

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
Cindy Sues, President
Janice Malchow, Vice-President
Louise Tallent, Board Member
Howard Marshall, Board Member - *Via Zoom*

Board Members Not Present

Administration Present

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

Administration Not Present

Bill Ledyard, Director of Facilities

*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, November 4, 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 was an addition under Dr. Veracco’s section as VII.A.1. - Veterans Day Ceremony.
 - Janice Malchow moved to approve.
 - Nicole Kelly 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: October 21, 2024
 - Regular Board Meeting: October 21, 2024
- B. Approval of Claims, Payroll and Extracurricular Expenditures
- Nicole Kelly moved to approve the Consent Agenda.
 - Louise Tallent seconded the motion.
 - Motion carried.
- VI. Public Comments Regarding Action Items
- There was no public comments regarding action items.
- VII. Official School Board Business Topics: Regular Agenda
- A. Superintendent – *Dr. Veracco*
1. Veterans Day Ceremony - *Joe Stanisz*
- B. Assistant Superintendent – *Sarah Castaneda*
1. Personnel Recommendations – **Action Required**
 - Nicole Kelly moved to approve.
 - Cindy Sues seconded the motion.
 - Motion carried.
 2. Professional Leave Request - **Action Required**
 - Janice Malchow moved to approve.
 - Louise Tallent seconded the motion.
 - Motion carried.
 3. Collective Bargaining Agreement, Administrative and Classified Pay Raises - **Action Required**
 - Nicole Kelly moved to approve.
 - Janice Malchow seconded the motion.
 - Motion carried.
 4. Terms of Employment 2024-2025 - **Action Required**
 - Louise Tallent moved to approve.
 - Nicole Kelly seconded the motion.
 - Motion carried.
- C. Director of Primary Education – *Yolanda Bracey*
1. Professional Leave Requests - **Action Required**
 - Janice Malchow moved to approve.
 - Cindy Sues seconded the motion.
 - Motion carried.
 2. Field Trip Requests - **Action Required**
 - Nicole Kelly moved to approve.
 - Louise Tallent seconded the motion.
 - Motion carried.

D. Director of Secondary Education – *Misty Scheuneman*

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

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

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

- Nicole Kelly moved to approve.
- Louise Tallent seconded the motion.
- Motion carried.

3. Conference Takeaways from NCTM 2024 (National Council of Teachers of Mathematics), with Val Gardner, Scott King, Bob Gustas and Jessica Reid

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.

F. Director of Facilities – *Bill Ledyard*

1. LCSC School Voting Sites Election Day 2024

G. Director of Business Services – *Rob James*

1. Donations - **Action Required**

- Nicole Kelly moved to approve.
- Louise Tallent 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*

- Janice Malchow: I didn't know the high school had rowing machines. But, it looks like they're going to Schererville for the police department which is very nice. That's good community sharing of wealth. Also, I am very very proud of our cross country girls, and the boys too. They did very nice, good work.
- Louise Tallent: I really enjoyed hearing the presentation about math, math is not one of my things but I really like that so great. And, Mr. Marshall, we're glad that you're joining us.
- Howard Marshall: The NCTM discussion was really an eye opener for me. And I also want to wish my fellow board members the best tomorrow - good luck.
- Cindy Sues: I agree with everything out there that everybody said tonight. Get out there and vote.

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

- Next School Board Meeting: Monday, November 18, 2024

- XI. **Adjournment – *Cindy Sues* – Action Required**
- Nicole Kelly moved to adjourn the meeting at 7:45pm.
 - Janice Malchow seconded the motion.
 - Motion carried.

Minutes of the October 21, 2024 School Board Meeting were approved and adopted by the Board of School Trustees at the November 4, 2024 School Board Meeting.

Cindy Sues, President

ATTEST:

Nicole Kelly, Secretary

Lake Central School Corporation

8260 Wicker Avenue
Tel: (219) 365-8507

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

website: 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: October 31, 2024
RE: Board Meeting of November 4, 2024

Personnel

(Board action required)

We are recommending that the following be approved:

I. Certified Appointment(s) & Resignation(s):

A. Appointment(s):

1. Jamie LaPorta, Speech Language Pathologist, Clark Middle School (effective November 18, 2024).
2. Shelly Ores, Reading Specialist, Clark Middle School (effective November 11, 2024).

B. Resignations:

1. Christina Bocken, Speech Language Pathologist, Watson Elementary School (effective October 29, 2024).
2. Emily Lipke, Art Teacher, Kolling Elementary School (effective November 15, 2024).

II. Classified Appointment(s) & Resignation(s):

A. Appointments:

1. Grace Lyle (Schererville), Paraprofessional at Grimmer Middle School (effective November 11, 2024).
2. Jessica Hernandez-O'Hearn (Cedar Lake), Paraprofessional, Kahler Middle School (effective November 4, 2024).
3. Noah Littrell (Crown Point), Custodian, Kahler Middle School (effective November 4, 2024).
4. Kelly Price (rehire), Café Assistant, Lake Central High School (effective October 28, 2024).

B. Resignations:

1. Allison Schroers, Paraprofessional, Grimmer Middle School (effective November 8, 2024).
2. Payton Orozco, Paraprofessional, Peifer Elementary School (effective October 28, 2024).
3. Melissa Wood, Manager in Training, Food Service Department (effective October 28, 2024).
4. Abigail Dobricky, Paraprofessional, Homan Elementary School (effective November 8, 2024).
5. Julie Milas, Custodian, Kolling Elementary School (effective November 27, 2024).

III. Certified Extracurricular Appointment(s) and Transfer(s):

A. Appointments:

1. JoAnne Ritchie, Chess Club Co-Sponsor, Grimmer Middle School (effective November 4, 2024).

B. Transfers:

1. Jeff Fairbairn, Transfer from Boys Basketball Freshman Assistant Coach to Boys Basketball Junior Varsity Coach, Lake Central High School (effective November 4, 2024).

IV. Classified Extracurricular Appointment(s):

A. Appointment:

1. Kristopher Strickland, Boys Assistant Freshman Basketball Coach, Lake Central High School (effective November 4, 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.

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Sarah Castaneda
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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: October 31, 2024
RE: **Board Meeting of November 4, 2024**

PROFESSIONAL LEAVE REQUESTS

NAME	Sarah Castaneda
POSITION	Assistant Superintendent
SCHOOL	District
EVENT	Employee Discharge Webinar
DATES	11/07/2024
PLACE	Virtual
DESCRIPTION	ISBA webinar to review the process and any legal issues
SPONSORING ORGANIZATION	Indiana School Board Association
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$150 Estimated Travel Cost - \$0
FUNDING	24-030

SC/vv

NAME	DeAnn Alleva & Criss Federenko
POSITION	Food Service Director / Nutritional Assistant
SCHOOL	District
EVENT	Food Allergies in School Workshop
DATES	11/12/2024
PLACE	Merrillville, IN
DESCRIPTION	Food Service Workshop
SPONSORING ORGANIZATION	Child Nutrition Institute
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees – \$10 x (2) Estimated Travel Cost – Mileage x (2)
FUNDING	0800

AGREEMENT

BETWEEN

**THE
LAKE CENTRAL BOARD OF SCHOOL
TRUSTEES**

AND

**THE
LAKE CENTRAL TEACHERS' ASSOCIATION**

July 1, 2024 through June 30, 2025

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Article I: Agreement

A. Agreement

This Agreement is made and entered into at St. John, Indiana by and between the Board of School Trustees of the Lake Central School Corporation (the Board) and the Lake Central Teachers' Association, an affiliate of the Indiana State Teachers' Association and the National Education Association (the Association).

B. Term

This Agreement shall be effective as of July 1, 2024, and shall continue in effect through June 30, 2025.

C. Reopener Language: Intentionally omitted.

D. Presentation of Agreement

This agreement shall be distributed in electronic form to each certified staff member, administrator, and school board member via the corporation email system.

E. Recognition

The Board recognizes the Association as the exclusive representative of the following bargaining unit:

All certificated personnel whether under contract, on a Teacher's Temporary Contract, or on leave shall be part of the bargaining unit. Such representation shall except Superintendent, Assistant Superintendents, All Directors, School Psychologists, Principals, Assistant Principals, and High School Athletic Director.

F. Definitions

1. The term "teacher" when used hereinafter in the Agreement shall refer to a member of the bargaining unit as defined above, and references in which the masculine pronoun is used shall comprise male and female teachers.
2. The term "Superintendent" when used hereinafter in the Agreement shall refer to the Superintendent of the Lake Central School Corporation or his/her designee.
3. The term "insurance" when used hereinafter in the Agreement shall refer to the Lake Central group insurance.

Article II: Association Rights

A. Association Business

The president of the Association or his/her designee shall, upon request, be granted a total of five (5) days per school year to be absent from regularly assigned contractual duties, with pay, to conduct Association business, provided that twenty-four (24) hours written notice is given to the president or president's designee's school building principal. It is agreed that the days provided for herein shall be taken in increments of one-half or full school days.

B. Legislative Leave

1. A bank of five (5) days per year shall be assigned to the Association President for disbursement to teachers at his discretion for the purpose of lobbying. Five additional days shall be granted for the purpose of lobbying provided the days are requested in writing by the President of the Association. Additional days may be granted by the Superintendent. No less than twenty-four (24) hours' notice shall be given by the Association to the Board when the use of this leave is desired. Individual teachers may be granted more than two (2) days in any school year for the purposes of this provision when approved by the Superintendent.
2. Should the Board and the Association mutually agree that lobbying efforts by the LCTA, in addition to those referred to herein above, would be in the best interests of the School Corporation, the Superintendent may, at his discretion, allow a specific number of teachers selected by the LCTA to be absent from school for a specific period with pay for the purposes of legislative lobbying.

Article III: Leaves

Family and Medical Leave Act Overview

The FMLA entitles eligible employees of covered employers to take unpaid, job-protected leave for specified family and medical reasons with continuation of group health insurance coverage under the same terms and conditions as if the employee had not taken leave. Eligible employees are entitled to:

1. Twelve workweeks of leave in a 12-month period for:
 - a. The birth of a child and to care for the newborn child within one year of birth.
 - b. The placement with the employee of a child for adoption or foster care and to care for the newly placed child within one year of placement.
 - c. To care for the employee's spouse, child, or parent who has a serious health condition.
 - d. A serious health condition that makes the employee unable to perform the essential functions of his or her job.

Examples of Lake Central benefits through FMLA

1. For family illness that qualifies for FMLA, the teacher shall be permitted to use current year family illness leave balance as well as days from accumulated sick leave in order to spend up to 15 days with their family member in any given school year.
2. If after the birth of a child, the birth mother experienced additional health complications that made the employee unable to return to work, she would submit the appropriate documentation

from the medical professional. Upon approval she would have the ability to go unpaid or use her available balance of sick days as paid days.

3. If an employee experiences a qualifying event under FMLA, once the documents are submitted and approved, if the qualifying event is for the covered employee, the individual could choose to go unpaid or use their available balance of sick days as paid days.

A. Personal Illness/Family Illness

1. Certified teachers shall be granted nine (9) paid days of personal/family illness leave at the beginning of each school year provided they report to work at the beginning of the school year. If an employee begins the school year on leave, the number of paid days of personal/family illness leave for that year will be prorated based on the percentage of the school year that remains when the employee returns to duty. Employee use of paid leave for family illness purposes is limited to ~~ten~~ nine days per year. (Personal Business Days may also be used to care for a family member). Teachers can track their accumulated personal illness leave days via the corporation business suite platform. ~~by accessing the corporation Intranet, then Employee Access.~~
2. Unused leave shall be cumulative from year to year without limit.
3. Two (2) days of leave with pay will be given for personal illness for full time Summer School teachers. If unused, these days will be moved to the teacher's benefit bank at the end of summer school. Any teacher working a portion of summer school will have these days prorated accordingly.
4. A teacher who does not renew his contract, or whose contract is not renewed, is not entitled to any unused sick leave benefits after the last contract day of the current school year.
5. A teacher who has prior teaching experience or has prior accredited college teaching experience will be permitted to transfer in their second year of employment with the Lake Central School up to 3 days of sick leave accumulated with the prior school employer and 3 days for each succeeding year until the accumulated sick leave is exhausted.
6. Teachers may also be eligible for up to twelve (12) weeks of unpaid leave for personal/family illness under the Family Medical Leave Act. Any certificated staff member who anticipates an extended leave for themselves or an immediate family member must apply for FMLA regardless of their accumulated leave balance.

B. Personal Business

1. Teachers are entitled to four (4) days for the transaction of personal or civic affairs during the school year without loss of compensation. A written statement of intention to take personal leave shall be submitted to the Building Principal. Additional leave without pay may be granted by the Superintendent.
2. An additional one half (1/2) day of personal leave shall be given to a teacher in exchange for attendance at his/her school's annual open house(s) held outside the regular school day during the first semester of the school year. Prior to the event, the date, time, and place of the event shall be communicated to the school's certified staff. The teacher shall sign in at the open house(s) to guarantee the one half (1/2) day leave. Unused personal leave shall be applied to the teacher's accumulated sick leave. Teachers who are asked to attend more than one open house are entitled to one half personal day for each open house.

C. Workers' Compensation (On The Job Injury including extra-curricular)

A teacher injured in the course of employment must make the initial visit with Lake Central's designated medical treatment facility for workers' compensation. Our designated Franciscan Working Well facilities are located at:

12800 Mississippi Parkway, Suite A 204, Crown Point

7905 Calumet Ave, Munster

The physician must be informed that the visit is the result of an accident described under the Workers' Compensation Act. After that initial visit, any additional medical attention, including surgery, must be first approved by the corporation's workers' compensation insurance carrier. For absence due to injury incurred in the course of the teacher's employment, the Board shall pay, to teachers qualifying for Workers' Compensation, (i.e. medical benefits, disability/impairment benefits) the difference between their salary and the benefits received under the Indiana Workers' Compensation Act for a period not to exceed one hundred (100) school days. Pay received under this provision will not cause reduction in any other leave days provided in this Agreement.

