

**LAKE CENTRAL SCHOOL CORPORATION**  
**Lake Central High School – LGI Room – Enter Door G**  
**8400 Wicker Avenue, St. John, Indiana 46373**  
**Monday, August 15, 2016 @ 7:30 p.m.**

A meeting of the Board of School Trustees of the Lake Central School Corporation was held in the Lake Central High School LGI Room, 8410 Wicker Avenue, St. John, IN on August 15, 2016. The meeting began at 7:30 p.m.

Board Members Present

Don Bacso, Member  
John DeVries, President  
Sandy Lessentine, Secretary  
Janice Malchow, Vice-President  
Howard Marshall, Member

Board Members Not Present

Administration Present

Sarah Castaneda, Director of Secondary Education  
Al Gandolfi, Assistant Superintendent  
Rob James, Director of Business Services  
Bill Ledyard, Director of Facilities  
Theresa Schoon, Director of Primary Education  
Dr. Lawrence Veracco, Superintendent

Administration Not Present

**BOARD MEETING MINUTES**  
**Monday, August 15, 2016**

*All Motions Were Passed With a 5-0  
Vote Unless Otherwise Indicated*

I.	Call to Order – <i>John DeVries</i> <ul style="list-style-type: none"><li>The meeting was called to order by John DeVries.</li></ul>
II	Verification of Receipt and Review of Board Packet – <i>Janice Malchow</i> <ul style="list-style-type: none"><li>Has each member successfully received the electronic version of tonight’s board agenda, along with the individual supporting documents, reviewed them, and directed any questions or corrections to Dr. Veracco, prior to this meeting? Bacso – Yes DeVries - Yes Lessentine – Yes Malchow – Yes Marshall - Yes</li></ul>
III.	Agenda: Approval, Deletions, Additions - <i>Dr. Veracco</i> - <b>Action Required</b> <ul style="list-style-type: none"><li>Revision to the Agenda under Sarah Castaneda’s section as additional professional leave requests.</li><li>Janice Malchow moved to approve. Don Bacso seconded the motion. Motion carried.</li></ul>
IV.	Correspondence - <i>Sandy Lessentine</i> <ul style="list-style-type: none"><li>There was no correspondence.</li></ul>
V.	Liaison Committee Updates – <i>John DeVries</i>

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	<ol style="list-style-type: none"> <li>1. West Lake Joint Managing Board: Howard Marshall: Next meeting end of September.</li> <li>2. Building and Renovation Committee: Janice Malchow</li> <li>3. Personnel Interview Committee: Howard Marshall</li> <li>4. Legislative Committee: Janice Malchow: Indiana Coalition meeting on August 27<sup>th</sup> in Indianapolis.</li> <li>5. Lake Central Education Foundation: Janice Malchow: Summer grants completed, fall grants coming up.</li> <li>6. Wellness Committee: Janice Malchow</li> <li>7. Dollars for Scholars: Dr. Veracco</li> <li>8. Dyer Redevelopment Committee: Don Bacso: Safe Route to School sidewalk from Kahler Middle School to Castlewood subdivision is completed.</li> <li>9. St. John Redevelopment Committee: John DeVries</li> <li>10. Schererville Redevelopment Committee: Sandy Lessentine</li> </ol>
VI.	<p>Official School Board Business Topics: Consent Agenda – <i>Dr. Veracco</i> – <b>Action Required</b></p> <ul style="list-style-type: none"> <li>• Howard Marshall moved to approve the Consent Agenda. Janice Malchow seconded the motion. Motion carried.</li> </ul>
	<p>A. Approval of Minutes:</p> <ul style="list-style-type: none"> <li>• Regular Meeting: August 1, 2016</li> </ul>
	<p>B. Approval of Claims, Payroll and Extracurricular Expenditures</p>
VII.	<p>Official School Board Business Topics: Regular Agenda</p>
	<p>A. Superintendent – <i>Dr. Veracco</i></p> <ol style="list-style-type: none"> <li>1. Introduction to 2016-2017 Strategic Plan – <i>Dr. Brad Balch</i></li> </ol> <div data-bbox="332 1247 951 1717" data-label="Image"> </div>




## Pre-Planning Work to Date

- Face-to-face meeting with district leadership on April 4<sup>th</sup> and June 28<sup>th</sup> for strategic planning development.
- A scope-of-work plan has been developed with persons responsible for select elements, deliverables, and suggested timelines.
- Key focus areas include General Climate, College & Career Readiness, and 21<sup>st</sup> Century Learning Needs capacity, curriculum audit, member checking of select strategic elements (e.g., facilities, technology, and finance), district and developmental level profiles, quality school/district profiles, strategic plan, and public relations plan.



