396 FOR COO	524-1	
000566-9660	FOLLETT LIBRARY RESOURCES*	F	05-30-12	4,574.27	010-0	019277	BOOKS" COV		
000615-9680	BARNES & THORNBURG*		05-22-12	4,312.00	010-0		LGL SVCS MARCH 2012		
002583-9974	DELAJE LANDEN PUB FINAN LLC*		05-22-12	4,166.04	035-2		LSE PAYT DISTRICT COPIERS		
604902-9973	ONE COMMUNITY IT IN ACTION*	F	05-29-12	4,088.00	035-2	019344	HP HARDWARE MAINTENANCE		
599786-9715	NATIONAL SERV-ALL #091*		05-30-12	3,869.07	010-0		TRASH REMOVAL		
603915-9985	KLEE, KENT	F	05-29-12	3,500.00	010-0	019474	MARCHING BAND SCORES/PARTS/MI		
003757-9382	ALLEN BUSINESS MACHINES*		05-29-12	3,389.71	035-2		PRINTER SUPPLIES/SERVICE		
601713-9910	T-E INCORPORATED*	F	05-30-12	3,000.00	035-2	019057	SURVEY ATHLETIC FIELD COMPLEX		
001964-9942	WILDMAN CORPORATE APPAREL*		05-30-12	2,739.70	010-0		UNIFORMS PURCHASED		
003290-9763	CUMMINS MID-STATES POWER INC	F	05-30-12	2,734.77	041-0	019491	ENGINE REPAIR BUS 48		
005353-9933	IPFW*		05-22-12	2,716.66	035-2		APR 2012 ACELINK/ACENET FEES		
605133-9999	MEMORY SUPPLIERS INC*	F	05-16-12	2,650.00	035-2	019342	FLASH DRIVES		
000233-9227	CAROLINA BIOLOGICAL SUPPLY*	P	05-22-12	2,525.88	010-0	019372	BIOLOGY LAB SUPPLIES		
003290-9765	CUMMINS MID-STATES POWER INC	F	05-30-12	2,388.52	041-0	019478	FUEL INJECTORS BUS #48 AND #1		
003449-9961	LAURIE, JACK COMMERCIAL FLOORS		05-30-12	2,328.00	035-2		HHS REPAIR		
001048-9473	MCAHON TIRE INC*	P	05-30-12	2,272.54	041-0	019326	TIRES		
604902-9974	ONE COMMUNITY IT IN ACTION*	F	05-29-12	2,100.00	035-2	019191	CITRIX XENDESKTOP		
001716-9974	CSICKO, BARBARA*		05-16-12	2,000.00	202-1		ADVISORY COORDINATION		
599725-9921	SUCCESS BY DESIGN INC*	F	05-16-12	1,991.55	010-0	018709	ASSIGNMENT BOOKS		
005859-9977	MEC VIDEO PRODUCTIONS	F	05-22-12	1,900.00	010-0	019231	2012 GRADUATION SENIOR VIDEO		
001467-9968	NEW HOLLAND TRI-COUNTY INC*		05-30-12	1,890.12	010-0		GRDS EQUIPMNT/REPAIR	035-2	
002422-9981	PHONAK HEARING SYSTEMS*	F	05-29-12	1,854.21	524-1	019221	INSPIRO FM SYSTEM FOR J.F.	399-1	
001622-8603	UNITED ART & EDUCATION*	F	05-23-12	1,851.54	010-0	019437	ART CONSUMABLES		
001964-9944	WILDMAN CORPORATE APPAREL*		05-30-12	1,847.30	010-0		HHS PURCHASED UNIFORMS		
002519-9997	ALLIED MECHANICAL		05-29-12	1,836.00	035-2		ADM BLD AREA WATER LINE BREAK		
005053-9942	GLOBAL GOV'T/EDUC SOLUTIONS*	F	05-29-12	1,764.61	035-2	019429	PARTS		
599908-9633	SCHOLASTIC, INC*	F	05-17-12	1,685.14	410-2	019366	TITLE 1 COMM NIGHT BOOKS		
002023-9910	MATRIX INTEGRATION*	P	05-30-12	1,679.00	035-2	019225	PARTS		
603107-9695	AUTOMATED LOGIC*	F	05-29-12	1,600.00	035-2	019320	PLANNED SERVICE AGREEMENT		
603803-9955	JOHN'S PAINTING DECORATING*		05-30-12	1,590.00	035-2		HHS PAINTING/REPAIR		
000027-9781	THOMAS, BOB FORD		05-30-12	1,531.87	010-0		MAINT VEHICLE REPAIR		
006115-7086	SCHOOL SPECIALTY*	F	05-16-12	1,468.56	010-0	019378	SUPPLIES		
602160-9863	BUESCHING'S PEAT MOSS*		05-29-12	1,459.50	010-0		GRDS SUPPLIES		
000711-8775	HP PRODUCTS*	P	05-30-12	1,405.61	041-0	018664	DRIVER,S SUPPLIES		
601344-9910	MCNEAL, BRIAN		05-16-12	1,391.26	010-0		DECA CONFERENCE REIMBURSEMENT		
599725-9919	SUCCESS BY DESIGN INC*	F	05-16-12	1,288.65	010-0	018881	3RD-5TH PLANNERS, 2012-13		
604875-9976	ENA SERVICES, LLC*		05-30-12	1,180.00	035-2		E-RATE		

