

**LAKE CENTRAL SCHOOL CORPORATION**  
**Lake Central High School**  
**KAY TRAPP BOARD ROOM – Enter Door E**  
**8400 Wicker Avenue, St. John, Indiana 46373**  
**Monday, June 5, 2017 at 7:30 p.m.**

A meeting of the Board of School Trustees of the Lake Central School Corporation was held in the LGI Room at Lake Central High School, 8410 Wicker Avenue, St. John, IN on June 5, 2017. The meeting began at 7:30 p.m.

Board Members Present

Sandy Lessentine, Secretary  
Janice Malchow, President  
Howard Marshall, Board Members  
Cindy Sues, Board Member

Board Members Not Present

Don Bacso, Vice-President

Administration Present

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

Administration Not Present

<b><u>SCHOOL BOARD MEETING MINUTES</u></b> <b>Monday, June 5, 2017</b>	
<i>All Motions Were Passed With a 4-0 Vote Unless Otherwise Indicated</i>	
I.	Call to Order – <i>Janice Malchow</i> <ul style="list-style-type: none"> <li>The Board Meeting was called to order at 7:37 p.m. and Pledge of Allegiance led by Board President, Janice Malchow.</li> </ul>
II	Agenda: Approval, Deletions, Additions - <i>Dr. Veracco</i> - <b>Action Required</b> <ul style="list-style-type: none"> <li>Revisions to the Agenda include an additional recognition under Dr. Veracco's section, a revised personnel packet under Mr. Gandolfi's section, and a revision to item #3 under Mr. Ledyard's section.</li> <li>Howard Marshall moved to approve the Revised Agenda. Cindy Sues seconded the motion. Motion carried.</li> </ul>
III	Correspondence – <i>Sandy Lessentine</i> <ul style="list-style-type: none"> <li>There was no correspondence.</li> </ul>
IV	Liaison Committee Updates – <i>Janice Malchow</i> <ol style="list-style-type: none"> <li>West Lake Joint Managing Board: Howard Marshall: Next meeting will be later in September.</li> <li>Dyer Parks Department: Don Bacso</li> <li>Personnel Interview Committee: Howard Marshall</li> <li>Legislative Committee: Janice Malchow</li> <li>Lake Central Education Foundation: Janice Malchow: LCEF plans to help the Science Olympiad with their Invitational in January.</li> <li>Wellness Committee: Janice Malchow: School Board Policy relating to wellness will be updated in future.</li> </ol>

**LAKE CENTRAL SCHOOL CORPORATION**  
**Lake Central High School**  
**KAY TRAPP BOARD ROOM – Enter Door E**  
**8400 Wicker Avenue, St. John, Indiana 46373**  
**Monday, June 5, 2017 at 7:30 p.m.**

	<p>7. Dollars for Scholars: Cindy Sues</p> <p>8. Dyer Redevelopment Committee: Don Bacso</p> <p>9. St. John Redevelopment Committee: Cindy Sues</p> <p>10. Schererville Redevelopment Committee: Sandy Lessentine</p>
V	<p>Official School Board Business Topics: Consent Agenda – <i>Dr. Veracco</i> – <b>Action Required</b></p> <ul style="list-style-type: none"> <li>Sandy Lessentine moved to approve the Consent Agenda. Cindy Sues seconded the motion. Motion carried.</li> </ul>
	<p>A. Approval of Minutes:</p> <ul style="list-style-type: none"> <li>May 15, 2017</li> </ul>
	<p>B. Approval of Claims, Payroll and Extracurricular Expenditures</p> <ul style="list-style-type: none"> <li>Cindy Sues asked about a claim for \$1840 to an Auto Repair shop. Mr. Gandolfi explained an incident wherein a gate at Kolling hit a car. The cost is for repair to that car.</li> </ul>
VI	<p>Public Comments Regarding Action Items</p> <ul style="list-style-type: none"> <li>There were none.</li> </ul>
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>Board Recognition: <ol style="list-style-type: none"> <li>LCHS Academic Superbowl English Team: The Academic Superbowl English Team outscored over 70 class 1 schools to advance to the state championship at Purdue University where they placed 5<sup>th</sup>. Team Members: Gabriella Hay, Rachel Kozel and Nicole Kozel. Coach: Kathryn Clark</li> <li>LCHS Science Olympiad: The LC Science Olympiad State Team competed at the IU State Tournament and received 3<sup>rd</sup> place in the State of Indiana. In order to qualify for State, the team competed at Purdue University West Lafayette Regional Competition and placed 1<sup>st</sup> overall. The members of the state team have consistently remained in 4<sup>th</sup> place for the past 3 years, making 3<sup>rd</sup> place even more of an achievement. Team members: Anna McCuaig, Ben Watta, AnnMarie Hemmerling, Aariah Karim, Nikki Kozel, Lydia Lopez, Paige Breyemeyer, Michael Biancardi, Safia Mohiuddin, Alyssa Arreola, Jordan Sprague, Mitchell Witt, Alexander Glass, Sarah Hermanek, George Gundelach, Rachel Kozel, Haroon Mahuiddin, Michael Shanks, Rachel Arnold, Alan Wright, Madison Payne, Viraj Patel, Mohammed Hijaz, Ian Flynn, Jaskarin Kaur, Rachel Eder, Joe Jakubowicz, Maxwell Hill and Lucas Rhone. Coach: MaryJoan Martin.</li> <li>Lake Central Middle Schools Music Directors ISSMA Recognitions: Clark Middle School 8<sup>th</sup> Grade Band earned Group 1 Gold with Distinction (Band Director Mark Walton) and 7<sup>th</sup> Grade Choir Group II with Distinction (Choir Director Christina Arroyo). Kahler 7<sup>th</sup> and 8<sup>th</sup> grade combined band achieved a Gold with Distinction (Band Director Leta-Sena Lopez), and 7<sup>th</sup> grade Choir earned Gold with Distinction (Choir Director Courtney Palasz). Grimmer 7<sup>th</sup> grade band and 8<sup>th</sup> grade bands each achieved Gold with Distinction (Band Director Kevin Lewis).</li> </ol> </li> <li>2017 Wellness Screening</li> </ol>

**LAKE CENTRAL SCHOOL CORPORATION**  
**Lake Central High School**  
**KAY TRAPP BOARD ROOM – Enter Door E**  
**8400 Wicker Avenue, St. John, Indiana 46373**  
**Monday, June 5, 2017 at 7:30 p.m.**



**ATTENTION ALL LAKE CENTRAL SCHOOL EMPLOYEES:**  
**IT'S TIME FOR YOUR ANNUAL WELLNESS SCREENING**

**Why do I need a wellness screening?**

Wellness screenings are a vital part of maintaining good health. Screenings will provide an assessment of your health status, indicate health risks, and can help identify early stages of disease. Early disease detection is the key to successful treatment.