## Academic Overview

- General Climate Survey - covers school/district pride, safety/security, and overall Teacher/Administrator/Staff responsiveness to Students/Parents/Community. Stakeholder groups might include Students, Faculty, Staff, Administration, Parents, and Community Members.
- On-Site Focus Groups – conducted to deepen understanding of survey data analysis and might include Students, Faculty, Staff, Administrator, Parents, and Community Members.
- Executive Summary completed by the end of December, 2016.



## Capacity Assessment for 21<sup>st</sup> Century Learning Needs and College & Career Readiness

- Survey - coordinated in conjunction with the General Climate Survey so there's a single survey for administration.
- On-Site Focus Groups – coordinated in conjunction with the General Climate Focus Groups.
- Executive Summary completed by the end of December, 2016.



## Curriculum Audit

- Includes a Curricular and Instructional Assessment Survey.
- Existing curricular and instructional resources collected from LCSC and reviewed.
- Conference calls with district personnel for additional context.
- On-Site Focus Groups with key curriculum and instructional stakeholders to deepen understanding of data collected to date and in conjunction with the General Climate Focus Groups.
- Separate curricular and instructional survey administered around December.
- Executive Summary completed by early April, 2017.



## Member Checking for Select Strategic Planning Elements

- Considered stakeholder validation and conducted in a Town Hall Meeting format to present on the work accomplished to date among select topics such as facilities, technology, and finance.
- Open invitations sent to LCSC stakeholder.
- Data collected in a World Café format.
- Executive Summary of data collected during Town Hall Meeting completed during March, 2017.



## District and Developmental Level Profile Development

- A means to comprehensively and accurately portray the distinctiveness of the district and schools within developmental levels using existing data.
- Includes representative information such as:
  - School and District contact information
  - Relevant demographics such as SES and ethnicity
  - Curriculum and enrollment policies, including AP/DC/CC offerings and diploma tracks
  - Grading and ranking procedures
  - SAT/ACT score information
  - College/University Attendance
  - Extra- and Co-curricular opportunities
- Profile information completed during April, 2017



## Quality School/District Profile

- A self-graded A-F rating system informed by the preceding strategic components (i.e., academic audit, member checking, and district/developmental level profile). This rating exercise would be cornerstones of a strategic plan and public relations plan.
- Survey administered for self-rating in May, 2017.
- Executive summary of Quality Profile completed by July, 2017.



## Strategic Plan Development

- Used to capture the vision, mission, values, and goals for the Corporation.
- The plan will also dictate how the District will meet the goals by identifying persons responsible and benchmarks for accomplishment.
- The Plan is envisioned as a 3-5 year living document.



## Public Relations (PR) Plan

- A Plan includes:
  - The Case Statement or *Elevator Pitch* regarding the District's distinctiveness.
  - Vision/Mission/Values Statements
  - Goal Statements of what the PR Plan would accomplish
  - Desired target audiences for PR plan
  - Specific publications, programs, or other media sources that will direct the PR efforts
  - The PR tactics (e.g., theme or *hook*) for messaging to target audiences
  - An action plan for whom does what.
  - Means to evaluate and measure efforts

### 2. Wellness Health Fair Review

- Data is still being collected, but all of the comments have been positive. Very happy with level of participation.

