

**REGULAR MEETING
BOARD OF SCHOOL TRUSTEES
Plainfield Community School Corporation
May 9, 2019
7:00 P.M.**

AGENDA

- I. CALL TO ORDER**
- II. PRESIDENT'S PREROGATIVE AND CORRESPONDENCE**
 - A. Welcome Guests
 - B. Pledge of Allegiance
 - C. Retiring Teacher Recognition
 - D. Special Student Recognition
 - E. Recognize Value of the Month Nominees
- III. PATRON'S INPUT ON AGENDA ITEMS**
- IV. CONSENT ITEMS**
 - A. Record of Work Session on April 11, 2019
 - B. Minutes of the April 11, 2019, Regular Meeting
 - C. Field Trips and Camps
 - D. Donations
 - E. 2019-2020 Transfer Students
 - F. Student Handbook Changes for All Schools
 - G. 2019-2020 Project Attend
 - H. PHS Textbook Adoption
 - I. LQA Policy Change for 2019-2020
 - J. Teacher Evaluation Rubric
 - K. Classified Staff Handbook
- V. FINANCIAL REPORT AND CLAIMS**
 - A. Financial Summary and Fund Transfers – Mr. Olinger
 - B. Claims: 50628-50892 – Mr. Olinger
- VI. NEW BUSINESS**
 - A. Personnel – Mr. Olinger
 - B. Accept Parking Lot Maintenance – Mr. Olinger

VII. OLD BUSINESS

- A. Adopt Resolution for Amended and Restated Procedures – Mr. Olinger
- B. Approve Contract for Architectural Engineering Services for Guilford Elementary – Mr. Olinger
- C. Approve Construction Contract for PHS Security Camera Replacement Project – Mr. Olinger
- D. Approve Agreement for PCMS Construction Manager – Mr. Olinger

VIII. BOARD POLICIES

- A. First Reading of Board Policy I-11: Homeless Students
- B. Second Reading of Board Policy G-18: Administrative Staff Contracts and Compensation Plans
- C. First and Second Reading of Board Policy J-5: Entrance Age for Kindergarten

IX. BOARD DISCUSSION



Plainfield Community School Corporation
985 Longfellow Lane
Plainfield, IN 46168
317-839-2578

RECORD OF WORK SESSION
Board of School Trustees
Plainfield Community School Corporation

April 11, 2019
6:00 p.m.

A work session was held on April 11, 2019, in accordance with the law. The purpose of the work session was to STEM projects.

The following members of the Board of School Trustees were in attendance:

Mr. Allen, Mrs. Chamness, Mr. DuBois, Mrs. Elston, and Mr. Flood

The undersigned Board members who were present and participating in said work session do hereby certify that they discussed no subject matter in the session other than permitted in accordance with law.

There being no further business, the meeting was adjourned.

Scott Flood, President

Katie Chamness, First Vice President

Michael Allen, Second Vice President

Jessica Elston, Secretary

Brad DuBois, Parliamentarian

BOARD OF SCHOOL TRUSTEES
Plainfield Community School Corporation
April 11, 2019
MINUTES

A regular meeting of the Board of School Trustees of the Plainfield Community School Corporation, Hendricks County, Indiana, was held at the administration office at 985 Longfellow Lane on April 11, 2019, at 7:00 p.m.

Board of School Trustee members Michael Allen, Katie Chamness, Brad DuBois, Jessica Elston, and Scott Flood were present at the meeting. Also, in attendance were the administrative staff and approximately 58 guests. President Flood called the meeting to order and all in attendance recited the Pledge of Allegiance.

**PRESIDENT'S
PREROGATIVE**

President Flood welcomed all in attendance.

Mr. Flood told the audience about the work session that was held prior to the meeting. They discussed professional development planned for the summer, keeping our staff up-to-date and trained on new education practices and software.

This morning we started a new tradition, a breakfast for our retired teachers. It was great to catch up with all of them.

Recently, our Board members attended the National School Board conference held in Philadelphia during the month of March.

We received a clean audit from the State Board of Accounts. The audit occurred during the month of March. Mr. Flood thanked Stacey Smith and Jud Wolfe for their hard work.

The high school drumline and percussion groups are in Ohio competing for the semifinals. During the meeting, we learned that the drumline and percussion groups will be moving on to semifinals.

Home Bank was recognized for their \$11,000 donation to the Imagination Lab. Home Bank, through a gifting committee, made the selection for the Imagination Lab donation. The money will be used to purchase computers for the Lab.

Mr. Olinger presented all of the schools with banners for being recognized by the State of Indiana as 4 Star Schools.

We are one of three corporations in the State of Indiana to have all schools in the corporation receive 4 Star status.

A student from each school was recognized for modeling the value of the month for March.

**PATRON'S INPUT
ON AGENDA**

When President Flood asked the audience for input on the agenda, no input was provided.

CONSENT ITEMS

Katie Chamness made a motion, Jessica Elston seconded, and the Board approved the agenda consent items: Record of March 14, 2019, Work Session, Minutes of March 14, 2019, Regular Meeting, Field Trips and Camps, Donations, STEM License Agreement with Defined Learning, Elementary Language Arts Textbook Adoption with Pearson for My View Textbook Series, and the 2018 Annual Financial Report.

**FINANCIAL SUMMARY
AND FUND TRANSFERS**

Brad DuBois made a motion, Michael Allen seconded and the Board approved the Financial Summary and Fund Transfers for the month of April.

APRIL CLAIMS

Mr. Wolfe presented the March claims 50372-50627. Brad DuBois made a motion, Michael Allen seconded and the Board approved payment of claims: 50372-50627.

PERSONNEL

On a motion by Katie Chamness and seconded by Michael Allen, the Board approved the personnel recommendations in Schedule A-1.

**DDoS MITIGATION &
VOIP PHONE SERVICES**

On a motion by Michael Allen and seconded by Jessica Elston, the Board approved the DDoS Mitigation and VIOP Phone Services Agreement with LightBound, LLC.

**ACCEPT GUARANTEED
MAXIMUM PRICE
MIDDLE SCHOOL
PROJECT**

This was tabled until the May meeting.

**CONTRACT FOR
EXTERIOR LIGHTING
PROJECT-PHASE II**

On a motion by Katie Chamness and seconded by Brad DuBois, the Board approved the contract with KK Hall for the Exterior Lighting Project – Phase II.

CONTRACT FOR
ELEMENTARY
PLAYGROUND
IMPROVEMENTS

On a motion by Katie Chamness and seconded by Michael Allen, the Board approved the contract with Verkler, Inc. for the Elementary Playground Improvements.

PROFESSIONAL
SERVICES
AGREEMENT - FSG

Michael Allen made a motion, Jessica Elston seconded and the Board approved the Professional Services Agreement with Financial Solutions Group.

PROFESSIONAL
SERVICES
AGREEMENT –
ICE MILLER

Katie Elston made a motion, Brad DuBois seconded and the Board approved the Professional Services Agreement with Ice Miller.

PROFESSIONAL
SERVICES
AGREEMENT -
CHURCH, CHURCH
HITTLE & ANTRIM

Jessica Elston made a motion, Katie Chamness seconded and the Board approved the Professional Services Agreement with Church, Church, Hittle & Antrim.

CHANGE ORDER
FOR PHASE I OF
EXTERIOR
LIGHTING PROJECT

On a motion by Brad DuBois and seconded by Jessica Elston, the Board approved the Change Order for Phase I of the Exterior Lighting Project with R & M Electric, Inc. for a credit of \$861.62.

BOARD POLICY

Board Policy G-18: Administrative Staff Contracts and Compensation Plans was presented for the first reading.

BOARD
DISCUSSION

No additional discussion.

There being no further business, the meeting was adjourned.

Scott Flood, President

Katie Chamness, First Vice President

Michael Allen, Second Vice President

Jessica Elston, Secretary

Brad DuBois, Parliamentarian

2018-2019 Overnight and Out-of-State Field Trips

Activity	Group/Grade Level	Dates	Time	Sponsor(s)	Contact Number	Location	Fee	Projected Participants
Boy's Basketball - St. Francis University, Ft. Wayne	9th - 12th	June 21-23, 2019	Depart @ 8am 6/21/19 Return @ 4pm 6/23/19	Andy Weaver	317-775-7692	Ft Wayne, IN	N/A	TBD
Boys Soccer - Uindy Camp	9th - 12th	July 15-17, 2019	TBD	Drew Sheppard	217-508-0314	University of Indianapolis	N/A	TBD
Show Choir - Universal Studios, Orlando, FL	9th - 12th	March 12-15, 2020	Depart @ 6pm 3/12/20 Return @ 6pm 3/15/20	Jonelle Heaton	317-839-7711	Universal Studios - Orlando, FL	N/A	135

Donations May 9, 2019

Plainfield Community School Corporation

1. Food Services received a donation to the Hungry Jack/Jane account from Racemaker Productions, LLC in the amount of \$1500.

Plainfield High School

1. Red Pride Booster Club donated \$20,000 to athletics.
2. Indiana First donated \$2,800 to robotics.
3. Hendricks County Community Foundation donated \$202 to MOMH – Life Skills.
4. Sobia Khan donated \$140 to Muslim Student Association.
5. Plainfield Quarterback Club donated \$2,000 to the football team.
6. Hendricks County Community Foundation donated \$3,000 to student assistance.
7. An anonymous donation of \$55 was made to Quaker Brake.
8. Charm Inc. (Wingate) donated \$600 to the football team.
9. Duke Energy donated \$100 to the football team.
10. Steve and Alicia Berg donated \$250 to the cross country team.
11. The Pool Shop, Inc. donated \$100 to the student government dance marathon.
12. Daum Trucking, Inc. donated \$200 to the student government dance marathon.
13. Devin & Kimberly Cheek donated \$100 to the student government dance marathon.
14. Sterling Kids LLC donated \$200 to the student government dance marathon.
15. York Chevrolet donated \$200 to the student government dance marathon.
16. BGW Construction LLC donated \$200 to the student government dance marathon.
17. Rhodes and Knisley LLP donated \$200 to the student government dance marathon.
18. Crestpoint Real Estate donated \$250 to the student government dance marathon.
19. Happy Snaps Photo donated \$200 to the student government dance marathon.
20. Jenny Rice Homes donated \$200 to the student government dance marathon.
21. Lydia Homeier donated \$200 to the student government dance marathon.

Clarks Creek Elementary

1. Clarks Creek PTO donated \$3,520 to the 5th grade Flat Rock field trip.
2. Duke Energy donated \$2.00 to the student activities fund in honor of Amanda Mullinex.
3. Delta Dental donated two water bottle filler stations and a water bottle for each student with an approximate value of \$10,000.