**Where can I go to get my wellness screening?**

Franciscan Healthy U @ Work makes it convenient for you. We will be on-site at your workplace to draw labs (see scheduled dates/times below).

**Is there a charge for the wellness screening?**

All Lake Central employees, spouses and retirees who are covered by Lake Central School Corporation's health insurance plan may receive the general Wellness Panel **FREE OF CHARGE!** The cost for uninsured individuals is only \$42. There will also be several optional testing available at a reduced rate for all participants (see page 2 for descriptions and pricing). The Measles Titers will also be available to all insured employees free of charge!

**How do I get my results?**

Your confidential lab results will be mailed to your home within 2 weeks of testing. We recommend that you follow up with your primary physician to discuss these test results. If you are in need of a primary physician, Franciscan Physician Network can provide you with a highly skilled physician who can exceed your healthcare needs. Call the physician referral line at 800-931-3322 or visit [fpdocs.org](http://fpdocs.org). **PLEASE NOTE:** This screening is not meant to be a substitute for a thorough examination or testing recommended by a physician. The results received from this wellness screening are preliminary, for informational use only and are not diagnostic or conclusive.

**Can I receive a discount on my insurance premium?**

All Lake Central employees who get a general wellness panel blood test and participate in the 2017 Benefits and Wellness group quiz will receive a discount on their November and December insurance premium (\$120 for individual plan and family plan. Discount is not available to retirees).

**Is there anything else I need to know about the test?**

- You need to fast 10 hours prior to your screening appointment (be sure to drink plenty of water).
- You may continue taking any prescription or over-the-counter medication with water only.
- Payment for all optional testing is due at time of service. Make checks payable to Franciscan WorkingWell.
- All participants will be entered into a drawing to receive a free gift!

**Don't miss your opportunity to take advantage of this great service!**  
**Schedule your appointment today (see page 2 for details)**



**2017 On-site Wellness Screening Schedule**  
 Thursday, August 10<sup>th</sup> from 8am to 9am  
 Friday, August 11<sup>th</sup> from 8am to 9am  
 Lake Central High School  
 Nurses Station  
 8400 Wicker Ave.  
 St. John, IN 46373

LAB TESTS		
Wellness Panel	This test is an excellent tool for determining general health. It includes a full blood chemistry panel (including glucose, kidney/liver function), full lipid workup (cholesterol, HDL, LDL, and triglycerides), a complete blood count, and the Hemoglobin A1C which measures average blood sugar levels over the past 3 months.	FREE (See below)
OPTIONAL LAB TESTS		
Blood Type	This information is useful when a blood transfusion becomes necessary or if you wish to donate blood.	\$10.00
C-Reactive Protein (included in Cardiac Profile)	This test measures CRP produced in liver and muscle cells within the coronary arteries. Elevated CRP may increase the risk of heart attack, stroke, rheumatoid arthritis, cancer and lupus.	\$20.00
Lipoprotein A (included in Cardiac Profile)	Studies show that individuals with high lipoprotein levels are prone to early heart disease. Lipoproteins are believed to contribute to the formation of blood clots.	\$25.00
Measles Titer	This test measures the presence of measles antibodies in the blood and determines immunity to the measles virus.	FREE (See below)
PSA (Men age 40 & over)	This test in combination with a doctor's digital rectal examination is useful in alerting men to the possible presence of prostate cancer and other prostate abnormalities.	\$20.00
TSH (Included in Thyroid Profile)	This test detects several thyroid gland disorders which may cause weight gain, depression, forgetfulness, fatigue, vision problems, enlarged thyroid glands, and other health problems.	\$20.00
Vitamin B12	This test measures the level of vitamin B12 which is necessary for proper function and development of the brain, nerves, blood cells, and many other parts of the body. Deficiencies can cause several symptoms including fatigue, shortness of breath, neuropathy, anemia, confusion, and irritability.	\$30.00
Vitamin D	This screening measures the 25 vitamin D levels. Deficiency can be associated with increased risk of cardiovascular disease, diabetes, and hypertension.	\$25.00
Bone Density	This screening is valuable for determining possible bone loss and risk factors for osteoporosis.	\$20.00
OPTIONAL PROFILE PACKAGES		
Anemia Profile	These tests screen for iron deficiency anemia resulting from low hemoglobin levels. Iron deficiency anemia is the most common type of anemia. Includes reticulocyte count and iron with TIBC (pending capacity).	\$20.00
Arthritis Profile	These tests screen for arthritis which is the most common cause of joint stiffness. Testing may be able to distinguish between inflammatory or rheumatoid arthritis and non-inflammatory or osteoarthritis. Includes anti-nuclear antibody (ANA), rheumatoid arthritis, and c-reactive protein (non-cardiac).	\$60.00
Cardiac Profile	These tests are used to screen for health factors that may increase your risk of cardiovascular disease. Includes c-reactive protein (high-sensitivity) and lipoprotein A.	\$40.00
Thyroid Profile	These tests detect several thyroid gland disorders. Includes TSH, T3 total, and T4 total.	\$38.00