The Board may, in its sole and exclusive discretion, grant to a teacher injured in the course of the teacher's employment such additional paid leave days as the Board deems appropriate.

D. Professional Leave

1. Teachers may request Professional Leave.
2. Requests for Professional Leave must be submitted within sufficient time for Board consideration at the next regularly scheduled Board meeting in advance of requested leave date.
3. Teachers may request reimbursement for travel, food, lodging, and registration fees. Teachers requesting reimbursement shall be informed of approval or denial prior to the leave, and if approved, in part or in total, shall receive payment following presentation of receipts and filing of a claim.
4. All requests for Professional Leave shall be forwarded to the Superintendent. The Superintendent shall provide to the teacher the reason(s), in writing, for any denial of a leave or denial of reimbursement for leave expenses. Such decisions shall be made on a fair basis applied consistently to all affected personnel.

E. Bereavement

The Lake Central School Corporation recognizes the importance of allowing its employees to grieve and celebrate the life of a loved one at or around the time of death. In the case of death within the immediate family, an employee shall be entitled to be absent from work without loss of compensation for a period extending up to five (5) workdays related to the death/funeral services. Immediate family members shall be interpreted as husband, wife, child, sister, brother, mother, father, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandchild, grandparent, step-parent, step-child, or any other member of the family living in the same household no matter what degree of relationship.

The employee shall submit a Bereavement Leave Request form to his/her immediate supervisor indicating the specific funeral/memorial arrangements.

Employees may request to use family illness, personal business, or accumulated personal illness days in order to attend a service for other persons not considered immediate family.

In the case of the death(s) of a building staff member(s), a committee made up of the superintendent, the building principal, and the LCTA building representative may grant bereavement time for the purpose of attending the funeral. This time shall not cause a reduction in any other leave days provided, loss of pay nor hardship to the school.

F. Military

1. Military leave of absence without pay will be granted to any teacher who is inducted or initially enlists in any branch of the Armed Forces of the United States. Teachers called to military service have been granted status and contract rights under Federal Military Employment Rights Act and Indiana Code.
2. Teachers taking a physical examination required by the military shall be granted absence with pay not to exceed one (1) day.
3. If the National Guard or Reserve Unit is called to temporary active duty during the school year due to an emergency situation, a leave of absence will be granted for a period not to exceed two (2) weeks. The teacher will receive his regular base salary minus that paid by the government.
4. All military service up to four (4) years may be recognized for experience purposes on the salary schedule. The above shall apply to all veterans who took the Oath of Allegiance, wore the uniform, served either in combat or non-combat units, and were honorably discharged.
5. In order to translate the military experience into teaching experience, eight (8) months of either military service or military service combined with school teaching experience shall be deemed equivalent to one (1) year of teaching experience, providing that such service takes place between July 1 and June 30.
6. The teacher shall be entitled to re-employment rights in the position he is vacating or one of like status and pay scale, provided:
 - a. He is honorably discharged or separated from the Armed Forces.
 - b. He is still qualified and competent to perform the duties of such teaching position.
 - c. He applies for re-employment within sixty (60) days after separation from active duty.

G. Maternity/Paternity/Adoptive

Any teacher who is pregnant may continue in active employment as late into pregnancy as she desires, if she is able to fulfill the requirements of her position. Temporary disabilities caused by pregnancy shall be governed by the same provisions governed by the Family Medical Leave Act and the following:

1. Any teacher who is pregnant is entitled to a leave of absence based on the rules and regulations of the Family Medical Leave Act.
2. Under a normal pregnancy and delivery, a teacher is afforded the benefit of utilizing 30 sick days of their accumulated balance as paid days during the 6 week period immediately following the birth of the child. If a delivery is by C-Section, a teacher is afforded the benefit of utilizing 40 sick days of their accumulated balance as paid days during the 8 week period immediately following the birth of the child.

3. When a maternity leave is requested, the teacher shall select one of the following options:
 - a. She shall notify the Superintendent of the subsequent length of her leave based on the expected due date and projected date of return based on the rules governing FMLA above, or
 - b. The teacher, the principal, and the Superintendent shall discuss and mutually agree upon the return date. If consensus cannot be reached, the Superintendent shall put in writing the reason for the required return date.
 - c. In the event a teacher wishes to change the expected beginning and/or ending dates of a previously arranged maternity leave, she shall use option (a) and/or (b) immediately above.
4. Teachers who desire maternity leave shall have their physician complete the appropriate leave forms.
5. An employee who requests a paternity or adoptive leave that qualifies under the Family Medical Leave Act for up to 12 weeks of unpaid, job protected leave has the option to use his family illness and personal business days as paid days after the birth of a child.

H. Emergency Leave

1. In case of emergencies, the building principal or his designee may grant permission for a teacher to be absent a part of the day. If coverage of the absent teacher's duties and assignments is of no cost to the Corporation and meets the building principal's approval, the absence without loss of pay will be approved. If cost to the Corporation is a factor, the absence will be charged to an applicable existing leave or be deducted from the day's pay, either of which shall be calculated on a prorated basis of time missed in the regular day.
2. If after a teacher has stated that an emergency exists, but the building principal or his designee does not agree, and the teacher continues to feel that the matter in question must require him to be absent from the building, he may leave after informing the principal of his intended action. The building principal or his designee will report the absence, and the teacher will be subject to loss of pay. Upon return, the teacher may request that the matter be referred to the Superintendent for review and disposition.

I. Jury Duty Leave

1. In case of absence in response to jury duty, the teacher shall receive his regular base salary once the jury duty attendance form is submitted to payroll.
2. In case of absence in response to a subpoena connected with a teacher's school related duties and activities, the teacher shall receive his regular base salary.

J. Extended Medical Leaves

1. For personal illness that extends beyond the period of sick leave compensation (FMLA), an unpaid leave of absence may be requested. If approved, the teacher shall be permitted to continue in the insurance program during the leave until the employee has exhausted their accumulated leave balance. At the point where the leave becomes an unprotected leave, the employee may continue in the insurance program by means of direct payment of the premium to the Lake Central School Corporation for a period not to exceed the length of the approved leave.

K. Extended Leaves

1. Leaves may be granted at the Board's discretion for other reasons based on a recommendation of the Superintendent.

L. Ceremonial Rites Leave

A teacher shall be entitled to be absent from work for one (1) day per school year to attend or participate in rites, ceremonies or services of significance to the teacher which occur during the teacher's workday. The day used shall be deducted from the teacher's family illness allotment.

Article IV: Professional Compensation

A. Glossary of Terms of Purposes for the 2024-25 Compensation Model

Beginning Salary: Initial salary a teacher receives when hired by Lake Central.

Minimum Salary: This number is the lowest salary which any Certified Staff member under contract for the 2024-25 school year will earn provided they are new or, if employed under a contract by Lake Central in the previous year, are eligible for increase under the 2024-25 Compensation Model.

Base Salary: This number is the amount earned in the previous year upon which any increase will be added.

Base Salary Increase: Increase to Certified Staff Member's Base Salary for 2024-25 school year.

Certified Staff: For purposes of compensation model only, this refers to bargaining unit members.

Performance Evaluation Rating: The final categorization of each certified staff member based on the RISE model used in the Lake Central School Corporation.

Performance Appeal: Certified Staff who will not receive an increase due to an ineffective rating on their Performance Evaluation may request and receive a private conference with the Superintendent or his designee (IC 20-28-11.5.6(c)).

Year of Experience: earned by each Certified Staff member who works 120 days during a given school year.

Salary Range: The range of salaries for returning Lake Central School Corporation Certified Staff (before any increases under 2024-25 Compensation Model).

B. 2024-25 Compensation Model

1. Minimum Salary: The Minimum Salary for the 2024-25 school year will be \$55,200.
2. Salary Range: The salary range for the 2024-25 school year is \$54,000 - \$89,200 (not including current year increases or TRF).
3. General Eligibility: To be eligible for a Base Salary Increase, a Certified Staff member must have received a Performance Evaluation Rating of effective or highly effective for the prior school year ("Eligible"). A Certified Staff member who received a Performance Evaluation Rating of ineffective or improvement necessary will remain at their prior year Base Salary.
4. Factors and Distribution:
 - a. Evaluation: Eligible teachers who received a Performance Evaluation Rating of highly effective or effective for the prior school year will receive a Base Salary Increase of \$1,466.
 - b. Experience: Eligible teachers who earned a Year of Experience will receive a Base Salary Increase of \$734.
 - c. Academic Needs: The Superintendent shall have discretion to increase an eligible teacher's salary to an amount up to \$89,200, provided the resultant salary remains within the salary range, for meeting academic needs of students, except that the resultant salary for a speech language pathologist shall be no more than \$80,000. Meeting academic needs of students is defined as the need to retain teachers who are important to the School Corporation. The academic needs factor is not related to experience or education. The Superintendent will notify the Association President prior to authorizing the increase.

The experience factor is not more than 50% of the base salary increase.

Eligible teachers on a less than full time contract will receive a Base Salary Increase on a pro rata basis.

Redistribution: Any funds otherwise allocated for teachers who were rated ineffective or improvement necessary will be equally redistributed to all teachers rated effective or highly effective. The redistribution will be in the form of a stipend that will be paid at the end of the school year.

C. Paydays

1. Options
 - a. Teachers have the option of having their base salaries paid in either twenty-four (24) installments or twenty (20) installments. Teachers choosing the 20-pay option will not receive regular compensation during the months of July or August.
 - b. A beginning first year teacher will have the option of receiving 50% of their first check on the last pay date of the prior contract and the remaining 50% on the first pay date of the new school year.
2. Dates
 - a. The initial payday for a school year shall be the same for either pay option.

- b. Payments shall be distributed via direct deposit to the financial institution designated by the employee on the 5th and 20th of each month. If a payday falls on a weekend or bank holiday, payroll will be deposited on the previous business day.
3. **Non-Compensatory Absence**

In the event that the administration has reasonable cause to believe that a teacher's absence is non-compensatory, the administration may dock the teacher's pay for the amount of the non-compensatory absence. The administration shall contact the teacher and Assistant Superintendent to notify them of the affected paycheck as soon as possible.

D. New Teacher Salary

The school district will make every effort to hire new full time teachers at the Minimum Salary; however, the Superintendent has the discretion to set the new hire salary at any rate within the Salary Range provided the amount does not exceed the salary of a veteran Lake Central teacher with similar experience and education credentials without prior discussion with the LCTA President. For teachers with unique credentials and licensing, the Superintendent or designee will inform LCTA of the reason for the new hire rate.

E. Homebound Instruction (Grades K-12, inclusive)

Compensation for homebound teaching assignments shall be at the hourly rate of pay earned by the teacher in his regular full-time day school assignment.

F. Extra Classes

Teachers will receive payment equal to their hourly rate when they are assigned the ancillary duty of instructing an additional roster of students during their preparation period.

Portions of this provision unrelated to wages are the school's policy, were not bargained, and are included for informational purposes only.

G. School Improvement/Special Projects

Teachers will be paid at the rate of sixteen dollars (\$16.00) per hour when assigned the ancillary duty of participating on school improvement/special projects committees.

Portions of this provision unrelated to wages are the school's policy, were not bargained, and are included for informational purposes only.

H. State Teachers' Retirement Fund Contribution

Indiana Code requires the employee to pay 3% of their gross wages to the State Teachers' Retirement Fund. The Lake Central School Corporation will pay this 3% on behalf of the employee.

I. Grant Writing

A teacher will be paid at the rate of sixteen dollars (\$16.00) per hour when assigned the ancillary duty of writing a grant for the school or the school district and is not given release time during his/her workday to do so.

Portions of this provision unrelated to wages are the school's policy, were not bargained, and are included for informational purposes only.

J. Personal Automobile Mileage Allowance

If teachers who are required, in the course of their daily assignments, to drive from one school to another, or to use their personal automobile while conducting school business, as required and approved by the administration, during the regular defined school day, shall receive mileage reimbursement on the basis of the current IRS mileage rate. Athletic and/or extracurricular assignments do not apply.

K. Curriculum Development

Teachers will be paid at the rate of **thirty-five dollars (\$35.00)** per hour when assigned the ancillary duty of working on the Curriculum Development Committee when performing these duties outside of school hours.

Portions of this provision unrelated to wages are the school's policy, were not bargained, and are included for informational purposes only.

Article V: Insurance

A. Life

The Board shall provide life insurance in the amount of fifty thousand dollars (\$50,000) for each teacher. The option of an additional fifty thousand (\$50,000) is available at the teacher's expense.

B. Accidental Death and Dismemberment

The policy of life insurance provided by the School Corporation to the teachers shall contain an accidental death (double indemnity) and a dismemberment rider to said policy.

C. Hospitalization, Surgery, Major Medical, Dental, and Optical

1. Insurance premiums will change January 1, **2025**.
2. The Board shall provide hospitalization, surgery, and major medical insurance protection to teachers for a full twelve (12) month period, commencing the first day of employment in the school year and continuing until August 31st of the following year.
3. The Board shall contribute **\$10,336** toward the individual cost of the plan for each teacher who elects a single plan.
4. The Board shall contribute an additional **\$5,364** for a total of **\$15,700** toward the cost of the premium for the teacher who elects the employee & children plan, the employee & spouse plan, or the family plan.

The Board's contribution shall be prorated in equal amounts based on 24 pays for those teachers selecting the 24 pay option and 18 pays for those teachers selecting the 20 pay option.
5. The Association shall have the opportunity to have one or more representatives from each building serve on the Benefits Committee which meets monthly to address changes and improvements to the corporation health plan.
6. The Benefits Committee shall mutually agree upon changes made to the plan on an annual basis.
7. The Board shall pay the full cost of a single dental plan premium toward a single or family dental plan for each teacher who elects dental insurance. The Board will pay the full cost of a family

dental plan premium for each teacher who elects family dental insurance and family health insurance.

