

LAKE CENTRAL SCHOOL CORPORATION
Lake Central High School
LGI ROOM – Enter Door E
8260 Wicker Avenue, St. John, IN 46373

Board Members Present

Nicole Kelly, Secretary
Howard Marshall, Board Member
Cindy Sues, President
Janice Malchow, Vice-President
Louise Tallent, Board Member

Board Members Not Present

Administration Present

Dr. Lawrence Veracco, Superintendent
Sarah Castaneda, Assistant Superintendent
Rebecca Gromala, Director of Student Services
Bill Ledyard, Director of Facilities
Rob James, Director of Business Services
Yolanda Bracey, Director of Primary Education
Misty Scheuneman, Director of Secondary Education

Administration Not Present

*To view the archived video of the meeting in its entirety,
go to the School Board section of website at www.lcsc.us*

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

SCHOOL BOARD MEETING MINUTES
Monday, May 6, 2024 - 7:00pm

- I. Call to Order – *Cindy Sues*
 - The meeting was called to order and Pledge of Allegiance led by Board President Cindy Sues.
- II. Agenda: Approval, Deletions, Additions – *Dr. Veracco* – **Action Required**
 - Nicole Kelly moved to approve.
 - Howard Marshall seconded the motion.
 - Motion carried.
- III. Correspondence – *Nicole Kelly*
 - There was no correspondence.
- IV. Liaison Committee Updates – *Cindy Sues*
 - A. Personnel Interview Committee: Howard Marshall
 - B. Schererville Redevelopment Commission: Nicole Kelly
 - C. Schererville Parks Department: Nicole Kelly
 - D. Lake Central Education Foundation: Janice Malchow
 - E. Legislative Committee: Janice Malchow
 - F. Dyer Parks Department: Janice Malchow
 - G. Construction Committee: Cindy Sues

- H. St. John Redevelopment Commission: Cindy Sues
- I. Dollars for Scholars: Cindy Sues
- J. Dyer Redevelopment Commission: Louise Tallent

V. Official School Board Business Topics: Consent Agenda – *Dr. Veracco* – **Action Required**

A. Approval of Minutes

- Special Board Meeting: Thursday, April 11, 2024
- Executive Session: Monday, April 15, 2024
- Regular Board Meeting: Monday, April 15, 2024

B. Approval of Claims, Payroll and Extracurricular Expenditures

- Howard Marshall moved to approve the Consent Agenda.
- Janice Malchow seconded the motion.
- Motion carried.

VI. Public Comments Regarding Action Items

- There were no public comments regarding action items.

VII. Official School Board Business Topics: Regular Agenda

A. Superintendent – *Dr. Veracco*

1. LCSC 2024 Retirees
2. LCSC 2024 Teachers of the Year
3. ISBA Recognizes LCSC School Board

B. Assistant Superintendent – *Sarah Castaneda*

1. Personnel Recommendations – **Action Required**

- Janice Malchow moved to approve.
- Cindy Sues seconded the motion.
- Motion carried.

2. Elementary Handbook Updates

C. Director of Primary Education – *Yolanda Bracey*

1. Professional Leave Requests - **Action Required**

- Nicole Kelly moved to approve.
- Howard Marshall seconded the motion.
- Motion carried.

D. Director of Secondary Education – *Misty Scheuneman*

1. Professional Leave Requests - **Action Required**

- Janice Malchow moved to approve.
- Howard Marshall seconded the motion.
- Motion carried.

2. Field Trip Requests - **Action Required**

- Nicole Kelly moved to approve.
- Cindy Sues seconded the motion.
- Motion carried.

3. Book Reconsideration Request Received

E. Director of Student Services - *Becky Gromala*

1. Professional Leave Requests - **Action Required**

- Janice Malchow moved to approve.
- Cindy Sues seconded the motion.
- Motion carried.

2. Paraprofessional Training Grant

F. Director of Facilities – *Bill Ledyard*

1. LCSC 2023 Capital Projects - Update

a. Bibich ES Projects

i. New Building Addition Project

b. LCHS (Freshman Center) HVAC Renovation

2. Award and execute Change Order #03 to Larson-Danielson Construction Co., Inc. for the Bibich ES Building Project – Bid Package #8 – General Trades - **Action Required**

- Janice Malchow moved to approve.
- Howard Marshall seconded the motion.
- Motion carried.

3. Award and execute Change Order #03 to Sweney Electric Company, Inc. for the Bibich ES Building Project – Bid Package #11 – Electrical - **Action Required**

- Nicole Kelly moved to approve.
- Janice Malchow seconded the motion.
- Motion carried.

G. Director of Business Services – *Rob James*

1. Donations - **Action Required**

- Nicole Kelly moved to approve.
- Janice Malchow seconded the motion.
- Motion carried.

VIII. Public Comments – *Cindy Sues*

- There were no public comments.

IX. Board Comments and Consideration of Future Agenda Items – *Cindy Sues*

- Howard Marshall: I think all of us realize that with the retirements we've seen tonight, we've lost a lot of quality individuals, but we also realize we have people coming in and we keep filling the slots they've paved the way for, so congratulations to all.
- Nicole Kelly: Congratulations to all of our retirees, I hope you guys enjoy your retirement.
- Louise Tallent: We had the opportunity to go to the art show this evening and as always, it is astounding the amount of talent that our students have here at Lake Central High School. So thank you all, the staff that put it together and have worked so hard with the students as they presented their projects - they are phenomenal.
- Janice Malchow: I'd like to ditto what everyone has said, plus I wanted to acknowledge - I don't know I was not able to get to the parade you had for the special day, but I was able to go to the track meet that night that was pretty awesome, because the crowd was so outstanding, they just stayed and even though some of our little ones were confused if they should walk or run, the prompting was

there and the crowd was there and they stayed and cheered everyone on until the very end. It was just so exciting, I loved it. Is that part of Best Buddies?

- Cindy Sues: Dollars for Scholars will meet this Wednesday and will be giving away, and I know I'm a little short, \$110,000 in scholarships. So, all those seniors that applied, thank you.

X. Board Calendar of Future Activities – *Dr. Veracco*

- Next School Board Meeting: Monday, May 20, 2024

XI. Adjournment – *Cindy Sues* – **Action Required**

- Nicole Kelly moved to adjourn the meeting at 8:00pm.

- Janice Malchow seconded the motion.

- Motion carried, meeting adjourned.

Minutes of the May 6, 2024 School Board Meeting were approved and adopted by the Board of School Trustees at the May 20, 2024 School Board Meeting.

Cindy Sues, President

ATTEST:

Nicole Kelly, Secretary

SUPPORTING
DOCUMENTS
FOR MINUTES

2023-2024 RETIREES

BOVARD	BEV	11	LCHS - Foreign Lang Teacher
BRUMLEY	GLORIA	11	TRANSPORTATION - Bus Aide
DAVIS	JOYCE	26	C.O. - Admin Asst
FERTIG	MICHELLE	27	KOLLING - Library
FORSYTHE	NANCY	25	BIBICH - Para
GIGLIO	LISA	28	HOMAN - Prod Asst
HAYES	ANNETTE	25	GRIMMER - Cafe
KOHANYI	MARK	43	GRIMMER - Head Custodian
KONCALOVIC	BORKA	30	BIBICH - Custodian
MAKAROWSKI	YVONNE	35	TRANSPORTATION - Driver
MAZNARITZ	KIMM	13	C.O. - Secretary
MCNAMARA	DENISE	16	BIBICH - Para
MIROWSKI	THERESA	15	TRANSPORTATION - Bus Aide
PETERS	LAURA	23.5	C.O. - Secretary
PINTLER	LAURA	29	LCHS - Prod Supervisor
PYZIK	SANDY	15	WATSON - Para
ROSINE	LAURA	30 LC (1 Outside)	CLARK - English Teacher
SHINGLE	LINDA	17	GRIMMER - Custodian
SMITH	KENDAL	25	LCHS - Science Teacher
TALABER	KIM	28	WATSON - Secretary
TARRANT	KAREN	23	PROTSMAN - Secretary
TOCZEK	JUDY	27	WATSON - Library
UDCHITZ	KIMBERLY	28	HOMAN - 3rd Grade Teacher
VILLA	REBECCA	29	WATSON - Para
VOLK	PAUL	26 LC (7 Outside)	LCHS - Art Teacher

Updated 5-1-2024

[Jeanna Nowacki <jnowacki@lcscmail.com>](mailto:jeanna.nowacki@lcscmail.com)

Teacher of the Year

1 message

Kathy Pedersen <kpederse@lcscmail.com>

Fri, Apr 19, 2024 at 1:41 PM

Reply-To: kpederse@lcscmail.com

To: Certified Staff <certifiedstaff@lcscmail.com>

Dear Teaching Staff,

We are happy to announce that Kristina Collard, LCHS and Betsy Schultz, Homan Elementary have been selected as **Teachers of the Year for 2023-24!**

They along with semi finalists Kim Udchitz, Homan Elementary, Tina Ostrom, Watson Elementary and Bob Gustas, Clark Middle School will be recognized with this year's retirees at a reception and Board meeting on May 6th.

