

**LAKE CENTRAL SCHOOL CORPORATION**  
**Lake Central High School**  
**KAY TRAPP BOARD 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  
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

Sarah Castaneda, Assistant Superintendent

*To view the archived video of the meeting in its entirety,  
go to the School Board section of website at [www.lcsc.us](http://www.lcsc.us)*

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

**SCHOOL BOARD MEETING MINUTES**  
**Monday, August 19, 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**
  - There is a revision to the Personnel Recommendations under Sarah Castaneda’s section.
  - Janice Malchow 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

- Executive Session: August 5, 2024
- Regular Board Meeting: August 5, 2025

B. Approval of Claims, Payroll and Extracurricular Expenditures

- Howard Marshall moved to approve.
- Nicole Kelly 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. Recognitions:

- a. Kahler Middle School Band, Leta Sena-Lopez
- b. Clark Middle School Best Buddies - New Chapter of the Year

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

- a. 9/8/24 - 9/9/24: IAPSS Preparing for the Future
- b. 9/12/24: IAPSS New Superintendent Mentor Meeting
- Nicole Kelly moved to approve the professional leave requests.
- Louise Tallent seconded the motion.
- Motion carried.

3. Indiana Attorney General National ID Program Kit Distribution

B. Assistant Superintendent – *Sarah Castaneda*

1. Personnel Recommendations – **Action Required**

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

2. Professional Leave Request - **Action Required**

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

C. Director of Primary Education – *Yolanda Bracey*

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

- Howard Marshall moved to approve.
- Louise Tallent seconded the motion.
- Motion carried.

2. Plan for Staff Evaluation 2024-2025 - **Action Required**

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

3. WIN Time Presentation from the Elementary Principals

D. Director of Secondary Education – *Misty Scheuneman*

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

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

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

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

3. LCHS AP Score Report - *Erin Novak*

E. Director of Student Services - *Becky Gromala*

1. Speech/Language Teletherapy

F. Director of Facilities – *Bill Ledyard*

1. LCSC 2023 Capital Projects - Update

a. Bibich ES Projects

i. New Building Addition Project

ii. Mechanical HVAC Renovation Project

b. LCHS (Freshman Center) HVAC Renovation

2. Award and execute Change Order #05 to Gluth Brothers Roofing Company, Inc. for the Bibich ES Building Project – Bid Package #12 – Roofing & Metal Wall Panels - **Action Required**

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

3. Award and execute Change Order #02 to Circle “R” Mechanical, Inc. for the Bibich ES Mechanical Project – Bid Package #10a – HVAC Systems - **Action Required**

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

G. Director of Business Services – *Rob James*

1. Donations - **Action Required**

- Louise Tallent moved to approve.
- Janice Malchow seconded the motion.
- Motion carried.

2. 2025 Budget Timeline

VIII. Public Comments – *Cindy Sues*

Barbara Toosley, Tri Town Safety Village, spoke to Board about fall class session.

Patrick Devine, Parent, spoke to the Board about the Robotics Team.

Ryan Schoon, Parent, spoke to the Board about the Transition to Adulthood Program.

- IX. Board Comments and Consideration of Future Agenda Items – *Cindy Sues*  
Janice Malchow: I'd like to thank everyone who did their presentations tonight, they were very informative and very positive. And, to our parents that addressed the Board, definitely your comments will be taken to consideration in my mind, I know I will think about those and we want to do the very best we can, that's just what Lake Central does is. You know, now that you have brought your concerns forward, we'll try to make it better. I mean, there's no guarantees, but as you know and as you stated, we can work together as a team. It concerns me to hear your concerns, but thank you for sharing those.
- X. Board Calendar of Future Activities – *Dr. Veracco*  
- Next School Board Meeting: Tuesday, September 3, 2024
- XI. Adjournment – *Cindy Sues* – **Action Required**  
- Nicole Kelly moved to adjourn the meeting at 8:15pm.  
- Janice Malchow seconded the motion.  
- Motion carried, meeting adjourned.

Minutes of the August 19, 2024 School Board Meeting were approved and adopted by the Board of School Trustees at the September 3, 2024 School Board Meeting.

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Cindy Sues, President

ATTEST:

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Nicole Kelly, Secretary

SUPPORTING  
DOCUMENTS  
FOR MINUTES

Lake Central School Corporation

Certificate Of Appreciation

This is to certify that

Leta Sena-Lopez, Band Director

Has been awarded this certificate for  
*Kahler 7th & 8th Grade Bands*  
Earned a "Gold with Distinction" rating  
*ISSMA Organizational Contest*

In recognition of this attainment this

Certificate

Is Granted this 19th day of August, 2024



*[Signature]*  
Superintendent

*[Signature]*  
School Board Member

*[Signature]*  
School Board Member

*[Signature]*  
School Board Member

*[Signature]*  
School Board Member

*[Signature]*  
School Board Member

Lake Central School Corporation

Certificate Of Appreciation

This is to certify that

Beth Szymaszek

Has been awarded this certificate for

Clark Middle School Best Buddies  
New Chapter of the Year

In recognition of this attainment this

Certificate

Is Granted this 19th day of August, 2024



*[Signature]*  
Superintendent

*[Signature]*  
School Board Member

*[Signature]*  
School Board Member

*[Signature]*  
School Board Member

*[Signature]*  
School Board Member

*[Signature]*  
School Board Member

# Lake Central School Corporation

8260 Wicker Avenue  
Tel: (219) 365-8507

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

website: [lcsc.us](http://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:** Sarah Castaneda, Assistant Superintendent  
**DATE:** August 15, 2024  
**RE:** Board Meeting of August 19, 2024

## REVISIONS

### Personnel

*(Board action required)*

We are recommending that the following be approved:

#### I. Certified Appointment(s), Resignation(s):

##### A. Appointments:

1. Anna Nasinska (Munster), Temporary Physical Education (PE) Teacher, Kahler Middle School (effective August 12, 2024).
2. Justin Schranz (Dyer), Temporary Physical Education (PE) Teacher, Homan Elementary School (effective August 20, 2024).

##### B. Resignations:

1. Rick Good, Math Teacher, Lake Central High School (effective August 7, 2024).
2. Castula Perez Jr., Spanish Teacher, Lake Central High School (effective August 9, 2024).
3. Elizabeth Schultz, Physical Education Teacher, Homan Elementary School (effective August 20, 2024).

#### II. Classified Appointment(s), Resignation(s), Change of Status, Retirement(s) and Transfer(s):

##### A. Appointments:

1. Laiani Thompson (Crown Point), Paraprofessional, Watson Elementary School (effective August 13, 2024).
2. Kristin Downey (Valparaiso), Paraprofessional 3 days per week, Lake Central High School (effective August 13, 2024).
3. Idalia Osborn (Highland), Paraprofessional, Lake Central High School (effective August 13, 2024).
4. Jennifer Hadt (Crown Point), Paraprofessional, Homan Elementary School (effective August 13, 2024).
5. Regina Gianotti (Beecher), Paraprofessional, Protsman Elementary School (effective August 13, 2024).
6. Kathleen McQuillen (Schererville), Paraprofessional, Peifer Elementary School (effective August 13, 2024).



7. Clara Ruiz (rehire), Paraprofessional, Lake Central High School (effective August 13, 2024).
8. Melody Weishar (rehire), Paraprofessional 2 days per week, Peifer Elementary School (effective August 13, 2024).
9. Rebekah Alberts (Hammond), Paraprofessional, Homan Elementary School (effective August 13, 2024).
10. Olivia Pawlak (Crown Point), Paraprofessional, Kahler Middle School (effective August 13, 2024).
11. Cassandra Moseley (Crown Point), Paraprofessional, Homan Elementary School (effective August 19, 2024).
12. Lindsey Anderson (Crown Point), ELL Tutor/Paraprofessional, Protsman Elementary School (effective August 15, 2024).
13. Camryn Halfeldt (Dyer), Paraprofessional, Lake Central High School (effective August 19, 2024).
14. Abigail Dobricky (Schererville), Paraprofessional, Homan Elementary School (effective September 4, 2024).
15. Katy Clifton (Munster), Paraprofessional, Lake Central High School (effective August 26, 2024).
16. Angela Savino (Dyer), Paraprofessional, Lake Central High School TAP (effective August 20, 2024).

**B. Resignations:**

1. Amy Xidias, Paraprofessional, Protsman Elementary School (effective August 6, 2024).
2. Jodie Mikolanis, Paraprofessional, Protsman Elementary School (effective August 6, 2024).
3. Janene Burns, Paraprofessional, Protsman Elementary School (effective August 7, 2024).

**C. Change of Status:**

1. Lindsay Kruzan, from 5 days to 3 days as a Paraprofessional at Peifer Elementary School (effective August 13, 2024).
2. Suzanne Abdelqader, from 6.0 hours to 6.75 hours per day as a Paraprofessional at Peifer Elementary School (effective August 13, 2024).
3. Alycia Shea, from 3 days to 2 days as a Paraprofessional at Bibich Elementary School (effective August 13, 2024).
4. Miriam Martinez, from 6.5 hours to 6.0 hours per day as a Paraprofessional at Peifer Elementary School (effective August 13, 2024).
5. Jason Andorfer, from 7.0 to 7.75 hours per day 2 days per week as a Paraprofessional at Grimmer Middle School (effective August 13, 2024).
6. Jessica Horvat, from 7.0 to 7.50 hours per day as a Behaviorist at Peifer Elementary School (effective August 12, 2024).
7. Michelle Murphy, from 3 days to 5 days per week as a Paraprofessional at Bibich Elementary School (effective August 13, 2024).
8. Toni Kelsey, from 2 days to 5 days per week as a Paraprofessional at Bibich Elementary School (effective August 13, 2024).
9. Lynn Sullivan, from 6.25 hours per day to 6.75 hours per day as a Paraprofessional at Protsman Elementary School (effective August 19, 2024).