CONTROL	VENDOR	-----INVOICE-----			FND-F	PO #	CLAIM DESCRIPTION	CROSS-REF	
		FL/PT	DATE	AMOUNT				FND-F	SEL
605104-9998	QUALITY POWER SOLUTIONS*	F	05-29-12	1,150.00	035-2	019349 UPS COV			
005145-9791	CURRENT MECHANICAL*	P	05-30-12	1,148.00	035-2	019444 ADM. BLD CHILLER SVC. AGREEME			
599725-9920	SUCCESS BY DESIGN INC*	F	05-16-12	1,054.35	010-0	018731 ASSIGNMENT NOTEBOOKS			
599725-9917	SUCCESS BY DESIGN INC*	F	05-22-12	1,054.35	010-0	018702 ASSIGNMENT BOOKS			
605028-9997	CLEAN FUELS OF INDIANA*		05-30-12	1,000.00	041-0	CLEAN FUEL TANKS			
604638-9863	KIRBY RISK ELECTRICAL SUPPLY*		05-30-12	978.95	010-0	MAINT SUPPLIES			
000566-9661	FOLLETT LIBRARY RESOURCES*	F	05-29-12	968.88	010-0	019346 BOOKS HHS			
602858-9258	CENTRAL CUSTOMER CHARGES*		05-23-12	947.40	394-1	GROCERIES			
003709-9753	TRUCKPRO INC*	P	05-30-12	941.64	041-0	019318 BRAKES/WIPER BLADES			
602160-9864	BUESCHING'S PEAT MOSS*		05-29-12	921.00	010-0	BLACK DIRT			
603491-9943	RICKER, LISA	F	05-22-12	894.33	010-0	018850 ART SUPPLIES/FIBER/ADV. FILM			
603417-9949	DELUXE GLASS*	P	05-30-12	882.70	041-0	019251 GLASS REPAIR			
599597-9761	SMITH-GREEN W.ALLEN SP ED COOP		05-30-12	847.07	524-1	MAY 2012 REIM 399/396 FOR COO	523-1		
599597-9761	SMITH-GREEN W.ALLEN SP ED COOP		05-30-12	799.45	523-1	MAY 2012 REIM 399/396 FOR COO	522-1		
605137-9999	ZAGG INC	F	05-22-12	779.88	035-2	019398 IPAD2 ZAGGFOLIOS/SHIELDS			
002422-9981	PHONAK HEARING SYSTEMS*	F	05-29-12	750.28	399-1	019221 INSPIRO FM SYSTEM FOR J.F.	524-1		
598635-9742	JOHNSTONE SUPPLY*		05-30-12	745.16	010-0	HVAC PARTS			
001964-9945	WILDMAN CORPORATE APPAREL*		05-30-12	698.74	010-0	RENTAL			
000838-9692	J & K COMMUNICATIONS*	P	05-30-12	691.77	041-0	018665 TWO WAY RADIO EQUIPMENT			
599725-9918	SUCCESS BY DESIGN INC*	F	05-17-12	656.04	010-0	018778 GRADE 3,4,5 ASSIGNMENT BOOKS			
001190-9548	NOWAK SUPPLY CO INC*		05-30-12	649.55	010-0	MAINT SUPPLIES			
000811-9680	AG PLUS INC*		05-29-12	630.00	010-0	PRO MOUND CLAY			
602008-7905	OFFICE DEPOT	F	05-16-12	609.32	010-0	019345 WKRM/LOUNGE SUPPLIES & EQUIP.	035-2		
001467-9968	NEW HOLLAND TRI-COUNTY INC*		05-30-12	604.76	035-2	GRDS EQUIPMNT/REPAIR	010-0		
000398-9655	DEMCO*	F	05-29-12	602.35	010-0	019341 SUPPLIES/BOOK COV			
602008-7905	OFFICE DEPOT	F	05-16-12	578.12	035-2	019345 WKRM/LOUNGE SUPPLIES & EQUIP.	010-0		
006115-7084	SCHOOL SPECIALTY*	F	05-22-12	559.98	035-2	019325 SWING SEAT W/POMMEL/RAFTER BA			
005677-9288	GRAINGER DIV OF W W GRAINGER*		05-30-12	555.07	010-0	GRDS/MAINT SUPPLIES			
001048-9474	MCHAHON TIRE INC*		05-30-12	554.18	010-0	TIRE REPAIR			
000665-9972	GREATER FT WAYNE CHAMBER COM*		05-23-12	540.00	010-0	2012-12 ANNUAL MEMBERSHIP			
006115-7083	SCHOOL SPECIALTY*	F	05-22-12	539.75	010-0	019439 ART CONSUMABLES			
000838-9693	J & K COMMUNICATIONS*	P	05-30-12	538.11	035-2	018726 KENWOOD RADIO			
604845-9996	LANON, WARD		05-30-12	535.97	524-1	CONF REIM-APR 26-27, 2012			
604790-9991	ACE RADIATOR INC*		05-30-12	525.00	041-0	NEW BLUE BIRD RADIATOR			
604763-9971	APPLIED TECHNOLOGY GROUP INC*	F	05-22-12	518.95	035-2	019307 WIRELESS PHONE FOR COMP LAB			
603841-9951	PROJECT LEAD THE WAY INC*	P	05-29-12	514.41	035-2	019376 MULTISIM LICENSE/DIGITAL BOAR			
599597-9760	SMITH-GREEN W.ALLEN SP ED COOP		05-30-12	500.74	524-1	MAY 2012 REIM 399/396 FOR COO	523-1		
600108-9940	KIDS DISCOVER	F	05-22-12	493.85	010-0	019405 CONSUMABLE BOOKS			
000233-9226	CAROLINA BIOLOGICAL SUPPLY*	F	05-29-12	480.11	010-0	019449 PIGEONS FOR SCIENCE LABS			
602858-9261	CENTRAL CUSTOMER CHARGES*	P	05-22-12	475.66	010-0	019423 FACS LAB SUPPLIES/GROCERIES			
603019-9915	SHERWIN-WILLIAMS*		05-30-12	475.16	010-0	GRDS SUPPLIES			
599597-9760	SMITH-GREEN W.ALLEN SP ED COOP		05-30-12	472.59	523-1	MAY 2012 REIM 399/396 FOR COO	522-1		
005145-9792	CURRENT MECHANICAL*	P	05-30-12	469.00	035-2	019131 DISTRICT BACKFLOW TEST/SERVIC			
001622-8602	UNITED ART & EDUCATION*	P	05-29-12	456.58	410-2	019485 SUPPLIES FOR TITLE			
604884-9981	UNITY SCHOOL BUS PARTS*	P	05-30-12	450.20	041-0	018995 WINDOW FANS/SEAT COVERS			
001443-9681	SEXAUER		05-30-12	448.30	010-0	MAINT SUPPLIES			
604263-9878	ARAB PEST CONTROL*		05-29-12	434.00	010-0	PEST CONTROL			
001578-9993	COLBY EQUIPMENT CO*		05-30-12	428.00	010-0	HHS TERMINAL BOX REPAIR			
600284-9892	SCHOLASTIC EDUCATIONAL MAT'L*	F	05-17-12	407.39	410-2	019331 TITLE 1 SYSTEM 44 WORKBOOKS			
603036-9934	REALLY GOOD STUFF	F	05-17-12	404.60	010-0	019379 KNDG HMK FOLDERS, JOURNALS			
002998-9976	CLARKE POWER SERVICES INC		05-30-12	400.06	041-0	TRANS REPAIR			
006115-7085	SCHOOL SPECIALTY*	F	05-16-12	396.96	010-0	019304 SUPPLIES			