Thank you all for your outstanding service to our students this year.

Sincerely,

LCSC TOY Committee

Kathy Pedersen

Administrative Assistant - Human Resources

Lake Central School Corporation

kpederse@lcscmail.com

(219)558-2788

kpederse@lcscmail.com

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Thank you.

Lake Central School Corporation

8260 Wicker Avenue
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Saint John, IN 46373
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website: lcsc.us



Lawrence Veracco, Ph.D.
Superintendent

Sarah Castaneda
Assistant Superintendent

Yolanda Bracey, Ed. D.
Director of Primary Education

Misty Scheuneman
Director of Secondary Education

Rebecca Gromala
Director of Student Services

FOR IMMEDIATE RELEASE: May 1, 2024

Lake Central School Board Honored by Indiana School Boards Association

The Lake Central School Board has been recognized by the Indiana School Boards Association (ISBA) with an Exemplary Governance Award (EGA) for calendar year 2023 for demonstrating an outstanding commitment to professional learning and student success.

The Exemplary Governance Awards (EGA) are conferred annually to school boards across four levels of distinction.

Board awards are based on points earned by each member for attending ISBA seminars, workshops, conferences, and other learning events, as well as the board's completion of certain additional criteria, such as a retreat with an outside facilitator and goal setting to elevate student achievement outcomes.

This year, 105 school boards are receiving awards through the EGA program.

"On behalf of ISBA, I would like to commend this most exceptional group of school boards and school board members," said ISBA Executive Director Terry Spradlin. "School boards perform a vital public service for their communities, and board members who actively participate in professional learning are better equipped to perform their duties effectively and meet the needs of their students."

The Lake Central Board of School Trustees was honored at the ISBA spring meeting at Chateau Banquets on April 16, 2024.

In addition to the board-level awards, ISBA is presenting individual EGA awards to 270 school board members. On an individual basis, Board Secretary Nicole Kelly received Level 1 Distinction while Board President Cindy Sues received Level 4 Distinction.

ISBA provides a full range of professional learning opportunities at dozens of events throughout the year to inform and educate school board members about best practices, legislative issues, policy development, school law, and more.

For more information about ISBA's EGA program requirements and to see the full list of individual and board award recipients for the 2023 award year, please visit <https://www.isba-ind.org/ega-awards.html>.

Media contact: Larry Veracco, Superintendent

Lake Central School Corporation

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Superintendent

Sarah Castaneda
Assistant Superintendent

Yolanda Bracey, Ed. D.
Director of Primary Education

Misty Scheuneman
Director of Secondary Education

Rebecca Gromala
Director of Student Services

TO: Board of School Trustees
FROM: Sarah Castaneda, Assistant Superintendent
DATE: May 2, 2024
RE: Board Meeting of May 6, 2024

Personnel

(Board action required)

We are recommending that the following be approved:

I. Certified Retirement & Transfer:

A. Retirement:

1. Laura Rosine, English Teacher, Clark Middle School (effective June 1, 2024, *30 years of dedicated service*).

B. Transfer:

1. Crystal Lippie, transfer from Early Childhood to Applied Skills, Bibich Elementary School (effective August 12, 2024).

II. Classified Appointments, Retirements, Resignations, & Change of Days/Hours:

A. Appointments:

1. Margarita Diaz (Schererville), ELL Tutor, Kolling Elementary School (effective April 22, 2024).
2. Vera Mileusnic (Schererville), Instructional Technology Assistant, Protsman Elementary School (effective August 12, 2024).

B. Retirements:

1. Nancy Forsythe, Paraprofessional, Bibich Elementary School (effective May 28, 2024, *24.5 years of dedicated service*).
2. Michelle Fertig, Library Clerk, Kolling Elementary School (effective July 31, 2024, *27 years of dedicated service*).

C. Resignations:

1. Debra Hadu, Paraprofessional, Clark Middle School (effective May 28, 2024).
2. Steve Winarski, Bus Driver, Transportation Department (effective May 3, 2024).
3. Nicole Flores, Paraprofessional, Peifer Elementary School (effective April 30, 2024).
4. Abigail Lawson, Paraprofessional, Lake Central High School (effective May 29, 2024).

5. Nicholas Holden, Paraprofessional, Lake Central High School (effective May 29, 2024).
6. Mary Briski, Instructional Technology Assistant, Watson Elementary School (effective May 29, 2024).
7. Dorothy Johnson, Café Assistant, Lake Central High School (effective May 3, 2024).
8. Kristy Prado, Café Assistant, Grimmer Middle School (effective April 19, 2024).

D. Change of Days/Hours:

1. Karen Curtin, Paraprofessional from 4 days to 5 days per week, Kolling Elementary School (effective April 16, 2024).

III. Certified Extracurricular Appointments & Resignations:

A. Appointments:

1. Christina Arroyo, Purchase of Plan-Grade 5 Music, Clark Middle School (effective for the 2024-2025 school year).
2. Michael Bratcher, Purchase of Plan-Grade 5 Computers, Clark Middle School (effective for the 2024-2025 school year).
3. Daniel Pimentel, Purchase of Plan-Grade 5 Computers, Clark Middle School (effective for the 2024-2025 school year).
4. James Simmons, Purchase of Plan-Grade 5 PE, Clark Middle School (effective 2024-2025 school year).
5. Lori Smith, Purchase of Plan-Grade 5 PE, Clark Middle School (effective 2024-2025).
6. Mark Walton, Purchase of Plan-Grade 5 Music, Clark Middle School (effective 2024-2025 school year).
7. Beth Szymaszek, Purchase of Plan-Grade 5 Art, Clark Middle School (effective 2024-2025 school year).
8. Sharon Lindow, Teach One Section-Grade 5 Art, Clark Middle School (effective August 2024).
9. Rebecca Spanier, Math Bowl Sponsor, Peifer Elementary School (effective August 2024).
10. Daniel Fox, Science Olympiad Sponsor, Lake Central High School (effective August 1, 2024).
11. Kristina Collard, Yearbook Sponsor, Lake Central High School (effective August 1, 2024).

B. Resignations:

1. Jane Dvorscak, Math Bowl Sponsor, Peifer Elementary School (effective April 23, 2024).
2. Laura Rosine, Project Lit Sponsor, Clark Middle School (effective June 1, 2024).
3. Greg Holdeman, Astronomy Club Sponsor, Lake Central High School (effective June 1, 2024).
4. Michelle Coyle, Science Olympiad Assistant Coach, Grimmer Middle School (effective May 30, 2024).
5. Carrie Wadycki-Cruz, Yearbook Sponsor, Lake Central High School (effective May 2, 2024).

IV. Classified Extracurricular Resignation:

A. Resignation:

1. Aaron Chadd, Assistant Football Coach, Clark/Grimmer Middle Schools (effective May 10, 2024).

Approval of Lake Central School Corporation Substitute Staff Appointments and Resignations – Refer to attached list of substitutes that have been hired and have resigned.