**D. Retirement(s):**

1. Kathy West, Bus Driver, Lake Central Transportation (effective August 13, 2024; *19.5 dedicated years of service*).

2. Wendy Livingston, Manager, Lake Central High School Food Service (effective October 23, 2024; *21 dedicated years of service*).

**E. Transfer(s):**

1. Alexander Peterson, from Part Time Tech Aide to Full Time Tech Aide, Lake Central School Corporation (effective August 20, 2024).

**III. Certified Extracurricular Appointment(s) & Resignation(s):**

**A. Appointments:**

1. Jena Boylan, SLPA Supervision, Watson Elementary School (effective August 12, 2024).
2. Leslie Iwema, Purchase of Plan - German, Lake Central High School (effective August 12, 2024).
3. Blandine Baldwin, Purchase of Plan – French, Lake Central High School (effective August 12, 2024).
4. Ann Downey, Purchase of Plan – Fifth Grade Physical Education (PE), Grimmer Middle School (effective August 12, 2024).
5. Christina Schneider, Senior Class Cabinet Sponsor, Lake Central High School (effective August 1, 2024).
6. Alison Peda, Senior Class Cabinet Sponsor, Lake Central High School (effective August 1, 2024).
7. Morgan Hirschfield, Junior Class Cabinet Sponsor, Lake Central High School (effective August 1, 2024).
8. Carrie Wadycki-Cruz, Junior Class Cabinet Sponsor, Lake Central High School (effective August 1, 2024).
9. Lisa Moreno, Sophomore Class Cabinet Sponsor, Lake Central High School (effective August 1, 2024).
10. Joan Loden, Sophomore Class Cabinet Sponsor, Lake Central High School (effective August 1, 2024).
11. Eric Graves, Traffic Duty, Lake Central High School (effective August 13, 2024).
12. Alex Thompson, Traffic Duty, Lake Central High School (effective August 13, 2024).
13. Stacy Bruckman, Co-Sponsor Project Lit, Kahler Middle School (effective 2024-2025 school year).
14. Brittany Lewis, Co-Sponsor Project Lit, Kahler Middle School (effective 2024-2025 school year).
15. Colleen Rock, Robotics Coach, Kahler Middle School (effective 2024-2025 school year).
16. Rebecca Spanier, Spell Bowl Co-Sponsor, Peifer Elementary (effective 2024-2025 school year).
17. Michale Brandner, Video Yearbook, Clark Middle School (effective August 1, 2024).
18. Paulina Santiago, Student Government Third Grade, Homan Elementary School (effective August 15, 2024).

**B. Resignations:**

1. Jillian Sanchez, SLPA Supervision, Watson Elementary School (effective August 12, 2024).

2. Richard Ohlenkamp Jr., Boys Head Golf Coach, Lake Central High School (effective August 12, 2024).
3. Danielle Carr, Robotics Sponsor, Lake Central High School (effective August 12, 2024).
4. Christina Arroyo, Digital Yearbook, Clark Middle School (effective August 1, 2024).
5. Terri Budlove, Remove Purchase of Plan-Business, Lake Central High School (effective August 12, 2024).
6. Elizabeth Schultz, Math Bowl Sponsor, Homan Elementary School (effective August 2024).
7. Elizabeth Schultz, Student Government Third Grade, Homan Elementary School (effective August 2024).
8. Dana Ranich, Chess Club Sponsor, Kolling Elementary School (effective August 13, 2024).
9. Allison Doyle, Chess Club Sponsor, Kolling Elementary School (effective August 13, 2024).

**IV. Classified Extracurricular Appointment(s) & Resignation(s):**

**A. Appointment:**

1. Emily Brink, Ecoteens Sponsor, Clark Middle School (effective August 19, 2024).

**B. Resignation:**

1. Carol Ondra, Vocal Musical Director, Lake Central High School (effective August 1, 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.**

08/19/2024

Substitutes - Hired
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Employee Name	Hire Date	Job Description
Francis Jagiella	8/2/2024	Sub Teacher
Mackenzie Rainwater	8/13/2024	Sub Teacher
Daniel LaForest	8/1/2024	Transportation Sub
Jolan Bryak	8/13/2024	Sub Teacher
Mackenzie Rainwater	8/13/2024	Sub Teacher
Donna Fox	8/13/2024	Transportation Sub
Michelle Schara	8/13/2024	Sub Teacher
Jennifer Hadt	8/13/2024	Sub Teacher
Loretta Soria	8/13/2024	Sub Teacher
Karen Schwartz	8/13/2024	Sub Teacher
Janene Burns	8/13/2024	Classified Sub
Emma Oney	8/13/2024	Classified Sub
Melissa Lopez	8/13/2024	Sub Transportation
Julia Grzywana	8/14/2024	Sub Teacher

Substitute - Resigned
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Employee Name	Resignation Date	Job Description
Gianna Banashak	8/2/2024	Sub Teacher
Chris Murphy	8/2/2024	Sub Teacher
Hayley Matlon	8/7/2024	Sub Teacher
Rebecca Smith	8/7/2024	Sub Teacher
Abigail Lawson	8/7/2024	Sub Teacher
Deborah Rotas	8/13/2024	Transportation Sub
Ashley Immig	8/9/2024	Sub Teacher
Lisa Mason	8/13/2024	Sub Teacher
Angela Kreuger	8/5/2024	Sub Teacher



## 2024-2025 Mentoring Information

<b>Emp. #</b>	<b>Last Name</b>	<b>First Name</b>	<b>POSITION</b>	<b>Assigned Mentor</b>
10520	Alcazar	Jennifer	Science/Grimmer MS	Laura Mullaney
5325	Bateman	Lauren	Resource/ Peifer	Casey Granger
10546	Benson	Brooke	Resource/Peifer	Alyssa Cafarella
9784	Bosold	Jack	Temp. Spec. Ed Math/Grimmer	Martha Davis
10553	Bogathy	Madeline	Temp. Art/LCHS	Liz Cowan (semester only)
10570	Boylan	Jenna	SLP/Watson EC	Brenna Krygsheld
10521	Carlson	Nikelle	Asst. Band Director/LCHS	Elliot Smith
10572	Clarkson	Heather	Temp. PLTW/Kahler MS	Kim Kwiecinski
10517	Dickelman	Alyssa	Temp. Grade 5/Kahler MS	Biljana Kvietkauskas
10554	Dulski	Madison	Early Childhood/Bibich	Crystal Lippie
10466	Eggebrecht	Amy	Reading Spec./Kahler MS	Kyle Stephens
10522	Fieleke	Jennifer	Grade 2/Bibich	Jennifer Frazier
10395	Fish	Sylvia	Temp Grade 1/Peifer	Shannon DeStJean
10560	Holden	Lauren	Math/LCHS	Jill Zilz
10555	Koulianos	Amanda	English/LCHS	Lisa Groszek
7266	Koulianos	Pantelis (Pete)	Science-PE/LCHS	Tom Halterman
<del>10236</del>	<del>Lauciello</del>	<del>Ryan</del>	<del>Percussionist/LCHS/MS</del>	temp last year/mentored in 23/24
9544	Mackie	Emily	Science/Kahler MS	temp last year/mentored in 23/24
9071	Matthews	Tricia	Applied Skills/Clark MS	Kelly Hempenius
10541	Macak	Delayna	Temp. Grade 1/Prostman	Melissa Ballenger
10557	Miller	Zoe	TAP/LCHS	Gigi Bissias
10573	Nasinska	Anna	Temp. PE/Kahler MS	Laura Bloom Johnson
9176	Ortega	Amanda	Math Teacher/Grimmer	Christa Moore
10564	Reese	Gail	Resource/Watson	Jenna DeBraal
10539	Schluntz	Sydney	English/LCHS	Ella Swinney
10535	Schroll	Ashley	Temp. Grade 5/Clark MS	Michaela Mantel
10516	Sjoquist	Sara	Art/LCHS	Elizabeth Cowan
<del>10341</del>	<del>Titus</del>	<del>Erin</del>	<del>Resource Teacher/Protsman</del>	temp last year/mentored in 23/24
8440	VanVleck	David	Temp. App. Skills/Kahler MS	Brent Barton
10552	Welch	Daniel	Science/Kahler MS	Kerry Cooper

# Lake Central School Corporation

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**website: [lsc.us](http://lsc.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: Sarah Castaneda, Assistant Superintendent  
DATE: August 15, 2024  
RE: **Board Meeting of August 19, 2024**

## ***PROFESSIONAL LEAVE REQUESTS***

<b>NAME</b>	<b>Sarah Castaneda</b>
POSITION	Assistant Superintendent
SCHOOL	District
EVENT	Collective Bargaining Seminar
DATES	8/28/2024
PLACE	Indianapolis, IN
DESCRIPTION	Collective bargaining seminar for school leaders
SPONSORING ORGANIZATION	ISBA/IAPSS
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$250 Estimated Travel Cost – Mileage
FUNDING	24-030-0-23290-58000-0001