**Online Registration**

- Access the Franciscan WorkingWell online scheduler by entering <http://www.franciscanhealthmuncieind.com/patient/users/login.asp> in the browser address field.
- New User:** Click the link "NEW USERS CLICK HERE TO SIGN UP." You will then be asked for information to set up your online account. **IMPORTANT:** under company, select "Lake Central School Corporation." You must select the correct company in order to schedule. Upon completion, scroll to the bottom, check the HIPAA Compliance box and click "Submit." Proceed to Step 3. **Existing User:** If you have registered online in the past, enter your first name, last name, and birth date in the requested fields and click "Login." Review and update your account information if necessary. Upon verification of your account information scroll to the bottom, check the HIPAA Compliance box and click "Submit."
- On the next page you will see Lake Central's scheduled event dates. Click on "Lake Central Wellness" next to the date you wish to attend. Select a "Time Slot" and select the "Tests" that you wish to enroll in. After completing your selection, you must scroll to the top of the time slot and click "Submit." You may wish to print the confirmation page to serve as an appointment reminder.
- If you need to cancel an appointment, log into the site and click "View Programs I Am Enrolled In." Check the box next to the appointment and then click "Remove Me." You must cancel an appointment before signing up for a new one. For phone registration call 219-465-6460.

**"Please note!"**

- The Wellness Panel is free to employees, spouses, and retirees who are insured by Lake Central's health plan. Charge for those without coverage is \$42.
- The Measles Titer is free to employees who are insured by Lake Central's health plan. Charge for those without coverage is \$40.

**Franciscan WorkingWell**  
 Healthy U @ Work

2590 Mountland Dr.  
 Valparaiso, IN 46085  
 P: 219-465-6460  
[www.workingwellill.com](http://www.workingwellill.com)

**Take time for a healthier U!**

### 3. Focus Group Data



April 24, 2017

Dear Lake Central School Corporation Board Members,

Attached you will find an executive summary that includes aggregated data from various stakeholder groups (i.e., parents, students, faculty, staff, administration, and community stakeholders), a quantitative analysis of the online survey data including a summary of open-ended responses, and a summary of generalized themes from focus group visits conducted at 11 sites (i.e., six elementary schools, three middle schools, one high school, and the central office) on February 27 and 28, 2017. The attached data focused on school and district climate, college and career readiness, and 21<sup>st</sup> century learning skills. It has been a privilege supporting the important educational work of the Lake Central School Corporation and we are appreciative of this opportunity.

Respectfully,

*Bradley V. Balch*

Bradley V. Balch

*Bobbie Jo Monahan*

Bobbie Jo Monahan

*Terry M. Daniel*

Terry McDaniel

- Due to the voluminous nature of the data, a copy of this document in its entirety can be obtained by contacting the Central Office.

**B. Assistant Superintendent / Personnel – Al Gandolfi**

**LAKE CENTRAL SCHOOL CORPORATION**  
**Lake Central High School**  
**KAY TRAPP BOARD ROOM – Enter Door E**  
**8400 Wicker Avenue, St. John, Indiana 46373**  
**Monday, June 5, 2017 at 7:30 p.m.**

**1. Personnel Recommendations – Action Required**

- Cindy Sues moved to approve the revised personnel recommendations. Howard Marshall seconded the motion. Motion carried.

*I. Certified Appointments, Resignations and Transfers:*

*A. Appointments:*

1. *Maggie O'Shea (Oak Lawn), English Teacher, Lake Central High School (effective August 11, 2017).*
2. *Joseph Correa (Dyer), Science Teacher, Lake Central High School (effective August 11, 2017).*
3. *Amanda Harle (Schererville), FACS Teacher, Lake Central High School (effective August 11, 2017).*
4. *Lauren Loies (Frankfort), Math Teacher, Kahler Middle School (effective August 11, 2017).*
5. *Stephanie Lowry (Cedar Lake), English Teacher, Kahler Middle School (effective August 11, 2017).*
6. *Vanessa Sebek (Dyer), Math Teacher, Kahler Middle School (effective August 11, 2017).*

*B. Resignations:*

1. *Kim BeDuhn, Science Teacher, Clark Middle School (effective at the end of the 2016-2017 school year).*
2. *Sarah Yang, Art Teacher, Protsman Elementary School (effective at the end of the 2016-2017 school year).*
3. *Joseph Weil, English/Spanish Teacher, Lake Central High School (effective at the end of the 2016-2017 school year).*
4. *Amy Dudzik, Spanish Teacher, Lake Central High School (effective at the end of the 2016-2017 school year).*

*C. Transfers:*

1. *Scott King, from Math Teacher at Kahler Middle School to Middle School Math Coach (effective August 11, 2017).*

*II. Classified Appointments, Resignations and Terminations:*

*A. Appointments:*

1. *Christina Gonzalez (Crown Point), Nurse, Clark Middle School (effective August 2017).*
2. *Laurie Toole (Cedar Lake), Nurse, Grimmer Middle School (effective August 2017).*
3. *Helen Riccio (Munster), Nurse – 6 hours/day, Clark Middle School (effective August 2017).*
4. *Sandy Pyzik (St. John), Paraprofessional, Watson Elementary School (effective August 14, 2017).*

*B. Resignations:*

1. *Jennifer Riley-Donsbach, Paraprofessional, Kolling Elementary School (effective May 31, 2017).*
2. *Steffanie Moriarity, Product Assistant, Clark Middle School (effective May 31, 2017).*

**LAKE CENTRAL SCHOOL CORPORATION**  
**Lake Central High School**  
**KAY TRAPP BOARD ROOM – Enter Door E**  
**8400 Wicker Avenue, St. John, Indiana 46373**  
**Monday, June 5, 2017 at 7:30 p.m.**

*C. Terminations:*

- 1. Natalie Smart, Bus Driver, Lake Central Transportation Department (effective May 30, 2017).*
- 2. Suzette Smith, Bus Aide, Lake Central Transportation Department (effective June 5, 2017).*

*III. Certified Extracurricular Appointments and Resignations:*

*A. Appointments:*

- 1. Valerie Gardner, Mathematics Department Head/Lake Central High School (effective for the 2017-2018 school year).*
- 2. Adam Kwolek, Head Football Coach/Clark Middle School (effective for the 2017-2018 school year).*
- 3. Brittany Smoter, Student Council Sponsor/Bibich Elementary School (effective for the 2017-2018 school year).*
- 4. Samantha Batres, Assistant Play Director/Grimmer Middle School (effective for the 2017-2018 school year).*
- 5. Lisa Rebey, Assistant Girls Track Co-Coach/Clark Middle School (effective for the 2017-2018 school year).*
- 6. Nicole Saulters, Assistant Girls Track Co-Coach/Clark Middle School (effective for the 2017-2018 school year).*