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*Dr. Steven Yager*  
*Superintendent*

## CONSENT AGENDA

1. Action.

TO: Board of School Trustees

DATE: June 5, 2012

SUBJECT: Personnel Recommendations

# Southwest Allen County Schools

4824 Homestead Road, Fort Wayne, Indiana 46814

FAX NUMBER 1-260-431-2099

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**Dr. Steven L. Yager**  
*Superintendent*  
260-431-2010

**Philip Downs**  
*Assistant Superintendent*  
260-431-2020

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\_\_\_\_\_ ACTION.

To: BOARD OF SCHOOL TRUSTEES  
Date: June 5, 2012  
Subject: PERSONNEL ITEMS - \*REVISED

## APPOINTMENTS

Lindsay Blue	.5 Kindergarten Teacher (equals full time) Whispering Meadows	Effective the 2012-13 school year
Kristina Connally	3 <sup>rd</sup> Grade Teacher Haverhill	Effective the 2012-13 school year
Tara Hallman	.5 Kindergarten Teacher (equals full time) Aboite	Effective the 2012-13 school year
Wendy Howard	.5 Kindergarten Teacher (equals full time) Deer Ridge	Effective the 2012-13 school year
Susannah Whitcomb	English Teacher Homestead	Effective the 2012-13 school year
Ian Wilson	Skills For Adolescence Teacher Summit	Effective the 2012-13 school year
Matt Lindelien	8 <sup>th</sup> Grade Football Coach Summit	Effective the 2012-13 school year

*Our Goal Is To Make A Difference*

## **APPOINTMENTS (cont.)**

DeMarkus Muhammad	8 <sup>th</sup> Grade Football Coach Summit	Effective the 2012-13 school year
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## **RESIGNATIONS**