8. The Board shall pay the full cost of a single vision plan premium toward a single or family vision plan for each teacher who elects vision insurance. The Board will pay the full cost of a family vision plan premium for each teacher who elects family vision insurance and family health insurance.

D. Liability

The School Corporation shall carry insurance providing teachers with liability coverage and legal counsel for actions incurred while performing their assigned duties.

E. Long-term Disability

The Board shall provide, at no cost to the teachers, a long-term disability plan that provides a salary protection benefit of sixty-six and two-thirds percent (66.6%), a maximum benefit of ten thousand dollars (\$10,000) per month, and a ninety (90) day elimination period. Once an individual qualifies for Long-term Disability, at the conclusion of that specific school year, that individual will become inactive and thus is no longer considered an employee of the Lake Central School Corporation. If that individual, at some point, no longer qualifies for Long-term Disability they may re-apply for any position in Lake Central in which they are certified and proceed through the interview process.

F. Section 125 of the Internal Revenue Service Code

The Board shall provide a Section 125 premium conversion and dependent care/medical expense benefit plan at no cost to the participating teacher(s).

Article VI: Retirement Benefit

A. Retirement Procedures

1. The teacher shall notify the Board of School Trustees in writing of his/her intent to retire from the School Corporation on or before May 1st of the school year immediately preceding retirement, except in case of serious illness or disability.
2. In case of disability, the teacher shall present to the Board a doctor's statement of disability. The Board reserves the right to request a medical examination by Board appointed doctors.
3. In the event of death of a contracted teacher who is fifty (50) years of age or over, with twenty (20) year's experience, ten (10) of which are at the School Corporation, the designated beneficiary on the Indiana State Teachers' Retirement Fund shall have survivor's rights. Should a teacher desire to designate a beneficiary other than the Indiana State Teachers' Retirement Fund beneficiary, the teacher must provide written notification to the Superintendent by filling out the beneficiary form available in the Superintendent's office. In the event of a teacher's death, a copy of the death certificate is required prior to distribution of this benefit to the beneficiary.

B. Teachers with ten years' experience with LCSC as of June, 2004 (Buy-Out Plan)

1. Covered Group and Benefits

A teacher member of the Retirement Benefit Buy-Out Program who is fifty (50) years of age or over, with twenty (20) years of experience, ten (10) of which are at the Lake Central School Corporation or who has twenty-five (25) years of experience in the Lake Central School Corporation, may elect to retire from the Corporation and receive a one-time supplemental retirement benefit of two thousand (\$2000), plus fifty dollars (\$50) for each unused sick leave day. Teachers in the Buy-Out Plan group will receive seventy dollars (\$70) for each unused sick leave day that is accumulated above the total accumulated as of July 1, 2015.

Example:

Total # days accumulated as of June 30, 2015	200 x 50 = \$10,000
Total # days accumulated at retirement	278
Less # days at June 30, 2015	<u>-200</u>
	78 x 70 = <u>\$ 5,460</u>
Total supplemental retirement benefit:	\$15,460

2. Method of Payment

Retirement benefits shall be paid in the teacher's last school year to **their 401 (a) plan account or to their VEBA account if requested in writing.**

3. Teachers in this program also receive a one-time contribution to their individual VEBA and 401 (a) accounts in July 2005.

4. Beginning with the 2019-20 school year, these teachers will, in addition to their contracted salary, receive an on-going contribution of 3% of their base salary at the end of the school year. The LCTA and the Administration agree the 3.00% contributions will be apportioned with .50% deposited into the VEBA and 2.50% deposited into the 401(a).

C. Other teachers employed with LCSC during the 2003-2004 school year (Ongoing Plan)

1. Teachers employed by the School Corporation during the 2003-2004 school year with less than ten (10) years of experience (in the School Corporation) as of June 30, 2004, had an initial contribution of 1.25% of their base salary (based on the 2002 salary schedule) times their years of service in the School Corporation placed into retirement vehicles (VEBA and 401(a)) by July 15, 2005.

2. Beginning with the 2019-20 school year, these teachers will, in addition to their contracted salary, receive an on-going contribution of 3% of their base salary at the end of the school year. The LCTA and the Administration agree the 3.00% contributions will be apportioned with .50% deposited into the VEBA and the 2.50% deposited into the 401(a).

3. Beginning with the 2015-16 school year, these teachers, if, 55 years of age or over, are eligible for Indiana Teacher Retirement and who have ten (10) years of experience in the Lake Central School Corporation, may elect to retire from the Corporation and receive a one-time supplemental retirement benefit of two thousand (\$2000), plus seventy dollars (\$70) for each unused sick leave day banked from July 1, 2015. The sick day total to be used in the calculation will be the amount accumulated at retirement minus the amount accumulated as of June 30, 2015. Retirement

benefits shall be paid in the teacher's last school year to **a their 401 (a) plan account or to their VEBA account if requested in writing.**

D. Teachers hired by LCSC after the conclusion of the 2003-2004 school year (Ongoing Plan)

1. Those teachers described above in Section C and teachers hired after July 15, 2004, will, in addition to their contracted salary, receive an on-going contribution of 1.25% of their base salary at the end of the school year. The LCTA and the Administration agree the 1.25% contributions will be apportioned with .50% deposited into the VEBA and .75% deposited into the 401(a); except that beginning with the 2019-20 school year, the on-going contribution rate will be 3.00% of their base salary, apportioned with .50% deposited into the VEBA and 2.50% deposited into the 401(a). Teachers will be fully vested in the program after ten (10) years of experience in the School Corporation.
2. These retirement benefits are now similar to the benefits described above in Section B with the exception of the age at which a teacher qualifies. Beginning with the 2015-16 school year, these teachers, if 55 years of age or over, are eligible for Indiana Teacher Retirement and who have ten (10) years of experience in the Lake Central School Corporation, may elect to retire from the Corporation and receive a one-time supplemental retirement benefit of two thousand dollars (\$2000), plus, seventy dollars (\$70) for each unused sick leave day from July 2015 forward. The sick day total to be used in the calculation will be the amount accumulated at retirement minus the amount accumulated as of June 30, 2015. Retirement benefits shall be paid in the teacher's last school year to **a their 401 (a) plan account or to their VEBA account if requested in writing.**

E. Additional information that applies to teachers in C and D above:

Since 2004, teachers who had less than 10 years at LCSC and those hired after July, 2004 have been receiving 1.25% (changing to 3.00% in 2019-20) of their salary contributed to their 401a/VEBA accounts while veteran teachers described in Section B above, until 2015-2016, did not receive that contribution to their 401a/VEBA accounts. It is for this reason teachers who have accumulated days prior to the 2015-2016 school year will be compensated for their days at retirement using the calculation described in Section B above.

Example: Teacher has taught for ten years and has 35 days in his accumulated sick bank as of June 30, 2015. He teaches for twenty more years and at retirement has a total accumulation of 235 days. The sick day benefits paid to his 401a **or VEBA** will be calculated as follows:

Total # days at retirement:	235
Less # days accumulated as of 6.30.15:	<u>- 35</u>
Net:	200
Multiplied times \$70 per day	\$14,000

F. Retirement Insurance Program

Immediately following retirement, the teacher shall have the option of remaining in the Corporation's current hospital/major medical insurance program, hereinafter referred to as group health plan, if the following conditions are met as of the date of retirement and thereafter:

1. While the retired teacher is enrolled in the group health plan, the retired teacher shall pay the entire insurance premium applicable to the insurance coverage, with the annual payment to be made on or before September 1st for the succeeding year or make arrangements for monthly payments of the premium; and
2. Within ninety (90) days of the retirement date, the teacher has provided a written request to the School Corporation for participation in the group health plan.

When a retired teacher first becomes eligible for Medicare (age 65), the teacher's eligibility to continue to participate in the School Corporation's group health plan shall terminate. The teacher's spouse and dependents, if any, will be allowed to continue participation for 36 months as required by COBRA, or until eligible for Medicare, whichever occurs first. It is acknowledged that the parties intend these provisions to comply with applicable federal and state laws that establish an eligible teacher's right to continue health insurance for the teacher and spouse, including if otherwise applicable, Indiana Code 5-10-8-2-6. Therefore, this right to extended coverage shall not override any rights to continuing healthcare coverage.

Forfeiture Policy for teachers who are not vested

If a teacher is a member of C or D (above), and his/her employment is severed due to a reduction in force, special provisions regarding forfeiture will apply. In order to protect any teacher who may be rehired after being part of a Reduction in Force, VEBA and 401 (a) accounts will not be forfeited until September 1st of the subsequent school year.

Additional Information on VEBA and 401 (a)

The School Corporation shall contribute to a voluntary employee's beneficiary association (VEBA) as described in section 501(c)(9) of the Code, that amount representing the present value of the group health insurance benefits and term life insurance as calculated for all employees. The organization administering the VEBA account shall be made by mutual agreement. (Currently Security Benefit) The term and conditions for the administration and operations of the VEBA shall be as follows:

1. The amount calculated for each employee will be invested in a separate VEBA account. There will be no commingling of accounts and each employee may determine how his or her account shall be invested among the investment options made available by the vendor for the VEBA.
2. Until such time that an employee has retired and satisfied the eligibility requirements, the employee shall have no access to the assets held in his or her separate VEBA account. At no time may a participant borrow from the VEBA plan account.
3. Following retirement, a retired employee may elect to commence distributions from his VEBA account to pay health insurance premiums ~~and to be reimbursed for unreimbursed medical expenses~~ of the employee, spouse, and dependents. If an employee dies after having satisfied vesting requirements, the deceased employee's spouse or dependent children (or other dependents as defined by the IRS), will be able to use the remaining funds in the account for their eligible health care expenses. If the employee has no surviving spouse or dependent(s), any remaining funds will be forfeited. NOTE: IRS Revenue Ruling 2006-36 does not permit the payment of benefits to non-dependent heirs in the event a deceased participant has no surviving spouse or dependent(s).

- If an employee resigns or otherwise terminates employment before satisfaction of vesting requirements, the terminated employee's VEBA account shall be forfeited as of June 30.

401(a) Plan

The School Corporation shall establish a qualified retirement plan as described in section 401(a) of the Code. The organization (Currently Met Life), administering the 401(a) plan's terms and conditions for the administration of the 401(a) plan shall be as follows:

- The amount calculated for each employee will be invested in a separate account. There will be no commingling of accounts and each employee may determine how his or her account shall be invested among the investment options made available by the investment vendor for the 401(a) plan.
- Until such time that an employee has retired and satisfied eligibility requirements, the employee shall have no access to the assets held in his or her separate 401(a) plan account. At no time may a participant borrow from his 401(a) account.
- If an employee retires or otherwise terminated employment before satisfaction of vesting requirements, the terminated employee's 401(a) plan account shall be forfeited as of June 30.
- Following retirement and the satisfaction of vesting requirements, a retired employee may elect to commence distributions from his 401 (a) plan account. If an employee dies after having satisfied vesting requirements, the deceased employee's 401 (a) plan account shall be distributable to the decedent's designated beneficiary or to his/her estate if no beneficiary designation has been made.

Article VII: Co-Curricular and Extra-Curricular Stipends

A. Co-Curricular

CO-CURRICULAR STIPENDS

Band/Chorus	2024-25 Stipend Amount
6th Grade Band (Summer & Fall) Band (Middle)	2,119
Chorus – H.S.	8,476
Chorus – Middle School	4,238
Band – H.S.	10,595
Band Assistant – H.S.	4,238
Summer Marching Band – H.S.	3,815
Summer Percussionist – H.S.	3,450
Fall Marching Band – H.S.	3,815

Band – Middle School (Jazz/ISSMA)	4,238
Musical Choir & Programs – Elementary	633 per program
Color Guard/Winter Guard-HS	11,641
Media/Performing Arts	
Newspaper – H.S.	3,795
Yearbook-H.S.	3,795
Digital Yearbook – M.S.	440.00
Broadcasting/LCTV– H.S.	3,795
Art Shows	139 each
ESL Coordinator	5,750
Dean of Students	5,750

B. Extra-Curricular Compensation Stipends

EXTRACURRICULAR COMPENSATION STIPENDS
SCHEDULE OF ADDITIONAL PAY FOR SPECIAL NEEDS

For some extracurricular positions, the number of positions is included for informational purposes only. The number of positions has not been bargained and cannot be bargained in any future collective bargaining agreement.

All extracurricular compensation as listed is based on the completion of the assignment. Interruptions of duty will result in prorating of pay to cover the period worked.