*B. Resignations:*

- 1. Nicole Raber, International Thespian Society Sponsor/Lake Central High School (effective May 30, 2017).*
- 2. Kim Freeman, Best Buddies Sponsor/Lake Central High School (effective May 31, 2017).*

*IV. Classified Extracurricular Appointments, Transfers and Resignations:*

*A. Appointments:*

- 1. Luke Triveline, Varsity Wrestling Head Coach/Lake Central High School (effective for the 2017-2018 school year).*
- 2. Kaylin Guglielmo, Pom Pons Co-Coach/Grimmer Middle School (effective May 2017).*
- 3. Alexandria Mele, Pom Pons Co-Coach/Grimmer Middle School (effective May 2017).*
- 4. Jennifer Grahovac, Pom Pons Co-Coach/Clark Middle School (effective May 2017).*
- 5. Catrina Penna, Pom Pons Co-Coach/Clark Middle School (effective May 2017).*

*B. Transfers:*

- 1. Derrick Bremer, from Head Football Coach to Assistant Football Coach/Clark Middle School (effective for the 2017-2018 school year).*

*C. Resignations:*

- 1. Tina Tinberg, Head Volleyball Coach/Lake Central High School (effective May 18, 2017).*

*V. West Lake*

*Certified Resignations:*

*A. Resignations:*

- 1. Megan Heyborne, School Psychologist, West Lake/Munster Elementary Schools (effective at the end of the 2016-2017 school year).*

# LAKE CENTRAL SCHOOL CORPORATION

Lake Central High School  
KAY TRAPP BOARD ROOM – Enter Door E  
8400 Wicker Avenue, St. John, Indiana 46373  
Monday, June 5, 2017 at 7:30 p.m.

## 2. 2017-2018 Proposed Lunch Prices

### Lake Central School Corporation Food Service

Grimmer Middle School  
225 W. 77<sup>th</sup> Avenue, Schererville, In 46375  
Phone 219.865.4416 Fax 219.865.3150

Gladys Rediger  
Director of Food Services

Dr. Lawrence Veracco  
Superintendent

May 30, 2017

Items for Board Consideration

Dear Lake Central School Board:

#### Healthy Hunger Free Kids Act (PL 111-296) /Impact on School Lunch Prices

In 2011, Congress approved a Farm Bill for the Child Nutrition Program. This bill brought change to the School Food Service, with the hopes of improving child nutrition and minimizing the incidence of obesity and related diseases. While many of these changes will span over several years, one item requires our action before the start of next school year.

Federal law requires school corporations to raise lunch prices to gradually provide the same level of funding as federal reimbursement for the free and reduce price meals.

	EXAMPLE	
	Elementary LUNCH Payment	Federal Reimbursement
Paid	\$2.20	\$ .30
Reduced	\$ .40	\$ 2.16
Free	\$ .00	\$ 3.16

Revenue for each paid lunch must gradually be equal to the revenue for each free and reduce lunch. In this example, the total amount received for each paid lunch is \$.66 less than the amounts received for free price lunches.

The mandated price increase is also intended to cover increased costs associated with new menu requirements. Additional serving of vegetables, whole grains and fruit are now required. These types of foods increase the cost of our meals served.

School Corporation	Elementary Breakfast	Middle School & High School Breakfast	Adult Breakfast	Elementary Lunch	Middle School & High School Lunch	Adult Lunch
	Lake Central Current 2016-2017 (Proposed Prices for 2017- 2018)	\$1.50	\$1.60	\$1.90	\$2.20	\$2.45
	\$1.60	\$1.70	\$2.00	\$2.30	\$2.55	\$3.20

The minimum we are required to increase paid lunch prices this coming year is \$.10 per meal. Based on the requirements and Meal Price Survey I am therefore proposing raising our prices \$.10 for all student meals. Reduce prices will remain the same @ \$.30 for breakfast and \$.40 for Lunch. Adult meal prices will also need to increase because of this Federal law as well. Adult payment needs to cover overall cost of lunch (or breakfast), including the USDA entitlement and bonus donated foods to prepare the meal.

If the USDA maintains its stand on this issue, we can expect too see an annual increase in our paid meal pricing until we match that of a reimbursed free meal.

Regards,  
*Gladys*

Gladys Rediger, FSD

*This institution is an equal opportunity provider.*

## 3. Third Party Purchasing Agreement 2017-2018 – Action Required

### Lake Central School Corporation Food Service

Grimmer Middle School  
225 W. 77<sup>th</sup> Avenue, Schererville, In 46375  
Phone 219.865.4416 Fax 219.865.3150

Gladys Rediger  
Director of Food Services

Dr. Lawrence Veracco  
Superintendent

Lisa Hedgecock  
Member Resource Representative  
3275 N. M-37 Highway | P.O. Box 247  
Middleville, MI 49333-0247

Dear Lisa Hedgecock,

The purpose of this letter is to inform you that Lake Central School Corporation would like to extend the current Third Party Purchasing Agreement for the 2017-2018 school year.

The aforementioned school corporation reserves the right to annually extend the Agreement for an additional year up to no more than five (5) years total. This letter serves as the forth extension that will be in effect from 07/01/2017 to 6/30/2018.

Thanks

Sincerely,

Gladys

Gladys Rediger, FDS  
Lake Central School Corporation  
219-865-4416  
fax 219-865-3150  
[gregdiger@lcschool.com](mailto:gregdiger@lcschool.com)

*This institution is an equal opportunity provider.*

- Howard Marshall moved to approve. Sandy Lessentine seconded the motion. Motion carried.