05/06/2024

Substitutes - Hired

Employee Name	Hire Date	Job Description
Alicia Williams	4/17/2024	Sub Cafeteria
Neely Frye	4/22/2024	Sub Teacher
Amy Eggebrecht	4/22/2024	Sub Teacher
Nicole Varga	4/19/2024	Sub Custodian
Angela Kreuger	5/7/2024	Classified Sub
Daija Pellot	5/2/2024	Classified Sub
Hayley Matlon	5/13/2024	Sub Teacher
Irene Magana	5/6/2024	Sub Cafeteria

Substitute - Resigned

[illegible]

Certified FMLA Leave

Emma Pruett, Lake Central High School
Rhonda Ferguson, Kolling Elementary School
James Clayton, Clark Middle School
Debra Clayton, Clark Middle School

Elementary Parent and Student Handbook

Lake Central School Corporation

Lake Central Student Policies and Code of Conduct Link:
<https://lcsc.us/about-lcsc/student-policies/>

Lake Central Elementary Schools have a proud tradition of commitment to student learning and we look forward to providing successful learning opportunities for each child.

The challenge of education continues to be one best served through a cooperative effort of the parents, students, and teachers. The involvement of each family in the learning process helps to stress its importance. All staff encourage parents to be active participants in the school experiences of students. Through the joint efforts of the school and home, the best interests of the students can be achieved. Each student must also realize learning requires effort on their part as well. Their attitudes and efforts now will have a long-term effect on later success. It is a difficult challenge, but one with which our staff is eager to assist.

The information contained in this booklet is intended to provide parents and students with additional information about Lake Central's Elementary Schools; further information about specific policies and procedures may be found in the Lake Central School Corporation's Student Code of Conduct, Responsibilities and Due Process. This information is found on the Lake Central Website under *About LCSC*. The link is also listed above.

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LAKE CENTRAL SCHOOL CORPORATION'S MISSION

The mission of the Lake Central School Corporation, as a family, community, and school partnership, is to ensure that each student becomes a self-directed learner and a contributing responsible citizen through an instructional delivery system that engages students in achieving their personal best.

LAKE CENTRAL SCHOOL CORPORATION'S BELIEFS

- Each individual has dignity and worth.
- Students are our number one priority.
- People are responsible for their actions.
- Excellence will only be achieved through continuous improvement.
- Everyone can learn.
- People learn in different ways and at different rates.
- Teachers are critically important in every student's education.
- Education is the responsibility shared by students, staff, families, and the entire community.
- School provides a foundation for a lifetime of learning.
- A positive school environment is essential for learning.
- Success builds self-confidence.
- Educated and involved citizens are necessary to sustain a democratic society.

Lake Central School Corporation Character Education

Our school corporation recognizes the importance of including character education into our curriculum. Throughout the school year, our elementary schools plan activities to teach the following character traits:

Responsibility

Effort

(work ethic, perseverance, diligence, personal best)

Respect

Honesty

(trustworthiness)

Caring

(compassion, empathy, tolerance)

ATTENDANCE/ABSENCES

Regular school attendance is important to a child's progress in school. Schools in Indiana are given an expected attendance rate. It is imperative that we reach and maintain this expected rate. Research studies have indicated that students who lack regular attendance and/or are consistently tardy throughout their school career tend to exhibit these same behaviors when they enter the workforce. We hope you will make every effort to have your children in school when they are physically able and that you try very hard not to take them out for vacation days.

Regular school attendance is required of all extra-curricular activity participants. Students must attend school the entire day of an event in order to participate. If a student is sent home by the nurse, he/she may not return to school or any school-sponsored activity that day. Exceptions may be granted by an administrator for unusual circumstances; however, this permission must be prearranged.

ABSENCES-REPORTING

If your child must be absent, please phone the school office by 8:30 a.m. to report the reason for absence. If the office does not receive a phone call by 8:30 a.m., parents will receive an automated call or email letting you know your child was marked absent. A note is not necessary if phone contact is made. This procedure was established as a safety measure for the children. If you know in advance your child will be absent, please send in a note before the absence.

Absences more than three days require a doctor's note. If your child is absent *five days* or more in one grade period and/or their absences reach a total of *ten days* at any time during the school year, parent notification will be made. Furthermore, excessive absenteeism may result in a referral to an attendance officer, protective services, suspension, expulsion, or failure to qualify for promotion to the next grade.

ABSENCES-HOMEWORK

Generally, homework will not be sent home the first day a student is absent. We feel this time should be spent recuperating. Following the first day of absence, please make all homework requests by 8:30 a.m. Homework can be picked up after 2:00 pm and/or before 3:15pm. Due to the weight of the books we prefer to send it home with an older sibling or an adult.

As a general rule, students shall have one day to make up work for each day of absence. The following are considered excused absences:

1. Illness of student/ School may require a doctor's note
2. Death in immediate family
3. Suspension from school
4. Family emergencies

NOTE: Excused absences do count against perfect attendance awards.

ABSENCE DUE TO VACATION

The office is frequently asked to approve a student absence for family vacations. The policy of the Lake Central School Corporation clearly indicates that a family vacation **is not an acceptable reason for student absence**. Students will be responsible for assignments upon their return; any tests missed during the vacation time will be rescheduled at the teacher's discretion. Teachers have no obligation to provide work prior to the child's leave.

PARENT ACCOUNTS FOR STUDENT INFORMATION

Parents will be assigned a Skyward account to access student record information including grades, attendance, discipline, listed contact and emergency information, bus assignments, teacher assignments, and report cards. Parents will also have access to a Canvas account to be informed on class assignments and newsletters. Parents should monitor both frequently.

ELEMENTARY GRADING SCALES

The Lake Central School Corporation's Elementary Grading Scale for student in grades 1-4 is as follows:

93 – 100	A	73 – 76	C
92 – 90	A-	70 – 72	C-
87 – 89	B+	67 – 69	D+
83 – 86	B	63 – 66	D
80 – 82	B-	60 – 62	D-
77 – 79	C+	59 & below	F

The Lake Central School Corporation's Kindergarten Grading Scale is as follows:

90 – 100	4	70 – 79	2
80 – 89	3	0 – 69	1

Class work is weighted at 30% of a student's final grade and tests/assessments are weighted at 70% of the final grade for each subject.

DISTRICT OWNED TECHNOLOGY DEVICES

Students are responsible for the general care of the district owned technology device that they have been issued by the school. District owned devices should never be taken to an outside computer service for any type of repairs or maintenance. Students should never leave their devices unattended, in lockers, or in cubbies.

General precautions:

- No food or drink should be next to your computer.
- Cords and cables must be inserted carefully into the appropriate port.
- All equipment must remain free of any writing, drawing, stickers, or labels.
- Heavy objects should never be placed on top of the laptop.
- They should never be loaned to another student or individual during any time.
- Never lift a laptop by the screen
- Never carry it with the screen open.
- Always open the laptop when it is resting on a flat surface such as a table or desk.
- Close the screen gently with two hands.
- If taken home, all laptops should be fully charged upon return.

BEFORE/AFTER SCHOOL CARE

Lake Central School Corporation contracts with The Adventure Club to provide before/after-school care in the elementary schools.

Before-school care: 6:30-8:00 a.m.

After-school care: 2:40-6:00 p.m.

Child-care is provided at each elementary school. Arrangements for child-care are made directly with the Adventure Club; for more information visit www.theadventureclub.com, or phone (219)865-6283, or email info@theadventureclub.net.

It is imperative that all students who attend after school care provide their schedule to the teacher, office, and day care. All parties must be notified of any schedule changes.

Students attending Adventure Club are not permitted to return to their classroom or locker before or after school hours.

BUS TRANSPORTATION

All Lake Central students riding the bus will only be picked up at their designated bus stop. If a student misses the bus at his/her designated stop, parents will be responsible for transporting their child directly to their child's school. Bus drivers will not permit entry of a student onto the bus at any stop other than the student's designated bus stop. No exceptions will be made. As such, we encourage parents to plan in advance to have their child ready for pick up daily.

Should adjustments in bus stop location be necessary parents are to contact transportation at (219) 365-3141 and then notify the school.

Students are **NOT** permitted to switch buses for Brownies, Scouts, parties, visiting friends, etc. Bus changes are only accepted in an **Emergency** situation. All emergency bus changes must be made through the transportation office prior to the start of the school day. A note from the parent indicating that the change has been approved by the transportation department must be sent to the teacher and the school office so a bus pass can be issued.

If an emergency arises during the school day causing a change in transportation please coordinate with the transportation dept. first and then call the school office prior to **2:00**. Without parent notification children will be sent home by their established means.

Seatbelts must be worn at all times when riding school buses equipped with seatbelts.