Howard Jankowski	English Teacher Homestead	Effective at the end of the 2011-12 school year
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Michelle Ziegler	4 <sup>th</sup> Grade Teacher Lafayette Meadows	Effective at the end of the 2011-12 school year
------------------	--	--

Howard Jankowski	Acad. Deca Fine Arts Sponsor Homestead	Effective at the end of the 2011-12 school year
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Howard Jankowski	Acad. Super Bowl Fine Arts Sponsor Homestead	Effective at the end of the 2011-12 school year
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Howard Jankowski	Junior Class Sponsor Homestead	Effective at the end of the 2011-12 school year
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Marjorie Gamble	S.A.D.D. Club Sponsor Homestead	Effective at the end of the 2011-12 school year
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George Larsen	Assistant Wrestling Coach Homestead	Effective at the end of the 2011-12 school year
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Matt Lindelien	7 <sup>th</sup> Grade Football Coach Summit	Effective at the end of the 2011-12 school year
----------------	--	--

DeMarkus Muhammad	.25 7 <sup>th</sup> Grade Football Coach Summit	Effective at the end of the 2011-12 school year
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Kristin Padgett	Key Club Sponsor Homestead	Effective at the end of the 2011-12 school year
-----------------	-------------------------------	--

Randy Pursley	Head Wrestling Coach Homestead	Effective at the end of the 2011-12 school year
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Melissa Rentfrow	Dept. Chairperson-Language Arts Woodside	Effective at the end of the 2011-12 school year
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Eric Sherrill	.75 7 <sup>th</sup> Grade Football Coach Summit	Effective at the end of the 2011-12 school year
---------------	--	--

**LEAVE OF ABSENCE**

Elizabeth Landis	Language Arts Teacher Summit	Effective approximately 11/7/12 – 5/30/13 for maternity leave including approximately 108 days without pay
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**SUMMER SCHOOL CONTRACT**

**High School English**

Nicole Vickrey

**STAFFING RECOMMENDATIONS**

*Certified*

+ 2/7	Chemistry Teacher	Homestead
+ .5	School Counselor	Summit
+ 1	2 <sup>nd</sup> Grade ALPHA Teacher	Aboite
+ 1	1 <sup>st</sup> Grade Teacher	Haverhill

**RETIREMENT**

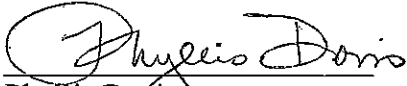
Rise' Vandenburg	3 <sup>rd</sup> Grade Teacher Haverhill	Effective at the end of the 2011-12 school year
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+++++

The administration recommends the approval of the personnel items as listed above.

Respectfully submitted:

\_\_\_\_\_  
Dr. Steven L. Yager  
Superintendent

  
\_\_\_\_\_  
Phyllis Davis  
Director of Human Resources







## Southwest Allen County Schools

4824 Homestead Road  
Fort Wayne, Indiana 46814  
Phone: (260) 431-2010  
Fax: (260) 431-2063  
E-Mail: [syager@sacs.k12.in.us](mailto:syager@sacs.k12.in.us)

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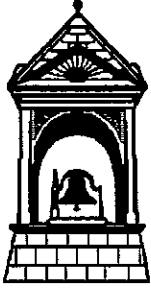
***Dr. Steven Yager***  
***Superintendent***

### 2. Action.

TO: Board of School Trustees

DATE: June 5, 2012

SUBJECT: Miscellaneous Textbooks



## Southwest Allen County Schools

4824 Homestead Road  
Fort Wayne, Indiana 46814  
Phone: (260) 431-2020  
Fax: (260) 431-2063  
E-Mail: pdowns@sacs.k12.in.us

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**Philip G. Downs**  
**Assistant Superintendent**

***Our Goal is to Make a Difference***

**TO:** Board of School Trustees  
**DT:** June 5, 2012  
**RE:** High School Miscellaneous Textbooks – ***ACTION***

During the May 15, 2012, school board meeting, the high school miscellaneous textbook recommendations were presented for review and discussion.

The textbook adoption committee for high school miscellaneous curriculum reviewed all textbooks that the Indiana State Board of Education approved. Selections were narrowed, and parents and teachers were invited to provide feedback on evaluation forms. Recommendations are attached.

I am recommending approval of the high school miscellaneous textbooks for use during the 2012-2018 school years, as presented.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Phillip G. Downs', with a long, sweeping underline.