SC/vv

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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: August 15, 2024  
RE: **Board Meeting of August 19, 2024**

## ***PROFESSIONAL LEAVE REQUESTS***

<b>NAME</b>	<b>Julie Sharp</b>
POSITION	Teacher
SCHOOL	Homan Elementary
EVENT	The Sparklers Club
DATES	8/06/2024
PLACE	Virtual
DESCRIPTION	Elementary art training, planning documents and workshops
SPONSORING ORGANIZATION	Deep Space Sparkle
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$379 Estimated Travel Cost - \$0
FUNDING	Corporation Title II

YB/vv



<b>NAME</b>	<b>Yolanda Bracey, D'Ann McDermott, Lisa Alessandri</b>
POSITION	Director of Elementary Education, Elementary Literacy Coach, Elementary Math Coach
SCHOOL	District
EVENT	Geminus Head Start Preschool Presentation
DATES	8/20/2024
PLACE	Railcats Stadium - Gary, IN
DESCRIPTION	Presentation of inquiry math and science of reading
SPONSORING ORGANIZATION	Geminus Head Start
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$0 Estimated Travel Cost - Mileage x (3)
FUNDING	010-1-22120-58000-0001

<b>NAME</b>	<b>Jane Dvorscak</b>
POSITION	Math Interventionist
SCHOOL	Peifer Elementary
EVENT	NCTM Annual Conference
DATES	9/25 - 9/28/2024
PLACE	Chicago, IL
DESCRIPTION	Annual math conference
SPONSORING ORGANIZATION	National Council of Teachers of Mathematics
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$515 Estimated Travel Cost - \$56 (train fare)
FUNDING	Corporation Title II

WIN TIME  
LC Elementary Schools

## Definition of WIN

- Students receive 30 minutes of WIN ("What I Need") time, which is differentiated instruction that includes reteaching, remediation, or extension activities.
- Students will be in flexible groups across that particular grade level.

## Communication to Parents

- Parents were notified this summer with a WIN letter to explain the process. Click on the link for more information. [WIN](#)

## Teacher Support

- Grade levels were given grant money to order supplies specific to the WIN time needs.
- Grade level teams were offered compensation this summer if they chose to meet to plan for WIN time.

## WIN Preparation

- During the school year: Teachers will collaborate 30 minutes a week (at minimum) to look at data and group students according to skills.
- Administration prepared lesson binders for each teacher taken from the grade level skills in IREADY. These provide already written lesson plans for teachers for skills to streamline for the teachers if they choose to use them.

## Data Analysis

- Teachers will determine growth by using IREADY, classroom tests, teacher observations through small group work, exit tickets (which are short skill specific quizzes), etc.

## Student Support

This is an "All Hands On Deck" system. Other staff members will also be working with small groups: interventionists, special education teachers, ELL teachers, music/physical education/art teachers.



**Lake Central School Corporation**

Plan for Staff Evaluation

Certified Staff

2024-25

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### **Introduction:**

The Lake Central School Corporation has developed this staff evaluation plan for teacher members in accordance with Indiana Code (20-28-11.5-4). The goal of all evaluations is to improve the instructional quality available to the students of the school corporation. Supporting teachers through professional development embedded in the classroom experience to the extent possible is an integral part of the overall program. As required by law, the Plan for Staff Evaluation encompasses an annual performance review which provides meaningful feedback regarding a teacher's performance.

The School Corporation seeks to recognize and improve the instructional skills and abilities of the staff through meaningful feedback and continuing professional development expanding the capacity to adapt to the ever-changing landscape of educating students.

### **Evaluation Plan Discussion: Certified Staff**

The Lake Central School Corporation will ensure the evaluation plan is in writing and explained to the governing body in a public school board meeting before the evaluations are conducted. Before explaining to the governing body, the superintendent, or one of his designees, shall discuss the plan with teachers and/or their teachers' representative during discussions with the Lake Central Teachers' Association (LCTA). A representative from LCTA will sign the evaluation plan. The plan, including required observations and important evaluation dates, will also be reviewed with district and building level administrators.

### **Performance Evaluations – Certified Staff**

The Lake Central School Corporation will use the RISE Lake Central Teacher Evaluation System 3.0 for all certified staff. Certified staff members that are employed by Lake Central for no less than 120 days in the same position in a school year will receive an evaluation of performance annually.

Certified staff members who do not meet the 120 day minimum, including individuals hired with less than 120 days, or serving in a temporary capacity under the 120 day minimum, will be observed at least one time utilizing the LCSC Rise extended observation format and appropriate rubric dependent upon the length of employment expected.

Appendix A and table 1, which are included in this document details the number of long and short observations required for different groups of teachers. Appendix B details important dates for the evaluation process.

### **Rigorous Measures of Effectiveness**

The Lake Central RISE 3.0 observation rubrics provide for detailed descriptions of levels of effectiveness. The rubrics are used to create a shared vision of teaching excellence and instructional effectiveness. The level of rigor established through the evaluation rubrics provides a focal point for staff development and commonality of purpose between subject, grades, and developmental levels.

The Lake Central RISE Teacher Effectiveness Rubric 3.0 assesses teachers in three domains and includes nineteen (19) specific competencies related to classroom instruction. These nineteen (19) competencies are divided into Purposeful Planning, Effective Instruction, and Teacher Leadership domains.

In addition to the teacher rubric, there are job specific rubrics for certified staff whose duties do not fall under the Lake Central RISE Teacher Effectiveness Rubric 3.0 that allow for detailed descriptions of performance levels. They are:

**School psychologists** will be evaluated using the Lake Central rubric for school psychologists as included in the RISE Lake Central Teacher Evaluation System 3.0.

**Speech pathologists** will be evaluated using the Lake Central rubric for speech and language teachers as included in the RISE Lake Central Teacher Evaluation System 3.0.

**Social workers** will be evaluated using the approved Lake Central effectiveness rubric for social workers as included in the RISE Lake Central Teacher Evaluation System 3.0.

**Counselors** will be evaluated using the Lake Central rubric for school counselors as included in the RISE Lake Central Teacher Evaluation System 3.0. The appropriateness of the rubric content should be considered in making the final determination of rubric assignment. Not all parts of the rubric may be applied to every counselor position and the evaluator will make the final determination as to the specific rubric measures.

**Instructional and Technology Coaches, the Literacy Coach, and Math Coaches** will be evaluated using the Lake Central Instructional Coach Rubric and checklist but may be evaluated in a teaching situation with either students or when instructing adults in a professional development context. Observations may be conducted by Curriculum Directors as well as principals in the building(s) to which they are assigned.

**Media Coordinators** will be evaluated using the School Librarian/Media Specialist Rubric.

Each teacher will receive a rating at the end of each school year in one of four performance levels:

**Highly Effective:** A highly effective teacher consistently exceeds expectations. This is a teacher who has demonstrated excellence, as determined by a trained evaluator, in locally selected competencies reasonably believed to be highly correlated with positive student learning outcomes.

**Effective:** An effective teacher consistently meets expectations. This is a teacher who has consistently met expectations, as determined by a trained evaluator, in locally selected competencies reasonably believed to be highly correlated with positive student learning outcomes.

**Improvement Necessary:** A teacher who is rated as improvement necessary requires a change in performance before he/she meets expectations. This is a teacher who a trained evaluator has determined to require improvement in locally selected competencies reasonably believed to be highly correlated with positive student learning outcomes.

**Ineffective:** An ineffective teacher consistently fails to meet expectations. This is a teacher who has failed to meet expectations, as determined by a trained evaluator, in locally selected competencies reasonably believed to be highly correlated with positive student learning outcomes.

There is an additional domain that is a part of all certified staff rubrics, Core Professionalism. This domain has four competencies on which the teacher is rated. These four are Attendance, On-time Arrival, Policies and Procedures, and Respect. They are considered the non-negotiable aspects of a staff member's job. This domain has only two rating levels: Meets Standard and Does Not Meet Standard. The evaluator uses available information and professional judgment to decide if a teacher has met the standards for any of the four competencies. One criteria that began in the 2020-21 school year, was teachers must have a current Indiana license in their teaching area on the first student day to receive a Meets Standard in the Policies and Procedures competency. A score of -1 will be added to the final TER rating if a teacher is rated Does Not Meet Standard in any of the four Core Professionalism areas.

### **Evaluators**

The Superintendent will determine the evaluators each year. The Superintendent may provide for evaluations to be conducted by primary evaluators whose non-instructional responsibilities allot sufficient time to observe in a meaningful and timely format within the classroom. The Superintendent may provide for evaluations to be conducted by an external provider.