### 3. Classified Staff Benefit Changes – **Action Required**

- Sandy Lessentine moved to approve. Howard Marshall seconded the motion. Motion carried.
- ### 4. Follow Up on Board Review of Candidate Resumes and Credentials:

- Sandy Lessentine shared her rationale in requesting further background information on

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		<p>job candidates that are being brought to the board for final approval.</p> <ul style="list-style-type: none"> <li>• John DeVries stated that the purpose of the School Board is to make policy. Interviewing, hiring and firing of employees is the role of Administrators.</li> <li>• John DeVries would like to know why Sandy Lessentine wants to see the names of other candidates who interviewed but did not get specific positions. John DeVries feels that this is considered second guessing the Administrators and does not feel that is the role of the Board. Sandy Lessentine does not agree that this is second guessing the Administration, she is only seeking information.</li> <li>• John DeVries reiterated his opinion that this is a policy Board, period. We have administrators to handle the hiring and firing, and if the Board does not like what is being done, there are people who are accountable. Mrs. Lessentine stated she is not asking to hire or fire employees.</li> <li>• Dr. Veracco stated that revealing names of the other candidates can be problematic at times, often candidates prefer their current employer not know they are showing interest in our Corporation.</li> <li>• Howard Marshall agrees with John DeVries in that our corporation is structured to have administrators in place to make hiring decisions, and then bring the final candidates to the board. Mr. Marshall does not understand why we would want to pull further information on final candidates and is in favor of continuing to operate the way we are.</li> <li>• Don Bacso feels we have an interview committee in place and they do a great job. Mr. Bacso does not feel he needs further details provided to him aside from the basic information he currently receives.</li> <li>• Janice Malchow is in agreement with Sandy Lessentine in that she wants more details on each of the candidates and that is public information she can request. She does not feel that the sample Summary Sheet that Sandy Lessentine brought as an example to show the Board is overly detailed. Janice Malchow stated that if she can't get further details on a candidate through board policy, she can go meet with that person. She doesn't want to second guess the administrators, only wants more information so she can be knowledgeable on the candidates in the event she is asked questions by the public. Does not want to micromanage.</li> </ul>
B.	<p>Assistant Superintendent / Personnel – <i>Al Gandolfi</i></p> <p>1. Personnel Recommendations – <b>Action Required</b></p> <p><i>I. Certified Resignations, Appointments, Retirements and Leaves:</i></p> <p><i>A. Resignations:</i></p> <p><i>1. Jennifer Husband, Science Teacher, Kahler Middle School (effective August 2, 2016).</i></p> <p><i>B. Appointments:</i></p> <p><i>1. Cynthia Cavanaugh (Crown Point), English Teacher, Lake Central High School (effective August 12, 2016).</i></p> <p><i>2. Noelle Enyeart (Morocco), Grade 4 Teacher, Kolling Elementary School (effective August 12, 2016).</i></p> <p><i>3. Stephanie Serrato (Crown Point), Kindergarten Teacher, Homan Elementary School (effective August 12, 2016).</i></p> <p><i>4. Jeff Emond (Schererville), English Teacher, Clark Middle School (effective August 12, 2016).</i></p> <p><i>5. Denise Kelly (Cedar Lake), Science Teacher, Kahler Middle School (effective August 12, 2016).</i></p> <p><i>C. Retirements:</i></p> <p><i>1. Linda Jordan, PE/Health Teacher, Grimmer Middle School</i></p>	

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*(effective August 10, 2016; 30 years of dedicated service).*

**D. Leaves:**

1. *Kristen Marsh, Choral Teacher, Grimmer Middle School  
(effective August 15, 2016 to December 23, 2016; maternity leave).*

**II. Classified Resignations, Transfers, and Change of Hours:**

**A. Resignations:**

1. *Sarah Poncin, ELL Tutor, Protsman Elementary School  
(effective August 2, 2016).*
2. *Linda Wisniewski, Paraprofessional, Bibich Elementary School  
(effective July 28, 2016).*
3. *Matthew Hankins, Instructional Technology Assistant, Kolling Elementary School  
(effective August 2, 2016).*
4. *Sally Shaver, Cafeteria Assistant, Lake Central High School  
(effective July 20, 2016).*
5. *Nancy Ferguson, Elementary Food Service Manager, Homan Elementary School  
(effective August 4, 2016).*
6. *Jeanne Gindl, Cafeteria Assistant, Lake Central High School  
(effective July 16, 2016).*
7. *Katherine Maday, Product Assistant, Grimmer Middle School  
(effective August 3, 2016).*
8. *Brianna DelSangro, Paraprofessional/RTI Interventionist, Kahler Middle School  
(effective August 10, 2016).*

**B. Transfers:**

1. *Brea York, from Paraprofessional at Kolling Elementary School to Instructional Technology Assistant at Kolling Elementary School  
(effective August 15, 2016).*