Elementary Handbook Changes for 2019-20, Part B

Absences (pg. B2)

- **Excessive Absences** - Changed language - *If absences continue, one a third letter is reached...*
- **PreArranged Absences** - Removed *"A prearranged absence form must be presented by the student to each of his teachers for signatures."* This happens in HS but not elementary. A copy of the form is given to teachers after the principal signs it. On #8 added, *"Parents considering pre-arranged absences should consult the school calendar and the classroom teacher prior to making plans."*
- **Reporting an Absence** - Reformatted phone info into a table
- **Returning to School After an Illness** - Added, *"Students experiencing vomiting or diarrhea as a result of illness should also be symptom-free for twenty-four hours before returning to school."*

Academics (pg. B5)

- **ELL - English Language Learners** - Added the whole section on the *WIDA Access Test: Students who are identified as ELL and have not yet reached English language proficiency will be assessed on the annual WIDA Access Test. Students continue to take this test annually until they have become proficient, at which time their progress will continue to be monitored for two years. After two years of monitoring, students making expected progress will be exited from the ELL program. Students who need additional language support may be added back into the program at any time.* ELL Services and Declining Services were also flip-flopped.
- **Field Trips** - #3 added, *"with a parent chaperone."* #4 changed from *"The chaperone must be a parent, legal guardian, or approved volunteer, with preference given to parents/guardians,"* to *"Chaperones are limited to parents and guardians unless there are not enough available to provide the minimum number required for the trip. In that case, the opportunity to chaperone may be extended to other family members with approved background checks (i.e. grandparents); discretion will lie with the teacher."* #5 added, *"...or concerns about student safety."* #8 is a new addition, *"Parents attending a field trip as a chaperone may not take students home with them unless special circumstances arise. In such cases, the principal must grant express permission in writing in order to make an exception to this rule."*
- **Grading** - In the description of the standards-based reporting system, added, *"with scores of 1, 2, and 3,"* reformatted grading scale to a table
- **Promotion/Retention** - In the second paragraph, added, *"the consideration of"*
- **Title I** - Added an apostrophe in *"Parents' Right to Know"*

Behavior and Discipline (pg. B10)

- **Bullying** - Added language to include the dean as a part of the investigative team

Elementary Handbook Changes for 2019-20, Part B

School Rules (pg. B18)

- #4 added, *"The school is not responsible for lost items."* #9 added, *"...any item that could be considered a weapon or other such items to school. Lookalikes to these items will be treated in the same manner as the actual item."*

Food Services (pg. B20)

- Deleted *Please send a note to your child's teacher on the day you would like to eat with your child so that our lunch count can be accurate*, as this practice is no longer followed.
- Added, *"If cafeteria space is limited, please be aware that you may need to sit in an alternate, designated space,"* and, *"If you are bringing lunch, please notify the teacher ahead of time so that your child does not go through the line. Parents wishing to purchase a school lunch must bring cash to pay for their meal that day; credit and debit cards are not accepted in the cafeteria (they may only be used online to fund a student's account), nor may a student's lunch card be used to purchase an adult meal."*

Playground and Weather Policy (pg. B25)

- Added: *In excessively hot weather, students will not go out if the real or "heat index" temperature is over 95 degrees. In temperatures between 90 and 95 degrees, teachers will use their discretion to determine how long students will stay outside during the recess period.*

Parent & Community Involvement (pg. B29)

- **Visitors in the Building** - Almost all of this section has been reworked and a few additions to it have been made: *"We are grateful to have so many involved parents and community members involved in our schools and welcome scheduled volunteers, lunchtime guests, and other visitors for a variety of reasons. The front doors closest to the office will be the only unlocked doors during school hours and are the way by which all visitors must enter the building. Due to our concern about the safety and protection of our children, all parents and visitors must check-in at the office and receive a visitor's badge through our Safe Visitor system before going to any part of the building. Locations that each guest has been approved to visit (lunchroom, classroom, etc.) will be indicated on the badge. Please note that photo identification is required with the Safe Visitor system and must be presented in order to enter the school building beyond the office. Parents may request permission to visit classes while they are in session throughout the year and are welcome at many school assemblies and special programs. Parents will not be allowed to visit classrooms without an appointment for impromptu conferences but may call at any time to schedule a meeting with a teacher. When visiting for lunch (allowed after the first month of school), visitors will meet students in the cafeteria. When lunch is over, visitors should report immediately back to the office to check out,*

Elementary Handbook Changes for 2019-20, Part B

unless other plans for volunteering or remaining in the building for another reason have been made with the classroom teacher ahead of time.”

- **Volunteer Background Checks** - Changed, “available in the front office,” to “*available online at our school website.*”

The new AUP (pg. B30) and the information from The Imagination Lab (pg. B34) were reformatted but no wording was changed on either of those documents.



Plainfield Community Middle School

****CHANGES/ADDITIONS FOR THE BOARD****
2019-20

BOOK RENTAL AND OTHER FEES

Students and parents should understand they are financially responsible for book rental fees and any charges the school may assess for, but not limited to, school DC1 issued devices, lost books, cafeteria fees, library books, extracurricular activities, fundraising and tuition. Students and parents shall also be responsible for all reasonable costs of the collection of this account, which may include but not limited to, late fees, client collection fees, collection agency fees, reasonable attorney fees and court costs on any outstanding balance.

CLASSROOM/ LUNCH DC2 VISITATIONS

Even though school administrators are receptive to having classroom visitations occur, they have a responsibility to provide a safe and orderly environment (Refer to Policy KGB: Public Conduct on School Property) and to make sure that a classroom visitation is not disruptive. For safety reasons and to protect the integrity of the instructional program, all visitors must report to the office and secure approval from the school administrator. School administrators may develop additional guidelines relating to classroom visitations to add consistency to the procedures and to protect the instructional program and the students in the classroom. (School Board Policy KK :) ~~Parents who would like to bring lunch in and/or eat with their student should sign in in the Main Office. Parents and students will eat in a conference room in the office area.~~

STUDENT LUNCH/MEAL ACCOUNTS

The National School Lunch Program (NSLP) requires school food service authorities to establish written administrative guidelines and procedures for meal charges. Plainfield Community School Corporation will adhere to the following meal charge procedure.

- Student meal accounts are expected to be prepaid before meal service begins.
 - o **Debit or credit card** Funds may be applied to a student's lunch account by debit or credit card through E-funds or SendMoneyToSchool.com. These may be accessed thru the school's website: <http://www.plainfield.k12.in.us/food-services--4>
 - o **Cash or checks**
 - i. Students may bring cash or checks to school **in a sealed envelope marked lunch**, with the child's name and student ID number on the outside of the envelope. Envelopes DC3 **must be dropped in the mailboxes no later than 8:55 a.m. for money to be in their account that day. Mailboxes are located throughout the school.**
 - ii. No change is given at any grade level.
 - We recognize that sometimes oversights occur. With that in mind, we have established a practice that allows students to charge their meals, as long as parents have established and maintained a good credit history of making payments on their food service accounts.
 - o Students in grades K-8 may charge up to 2 breakfasts and 2 lunches
 - o Students in grades 9-12 may charge up to 1 breakfast and 1 lunch
 - o Students will not be allowed to charge extra main entrees, or items from the "a la carte" menu, at any time.
 - o If payment has not been made when the charge allowances have been met, an alternate meal will be offered for a charge of \$0.90.
 - o Students will never be refused a meal for non-payment.
 - Schools will provide a meal consisting of a cheese sandwich, vegetable and milk to any student, regardless of whether they pay reduced or full price, when the student has reached their charge limit. However, if the student has enough money in hand for a meal that day, they will not be denied a meal.
 - The food service department will email letters each day to parents of students who carry negative balances of \$5.00 and above, if an email address is on file.
 - All accounts must be paid at the end of each semester. Negative balances of more than \$25.00 at such time will require the Corporation to take action by means of a collection agency.
 - Students who graduate or withdraw from the corporation and have \$5.00 or more left in their food service account will be notified by mail at the end of the school year, with the option to transfer the funds to another student's account or to receive a refund. If no response is received within 30 days, the student's account will be closed and the funds will no longer be available. Unclaimed remaining balances will be transferred to the Cafeteria fund. Refund forms are available on the school website under Food Services:
<http://www.plainfield.k12.in.us/o/plainfield-community-school-corporation/page/food-services--4>
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TRANSPORTATION

Parents DC4 **providing transportation before and after school should drop-off/pick-up their children at Door #1 or Door #17 before 7:50 a.m. and after 2:50 p.m. Parents who need to pick up or drop off their child during the school day (7:50 a.m. – 2:50 p.m.) can do so at Door #1.**

EARLY STUDENT ARRIVAL

The [DC5] PCMS office opens at 7:00 a.m. Students who arrive to school prior to 7:30 a.m. must enter Door #1 and remain in the lobby.

GUIDANCE SERVICES

Mrs. [DC6]. Katee Schrage – 6th Grade Counselor

Mr. Wes Woodson – 7th Grade Counselor

Mrs. Stacy Mattern – 8th Grade Counselor, Director of Guidance

The guidance staff is trained to assist students in their personal, social, and vocational development.

Students are encouraged to drop by the guidance office to speak with their counselor before and after school. Except for emergency situations, however, students will be seen during class hours by appointments only. Forms to request an appointment are available in the guidance office. The guidance counselors urge students to bring their problems or concerns to them.

STUDENT MISCONDUCT AND/OR SUBSTANTIAL DISOBEDIENCE

Grounds for suspension or expulsion are student misconduct and/or substantial disobedience. The following include examples of student misconduct or substantial disobedience, but are not limited to:

1. Using violence, force, noise, coercion, threat, intimidation, fear, passive resistance, pranks, or other conduct constituting an interference with school purposes, or urging other students to engage in such conduct. The following enumeration is only illustrative and not limited to the type of conduct prohibited by this rule:
 - a. Occupying any school building, school grounds, or part thereof with intent to deprive others of its use.
 - b. Blocking the entrance or exits of any school building or corridor or room therein with intent to deprive others of lawful access to or from, or use of the building, corridor, or room.
 - c. Setting fire to or damaging any school building or property.
 - d. Prevention of or attempting to prevent by physical act the convening or continued functioning of any school or education function, or of any meeting or assembly on school property.
 - e. Intentionally making noise or acting in any manner so as to interfere with the ability of any teacher or any other person to conduct or participate in an educational function.
 - f. Conspiring to violate any school rule or state law.
2. Engaging in any kind of aggressive behavior that does physical or psychological harm to another person or urging of other students to engage in such conduct. Prohibited conduct includes coercion, harassment, bullying, hazing, or other comparable conduct.
3. Engaging in violence and/or threat of violence against any student, staff member, and/or other persons. Prohibited violent or threatening conduct includes threatening, planning, or conspiring with others to engage in a violent activity.
4. Causing or attempting to cause damage to school property, stealing or attempting to steal school property.
5. Causing or attempting to cause damage to private property, stealing or attempting to steal private property.
6. Causing or attempting to cause physical injury or behaving in such a way as could reasonably cause physical injury to any person. Self-defense or reasonable action undertaken on the reasonable belief that it was necessary to protect some other person does not constitute a violation of this rule.
7. Threatening or intimidating any person for any purpose, including obtaining money or anything of value from the student.
8. Threatening or intimidating any person for any purpose, including obtaining money or anything of value.
9. Failing to report the actions or plans of another person to a teacher or administrator where those actions or plans, if carried out, could result in harm to another person or persons or damage property when the student has information about such actions or plans.
10. Possessing, handling, or transmitting a knife or any object that can reasonably be considered a weapon, is represented to be a weapon, or looks like a weapon.
11. Possessing, using, transmitting, or being affected by any controlled substance, prescription drug, narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, Spice/K2, alcoholic beverage, intoxicant or depressant of any kind, or any paraphernalia used in connection with the listed substances, including lighters and matches. Also prohibited is the consumption of any of the stated substances immediately before attending school or a school function or event.