Certified staff members will be assigned a primary evaluator. The primary evaluator will be an administrator whose main function is the oversight of teaching staff and whose responsibilities are not of an instructional nature. A secondary evaluator may also be assigned to perform some short or long evaluations. Persons assigned as a secondary evaluator will typically be department chairpersons, deans, or other individuals whose primary duty is to provide instruction to students

Teachers who are not department chairs or serving as Dean of Students and are selected to be evaluators must complete a training program related to the Lake Central RISE Indiana Teacher Effectiveness System 3.0 and that training will align with the RISE Lake Central Teacher Evaluation System and the software system being utilized. Also, teachers selected to perform evaluations of other teachers must have achieved a rating of Highly Effective or Effective in the year prior to being selected as an evaluator. Should a teacher be selected to become a primary evaluator, the evaluation of staff must comprise a significant portion of their duties and responsibilities. Teachers identified as primary evaluators by the superintendent and whose non-instructional duties warrant such a designation would be subject to additional training and

support prior to assuming duties as a primary evaluator. Teachers selected as evaluators but who have a significant portion of their duties and responsibilities in the classroom setting will be considered secondary evaluators.

**Observations and Feedback**

All certified staff will be observed at least two times per year. Table 1 and Appendix A detail the required number of observations for each category of staff. There are three types of observations used in the staff evaluation process. Long observations are at least 40 minutes in length. Medium observations for highly effective teachers are no less than 20 minutes. Short observations for all other ratings are 10 to 15 minutes in length.

Table 1

<b>Designation of Rating Category</b>	<b>Type of Observation</b>	<b>Length</b>
3.25-4.0	2 Medium Observations	20 minutes each
2.5-3.24	1 Long observation 2 Short observations	40 minutes 10-15 minutes each
2.49-1.0 & all first year certified staff	2 Long observations 3 Short observations	40 minutes each 10-15 minutes each

Following each long observation, the evaluator shall conduct a conference with the employee to discuss the evaluation within seven (7) school days from the completion of the evaluation unless interrupted by a scheduled school break period or weather-related circumstances. Prior to the formal evaluation conference, the evaluator may release the results of the evaluation to the employee. Short observations are exempted from the release and conference provisions. Written feedback of short observations is required within two (2) school days of the short observation’s occurrence unless interrupted by a scheduled school break or weather-related circumstances. The software program allows the evaluator to release this information to the staff member without additional comment.

A mid-year conference is considered an optional component of the adopted evaluation process. It is suggested that evaluators who have areas of concern regarding a teacher’s instructional performance or performance related to any of the domains, should convene a mid-year

conference to inform the teacher of the concerns and, if needed, develop a plan for improvement if this has not already been done at the time of the evaluation. In that case, the mid-year conference provides an opportunity for the evaluator and the evaluatee to monitor the individual's progress with the improvement plan.

### **Designation in Rating Category**

Following the evaluation of each individual, the primary evaluator will annually designate a rating category placement for the individual. The Lake Central School Corporation will use the state recommended designations of Highly Effective, Effective, Needs Improvement, or Ineffective.

The summative rating shall consist of weighted components in the various Lake Central rubrics. The primary evaluator will use professional judgment in assigning the Teacher Effectiveness Rubric score and setting the score for Core Professionalism.

An employee's final rating will be based on 100% of the Lake Central rubrics and applied to the chart below for determining effectiveness category.

<b>Highly Effective</b>	<b>3.5 – 4.0</b>
<b>Effective</b>	<b>2.5 - 3.49</b>
<b>Improvement Necessary</b>	<b>1.75 – 2.49</b>
<b>Ineffective</b>	<b>1.0 – 1.74</b>

Any certificated employee receiving a final rating of Ineffective can request a private conference with the Superintendent. The employee must request such a meeting in writing and provide such a request within ten (10) days of receiving the final Ineffective rating designation.

### **Professional Development Plans (PDP)**

*If a certificated employee receives a rating of ineffective or improvement necessary, the evaluator and the certificated employee shall develop a remediation plan of not more than ninety (90) school days in length to correct the deficiencies noted in the certificated employee's evaluation. The remediation plan must require the use of the certificated employee's license renewal credits in professional development activities intended to help the certificated*



*employee achieve an effective rating on the next performance evaluation. If the principal did not conduct the performance evaluation, the principal may direct the use of the certificated employee's license renewal credits under this subsection. (Public Law 90).*

Should an evaluator determine a teacher's performance during an observation to be Ineffective or Needs Improvement, the evaluator will meet with the teacher during the post-observation conference and establish a plan for improvement. This plan should include sources of assistance for the teacher which create embedded practice within the classroom. The plan should identify remediation strategies specifically linked to the deficiencies noted in the classroom observation. It is desired that the professional development for these deficiencies occur within the timeframe of the remediation period whenever possible. Long-term resources may be identified, but should not compose the majority of suggested remediation resources.

Any improvement/remediation plan must be implemented immediately and shall include a time limit not to exceed ninety (90) school days for the employee to correct any areas of concern noted in the evaluation observation. The primary evaluator should include additional extended and short observations to monitor the progress of the employee beyond the RISE minimums outlined in earlier portions of this document.

An employee will be obligated to use any available license renewal credits to comply with the professional development plan requirements. The principal will not approve any professional leave requests from an employee that are not seen as being applicable to the improvement of skills outlined in the professional development plan.

Following the initial plan for improvement, an additional plan(s) may be created to assist the employee for a subsequent period of time not exceeding ninety (90) school days should evaluation observations continue to receive Ineffective or Needs Improvement ratings. Such improvement plans may span consecutive school years if necessary to permit a reasonable amount of time for the improvement to occur. Typically, this would be the case for improvement plans initiated within the last ninety (90) school days of a school year.

The Lake Central School Corporation may provide additional support to teachers either new to the profession or the school district. This could include employee induction activities, professional development, coaching, or other means as determined by the primary evaluator.

### **Negative Impact on Student Growth and Achievement**

An employee whose performance has a negative impact on student growth and achievement is not eligible to receive a rating of Effective or Highly Effective. Public Law 90 requires this component in all district evaluation plans (IC 20-28-11.5-4).

*(c) Negative impact on student learning shall be defined as follows:*

*(1) For classes measured by statewide assessments with growth model data, the department shall determine and revise at regular intervals the cut levels in growth results that would determine negative impact on growth and achievement. Cut levels shall be published by August 1.*

*(2) For classes that are not measured by statewide assessments, negative impact on student growth shall be defined locally where data show a significant number of students across a teacher's classes fails to demonstrate student learning or mastery of standards established by the state. (Regulation 511 IAC 10-6-4)*

Negative impact on student achievement and growth is defined as any instructional setting in which a class of students shows a significant decrease in scores measured through standardized assessments such as ISTEP+/ILEARN or other measure determined by the school corporation.

The determination of negative impact for teachers whose student performance is measured on statewide assessments is based on two key variables:

1. Mean ISTEP+/ILEARN scale score – ISTEP+/ILEARN scale scores for all students assigned to a teacher will be averaged and then compared to the same variable from the previous year. In order for a teacher to be identified as having negative impact on student learning, the mean ISTEP+/ILEARN scale score must drop by 15 or more scale points from one year to the next;
2. Median student growth percentile – The median student growth percentile of all students assigned to a teacher will be measured. In order for a teacher to be

identified as having a negative impact on student learning, the median student growth percentile must be 15 or less.

Both criteria variables must be met before a teacher is identified as having a negative impact on student learning. This will provide protection from statistical anomalies (adapted from Evaluation Guidance: Negative Impact on Student Learning, Revised on 8/1/12).

The Lake Central School Corporation determines negative impact for non-growth model data staff using the following criteria:

1. A final rating of ineffective
2. School letter grade of F

Both criteria variables must be met before a teacher is identified as having a negative impact on student learning.

A significant decrease in student achievement as outlined above will impact the final rating a teacher receives. A teacher identified as having a negative impact cannot receive a rating of Highly Effective or Effective.

### **Instruction Delivered by Teachers Rated Ineffective**

The Lake Central School Corporation does not desire to have students instructed by staff members who have received a rating of Ineffective for two consecutive years unless such placement is unavoidable. There is no intent by the school corporation to shame or embarrass any staff member who receives an Ineffective rating. The district does desire to have policies and procedures in place that are practical to implement and emphasize the needs of students. Each building administrator shall review student class assignments prior to the start of a school year and determine if any student has been assigned to a teacher having an Ineffective rating in the prior year and is scheduled for the current year to have a similar placement. Unless there is only one teacher for the class or subject, any student having a prior year's teacher rated Ineffective shall be reassigned to a teacher having a higher rating. Should only one teacher be available, the building administrator will inform the parent(s) of the student (and the student if age 18) and work to a collaborative decision about either placing the student in the class of the Ineffective teacher or seeking an alternate course as is appropriate to the developmental level.

Should a student be placed into a classroom being instructed by a teacher whose prior year rating was Ineffective and was, in the previous school year, placed in a classroom of a teacher also rated Ineffective, the building administrator shall inform the parent (and the student if age 18) of the placement by telephone, email, or U.S. Mail. If a telephone notification is used, it is to be followed by formal notification in a letter addressed to the parent (and the student if age 18). If the placement of a student into a classroom for two consecutive years is unavoidable, the notification to the parent (and the student if age 18) must indicate this situation and be able to provide accommodations available to the student to promote positive learning growth.

### **Monitoring Systems**

The school district will review random samples from each evaluator to monitor the fairness, consistency, and objectivity of the evaluations. Professional development will be implemented to assure that high levels of inter-rater reliability are achieved.

Student performance, school accountability grades, and student growth data will provide a basis for the evaluation of rater consistency. Inconsistencies determined during the review will be addressed through additional professional development for the evaluator or the replacement of the individual as an evaluator.