SPORTS AND SPORT RELATED	2024-25 Stipend Amount
Middle School Athletic Coordinators - 1 each	8,476
Weight Training Coach/Proj Coord – H.S	19,070
Basketball	
Boys Head – H.S.	13,101
Girls Head – H.S.	13,101

Boys/Girls Assistant – H.S.	8,336
Boys/Girls JV – H.S.	8,336
Boys/Girls – Freshmen	6,780
Boys/Girls Assistant – Freshmen	5,085
Boys/Girls – M.S. 7/8 - 2 each	5,085
Boys/Girls B Team Assistant (MS - as needed)	3,289
Baseball	
Head Varsity - H.S	9,145
Assistant Varsity – H.S.	6,357
Head J.V. – H.S.	6,357
Freshmen Head – H.S.	5,933
Football	
Head – H.S	17,250
Assistant – H.S. (6)	7,707
Freshmen Head – H.S.	7,205
Freshmen Assistant – H.S. (3)	6,780
Middle School 7/8 (2 per MS 2 Kahler, 2 CMS/GMS combined)	5,208
Assistant M.S. (2 per MS 2 Kahler, 2 CMS/GMS combined)	3,706
Golf	
Boys – H.S.	6,863
Assistant Boys-H.S	4,411
Girls – H.S.	6,443
Assistant Girls – H.S	4,411
Gymnastics	
Gymnastics H.S	8,334

Assistant Gymnastics H.S	5,212
Gymnastics Middle School	3,163
Soccer	
Boys/Girls Head – H.S.	7,934
Boys/Girls Assistant – H.S.	5,933
Boys/Girls C-Team– H.S.	5,933
Softball	
Head Varsity H.S	9,145
Assistant Varsity H.S	6,357
Head J.V. H.S	6,357
Swimming	
Boys/Girls Head – H.S.	10,031
Boys/Girls Assistant – H.S.	6,780
Diving – H.S.	6,780
Assistant Diving – H.S.	3,390
Tennis	
Boys/Girls – H.S.	6,817
Boys/Girls Assistant – H.S.	4,283
Track (Indoor and Outdoor)	
Boys/Girls Head – H.S.	8,858
Boys/Girls Assistant – H.S.	5,933
Boys/Girls – M.S. 1 each	4,143
Boys/Girls - Assistant M.S. 1 each	2,543
Cross Country	
Boys/Girls – H.S.	7,557
Boys/Girls Assistant – H.S.	4,662

Boys/Girls – M.S. 1 each	3,815
Boys/Girls Cross Country Asst - M.S. (as needed)	1,771
Volleyball	
Boys/Girls Head – H.S.	8,316
Girls JV/Assistant – H.S.	5,933
Boys/Girls JV – H.S	5,933
Girls Freshmen – H.S	4,662
Girls Head – Middle School 7/8 - 2-each	4,662
Wrestling	
Boys Head – H.S	9,323
Boys Varsity Assistant – H.S.	6,780
Boys Junior Varsity – H.S./Freshmen	5,510
Boys Freshman Assistant – H.S.	4,761
Girls Head – H.S.	6,900
Girls Assistant/Trainer – H.S.	2,320
Skin Fold Measurement – H.S	424
Boys Middle School - 1 each	4,662
Boys Assistant Middle School - 1 each	3,815
Cheerleading	
Cheerleading – H.S.	6,484
Cheerleading Varsity Assistant – H.S.	3,815
Freshman Cheerleading.	3,602
Cheerleading Middle School - 1 each	3,602
Dance	
Poms – Middle School - 1 each	2,967
Centralettes – H.S.	2,543

ACADEMIC/EXTRACURRICULAR/STUDENT SERVICES ACADEMIC

Academic Coaches	2024-25 Stipend Amount
Academic Super Bowl (H.S./M.S.) 1 each	2,967
Academic Super Bowl Assistant – (H.S)	1,000
Business Professionals of America (H.S.)	2,967
Future Problem Solving – M.S.	2,967
Science Olympiad (H.S./M.S.) 1 each	2,967
Science Olympiad Assistant (H.S./M.S.) 1 each	848
Student Government (H.S./M.S.) 1 each	1,695
Hoosier Spell Bowl (H.S./M.S.) 1 each	1,695
Hoosier Spell Bowl Assistant – M.S.	424
Spell Bowl 5th grade 1 each	759
Math Counts – M.S. - 1 each	1,695
Math Bowl 5th grade 2 each	759
Elementary Spell Bowl - 2 each	759
Elementary Math Bowl 2 each	759
Student Council - 5th Grade	1,695
Student Government - EL 2 each	848
Publications – M.S. - 1 each	1,898
Class Sponsors	
Grade 9 (2)	1,059
Grade 10 (2)	1,272

Grade 11 (2)	1,695
Grade 12 (2)	1,695
Media/Performing Arts	
Photography Coordinator-HS	848
Art Club – H.S.	1,272
Debate - HS	3,815
Rune - HS	1,695
Band/Music	
Drumline H.S (Winter)	5,721
Choir Accompanist – M.S. (Kahler)	114
Grade 5 Music Program – M.S. (Clark/Kahler)	1,272
Play	
Choreographer – H.S.	1,059
Choreographer – Choral H.S.	2,119
Fall Play Director – H.S.	4,874
Fall Play Assistant – H.S.	3,179
Musical Play Director – H.S.	7,416
Musical Play Assistant – H.S.	3,602
Musical Director – Play – Instrumental – H.S.	1,695
Musical Director – Play – Vocal – H.S.	1,695
Freshmen Play – H.S	4,874
Freshmen Play Assistant – H.S	3,221
Play Director – M.S - 1 each	2,543
Play Assistant – M.S - 1 each	1,272
Summer Theatre – H.S.	6,357
Summer Theatre Assistant – H.S.	6,357

Clubs	
Academic Letterwinners – H.S	1,695
Astronomy – H.S	848
Best Buddies – H.S	2,530 Split by sponsors
Best Buddies – M.S	2,530 Split by sponsors
Chess – H.S./M.S. - 1 each	1,695
Chess Asst – M.S.	848
Chess Club - EL	848
Dollars for Scholars – H.S	1,392
Ecoteens - M.S. - Clark	737.00
Friendship Club – M.S. - 1 each	1,272
Future Medical Prof – H.S.	848
Fitness Club Grade 5 – M.S. 1 each	848
Grade 5 Cooking Club - M.S. - 1 each	848
Help Club - M.S. - 1 each	848
Interact - H.S	2,119
International Thespian Society – H.S	2,530
Junior Honor Society – M.S. - 1 each	1,272
N-Teens – H.S (winter formal)	2,543
N-Teens Assistant – H.S	848
National Honor Society – H.S.	1,695
Paws for a Cause – (Clark)	633
Science Show - EL (pd 1/2 day off for set up)	127
Robotics - HS	3,500
Robotics - MS	1,695
Robotics - EL	1,012

Project LIT - MS	1,272
eSports - HS	3,450 split by sponsors
FCCLA	2,967
Mentor Ambassador Coordinator	2,530 split by sponsors
Student Services	
Auditorium Coordinator – H.S.	1,926
Department Chair Stipend	5,157
Department Chair Allowance per member of department (excluding special education staff and themselves)	75
School Improvement Chair - HS	1,272
Mentor Teacher	500
Unified Sports	
Football Head Coach - HS/MS	2,530
Football Assistant Coach - HS/MS	1,898
Track Head Coach - HS/MS	2,530
Track Assistant Coach - HS/MS	1,898
Special Olympics Basketball - MS/HS 2 each	1,021
Special Olympics Bowling - MS/HS	881
Miscellaneous	
LC Sponsored Summer PD	\$57.50/day

Article VIII: Effect of the Agreement

A. Severability

If any provision of this Agreement or any application of this Agreement to any teacher or group of teachers is determined to be contrary to law, then such provision shall automatically be deleted from this Agreement and its application shall thereafter cease. In such an event, the parties shall meet to bargain a replacement clause for the severed provision, to the extent permitted by law; but all other provisions and applications of the Agreement shall continue in full force and effect.

B. Entire Agreement

The parties mutually agree that this Agreement has been executed pursuant to the provisions of IC 20-29-6 and that it contains the entire Agreement and understanding between the parties thereby superseding all previous oral or written Agreements. This Agreement may not be changed or amended except by a written instrument signed by both parties.

C. Attestations

The undersigned attest to the following:

1. A public hearing was held in compliance with I.C. 20-29-6-1(b) on 09.03.24 at 7:00 pm. Electronic participation from the parties and/or public was not permitted. No testimony was provided.
2. A public meeting in compliance with I.C. 20-29-6-19 was held on 10.21.24 at 7:00 pm, to discuss the tentative agreement. Electronic participation from the governing body and public was not permitted.

D. Ratification

This Agreement, having been ratified by the Association and the Board is so attested to by the parties' signatures below:

For the Association:

Ratification Date: _____

By: _____
President

Date: _____

For the Board:

Board Approval Date: _____

By: _____
President

Date: _____

By: _____
Secretary

Date: _____

By: _____
Superintendent of Schools

Date: _____

Lake Central School Corporation
Proposed Classified Staff Pay Increases
To Be Effective December 28, 2024

<u>Position</u>	<u>Current Starting Pay Rate</u>	<u>New Starting Pay Rate</u>	<u>Difference</u>	<u>Current Top Pay Rate</u>	<u>New Top Pay Rate</u>	<u>Difference</u>
Paraprofessionals / Aides / Tutors / Security Officer Asst / Study Hall Supervisors	\$16.10	\$17.00	0.90			
Paraprofessionals - Intense Needs		\$19.00		\$18.85	\$19.75	0.90
					\$21.75	
School Nurses - General Ed				\$34.60	\$35.50	0.90
School Nurses - Special Ed				\$36.60	\$37.50	0.90
Contracted Bus Drivers	\$25.50	\$25.50	-	\$30.50	\$30.50	
Bus Aides	\$15.60	\$16.50	0.90	\$18.10	\$19.00	0.90
Transportation Dispatcher	\$19.60	\$20.50	0.90	\$22.60	\$23.50	0.90
Head Mechanic	\$33.60	\$34.50	0.90	\$35.60	\$36.50	0.90
Mechanic	\$29.60	\$30.50	0.90	\$33.35	\$34.25	0.90
Extra Trips Rate	\$19.60	\$20.50	0.90			
Safety Board / Collision & Stop Arm Review	\$16.85	\$16.85	-			
Bus Washer	\$15.10	\$16.00	0.90			
Bus Driver Trainer	\$23.10	\$24.00	0.90			
Bus Aide Trainer	\$21.10	\$22.00	0.90			
Driver / Aide in Training	\$13.10	\$14.00	0.90			
Head Custodian - Middle School	\$25.10	\$26.00	0.90	\$28.10	\$29.00	0.90
Head Custodian - Elementary	\$24.10	\$25.00	0.90	\$27.10	\$28.00	0.90
Building Level Custodian - Day Shift	\$18.20	\$19.10	0.90	\$22.60	\$23.50	0.90
Evening Shift Custodian	\$0.05	\$0.05				
Midnight Shift Custodian	\$0.10	\$0.10				
Corporation Maintenance - Class 2	\$20.20	\$21.10	0.90	\$24.60	\$25.50	0.90
Corporation Skilled Maintenance - Class 4	\$24.10	\$25.00	0.90	\$32.10	\$33.00	0.90
Corporation Skilled Maintenance Field Foreman	\$0.50	\$0.50				
Corporation Treasurer				\$77,000.00	\$79,200.00	2,200.00
Benefits Coordinator		\$32.00			\$34.00	
12 Month Clerical - Class 1	\$23.10	\$24.00	0.90	\$27.35	\$28.25	0.90
12 Month Clerical - Class 2	\$24.60	\$25.50	0.90	\$29.35	\$30.25	0.90
Receptionist	\$17.80	\$17.80	-	\$23.10	\$23.50	0.40
9 Month Secretaries	\$19.60	\$20.50	0.90	\$22.60	\$23.50	0.90
Bookkeepers	\$19.60	\$20.50	0.90	\$22.60	\$23.50	0.90
Library Clerks	\$19.60	\$20.50	0.90	\$22.60	\$23.50	0.90
Instructional Technology Assistants	\$19.60	\$20.50	0.90	\$22.60	\$23.50	0.90
Substitute Caller	\$19.60	\$20.50	0.90	\$22.60	\$23.10	0.50
Full-Time Computer Tech (12 month)	\$21.10	\$22.00	0.90	\$24.10	\$25.00	0.90
Technology Specialist - Help Desk/Tech Specialist	\$21.10	\$22.00	0.90	\$26.10	\$27.00	0.90
Technology Specialist - Phones/Network				\$77,000.00	\$79,200.00	2,200.00
Technology Specialist - State Reporting				\$77,000.00	\$79,200.00	2,200.00
Technology Specialist - Data Support				\$77,000.00	\$79,200.00	2,200.00

Lake Central School Corporation
Proposed Classified Staff Pay Increases
To Be Effective December 28, 2024

Position	Current Starting Pay Rate	New Starting Pay Rate	Difference	Current Top Pay Rate	New Top Pay Rate	Difference
Food Service Manager - High School	\$20.00	\$20.90	0.90	\$22.50	\$23.40	0.90
Food Service Manager - Middle School	\$19.15	\$20.05	0.90	\$21.65	\$22.55	0.90
Food Service Manager - Elementary	\$16.30	\$17.20	0.90	\$18.60	\$19.50	0.90
Food Service Manager - Satellite Manager	\$15.10	\$16.00	0.90	\$17.35	\$18.25	0.90
Food Service Manger In Training	\$15.10	\$16.00	0.90	\$17.35	\$18.25	0.90
Food Service Operations Manager	\$20.00	\$20.90	0.90	\$22.50	\$23.40	0.90
Food Service Facility Coordinator	\$20.15	\$21.05	0.90	\$21.65	\$22.55	0.90
Food Service Office Manager / 12-Mo Secretary	\$23.10	\$24.00	0.90	\$27.35	\$28.25	0.90
Food Service Asst Office Manager	\$16.85	\$17.75	0.90	\$18.35	\$19.25	0.90
Food Service Office Financial Assistants	\$16.30	\$17.20	0.90	\$18.35	\$19.25	0.90
Product Supervisor	\$16.30	\$17.20	0.90	\$18.35	\$19.25	0.90
Product Specialist	\$15.10	\$16.00	0.90	\$17.35	\$18.25	0.90
Product Assistant	\$14.45	\$15.35	0.90	\$16.45	\$17.35	0.90
Operational Assistant	\$14.45	\$15.35	0.90	\$16.45	\$17.35	0.90
Cafeteria Assistant	\$13.85	\$14.75	0.90	\$16.15	\$17.05	0.90
Catering Services	\$19.15	\$20.05	0.90			
School Service Providers *	\$ 53,000.00	\$ 53,000.00	-	\$58,300.00	\$59,700.00	1,400.00
Speech Language Assistants *	\$ 53,000.00	\$ 53,000.00	-	\$58,300.00	\$59,700.00	1,400.00
Educational Diagnosticians *	\$ 53,000.00	\$ 53,000.00	-	\$58,300.00	\$59,700.00	1,400.00
Interpreter	\$ 28.10	\$ 29.00	0.90	\$ 31.10	\$ 32.00	0.90
Parent Mentor	\$ 14.60	\$ 15.50	0.90	\$ 15.90	\$ 16.80	0.90
Contracted SLP's				\$ 55.00	\$ 61.50	6.50
Occupational Therapists	\$ 55.10	\$ 56.00	0.90	\$ 60.60	\$ 61.50	0.90
Physical Therapists	\$ 55.10	\$ 56.00	0.90	\$ 60.60	\$ 61.50	0.90
Occupational Therapist Assistants	\$ 29.60	\$ 30.50	0.90	\$ 33.10	\$ 34.00	0.90
Physical Therapist Assistants	\$ 29.60	\$ 30.50	0.90	\$ 33.10	\$ 34.00	0.90
Behaviorist	\$ 29.60	\$ 30.50	0.90	\$ 33.10	\$ 34.00	0.90