**LAKE CENTRAL SCHOOL CORPORATION**  
**Lake Central High School**  
**KAY TRAPP BOARD ROOM – Enter Door E**  
**8400 Wicker Avenue, St. John, Indiana 46373**  
**Monday, June 5, 2017 at 7:30 p.m.**

**4. Updated Board Policies Pertaining to HEA 1079 – Action Required**

**BOARD OF SCHOOL TRUSTEES**  
**LAKE CENTRAL SCHOOL CORPORATION**

ADMINISTRATION  
1521/page 1 of 2

**PERSONAL BACKGROUND CHECKS AND MANDATORY REPORTING  
OF CONVICTIONS AND SUBSTANTIATED CHILD ABUSE AND ARRESTS**

To protect students and staff members, the School Board requires an inquiry into the personal background of each applicant the Superintendent recommends for employment on the School Corporation's administrative staff.

The Superintendent shall establish the necessary procedures for obtaining personal background information on each applicant recommended for employment as an administrator which shall include the following:

- A. an expanded criminal history check as defined by I.C. 20-26-2-1.5 before or no later than 30 days after the start date of employment.
- B. an expanded child protection index check as defined in I.C. 20-26-2-1.3 before or no later than 60 days after the start date of employment.
- C. a search of the national sex offender registry maintained by the United States Department of Justice.
- D. inquiry and contact with all employment references and, if applicable, the most recent employer as provided by the applicant prior to hire.
- E. explanations of any employment gaps to ensure the candidate has not omitted an employer where an offense occurred.
- F. verification of the applicant's eligibility to work using the E-Verify database maintained by the Federal government as required by I.C. 12-32-1.
- G. an Indiana Bureau of Motor Vehicles driver history if the position involves driving.

**BOARD OF SCHOOL TRUSTEES**  
**LAKE CENTRAL SCHOOL CORPORATION**

PROFESSIONAL STAFF  
3121/page 1 of 2

**PERSONAL BACKGROUND CHECKS AND MANDATORY  
REPORTING OF CONVICTIONS AND ARRESTS**

To protect students and staff members, the School Board requires an inquiry into the personal background of each applicant the Superintendent recommends for employment on the Corporation's professional staff. Such an inquiry shall also be made for all substitutes.

The Superintendent shall establish the necessary procedures for obtaining personal background information on each applicant recommended for employment as a professional staff member which shall include the following:

- A. an expanded criminal history check as defined by I.C. 20-26-2-1.5 before or no later than 30 days after the start date of employment.
- B. an expanded child protection index check as defined in I.C. 20-26-2-1.3 before or no later than 60 days after the start date of employment.
- C. a search of the national sex offender registry maintained by the United States Department of Justice.
- D. inquiry and contact with all employment references and, if applicable, the most recent employer as provided by the applicant prior to hire.
- E. explanations of any employment gaps to ensure the candidate has not omitted an employer where an offense occurred.
- F. verification of the applicant's eligibility to work using the E-Verify database maintained by the Federal government as required by I.C. 12-32-1.
- G. a detailed background history including prior employment and volunteer positions.
- H. an Indiana Bureau of Motor Vehicles driver history if the position involves driving.

**BOARD OF SCHOOL TRUSTEES**  
**LAKE CENTRAL SCHOOL CORPORATION**

ADMINISTRATION  
1521/page 2 of 2

The Board shall deny employment to an applicant who is convicted of an offense requiring license revocation, unless the conviction has been reversed, vacated or set aside on appeal. The Board may deny employment to an applicant who has been convicted of an offense which does not require license revocation and/or who is the subject of a substantiated report of child abuse or neglect.

Each applicant shall certify under penalty of perjury his/her eligibility to be employed by the Board as a United States citizen or a qualified alien.

Should it be necessary to employ a person in order to maintain continuity of the program prior to receipt of the report, the Superintendent may provide for a substitute; or employ the applicant as a substitute.

The procedures shall provide that information and records obtained from pre-employment inquiries under this policy are confidential and shall not be released except as necessary to implement this policy or defend a decision made pursuant to this policy.

Any costs associated with obtaining the criminal history record and child protection index check are to be borne by the applicant.

During the course of his/her employment with the School Corporation, each administrator shall be required to report his/her arrest or the filing of criminal charges against the employee; and conviction of criminal charges and substantiated report of child abuse or neglect to the Superintendent, or in the case of the Superintendent to the Board President, within two (2) business days of the occurrence. Effective July 1, 2017, an expanded criminal history check and an expanded child protection index check shall be obtained for each administrator every five (5) years. Costs associated with obtaining the first criminal history check for an employee will be paid by the School Corporation. Costs associated with obtaining any subsequent criminal history checks will be paid by the employee. Any costs associated with the child protection index check will be paid by the School Corporation.

The Superintendent, or in the case of the Superintendent the Board President, shall obtain a review of each reported conviction and substantiated report of child abuse or neglect and shall recommend appropriate action to the Board considering the risk to members of the school community presented by the continued employment of the administrator.

© NEOLA 2016/2017

**BOARD OF SCHOOL TRUSTEES**  
**LAKE CENTRAL SCHOOL CORPORATION**

PROFESSIONAL STAFF  
3121/page 2 of 2

The Board shall deny employment to an applicant who is convicted of an offense requiring license revocation, unless the conviction has been reversed, vacated or set aside on appeal. The Board may deny employment to an applicant who has been convicted of an offense which does not require license revocation and/or who is the subject of a substantiated report of child abuse or neglect.

Each applicant shall certify under penalty of perjury his/her eligibility to be employed by the Board as a United States citizen or a qualified alien.

Should it be necessary to employ a person in order to maintain continuity of the program prior to receipt of the report, the Superintendent may provide for a substitute or employ the applicant as a substitute.

The procedures shall provide that information and records obtained from pre-employment inquiries under this policy are confidential and shall not be released except as necessary to implement this policy or defend a decision made pursuant to this policy.

Any costs associated with obtaining the criminal history record and child protection index check are to be borne by the applicant.

During the course of his/her employment with the School Corporation, each professional employee and substitute teacher shall be required to report his/her arrest or the filing of criminal charges against the employee; and conviction of criminal charges and substantiated report of child abuse or neglect to the Superintendent within two (2) business days of the occurrence.