The software package utilized by the school corporation will enable the district to collect, analyze, and generate reports of data within the system. The software must be able to efficiently update information and provide for the archiving of data over an extended period. Reports generated must be consistent with the electronic submission needs of the IDOE.

### **Cash Awards**

Should the school district become eligible to receive cash awards for the purpose of recognizing teacher performance, said awards can only be distributed to those individuals with an underlying teaching contract and who have received a rating of Effective or Highly Effective on the most recent annual evaluation cycle.

Monetary awards will typically be made to qualifying individuals in the third fiscal quarter of the year. This will permit the completion of all evaluations for the preceding school year including those that are reliant on data received following the completion of the school year. Such cash awards shall be integrated into the overall compensation system in accordance with regulatory statutes.

If monetary awards are received as the result of grant application or available from local general fund monies or other resources such as Title II funds, a base amount will be determined for staff with an underlying teaching contract and who have received an evaluation rating of Effective or Highly Effective. An additional amount will be determined from the available funds to further compensate those individuals with a Highly Effective rating. The amount of award to each category will be determined by the amount available and the number of employees in the respective categories. The intent of any award for performance is to provide a meaningful amount to each group eligible for the compensation whenever possible. This differential will only be applicable if required for grant eligibility. Should a differential not be required, the total available funds would be distributed in even shares to qualifying individuals. Payment of such grant funds will be subject to the withholding rules of the Indiana Public Retirement System and the Internal Revenue Service related to compensation.

## Required Observations 2024-25

	Long Observations (no less than 40 minutes)	Medium Observations (20 minutes)	Short Observations (10-15 minutes)
Returning LC Teacher receiving a final rating of 3.25 or higher in previous school year	<ul style="list-style-type: none"> <li>• N/A</li> <li>• Teachers receiving a final rating of 3.25 may opt out of any long evaluations as long as they continue to be rated at least 3.25.</li> <li>• Teachers may request that their evaluator complete a <b>long</b> observation. They must complete this request by March 21, 2025.</li> </ul>	<ul style="list-style-type: none"> <li>• At least 2 medium per year (20 minutes)</li> <li>• Completed no later than May 9, 2025</li> <li>• Written feedback must be completed within 2 school days (<i>unless interrupted by scheduled school break or weather related incident</i>)</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
Returning LC Teacher rated Effective in previous school year (3.24-2.5)	<ul style="list-style-type: none"> <li>• At least 1 <b>long</b> observation</li> <li>• Completed no later than May 9, 2025</li> <li>• Must complete follow-up within 7 school days (<i>unless interrupted by scheduled school break or weather related incident</i>)</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• 2 <b>short</b> observations (10-15 minutes)</li> <li>• Completed no later than May 9, 2025</li> <li>• Written feedback must be completed within 2 school days (<i>unless interrupted by scheduled school break or weather related incident</i>)</li> </ul>
Returning LC teacher rated Needs Improvement or Ineffective in previous school year (2.49-1.0) & New LC Teacher	<ul style="list-style-type: none"> <li>• At least 2 <b>long</b> observations per year</li> <li>• One must be completed no later than December 6, 2024. The second completed no later than May 2, 2025. (April 17, 2025 for AP teachers)</li> <li>• Must complete follow up within 7 school days (<i>unless interrupted by scheduled school break or weather related incident</i>)</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• At least 3 per year (10-15 minutes)</li> <li>• Completed no later than March 14, 2025</li> <li>• Written feedback must be completed within 2 school days (<i>unless interrupted by scheduled school break or weather related incident</i>)</li> </ul>

**\* Any newly hired Lake Central Teacher is considered a "New Teacher" in terms of LC RISE even if they have previous experience teaching in another school district. Therefore, they must have a minimum of 2 long and 3 short observations like any other newly hired teacher**

## Important Dates for Lake Central RISE Evaluations 2024-25

09/10/24	First date for observations for the 2024-25 school year
10/04/24	Last day for teachers to submit intent to retire letter in order to be exempt from evaluation under LC RISE for the 2024-25 school year.
12/06/24	Deadline for completion of 1 <sup>st</sup> long observation for all new teachers. Follow-up must be completed within 7 school days.
03/14/25	Last day for 3 <sup>rd</sup> short for teachers rated as needs improvement, ineffective, and all new teachers. Written feedback must be completed within 2 school days.
03/21/25	Deadline for HE teachers on 2 medium observations track to submit request for a long observation to their primary evaluator.
04/17/25	Second long observations for AP teachers due. Follow-up must be completed within 7 school days.
05/02/25	Last day for extended observations in all classes other than AP. Follow-up must be completed within 7 school days.
05/09/25	Last day for long observations of effective teachers
05/09/25	Last day for medium observations for HE teacher on the 2 medium observation track. Written feedback must be completed within 2 school days.
05/09/25	Last day for 2 short observations for effective teachers.
05/29/25	Last day for teachers to upload items for evidence

Signed the 19th day of August, 2024 as representative of the governing body, exclusive bargaining unit, and Lake Central Schools Superintendent.

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Dr. Lawrence Veracco, Lake Central School Corporation Superintendent

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Cindy Sues, School Board President

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Allison Peda, LCTA Discussion Representative



# **Lake Central School Corporation**

Plan for Staff Evaluation

Administrators

2024-25

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### **Introduction:**

The Lake Central School Corporation has developed this staff evaluation plan for teacher members in accordance with Indiana Code (20-28-11.5-4). The goal of all evaluations is to improve the instructional quality available to the students of the school corporation. Supporting teachers through professional development embedded in the classroom experience to the extent possible is an integral part of the overall program. As required by law, the Plan for Staff Evaluation encompasses an annual performance review which provides meaningful feedback regarding an administrator's performance.

The School Corporation seeks to recognize and improve the instructional skills and abilities of the staff through meaningful feedback and continuing professional development expanding the capacity to adapt to the ever-changing landscape of educating students.

### **Evaluation Plan Discussion: Administrators**

The Lake Central School Corporation will ensure the evaluation plan is in writing and explained to the governing body in a public school board meeting before the evaluations are conducted. The plan, including required observations and important evaluation dates, will also be reviewed with district and building level administrators.

### **Performance Evaluations – Administrators**

The Lake Central School Corporation will use the RISE Lake Central Teacher Evaluation System 3.0 for all certified administrative staff. Certified administrators that are employed by Lake Central for no less than 120 days in the same position in a school year will receive an evaluation of performance annually.

Certified administrators who do not meet the 120 day minimum, including individuals hired with less than 120 days, or serving in a temporary capacity under the 120 day minimum, will be observed at least one time utilizing the LCSC Rise 3.0 extended observation format and appropriate rubric dependent upon the length of employment expected.

Appendix A and table 1, which are included in this document, details the number of long and short observations required for different groups of teachers. Appendix B details important dates for the evaluation process.

## **Rigorous Measures of Effectiveness**

The Lake Central RISE 3.0 observation rubrics provide for detailed descriptions of levels of effectiveness. The rubrics are used to create a shared vision of teaching excellence and instructional effectiveness. The level of rigor established through the evaluation rubrics provides a focal point for staff development and commonality of purpose between subject, grades, and developmental levels.

### **Professional Practice Component:**

- Use of the appropriate rubric with all domains and competencies
- Scoring weights for all Professional Practice domains

Principals will be evaluated using the Lake Central RISE Principal Effectiveness 3.0 which assesses the performance of building principals on two domains, Teacher Effectiveness and Leadership Actions.

Assistant Principals, Deans of Students, Athletic Director, and Assistant Athletic Director will be evaluated using the Lake Central RISE Assistant Principal Effectiveness Rubric 3.0 which assesses their performance on two domains, Teacher Effectiveness and Leadership Actions. There are three (3) optional competencies that may be used depending on the duties assigned to the staff member:

- Professional Development
- Curriculum and Instructional Leadership
- And Student Culture, Management, and Support.

Directors of Elementary and Secondary Education, Student Services, and Human Resources will be evaluated using the Lake Central RISE Director's Rubric which has 5 domains:

- Communication Skills and Working relationships
- Supervision
- Leadership and Management Style
- Job Knowledge and Skills and
- Professional Responsibilities and Behavior.

The Superintendent will be evaluated using the Lake Central RISE Superintendent rubric 3.0 which has 6 domains:

- Human Capital Manager
- Instructional Leadership
- Personal Behavior
- Building Relationships
- Culture of Achievement and
- Organizations, Operational, and Resource Management.

Walk-through techniques, conferences, and a review of evidence/artifacts will be utilized to assist in gathering of information needed to compile a body of evidence for review.

Administrators will be rated on the applicable rubric through short and long observations which may be direct or indirect. An indirect observation will include a review of evidence/artifacts that pertain to the rubric categories. Each administrator will receive a rating at the end of each school year in one of four performance levels:

**Highly Effective:** A highly effective teacher consistently exceeds expectations. This is a teacher who has demonstrated excellence, as determined by a trained evaluator, in locally selected competencies reasonably believed to be highly correlated with positive student learning outcomes.

**Effective:** An effective teacher consistently meets expectations. This is a teacher who has consistently met expectations, as determined by a trained evaluator, in locally selected competencies reasonably believed to be highly correlated with positive student learning outcomes.