* SSP, SLPA, and Educational Diagnosticians will get retro pay back to September 1st, same as teachers

Student / Summer Help:	Current	New
(Print Shop, Lifeguards, Walker Supv, Custodial, P1 Tech)	\$ 14.00	\$ 14.00
Student Weekend Workers (Auditorium)	\$ 18.00	\$ 18.00
Substitute Nurses	\$ 32.10	\$ 33.00
Substitute Custodians **	\$ 18.20	\$ 19.10
Substitute Paraprofessionals / Perm Sub Paras **	\$ 16.10	\$ 17.00
Substitute Cafeteria Workers **	\$ 13.85	\$ 14.75
Substitute Bus Drivers **	\$ 25.50	\$ 25.50
Substitute Bus Aides **	\$ 15.60	\$ 16.50

** Substitutes earn the same as our first year hires.

- Employees in their current position since January 31, 2024 will be compensated at the Top Rate

- Employees coming into their current position after January 31, 2024 will be compensated at the Base Rate

Lake Central School Corporation
 Administrative Pay Rates
 2024-2025 School Year

<u>Position</u>	<u>Recommended Salary</u>
Superintendent	190,693
Assistant Superintendent	154,200
Director of Secondary Education	142,200
Director of Primary Education	142,200
Director of Student Services	142,200
High School Principal	138,700
High School Associate Principal	123,300
High School Assistant Principal	119,300
Athletic Director	122,500
Assistant Athletic Director	103,200
Middle School Principal	129,000
Middle School Assistant Principal	115,700
Elementary School Principal	126,000
Elementary School Assistant Principal	83,200
Director of Business Services	151,200
Director of Food Service	90,000
Director of Facilities	122,300
Director of Transportation	105,600
Director of Technology	115,800
Director of Safety and Security	92,200
Aquatics Director *	77,300
High School Head Custodian *	80,800

- \$2,200 increase to each Administrator, same as certified staff,
 except for *, which is a \$500 increase

This Handbook does not form a contract of employment or constitute a contract, express or implied. Consistent with the Board's delegation of authority, the content of this Handbook is subject to modification in the discretion of the Superintendent. Revisions will be distributed to staff.

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If any provisions of this Terms of Certified Employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law.

School Year

- A. The regular school year during the term of the Agreement shall consist of 183 teacher work days.
- B. The one-hundred eighty-three (183) teacher work days shall include the equivalencies of one (1) day without students at the beginning of the school year, one (1) day without students at the end of the first semester and one (1) day without students at the end of the second semester.

For the first non-instructional day (Corporation Preparation Day), the first three hours will be used for professional development at the administration's discretion and the last five hours will be used for preparation time by teachers. The day between semesters and the last day of the school year will be reserved for teachers to complete grading and to organize their classrooms.

- C. When school is closed due to severe weather or acts of God and the number of student attendance days is reduced below the state minimum, the days will be made-up in accordance with the Board approved school calendar.

Hours

- A. Each full-time high school classroom teacher (excepting full-time vocational educational personnel) shall have a duty-free period, 90 minutes one day, on either a blue or white day, throughout the school year, which shall be used for instructional preparation and classroom-related conferences.
- B. Each full-time middle school classroom teacher (5-8) shall have a daily, duty-free period equivalent to the regular middle school class period, which shall be used for instructional preparation and classroom-related conferences.
- C. All full-time elementary **classroom** teachers (Pre K-4) shall have a daily, duty-free, forty-five (45) minute uninterrupted period which shall be used for instructional preparation and classroom-related conferences. All full-time elementary **specials** teachers will have the equivalent of five (5), forty-five (45) minute duty free periods per full week, which shall be used for instructional preparation and classroom-related conferences. **However, a daily prep period may not be feasible due to scheduling limitations.**
 - 1. It is the building principal's responsibility to develop and implement teacher daily schedules which fully provide contractual duty-free preparation time.
 - 2. Elementary classroom teachers shall be relieved from classroom duties while the class is under the supervision of an art, music, library, computers, or physical education teacher.
 - 3. It is the classroom teacher's responsibility to take and receive his children from the special teacher's classroom.
- D. Prorated plan time shall be incorporated within the schedule of part-time teachers.
- E. All teachers shall have at least a thirty (30) minute, duty-free, uninterrupted lunch period daily.
- F. All certified teachers' daily schedules will consist of an 8 hour day. Student tutoring will be

offered 2-3 days per week, professional development, building, departmental, or grade level meetings may be scheduled by the building principal.

- G. When the presence of students at the end of the school day requires teacher supervision over and above what is normally necessary to see the students safely out of the building, a teacher assignment schedule, which is fair and equitable to all, shall be implemented. When the teacher is required to supervise students beyond the defined teacher day, additional pay or compensatory time shall be given at the rate of \$16.00 per hour. Teachers can be subject to bus duty at only one (1) assigned school. The principals and the teacher involved shall agree at which school the teacher will have bus duty.
- H. The principal may choose to use classified staff as supervisors of bus duty.

Association Rights

- A. It is agreed that every teacher has the right to organize freely, join and support the Association. The employer will not discourage, deprive or coerce any teacher in the enjoyment of the rights conferred in this Agreement, nor will they discriminate against any teacher for his participation in Association activities.
- B. The rights and privileges of the teachers' organization and its representatives as set forth in this Article shall be granted only to the Association as the exclusive representative of the teachers.
- C. The Association may post notices of activities and matters of concern to the Association on the teachers' bulletin board.
- D. Upon appropriate written authorization from the teacher, the Board shall deduct from the salary of any teacher and make appropriate remittance for annuities, credit union, or group insurance.
- E. The Association shall be provided with time during the opening day of school orientation workshop, provided that a corporation wide meeting is held.
- F. When the Association and Board (including their agents) mutually agree to schedule meetings, conferences, or hearings during the regular work day, teachers who are Association witnesses, parties in interest, representatives, or participants shall not be subject to loss of pay.
- G. The Association shall have the right to schedule meetings in school buildings upon notification to the building principal providing that said meeting does not interfere with previously scheduled meetings or events. The Association shall pay no fee for general committee, executive board, or building meetings.
- H. The Association officers, chairpersons and building representatives shall have the right to confer with teachers provided it does not take the teacher away from his assigned teaching or supervision duties.
- I. The Association shall have the right to use the interschool mail system and teacher mailboxes to communicate with teachers.

- J. The Association, as the representative teachers' organization, shall have the right to use school facilities for meetings and any equipment, copy machines, calculating machines, and all other types of audio-visual equipment, when the use of such equipment does not conflict with the normal function of the school. When other organizations are charged for the cost of copying, the Association shall be charged the established rate. The rights granted to the Association under this paragraph shall not be granted to any other "school employee organization" as defined in I.C. 20-7.5-1-2(k).

K. Membership/Fair Share

(1) Teacher Membership in Association/Fair Share

IC 20-29-4-2 provides:

- (a) A school employee may not be required to join or financially support through the payment of: (1) fair share fees; (2) representation fees; (3) professional fees; or (4) other fees; a school employee organization;
- (b) A rule, regulation, or **contract provision requiring financial support from a school employee to a school employee organization is void.**

This provision is not new. It is unchanged from pre-2005 legislation. The Association remains unable to negotiate for or to insist that the school corporation agree to require members of the bargaining unit (teachers) to either join the Association or to pay any representation fee as a condition of employment.

Membership into the LCTA will only take place during the first two weeks of each semester, unless a certified staff member was hired after the deadline. Any certified staff member wishing to join after the 2 week period will be allowed with understanding that dues are paid in full regardless of the date he/she joined the association. The Lake Central Teachers Association will not intervene with issues that occurred prior to membership. Any LCTA member who wishes to withdraw from his/her membership must inform the LCTA membership chair, in writing, during the first 2 weeks of each semester. Members who do withdraw their membership are still responsible to pay for their full yearly dues.

Educational Atmosphere

(All approved Lake Central forms can be found on the intranet)

A. Scheduling

1. In order to promote maximum teaching effectiveness, all options shall be investigated prior to any secondary teacher being required to teach in more than three (3) subjects in the same academic area.
2. The principal of each building shall provide a tentative teaching assignment for the next school year prior to the last week of school.
3. Prior to the end of the school year, the department head and/or administrator will call a meeting for the purpose of discussing department classes and the Master Schedule. It need not be a mandatory meeting. If teachers want input into the class schedules, they either need to be present at that meeting or notify the department head/administrator prior to the meeting to identify any interests in certain classes.

B. Teacher Facilities

1. Each school shall have a designated area apart from students for the use of teachers. There shall be adequate washroom facilities available for faculty.
2. A safety committee may be established at each building. If the principal decides to form a committee, it shall consist of the school nurse, an administrator, and a teacher representative. Any teacher, who determines that working conditions are unsafe, hazardous, or unhealthy, may notify the building principal or his designee, regardless if a formal committee has been developed or not.

C. Teaching Load

When, in a teacher's opinion, effective teaching has been restricted, the teacher shall consult with the principal regarding the need for and assignment of a teacher aide. Factors which may be considered are: (1) the number of students; (2) the particular students; and (3) the subject area. If the teacher is not satisfied with the disposition of any issue after discussing with the building principal, the teacher may consult with the Assistant Superintendent or Director of Secondary Curriculum.

D. Volunteers

If a teacher or coach utilizes a volunteer or supervisor that is not an employee for any event or activity in which children are involved, a background check on that individual is required. Based on the individual's responsibility, either a limited or full background check must be completed before an individual can work in that capacity.

E. Compensation for Additional Teaching Duties

The term "hourly rate," when used hereinafter in the Handbook, shall be computed in the following manner:

Teacher's regular salary divided by (Number of Regular Contracted Days) = Daily Rate.
Daily Rate divided by 7.5 = Hourly Rate

F. Performance Stipends / increase Pursuant to Indiana Code 20-43-10-3

The Performance Grant received by a school corporation shall be allocated among and used only to pay cash stipends to all teachers who are rated effective or as highly effective and employed by the school corporation as of Dec. 1 of the year of distribution. The governing body is to differentiate between the amount of stipends given for effective and highly effective certificated employees. This stipend will be calculated and distributed to all certificated employees as soon as possible after Lake Central's allocation of funds is determined by the IDOE, projected date of receipt to be January.

G. Student Teaching

A student who is required to complete a student teaching requirement must be supervised by a certificated employee that has been rated as either highly effective or effective on the certificated employee's latest annual performance evaluation.

Instruction of Special Education and Students with Special Needs

The Board of School Trustees and the Lake Central School Corporation recognize and agree that Title 511 Indiana State Board of Education Article 7 and Section 504 of the Rehabilitation Act of 1973 are applicable to the Lake Central Schools and it is in the best interest of the Board of School Trustees, the Lake Central Teachers, the students and the community that a cooperative effort be made in meeting the guidelines of Article 7 and Section 504 of the Rehabilitation Act of 1973. It is therefore agreed:

- A. That the Administration will provide each new member of the staff with a copy of Title 511 Indiana State Board of Education Article 7 and its amendments electronically.
- B. A copy of all individual educational plans mandated by federal and/or state law and/or regulation will be provided by the administration either on the first day of school or within the first five (5) days of placement of the student in the classroom, to the teacher(s) expected to provide special education services and/or adaptations of the regular education program, required by the IEP or the General Education Alternative Learning Plan. Access to the IEP will be through the Learning Connection portal and the Indiana IEP link.
- C. Any classroom teacher who has special education and/or students with special needs will be notified of case conferences. That teacher will be provided with an opportunity to attend the conference if scheduled during the teacher's workday. The administration will try not to arbitrarily schedule case conferences outside of the teacher's workday.
- D. Any classroom teacher who has special education and/or students with special needs may request in writing that the case conference be reconvened to review a particular student's individual educational plan mandated by federal and/or state law and/or regulation. If possible, the conference will be reconvened within twenty (20) school days after the written request is received.
- E. No classroom teacher will be required, except in instances of unusual circumstances, to administer medication, lift students, carry students, perform medical services, perform physical therapy, or provide school health services. The exception is a special education teacher who is trained in the above services and must perform those services in order to fulfill the duties outlined in the student's IEP.
- F. The classroom teacher will cooperate with the special education personnel to allow such personnel to meet special education requirements in the least disruptive manner.
- G. Any classroom teacher with special education and/or students with special needs who has a concern may take that concern to the special education supervision in that building and/or the building Principal. If not satisfied with the outcome, the Director of Student Services would convene a follow up meeting to address concerns. If those concerns were district related, the matter could be brought to Discussion.

RISE

Lake Central School Corporation has opted to use the Lake Central RISE evaluation model. The RISE evaluation system focuses on effective instruction and student outcomes through two components, professional practice and student learning.