Exception to Rule 11: a student with a chronic disease or medical condition may possess and self-administer prescribed medication for the disease or condition if the student's parent has filed a written authorization with the building principal. The written authorization must be filed annually. The written authorization must be done by a physician and must include the following information:

- a.) That the student has an acute or chronic disease or medical condition for which the physician had prescribed medication.
 - b.) The nature of the disease or medical condition requires emergency administration of the prescribed medication.
 - c.) The student has been instructed in how to self-administer the prescribed medication.
 - d.) The student is authorized to possess and self-administer the prescribed medication.
12. Possessing, using, or transmitting any substance which is represented to be or looks like a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, Spice/K2, alcoholic beverage, stimulant, depressant, or intoxicant of any kind.
 13. Possessing, using, transmitting, or being affected by caffeine-based substances, substances containing Phenylpropanolamine (PPA), or stimulants of any kind, be they available with or without a prescription.
 14. Possessing, using, distributing, purchasing, or selling tobacco or nicotine-containing products of any kind or in any form.
 15. Possessing, using, or transmitting an electronic cigarette (generally known as "e-cigarette") is prohibited, which includes anything that looks like or is represented to be an electronic cigarette.
 16. Offering to sell or agreeing to purchase a controlled substance or alcoholic beverages.
 17. Failing in a number of instances to comply with directions of teachers or other school personnel during any period of time when the student is properly under their supervision, where the failure constitutes an interference with school purposes or an educational function.
 18. Failing to completely and truthfully respond to questions from a staff member regarding school-related matters including potential violations of the student conduct rules or state or federal law.
 19. Falsely accusing any person of sexual harassment, or of violating a school rule, and/or a state or federal law.
 20. Engaging in any activity forbidden by the laws of Indiana that constitutes an interference with school purposes or an educational function.
 21. Aiding, assisting, or conspiring with another person to violate these student conduct rules or state or federal law.
 22. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.
 23. Taking, recording, displaying and/or distributing pictures (digital or otherwise), video or audio recordings without the consent of the student or staff member in a situation not related to a school purpose or educational function.
 24. Possessing sexually-related materials which include images displaying uncovered breasts, genitals, or buttocks.
 25. "Sexting" or using a cell phone or other personal communication device to possess or send text or email messages containing images reasonably interpreted as indecent or sexual in nature. In addition to taking any disciplinary action, phones will be confiscated and students should be aware that any images suspected to violate criminal laws will be referred to law enforcement authorities.
 26. Engaging in pranks or other similar activity that could result in harm to another person, damage school corporation property, or disrupt the educational process.
 27. Using or possessing gunpowder, ammunition, or an inflammable substance.
 28. Violating any rules that are reasonably necessary in carrying out school purposes or an educational function, including, but not limited to:
 - a. engaging in sexual behavior on school property;
 - b. engaging in sexual harassment of a student or staff member;
 - c. disobedience of administrative authority;
 - d. willful absence or tardiness of students;
 - e. engaging in speech or conduct, including clothing, jewelry, or hair style, which is profane, indecent, lewd, vulgar, or offensive to school purposes;
 - f. failing to tell the truth about any matter under investigation by school personnel
 - g. possessing or using a laser pointer or similar device;
 - h. violation of the school corporation's acceptable use of technology policy or rules; or
 - i. violation of the school corporation's administration of medication policy or rules.
 29. Possessing or using on school grounds during school hours an electronic paging device, a cellular telephone, or any other telecommunication device, including a look-a-like device, in a situation not related to a school purpose or educational function or using such device to engage in an activity that violates school rules. This rule is not violated when the student has been given clear permission from a school administrator or a designated staff member to possess or use one of the devices listed in this rule.
 30. Any student conduct rule the school building principal establishes and gives notice to students and parents
 31. The acts of bullying of a student are prohibited by the Plainfield Community School Corporation. A safe and civil environment in school is necessary for students to learn and achieve high academic standards. Bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Since students learn by example, school administrators, faculty, staff and volunteers should be commended for demonstrating appropriate behavior; treating others with civility and respect; and refusing to tolerate harassment, intimidation or bullying.

Bullying is defined as:

- a. Aggressive behaviors that involve unwanted negative actions that are repeated over time and involve an imbalance of power.
- b. As defined by IC 20-33-8-.2, bullying means overt, unwanted, repeated acts or gestures, including verbal or written communications or images transmitted in any manner (including digitally or electronically), physical acts committed, aggression, or any other behaviors, that are committed by a student or group of students against another student with the intent to harass, ridicule, humiliate, intimidate, or harm the targeted student and create for the targeted student an objectively hostile school environment that:
 - i. Places the targeted student in reasonable fear of harm to the targeted student's person or property;
 - ii. Has a substantially detrimental effect on the targeted student's physical or mental health;
 - iii. Has the effect of substantially interfering with the targeted student's academic performance; or
 - iv. Has the effect of substantially interfering with the targeted student's ability to participate in or benefit from the services, activities, and privileges provided by the school.
- c. This term may not be interpreted to impose any burden or sanction on, or include the definition of the term, the following:
 - i. Participating in a religious event.
 - ii. Acting in an emergency involving the protection of a person or property from an imminent threat of serious bodily injury or substantial danger.
 - iii. Participating in an activity consisting of the exercise of a student's rights protected under the First Amendment to the United States Constitution or Article 1, Section 31 of the Constitution of the State of Indiana, or both.
 - iv. Participating in an activity conducted by a nonprofit or governmental entity that provides recreation, education, training, or other care under the supervision of one or more adults.
 - v. Participating in an activity undertaken at the prior written direction of the student's parent.
 - vi. Engaging in interstate or international travel from a location outside of Indiana to another location outside Indiana.

This rule may be applied regardless of the physical location of the bullying behavior when a student committing bullying behavior and the targeted student attend a school within the school corporation and disciplinary action is reasonably necessary to avoid substantial interference with school discipline or prevent an unreasonable threat to the rights of other students to a safe and peaceful learning environment.

32. Possession of a Firearm or a Destructive Device:

(I.C. 20-8.1-5.1-10)

- a. No student shall possess, handle, or transmit any firearm or destructive device on school property. Doing so, regardless of whether the firearm is operational, is grounds for expulsion.
- b. The following devices are considered to be deadly weapons as defined in I.C. 35-41-1-8:
 - 1. A weapon, laser or electronic stun weapon, equipment, chemical substance, or other material that in the manner it is used, or could ordinarily be used, or is intended to be used, is readily capable of causing serious bodily injury.
 - 2. An animal readily capable of causing serious bodily injury and used in the commission or attempted commission of a crime.
- c. The following devices are considered to be a firearm under this rule:
 - 1. Any weapon which will, or is designed to, or may readily be converted to expel a projectile by the action of an explosive
 - 2. The frame or receiver of any weapon described above
 - 3. Any firearm muffler or firearm silencer
 - 4. An antique firearm
 - 5. A rifle or a shotgun which the owner intends to use solely for sporting, recreational, or cultural purposes
- d. For purposes of this rule, a destructive device is:
 - 1. An explosive, incendiary, or overpressure device that is configured as a bomb, a grenade, a rocket with a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, a Molotov cocktail or a device that is substantially similar to an item described above,
 - 2. A type of weapon that may be readily converted to expel a projectile by the action of an explosive or other propellant through a barrel that has a bore diameter of more than one-half inch, or
 - 3. A combination of parts designed or intended for use in the conversion of a device into a destructive device. A destructive device is NOT a device that although originally designed for use as a weapon, is redesigned for use as a signaling, pyrotechnic, line throwing, safety, or similar device
- e. The penalty for possession of a firearm or a destructive device: suspension up to 10 days and expulsion from school for at least one calendar year with the return of the student to be at the beginning of the first semester after the one year period. The superintendent may reduce the length of the expulsion if the circumstances warrant such reduction.
- f. The superintendent shall immediately notify the appropriate law enforcement agency when a student is expelled under this rule.

33. Unlawful Activity

(I.C. 20-33-8-15)

A student may be suspended or expelled for engaging in unlawful activity on or off school grounds if the unlawful activity may reasonably be considered to be an interference with school purposes or an educational function, or the student's removal is necessary to restore order or protect persons on school property. This includes any unlawful activity meeting the above criteria that takes place during weekends, holidays, other school breaks, and the summer period when a student may not be attending classes or other school functions.

34. Legal Settlement

A student may be expelled if it is determined that the student's legal settlement is not in the attendance areas of the school where the student is enrolled.

When [DC7] a student is considered to be a possible harm to oneself or others, a mental health evaluation and home visit from a police officer may be required prior to the student returning to school.

DETENTION:

A [DC8] middle school teacher or school principal (or designee) may assign detention. Detentions are served in Room 810 from 7:00 a.m. to 7:30 a.m. Students serving detention should enter the building at Door #1.

STUDENT RIGHTS AND RESPONSIBILITIES

1. [The [DC9] student who possesses a personal electronic device shall be solely responsible for its care.
2. Student possession of personal electronic devices on all school campuses, including athletic fields, and school buses, at school-sponsored activities and while the student is under the supervision and control of school district employees shall be permitted. All students may use these devices on campus before school begins and after school ends.
3. Personal electronic devices, **including wireless headphones (i.e., AirPods and Bluetooth devices), shall be kept in the student's locker and powered off or silenced during the instructional day and during any school-sponsored activity meeting or practice. The requirement that personal electronic devices be turned off may not apply in the following circumstances when the student obtains prior approval from the principal or his/her designee:**
 - A. The student has a special medical circumstance for self or family member.
 - B. The student is using the device for an educational or instructional purpose with the teacher's permission and supervision.
 - C. School administrators may approve times during the instructional day that personal electronic devices may be used.
4. Personal electronic devices shall be permitted on school buses, as authorized by the driver, unless use of the personal electronic device causes a disruption on the school bus.
5. Student use of personal electronic devices shall be prohibited in areas including, but not limited to locker rooms, classrooms, bathrooms, and swimming pool areas.
6. Students shall not use personal electronic devices on school property or at a school-sponsored activity to access and/or view internet websites that are otherwise blocked to students at school. Blocked sites include, but are not limited to, social networking sites and You Tube.
7. ~~Student [DC10] use of personal electronic devices that disrupt the instructional day may result in disciplinary action and /or confiscation of the personal electronic device. When a personal electronic device is confiscated, it shall only be released and/or returned to the student's parent/legal guardian. It is the student's parent/legal guardian's responsibility to retrieve the device according to school procedures.~~

PRACTICES [DC11] AND PROCEDURES FOR SCHOOL-ISSUED LAPTOPS

Laptop Information:

Each student will be provided his or her own personal laptop for the school year and are for **educational purposes only**. The device is the property of Plainfield Community Middle School, just like a textbook, and are expected to be treated that way. All devices will be returned at the end of each school year. Practices and procedures have been adopted for responsibility and handling of these devices.