LAKE CENTRAL SCHOOL BUS RULES

IMPORTANT - Students disembarking buses on the opposite side of the road from their homes must cross the road in front of the bus after being signaled by the driver. A complete copy of bus rules can be found on the Lake Central School Corporations Website under the Departments/Transportation tabs or follow the link below.

<http://transport.lcsc.us/bus-safety/>

CHILD ABUSE REPORTING

We are required by law to report all suspected cases of child abuse to the Lake County Department of Public Welfare – Child Protection Services-L.C. Policy 8462

DAMAGED AND LOST DISTRICT ISSUED ITEMS

Children are responsible for the care of school text, library books, devices, and chargers. **If any of these district issued items become lost or damaged, fines may be issued to those held responsible.**

DISABILITIES AND SECTION 504

Pursuant to Section 504 of the Rehabilitation Act of 1973 ("Section 504"), the Americans with Disabilities Act of 1990, as amended ("ADA"), and the implementing regulations (collectively "Section 504/ADA"), no otherwise qualified individual with a disability shall, solely by reason of his/her disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The School Board does not discriminate in admission or access to, or participation in, or treatment in, its programs or activities. As such, the Board's policies and practices will not discriminate against students with disabilities, and will make accessible to qualified individuals with disabilities its facilities, programs, and activities. No discrimination will be knowingly permitted against any individual with a disability on the sole basis of that disability in any of the programs, activities, policies, and/or practices in the corporation.

The following person is designated as the School Corporation's Section 504 Compliance Officer/ADA Coordinator who is responsible for coordinating the School Corporation's efforts to comply with and fulfill its responsibilities under Section 504 and Title II of the ADA, including overseeing investigation of complaints of discrimination based on disability. A copy of Section 504 and the ADA, including copies of their implementing regulations, may be obtained from:

Director of Student Services

Rebecca Gromala

8260 Wicker Avenue, St. John, IN 46373

219-365-8507

rgromala@lcscmail.com

DISCIPLINE

See Lake Central's Code of Conduct for discipline procedures listed on the website under Student Policies. The link is also listed below:

<https://lcsc.us/about-lcsc/student-policies/>

SCHOOL RESOURCE OFFICERS

Lake Central Schools have active police officers assigned to duty in the building during the school year. These positions are designed to establish and maintain relationships with students, faculty and parents. The officers will serve as liaisons between the school, community and local police departments in numerous matters such as safety and good citizenship.

EMERGENCY SCHOOL DISMISSAL / DELAY / CANCELLATION

Early Dismissal:

Weather or other emergencies may sometimes require an early dismissal. Parents should make arrangements for their children's unexpected early arrivals at home. Be certain your children know where to go and what to do on days that they arrive home early and find no one at home. The ParentSquare System will be used for notification of school closings.

Delays/Cancellation:

The ParentSquare System will be used to notify parents of school delays or cancellations. Make sure that parent phone numbers and email addresses are listed to receive these notifications by going to the Skylert tab on your parent Skyward account.

eLEARNING PROCEDURES FOR INCLEMENT WEATHER DAYS

Teachers will work with their students to ensure that they are adequately prepared for eLearning days should we experience inclement weather. Teachers will review eLearning day procedures and classroom expectations.

Teachers will provide live instruction via Google Meet on eLearning days. Please make sure you are logged in by 9:45AM and follow the schedule your school and teacher(s) have provided. Work for each class will be posted in Canvas. In the afternoon, teachers will have office hours to answer questions and clarify assignments.

For additional information, our eLearning website link is: <https://lcsc.us/departments/elearning/>. Students requiring technical support are encouraged to send a support request to tech@lcscmail.com. This email is for technical support only. Questions regarding classwork and assignments should be directed to your child's teacher.

FIELD TRIP INFORMATION AND CHAPERONE GUIDELINES

Field trips are a beneficial way of extending student learning. Younger siblings are not allowed to participate and must remain at home. All students must travel to and from by bus. They are not allowed to ride with their parents and meet the class at the destination.

Teachers may set specific criteria for behavior and classroom assignments that must be met for a student to attend a field trip. If a student does not meet specific teacher set criteria he/she will be assigned to work in another classroom during that time.

Teachers will provide specific information concerning their classroom policy in regards to field trips. **NO CHILD WILL BE ALLOWED TO ATTEND A FIELD TRIP WITHOUT A SIGNED PERMISSION SLIP FROM THE PARENT.**

When chosen to chaperone your child's field trip please adhere to the following:

1. All chaperones must have an annual criminal background check prior to attending any field trip.
2. Pre-school children must remain at home.

3. Only one adult, the one chosen, may attend the field trip.
4. Chaperones must check-in at the main office before proceeding to the classroom.
5. Lake Central School Corporation has a "smoke free" environment policy. **SMOKING IS NOT PERMITTED AT ANY TIME DURING THE FIELD TRIP.**
6. Please understand that you are chaperoning an assigned group of children that may or may not include your child. **Chaperones are expected to stay with their assigned group at all times,** maintain the group's whereabouts and monitor behavior. Any inappropriate behavior is to be reported to the classroom teacher immediately.
7. **Use of cell phones by chaperones is limited to emergencies only.**
8. Pictures taken during the school day are not allowed to be posted to any form of social media.
9. Use the following guidelines to help you on the bus:
 - a. Teachers and chaperones are responsible for the conduct of students and all regular bus rules must be followed.
 - b. The bus driver or teacher may assign seats.
 - c. Loud, boisterous, obscene language or gestures will not be tolerated.
 - d. No student shall leave or switch seats unless permitted by the teacher.
 - e. Emergency doors and aisles must be kept clear.
 - f. Passengers are not permitted to eat or drink on the bus unless it was pre-arranged by the teacher.
 - g. Drivers are not responsible for articles left on the buses during the trip. For security reasons, Lake Central buses cannot be locked.
10. Use the following as a guide to supervising behavior:
 - a. **Positively redirect misbehavior.** If serious, bring it to the attention of the teacher.
 - b. Remind students to walk.
 - c. Expect courteous, respectful behavior from all students.
11. If anyone at any time sees a chaperone acting inappropriately it is their duty to report it immediately to a teacher or school employee.

Teachers use a variety of means to fairly choose their chaperones. Many trips limit the number of adult chaperones. The number of field trips is also limited per grade level due to budget restraints. As a result, not every volunteer may have the opportunity to attend a field trip. We hope that you will be considerate and understanding of this.

LOCKERS / CUBBIES

School lockers / cubbies are the property of the Lake Central School Corporation and are made available for the use of students. The students, upon use of the assigned locker / cubby, accept the following conditions:

A student must use only his/her assigned locker / cubby.

1. A student can use the assigned locker / cubby only for storing school supplies and personal items necessary for use at school and cannot use a locker to store or keep items which school rules prohibit on school property.
2. Students shall not change or use different locks / cubbies on the assigned lockers.
3. Students have no reasonable expectation of privacy in the assigned locker / cubby. The School Corporation has the right to enter school lockers for the purpose of maintenance pursuant to a posted general-housekeeping schedule or any locker / cubby during any

vacation period, which is reasonably believed to contain rotting items such as food, wet clothing, and so forth.

4. The School Corporation has a right to enter and inspect any locker / cubby and its contents at any time by a principal or other member of the administrative staff designated in writing by the principal. Such an inspection shall be, when possible, conducted in the presence of the student whose assigned locker is the subject of the inspection. A law enforcement agency having jurisdiction over the premises where the locker / cubby is located, may, at the request of the School Corporation, be present during any inspection of a locker / cubby or its contents.

LUNCH PRICES AND PROCEDURES

For reasons of safety and order, parents are not permitted to eat lunch at school with their child. When students bring lunch from home, students/parents are encouraged to make healthy choices. Pop and energy drinks are not allowed to be consumed by students at school. For more Food Service information please visit our Lake Central School Corporation's Website under the Departments/Food Service tabs or follow the link below.

<https://www.schoolnutritionandfitness.com/index.php?sid=2906101804231915>

MEDICAL RESTRICTIONS

If it is necessary for a student to be excused from a school related activity for medical reasons, a written note from the physician is to be provided by the parent. The note should indicate the activities to be restricted and the length of time for the restriction. Prior to the student being able to return to participation in the activity, a written release from the physician needs to be provided to the school.