Phillip G. Downs

attachment



TEXTBOOK ADOPTION  
2012-2013

COURSE	COURSE	TEACHERS	1ST SEM Sections	2ND SEM Sections	# OF BOOKS Ordered	# STUD.	EST. # USING	RENTAL FEE
<b>Family &amp; Consumer Sciences</b>								
<b>Adult Roles and Responsibilities</b>								
<i>Personal Financial Literacy</i>	0806	Husar	3	3	60	242	245 x 4 = 980	\$ 2.00
ISBN 978-0-321-54775-0 Pearson Prentice-Hall								
\$58.50 x 60=3510.00+351.00=\$3891.00/980=								
3.93979/4=.98494+1.00=1.98494								
<b>Housing and Design Foundations 1</b>								
<i>Housing and Interior Design by Lewis &amp; Turner 2012</i>	0816	Thompson	1	-	30	20	25 x 4 = 100	\$ 6.00
ISBN 978-1-60525-337-4 Goodheart-Willcox								
\$58.50 x 30=1755.00+175.50=\$1930.50/100=								
19.305/4=4.82625+1.00=5.82625								
6 yr online								
<b>Child Development and Parenting</b>								
<i>The Developing Child by Holly Brisbane</i>	0726	Ham	2	3	60	118	120 x 4 = 480	\$ 2.75
ISBN 978-0-07-888360-6 Glencoe/McGraw-Hill								
\$47.79 x 60=2867.40+286.74+\$3154.14/480=								
6.571125/4=1.64278+1.00=2.64278								
6 yr online								
<b>Advanced Child Development</b>								
<i>Child Development: Early Stages Through Age 12</i>	0736	Ham	-	2	30	43	45 x 4 = 180	\$ 3.75
ISBN 978-1-60525-293-3 Goodheart-Willcox								
\$55.98 x 30=1679.40+167.94=\$1847.34/180=								
10.263/4=2.56575+1.00=\$3.56575								
6 yr online Celia Decker 2011								
<b>Early Childhood Education I: Future Teachers</b>								
<i>Teaching by Sharleen L. Kato 2010</i>	0746	Ham	1	-	30	40	45 x 4 = 180	\$ 3.75
ISBN 978-1-60525-291-9 Goodheart-Willcox								
\$54.96 x 30=1648.80+164.88=\$1813.68/180=								
10.076/4=2.519+1.00=3.519								
6 yr online								







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***Dr. Steven Yager***  
***Superintendent***

3. Discuss.

TO: Board of School Trustees

DATE: June 5, 2012

SUBJECT: Food Service Price Increase



## Southwest Allen County Schools

4824 Homestead Road  
Fort Wayne, Indiana 46814  
Phone: (260) 431-2030  
Fax: (260) 431-2099  
E-Mail: [jcoplen@sacs.k12.in.us](mailto:jcoplen@sacs.k12.in.us)

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**Jim Coplen**  
Business Manager

\_\_\_\_\_ Discuss

To: Board of School Trustees  
Date: June 5, 2012  
Subject: Food Service – Lunch and Breakfast Price Increase

We are requesting approval for increases in the lunch and breakfast programs for all levels. This increase is being directed by “Paid Equity Requirements” from the State of Indiana and the Federal Hot Lunch program.

Pricing is based on weighted averages for programs in Indiana. Last year we were able to move forward without an increase, but this year the calculation indicates we need to raise our pricing by \$0.10 per lunch at every level.

Thus, the recommended pricing is:

\$1.50 – Elementary  
\$1.65 – Middle School  
\$1.70 – High School  
\$1.45 – breakfast at all levels

Please let me know if you have any questions.

Respectfully Submitted,

*Jim Coplen*

Jim Coplen  
Business Manager





## Southwest Allen County Schools

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---

***Dr. Steven Yager***  
***Superintendent***

4. Action.

TO: Board of School Trustees

DATE: June 5, 2012

SUBJECT: Approval of the Extra-Curricular Purchase



## Southwest Allen County Schools

4824 Homestead Road  
Fort Wayne, Indiana 46814  
Phone: (260) 431-2030  
Fax: (260) 431-2099  
E-Mail: [jcoplen@sacs.k12.in.us](mailto:jcoplen@sacs.k12.in.us)

---

**Jim Coplen**  
Business Manager

### Action

To:        Board of School Trustees

Date:      June 5, 2012

Subject:   Approval of Extra-Curricular Purchase

We are requesting approval of the following purchase from Covington's Extra-Curricular Funds:

#### **Covington Elementary:**

Covington is requesting to purchase a smartboard, projector and related ancillary items for this equipment. These units will be installed in classrooms and utilized for classroom instruction. Total cost of \$3,039.00.

\$1,039 will come from their student activity fund and the other \$2,000 will come from their media account.

Covington's student activity fund balance as of 5/22/12 is \$7,170.61.

Please let me know if you have any questions.

Respectfully Submitted,

*Jim Coplen*

Jim Coplen  
Business Manager



# Covington Elementary School

Southwest Allen County Schools  
2430 West Hamilton Road South  
Fort Wayne, Indiana 46814  
Telephone (260) 431-0502  
Fax (260) 431-0599

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Fredric L. Graf  
Principal

Jenny Fedele  
Assistant Principal

May 18, 2012

Covington Elementary would like to propose to the School Board, for approval, the following items to be purchased out the Student Activity fund in our extracurricular account:

1	SMA SB680	SMART TECHNOLOGIES SMAR BOARD 77"	\$1399.00
1	SMA SBA	SMART Audio system	299.00
1	EPS	Epson Powerlite bundle	988.00
1		Cables	200.00
		Subtotal	\$2886.00
		Freight	153.00
		Total	\$3039.00

We would like to use \$1,039.00 out of our Student Activity Fund.