**Improvement Necessary:** A teacher who is rated as improvement necessary requires a change in performance before he/she meets expectations. This is a teacher who a trained evaluator has determined to require improvement in locally selected competencies reasonably believed to be highly correlated with positive student learning outcomes.

**Ineffective:** An ineffective teacher consistently fails to meet expectations. This is a teacher who has failed to meet expectations, as determined by a trained evaluator, in locally selected

competencies reasonably believed to be highly correlated with positive student learning outcomes.

There is an additional domain that is a part of all certified staff rubrics, Core Professionalism.

This domain has four competencies on which the teacher is rated:

- Attendance
- On-time Arrival
- Policies and Procedures and
- Respect.

These additional domains are considered the non-negotiable aspects of a staff member's job. This domain has only two rating levels: Meets Standard and Does Not Meet Standard. The evaluator uses available information and professional judgment to decide if a teacher has met the standards for any of the four competencies. One criteria that began in the 2020-21 school year, was teachers must have a current Indiana license in their teaching area on the first student day to receive a Meets Standard in the Policies and Procedures competency. A score of -1 will be added to the final TER rating if a teacher is rated Does Not Meet Standard in any of the four Core Professionalism areas.

### **Evaluators**

The Superintendent will determine the evaluators each year. All evaluators will have completed a training program related to the RISE Lake Central Plan for Staff Evaluation-Administration. Additional training is provided to all evaluators on the software system used to track data and manage documentation. Software training is performed by either the training staff of the software vendor or an employee who has been trained on the software. Training and professional development in evaluation skills will be a focus of the school corporation to provide a high level of competence in the evaluator and consistency between evaluators.

### **Observations and Feedback**

All certified staff will be observed at least two times per year. Table 1 and Appendix A detail the required number of observations for each category of staff. There are three types of observations used in the staff evaluation process. Long observations are at least 40 minutes in length. Medium observations for highly effective teachers are no less than 20 minutes. Short observations for all other ratings are 10 to 15 minutes in length.

Table 1

<b>Designation of Rating Category</b>	<b>Type of Observation</b>	<b>Length</b>
3.25-4.0	2 Medium Observations	20 minutes each
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2.49-1.0 & all first year certified staff	2 Long observations 3 short observations	40 minutes each 10-15 minutes each

Following each long observation, the evaluator shall conduct a conference with the employee to discuss the evaluation within seven (7) school days from the completion of the evaluation unless interrupted by a scheduled school break period or weather-related circumstances. Prior to the formal evaluation conference, the evaluator may release the results of the evaluation to the employee. Short observations are exempted from the release and conference provisions. Written feedback of short observations is required within two (2) school days of the short observation's occurrence unless interrupted by a scheduled school break or weather-related circumstances. The software program allows the evaluator to release this information to the staff member without additional comment.

A mid-year conference is considered an optional component of the adopted evaluation process. It is suggested that evaluators who have areas of concern regarding a teacher's instructional performance or performance related to any of the domains, should convene a mid-year conference to inform the teacher of the concerns and, if needed, develop a plan for improvement if this has not already been done at the time of the evaluation. In that case, the mid-year conference provides an opportunity for the evaluator and the evaluatee to monitor the individual's progress with the improvement plan.

#### **Designation in Rating Category**

After reviewing all available evidence, evaluators will use their professional judgment to assign final scores for each competency which will be combined according to prescribed weightings to arrive at a final rubric score. A final score for Core Professionalism will also be set at this time. An administrator's final rating will be based entirely on the final rubric score which will be determined by the following scale:

<b>Highly Effective</b>	<b>3.5 – 4.0</b>
<b>Effective</b>	<b>2.5 - 3.49</b>
<b>Improvement Necessary</b>	<b>1.75 – 2.49</b>
<b>Ineffective</b>	<b>1.0 – 1.74</b>

Any certificated employee receiving a final rating of Ineffective can request a private conference with the Superintendent. The employee must request such a meeting in writing and provide such a request within ten (10) days of receiving the final Ineffective rating designation.

**Professional Development Plan (PDP)**

*If a certificated employee receives a rating of ineffective or improvement necessary, the evaluator and the certificated employee shall develop a remediation plan of not more than ninety (90) school days in length to correct the deficiencies noted in the certificated employee's evaluation. The remediation plan must require the use of the certificated employee's license renewal credits in professional development activities intended to help the certificated employee achieve an effective rating on the next performance evaluation. If the principal did not conduct the performance evaluation, the principal may direct the use of the certificated employee's license renewal credits under this subsection. (Public Law 90).*

Should an evaluator determine an administrator's performance during an observation to be Ineffective or Needs Improvement, the evaluator will meet with the administrator during the post-observation conference and establish a plan for improvement. This plan should include sources of assistance for the administrator which create embedded practice within the school day. The plan should identify remediation strategies specifically linked to the deficiencies noted in the observation. It is desired that the professional development for these deficiencies occur within the timeframe of the remediation period whenever possible. Long-term resources may be identified, but should not compose the majority of suggested remediation resources.



Any improvement/remediation plan must be implemented immediately and shall include a time limit not to exceed ninety (90) school days for the employee to correct any areas of concern noted in the evaluation observation. The primary evaluator should include additional extended and short observations to monitor the progress of the employee beyond the RISE minimums outlined in earlier portions of this document.

An employee will be obligated to use any available license renewal credits to comply with the professional development plan requirements. The evaluator will not approve any professional leave requests from an employee that are not seen as being applicable to the improvement of skills outlined in the professional development plan.

Following the initial plan for improvement, an additional plan(s) may be created to assist the employee for a subsequent period of time not exceeding ninety (90) school days should evaluation observations continue to receive Ineffective or Needs Improvement ratings. Such improvement plans may span consecutive school years if necessary to permit a reasonable amount of time for the improvement to occur. Typically, this would be the case for improvement plans initiated within the last ninety (90) school days of a school year.

The Lake Central School Corporation may provide additional support to administrators either new to the profession or the school district. This could include employee induction activities, professional development, coaching, or other means as determined by the primary evaluator.

### **Negative Impact on Student Growth and Achievement**

Negative impact on student achievement and growth is defined as any instructional setting in which a class of students shows a significant decrease in scores measured through standardized assessments such as ISTEP+/ILEARN or other measure determined by the school corporation.

The Lake Central School Corporation determines negative impact for non-growth model data staff using the following criteria:

1. A final rating of ineffective
2. School letter grade of F

Both criteria variables must be met before an administrator is identified as having a negative impact on student learning.

A significant decrease in student achievement as outlined above will impact the final rating an administrator receives.

### **Monitoring Systems**

The school district will review random samples from each evaluator to monitor the fairness, consistency, and objectivity of the evaluations. Professional development will be implemented to assure that high levels of inter-rater reliability are achieved.

Student performance, school accountability grades, and student growth data will provide a basis for the evaluation of rater consistency. Inconsistencies determined during the review will be addressed through additional professional development for the evaluator or the replacement of the individual as an evaluator.

The software package utilized by the school corporation will enable the district to collect, analyze, and generate reports of data within the system. The software must be able to efficiently update information and provide for the archiving of data over an extended period. Reports generated must be consistent with the electronic submission needs of the IDOE.

### **Cash Awards**

Should the school district become eligible to receive cash awards for the purpose of recognizing teacher performance, said awards can only be distributed to those individuals with an underlying teaching contract and who have received a rating of Effective or Highly Effective on the most recent annual evaluation cycle.

Monetary awards will typically be made to qualifying individuals in the third fiscal quarter of the year. This will permit the completion of all evaluations for the preceding school year including those that are reliant on data received following the completion of the school year. Such cash awards shall be integrated into the overall compensation system in accordance with regulatory statutes.

If monetary awards are received as the result of grant application or available from local general fund monies or other resources such as Title II funds, a base amount will be determined for staff with an underlying teaching contract and who have received an evaluation rating of Effective or Highly Effective. An additional amount will be determined from the available funds to further compensate those individuals with a Highly Effective rating. The amount of award to each category will be determined by the amount available and the number of employees in the respective categories. The intent of any award for performance is to provide a meaningful amount to each group eligible for the compensation whenever possible. This differential will only be applicable if required for grant eligibility. Should a differential not be required, the total available funds would be distributed in even shares to qualifying individuals. Payment of such grant funds will be subject to the withholding rules of the Indiana Public Retirement System and the Internal Revenue Service related to compensation.