- Students are expected to bring a fully charged laptop to school every day.
- Avoid the use of food and drink around your laptop.
- Keep the computer secured or attended at all times.
- Laptops must remain free of any writing, drawing, stickers, labels, etc.
- Never swap or share your computer. Never allow a classmate to use your device. You are responsible for your assigned computer.
- Devices will be distributed each year at the beginning of the year and will be collected before the last day of school.

Transporting Laptops:

- Use the issued protective case to transport the laptop correctly.
- Do not place textbooks, folders, papers, or other items in the protective case.
- Do not overstuff the protective case; extreme pressure on the computer can cause permanent damage to the screen and other components.
- Always close the lid carefully.
- Do not store anything between the screen and keyboard.
- Students are NOT permitted to have their laptops in the cafeteria during breakfast and lunch.
- Never leave the computer in your car. Extreme hot and cold temperatures can damage the device.

Repairing School-Issued Laptops:

- All damaged devices must be reported to the technology department.
- Do not attempt to remove or change the physical structure of the laptop, including keys, screen, casing, etc. Doing so will void the warranty on normal wear & tear, and families will be responsible for the cost of repair or replacement.
- Loaner laptops may be issued to students when they leave their school-issued laptops for repair.
- A student borrowing a loaner laptop must sign a loaner agreement and will be responsible for any damage to or loss of the loaned device.
- A member of the Technology Staff will contact the student when his or her laptop is repaired and available to be picked up.

Sound:

- Sound must be muted at all times unless permission is given by a teacher.
- Headphones/earbuds may be used only at the discretion of the teacher, and one at a time.

Printing:

- Students will be able to print for educational purposes to the Media Center or building print stations if needed.

Logging onto a Laptop:

- Students will only login to their laptops using their school-issued usernames and passwords.
- Students should never share their account passwords with others unless requested by an administrator.

Acceptable Use:

- Students are expected to follow all rules and expectations of the Acceptable Use Policy, including but not limited to:
 - Bypassing the network and content filters
 - Using another student's username or password
 - Downloading and installing prohibited software
 - Tampering with the hardware
 - Inappropriate text, music, images, or videos

PLAINFIELD_[DC12] COMMUNITY SCHOOL CORPORATION
ACCEPTABLE USE POLICY
2019 - 2020

Introduction

The Plainfield Community School Corporation (PCSC) recognizes that access to technology in school gives students greater opportunities to learn, engage, communicate, and develop skills that will prepare them for work, life, and citizenship. We are committed to helping students develop 21st-century technology and communication skills. To that end, we provide access to technologies for student and staff use. PCSC's technology curriculum is aligned with ISTE NETS standards and includes an emphasis on on-line safety.

This Acceptable Use Policy outlines the guidelines and behaviors that users are expected to follow when using school technologies or when using personally-owned devices on the school campus.

- The PCSC network is intended for educational purposes.
- All activity over the network or using district technologies may be monitored and retained.
- All PCSC owned devices may use location tracking services.
- Access to online content via the network may be restricted in accordance with our policies and federal regulations, such as the Children's Internet Protection Act (CIPA).

- Students are expected to follow the same rules for good behavior and respectful conduct online as offline.
- Misuse of school resources can result in disciplinary action.
- PCSC makes a reasonable effort to ensure students' safety and security online, but will not be held accountable for any harm or damages that result from use of school technologies.
- Users of the district network or other technologies are expected to alert IT staff immediately of any concerns for safety or security.

Technologies Covered

PCSC may provide Internet access, desktop computers, mobile computers or devices, videoconferencing capabilities, online collaboration capabilities, message boards, email, and more. This Acceptable Use Policy applies to corporation-owned technology equipment at any time and at any location. The policy applies to personally-owned electronic devices any time they are on school property, utilizing corporation provided internet access, or any of the resources in the PCSC network. As new technologies emerge, PCSC will attempt to provide access to them. The policies outlined in this document are intended to cover *all* available technologies, not just those specifically listed.

Usage Policies

All technologies provided by the district are intended for education purposes. All users are expected to use good judgment and to follow the specifics of this document as well as the spirit of it: be safe, appropriate, careful and kind; don't try to get around technological protection measures; use good common sense; and ask if you don't know.

Web Access

PCSC provides its users with access to the Internet, including web sites, resources, content, and online tools. That access will be restricted in compliance with CIPA regulations and school policies. Web browsing may be monitored and web activity records may be retained indefinitely.

Users are expected to respect that the web filter is a safety precaution, and should not try to circumvent it when browsing the Web. If a site is blocked and a user believes it shouldn't be, the user may submit the site for review through the filtering system.

Email

PCSC may provide users with email accounts for the purpose of school-related communication. Availability and use may be restricted based on school policies. If users are provided with email accounts, they should be used with care. Users should not send personal information; should not attempt to open files or follow links from unknown or untrusted origin; should use appropriate language; and should only communicate with other people as allowed by the district policy or the teacher. Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Email usage may be monitored and archived.

Social/Web 2.0 / Collaborative Content

Recognizing the benefits collaboration brings to education, PCSC may provide users with access to web sites or tools that allow communication, collaboration, sharing, and messaging among users. Users are expected to communicate with the same appropriate, safe, mindful, courteous conduct online as offline. Posts, chats, sharing, and messaging may be monitored. Users should be careful not to share personally-identifying information online.

Mobile Devices Policy

PCSC may provide users with mobile computers or other devices to promote learning outside of the classroom. Users should abide by the same acceptable use policies when using school devices off the school network as on the school network. Users are expected to treat these devices with extreme care and caution; these are expensive devices that the school is entrusting to your care. Users should report any loss, damage, or malfunction to IT staff immediately. Users may be financially accountable for any damage resulting from negligence or misuse. Use of school-issued mobile devices off the school network may be monitored.

Personally-Owned Devices Policy

Students should keep personally-owned devices (including laptops, tablets, smart phones, and cell phones) turned off and put away during school hours—unless in the event of an emergency or as instructed by a teacher or staff for educational purposes. Because of security concerns, when personally-owned mobile devices are used on campus, they should not be used over the school network without express permission from IT staff. In some cases, a separate network may be provided for personally-owned devices.

Security

Users are expected to take reasonable safeguards against the transmission of security threats over the school network. This includes not opening or distributing infected files or programs and not opening files or programs of unknown or untrusted origin. If you believe a computer or

mobile device you are using might be infected with a virus, please alert IT. Do not attempt to remove the virus yourself or download any programs to help remove the virus.

Downloads

Users should not download or attempt to download or run .exe programs over the school network or onto school resources without express permission from IT staff. You may be able to download other file types, such as images or videos. For the security of our network, download such files only from reputable sites, and only for education purposes.

Netiquette

Users should always use the Internet, network resources, and online sites in a courteous and respectful manner.

Users should also recognize that among the valuable content online there is also unverified, incorrect, or inappropriate content. Users should use trusted sources when conducting research via the Internet. Users should also remember not to post anything online that they wouldn't want parents, teachers, or future colleges or employers to see. Once something is online, it's out there—and can sometimes be shared and spread in ways you never intended.

Plagiarism

Users should not plagiarize (or use as their own, without citing the original creator) content, including words or images, from the Internet. Users should not take credit for things they didn't create themselves, or misrepresent themselves as an author or creator of something found online. Research conducted via the Internet should be appropriately cited, giving credit to the original author.

Personal Safety

Users should never share personal information, including phone number, address, social security number, birthday, or financial information, over the Internet without adult permission. Users should recognize that communicating over the Internet brings anonymity and associated risks, and should carefully safeguard the personal information of themselves and others. Users should never agree to meet someone they meet online in real life without parental permission. If you see a message, comment, image, or anything else online that makes you concerned for your personal safety, bring it to the attention of an adult (teacher or staff if you're at school; parent if you're using the device at home) immediately.

Cyberbullying

Cyberbullying will not be tolerated. Harassing, dissing, flaming, denigrating, impersonating, outing, tricking, excluding, and cyberstalking are all examples of cyberbullying. Don't be mean. Don't send emails or post comments with the intent of scaring, hurting, or intimidating someone else. Engaging in these behaviors, or any online activities intended to harm (physically or emotionally) another person, will result in severe disciplinary action and loss of privileges. In some cases, cyberbullying can be a crime. Remember that your activities are monitored and retained.

Student Image Exclusion

Plainfield Community School Corporation will occasionally photograph or videotape students in the school environment, for the purpose of communications and public relations. These photos, primarily, could be shared with the media, and placed online via web, email and social media.

In general, Plainfield schools will not publish photos of individual students; in fact, the guideline states that at least three students must be present in published photographs. Students' names will NOT be used without permission of the parent or guardian.

This statement does NOT include annual Picture Day photos, or photos taken for class, athletic or extracurricular purposes, including the yearbook.

If a parent or guardian does not want their child's photo taken for the purpose of general communications/public relations, they must submit their signature on the Student Image Exclusion form.

Examples of Acceptable Use

I will:

- Use school technologies for school-related activities.
- Follow the same guidelines for respectful, responsible behavior online that I am expected to follow offline.
- Treat school resources carefully, and alert staff if there is any problem with their operation.

- Encourage positive, constructive discussion if allowed to use communicative or collaborative technologies.
- Alert a teacher or other staff member if I see threatening, inappropriate, or harmful content (images, messages, posts) online.
- Use school technologies at appropriate times, in approved places, for educational pursuits.
- Cite sources when using online sites and resources for research.
- Recognize that use of school technologies is a privilege and treat it as such.
- Be cautious to protect the safety of myself and others.
- Help to protect the security of school resources.

This is not intended to be an exhaustive list. Users should use their own good judgment when using school technologies.

Examples of Unacceptable Use

I will **not**:

- Use school technologies in a way that could be personally or physically harmful.
- Attempt to find inappropriate images or content.
- Engage in cyberbullying, harassment, or disrespectful conduct toward others.
- Try to find ways to circumvent the school's safety measures and filtering tools.
- Use school technologies to send spam or chain mail.
- Plagiarize content I find online.
- Post personally-identifying information, about myself or others.
- Agree to meet someone I meet online in real life.
- Use language online that would be unacceptable in the classroom.
- Use school technologies for illegal activities or to pursue information on such activities.
- Attempt to hack or access sites, servers, or content that isn't intended for my use.

This is not intended to be an exhaustive list. Users should use their own good judgment when using school technologies.

Limitation of Liability

PCSC will not be responsible for damage or harm to persons, files, data, or hardware.

While PCSC employs filtering and other safety and security mechanisms, and attempts to ensure their proper function, it makes no guarantees as to their effectiveness.

PCSC will not be responsible, financially or otherwise, for unauthorized transactions conducted over the school network.

PCSC will not be responsible for the loss, damage, or theft of personally owned electronic devices.

Student Access

All students enrolled in PCSC will be permitted to use the technology resources of PCSC. If a parent/guardian does not want their student to have access to any or all of these resources they must notify the building principal in writing.