Thank you,

A handwritten signature in black ink, appearing to read 'Fred Graf'.

Fred Graf  
Principal

**Proposal** Q145284  
**Date** 05/15/2012  
**Master No.** 64271  
**Page** 1 of 1



**Ship To:**  
 Covington Elementary School  
 2430 West Hamilton Road  
 Fort Wayne, IN 46814

National Headquarters:  
 1821 E. 40th Street  
 Cleveland, OH 44103  
 800.251.4077 Main  
 216.432.0044 Fax  
 orders@teachsmart.org

Thank you for the opportunity to provide you with this proposal, which is valid through 6/26/2012.

Payment terms are NET 10 DAYS

*Expert installation is available with your order*

Quantity	Item Number	Description	Unit Price	Ext Price
1	SMA SB680	SMART TECHNOLOGIES SMART BOARD - 77"	1,399.00	1,399.00
		<i>Price Protection PP-ED-2012-00055</i>		
		<i>Please note that PO will need to be received by June 26, 2012 in order to secure special pricing.</i>		
1	SMA SBA	SMART Technologies USB Audio system for SMART Board 600 and 800 series without a SMART projector	299.00	299.00
1	EPS V11H46902027	EPSON POWERLITE 430 WITH ELPMB27 BUNDLE	988.00	988.00
1	CTG 42138	CABLES TO GO 35ft RAPID-RUN CL2-RATED PC RUNNER CABLE	90.00	90.00
1	CTG 42021	CABLES TO GO RAPID RUN HD15 + 3.5MM STEREO AUDIO WALL PLATE - IVORY	28.00	28.00
1	CTG 40853	CABLES TO GO RAPID RUN FLYING LEAD W/ VGA & AUDIO	17.00	17.00
1	SES VGA-10-MM+A	10 FT HD15 MALE TO MALE VGA CABLE W/ AUDIO	42.00	42.00
1	SES 3.5STF-2RCAM	3.5MM STEREO FEMALE to DUAL RCA MALE ADAPTER CABLE	15.00	15.00
1	SES 3.5MM-12-ST	12 FT 3.5MM STEREO MINI AUDIO CABLE	8.00	8.00
			Subtotal	2,886.00
			Freight	153.00
			Processing Fee	0.00
			<b>Total</b>	<b>\$3,039.00</b>

*Pricing and special programs are subject to change.  
 Acceptance of this offer is expressly limited to the terms and conditions incorporated herein  
 by reference and found on our website at <http://teachsmart.org>. For a hard copy of the terms  
 and conditions, please call 800.251.4077.*



## Southwest Allen County Schools

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Fort Wayne, Indiana 46814  
Phone: (260) 431-2010  
Fax: (260) 431-2063  
E-Mail: [syager@sacs.k12.in.us](mailto:syager@sacs.k12.in.us)

---

***Dr. Steven Yager***  
***Superintendent***

5. Review.

TO: Board of School Trustees

DATE: June 5, 2012

SUBJECT: 2013 Budget Calendar Review



## Southwest Allen County Schools

4824 Homestead Road  
Fort Wayne, Indiana 46814  
Phone: (260) 431-2030  
Fax: (260) 431-2099  
E-Mail: [jcoplen@sacs.k12.in.us](mailto:jcoplen@sacs.k12.in.us)

---

**Jim Coplen**  
Business Manager

\_\_\_\_\_ Review

To: Board of School Trustees  
From: Jim Coplen  
Date: June 5, 2012  
Subject: 2013 Budget Calendar Review

Attached is the proposed budget calendar for the 2013 budget reviews, hearings, and approval.

Please let me know if you have any questions.

Sincerely,

*Jim Coplen*

Business Manager



# Southwest Allen County Schools

4824 Homestead Road  
Fort Wayne, Indiana 46814  
Phone: (260) 431-2030  
Fax: (260) 431-2099  
E-Mail: [jcoplen@sacs.k12.in.us](mailto:jcoplen@sacs.k12.in.us)

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# MEMO

**Jim Coplen**  
*Business Manager*

To: Dr. Yager and SACS Board of School Trustees

From: Jim Coplen

Date: June 5, 2012

Subj: 2013 Budget Calendar Review

The 2013 Budget Calendar is as follows:

July 24 Board Meeting – Review 2013 Debt Service and Pension Debt Funds

August 7 Board Meeting – Review of 2013 Capital Projects Fund

August 21 Board Meeting - Review 2013 General Fund, Referendum Fund, Transportation Operating, Bus Replacement

September 7 – First Advertisement of SACS 2013 budgets

September 21 – Second Advertisement of SACS 2013 budgets

October 2 – Board Meeting – Public hearing and adoption of 2013 CPF and Bus Replacement Plans – additional review of other budgets as needed.