MEDICATION

Prescription medications will be given during school hours only if a permission slip is signed by the parent and a doctor's note is obtained. **Please do not send medication with your child.**

1. All medications must be in the original container and will be kept in the nurse's office.
2. Prescription and non-prescription medication must be brought to the nurse's office by a parent. The school must be given written permission to administer the drug. Included in the note should be:
 - a. Name of the child
 - b. Name of the drug
 - c. How much is to be given
 - d. How often
 - e. For what condition
 - f. Parent signature

All medication, prescription and non-prescription, must be given to and administered by the school nurse. **No medications may be kept in the student's possession, including cough drops.**

See the Medication Policy in the Lake Central Code of Conduct:

<https://lcsc.us/about-lcsc/student-policies/>

WHEN TO KEEP YOUR CHILD HOME FROM SCHOOL

When your child is not feeling well, deciding whether to send them to school or keep them home can be difficult. Here are some simple guidelines to help make that decision a little easier. If you have further questions, don't hesitate to contact your physician.

WHEN THE SCHOOL MUST SEND YOUR CHILD HOME EARLY

If your child becomes ill at school and the school nurse feels your child is too sick to benefit from school or is contagious to other children, you will be called to come and take him/her home from school. It is essential that the nurse has a phone number where you can be contacted during the day and an emergency number in the event you cannot be reached. Please be sure that arrangements can be made to transport your child home from school and that childcare is available in case of illness. The same applies should your child become injured or suspended while at school. If your daytime or emergency phone number changes during the year, please notify the office. Below is guidance on when children must stay home:

Symptom	Send to School	Keep at Home
Fever	During the past 24 hours, the student's temperature has been below 100 degrees and no fever reducing medication has been taken.	During the past 24 hours, the student's temperature has been more than 100 degrees.
Diarthea	During the past 24 hours, no more than one watery stool has occurred.	During the past 24 hours, more than one watery stool has occurred.
Vomiting	During the past 24 hours, no vomiting has occurred.	During the past 24 hours, vomiting has occurred.
Eyes	Eyes may be itchy, but are not red, crusty, or draining.	Eyes are pink, draining, crusty, itching, painful, sensitive to light, or student has vision changes.
Cough/Runny Nose	Slight cough or runny nose, but no fever, and the student is able to cover cough, blow nose, and wash hands.	Symptoms are severe enough that the student is unable to learn. The student has a fever, or is unable to cover cough, blow nose, or wash hands.
Rash	Rash is not draining or spreading. The student does not have a fever, and symptoms of itching are not severe enough to impede learning.	Rash is bothersome and distracting. The student has a fever or severe itching, or rash is spreading or draining.
Asthma	Symptoms are well controlled and the student knows when to contact a school adult for assistance or the student has an asthma action plan on file at the school and is following the plan.	Symptoms are not well controlled. The student is not able to recognize when he/she needs assistance, and no asthma action plan is on file at the school.

VISITORS

All parents, volunteers and visitors must first report and sign in at the main office with a valid state I.D. Any and all visitors must wear a "Visitor's Pass" while in the school.

VOLUNTEER BACKGROUND CHECKS

Given that the Lake Central School Corporation believes in the need for a positive, safe, nonthreatening school atmosphere and the important role volunteers, and other non-employed individuals play in establishing this atmosphere, it is the policy of the Lake Central School Corporation to appropriately screen the backgrounds of all such individuals in order to ensure student safety. Any volunteer or individual, who may have direct, ongoing contact with children when providing assistance for the school, must submit information for the School Corporation to perform a limited criminal history check as well as a U.S. Department of Justice national sex offender check prior to beginning volunteer/non-employed work for the corporation. The cost of these background checks will be at the expense of the Corporation.

VISITORS & PARENT VOLUNTEERS

Parent volunteers are an integral and important part of our school. Without our parent volunteers, many of our programs and activities would not be possible. However, for safety, security, and the protection of the educational environment, it is important to adhere to the following while visiting/volunteering in the building:

PARENT / TEACHER MEETINGS

Parent/teacher visits or meetings are by appointment. Calling or emailing ahead to the classroom teacher assures that the teacher can meet with you.

1. While volunteering please do not “pop in” to see your child or speak to his/her teacher. Please follow the school procedures in place.
2. All guests must refrain from accessing any area of the building besides where you are directed to be.
3. Visitors must exit the building as soon as the reason for your visit concludes. You may not linger in the classroom or building.
4. For the safety and welfare of all concerned, school volunteers are not to bring younger or older siblings while they are volunteering.
5. Photographs taken at school must not be posted on any form of social media.
6. During the school day, visitors must use only the bathrooms designated for adults.
7. Visitors must wear visitor badges at all times.
8. Visitors must check-in and check-out in the main office.
9. All visitors must adhere to guidelines issued by the administration regarding safety protocols and practices to prevent the spread of disease and illness including but not limited to wearing protective coverings, required spacing in school facilities, property and buses.

PARTIES

There are three classroom parties per year, Halloween, Christmas, and Valentine's Day. Due to the size of schools and reasons of safety, only the assigned room parents may attend the party; **siblings are not allowed to attend the party with a room parent.** The room parents are to check with their child's teacher before planning the parties. The role of the room party parent includes organizing games, refreshments, as well as paper products, music, etc. (Note: the sharing of hats, blindfolds, or other clothing is not allowed. Also, games may not be played in hallways, café, or gym) Room parents may arrive fifteen minutes prior to the party but will only be allowed to the classroom as per the time designated by the teacher.

PERSONAL BIRTHDAY INVITATIONS

To avoid embarrassment/hurt feelings, approval from the teacher must be obtained prior to distributing invitations. Invitations must be given to all the boys, or all the girls, or the entire class. The school cannot provide you with student addresses or phone numbers.

PERSONAL CLASSROOM BIRTHDAY TREATS

Parents should contact the teacher prior to the child's birthday. The classroom teacher will advise you of acceptable treats for his/her classroom. Non-edible treat bags, such as pencils, erasers, stickers are preferred. Treats delivered by parents are to be store bought and left in the original package. Treats are to be dropped off in the office. Our food service also offers options of various treats that may be purchased for birthday treats. For more information, follow the link below.

<https://www.schoolnutritionandfitness.com/index.php?sid=2906101804231915&page=menus>

The following are not permitted in school:

1. Surprise visitors, e.g. clowns, balloon delivery, flower deliveries
2. Special gifts, pizza or other lunch parties in the café

PERSONAL ITEMS

We discourage students from bringing cell phones and personal devices to school and these items will not be permitted in classrooms unless approved by the administrator. Excessive amounts of money or other articles of value are not to be brought to school. Students are not to bring sports cards or other cards for trading. We also discourage children from bringing toys and other expensive personal items, as it is difficult to assure the safety of the item. Personal belongings, such as coats, backpacks, etc. should be clearly marked for quick identification. Lost & Found articles will be located in a designated area.

PETS

Due to allergies pets may not be brought in for Show & Tell in the classroom unless prior permission is obtained from the teacher and the principal.

PHYSICAL EDUCATION

Athletic shoes that tie or have Velcro straps that can be tightened are required for class. Athletic shoes that do not have the ability to be tightened will not be permitted in physical education class. Students need to wear clothing that is suitable for physical activities. Loose, comfortable clothing such as t-shirts/sweats are appropriate. In order to keep the gym floor clean and safe, we encourage parents to provide gym shoes that will not be worn on the playground before gym class on gym day. Old, worn shoes are fine as long as they are clean.

RECESS/ PHYSICAL ACTIVITY

Children will have outdoor recess daily, weather permitting. It is assumed that when a child comes to school he/she is physically able to take part in normal school activities. This includes the time spent in the classroom, in gym class, and out for recess. Parents may occasionally send a note requesting in-door recess for a recuperating child. A doctor's note is required if the period is to exceed two days.

RIGHT TO INSPECT INSTRUCTIONAL MATERIALS

In addition to any other rights with respect to the inspection of instructional materials, the parent or guardian of a child enrolled in a school within the Lake Central School Corporation, which receives funds from the United States Department of Education either directly or indirectly, shall be entitled to inspect those instructional materials which will be used in connection with any survey, analysis, or evaluation as part of any school program or curriculum.