Violations of this Acceptable Use Policy

Violations of this policy may have disciplinary repercussions, including:

- Suspension of network, technology, or computer privileges
- Notification to parents
- Detention or suspension from school and school-related activities
- Legal action and/or prosecution
- Employment disciplinary action, up to and including termination of employment



Summary of Changes Plainfield High School Handbook 2019-2020

Homework for extended absences-

2018-19 Language, Page 16:

To request homework, please call the Guidance Office at 317-838-3622 by 9:00 a.m. The homework will be available for pick-up in the Guidance Office between 2:30 and 3:30 p.m.

Changed to:

To request missing work, students need to contact teachers via e-mail and utilize the PHS learning management system (Schoology/ Google Classroom). If further assistance is needed, please contact the Guidance Office at 317-838-3622.

This change will allow students and parents to utilize technology resources to better communicate and to access academic work.

Tardy Policy-

2018-19 Language, page 20:

**Students earning eight or more tardies may be suspended from school for multiple days and may face expulsion.*

Added:

***Administrators may implement student specific plans regarding tardies."**

This will allow administrators flexibility to create specific plans for students in good academic standing to address tardy concerns.

Grounds for Suspension or Expulsion-

2018-19 Language, page 37:

22. Use of any electronic device to take a picture or video of a staff member or student without consent.

Changed to:

22. Taking, recording, displaying and/or distributing pictures (digital or otherwise), video or audio recordings without the consent of the students or staff member in a situation not related to a school purpose or educational function.

Added:

23. Possessing, using, distributing, purchasing, or selling tobacco or nicotine-containing products of any kind or in any form. These products include e-cigarettes, vaping devices, any type of look-alike products or other related products or devices associated with tobacco or nicotine use or electronic nicotine delivery systems.

24. Engaging in violence and/or threat of violence against any student, staff member of Plainfield High School, and/or other persons. Prohibited violent or threatening conduct includes threatening, planning, or conspiring with others to engage in a violent activity.

These rules were added to provide more clarification using the suggested ISBA language for school policy.

LOREN P. DELP
Prosecuting Attorney

LINDSEY R. WALKER
Chief Deputy

HENDRICKS COUNTY PROSECUTOR
6 SOUTH JEFFERSON ST.
DANVILLE, IN 46122



Telephone: (317) 745-9283
Fax: (317) 745-9290

Mr. Scott Olinger
Plainfield Community School Corporation
985 S. Longfellow Dr.
Plainfield, Indiana 46168

April 15, 2019

Dear Mr. Olinger:

As you are aware, since 2000-2001 school year, the Hendricks County Juvenile Probation Department, the Hendricks County Prosecutor's Office and the Schools in Hendricks County, have worked cooperatively to support PROJECT ATTEND. PROJECT ATTEND is an attendance program which has helped the Schools address truancy issues. Over the past eighteen school years, over 1000 children have in some way been impacted by this program.

Please find attached an invoice for the 2019/2020 school year. I believe this program is valuable to the schools by proactively managing attendance issues, and helps the Court by keeping all but the most serious cases from ending up before the Judge. I hope that you will consider using PROJECT ATTEND again in your Schools in the 2019/2020 school year.

Respectfully,

Kim Wilburn
PROJECT ATTEND

Hendricks County Project Attend

INVOICE

INVOICE #5
DATE: APRIL 17, 2019

TO:
Plainfield Community School Corporation
401 Elm Drive
Plainfield, Indiana 46168

FOR:
2019/2020 School Attendance Program

DESCRIPTION	AMOUNT
PROJECT ATTEND services provided by Kim Wilburn through the Hendricks County Prosecutor's Office.	\$2,500.00
TOTAL	\$2,500.00

Please remit check made out to the Hendricks County Treasurer with a note designating it for PROJECT ATTEND. Please mail the check to the Hendricks County Auditor at 355 S. Washington St., Danville, Indiana 46122 by August 30, 2019.

Accounting Textbook Adoption for Plainfield High School

Course Adopting Texts: Accounting



Name of textbook being recommended: K12 MindTap: Century 21 Accounting: General Journal, 11th Edition and K12 MindTap for Century 21 Accounting: Advanced, 11th Edition.

Summary of the textbook being recommended:

This is the newest edition of a textbook that we have been using at Plainfield High School for many years. This 11th edition provides students with content presented in a way to help them have success on the dual credit final exam at the end the course. The online resources available with this edition are robust and give students new supports and visuals that we have not had access to before. Students are able to receive immediate feedback on their practice work.

What PHS Teachers say about this textbook?

- The MindTap online material and Century 21 Accounting provide one of the best Accounting programs on the market, and it comes highly recommended by business teachers that have been teaching the course for years. The vast majority of the dual credit classes taught in the state are using this textbook. It offers the student a variety of options beyond the text itself to supplement learning.

Additional Support through this Adoption:

- Interactive eBook for all students
- Students can have practice problems graded immediately to provide quick feedback
- Automated accounting provides students with practice for potential future careers
- Presentations provided for each lesson
- Study tools and test preparation help
- Additional Internet Resources: Additional online problems and Real life applicable examples

Adoption Process

- Spring 2018
 - Mr. Mackey began looking for new textbook options for Accounting textbooks that were in alignment for both the current Accounting curriculum
- April 16, 2019
 - Textbook made public for review
- April 2019
 - Parent review of materials led

PARENT REVIEWERS: Lindsey Mackey, Vicki Westfall

FACULTY REVIEWERS: Brent Schwanekamp, Jared Mackey, Jeff McKeon

COSTS:

Course Numbers	Course	Students	Cost	Cost Per Student (7 yrs.)
4564ADF/4564ADS 4524F/4524S	Intro to Accounting	52	\$20	\$20 (\$33.33 in years 2-7)
4522DF/4522DS 4522F/4522S	Advanced Accounting	8	\$20	\$20 (\$33.33 in years 2-7)

STATEMENT: We would like to ask the Board to approve the adoption of K12 MindTap: Century 21 Accounting: General Journal, 11th Edition and K12 MindTap for Century 21 Accounting: Advanced, 11th Edition. for the next 7 years beginning with the 2019-2020 academic year.

Science Textbook Adoption for Plainfield High School

Course Adopting Text: AP Biology

Name of textbook being recommended: Campbell: Biology in Focus, AP Edition

ISBN 13: 978-0-13-521476-3



Summary of the textbook being recommended:

This is the top AP Biology book available and is specifically aligned to the AP Biology standards. While it is typically a collegiate text (consistent with other AP courses), it is available for use at the high school level as well.

What PHS Teachers say about this textbook?

- The Campbell book is one of the best AP Biology books on the market, and it comes highly recommended by AP Biology teachers that have been teaching the course for years. There are a number of high schools in the area using this textbook. It offers the student a variety of options beyond the text itself to supplement learning.

Additional Support through this Adoption:

- Textbook for all students
- Mastering Biology
- Pearson eText

Adoption Process

- Spring 2018
 - Mr. Johnson began looking for new textbook options for AP Biology textbooks that were aligned better to the current AP Biology curriculum
- April 16, 2019
 - Textbook made public for review
- April 2019
 - Parent review of materials led

PARENT REVIEWERS: Kathy Mathews, Rochelle Naaman, Liza Payton

FACULTY REVIEWERS: Brent Schwanekamp, Scott Johnson, Melissa Sedwick

COSTS:

Course Numbers	Course	Students	Cost	Cost Per Student (6 yrs.)
3020F / 3020S	AP Biology	60	\$148.97	\$37.25

STATEMENT: We would like to ask the Board to approve the adoption of Cambell: Biology in Focus, AP Edition for the next 6 years beginning with the 2019-2020 academic year.

Social Studies Textbook Adoption for Plainfield High School

Courses Adopting Texts: AP World History



Name of textbook being recommended: Ways of the World: a Global History With Sources by Robert W. Strayer and Eric W. Nelson. ISBN-10: 1-319-17349-7; ISBN-13: 978-1-319-17349-4

Summary of the textbook being recommended:

This is the newest edition of a textbook that we have been using at Plainfield High School since the inception of AP World History. This 4th edition provides students with content presented in a way to help them have success on the AP test that is at the end the course.

What PHS Teacher(s) say about this textbook?

- There are only a handful of World History texts approved by the College Board. The Strayer text exceeds all others.

Additional Support through this Adoption:

- A physical textbook for students to utilize if they prefer that
- LaunchPad for access to the online text
- Additional Internet Resources
 - AP Exam Test Prep
 - Updated Study Guides, Self-Tests, and Outlines

Adoption Process

- Spring 2018
 - Mr. Cavanaugh began looking for new textbook options for textbooks that were in alignment for both the current AP World History curriculum
- April 16, 2019
 - Textbook made public for review
- April 2019
 - Parent review of materials led

PARENT REVIEWERS: Michelle Clark, Chad Dockery

FACULTY REVIEWERS: Brent Schwanekamp, Pat Cavanaugh, Brian Pelkey

COSTS:

Course Numbers	Course	Students	Cost	Cost Per Student (6 yrs.)
1612F/1612S	AP World History Modern	90	\$145.94	\$36.49

STATEMENT: We would like to ask the Board to approve the adoption of Ways of the World: a Global History With Sources for the next 6 years beginning with the 2019-2020 academic year.



IMPORTANT PROGRAM CHANGE: NON-RESIDENT STUDENTS

For the **2019-2020** school year, Plainfield Community School Corporation:

- Will accept applications from non-resident students per the schedule below:

Little Quakers Academy – Full Day Program

This will allow the district to maintain reasonable class sizes and continue to provide the best education for all Plainfield students. Non-residents students may remain enrolled until kindergarten age eligible. This program change applies only to LQA students.

Enrollment for non-resident students for the 2019-2020 school year, meeting the above criteria, will begin May 13 and go through June 3, 2019 or until full day enrollment is at capacity.

DOMAIN 4: Student Achievement

Teacher fosters increased student achievement in his or her students. All classrooms, no matter how high or low their current achievement levels, have room to get measurably better.

Indicator		Highly Effective (4)	Effective (3)	Improvement Necessary (2)	Ineffective (1)
4.1	Student growth on ISTEP+, End of Course assessments, and other performance indicators.	Consistent record of improved student achievement on multiple indicators of student success; results meet or exceed other high performing classrooms	Meets performance goals for student achievement. Overall performance improves. Does not confuse efforts with results.	Some evidence of improvement, but insufficient evidence that current steps will create the improvements necessary to achieve student performance goals.	Little or no evidence of improvement; has not taken decisive action in order to improve student achievement.

~~For employees who teach tested subjects:~~

For employees with classes measured by statewide assessments with growth model data:

- A. The score for Domain 4 will be determined using student performance data from:
 - ISTEP+, and/or
 - Star 360 assessments, and/or
 - Locally-developed common assessments and End-of-Course Assessments,
 - IGM.
- B. Individual student growth as measured by IGM, Star 360, PSAT, and or locally developed assessments.
- C. Individual Growth Measure (IGM) results will be utilized to determine negative impact on growth and achievement.