Effective July 1, 2017, an expanded criminal history check and an expanded child protection index check shall be obtained for each professional employee and substitute teacher every five years. Any costs associated with obtaining the first criminal history check for an employee will be paid by the School Corporation. Costs associated with obtaining any subsequent criminal history checks will be paid by the employee. Any costs associated with obtaining the Child Protection Index check will be paid by the School Corporation.

The Superintendent shall obtain a review of each reported conviction and substantiated report of child abuse or neglect and shall recommend appropriate action to the Board considering the risk to members of the school community presented by the continued employment of the employee.

© NEOLA 2016/2017

**LAKE CENTRAL SCHOOL CORPORATION**  
**Lake Central High School**  
**KAY TRAPP BOARD ROOM – Enter Door E**  
**8400 Wicker Avenue, St. John, Indiana 46373**  
**Monday, June 5, 2017 at 7:30 p.m.**

**BOARD OF SCHOOL TRUSTEES**  
**LAKE CENTRAL SCHOOL CORPORATION**

SUPPORT STAFF  
4121/page 1 of 2

PERSONAL BACKGROUND CHECKS AND MANDATORY  
REPORTING OF CONVICTIONS AND ARRESTS

To protect students and staff members, the School Board requires an inquiry into the personal background of each applicant the Superintendent recommends for employment on the Corporation's support staff.

Such an inquiry shall also be made for substitutes.

The Superintendent shall establish the necessary procedures for obtaining personal background information on each applicant recommended for employment on the Corporation's support staff which shall include the following:

If the Corporation's investigation and/or criminal history check reveals that a candidate has been involved in some unlawful behavior, such information should be examined in light of:

- A. an expanded criminal history check as defined by I.C. 20-26-2-1.5 before or no later than 30 days after the start date of employment.
- B. an expanded Child Protection Index check as defined in I.C. 20-26-2-1.3 before or no later than 60 days after the start date of employment.
- C. a search of the national sex offender registry maintained by the United States Department of Justice.
- D. inquiry and contact with all employment references and, if applicable, the most recent employer as provided by the applicant prior to hire.
- E. explanations of any employment gaps to ensure the candidate has not omitted an employer where an offense occurred.
- F. verification of the applicant's eligibility to work using the E-Verify database maintained by the Federal government as required by I.C. 12-32-1.

**BOARD OF SCHOOL TRUSTEES**  
**LAKE CENTRAL SCHOOL CORPORATION**

OPERATIONS  
8121/page 1 of 2

PERSONAL BACKGROUND CHECK - CONTRACTED SERVICES

To protect students and staff members, the Board requires an inquiry into the personal background of each employee of a contractor or sub-contractor who is likely to have direct, on-going contact with children within the scope of their employment.

The Superintendent shall establish the necessary procedures to provide that contractors and sub-contractors conduct an inquiry into the background information of these employees that shall include the following:

- A. an expanded criminal history check as defined by I.C. 20-26-2-1.5 before or no later than 30 days after start date of work for school corporation.
- B. an expanded Child Protection Index check as defined in I.C. 20-26-2-1.3 before or no later than 60 days after start of work for the school corporation.
- C. a search of the national sex offender registry maintained by the United States Department of Justice.
- D. required reporting of any arrest and/or filing of criminal charges against each employee within two (2) business days of the occurrence and the disposition of such arrest or filing of charges concerning employees of contractors and sub-contractors.
- E. verification of enrollment in and use of the Federal E-Verify program to check eligibility to be employed (all employees).
- F. an Indiana Bureau of Motor Vehicles driver history if the position involves driving.

Personally identifiable information reported to the Corporation in the implementation of this policy shall not be released except as necessary to implement this policy or to defend a decision made pursuant to this policy.

**BOARD OF SCHOOL TRUSTEES**  
**LAKE CENTRAL SCHOOL CORPORATION**

SUPPORT STAFF  
4121/page 2 of 2

- G. an Indiana Bureau of Motor Vehicles driver history
- H. the manner in which the information came to the Corporation's attention, i.e., offered by the candidate or reported through an investigation.

Each applicant shall certify under penalty of perjury his/her eligibility to be employed by the Board as a United States citizen or a qualified alien. The Board shall deny employment to an applicant who is convicted of an offense set forth in I.C. 20-28-5-8(c), as amended from time to time, unless the conviction has been reversed, vacated, or set aside on appeal. The Board may deny employment to an applicant who has been convicted of an offense not set forth in I.C. 20-28-5-8(c) and/or who is the subject of a substantiated report of child abuse or neglect.

The procedures shall provide that information and records obtained from pre-employment inquiries under this policy are confidential and shall not be released except as necessary to implement this policy or defend a decision made pursuant to this policy.

Any costs associated with obtaining the criminal history record and child protection check are to be borne by the applicant.

During the course of his/her employment with the School Corporation, each support staff employee shall be required to report his/her arrest or the filing of criminal charges against the employee; and conviction of criminal charges and substantiated report of child abuse or neglect to the Superintendent with two (2) business days of the occurrence.

Effective July 1, 2017, an expanded criminal history check and an expanded Child Protection Index check shall be obtained for each support staff employee every five years. Any costs associated with obtaining the first criminal history check for an employee will be paid by the School Corporation. Costs associated with obtaining any subsequent criminal history checks will be paid by the employee. Any costs associated with obtaining the child protection check will be paid by the School Corporation.

The Superintendent shall obtain a review of each reported conviction and substantiated report of child abuse or neglect and shall recommend appropriate action to the Board considering the risk to members of the school community presented by the continued employment of the employee.

© NEOLA 2016/2017

**BOARD OF SCHOOL TRUSTEES**  
**LAKE CENTRAL SCHOOL CORPORATION**

OPERATIONS  
8121/page 2 of 2

Each contractor and sub-contractor providing services to the Corporation shall ensure all employees who are likely to have direct, on-going contact with children in course of providing services to the Corporation. Screening shall only be required (1) time during the period of the current contract with the Corporation as long as the contractor has continuously screened new hires, and required the same of its sub-contractors and required that these employees report arrest and the filing of criminal charges against them. Compliance with this requirement shall be verified as follows:

- A. inclusion of the requirement as material term of the contractor's or sub-contractor's contract; or
- B. execution of a certificate of compliance with this policy which shall be maintained with the contract in the Corporation's files.