SCHOOL BOARD MEETINGS

School Board meetings are held on the first and third Mondays of each month, unless changed by the Board. Meetings are at 7:30 p.m., in the Lake Central High School Kay Trapp Room. Enter at Door E on the south side of the building. Further information can be found on the district's website under the Administration/School Board tabs.

<http://lsc.us/administrators/school-board/>

SCHOOL DRESS

Dress plays an important part in developing attitudes for respect and neatness. The type of clothing worn to school has a definite effect upon the attitude, conduct, and the work habits of the students and cannot interfere with or disrupt the educational process. The staff reserves the right to use its discretion in determining the type of clothing and/or accessories appropriate to the school setting. The administration retains the authorization to ban any article of clothing containing any type of writing, picture, symbol or message not appropriately and positively related to Lake Central School Corporation.

It is the parents' responsibility to see that the student is dressed and groomed in accordance with the following standards:

1. Students are expected to wear hairstyles and clothing attire that will not be a health or safety hazard.
2. Grooming and/or dress, which prevent the student from doing his/her best work because of blocked vision or restricted movement, are discouraged.
3. Students are discouraged from wearing styles that create or are likely to create a disruption with the classroom order.
4. Articles of clothing that cause excessive maintenance problems, such as cleats on shoes, shoes that scratch and/or mark floors, and pants with metal rivets that scratch furniture are unacceptable.
5. Clothing bearing words or pictures of a sexual or profane nature is not to be worn.
6. Clothing which promotes or advertises tobacco, alcohol, violence, gangs, or illegal products or activities are not to be worn.
7. Shorts or skirts that are too short, tank tops with thin straps or tops showing bare midriffs are not to be worn. (If shorts or skirts are shorter than fingertip length, then they are considered too short.)
8. Flip flops are discouraged.
9. Pants that are low and reveal underclothing and/or excessive skin exposure are not to be worn.
10. Hats or headgear may not be worn in the classrooms, hallways, and cafeteria. During cold weather, however, students may have their winter hats on when leaving the building.
11. Students are to dress appropriately for the weather. Students are expected to be prepared for outdoor recess.
12. Exceptions for medical or other reasons are made by the principal.

Failure to comply with acceptable student dress may result in one of the following:

1. Parents contacted to bring appropriate clothing.
2. Required to wear appropriate clothing provided by the school
3. Reprimand by staff member
4. Parent conference
5. Referral to principal
6. Suspension by principal in extreme or repetitive cases

Certain classes require special dress or shoes. Some examples might be: art aprons or shirts, gym shoes for P.E. etc.

SCHOOL SAFETY DRILLS

A minimum number of school safety drills are routinely practiced during school hours as means of training students on how to quickly and safely respond in the event of an actual emergency. Fire and evacuation drills will be conducted monthly. Tornado and lockdown drills will be conducted each semester, or 2 times per year. One earthquake drill will be conducted each year. Each drill is conducted in order to prepare for an actual situation and requires full cooperation of all students and school personnel. School response protocol videos are shared with students and parents can access them on our school websites.

STUDENT SAFETY PROTOCOLS

All students must adhere to guidelines issued by the administration regarding safety protocols and practices to prevent the spread of disease and illness including but not limited to wearing protective coverings, required spacing in school facilities, property and buses. Students who violate such protocols are subject to discipline, up to and including recommendations for expulsion.

SCHOOL HOURS / OFFICE HOURS

School Office: 7:30 a.m. to 3:30 p.m. daily

School Hours: 8:00 a.m. to 2:40

Student arrival time for breakfast is 7:55 am. Students not eating breakfast should arrive *NO EARLIER THAN* 8:00 am. Supervision of students is not available before 7:55 am or after 2:45 pm.

TARDY

The tardy bell rings at 8:10 a.m. Students arriving after 8:10 should enter through the main office doors and **MUST** be signed-in by an adult and receive a late pass before going to class. Tardies are recorded and become a part of your child's educational record.

SCHOOL INSURANCE

Parents may purchase student insurance at a low cost at the beginning of each school year or when enrolling a new student. The school corporation does not carry insurance for the individual student. An insurance form is included with registration information.

SECLUSION AND RESTRAINT PLAN

The Lake Central Seclusion and Restraint Plan is available for review in the Student Policies Section of our website:

<https://lcsc.us/about-lcsc/student-policies/>

STUDENT SUBMISSIONS TO REQUIRED SURVEYS, ANALYSIS, OR EVALUATIONS OF SCHOOL PROGRAMS

No student shall be asked without prior written consent of the student's parent or guardian, as part of any school program or curriculum which receives funds from the United States Department of Education, to submit to a survey, analysis, or evaluation which reveals information concerning:

1. political affiliations;
2. mental and psychological problems potentially embarrassing to the student or his/her family;
3. sex behavior and attitudes;
4. illegal, anti-social, self-incriminating and demeaning behavior;
5. critical appraisals of other individuals with whom respondents have close family relationships;
6. legally recognized privileged and analogous relationships; such as those of lawyers, physicians, ministers; or
7. income (other than that required by law to determine eligibility of participation in a program or for receiving financial assistance under such program)

SOLICITATION

Children may not sell or trade personal items such as trading cards, homemade jewelry, models, etc., at school. Personal fundraisers are not allowed.

STUDENT WITHDRAWALS & TRANSFER OF STUDENT RECORDS

Parents of students moving to another school district should report to the office to withdraw your child. Student records will be sent to the receiving school once the office has received a Request of Records from the receiving school. It is not the policy of the Lake Central School Corporation to send permanent records with the parent withdrawing a student.

TELEPHONE IN THE CLASSROOM

Except in cases of emergency, students or teachers do not take phone calls during class time. Messages for teachers may be left on their voicemail. Children must obtain permission from the teacher or principal each time they wish to use the telephone. Teachers will be asked to return calls when they are not in class. (Please contact the office, not the classroom, with changes in pick-up or in the event of an absence.)

TUTORING

Tutoring is available before school on select days. A teacher recommendation may be needed to attend tutoring. Please contact your building principal or classroom teacher if you have any questions regarding tutoring.

INDOOR AIR QUALITY

410 IAC 33-3-1 requires that a school corporation appoint an indoor quality coordinator who serves as the lead contact person for indoor air quality issues. Lake Central's Indoor Air Quality Coordinator is:

Director of Facilities

Bill Ledyard

8260 Wicker Avenue, St. John, IN 46373

219-558-2711

bledyard@lscmail.com

Lake Central School Corporation

8260 Wicker Avenue

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Lawrence Veracco, Ph.D.
Superintendent

Sarah Castaneda
Assistant Superintendent

Yolanda Bracey, Ed.D.
Director of Primary Education

Misty Scheuneman
Director of Secondary Education

Rebecca Gromala
Director of Student Services

TO: Board of School Trustees
FROM: Yolanda Bracey, Director of Primary Education
DATE: May 2, 2024
RE: **Board Meeting of May 6, 2024**

PROFESSIONAL LEAVE REQUESTS

NAME	Paulina Santiago, Betsey Schultz
POSITION	Teachers
SCHOOL	Homan Elementary
EVENT	All Day Indy State Board of Education Meeting
DATES	5/08/2024
PLACE	Indianapolis, IN
DESCRIPTION	Meeting regarding the new literacy endorsement requirements
SPONSORING ORGANIZATION	Indiana State Teachers Association
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – Mileage & Parking x (1)
FUNDING	010-1-11200-58000-0001

YB/vv

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Sarah Castaneda
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Yolanda Bracey, Ed.D.
Director of Primary Education

Misty Scheuneman
Director of Secondary Education

Rebecca Gromala
Director of Student Services

TO: Board of School Trustees
FROM: Misty Scheuneman, Director of Secondary Education
DATE: May 2, 2024
RE: **Board Meeting of May 6, 2024**

PROFESSIONAL LEAVE REQUESTS

NAME	Ashley Kline
POSITION	Guidance Department Head
SCHOOL	LCHS
EVENT	Ready NWI Meetings
DATES	4/18 and 5/23/2024
PLACE	Hobart, IN
DESCRIPTION	Collaboration meetings with local schools, employers and community members
SPONSORING ORGANIZATION	Ready NWI
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$0 Estimated Travel Cost - Mileage
FUNDING	684-4-1 300-58000-0002