~~For employees who teach non-tested subject:~~

For employees with classes that are not measured by statewide assessments and do not have growth model data:

- A. The score for Domain 4 will be determined using student performance data from:
 - Locally developed common assessments, end of course assessments, and/or student learning objectives.
- B. Teacher-provided evidence derived from lesson plans and classroom observations verifying
 - direct support of the School improvement plan goals
 - and, integration of ELA and Math standards into their respective disciplines.
- C. Negative impact on student learning will be defined as a teacher who meets both of the following criteria.
 - The number of students indicated to achieve a rating of ineffective on assessments related to the student learning objective (SLO) and,
 - Less than 60% of the students achieve the minimum passing score.

NOTE: For additional information on final score determination, please see narrative on page 18 under section **5: *Determining the Final Summative Ratings.***

- The summative evaluation for a teacher can be reopened by the administrator if new data that is used to determine a teacher’s domain 4 score is received after the summative evaluation has been finalized.
- ~~A teacher who negatively affects student achievement and growth cannot receive a rating of effective or highly effective.~~
- Indiana law contains a provision that a teacher who negatively affects student achievement and growth (negative impact) cannot receive a final rating of highly effective or effective. Negative impact is characterized by a significant decrease in student achievement and notably low levels of student growth.
- Teachers who receive a rating of improvement necessary or ineffective are not eligible to receive a raise or performance stipend.

Core Professionalism Rubric

These indicators illustrate the minimum competencies expected in any profession. These are separate from the other sections in the rubric because they have little to do with teaching and learning and more to do with basic employment practice. Teachers are expected to meet these standards. If they do not, it will affect their overall rating negatively.

Indicator		Does Not Meet Standard	Meets Standard
1	Attendance	Individual missed a combined total of more than ten (10) sick, personal or unpaid leave days.*	Individual has not demonstrated a pattern of unexcused absences (absences that are in violation of procedures set forth by local school policy and by the relevant collective bargaining agreement)
2	On-Time Arrival	Individual demonstrates a pattern of unexcused late arrivals (late arrivals that are in violation of procedures set forth by local school policy and by the relevant collective bargaining agreement)	Individual has not demonstrated a pattern of unexcused late arrivals (late arrivals that are in violation of procedures set forth by local school policy and by the relevant collective bargaining agreement)
3	Policies and Procedures	Individual violates local, state, or federal law or fails to follow School Board policies and/or school rules and procedures.	Individual follows local, state, and federal law, School Board policies, and school rules and procedures.
4	Respect	Individual demonstrates a pattern of failing to interact with students, colleagues, parents/guardians, and community members in a respectful manner	Individual demonstrates a pattern of interacting with students, colleagues, parents/guardians, and community members in a respectful manner

- *In order to calculate the days that count towards the 10 day limit the following guidelines will be followed:
- Certificated employees having an extended illness of more than 5 consecutive working days will only have to count the first 5 days toward the 10 day limit with proper documentation from a physician.
 - In the event of flu like epidemic or other pandemic causing an unusual rise in absences, the school corporation and PPEA will meet to determine if a waiver to the rule is needed.
 - Certificated employees exceeding the 10 days as listed may appeal to the superintendent. The decision of the superintendent will be final.

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GENERAL INFORMATION

Classified personnel are those employees of the Plainfield Community School Corporation who are not required to have a license issued by the Indiana Department of Education to be hired to perform a specific duty. All classified personnel are at-will employees which means either party (Corporation or the employee) may terminate employment at any time, for any reason or no reason. This handbook is not to be construed as a contract. The only exception will be school bus drivers who are under contract ~~as per Indiana Statute~~. New **full-time** classified hourly employees will serve a ninety (90) day probationary period.

Employment Type

Plainfield Community School Corporation defines the following non-certified employment types:

Full-Time Employees

A full-time employee is defined as an employee working at least 37½ hours per week, full-time Bus Driver, and School Nurse.

Part-Time Employees

All part-time employees are represented in one of the three categories listed below:

Part-Time Employees: Hired Prior to July 1, 1997

These part-time employees were hired prior to July 1, 1997 and work less than 37½ hours per week. These employees are grandfathered and receive no change in existing benefits.

Part-Time Employees: 30-37 Hours per Work Week

These part-time employees are scheduled to work 30-37 hours per work week per the job description for their position.

Part-Time Employees: Less Than 30 Hours per Work Week and Part-Time Bus Drivers

This category includes part-time employees who are scheduled to work less than 30 hours per week per the job description for their position, or part-time bus drivers.

FAIR LABOR STANDARDS ACT

The Plainfield Community School Corporation will comply with the following guidelines as set forth in the Fair Labor Standards Act (FLSA).

Defined 7-Day Work Week

12:00 a.m. Sunday through 11:59 p.m. Saturday

Exempt and Non-Covered Employees by Title

For the purpose of administering provisions of the FLSA, the following positions are considered exempt and non-covered **under FLSA and are not eligible for overtime wages:**

-- School Board Member	-- Superintendent of Schools
-- Assistant Superintendent	-- Director of Special Education
-- Director of Technology	-- Principal
-- Assistant Principal	-- Director of Athletics
-- Treasurer/Benefits Coordinator	-- Director of Food Services
-- Director of Transportation	-- Teacher/Substitute Teacher
-- Technology Specialist	-- Technology Technician
-- School Resource Officer	-- High School Facility Manager
-- Home School Advisor	-- Learning Specialist
-- Preschool Coordinator	-- Network Administrator
-- Tier II Technician	-- Tier II Data Technician

Minimum Wage

The minimum wage will be paid according to federal guidelines.

Regular Work Schedule

All ~~hourly classified personnel and salaried custodians~~ **non-exempt employees** are required to use the time ~~clocks/cards~~ **keeping device** provided in each building to record the time worked during each pay period. Employees required to use the time ~~clocks~~ **keeping device** should **ensure that the** ~~be aware that the time card is a legal document and care should be taken to insure that the time worked~~ **submitted** is correct and reported only by the employee.

The practice of "punching in" ~~for~~ **another employee's time card** is strictly forbidden. ~~Falsification of records~~ and may lead to immediate dismissal.

Classified personnel are to notify their immediate supervisor or his/her designee at the earliest possible time in the event of not reporting for work. All personnel must have permission from their immediate supervisor to leave the job during the work day.

The following disciplinary action may be taken when tardiness or

absences are not properly reported to the appropriate supervisor or when tardiness or absences are not for valid reasons.

1st time - conference and written warning

2nd time - job jeopardy written warning

3rd time - dismissal from the job

Overtime Compensation

Employees covered under the Fair Labor Standard Act (FLSA) must be paid one and one-half (1½) times their hourly rate, when they work more than forty (40) hours during the defined seven (7) day work week. Overtime rates apply to work performed voluntarily or at the request of his/her supervisor (suffered or permitted). Any time worked in excess of forty (40) hours per week the employee's regular daily work schedule as per the employee's job description must have prior approval of the employee's supervisor and the Assistant Superintendent. Employees must perform their assigned duties at their usual and customary work site.

FLSA requires overtime only if the employee works more than forty (40) hours during the seven (7) day work week. If an employee works beyond his/her normal work day and receives comparable time off during that seven (7) day period, the law does not require overtime pay. For purposes of applying the FLSA, the forty (40) hour total does not include hours for which the employee is paid but did not work such as sick days, vacation days, etc. However, Plainfield Community School Corporation chooses to include those hours. Hours not worked and not paid, such as unpaid lunch, unpaid leave, unpaid vacation, etc. do not count in the forty (40) hours. If an employer provides a ten (10) to fifteen (15) minute work break, the employee must receive pay for the break, and the time counts in the forty (40) hour total. If an employee receives pay for their lunch period (i.e., employees on call during lunch) the lunch period is part of the forty (40) hour total.

Plainfield Community School Corporation will pay overtime wages to an employee who works on ~~contracted~~ **Board-approved** holidays (paid or unpaid) ~~or more than eight (8) hours during their normal work day.~~ Employees who work more than one job are eligible for overtime when their total time from all jobs exceeds forty (40) hours during the designated work week. Where applicable, Board policy or the Board approved personnel handbook will dictate practice.

FLSA requires the employer to keep records of overtime worked and compensation for each employee. For bus drivers employed on a

contract, a record of exceptions to the normal work week is sufficient record.

PLEASE DIRECT ALL QUESTIONS REGARDING IMPLEMENTATION OF FAIR LABOR STANDARDS TO THE ASSISTANT SUPERINTENDENT OF FINANCE AND OPERATIONS.

EMPLOYEE SERVICE RECORDS

All classified employees' hours of work, as determined by job category, will be reported each pay period (two weeks) to the Corporation's business office by the employee's immediate supervisor. **As long as a paper documentation process is being used,** this report will be made on an individual service record for each employee as provided by the business office.

The record will contain the following information:

1. Personal data
2. Job classification
3. Hours worked on indicated days of pay periods
4. Vacation days
5. Overtime hours
6. Other leave days
7. Lost time

EVALUATION

Classified personnel will be evaluated by his/her immediate **administrative** supervisor a minimum of one time during the school year. The results of these evaluations are to be in written form, discussed with the employee by his/her supervisor, and signed by both parties. The supervisor will retain one copy of the signed evaluation; one copy of the signed evaluation is to be given to the employee; and one copy of the signed evaluation is to be sent to the Superintendent's Office to be placed in the employee's personnel file.

The employee's signature on the evaluation does not indicate agreement with the evaluation but indicates his supervisor discussed the evaluation with him/her. The employee will have the right to respond in writing to an unfavorable evaluation.

ADJUSTMENT TO WORK SCHEDULE

INCLEMENT WEATHER

When it is necessary to cancel or curtail school activities due to adverse weather conditions these changes will be reported to the following media:

WXIN - Fox 59 TV

WTHR - Channel 13 TV

WRTV - Channel 6 TV

WISH - Channel 8 TV

As a rule, those employees whose work load and schedule is determined by students being present will not report to work when students are not in session.

The following guidelines will be followed when work schedule changes are required due to inclement weather:

1. School Cancellation

When school is canceled due to weather-related or emergency conditions the work schedule for classified personnel will be as follows:

- a. Custodial personnel will report to work at their regular schedule. Personal business days or vacation days may not be used on these days. If an employee is sick on a snow day, a doctor's statement will be required.
- b. Elementary Secretary/Treasurers and Salaried secretaries (elementary, secondary, and administration building) report to work as usual. However, with their supervisor's permission, these individuals may choose not to report to work and use one of the following options: personal business day (elementary, secondary or administrative office staff) or vacation day (secondary or administrative office staff). In all cases, the day used must be equal to the length of the absence (one-half or full day personal business or vacation). If no balance of days is available, the absence will be without pay.
- c. Mechanics, HVAC personnel, and technology department staff will report to work as usual. However, they may use a personal business day or vacation day if approved by their supervisor.
- d. Cafeteria managers may be required to report to work when school is canceled.
- e. Other classified employees will not report to work.

Indiana Statute requires that any missed day due to inclement weather or an emergency be made up.