The Lake Central RISE Handbook defines this as:

Assessment of instructional knowledge and skills that influence student learning, as measured by competencies set forth in the Indiana Teacher Effectiveness Rubric. All teachers will be evaluated in the domains of Purposeful Planning, Effective Instruction, Teacher Leadership, and Core Professionalism.

A description of Lake Central's RISE Evaluation System is also available on the Lake Central Intranet.

Reduction in Force

At times, it may become necessary for the Board, in accordance with Board Policy, to eliminate certificated positions and reduce the number of certified staff due to curricular changes, changes in enrollment, return to duty from leave of a certificated staff member, closing of schools, territorial changes, or other good cause warrants.

As positions to be eliminated are identified, the certificated staff members to be dismissed shall be identified on "the basis of licensure and merit, not years of service or seniority." (Board Policy 3131)

"Licensure" means the scope of the license issued by the Office of Educator Licensing and Employment at the Indiana Department of Education. "Merit" means a performance category assigned to an educator as "highly effective", "effective", "improvement necessary" or "ineffective."

When two certificated staff members are in the same performance category, the following factors may be considered to identify the teacher to be terminated:

- A. The scope of an individual's license.
- B. The academic licensing needs in the district.
- C. The results of on-going and past evaluations, including consideration of any substandard performance reports or loss of core professionalism on file.
- D. The assignment of instructional leadership roles, including the responsibility for conducting evaluations.
- E. The attainment of either additional content area degrees or credit hours beyond the requirements for employment.
- F. The number of years of a teacher's experience.

REPA & Praxis

Rules for Educator Preparation and Accountability (REPA3) provides a mechanism for certified staff members to add content areas to current teaching licenses. In order for the Lake Central School Corporation to effectively comply with the requirements of REPA3, teachers must notify the Assistant Superintendent of any content areas for which they have passed the Praxis test, submitting both the test scores and proof of having made application to the Indiana Department of Education to add the area(s) to their licenses, if they wish to have these new certifications included in teacher assignment decisions for the following year.

Vacancies, Transfers and Assignment Changes

- A. Prior to administrative decision, all vacancies in bargaining unit positions, extracurricular positions, and administrative positions shall be posted. The posting shall be sent via email to all current faculty members. The posting shall be a minimum of 10 days unless circumstances warrant a quicker timeline.
- B. All teachers may apply or request a transfer for any open position within the corporation for which they are certified.
- C. The following criteria shall determine voluntary transfers, involuntary transfers, or other assignment changes across the corporation:
 - 1. Certification
 - 2. Qualifications within the posting such as grade level, subject area experience, special training, displayed interest, etc.
 - 3. The RISE evaluation rubric
 - 4. Transfers which cause a RIF will not be considered
- D. Teachers who desire to transfer to another building shall file a written statement (Voluntary Transfer Form) to the Assistant Superintendent. Transfers, involuntary transfers, or other assignment changes within one school are determined by the building principal.
- E. In a transfer decision, the employee may meet with the Assistant Superintendent for the purpose of discussing the transfer decision.

Family and Medical Leave Act Overview

The FMLA entitles eligible employees of covered employers to take unpaid, job-protected leave for specified family and medical reasons with continuation of group health insurance coverage under the same terms and conditions as if the employee had not taken leave. Eligible employees are entitled to:

- 1. Twelve workweeks of leave in a 12-month period for:
 - ◆ The birth of a child and to care for the newborn child within one year of birth.

- ◆ The placement with the employee of a child for adoption or foster care and to care for the newly placed child within one year of placement.
- ◆ To care for the employee's spouse, child, or parent who has a serious health condition.
- ◆ A serious health condition that makes the employee unable to perform the essential functions of his or her job.

Examples of Lake Central benefits through FMLA

1. If an employee requested FMLA to care for a sick spouse, upon approval, the employee may choose to take those days unpaid or use their available balance of family illness and personal business as paid days.
2. If after the birth of a child, the birth mother experienced additional health complications that made the employee unable to return to work, she would submit the appropriate documentation from the medical professional. Upon approval she would have the ability to go unpaid or use her available balance of sick days as paid days.
3. If an employee experiences a qualifying event under FMLA, once the documents are submitted and approved, if the qualifying event is for the covered employee, the individual could chose to go unpaid or use their available balance of sick days as paid days.

Extended Medical Leaves

For personal illness that extends beyond the period of sick leave compensation (FMLA), an unpaid leave of absence may be requested. If approved, the certified employee shall be permitted to continue in the insurance program during the leave until the employee has exhausted his/her accumulated leave balance. At the point where the leave becomes an unprotected leave, the employee may continue in the insurance program by means of direct payment of the entire premium to the Lake Central School Corporation for a period not to exceed the length of the approved leave. The amount of the premium is subject to change each January 1st.

Unpaid Leaves

Leave requests without pay shall be submitted to the Superintendent and may include the following:

1. To campaign and serve in public office
2. To assume an Association elective or appointive office
3. To serve in positions in Peace Corps services

The Superintendent has the discretion to approve or deny any unpaid leave requests.

Long-Term Disability

The Board shall provide, at no cost to the certified employee, a long-term disability plan that provides a salary protection benefit of sixty-six and two-thirds percent (66 2/3%), a maximum benefit of ten thousand dollars (\$5,000) per month, and a ninety (90) day elimination period. If the individual qualifies for long-term disability by the Lake Central School Corporation's insurance carrier, the

employee will become inactive and no longer hold a position in the Lake Central School Corporation. At the time the long-term disability is approved, if the employee has group health insurance through the Lake Central School Corporation and wishes to continue coverage, he/she may do so by paying the entire insurance premium directly to the Lake Central School Corporation until age 65 or he/she is no longer eligible for long-term disability. The amount of the premium is subject to change each January 1st. At such time the individual is released from long-term disability and wishes to return to the Lake Central School Corporation, the Lake Central School Corporation will encourage the individual to apply for any open positions for which he/she is qualified.

Due Process

A teacher may be discharged for just cause and in accordance with Indiana Statutes for termination, non-renewals and/or discharge of a teacher.

Discussion

New language in Indiana code reads "A school employer may discuss: (1) with a certified employee or group of certified employees; or (2) at one (1) or more meetings that are open to all certified employees; any topic that significantly impacts a certificated employees working conditions or impacts the educational quality of the school employer's students. (b) A discussion or meeting under subsection (a) is not subject to the open door law (IC 5-14-1.5.).

Given the state guidance, LCSC Administration intends to continue to discuss teacher concerns while following state guidance regarding opening up the process to teachers who are not in the Association.

Teacher concerns will only be included in the corporation discussion process if the matter impacts staff at more than one school.

Grievance Procedure

Corporation wide staff issues should be taken to Discussion as a first attempt to bring resolution to any disagreement.

A. Purpose

The purpose of this grievance procedure is to settle equitably at the lowest possible administrative level, issues which may arise with respect to specific claims of violation, misapplication, or misinterpretation relating to working conditions. Both parties agree that these proceedings shall be kept as confidential as may be appropriate at each level of the procedure.

B. Informal Procedure

1. In the event that a teacher believes there is a basis for a grievance, the teacher may first discuss the alleged grievance with the teacher's building principal or immediate supervisor. Individual staff member concerns should first be addressed with the building principal before appealing to the Assistant Superintendent. The teacher may be accompanied by a certified staff representative if he/she so desires.

2. Corporation wide staff issues should be taken to Discussion as a first attempt to bring resolution to any disagreement.

C. Formal Procedure

1. Step One

- a. If a teacher desires to file a formal grievance, he/she shall submit in writing such grievance to the teacher's building principal and said grievance shall specifically set forth the basis of same. A formal grievance shall be filed as soon as possible but in no event longer than thirty (30) days after disclosure of the facts giving rise to the grievance. (The grievance form shall be available from the certified staff representative in each building.)
- b. Within five (5) school days of the receipt of the written grievance, the principal, the grievant and the certified staff representative shall meet in an effort to resolve the grievance. The principal shall indicate his disposition of the grievance in writing within five (5) school days of such meeting and shall furnish a copy thereof to the grievant and certified staff representative.

2. Step Two

- a. If the grievant is not satisfied with the disposition of the grievance, or if no disposition has been made within five (5) school days of such meeting or ten (10) school days from the date of submitting said grievance, whichever shall be the later, the grievant shall within five (5) school days submit in writing the grievance to the Assistant Superintendent/Director of Personnel.
- b. As soon as possible, but not later than ten (10) days after personal receipt of the grievance form, the Assistant Superintendent or his designee, the grievant, and the certified staff representative shall meet in an effort to resolve the grievance. Thereafter, the Superintendent shall indicate his disposition of the grievance in writing as soon as possible, but not later than twenty (20) school days subsequent to the said meeting. The Superintendent shall furnish a copy of said disposition to the grievant and the certified staff representative.

D. General Provisions

1. The time limits provided in this Article shall be strictly observed but may be extended by a written agreement between the parties.
2. No reprisal shall be taken by or against any parties in the grievance procedure.
3. There shall be no reprisal as a result of submission of a grievance. Communiques and records dealing with the grievance shall not be placed in the teacher's personnel file; nor shall the contents of these communiques and records be verbally transmitted to future employers.
4. A teacher engaged during the school day in the presentation of a grievance, or who is a witness for same, shall be released from regular duties without loss of pay.

5. Timelines in this article shall mean the date the form or disposition is hand-delivered or mailed.

Summer School

Summer School contracts will be written as temporary contracts, allowing for a compensation model that minimizes deficit spending in summer school. The salary for certified staff will be based on their current hourly rate.

1. On or before May 1 of each calendar year the School Corporation shall post all anticipated summer school program offerings. Teachers shall have two (2) weeks from the date of posting to apply for any of the posted offerings. The School Corporation shall notify the applying teacher of any tentative assignment by June 1 of the calendar year. Teachers will be notified of their summer school employment as enrollments are finalized.

2. Selection

Lake Central School Corporation teachers will receive first consideration for summer school teaching positions. The following criteria shall determine summer school assignments:

a. certification

b. qualifications within the posting such as grade level, subject area experience, special training, displayed interest, etc.

c. when two (2) or more teachers are equal, relative to certification and qualifications, the Rise Evaluation rubric may be used.

d. when two or more teachers are equal relative to their final RISE Evaluation, the Assistant Superintendent shall decide. Each individual in this decision may meet with the Assistant Superintendent if so desired.

3. It is understood that teachers who accept a summer school assignment will be expected to teach the full summer school term.

4. An elementary and middle school summer school program will be budgeted yearly. The specific details regarding these two programs will be a topic of discussion in the spring.

Moving Compensation

If a renovation or construction project, which has been formally bid and a contract awarded by the Board of School Trustees, results in a need for teachers to pack and/or inventory and/or unpack supplies and/or materials and/or equipment, teachers shall be released from instructional responsibilities and/or compensated at the school improvement hourly rate in a manner which fairly and equitably provides released time and/or compensation relative to the additional need for work.

The administration and the teacher shall mutually agree upon the specific work to be performed and the amount of released time and/or compensation which the teacher shall receive. This mutual agreement shall be signified in writing by both parties. Should mutual agreement not occur, the administration may have the needed work performed by other means.

When an administrator's directive for an involuntary move within a building or within the corporation results in a need for teachers to pack and/or inventory and/or unpack supplies and/or materials and/or equipment, teachers shall be released from instructional responsibilities and/or compensated at the school improvement hourly rate in a manner which fairly and equitably provides released time and/or compensation relative to the additional need for work. It is understood that situations in individual classrooms are unique. Therefore, the terms "fairly and equitably" relate to the amount of work to be performed rather than equality of released time or compensation to teachers.

Prior to the move the administration and the teacher shall mutually agree upon the specific work to be performed and the amount of released time and/or compensation which the teacher shall receive. This mutual agreement shall be signified in writing by both parties. Should mutual agreement not occur, the administration may have the needed work performed by other means. Released time and/or compensation do not apply to summer school moves or to those situations in which a teacher has been reduced in force or leaves the corporation.

Friday School

Friday School supervision by certified staff shall be paid a \$100.00 stipend per session for the high school and a \$66.00 stipend per session at all middle schools. The certificated staff will fill out the "Certificated Staff Time Sheet for Compensation for Extra Duties" form and forward it to the Assistant Superintendent.

Harassment – General Policy Statement

It is the policy of Lake Central School Corporation to maintain an education and work environment which is free from all forms of unlawful harassment, including sexual harassment. This commitment applies to all School Corporation operations, programs, and activities. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of unlawful harassment occurring on school property or at another location if such conduct occurs during an activity sponsored by the School Board as early as possible to rectify any real or potential problems.

Harassment based on sex, race, color, national origin, religion, disability, genetic information, or any other unlawful basis is prohibited.

The following is also prohibited:

- Retaliating against a person who has made a report or filed a complaint alleging harassment or who has participated as a witness in a harassment investigation.
- Filing a malicious or knowingly false report or complaint of harassment.

- Disregarding, failing to investigate adequately, or delaying investigation of allegations of harassment, when responsibility for reporting and/or investigating harassment charges comprises part of one's supervisory duties.

Sexual Harassment

Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender. For purposes of this policy, "sexual harassment" is defined as unwelcome sexual advances, requests for sexual favors, and other verbal (spoken, written, electronic or any other form of communication) or physical conduct of a sexual nature, when:

- Submission to such conduct is made either implicitly or explicitly a term of condition of an individual's employment;
- Submission or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
- Such conduct has the purpose or effect of interfering with the individual's work or of creating an intimidating, hostile, or offensive working environment.