October 16 – Board Meeting – Final Approval on 2013 Budget



## Southwest Allen County Schools

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E-Mail: [syager@sacs.k12.in.us](mailto:syager@sacs.k12.in.us)

---

***Dr. Steven Yager***  
***Superintendent***

6. Discuss.

TO: Board of School Trustees

DATE: June 5, 2012

SUBJECT: Interest Free Loan – Capital Projects Fund





## Southwest Allen County Schools

4824 Homestead Road  
Fort Wayne, Indiana 46814  
Phone: (260) 431-2030  
Fax: (260) 431-2099  
E-Mail: [jcoplen@sacs.k12.in.us](mailto:jcoplen@sacs.k12.in.us)

---

**Jim Coplen**  
Business Manager

\_\_\_\_\_ Discuss

To: Board of School Trustees

Date: June 5, 2012

Subject: Interest Free Loan – Capital Projects Fund

During the budget process this past year, it was discovered that the calculation used for determining the maximum capital projects fund tax rate was applied in a way contrary to the intent of the law. Subsequently, legislation was passed to further clarify the intent and also allow taxing units to recover potential losses from the current budget year.

Enclosed you will find a memo from the State of Indiana Office of Management and Budget (OMB), a copy of the certification of the potential loan amount calculated by the OMB, and the resolution needed to pursue a loan to cover our tax rate cap loss for the 2012 calendar year.

Our recommendation is to move forward in securing this loan for a couple of reasons:

- These funds should have been levied originally with our budget request submitted in late 2011
- The distribution of circuit breaker shortages will be handled differently starting in 2013 which will have more of an adverse effect on the capital projects fund.

Please let me know if you have any questions.

Respectfully Submitted,

*Jim Coplen*

Jim Coplen  
Business Manager

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# STATE OF INDIANA

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## MEMORANDUM

TO: All Taxing Units

FROM: Office of Management and Budget (OMB)

DATE: May 24, 2012

SUBJECT: Policies and Procedures for Receiving a State General Fund Loan Pursuant to I.C. 6-1.1-18-12.5.

The purpose of this memorandum is to inform the fiscal body of all taxing units of the procedures for receiving a loan from the state general fund under I.C. 6-1.1-18-12.5.

Pursuant to I.C. 6-1.1-18-12.5(b), OMB has certified amounts for each taxing unit's covered cumulative or capital projects funds. The certification report can be found at:  
[http://www.in.gov/dlgf/files/Cumulative\\_Rate\\_Cap\\_Loan\\_Certification\\_Reports\\_\(5.24.12\).pdf](http://www.in.gov/dlgf/files/Cumulative_Rate_Cap_Loan_Certification_Reports_(5.24.12).pdf)

A taxing unit's fiscal body may, for one or more of the taxing unit's covered cumulative or capital projects funds, adopt a resolution requesting a loan to replace part or all of the amount certified here. The resolution must:

1. Identify each covered cumulative or capital projects fund for which the taxing unit is seeking a loan;
2. Specify the amount of the loan that the taxing unit is seeking for each covered cumulative or capital projects fund;
3. Agree to impose a property tax levy in calendar year 2013 for the taxing unit's debt service fund to repay the total amount loaned; and
4. Be certified and received by OMB by June 30, 2012.

Due to the short time frame for units to request and OMB to distribute the loan amounts, all taxing units that intend to request a loan should complete and adopt the attached form resolution. A taxing unit is strongly encouraged to submit an adopted resolution to OMB electronically, but may submit two ways:

1. Electronically, via The Indiana Gateway for Government Units at <https://gateway.ifionline.org/login.aspx> by June 30, 2012<sup>1</sup>; or
2. Deposited in registered or certified mail, postmarked by June 30, 2012, and addressed to:

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<sup>1</sup> Detailed instructions on uploading the loan documents to Gateway are attached here.

Ann Kaiser  
Indiana Office of Management and Budget  
1 North Capital, Suite 900  
Indianapolis, IN 46204

**A township or a fire protection district or territory that intends to request a loan, must submit the attached "Vendor Information" form to the State Auditors office by June 30, 2012. Please submit to Dan Bastin via email at [dbastin@auditor.in.gov](mailto:dbastin@auditor.in.gov) or fax to 317-232-6097.**

If OMB receives a certified resolution that qualifies the taxing unit for a loan by June 30, 2012, OMB will notify the taxing unit of the amount that will be distributed. The amount will equal the lesser of the amount requested or the amount that OMB certified here.

The taxing unit shall then execute the attached Promissory Note form and submit to OMB via either method noted above. The taxing unit is encouraged to submit the executed Promissory Note within 1-2 business days of notification from OMB.<sup>2</sup>

OMB will make the distribution to the taxing unit before July 15, 2012.

If you have any questions about this memorandum, please contact Ann Kaiser, General Counsel and Policy Director of the Office of Management and Budget at (317) 234-2079 or [akaiser@omb.in.gov](mailto:akaiser@omb.in.gov)

Attachments:

1. Resolution form.
2. Promissory Note form.
3. Instructions on uploading documents to Gateway.
4. Vendor Information form.