2. School Delays

If school is delayed due to weather conditions or any other cause, all

classified personnel are to report at the regular time except clerical assistants, instructional assistants, bus drivers, and nurses, ~~Learning Specialists and Home School Advisors. These employees~~ Clerical assistants, instructional assistants, bus drivers, and nurses will adjust their schedule according to the student schedule in effect. Clerical/instructional assistants will be paid according to hours worked. Classroom Instructional assistants will work a 5-hour day, with a 30-minute unpaid lunch.

If a delay is then changed to a cancellation, custodians, HVAC, mechanics, and technology department staff will work regular shifts. Clerical and instructional assistants will not report to work and, therefore, no payment will be due. Secretaries will follow the guidelines for School Cancellation stated above. Hourly-paid food service employees may leave when their work has been completed and they will be paid for hours worked.

3. Early Dismissal

From time to time weather conditions may deteriorate during a school day requiring early dismissal from school. Notification of early dismissal will be made through radio announcements and P.A. announcements in the schools. Classified personnel other than clerical/instructional assistants and bus drivers will work their regular schedule on early dismissal days. Clerical and instructional assistants will be dismissed when students are released and will be paid for hours worked.

4. Make-Up Days

If the School year is extended to make up a day canceled during the regular year, the superintendent of schools or his/her designee will determine which classified staff will report to work.

SPECIAL DAYS

On those days when changes to the work schedule are required (Records Day, Teacher Orientation, Staff Development, etc.) please refer to the Classified Staff – School Year Work Schedule Matrix available in the principal's or administrator's office.

Exceptions to the above policies may be made by the superintendent or his/her designee.

EMPLOYEE LEAVE

1. For hourly-paid employees, during the ninety (90) day probationary period, employees are not eligible for holidays, sick, personal business, or bereavement days.
 - a. Upon completion of the probationary period, sick and personal business days will be prorated for the time between the end of the probationary period between the date of permanent employment and July 1.
 - b. Each following year, a full complement of sick and personal business days if applicable will be credited on July 1.
2. For salaried employees, sick and personal business days will be credited and prorated between the date of hire and July 1. Each following year, a full complement of sick and personal business days, will be credited on July 1.
3. The maximum number of hours worked per week will be forty (40). Any time worked in excess of forty (40) hours per week the employee's regular daily work schedule as per the employee's job description must have prior approval of the employee's supervisor and the Assistant Superintendent. Upon approval, compensation will be at one (1) time the employee's regular hourly rate for time worked below forty (40) hours per week and one and one-half (1½) times the employee's regular hourly rate for time worked above forty (40) hours per week. The exception will be bus drivers who will receive the field trip rate.
4. Leave days charged the employee's account will be either one-half (½) day or one (1) full day. The length of each employee's leave will correspond exactly with the length of their work day (i.e., a 4-hour employee will receive four (4) hours of pay for each sick day used).

New classified employees are notified upon hiring as to the length of their work year (9, 10, 11 or 12 months). They are also provided a schedule of established and customary vacation periods or holiday recesses (i.e. Fall Break, Christmas Break, Winter Break, Spring Break, and Summer Break). Upon accepting employment with Plainfield Community School Corporation classified employees understand that they have reasonable assurance that their job will continue after the break/vacation/holiday.

After an employee has exhausted all earned leave (sick leave, personal business leave, and vacation), the employee must make prior written request to the employee's administrative, immediate supervisor to have be placed on unpaid leave time off. See Other Leave on Page 12. Any employee who fails to contact the School Corporation to request unpaid leave time off will be considered to have abandoned their job and subject

to termination.

The official record of employee leave is maintained in the Central Administrative Offices.

Sick Days

- Twelve (12) month employees will receive nine (9) sick days each year.
- Eleven (11) month employees will receive eight (8) sick days each year.
- Employees who work less than eleven (11) months each year will receive seven (7) sick days.

The maximum accumulation to be carried forward in each job category will be unlimited.

Procedures to be followed in the use of accumulated sick days:

- a. Employees will notify their immediate supervisor as early as possible if unable to report for duty.
- b. Employees may use sick leave days for the following purposes:
 - (1) Personal illness
 - (2) ~~Emergency~~ Doctor appointments
 - (3) ~~Emergency~~ Dental appointments
 - (4) Illness in the immediate family. **For sick leave,** immediate family will be defined as spouse, son, daughter, mother, father, brother, sister, grandparent, grandchild, mother-in-law, father-in law, or a relative living in the home. The employee may be asked to verify the nature of the illness to their supervisor.
- c. Employees must use sick leave days for leave taken for a serious health condition, either the employee's own or that of the employee's spouse, child, or parent.

The Corporation reserves the right to request a physician's statement to verify the nature of the illness. The Corporation may also elect to obtain a second opinion, and in some circumstances, a third opinion of the medical necessity for this type of leave. See Family and/or Medical Leave Policy in this handbook.

Part-time employees hired after July 1, 1997 are not eligible for sick leave days.

Sick Leave Bank

1. The Sick Leave Bank will continue to operate as established in September 1988. Classified staff participation is voluntary. **To join the bank, employees must donate one (1) sick day and** must join the bank within thirty (30) days of initial employment or during September **each of any** year.
2. All contributions of sick leave days to the sick leave bank will be from the employees. No days will be contributed by the Board.
3. **If the sick leave bank falls below 15 days prior to June 30 in any school year, each member shall donate one additional day of his/her accumulated sick leave to the sick bank. Otherwise, members shall not be required to donate days after their initial donation.**
3. Any classified staff personnel may obtain a copy of the sick leave bank information from the Corporation payroll department.

Effective July 1, 1997 enrollment in the Classified Sick Leave Bank will be limited to **employees identified as full-time classified employees and full-time bus drivers under the Employment Type section of this handbook (page 1).**

Bereavement Days

In the event of death in the classified employee's immediate family, the employee will be entitled to be absent from work for no more than five (5) consecutive work days beyond the date of death with no loss in pay. **Paid holidays count toward the five (5) days. For bereavement leave,** immediate family will be defined as: father, mother, brother, sister, spouse, son, daughter, grandparent, grandchild, father-in-law, mother-in-law, son-in-law, daughter-in-law, sister-in-law, brother-in-law, or a relative living in the employee's home.

Each classified employee will be entitled to **one (1) two (2)** days bereavement leave **each year** with no loss in pay in case of the death of a relative not listed in the above paragraph.

An obituary or memorial card may be required to be provided immediately upon the employee's return to work from Bereavement Leave.

Part time employees hired after July 1, 1997 are not eligible for bereavement leave days.

Personal Business Days

Classified personnel are entitled to personal business days per the following guidelines:

1. Full-time, twelve (12) month employees will be entitled to three (3) days each year without loss of pay.
2. Full-time employees who work less than twelve (12) months each year will be entitled to two (2) days each year without loss of pay.
3. Part-time employees hired after July 1, 1997 will receive two paid personal business days each school year. Unused days will not carry over to the next year. These two personal business days must be used before unpaid time off is granted.
4. A written request for using personal business days **must** be submitted to the proper supervisor* at least two (2) working days before the anticipated use of the day(s). The supervisor may waive the two-day notice in case of emergency.
5. **Part-time employees may not use** personal business days **shall not be used** immediately before or after **Fall Break, Spring Break, Christmas Vacation, beginning of school or the end of school a break, holiday or vacation** except in an emergency. The building principal or immediate **administrative** supervisor will determine the existence of an emergency.
6. Personal leave days shall not be used with days without pay immediately before or after **Fall Break, Spring Break or Christmas Vacation, the beginning of school or at the end of the school year a break, holiday, or vacation** except in an emergency. The building principal or immediate **administrative** supervisor will determine the existence of an emergency.
7. Classified personnel shall have the option of selling any or all his/her personal business days back to the Corporation **at any time throughout their scheduled work year** under the following conditions:
 - a. Reimbursement will be at **50% 100%** of the employee's daily rate.
 - b. Reimbursement for days sold to the Corporation will be paid on the next pay date following the notice of the desire to sell any or all available personal business days provided the notice is submitted to the payroll department by Monday of any pay week.
 - c. **Personal business days may not be sold back to the Corporation before May 1 or after May 31 in any school year. The only exception to this is for employees who are eligible for retirement through the Corporation. Upcoming retirees may submit this**

written request through their last work day.

- d. The sale of personal day(s) is final. The employee may not under any circumstances purchase personal days back from the Corporation.
8. Personal days that are not sold back to the Corporation or that are not used by the employee will be transferred on July 1 annually to the employee's accumulated sick leave. This rate of transfer will be one (1) day of sick leave for each day of personal leave.

*Proper supervisor will be the building principal or assistant principal except as follows:

- a. Transportation personnel shall submit requests to the Transportation Director.
- b. Cafeteria personnel shall submit requests to the Food Service Director.
- c. Technology personnel shall submit requests to the Technology Director.
- d. Personnel in the Superintendent's Office shall submit requests to their immediate supervisor.

Vacation Days

Employees who work full-time twelve-months per year in one job classification will be granted vacation time with pay based upon date of employment as follows:

1. Employees completing their first year of service will be granted one (1) week (five working days) of paid vacation.
2. Employees completing two (2) or more years of service will be granted two (2) weeks (ten working days) of paid vacation.
3. Employees completing five (5) or more years of service will be entitled to three (3) weeks (fifteen working days) of paid vacation.

~~Employees hired before July 1, 2004 will accrue vacation days on July 1 of each year. Employees hired after July 1, 2004 will accrue vacation days on their anniversary date each year. Vacation days will not accumulate from year to year. Scheduling of vacation time will be arranged with the appropriate supervisor.~~

If an employee is involuntarily terminated by the Corporation for unsatisfactory performance, gross misconduct, or violation of any rule, policy or procedure, the employee may not be eligible for payment of any "paid time off" (PTO), i.e., sick, personal business and/or vacation. The employee may not use PTO during the time from notification of termination to the date of departure, nor may the employee accrue PTO.

Employees hired before July 1, 2004

Employees will continue to accrue vacation days on July 1 of each year. Vacation days will not accumulate from year to year. Scheduling of

vacation time will be arranged with and approved by the employee's immediate supervisor.

Employees hired between July 1, 2004 and June 30, 2020

Beginning July 1, 2019, employees will accrue a prorated share of granted vacation days on their anniversary date. These vacation days will not accumulate and must be used by June 30, 2020.

Effective July 1, 2020 for All Employees Eligible for Vacation Days

All eligible employees will be granted vacation days on July 1 of each year. Vacation days will not accumulate from year to year. Therefore, they must be used by June 30 of each year thereafter. Scheduling of vacation time will be arranged with the appropriate supervisor.

Employees, who work full-time, twelve (12) months per year in one job classification, will be granted vacation time with pay based upon date of employment as follows:

1. Employees will be granted a prorated share of five (5) vacation days after completing their 90-day probation.
2. On July 1 following the employee's 90-day probation, the employee will be granted five (5) vacation days.
3. On July 1 following any eligible employee's two (2) year anniversary, the employee will be granted ten (10) vacation days.
4. On July 1 following any eligible employee's three (3) year anniversary, the employee will be granted fifteen (15) vacation days.

Holidays

1. Twelve Month Employees

Full-time employees will be paid for holidays on the schedule as established **annually** by the Board of School Trustees. If the employee is directed by his/her supervisor to work on a holiday, pay will be at the rate of one and one-half (1½) times the employee's regular hourly rate. An exception will be bus drivers who will be paid field trip rate.