**C. Change of Hours:**

1. *Eva Perez, Paraprofessional, Kahler Middle School  
(from 6 to 7-7.5 hours per day effective August 15, 2016).*

**III. Certified Extracurricular Appointments and Resignations:**

**A. Appointments:**

1. *Denise Kelly, Science Olympiad Assistant/Kahler Middle School  
(effective for the 2016-2017 school year).*
2. *Louise Tallent, Morning Traffic Supervision/Lake Central High School  
(effective for the 2016-2017 school year).*
3. *William Keep, Morning Traffic Supervision/Lake Central High School  
(effective for the 2016-2017 school year).*
4. *Angela Ohlenkamp, Math Teacher/ Lake Central High School  
(purchase plan time from August 15 2016 to November 8, 2016).*
5. *Gerald Jones, PE Teacher/Peifer/Watson Elementary Schools  
(purchase of plan time on Wednesdays and Thursdays during the 2016-2017 school year).*
6. *Kristin Hankins, Grade 3 Teacher/Kolling Elementary School  
(purchase of plan time during the 2016-2017 school year).*

**IV. West Lake**

**Certified Resignations:**

**A. Resignations:**

1. *Jennifer Baker, Speech Language Pathologist, West Lake/Watson Elementary/Grimmer Middle Schools (effective August 1, 2016).*

**Classified Appointments, Resignations and Change of Hours:**

**A. Appointments:**

1. *Jennifer Gooldy (Crown Point), Paraprofessional, West Lake/Kahler Middle School (effective August 22, 2016).*

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		<p>2. Tracy Porter (Crown Point), Paraprofessional, West Lake/Kolling Elementary School (effective August 15, 2016).</p> <p>3. Abigail Studzinski (Dyer), Paraprofessional, West Lake/Watson Elementary School (effective August 15, 2016).</p> <p>4. Lisa Gonzalez (Hammond), Paraprofessional, West Lake/Eads Elementary School (effective August 15, 2016).</p> <p>5. Ashley Trichak (Highland), Paraprofessional, West Lake/MHS (effective August 15, 2016).</p> <p>6. Caitlyn Anderson (Griffith), Paraprofessional, West Lake/Wilbur Wright Middle School (effective August 15, 2016).</p> <p>B. Resignations:</p> <p>1. Trisa Johnsen, Paraprofessional, West Lake/Eads Elementary School (effective August 8, 2016).</p> <p>2. Alicia Bodley, Paraprofessional, West Lake/Elliott Elementary School (effective August 9, 2016).</p> <p>3. Margaret Townsend, Paraprofessional, West Lake/Lake Central High School (effective August 3, 2016).</p> <p>4. Alicia Garza, Paraprofessional, West Lake/Lake Central High School (effective August 8, 2016).</p> <p>C. Increase in Hours:</p> <p>1. Joseph Skvarek, Paraprofessional, West Lake/Clark Middle School (from 7 to 7.25 hours per day effective August 15, 2016).</p> <p>V. Approval of Lake Central School Corporation Substitute Staff Appointments and Terminations – Refer to of substitutes hired and terminated from June 16, 2016 to August 10, 2016.</p> <ul style="list-style-type: none"> <li>• Don Bacso moved to approve the personnel recommendations. Howard Marshall seconded the motion. Motion carried.</li> </ul> <p>2. Substitute Teacher Pay Rate Comparison</p> <p>3. Pinwheel Calendar Presentation – <i>Chris Enyeart</i></p> <ul style="list-style-type: none"> <li>• This item was tabled and will be added to the Agenda of an upcoming board meeting.</li> </ul>
	C.	<p>Director of Primary Education – <i>Theresa Schoon</i></p> <p>1. Professional Leave Requests – <b>Action Required</b></p> <ul style="list-style-type: none"> <li>• Janice Malchow moved to approve the professional leave requests of Amanda Early, Kat Malin, Megan Trachok and Kathi Tucker. Howard Marshall seconded the motion. Motion carried.</li> </ul>
	D.	<p>Director of Secondary Education – <i>Sarah Castaneda</i></p> <p>1. Professional Leave Requests – <b>Action Required</b></p> <ul style="list-style-type: none"> <li>• Don Bacso moved to approve the professional leave requests of Cynthia Dimopoulos, David Schaffenberger, Leta Sena-Lopez (3), Tim Doyle, Chris Rossiano, Andrew Gurnak and Jereme Rainwater. Janice Malchow seconded the motion. Motion carried.</li> </ul> <p>2. Field Trip Requests – <b>Action Required</b></p> <ul style="list-style-type: none"> <li>• Howard Marshall moved to approve the field trip requests of Leta Sena-Lopez (2) and Jereme Rainwater. Don Bacso seconded the motion. Motion carried.</li> </ul>
	E.	<p>Director of Facilities – <i>Bill Ledyard</i></p> <p>1. Summer Projects Update</p>