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<sup>2</sup> A taxing unit may submit the Promissory Note at the same time it submits an Adopted Resolution, so long as the requested loan amount for a fund does not exceed the amount OMB has certified for the unit here.

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# STATE OF INDIANA

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County: 02 Allen  
Unit: 0125 M.S.D. SW ALLEN COUNTY SCHOOL CORP  
Fund: 1214 CAPITAL PROJECTS (School)

### Certification of Potential Loan Amount

2012 Rate Cap Under Prior Assessed Value Adjustment Law:	0.3000
LESS: Pension Neutralization Adjustment (if applicable)(School Capital Projects Funds Only):	0.0000
Calculated Final Tax Rate for 2012:	0.3000
Certified 2012 Tax Rate:	0.3000

**This fund qualifies for a loan under IC 6-1.1-18-12.5. See below for certification amount.**

Rate Cap Under Current Assessed Value Adjustment Law (STEP 8):	0.2663
PLUS: Utilities and Insurance Adjustment (School Capital Projects Funds Only):	0.0512
LESS: Pension Neutralization Adjustment (if applicable) (School Corporations Only):	0.0000
Maximum Rate Allowed Under Current Assessed Value Adjustment Law:	0.3175
2012 Net Assessed Value:	2,409,097,904
Maximum Levy Allowed Under Current Assessed Value Adjustment Law:	7,648,886
2012 Certified Levy Amount:	7,227,294
<b>Loan Certification Amount (Difference of Maximum Levy Allowed Under Current Assessed Value Adjustment Law and 2012 Certified Levy Amount):</b>	<b>\$421,592</b>

## **M.S.D. OF SOUTHWEST ALLEN COUNTY**

### **A RESOLUTION OF THE BOARD OF SCHOOL TRUSTEES APPROVING THE REQUEST FOR A LOAN FROM THE STATE GENERAL FUND**

WHEREAS, I.C. 6-1.1-18-12.5 provides that after receiving the applicable certification from the Indiana Office of Management and Budget, a taxing unit's fiscal body may, for one or more of the taxing unit's covered cumulative or capital projects funds, request a loan from the state general fund to replace part of all of the amount certified to the taxing unit for the fund.

WHEREAS, I.C. 6-1.1-18-12.5(a)(1) defines "covered cumulative or capital projects fund" as a fund: (A) that was listed in a prior cumulative or capital projects fund adjustment law; and (B) for which the ad valorem property tax rate certified by the state department of local government finance for property taxes first due and payable in calendar year 2012 is equal to the maximum tax rate permitted by laws after the applicable prior cumulative or capital projects fund adjustment law.

WHEREAS, the M.S.D. of Southwest Allen County is a taxing unit within the definition of I.C. 6-1.1-1-21.

WHEREAS, the M.S.D. of Southwest Allen County's certification from the Indiana Office of Management and Budget was \$421,592 for the Capital Projects Fund.

WHEREAS, the covered cumulative or capital projects fund for which the M.S.D. of Southwest Allen County is seeking a loan is the Capital Projects Fund (1214).

WHEREAS, the current balance in the Capital Projects Fund for which the M.S.D. of Southwest Allen County is seeking a loan is \$815,464.75.

WHEREAS, the M.S.D. of Southwest Allen County requests a loan in the amount of \$421,592 for the Capital Projects Fund.

WHEREAS, the M.S.D. of Southwest Allen County agrees that if it receives the requested loan, the amount received shall be deposited in the covered capital projects fund for which the loan was sought, and may be used only for the lawful purposes of that fund.

WHEREAS, the M.S.D. of Southwest Allen County agrees to impose a property tax levy in calendar year 2013 for the M.S.D. of Southwest Allen County's debt service fund to repay the total amount loaned from the state general fund.

WHEREAS, the M.S.D. of Southwest Allen County agrees to repay the total amount loaned in two equal installments in calendar year 2013 with the first installment due on the June settlement date

specified in I.C. 6-1.1-27-3 and the second installment due on the December settlement date specified in I.C. 6-1.1-27-3.

WHEREAS, the M.S.D. of Southwest Allen County agrees that upon the failure to pay an installment of a loan when due, the treasurer of state may withhold the amount of the unpaid installment from any funds held by the state that would otherwise be due to the M.S.D. of Southwest Allen County and deposit the amount in the state general fund.

NOW, THEREFORE, BE IT RESOLVED, that the M.S.D. of Southwest Allen County approves this request for a loan from the state general fund.

PASSED and ADOPTED this 19<sup>th</sup> day of June, 2012.

\_\_\_\_\_  
Name Yes  No  Abstain

\_\_\_\_\_  
Name Yes  No  Abstain

\_\_\_\_\_  
Name Yes  No  Abstain

\_\_\_\_\_  
Name Yes  No  Abstain

\_\_\_\_\_  
Name Yes  No  Abstain