Prohibited acts that constitute sexual harassment may take a variety of forms. Examples of the kinds of conduct that may constitute sexual harassment include, but are not limited to:

- Unwelcome sexual propositions, invitations, solicitations, and flirtations.
- Physical assault.
- Threats or insinuations that a person's employment, wages, promotion, assignment, or other conditions of employment may be adversely affected by not submitting to sexual advances.
- Unwelcome verbal (spoken, written, electronic or any other form of communication) expressions of a sexual nature, including graphic sexual commentaries about a person's body, dress, appearance, or sexual activities; the unwelcome use of sexually degrading language, jokes or innuendoes; unwelcome suggestive or insulting sounds or whistles; obscene telephone calls, emails, texts or other forms of communication.
- Sexually suggestive objects, pictures, videos, audio recordings or literature, in any medium, placed in the work environment, which may embarrass or offend individuals.
- Unwelcome and inappropriate touching, patting, or pinching; obscene gestures.
- A pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another.
- Remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history.

- Consensual sexual relationships where such relationship leads to favoritism of a subordinate employee with whom the superior is sexually involved and where such favoritism adversely affects other employees or otherwise creates a hostile work environment.
- Inappropriate boundary invasions by an employee or other adult member of the School Corporation community into a student's personal space and personal life.

Not all behavior with sexual connotations constitutes unlawful sexual harassment. Conduct must be sufficiently severe, pervasive, or persistent such that it adversely affects an individual's employment or such that it creates a hostile or abusive employment environment.

Sexual conduct/relationships with students by any School Corporation employee or any other adult member of the School Corporation community are prohibited. Any employee accused of sexual relations with a student may be placed on leave with or without pay until school administrative proceedings are completed. Any employee who engages in certain sexual conduct with a student may be disciplined up to and including termination and a referral to law enforcement or Child Protective Services will be made. Proven sexual relationships with a student regardless of the age of the student will result in initiation of the termination process for the employee.

Race/Color Harassment. Prohibited racial harassment occurs when unwelcome physical, verbal (spoken, written, electronic or any other form of communication), or nonverbal conduct is based upon an individual's race or color and when the conduct has the purpose or effect of interfering with the individual's work performance or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's race or color, such as racial slurs, nicknames implying stereotypes, epithets, and/or negative references relative to racial customs.

Religious (Creed) Harassment. Prohibited religious harassment occurs when unwelcome physical, verbal (spoken, written, electronic or any other form of communication), or nonverbal conduct is based upon an individual's religion or creed and when the conduct has the purpose or effect of interfering with the individual's work performance or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's national origin, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

National Origin Harassment. Prohibited national origin harassment occurs when unwelcome physical, verbal (spoken, written, electronic or any other form of communication), or nonverbal conduct is based upon an individual's national origin and when the conduct has the purpose or effect of interfering with the individual's work performance or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's national origin, such as negative comments regarding customs, manner of speaking, language, surnames, or ethnic slurs.

Disability Harassment. Prohibited disability harassment occurs when unwelcome physical, verbal (spoken, written, electronic or any other form of communication), or nonverbal conduct is based upon an individual's disability and when the conduct has the purpose or effect of interfering with the individual's work performance or of creating an intimidating, hostile, or offensive working environment. Such harassment may occur where conduct is directed at the characteristics of a person's disabling condition, such as negative comments about speech patterns, movement, physical impairments or

defects/appearances, or the like. Such harassment may further occur where conduct is directed at or pertains to a person's genetic information.

Reports and Complaints of Harassing Conduct

Members of the School Corporation community and third parties are encouraged to promptly report incidents of harassing conduct to an administrator, supervisor or other School Corporation official so that the Board may address the conduct before it becomes severe, pervasive, or persistent.

If you believe you have been subjected to or have experienced conduct of this sort, or if you have observed another employee experience this sort of conduct, you are encouraged to report it immediately to your supervisor, an administrator with whom you are comfortable or the School Corporation's Assistant Superintendent at 365-8705. **If you directly observe or receive information regarding unlawful harassment of a student, you must report such observations to the Assistant Superintendent immediately.**

Complaints/report made to supervisors and administrators other than the Assistant Superintendent will be immediately reported to the Assistant Superintendent, except that in the event the complaint/report involves the Assistant Superintendent, they shall be forwarded to the Superintendent. Oral complaints or reports will be reduced to writing and the Complainant/reporting individual will be asked to verify the accuracy by signing the document.

Individuals should make every effort to file a complaint as soon as possible after the conduct occurs while the facts are known and potential witnesses are available. Initiating a complaint/report, whether formally or informally, will not adversely affect your employment.

After a complaint/report is filed, the Assistant Superintendent or designee shall conduct a prompt and timely investigation. The investigation may include interviews of the complainant, the individual accused of engaging in harassing behavior, and other witness who may reasonably be expected to have information relevant to the situation. All interviewed parties and witnesses will be provided an opportunity to present any evidence that they reasonably believe to be relevant to the situation.

Discipline

An employee who knowingly makes a false report of such conduct is subject to discipline up to and including discharge. Any employee who retaliates against a member of the school community who has made a good faith report of such conduct or against a member of the school community who participated in the investigation of such conduct is subject to discipline up to and including discharge. An employee found in violation of this policy is subject to discipline up to and including discharge.

Privacy/Confidentiality

The privacy of the complainant, those who file a report, the individual(s) against whom the complaint is filed, and the witnesses will be respected as much as possible, consistent with the School Corporation's legal obligations to investigate, to take appropriate action, and to conform with any

discovery or disclosure obligations. All records generated under this process shall be maintained as confidential to the extent permitted by law.

Definitions

For purposes of this policy, "School Corporation community" means students, administrators, teachers, staff, and all other school personnel, including Board members, agents, volunteers, contractors, or other persons subject to the control and supervision of the Board.

For purposes of this policy, "third parties" include, but are not limited to, guests and/or visitors on School Corporation property (e.g., visiting speakers, participants on opposing athletic teams, parents), vendors doing business with, or seeking to do business with, the Board, and other individuals who come in contact with members of the School Corporation community at school-related events/activities (whether on or off School Corporation property).

Lake Central School Corporation

8260 Wicker Avenue
Tel: (219) 365-8507

Saint John, IN 46373
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: Yolanda Bracey, Director of Primary Education
DATE: October 31, 2024
RE: **Board Meeting of November 4, 2024**

PROFESSIONAL LEAVE REQUESTS

NAME	Morgan Garton
POSITION	Teacher / Coach
SCHOOL	Peifer Elementary / LCHS
EVENT	State Championship Cross Country Race
DATES	11/01 - 11/02/2024
PLACE	Terre Haute, IN
DESCRIPTION	Coach for LCHS Girls Cross Country, team is participating in a state championship competition
SPONSORING ORGANIZATION	LCHS Girls Cross Country
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$0 Estimated Travel Cost - \$0
FUNDING	Athletics

YB/vv

NAME	Joshua Wierzba
POSITION	Assistant Principal
SCHOOL	Protsman Elementary
EVENT	IASP Assistant Principal Conference
DATES	11/21 - 11/23/2024
PLACE	Indianapolis, IN
DESCRIPTION	Annual conference for assistant principals
SPONSORING ORGANIZATION	IASP
EXPENSES	Estimated Meal Cost - \$70 Estimated Hotel Cost – \$388.44 Estimated Required Fees – \$0 Estimated Travel Cost – Mileage & Parking
FUNDING	684-5

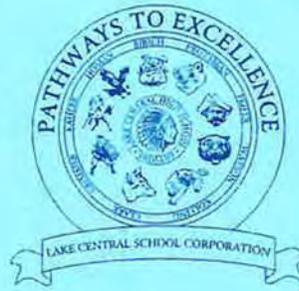
NAME	Kelley Lambert
POSITION	Teacher
SCHOOL	Watson Elementary
EVENT	2nd Grade Field Trip
DATES	2/04/2025
PLACE	University Park, IL
DESCRIPTION	Field trip to see a musical at Governor's State University
SPONSORING ORGANIZATION	Watson 2nd Grade
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – \$0
FUNDING	Self Funded

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Sarah Castaneda
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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 Elementary Education

DATE: October 31, 2024

RE: **Board Meeting of November 4, 2024**

FIELD TRIP REQUESTS

Morgan Garton, teacher at Peifer Elementary and coach at LCHS, requests to take approximately (12) members of the LCHS Girls Cross Country Team to Terre Haute, IN on November 1 - November 2, 2024 to compete in a State Championship Race at the LaVern Gibson Championship Course. All fees will be covered by athletics.

Kelley Lambert, teacher at Watson Elementary, requests to take approximately (121) 2nd grade students to University Park, IL on February 4, 2025. The students will attend a musical play at Governors State University. This is a self-funded field trip.

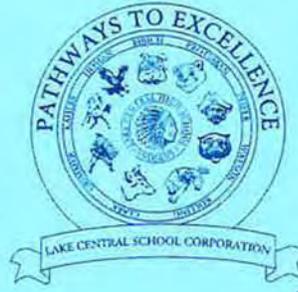
YB/vv

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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: Misty Scheuneman, Director of Secondary Education
DATE: October 31, 2024
RE: **Board Meeting of November 4, 2024**

PROFESSIONAL LEAVE REQUESTS

NAME	Joan Loden
POSITION	Teacher and Head Cheer Coach
SCHOOL	LCHS
EVENT	State Cheer Competition
DATES	11/08 - 11/09/2024
PLACE	New Castle, IN
DESCRIPTION	State Cheer Competition
SPONSORING ORGANIZATION	New Castle High School
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$0 Estimated Travel Cost - \$0
FUNDING	Athletics

MS/vv

Board Meeting of November 4, 2024

NAME	Danielle Carr
POSITION	Teacher
SCHOOL	LCHS
EVENT	Robotics Competition
DATES	11/21 - 11/23/2024
PLACE	Speedway, IN
DESCRIPTION	Robotics Competition
SPONSORING ORGANIZATION	LCHS Robotics Team
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$0 Estimated Travel Cost - \$0
FUNDING	Self-Funded

NAME	Megan Graman
POSITION	School Counselor
SCHOOL	LCHS
EVENT	PNW Counselor Breakfast & Training on the RING Cybersecurity Initiative
DATES	11/22/2024
PLACE	Hammond, IN
DESCRIPTION	Breakfast & Training for High School Counselors
SPONSORING ORGANIZATION	Purdue Northwest
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$0 Estimated Travel Cost - Mileage
FUNDING	684-5-11300-58000-0002

Board Meeting of November 4, 2024

NAME	Steven Aguilera, Karen Fatouros
POSITION	School Counselors
SCHOOL	LCHS
EVENT	Ball State Counselor Connection Day
DATES	12/04 - 12/05/2024
PLACE	Muncie, IN
DESCRIPTION	Meet with faculty and students to learn about resources and programming that BSU has to offer
SPONSORING ORGANIZATION	Ball State University
EXPENSES	Estimated Meal Cost - \$35 x (2) Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – Mileage x (2)
FUNDING	684-5-11300-58000-0002

NAME	Dan Fox
POSITION	Teacher and Science Olympiad Coach
SCHOOL	LCHS
EVENT	Science Olympiad Competition
DATES	12/06 - 12/07/2024
PLACE	Sylvania, OH
DESCRIPTION	Science Olympiad Competition
SPONSORING ORGANIZATION	Northview High School
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – \$0
FUNDING	Self Funded

Board Meeting of November 4, 2024

NAME	Joan Loden
POSITION	Teacher and Head Cheer Coach
SCHOOL	LCHS
EVENT	Midwest Cheer Fest
DATES	12/08/2024
PLACE	Orland Park, IL
DESCRIPTION	Cheer Competition
SPONSORING ORGANIZATION	Carl Sandburg High School
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – \$0
FUNDING	Athletics

NAME	Leslie Iwema
POSITION	World Language Teacher
SCHOOL	LCHS
EVENT	German IV Honors Field Trip
DATES	12/09/2024
PLACE	Chicago, IL
DESCRIPTION	Field trip for the German Honors IV students
SPONSORING ORGANIZATION	LCHS Foreign Language Department
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – \$0
FUNDING	Self-Funded

Board Meeting of November 4, 2024

NAME	Lisa Schilling
POSITION	Teacher
SCHOOL	LCHS
EVENT	What's New in Young Adult Literature Conference
DATES	12/11/2024
PLACE	Alsip, IL
DESCRIPTION	Exploring young adult literature that could be included in curriculum and lesson ideas
SPONSORING ORGANIZATION	Bureau of Education & Research
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$325 Estimated Travel Cost - Mileage & Parking
FUNDING	684-5-1 300-58000-0002

NAME	Joan Loden
POSITION	Teacher and Head Cheer Coach
SCHOOL	LCHS
EVENT	Jacobs HS Cheer Invite
DATES	12/14/2024
PLACE	Algonquin, IL
DESCRIPTION	Cheer Competition
SPONSORING ORGANIZATION	Harry D. Jacobs HS
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$0 Estimated Travel Cost - \$0
FUNDING	Athletics

Board Meeting of November 4, 2024

NAME	Leta Sena-Lopez
POSITION	Band Director
SCHOOL	Kahler Middle School
EVENT	Midwest International Band Clinic
DATES	12/18 - 12/19/2024
PLACE	Chicago, IL
DESCRIPTION	Annual clinic for music teachers
SPONSORING ORGANIZATION	Midwest Clinic
EXPENSES	Estimated Meal Cost - \$35 Estimated Hotel Cost - \$0 Estimated Required Fees - \$220 Estimated Travel Cost - South Shore Train Fare
FUNDING	684-5

NAME	Joan Loden
POSITION	Teacher and Head Cheer Coach
SCHOOL	LCHS
EVENT	Oak Forest Cheer Invitational
DATES	1/19/2024
PLACE	Oak Forest, IL
DESCRIPTION	Cheer Competition
SPONSORING ORGANIZATION	Oak Forest High School
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$0 Estimated Travel Cost - \$0
FUNDING	Athletics

Board Meeting of November 4, 2024

NAME	Joan Loden
POSITION	Teacher and Head Cheer Coach
SCHOOL	LCHS
EVENT	Marian Catholic HS Cheer Invitational
DATES	1/26/2024
PLACE	Chicago Heights, IL
DESCRIPTION	Cheer Competition
SPONSORING ORGANIZATION	Marian Catholic High School
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – \$0
FUNDING	Athletics

NAME	Joan Loden
POSITION	Teacher and Head Cheer Coach
SCHOOL	LCHS
EVENT	UCA Nationals
DATES	2/05 - 2/10/2025
PLACE	Orlando, FL
DESCRIPTION	Cheer Competition
SPONSORING ORGANIZATION	Universal Cheerleader Association
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – \$0
FUNDING	Athletics

Board Meeting of November 4, 2024

NAME	Elliot Smith
POSITION	Band Director
SCHOOL	LCHS
EVENT	Elmhurst University Jazz Festival Invitational
DATES	2/20/2025
PLACE	Elmhurst, IL
DESCRIPTION	Jazz performance, clinic and concert
SPONSORING ORGANIZATION	Elmhurst University
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$0 Estimated Travel Cost – \$0
FUNDING	Self-Funded

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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: October 31, 2024

RE: **Board Meeting of November 4, 2024**

FIELD TRIP REQUESTS

Joan Loden, Teacher and Head Cheer Coach at LCHS, requests to take approximately (21) members of the cheerleading team to New Castle, IN on November 8 - November 9, 2024. The team will compete in a state cheer competition at New Castle High School. All fees will be covered by athletics.