## Required Observations 2024-25

	Long Observations (no less than 40 minutes)	Medium Observations (20 minutes)	Short Observations (10-15 minutes)
Returning LC Teacher receiving a final rating of 3.25 or higher in previous school year	<ul style="list-style-type: none"> <li>• N/A</li> <li>• Teachers receiving a final rating of 3.25 may opt out of any long evaluations as long as they continue to be rated at least 3.25.</li> <li>• Teachers may request that their evaluator complete a <b>long</b> observation. They must complete this request by March 21, 2025.</li> </ul>	<ul style="list-style-type: none"> <li>• At least 2 medium per year (20 minutes)</li> <li>• Completed no later than May 9, 2025</li> <li>• Written feedback must be completed within 2 school days (<i>unless interrupted by scheduled school break or weather related incident</i>)</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
Returning LC Teacher rated Effective in previous school year (3.24-2.5)	<ul style="list-style-type: none"> <li>• At least 1 <b>long</b> observation</li> <li>• Completed no later than May 9, 2025</li> <li>• Must complete follow-up within 7 school days (<i>unless interrupted by scheduled school break or weather related incident</i>)</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• 2 <b>short</b> observations (10-15 minutes)</li> <li>• Completed no later than May 9, 2025</li> <li>• Written feedback must be completed within 2 school days (<i>unless interrupted by scheduled school break or weather related incident</i>)</li> </ul>
Returning LC teacher rated Needs Improvement or Ineffective in previous school year (2.49-1.0) & New LC Teacher	<ul style="list-style-type: none"> <li>• At least 2 <b>long</b> observations per year</li> <li>• One must be completed no later than December 6, 2024. The second completed no later than May 2, 2025.</li> <li>• Must complete follow up within 7 school days (<i>unless interrupted by scheduled school break or weather related incident</i>)</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• At least 3 per year (10-15 minutes)</li> <li>• Completed no later than March 14, 2025</li> <li>• Written feedback must be completed within 2 school days (<i>unless interrupted by scheduled school break or weather related incident</i>)</li> </ul>

**\* Any newly hired Lake Central Teacher is considered a "New Teacher" in terms of LC RISE even if they have previous experience teaching in another school district. Therefore, they must have a minimum of 2 long and 3 short observations like any other newly hired teacher.**

Appendix B

## Important Dates for Lake Central RISE Evaluations 2024-25

09/10/24	First date for observations for the 2024-25 school year
10/04/24	Last day for teachers to submit intent to retire letter in order to be exempt from evaluation under LC RISE for the 2024-25 school year.
12/06/24	Deadline for completion of 1 <sup>st</sup> long observation for all new teachers. Follow-up must be completed within 7 school days.
03/14/25	Last day for 3 <sup>rd</sup> short for teachers rated as needs improvement, ineffective, and all new teachers. Written feedback must be completed within 2 school days.
03/21/25	Deadline for HE teachers on 2 medium observations track to submit request for a long observation to their primary evaluator.
05/02/25	Last day for extended observations in all classes other than AP. Follow-up must be completed within 7 school days.
05/09/25	Last day for long observations of effective teachers
05/09/25	Last day for medium observations for HE teacher on the 2 medium observation track. Written feedback must be completed within 2 school days.

Signed the 19th day of August, 2024 as representative of the governing body and Lake Central Schools Superintendent for Lake Central RISE Administrator Evaluation Plan 2024-25.

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Dr. Lawrence Veracco Lake Central School Corporation Superintendent

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Cindy Sues, School Board President

# Lake Central School Corporation

8260 Wicker Avenue St. John, IN 46373  
Tel: (219) 365-8507 Fax: (219) 365-6406

**website: [lcsc.us](http://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: Misty Scheuneman, Director of Secondary Education  
DATE: August 15, 2024  
RE: **Board Meeting of August 19, 2024**

## **PROFESSIONAL LEAVE REQUESTS**

<b>NAME</b>	Misty Scheuneman, Scott Graber, Ken Newton, Kari Regan, Elizabeth Kirn, Scott King, Jolene Bogacki, Sue Schweitzer
<b>POSITION</b>	Director, Principals, Assistant Principals, Math Coach, Tech Trainers
<b>SCHOOL</b>	District
<b>EVENT</b>	Language for Effective Teacher Feedback Webinar
<b>DATES</b>	8/22/2024
<b>PLACE</b>	Virtual
<b>DESCRIPTION</b>	Webinar on providing better and more effective feedback to teachers
<b>SPONSORING ORGANIZATION</b>	Keep Indiana Learning
<b>EXPENSES</b>	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$70 x (8) Estimated Travel Cost - \$0
<b>FUNDING</b>	684-4-1   300-58000-0002

MS/vv

<b>NAME</b>	Todd Smolinski
POSITION	Assistant Principal
SCHOOL	LCHS
EVENT	IASP Leading AP's
DATES	9/01/2024
PLACE	Virtual (September - May)
DESCRIPTION	Support Program for Assistant Principals
SPONSORING ORGANIZATION	IASP
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$79 Estimated Travel Cost - \$0
FUNDING	684-4-11300-58000-0002

<b>NAME</b>	Naveed Nizam
POSITION	Varsity Volleyball Coach
SCHOOL	LCHS
EVENT	Volleyball Tournament
DATES	9/13 - 9/14/2024
PLACE	Fishers, IN
DESCRIPTION	Varsity Volleyball Tournament
SPONSORING ORGANIZATION	LCHS Athletics
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$0 Estimated Travel Cost - \$0
FUNDING	Athletics



<b>NAME</b>	<b>Kristina Collard, Carrie Wadycki-Cruz</b>
POSITION	Teachers
SCHOOL	LCHS
EVENT	National High School Journalism Convention
DATES	11/06 - 11/10/2024
PLACE	Philadelphia, PA
DESCRIPTION	Convention for high school journalism students
SPONSORING ORGANIZATION	JEA/NSPA
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$0 Estimated Travel Cost - \$0
FUNDING	Self-Funded

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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: August 15, 2024

RE: **Board Meeting of August 19, 2024**

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## ***FIELD TRIP REQUESTS***

Naveed Nizam, Varsity Volleyball Coach at LCHS, requests to take approximately (16) members of the girls varsity volleyball team to Fishers, IN on September 13 - September 14, 2024. The team will participate in a tournament at Hamilton Southeastern High School. All fees will be covered by athletics.

Kristina Collard and Carrie Wadycki-Cruz, teachers at LCHS, request to take approximately (15-20) publications and broadcasting students to Philadelphia, Pennsylvania on November 6 - November 10, 2024. The students will attend the National High School Journalism Convention. This is a self-funded event.

MS/vv



# AIA Document G731™ – 2019

## Change Order, Construction Manager as Adviser Edition

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

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

**CONTRACTOR:** *(name and address)*  
Gluth Brothers Roofing Company, Inc.  
6701 Osborn Avenue, Hammond, IN 46323

**CONTRACT INFORMATION:**  
Contract For: BP#12 Roofing & Metal Wall Panels  
Date: 5/30/2023

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

**CHANGE ORDER INFORMATION:**  
Change Order Number: 5

Date: 8/14/2024  
**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.)*

Furnish and install additional metal caps at walls around chiller enclosure.

The original Contract Sum was	\$ 953,951.00
Net change by previously authorized Change Orders	\$ 52,970.00
The Contract Sum prior to this Change Order was	\$ 1,006,921.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 4,853.00
The new Contract Sum including this Change Order will be	\$ 1,011,774.00

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  
PRINTED NAME AND TITLE

DATE:

Gluth Brothers Roofing Company, Inc  
CONTRACTOR *(Firm name)*

SIGNATURE  
Eric Gluth  
PRINTED NAME AND TITLE

DATE:

CORE Construction, LLC  
CONSTRUCTION MANAGER *(Firm name)*

SIGNATURE  
Nicolas Waldmarson - Project Manager  
PRINTED NAME AND TITLE

DATE:

Lake Central School Corporation  
OWNER *(Firm name)*

SIGNATURE  
William Ledyard  
PRINTED NAME AND TITLE

DATE:



**Building Package - Contingency Use Authorization #11**

Lake Central School Corporation

Date Sent: 08/14/2024

8260 Wicker Avenue

Job: 23-20-900

St. John, IN 46373

LCSC Additions & Renovations to Bibich

**Description of Authorized Change:**

#	Description	Amount
1	Gluth - Furnish & install metal caps at vertical & horizontal edges of existing masonry walls around the chiller area	4,853.00
		4,853.00

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	287,277.00
Current Contingency Amount	710,228.00
Decrease By This Change	(4,853.00)
Remaining Contingency Amount	705,375.00

By: *William Boyd*  
Lake Central School Corporation

By: \_\_\_\_\_  
Schmidt Associates Inc.

By: *A. Nicholas Weber*  
CORE Construction Indiana, LLC

Date: 8/15/24

Date: \_\_\_\_\_

Date: 8/14/24

Brian Gluth  
H. Russell Gluth  
Eric Gluth  
Randall X. Gluth



6701 Osborn Avenue  
Hammond, IN 46323  
(219) 844-5536  
(800) 82-GLUTH  
Fax: (219) 845-6953  
[www.gluthbrothersroofing.com](http://www.gluthbrothersroofing.com)

August 9, 2024

CORE Construction  
833 West Lincoln Hwy  
Scherverville, IN 46375

Job Ref.: LCSC – Bibich Elementary  
14600 W 81<sup>st</sup> St.  
Dyer, IN 46311

#### Break Metal Wall Cover

1. We shall clean up the vertical ends of the two walls that need covers.
2. Furnish and install a 2 x 12 wood nailer on the vertical walls and along the top of the north wall secured into the existing masonry block.
3. Fabricate and install a 24 ga prepainted Medium Bronze sheet metal coping cap to cover the top of the north wall and the two ends complete with hold down and fasteners.

ADD: \$ 4,853.00

Submitted By: Eric Gluth

**Since 1886**

"Experience and a name you can trust!"