MS/vv

NAME	Leta Sena-Lopez
POSITION	Teacher
SCHOOL	Kahler Middle School
EVENT	Jazz Band Performance
DATES	4/20/2024
PLACE	Rosemont, IL
DESCRIPTION	Jazz Band Performance at Chicago Wolves Game
SPONSORING ORGANIZATION	Chicago Wolves
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – \$0
FUNDING	Self-Funded

NAME	Ashley Kline, Joe Stanisz
POSITION	Guidance Department Head, Assistant Principal
SCHOOL	LCHS
EVENT	PNW CEP Breakfast
DATES	4/26/2024
PLACE	Chesterton, IN
DESCRIPTION	Updates on Next Level Programs of Study and the Indiana College Core Certificate
SPONSORING ORGANIZATION	PNW
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – Mileage x (2)
FUNDING	684-4-1 300-58000-0002

NAME	Ashley Kline
POSITION	Guidance Department Head
SCHOOL	LCHS
EVENT	Teen Safety Presentation
DATES	5/01/2024
PLACE	La Porte, IN
DESCRIPTION	presentation for personal safety requirement
SPONSORING ORGANIZATION	Dunebrook Public Education
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – Mileage
FUNDING	684-4-1 300-58000-0002

NAME	Valerie Gardner
POSITION	Math Coach
SCHOOL	LCHS
EVENT	Creating Mathworlds
DATES	5/07/2024
PLACE	Virtual
DESCRIPTION	Dan Meyer Workshop
SPONSORING ORGANIZATION	Illinois ASCD
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$298 Estimated Travel Cost – \$0
FUNDING	Corporation Title II

NAME	K. Lewis, K. Marsh / L. Lopez, C. Palasz / M. Walton, C. Arroyo
POSITION	Music Teachers
SCHOOL	Grimmer / Kahler / Clark
EVENT	Band and Choir Students Reward Trip
DATES	5/11/2024
PLACE	Gurnee, IL
DESCRIPTION	End of year reward trip to Great America
SPONSORING ORGANIZATION	Middle school choir and band boosters
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – \$0
FUNDING	Self-Funded

NAME	Joanna Suzanne George
POSITION	Teacher
SCHOOL	Grimmer Middle School
EVENT	2024 Educating for Environmental Change Summer Science Institute
DATES	5/28 - 5/31/2024
PLACE	Bloomington, IN
DESCRIPTION	PD program to help science educators teach the science and policy of climate change
SPONSORING ORGANIZATION	Indiana University
EXPENSES	Estimated Meal Cost - \$140 Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – Mileage
FUNDING	684-4-11200-58000-0003

NAME	Chase Ludington
POSITION	Teacher
SCHOOL	LCHS
EVENT	AP Summer Institute Precalculus
DATES	6/03 - 6/06/2024
PLACE	Virtual
DESCRIPTION	AP Precalculus APSI for new teachers to explore the course framework, the exam, and the new AP resources that will help plan and focus instruction
SPONSORING ORGANIZATION	CollegeBoard
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$800 Estimated Travel Cost – \$0
FUNDING	684-4-1 300-58000-0002

NAME	Michelle Demming
POSITION	Teacher
SCHOOL	LCHS
EVENT	AP Summer Institute - Precalculus
DATES	6/24 - 6/27/2024
PLACE	Virtual
DESCRIPTION	Looking into the framework and AP Exam for Precalculus
SPONSORING ORGANIZATION	College Board
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$500 Estimated Travel Cost – \$0
FUNDING	ECA AP Test Fund

NAME	Trisha Ptaszek
POSITION	Teacher
SCHOOL	Clark Middle School
EVENT	Math Instruction for Your ELL's
DATES	7/01/2024
PLACE	Virtual
DESCRIPTION	Strengthening Math Instruction for ELL (grades 3-12)
SPONSORING ORGANIZATION	Bureau of Education and Research
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$279 Estimated Travel Cost – \$0
FUNDING	010-1-11200-58000-0051

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TO: Board of School Trustees

FROM: Misty Scheuneman, Director of Secondary Education

DATE: May 2, 2024

RE: **Board Meeting of May 6, 2024**

FIELD TRIP REQUESTS

Kevin Lewis, Kristen Marsh, Leta Sena-Lopez, Courtney Palasz, Mark Walton and Christina Arroyo, music teachers at Grimmer, Kahler and Clark Middle Schools, request to take approximately (600) band and choir students to Gurnee, IL on May 11, 2024. The students will enjoy an end of the year celebration at Great America. This is a self-funded field trip.

MS/vv

Lake Central School Corporation

8260 Wicker Avenue

St. John, IN 46373

Tel: (219) 365-8507

Fax: (219) 365-6406

website: lcsc.us



Lawrence Veracco, Ph.D.
Superintendent

Sarah Castaneda
Assistant Superintendent

Yolanda Bracey, Ed.D.
Director of Primary Education

Misty Scheuneman
Director of Secondary Education

Rebecca Gromala
Director of Student Services

TO: Board of School Trustees
FROM: Rebecca Gromala, Director of Student Services
DATE: May 2, 2024
RE: **Board Meeting of May 6, 2024**

PROFESSIONAL LEAVE REQUESTS

NAME	Kelly Soria, Kim Butler
POSITION	COTA, OT
SCHOOL	District
EVENT	ADHD Certified Clinical Services Provider (ADHD-CCSP) Certification
DATES	5/07/2024
PLACE	Virtual
DESCRIPTION	Self study course for certification in ADHD
SPONSORING ORGANIZATION	PESI
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$299 x (2) Estimated Travel Cost – \$0
FUNDING	646-0-21620-31200-0006

RG/vv

AIA® Document G731™ – 2019

Change Order, Construction Manager as Adviser Edition

PROJECT: (name and address)
LCSC Additions & Renovations to Bibich
Elementary
14600 W. 81st Avenue, Dyer, IN 46311

OWNER: (name and address)
Lake Central School Corporation
8260 Wicker Avenue, St. John, IN 46373

CONTRACTOR: (name and address)
Larson-Danielson Const. Co., Inc.
302 Tyler Street, LaPorte, IN 46350

CONTRACT INFORMATION:
Contract For: BP#6&8 Masonry &
General Trades
Date: 6/2/2023

ARCHITECT: (name and address)
Schmidt Associates, Inc.
415 Massachusetts Avenue,
Indianapolis, IN 46204

CHANGE ORDER INFORMATION:
Change Order Number: 3

Date: 4/22/2024

CONSTRUCTION MANAGER: (name and address)
CORE Construction Indiana, LLC
833 Lincoln Highway, Suite 120W, Schererville,
IN 46375

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

"Building Package - Contingency Use Authorization #7"

Furnish & install additional interior signage per design team / owner correspondence.

The original Contract Sum was

\$ 2,048,509.00

Net change by previously authorized Change Orders

\$ 20,180.00

The Contract Sum prior to this Change Order was

\$ 2,068,689.00

The Contract Sum will be increased by this Change Order in the amount of

\$ 5,065.00

The new Contract Sum including this Change Order will be

\$ 2,073,754.00

The Contract Time will be increased by Zero (0) days.

The Contractor's Work shall be substantially complete on dates per contract schedule.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONSTRUCTION MANAGER, CONTRACTOR, AND OWNER.

Schmidt Associates, Inc.
ARCHITECT (Firm name)

SIGNATURE
Eric Wolf
PRINTED NAME AND TITLE

DATE:

Larson-Danielson Const. Co., Inc.
CONTRACTOR (Firm name)

SIGNATURE
Kevin Spence - Project Manager
PRINTED NAME AND TITLE

DATE:

CORE Construction, LLC
CONSTRUCTION MANAGER (Firm name)

SIGNATURE
Nicolas Waldmarson - Project Manager
PRINTED NAME AND TITLE

4/24/2024

DATE:

Lake Central School Corporation
OWNER (Firm name)

SIGNATURE
William Ledyard
PRINTED NAME AND TITLE

DATE:



Building Package - Contingency Use Authorization #7

Lake Central School Corporation

Date Sent: 04/22/2024

8260 Wicker Avenue

Job: 23-20-900

St. John, IN 46373

LCSC Additions & Renovations to Bibich

Description of Authorized Change:

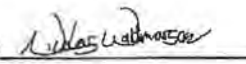
#	Description	Amount
1	Sweney Electric - Furnish and install 4 electric hand dryers	3,300.00
2	Larson-Danielson - Furnish and install additional interior signage	5,065.00
		<hr/> 8,365.00

Due to the nature of this change and its impact on the current schedule, we would request that an additional 0 day(s) be added to the project's final completion date. Contractor reserves the right to request additional time and extended job cost beyond requested amounts when actual schedule impact has been determined.