Non-compliance with these requirements shall be a breach of a material term of any contract between a contractor/sub-contractor and the Corporation.

The Superintendent shall develop administrative guidelines to implement this policy. These procedures shall provide for the review of each reported arrest and/or criminal charge and for a response to the reported information that protects members of the school community from persons who may be dangerous to them. If a contractor or sub-contractor to remove an employee from direct contact with students, upon request from the Superintendent, shall be considered to be a material breach of the contractor's or sub-contractor's contract with the Corporation.

© NEOLA 2016/2017

- Cindy Sues moved to approve. Sandy Lessentine seconded the motion.
- Sandy Lessentine asked what types of things are being looked for in the background checks, who sees the data, and what this will cost the school corporation.
- Howard Marshall asked if any personal litigation shows up in the search.
- Janice Malchow asked if any other school districts are picking up the cost for this and what the cost is per person.
- Motion carried.



**LAKE CENTRAL SCHOOL CORPORATION**  
**Lake Central High School**  
**KAY TRAPP BOARD ROOM – Enter Door E**  
**8400 Wicker Avenue, St. John, Indiana 46373**  
**Monday, June 5, 2017 at 7:30 p.m.**

		<p>5. Highly Qualified Teaching Letter Information</p> <ul style="list-style-type: none"> <li>• Janice Malchow asked when the letters will go out and if the teachers who are receiving them know about them ahead of time.</li> <li>• Sandy Lessentine asked if there is anything we need to worry about.</li> </ul>
	C.	<p>Director of Primary Education – <i>Theresa Schoon</i></p> <ol style="list-style-type: none"> <li>1. Professional Leave Requests – <b>Action Required</b> <ul style="list-style-type: none"> <li>• Howard Marshall moved to approve the professional leave requests of Michelle Vogt, Deann Logan, Glenn Brown, Sally Henson, Elizabeth DeVries and Elizabeth Vossos. Cindy Sues seconded the motion. Motion carried</li> </ul> </li> <li>2. 4-Star Schools <ul style="list-style-type: none"> <li>• The three schools in our district that received 4-star school status are Bibich Elementary, Peifer Elementary and Watson Elementary.</li> </ul> </li> <li>3. Math Coach Update <ul style="list-style-type: none"> <li>• Elementary Math Coach Trish Geise spoke about the curriculum, transitions and successes this past year.</li> <li>• Sandy Lessentine commented that it is hard to get kids to embrace math so it's awesome to hear about students who are saying they love math.</li> <li>• Janice Malchow asked if the West Lake paraprofessionals are getting some training with this also.</li> </ul> </li> </ol>
	D.	<p>Director of Secondary Education – <i>Sarah Castaneda</i></p> <ol style="list-style-type: none"> <li>1. Math Coach Update <ul style="list-style-type: none"> <li>• Secondary Math Coach Val Gardner spoke about her experience over the past year working with grades 5-12.</li> <li>• Sandy Lessentine remarked that she loves all of this and would like to talk more in-depth about it with Ms. Gardner separately at a later time.</li> <li>• Janice Malchow asked Val Gardner about her change of assignment. Janice Malchow asked if there is a Math Bowl team at the high school.</li> <li>• Janice Malchow asked if Val Gardner also works with West Lake.</li> </ul> </li> <li>2. Professional Leave Requests – <b>Action Required</b> <ul style="list-style-type: none"> <li>• Sandy Lessentine moved to approve the professional leave requests of Susan Thompson, Biljana Kvietkauskas, Colleen Harstad, Rebecca Furman, Sarah Stidham, Jennifer Zollman, Louise Tallent (2), Elana Arens, Nancy Tilka, Rachel Gray, Christian Flores, Adam Groat and Tom Gindl. Howard Marshall seconded the motion. Motion carried.</li> </ul> </li> <li>3. Field Trip Requests – <b>Action Required</b> <ul style="list-style-type: none"> <li>• Cindy Sues moved to approve the field trip requests of Joan Loden, Sue Schweitzer and Nikki Jones. Sandy Lessentine seconded the motion. Motion carried.</li> </ul> </li> </ol>
	E.	<p>Director of Special Education – <i>Becky Gromala</i></p> <ol style="list-style-type: none"> <li>1. Professional Leave Request – <b>Action Required</b> <ul style="list-style-type: none"> <li>• Howard Marshall moved to approve the professional leave requests of Ashley Comer. Cindy Sues seconded the motion. Motion carried.</li> </ul> </li> <li>2. LCHS Peer Mentoring Program <ul style="list-style-type: none"> <li>• Director Rebecca Gromala shared how the program benefits both the mentors and the mentees.</li> </ul> </li> </ol>

**LAKE CENTRAL SCHOOL CORPORATION**  
**Lake Central High School**  
**KAY TRAPP BOARD ROOM – Enter Door E**  
**8400 Wicker Avenue, St. John, Indiana 46373**  
**Monday, June 5, 2017 at 7:30 p.m.**