Mechanical Package - Contingency Use Authorization #2

Lake Central School Corporation  
8260 Wicker Avenue  
St. John, IN 46373

Date Sent: 08/14/2024  
Job: 23-20-900  
LCSC Additions & Renovations to Bibich

Description of Authorized Change:

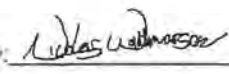
#	Description	Amount
1	Circle R - Remove & replace exhaust ductwork in existing building restrooms, furnish & install new grilles	7,349.17
		7,349.17

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	154,686.00
Prior Contingency Amount Used	5,359.09
Current Contingency Amount	149,326.91
Decrease By This Change	(7,349.17)
Remaining Contingency Amount	141,977.74

By:   
Lake Central School Corporation  
Date: 8/15/24

By: \_\_\_\_\_  
Schmidt Associates Inc.  
Date: \_\_\_\_\_

By:   
CORE Construction Indiana, LLC  
Date: 8/14/24



Sheet Metal • Heating • Air Conditioning  
 Ventilation • Plumbing • Fabrication • Service  
 Certified Air and Water Balancing  
 Temperature Control

*Women Owned Business Enterprise (WBE)*

AUGUST 8, 2024

CORE CONSTRUCTION  
 NICOLAS WALDMARSON  
 833 LINCOLN HWY., SUITE 120W  
 SCHERERVILLE, IN 46375

RE: BIBICH SCHOOL MECHANICAL PACKAGE

CP-3

Circle "R" Mechanical proposes to furnish labor and material for the HVAC portion for the above named project for a total price of \$7,349.00

The above price includes:

1. Labor & material to remove and replace existing restroom grilles & duct.
2. Performance bond

The above price does not include:

1. Sales tax

Trade	Hours		Per Hour	Total
Sheetmetal Journeyman	42.00	@	104.55	4,391.10
Sheetmetal Foreman	2.00	@	110.90	221.80
Sheetmetal Shop Labor & Delivery	2.00	@	120.00	240.00
HVAC Material Cost	691.16			691.16
Equipment/Tools	1025.00			1,025.00
State Sales Tax			0%	0.00
<b>CRM Subtotal</b>				<b>6,569.06</b>
Overhead & Profit / CRM		@	10%	656.91
Performance Bond	Yes			123.20
<b>TOTAL</b>				<b>7,349.17</b>

Thank you for the opportunity to quote you on this project. We are looking forward to working with you!

Respectfully  
 Circle "R" Mechanical

Tom Heckman





CIRCLE "R" MECHANICAL  
 6620 SHEPHERD AVENUE  
 PORTAGE, IN 46368  
 (219) 787-5566 • FAX (219) 787-5567

T & M FIELD REPORT

CP# CP-3

DESCRIPTION OF WORK: Remove old floor, install  
new floor of new Gullies  
in kitchen

JOB: Bibich  
 JOB #: 23-0204-711  
 DATE: 7-30-24  
 WEEK END: 8-2-24  
 SHEET 2 OF 2

DATE/YEAR	29		30 <sup>th</sup>		31 <sup>st</sup>		1st		2nd					
	MON.		TUES.		WEDS.		THURS.		FRI.		SAT.		SUN.	
CRAFTSMANS NAME	ST	OT	ST	OT	ST	OT	ST	OT	ST	OT	ST	OT	ST	OT
<u>Kevin H. [unclear]</u>	8		8											
<u>[unclear]</u>	8													

EQUIPMENT USED:


SUBCONTRACTORS INVOLVED:


FIELD MATERIAL USED:	QUANTITY	FIELD MATERIAL USED:	QUANTITY

BILL TO: Core

CHANGE ORDERED BY:

DATE: \_\_\_\_\_ SHOP LABOR INVOLVED

AUTHORIZED SIGNATURE: [Signature]

DATE: 7/30/24 SHOP MAT. INVOLVED

WORK COMPLETED ON: 7-30-24

DATE: 7/30/24 SERVICE DEPARTMENT

Y	N
✓	
✓	
	✓

CIRCLE "R" MECHANICAL  
 6620 SHEPHERD AVENUE  
 PORTAGE, IN 46368  
 (219) 787-5566 • FAX (219) 787-5567

T & M FIELD REPORT

CP# CP 3

DESCRIPTION OF WORK: Remove old filter, install new filter in new location in new grille

JOB: 23-0204  
 JOB #: 23-0204  
 DATE: 7-23-24  
 WEEK END: 7-26-24  
 SHEET: 1 OF 1

DATE/YEAR	22nd		23rd		24th		25th		26th						
	MON.	TUES.	WEDS.	THURS.	FRI.	SAT.	SUN.	ST	OT	ST	OT	ST	OT	ST	OT
CRAFTSMANS NAME															
GABE <u>23-0204</u>		5	1												
KEVIN <u>23-0204</u>		3		2	2										

EQUIPMENT USED:


SUBCONTRACTORS INVOLVED:


FIELD MATERIAL USED:	QUANTITY	FIELD MATERIAL USED:	QUANTITY
Pa-2000 straps	100		
Flex 4-8" 1-10" 1-16"	6 Bags		
Exhaust Grilles	23		
Register Boxes	23		

BILL TO: Core

CHANGE ORDERED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ SHOP LABOR INVOLVED

AUTHORIZED SIGNATURE: [Signature] DATE: 7/23/24 SHOP MAT. INVOLVED

WORK COMPLETED ON: \_\_\_\_\_ DATE: \_\_\_\_\_ SERVICE DEPARTMENT

	Y	N
✓		
✓		
		✓

## Tom Heckman

---

**From:** Nick Gritsonis <nickgritsonis@lelund.com>  
**Sent:** Wednesday, July 17, 2024 3:00 PM  
**To:** Andy Sacks  
**Cc:** Tom Heckman; John Bodish  
**Subject:** Re: Bibich extra

Here is your pricing

21-Eggcrate return grilles w/ 12x12 neck and screw holes - 5day factory quickship

2-Eggcrate return grilles - 2x2 for lay-in ceiling

**Total \$745.00 delivered**

*If needed*

23-Round neck adapters - mill finish - \$280.00

**\$1,025 TOTAL**

~~6-Bags R6 insulated flex & 100 48" panduit straps - \$370.00~~

Thanks

Nick Gritsonis  
[nick@lelund.com](mailto:nick@lelund.com)  
630-776-0183 - direct  
630-627-9886 - office  
[www.lelund.com](http://www.lelund.com)  
LINE CARD

On Wed, Jul 17, 2024 at 1:36 PM Andy Sacks <[asacks@circlermechanical.com](mailto:asacks@circlermechanical.com)> wrote:  
12x12 neck with screw holes

Sent from my iPhone

> On Jul 17, 2024, at 1:32 PM, Nick Gritsonis <[nickgritsonis@lelund.com](mailto:nickgritsonis@lelund.com)> wrote:

>

> 12x12 neck with screw holes

**JAMIES**

# Lake Central School Corporation

8260 Wicker Avenue  
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St. John, IN 46373  
Fax: (219) 365-6406

website: [lcsc.us](http://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: August 15, 2024

**RE: Board Meeting August 19, 2024**

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## **Donations (Action Required)**

### **Received**

### **Given**

The Lake Central High School Athletic Department received a donation in the amount of \$20,342.49 from the Athletic Booster Club, proceeds from the 'Support The Tribe' fundraiser.

The Peifer PTO would like to donate \$3,000 to go toward the cost of a new laminator at Peifer.

The Administration recommends approving the donations as indicated above.

## **2025 Budget Timeline**

I have included in your packet my proposed timeline for adopting the 2025 Budget, Capital Projects Plan, and 5-year Bus Replacement Plan. Please review the dates and let me know if you have any questions.

Lake Central School Corporation  
2025 Budget  
Proposed Timeline

Public Work Session and  
Permission to Advertise  
2025 Budget; Capital Projects Plan;  
5-year Bus Replacement Plan

Tuesday – September 3, 2024  
Regular Board Meeting

Publication of Notice of Public  
Hearing

Thursday – September 5, 2024  
(At least 10 days prior to Public Hearing)

Public Hearing

Monday - September 16, 2024  
Regular Board Meeting  
(At least 10 days before adoption)

Adoption  
2025 Budget; Capital Projects Plan;  
5-year Bus Replacement Plan

Monday - October 7, 2024  
Regular Board Meeting

# PUBLIC PARTICIPATION SIGN-UP SHEET

## Re: ACTION ITEMS

> Not Action Items

The School Board has provided time within its regular meetings to hear comments and concerns from members of the Lake Central school community regarding an action item on tonight's agenda. All are asked to observe the provisions of Board Bylaw 0167.3 "Public Participation at Board Meetings" which include:

- Your statement is expected to be honest and accurate and given in a respectful manner.
- Your statement may not discuss matters involving personnel performance or individual student discipline.
- Each individual's statement shall be limited to approximately three (3) minutes. The Board has allocated a total of thirty (30) minutes from its meeting for all public participation. Your cooperation in limiting duplicative statements so that others may speak is appreciated.

NAME <small>Please Print</small>	ARE YOU A RESIDENT OF ST. JOHN TOWNSHIP?	RELATIONSHIP TO SCHOOL <small>(Parent, Resident, Community Business Owner, Employee)</small>	TOPIC	INITIAL HERE**
Barbara Toosley	Yes	Tri Town Safety Village	Fall Class Session	BT ✓
Patrick Devine	Yes	LC Robotic Parent	Robotics Team	PD ✓
Ryan Schoon	yes	<del>LC</del> parent & resident	Transition to Adulthood Program	RS ✓

**\*\* By placing my initials in this box I agree to stop my comments when instructed that my 3 minutes have ended.**

1