- She also requests to take members of the same team to Orland Park, IL on December 8, 2024. The team will compete in the Midwest Cheer Fest at Carl Sandburg High School. All fees will be covered by athletics.

- She also requests to take members of the same team to Algonquin, IL on December 14, 2024. The team will compete in the Jacobs High School Cheer Invite at Harry D. Jacobs High School. All fees will be covered by athletics.

- She also requests to take members of the same team to Oak Forest, IL on January 19, 2025. The team will compete in the Oak Forest Cheer Invitational at Oak Forest High School. All fees will be covered by athletics.

- She also requests to take members of the same team to Chicago Heights, IL on January 26, 2025 to compete in the Marian Catholic High School Cheer Invitational at Marian Catholic High School. All fees will be covered by athletics.

- She also requests to take members of the same team to Orlando, FL on February 5 - February 10, 2025 to compete in the UCA Nationals. All fees will be covered by athletics.

MS/vv

Danielle Carr, Teacher and Robotics Coach at LCHS, requests to take approximately (10) members of the Robotics Team to Speedway, IN on November 21 - November 23, 2024. The team will compete in a robotics competition at the Dallara IndyCar Factory. This is a self-funded event.

Dan Fox, Teacher and Science Olympiad Coach at LCHS, requests to take approximately (30) members of the Science Olympiad team to Sylvania, OH on December 6 - December 7, 2024. The team will compete in a Science Olympiad Competition at Northview High School. This is a self-funded event.

Leslie Iwema, World Language Teacher at LCHS, requests to take approximately (20) members of the German IV Honors class to Chicago, IL on December 9, 2024. The students will attend the Christkindl Market. This is a self-funded field trip.

Elliot Smith, Band Director at LCHS, requests to take approximately (20) members of the Advanced Jazz Ensemble to Elmhurst, IL on February 20, 2025. The members will attend the Elmhurst University Jazz Festival Invitational. This is a self-funded event.

NCTM 2024

Val Gardner, Bob Gustas, and Jessica Reid

Valerie Gardner - LCHS Math Coach

Proactive Math Coaching

- Create a Coaching Goal - Let it Guide You
 - Long and Short Term Goals
 - Clearly Articulate Goals to Teachers
- Create an Agenda Based on Your Goal
 - The agenda is micro goals that move teachers forward
- Coaching needs to have content and context
 - Teachers need to feel supported
 - Proper resources
 - Relationships
- How do **WE** change our story
 - Our words matter
 - Move from envisioning to enacting

Bob Gustas

Alternate Algebraic Techniques for Improving Procedural Fluency and Enriching Adaptive Reasoning

Computational Fluency

Conceptual - concepts, operational, relations

Procedural - flexible, accuracy

Alternative : number oriented than digit

Left to right other than right to left

More flexible than "one right way"

Benefits: fewer errors

Less reteaching

Develop number sense

What Work Clearinghouse

<https://ies.ed.gov/ncee/wwc/whoweare>

Bob Gustas

Alternate Algebraic Techniques for Improving Procedural Fluency and Enriching Adaptive Reasoning

Left to Right for Addition

$$\begin{array}{r} 1 \\ 149 \\ \hline + 528 \\ \hline 677 \end{array}$$

$$\begin{array}{r} 149 \\ \hline + 528 \\ \hline 6 \end{array}$$

$$\begin{array}{r} 6 \\ \hline + 17 \\ \hline 677 \end{array}$$

$$798$$

$$\begin{array}{r} \hline + 863 \\ \hline 15 \\ 15 \end{array}$$

$$\begin{array}{r} \hline + 11 \\ \hline 1661 \end{array}$$

Bob Gustas

Alternate Algebraic Techniques for Improving Procedural Fluency and Enriching Adaptive Reasoning

9 Complement for Subtraction

$$\begin{array}{r} 4^{12} 11 \\ \cancel{531} \\ \underline{268} \\ 263 \end{array}$$

$$\begin{array}{r} 531 \longrightarrow 531 \\ - \underline{268} \longrightarrow + 731 \\ \hline 1262 \longrightarrow 263 \\ + \end{array}$$

Bob Gustas

Alternate Algebraic Techniques for Improving Procedural Fluency and Enriching Adaptive Reasoning

Left to Right for Subtraction

$$\begin{array}{r} \overset{1}{\cancel{2}6} \\ - \underline{\cancel{1}9} \\ \hline 7 \end{array}$$

$$\begin{array}{r} \overset{1}{2}\cancel{6} \\ - \underline{\cancel{1}9} \\ \hline \cancel{7} \\ 7 \end{array}$$

$$\begin{array}{r} \overset{11}{7}\cancel{3}\cancel{6} \\ - \underline{\cancel{1}99} \\ \hline \cancel{6} \\ \cancel{5}\cancel{4} \\ \hline 37 \\ \hline 537 \end{array}$$

$$\begin{array}{r} \overset{11}{4}\cancel{3}\cancel{8}\cancel{1} \\ - \underline{\cancel{3}527} \\ \hline \cancel{7} \\ \cancel{8}\cancel{6} \\ \hline 54 \\ \hline 854 \end{array}$$

Bob Gustas

Alternate Algebraic Techniques for Improving Procedural Fluency and Enriching Adaptive Reasoning

Partial Differences for Subtraction

$$\begin{array}{r} 56 \\ - 23 \\ \hline 33 \end{array}$$

$$\begin{array}{r} 56 \\ - 23 \\ \hline 30 \\ + 3 \\ \hline 33 \end{array}$$

$$30 + 3 = 33$$

$$\begin{array}{r} 371 \\ - 285 \\ \hline 100 \end{array}$$

$$\begin{array}{r} 100 \\ + -10 \\ \hline -4 \\ \hline 86 \end{array}$$

$$100 + -10 + -4 = 86$$

$$\begin{array}{r} 813 \\ - 139 \\ \hline 700 \end{array}$$

$$\begin{array}{r} 700 \\ + -20 \\ \hline -6 \\ \hline 674 \end{array}$$

$$700 + -20 + -6 = 674$$

Jessica Reid

LCHS (Algebra 1 and Geometry)

Sessions Attended Day 1

- Project-Based Learning: Building Students' Mathematical Identities in the Classroom and Community
- Get Your Think On: Exploring Tasks in a Thinking Classroom
- Rate of Change Resilience: Turning Errors Into Educational Opportunities
- Problem-Based Learning Through Applications: How Should My Community Fill Our Swimming Pool?

Sessions Attended Day 2

- Posing and Solving Problems With GeoGebra
- Let's Get Serious: Turn Equations Into Playthings With DragginMath
- Productive Struggle in Algebra Classes

Biggest Impact

**Project Based Learning:
Building Students'
Mathematical Identities
in the Classroom and
Community**

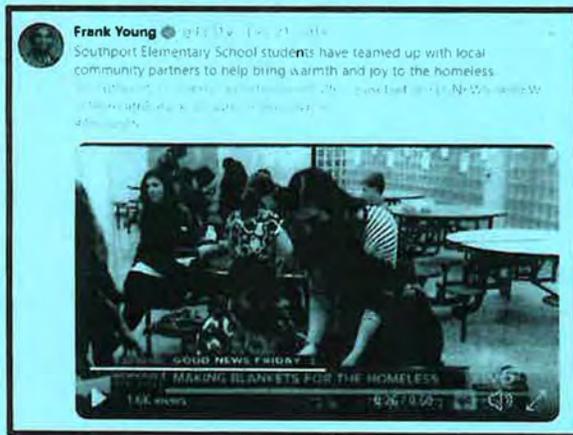
Jessica Reid

LCHS (Algebra 1 and Geometry)

Project Based Learning

Overview

Brittany Tinkler teaches 3rd grade in Indianapolis and incorporates Project Based Learning through community relations and mathematics, among other subjects.



How can we incorporate this into our classrooms?

We already started! But now we have some tools to go even further.

- Community Outreach
- Incorporate Personal Experiences
- Build Relationships with Students
- Hitting Standards along the way

Jessica Reid

LCHS (Algebra 1 and Geometry)

Project Based Learning



Next Steps:

- Reach out to those in the community who work for dealerships, financing institutions, etc.
- Work on project throughout the module, rather than at the end
- Personalize each project to the students future goals.

Buying a Car

In this activity, you will be guided through the process of purchasing a car, including calculating the price of a car after several charges and fees, and exploring financing options, depreciation, and inflation.

<i>Rubric</i>	<i>Possible</i>	<i>Earned</i>
Part I: Choosing a Car <ul style="list-style-type: none"> ● Car, price, and optional upgrades are recorded ● Calculations are accurate 	20 points	
Part II: How much do you need to finance? <ul style="list-style-type: none"> ● Calculations are accurate 	10 points	
Part III: Monthly Payment <ul style="list-style-type: none"> ● Calculations are accurate ● Responses demonstrate understanding of concepts from activity ● Decision is supported by information and calculations from activity 	40 points	
Part IV: Depreciation <ul style="list-style-type: none"> ● Calculations are accurate 	20 points	
Part V: Reflection <ul style="list-style-type: none"> ● Response is written in complete sentences ● Decision is supported by information and calculations from activity ● Responses demonstrate understanding of concepts from activity 	5 points	
Other <ul style="list-style-type: none"> ● Work in all parts is neat and easy to follow 	5 points	

GROMALA

Lake Central School Corporation

8260 Wicker Avenue
Tel: (219) 365-8507

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

website: 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: Rebecca Gromala, Director of Student Services
DATE: October 31, 2024
RE: **Board Meeting of November 4, 2024**

PROFESSIONAL LEAVE REQUESTS

NAME	Rebecca Gromala
POSITION	Director of Student Services
SCHOOL	District
EVENT	ICASE Legal Symposium
DATES	11/07, 12/05/24, 1/09, 4/10, 5/29/2025
PLACE	Virtual
DESCRIPTION	Virtual sessions on legal issues in special education
SPONSORING ORGANIZATION	IN Council of Administrators of Special Education
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost - \$0 Estimated Required Fees - \$129 Estimated Travel Cost - \$0
FUNDING	646-0-21890-31200-0001

RG/vv

NAME	Madeline Hill
POSITION	School Service Provider
SCHOOL	Bibich Elementary
EVENT	Zones of Regulation training
DATES	11/11/2024
PLACE	Virtual
DESCRIPTION	Comprehensive training for Zones
SPONSORING ORGANIZATION	The Zones of Regulation, Inc.
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$220 Estimated Travel Cost – \$0
FUNDING	646-0-21220-31200-0005

NAME	Vanessa Swida-Clarke / Lucy Bertossi / Dana Rund
POSITION	OTR / Certified Occupational Therapy Assistant / Occupational Therapist
SCHOOL	Watson / Bibich / Bibich, Kahler, Protsman
EVENT	Occupational Therapy Workshop
DATES	12/13/2024
PLACE	Virtual
DESCRIPTION	Workshop for school-based occupational therapists
SPONSORING ORGANIZATION	Institute for Educational Development
EXPENSES	Estimated Meal Cost - \$0 Estimated Hotel Cost – \$0 Estimated Required Fees – \$295 x (3) Estimated Travel Cost – \$0
FUNDING	646-0-21620-31200-0001

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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: October 31, 2024

RE: Board Meeting November 4, 2024

Donations (Action Required)

Received

The Grimmer PTO has donated \$2,000 to Grimmer Middle School for their 50th Anniversary activities.

The Lake Central High School Best Buddies program received a donation of \$200 from the Protsman HSA and \$250 from the Thompson family.

Kahler Middle School received \$144 from Your Cause LLC, as part of their employee donation program.

Given

Bibich Elementary School held a "Pink Out" fundraiser and would like to donate \$411 to The Northwest Cancer Center.

Kolling Elementary School held a "Pink Out" fundraiser and would like to donate \$292.75 to The Northwest Cancer Center.

Kolling Elementary School held a Pajama Day and would like to donate \$740.55 to The Northwest Cancer Center.

Kolling Elementary School held a fundraiser in honor of Keira Fennema, a former Kolling student who had passed away. They would like to donate the \$191 raised to MitoAction, an organization that supports children affected by mitochondrial disease.

Peifer Elementary School held a "Pink Out" fundraiser and would like to donate \$320.56 to 'Fighting Pretty', a non-profit organization that helps women feel strong and beautiful during and after cancer treatments.

Kahler Middle School held a "Pink Out" fundraiser and would like to donate \$515 to The Northwest Cancer Center.

Lake Central High School would like to donate one or two rowing machines to the Town of Schererville Police Department (depending how many they can fit into their workout space). The rowing machines are no longer used by the High School and have an estimated value of \$100 each.

The Administration recommends approving the donations as indicated above.