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F.	<p>Director of Business Services – <i>Rob James</i></p> <ol style="list-style-type: none"> <li>1. 2017 Budget Timeline <ul style="list-style-type: none"> <li>• Rob James provided to the Board a proposed timeline for adopting the 2017 Budget, Capital Projects Plan and 12-year Bus Replacement Plan. Mr. James will be bringing the 2017 Budget to the Board for a vote during the second board meeting in October.</li> </ul> </li> </ol> <div style="text-align: center; margin: 20px 0;"> <p>Lake Central School Corporation 2017 Budget Proposed Timeline</p> </div> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;">Public Work Session and Permission to Advertise 2017 Budget; CPF Plan; 12-year Bus Replacement Plan</td><td style="width: 50%; vertical-align: top;">Monday – September 19, 2016 Regular Board Meeting</td></tr> <tr> <td style="vertical-align: top;">Publication</td><td style="vertical-align: top;">Thursday – September 22, 2016 (At least 10 days prior to Public Hearing)</td></tr> <tr> <td style="vertical-align: top;">Public Hearing</td><td style="vertical-align: top;">Monday - October 3, 2016 Regular Board Meeting (At least 10 days before adoption)</td></tr> <tr> <td style="vertical-align: top;">Adoption 2017 Budget; CPF Plan; 12-year Bus Replacement Plan</td><td style="vertical-align: top;">Monday - October 17, 2016 Regular Board Meeting</td></tr> <tr> <td style="vertical-align: top;">Publication of CPF Adoption</td><td style="vertical-align: top;">Wednesday – October 24, 2016 (No more than 30 days after adoption)</td></tr> </table>	Public Work Session and Permission to Advertise 2017 Budget; CPF Plan; 12-year Bus Replacement Plan	Monday – September 19, 2016 Regular Board Meeting	Publication	Thursday – September 22, 2016 (At least 10 days prior to Public Hearing)	Public Hearing	Monday - October 3, 2016 Regular Board Meeting (At least 10 days before adoption)	Adoption 2017 Budget; CPF Plan; 12-year Bus Replacement Plan	Monday - October 17, 2016 Regular Board Meeting	Publication of CPF Adoption	Wednesday – October 24, 2016 (No more than 30 days after adoption)
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VIII.	<p>Public Comments– <i>John DeVries</i></p> <ul style="list-style-type: none"> <li>• There were no public comments.</li> </ul>										
IX.	<p>Board Comments and Consideration of Future Agenda Items – <i>John DeVries</i></p> <ul style="list-style-type: none"> <li>• Janice Malchow asked about enrollment numbers and also asked about the signage in the high school parking lot as well as sign at entrance.</li> <li>• Howard Marshall asked Bill Ledyard if there was any way to petition the Town of St. John about getting access to Schererville water supply for the LC pool.</li> <li>• Don Bacso heard the first day went smoothly and thanked everyone including teachers and administrators for all of their hard work.</li> <li>• John DeVries is looking forward to the school year.</li> </ul>										
X.	<p>Board Calendar of Future Activities – <i>Dr. Veracco</i></p> <ul style="list-style-type: none"> <li>• Next meeting is in three weeks on September 6<sup>th</sup>.</li> </ul>										
XI.	<p>Adjournment – <i>John DeVries</i> – <b>Action Required</b></p> <ul style="list-style-type: none"> <li>• Don Bacso moved to adjourn the meeting at 8:55 p.m. Howard Marshall seconded the motion. Motion carried.</li> </ul>										

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Minutes of the August 15, 2016 School Board Meeting were approved and adopted by the Board of School Trustees at the September 6, 2016 School Board Meeting.

ATTEST:

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Dr. John DeVries, President

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Sandy Lessentine, Secretary

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