Original Contingency Amount	997,505.00
Prior Contingency Amount Used	143,683.00
Current Contingency Amount	853,822.00
Decrease By This Change	(8,365.00)
Remaining Contingency Amount	845,457.00

By: 
Lake Central School Corporation

By: _____
Schmidt Associates Inc.

By: 
CORE Construction Indiana, LLC

Date: 4/23/24

Date: _____

Date: 4/22/2024

Change Request

To: Nicolas Waldmarson
CORE CONSTRUCTION
833 LINCOLN HIGHWAY
STE 120 W
SCHERERVILLE, IN 46375-4612
Ph: (219)961-4325

Number: 003R1
Date: 3/19/24
Job: 56-657 LAKECENT SCH-BIBICH ES GT BP#8
Phone:

Description: Extra Signage

Reason: Owner Request

We are pleased to offer the following specifications and pricing to make the following changes:

REVISED 4/6/24

Costs associated with adding signage throughout the entire building.

Description	Labor	Material	Equipment	Subcontract	Other	Price
ASI				\$4,776.00		\$4,776.00
					Subtotal:	\$4,776.00
			OH & P (Subs)	\$4,776.00	5.00%	\$238.80
			OH & P (L, M, E)			\$0.00
			Bond Adj	\$5,014.80	1.00%	\$50.20
					Total:	\$5,065.00

If you have any questions, please contact me at (219)575-6118.

Submitted by: Kevin F. Spence
LARSON-DANIELSON CONST. CO INC

Approved by: _____
Date: _____



March 1, 2024

Larson-Danielson Construction
302 Tyler Street
LaPorte, IN 46350
Attention: Kevin Spence, Project Manager

Subject: **ID Purchase Order #56657-014**, Bibich Elementary School

Kevin,

This **Change Order Request**, reflects the owner's preference to add new signs for the entire school building, as defined by the email message, February 7, 2024:

1. Please reference the following assortment of sign types to be added, per owner's request:

- a. Sign Type: A add + 39 signs
- b. Sign Type: B add + 32 signs
- c. Sign Type: C add + 6 signs

		add + \$ 4,576.00
5.	Project Management service - <u>additional documentation required for additional signs</u>	add + \$100.00
6.	Installation	add + \$100.00

Total add: \$ 4,776.00

Please confirm the acceptance of this Change Order request.

Thank you, cordially

Greg LeGars
Sales/Design Consultant

c.c.: Brian Endicott, ASI Project Manager



AIA® Document G731™ – 2019

Change Order, Construction Manager as Adviser Edition

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Elementary
14600 W. 81st Avenue, Dyer, IN 46311

OWNER: (name and address)
Lake Central School Corporation
8260 Wicker Avenue, St. John, IN 46373

CONTRACTOR: (name and address)
Sweeney Electric Company, Inc.
9111 Louisiana Street, Merrillville, IN
46410

CONTRACT INFORMATION:
Contract For: BP#11 Electrical

Date: 4/22/2023
ARCHITECT: (name and address)
Schmidt Associates, Inc.
415 Massachusettes Avenue,
Indianapolis, IN 46204

CHANGE ORDER INFORMATION:
Change Order Number: 3

Date: 11/30/2023
CONSTRUCTION MANAGER: (name and address)
CORE Construction Indiana, LLC
833 Lincoln Highway, Suite 120W, Schererville,
IN 46375

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

"Building Package - Contingency Use Authorization #7" - Furnish and install (4) electric hand dryers.

The original Contract Sum was	\$	1,369,700.00
Net change by previously authorized Change Orders	\$	4,692.00
The Contract Sum prior to this Change Order was	\$	1,374,392.00
The Contract Sum will be increased by this Change Order in the amount of	\$	3,300.00
The new Contract Sum including this Change Order will be	\$	1,377,692.00

The Contract Time will be increased by Zero (0) days.

The Contractor's Work shall be substantially complete on dates per contract schedule.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONSTRUCTION MANAGER, CONTRACTOR, AND OWNER.

Schmidt Associates, Inc.
ARCHITECT (Firm name)

SIGNATURE
Eric Wolf
PRINTED NAME AND TITLE

DATE:

Sweeney Electric Company, Inc.
CONTRACTOR (Firm name)

SIGNATURE
Eric Severson
PRINTED NAME AND TITLE

DATE:

CORE Construction, LLC
CONSTRUCTION MANAGER (Firm name)

SIGNATURE
Nicolas Waldmarson - Project Manager
PRINTED NAME AND TITLE
4/24/2024

DATE:

Lake Central School Corporation
OWNER (Firm name)

SIGNATURE
William Ledyard
PRINTED NAME AND TITLE

DATE:



Building Package - Contingency Use Authorization #7

Lake Central School Corporation

Date Sent: 04/22/2024

8260 Wicker Avenue

Job: 23-20-900

St. John, IN 46373

LCSC Additions & Renovations to Bibich

Description of Authorized Change:

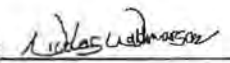
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Decrease By This Change	(8,365.00)
Remaining Contingency Amount	845,457.00

By: 
Lake Central School Corporation

By: _____
Schmidt Associates Inc.

By: 
CORE Construction Indiana, LLC

Date: 4/23/24

Date: _____

Date: 4/22/2024



Sweeney Electric Company, Inc.

CONTRACTORS & ENGINEERS

9111 LOUISIANA STREET

MERRILLVILLE, INDIANA 46410

PHONE: (219) 769-6007 FAX: (219) 769-0565

April 19, 2024

CORE Construction
833 W Lincoln Hwy
Schererville, IN 46375

ATTN: Nick Waldmarson

RE: Bibich Elementary hand Dryer Purchase

We are submitting for your approval the following costs associated with purchase of 4-Hand Dryers. See attached email with spec sheet with White color selected.

Labor	\$ 0.00
Material	\$ 3,000.00
Sub Total	\$ 3,000.00
10% OH&P	\$ 300.00
Total	\$ 3,300.00

Call with any questions.

Sincerely,

Eric Severson
Eric Severson

Lake Central School Corporation

8260 Wicker Avenue
Tel: (219) 365-8507

St. John, IN 46373
Fax: (219) 365-6406

website: lcsc.us



Lawrence Veracco, Ph. D.
Superintendent

Rob James
Director of Business Services

To: Board of School Trustees

From: Mr. Rob James, Director of Business Services

Date: May 2, 2024

RE: Board Meeting May 6, 2024

Donations (Action Required)

Received

The Lake Central High School Special Education Recreation Fund received a donation of \$40 from the Robinchauax, in memory of Pat Damron.

Given

The Lake Central High School Latin Heritage Club held an Autism Awareness T-Shirt fundraiser and would like to donate the \$441 profit to the Lake Central High School Best Buddies Club.

The Lake Central High School Interact Club recently held a dodgeball tournament and would like to donate the raised funds, plus club funds for total donation of \$1,000 to the NICK Foundation.

Bibich Elementary School recently raised \$982.60 for Riley Children's Hospital. \$516 of that amount was paid online directly to the Riley's; the school would like to donate the \$466.60 collected locally to Riley's.

Watson Elementary School recently raised \$2,397.17 for Riley Children's Hospital. \$335 of that amount was paid online directly to the Riley's; the school would like to donate the \$2,062.17 collected locally to Riley's.

The Lake Central High School Student Council recently held a Color Run and would like to donate \$5,000 of the proceeds to the Indiana Dunes National Park.

Grimmer Middle School would like to donate \$1,816.75 to Riley Children's Hospital.

The Kahler Middle School Student Council recently held a fundraiser and would like to donate the \$610 raised to Riley Children's Hospital. This would be in addition to the \$675 Riley's donation already approved by the Board in March.

The Administration recommends approving the donations as indicated above.