F.	<p>Director of Facilities – <i>Bill Ledyard</i></p> <ol style="list-style-type: none"> <li>1. Award and execute the contract for the LCSC Parking Lot Re-Striping - <b>Action Required</b> <ul style="list-style-type: none"> <li>• Howard Marshall moved to award and execute the contract for the LCSC Parking Lot Re-Striping. Sandy Lessentine seconded the motion. Motion carried.</li> </ul> </li> <li>2. Award and execute the contract for the Kahler MS East Parking lot resurfacing - <b>Action Required</b> <ul style="list-style-type: none"> <li>• Howard Marshall moved to award and execute the contract for the Kahler MS East Parking lot resurfacing. Cindy Sues seconded the motion. Motion carried.</li> </ul> </li> <li>3. Award and execute the contract for the Kahler MS Controls - <b>Action Required</b> <ul style="list-style-type: none"> <li>• Howard Marshall moved to award and execute the contract for the Kahler MS Controls. Cindy Sues seconded the motion. Motion carried.</li> </ul> </li> <li>4. LCSC Salt Storage Building - Update <ul style="list-style-type: none"> <li>• Janice Malchow asked about the status of the sign.</li> </ul> </li> </ol>
G.	<p>Director of Technology – <i>Rick Moreno</i></p> <ol style="list-style-type: none"> <li>1. Professional Leave Requests – <b>Action Required</b> <ul style="list-style-type: none"> <li>• Sandy Lessentine moved to approve the professional leave requests of Rick Moreno, Theresa Scherzinger and Matt Toczek. Howard Marshall seconded the motion. Motion carried.</li> </ul> </li> </ol>
H.	<p>Director of Business Services – <i>Rob James</i></p> <ol style="list-style-type: none"> <li>1. Professional Leave Requests – <b>Action Required</b> <ul style="list-style-type: none"> <li>• Howard Marshall moved to approve the professional leave requests of Rob James. Sandy Lessentine seconded the motion. Motion carried.</li> </ul> </li> <li>2. Donations – <b>Action Required</b> <ul style="list-style-type: none"> <li>• All six of our elementary schools participated in the Lake County Public Library Read-a-Thon. The Lake County Public Library Foundation made the following donations for their participation in the program: <ul style="list-style-type: none"> <li>Bibich - \$685</li> <li>Homan - \$419</li> <li>Kolling – \$510</li> <li>Peifer - \$451</li> <li>Protsman - \$476</li> <li>Watson - \$297</li> </ul> </li> <li>• Lake Central High School received a donation of \$500 from the Lake Central Barracudas to go towards Tom Clark’s Vietnam Project.</li> <li>• Grimmer Middle School Choir received an anonymous donation of \$100.</li> <li>• The Schererville Lions Club made a donation to the Watson library for \$2,700. This money will be used for seating in the library and a new book series.</li> <li>• The Lake Central Class of 2017 would like to donate the following: <ul style="list-style-type: none"> <li>Dollars for Scholars - \$1,500</li> <li>Incoming Class of 2021 - \$434.22</li> </ul> </li> <li>• The Lake Central Theatre Department would like to donate the following: <ul style="list-style-type: none"> <li>Dollars for Scholars - \$250</li> <li>Interact Club - \$250</li> <li>History Club - \$250</li> </ul> </li> </ul> </li> </ol>

**LAKE CENTRAL SCHOOL CORPORATION**  
**Lake Central High School**  
**KAY TRAPP BOARD ROOM – Enter Door E**  
**8400 Wicker Avenue, St. John, Indiana 46373**  
**Monday, June 5, 2017 at 7:30 p.m.**

	<p style="text-align: center;">Chemistry Club - \$250 Best Buddies - \$250</p> <ul style="list-style-type: none"> <li>• Lake Central N-Teens would like to donate \$2,500 to Dollars for Scholars.</li> <li>• Lake Central Interact Club would like to donate \$50 each to Sunset Christian Church for their mission trip to Haiti and to Missions Me for their mission trip to Nicaragua. The funds will go toward supporting two Lake Central students who are partaking in the missions.</li> <li>• Homan Elementary recently raised money for Hannah's Hope, a local, non-profit organization that aims at assisting children with special needs obtain various therapies and costly medical equipment. The school would like to donate the \$547.75 raised to Hannah's Hope.</li> <li>• Bibich Elementary School collected \$850 from students, parents, and staff to be donated to Riley Children's Hospital.</li> <li>• The Clark Middle School Student Council would like to make a \$1,000 donation to the family of Clark student Vince Bossi to help with his medical expenses.</li> <li>• Cindy Sues moved to approve all donations. Sandy Lessentine seconded the motion. Motion carried.</li> </ul>
VIII	<p>Public Comments– <i>Janice Malchow</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>Janice Malchow</i></p> <ul style="list-style-type: none"> <li>• Howard Marshall: The High School graduation was outstanding with about 800 students, it was very well run and thank you to everyone involved and who worked on putting it together.</li> <li>• Cindy Sues attended several school events recently including the Special Education Music Program which was very well put on, and the 8<sup>th</sup> grade awards ceremony and dance at Clark Middle School – very nice program.</li> <li>• Sandy Lessentine: Was unable to attend the retiree recognition night, congratulations to all and thankful for our staff who works so hard. Special shout out to Jim Tonkovich and his work in staffing Deep River Water Park with our students. Thank you to the Math Coaches. Awesome job by our Wellness Committee. Safe travels to those going to the HOBY Leadership conference in Indianapolis.</li> <li>• Janice Malchow: Good to see all of the elementary and middle school teachers who came to support our graduates at the grad ceremony. Campagna Hour is on July 26<sup>th</sup> at 4:30 for those who are interested in attending, all are welcome. In addition to the Open House on August 8<sup>th</sup>, we are also going to host an Open Tour of the high school facility on July 11<sup>th</sup> at 10am, please enter though Door F.</li> </ul>
X	<p>Board Calendar of Future Activities – <i>Dr. Veracco</i></p> <ul style="list-style-type: none"> <li>• Athletics is hosting the Spring Sports Banquet this Wednesday.</li> <li>• Next meeting in 2 weeks on June 19<sup>th</sup>.</li> <li>• Only one meeting in July, on July 10<sup>th</sup>.</li> </ul>
XI	<p>Adjournment – <i>Janice Malchow</i> – <b>Action Required</b></p> <ul style="list-style-type: none"> <li>• Howard Marshall moved to adjourn the meeting at 9:00 pm. Sandy Lessentine seconded the motion. Meeting adjourned.</li> </ul>

**LAKE CENTRAL SCHOOL CORPORATION**  
**Lake Central High School**  
**KAY TRAPP BOARD ROOM – Enter Door E**  
**8400 Wicker Avenue, St. John, Indiana 46373**  
**Monday, June 5, 2017 at 7:30 p.m.**

Minutes of the June 5, 2017 School Board Meeting were approved and adopted by the Board of School Trustees at the June 19, 2017 School Board Meeting.

ATTEST:

\_\_\_\_\_  
Janice Malchow, President

\_\_\_\_\_  
Sandy Lessentine, Secretary

///