2. Employees Working Less Than Twelve Months

Full-time employees and part-time employees hired before July 1,

1997, will be paid for the following holidays.

Labor Day	Thanksgiving Day	Day after Thanksgiving
Christmas Day	New Year's Day	Memorial Day
Great American's Day		

To qualify for the holiday pay listed above an employee must be in pay status the full working day before and the full working day after the holiday unless school is canceled. In the event an employee is ill the day before or the day after a paid holiday and is unable to work, a doctor's certification of illness ~~may~~ **will** be required.

~~Part time employees hired after July 1, 1997 are not eligible for paid holidays.~~

Jury Duty

Classified personnel serving on a court-appointed jury shall be paid his/her normal daily rate for each day of jury service provided the employee returns to the Corporation all pay received from the court for jury duty except the reimbursement for mileage and/or meal expenses.

Medical Leave

The Board of School Trustees of the Plainfield Community School Corporation may grant a medical leave of absence ~~without pay~~ upon the request of an employee. The following steps must be taken if an employee wishes to be considered for and be granted a medical leave:

1. A written request signed by the employee or his/her agent directed to the Superintendent of Schools and the Board of School Trustees indicating the reason for the leave. This request should be submitted no later than the week before a regular Board meeting.
2. Medical substantiation signed by a doctor ~~shall must be provided if requested by the Board.~~ **with the employee's written request.**
3. The length of the requested leave shall be ~~defined in both the letter and physician's statement.~~
4. A medical leave may be extended for a specific period of time upon written request and approval of the Board.
5. All decisions of the Board shall be considered final.

While an employee is on medical leave granted by the Board, according to the above guidelines, the person will continue to be defined as an employee of the Corporation. If the employee is eligible for group

insurance programs, he/she may continue his/her coverage by paying the premiums due. However, no other employment benefits will be granted during the unpaid leave (i.e., sick leave, personal leave, paid vacations, etc.).

The Corporation will comply with the requirements of the Family and Medical Leave Act of 1993. Any employee who has a question concerning any family or medical leave should contact the Corporation's Benefits Coordinator.

Other Leave

The Corporation discourages the use of leave without pay except in case of an emergency. Requests for leave without pay must be in writing and have prior written approval of the building principal and/or immediate supervisor. The building principal or immediate supervisor will provide a copy of ~~the all~~ written requests ~~for a full day or more and approval~~ to the assistant superintendent ~~for approval~~.

The Superintendent and his/her designee have the authority to grant up to five (5) days off without pay during the school year or up to ten (10) days off without pay when students are not in session. All other types of applicable leave (sick, personal business and/or vacation) must be used before requesting leave without pay.

Family and/or Medical Leave

Classified personnel may find it necessary to take a leave of absence from work for certain family or medical reasons as provided in the Family and Medical Leave Act of 1993 (29 U.S.C. § 2601 et seq.). If a classified employee qualifies for more than one type of leave under the above referenced Act, such leaves will run concurrently.

Military Leave

Classified personnel may find it necessary to take a leave of absence from work to care for a spouse, parent, child or next of kin who is a member of the Armed Forces and is undergoing medical treatment as an outpatient status as provided in the National Defense Authorization Act of 2008 (NDAA). The NDAA also permits employees FMLA leave for any exigency arising out of the fact that the spouse, son, daughter, or parent of the employee is on active duty or has been notified of an impending call.

Family/Medical Leave or Military Leave applications and other

appropriate forms are available from the Corporation Benefits Coordinator.

403(b) PLANS

Salary Reduction Elections

Each non-certified employee may elect to make tax deferred contributions (i.e., salary reduction contributions) to a plan described in section 403(b) of the Internal Revenue Code (the "Code") to the maximum limits allowed by the Code.

Vendors

The School Corporation shall maintain a list of approved investment vendors for the salary reduction contributions made to a 403(b) Plan.

GROUP INSURANCE BENEFITS

Health, Dental, and Vision Insurance

Full-time and eligible part-time employees may participate in health, dental, and vision programs provided offered by the Plainfield Community School Corporation. Health, dental, and vision insurance, which require enrollment by the employee, begin on the first day of the month following thirty (30) days of employment.

The School Corporation will pay a specific amount per year determined by the Board of School Trustees toward the cost of the annual premium of each health insurance plan available through the Corporation for full-time and eligible part-time employees.

~~Classified employees hired and covered under the health or dental insurance plans before January 1, 1995 will continue to receive the same level of benefits.~~

~~Classified employees hired and covered under the health or dental insurance plans on or after January 1, 1995 but before July 1, 1997 will receive benefits at the following levels:~~

~~Employees working 17½ hours to less than 30 hours per week will receive applicable benefits at one half the level provided to employees working 30 to 40 hours per week.~~

~~Employees working 30 to 40 hours per week will receive the level of~~

~~benefits as determined by the Board.~~

Effective January 1, 2015 health, dental, **and vision** insurance benefits will be limited to individuals employed 30 to 40 hours per week **and those with grandfathered benefits.**

When a classified employee who is eligible for health insurance benefits reaches the month of his/her 65th birthday, he or she may decide to remain on the regular health insurance program or to convert to a Medicare Supplement plan. In either case, the Corporation will pay a specific amount per year toward the cost of the premiums. **If the employee chooses to stay on the Corporation's insurance, the Corporation will pay a specific amount per year toward the cost of the elected health insurance plan premium. If the employee chooses to convert to a Medicare Supplement plan, the Corporation will pay a specific amount per year toward the cost of a single health insurance plan premium.** However, if the premium is less than the designated amount, the Corporation will pay the entire premium except ninety-six cents (\$0.96).

The Corporation's contribution toward premium costs will cease **when after** the employee terminates employment with the Corporation. Insurance coverage would continue for a maximum **of thirty (30) days beyond period of time through the last day of the month following** termination of employment unless the employee exercises his/her option under COBRA (See Appendix A). Guidelines for health, **dental, and vision** insurance benefits for retirees may be found on page 17.

The provisions of the Consolidated Omnibus Budget Reconciliation Act (COBRA) became effective July 1, 1986. A copy of these provisions is attached in Appendix A. This law provides the following:

1. Employers must modify their group health plan to make available extended or continued coverage to their employees and covered dependents under certain circumstances.
2. Changes TEFRA by removing the upper age limit for employees who choose to maintain their employer group health plan coverage.
3. Imposes primary liability on private health plans for the "reasonable cost" of inpatient care at Veterans Administration facilities for non-service connected conditions.

Employees should review Appendix A carefully and completely.

Term Life Insurance with Accidental Death & Dismemberment (AD&D)

Life and long-term disability insurance begin the first day of active employment.

Full-time classified employees will be provided a term life insurance policy with a face value of \$25,000 and accidental death and dismemberment benefits. The cost per year to the employee will be ninety-six cents (\$0.96). The anniversary date of this policy is February 1 of each year.

Classified employees hired and covered under the Term Life Insurance program before January 1, 1996 will continue to receive the same level of benefits.

Classified employees hired after January 1, 1996 and before July 1, 1997 must be employed to work 37½ to 40 hours per week to qualify for Term Life Insurance.

Long Term Disability

The Board will provide full-time classified personnel with a Long Term Disability Insurance Program that provides a minimum benefit of sixty-six and two thirds (66-2/3) percent of base salary to age sixty-five (65) subject to eligibility. The cost to each classified employee will be ninety-six cents (\$0.96) per year.

Classified employees hired and covered under Long Term Disability Insurance program before January 1, 1996 will continue to receive the same level of benefits.

Classified employees hired after January 1, 1996 and before July 1, 1997 must be employed to work 37½ to 40 hours per week to qualify for the Long Term Disability program.

Worker's Compensation Insurance

All employees of the Plainfield Community School Corporation are covered by the provisions of the Worker's Compensation Insurance plan purchased by the Corporation each year.

Those employees who suffer a job-related injury/illness must report that injury in the following manner within the indicated time frame:

1. Immediately notify the supervisor of injury. If required, report for

immediate care to the health provider determined by the Corporation. If an employee is injured on the job and seeks treatment and/or long-term care at a facility other than the one designated by the Corporation, the employee may be responsible for the payment of medical claims and treatment.

2. After notification to his/her immediate supervisor and obtaining treatment for the injury, the employee must notify the Corporation ~~Benefits Coordinator~~ **Treasurer** either in person or by telephone to ensure the proper forms are completed and sent to the insurance carrier. This notification to the Corporation ~~Benefits Coordinator~~ **Treasurer** must be completed within ~~two (2) working days~~ **48 hours** from the time of injury/illness. Failure to comply with this timeframe may cause the claim to not be paid.
3. An employee who must be absent from duty due to a work-related injury/illness may choose to collect compensation from the Worker's Compensation Insurance or from the use of his/her accumulated sick leave days with the Corporation. If compensation by use of sick leave is chosen, then any payment sent to the employee by the Worker's Compensation Insurance Plan must be deposited with the Corporation. Under no circumstances may the compensation for any given day of lost wages exceed the employee's normal daily rate.
4. Where necessary, employees are responsible for timely filing of extensions.

RETIREMENT

Employees eligible for retirement from Plainfield Community School Corporation must state their intention in writing. A letter should be submitted to the Superintendent's Office.

Employees eligible for retirement from Public Employees Retirement Fund (PERF) are encouraged to contact Indiana Public Retirement System (INPRS) six (6) months in advance of their retirement date.

Membership in Public Employees Retirement Fund

Classified personnel who work a minimum of 17½ hours per week are required to participate in the Indiana Public Employees Retirement Fund (PERF). Participation begins on the date of employment and continues until termination of that employment or retirement of the employee. An employee must work a minimum of 600 hours per year to qualify for this retirement fund and full-time bus drivers are defined by the Corporation as qualified. Substitutes, **employees working less than the minimum**

hours required, and part-time bus drivers do not qualify.

Eligible employees are required to participate in the Public Employees Retirement Fund. This is a retirement program sponsored by the State of Indiana designated to supplement Social Security benefits. The School Corporation contributes three percent (3%) of his/her earnings (the employee share) and the employer contributes an amount, which is determined by the Indiana Public Employees' Retirement Fund (PERF). Indiana Public Retirement System website: <http://www.in.gov/inprs>.

Employees who end their employment with the Corporation either voluntarily or otherwise may petition the fund for the return of their contributions or the employee's contribution made by the Corporation.

However, they are not entitled to any refund from the employer's matching share paid by the Corporation to the Fund.

Health Insurance Benefits for Retirees — Rule of 60

Classified personnel who retire from Plainfield Community School Corporation ~~may remain~~ must notify the Benefits Coordinator regarding health, dental, and/or vision insurance coverage within 90 days after their retirement date. If the retiree elects coverage, they must pay the full monthly insurance premiums for a maximum of ten (10) years or until age sixty-five (65) whichever occurs first Medicare eligible if the retiree meets the following criteria:

- ~~a. the employee's age in years plus their years of service is at least sixty (60),~~
- ~~b. the employee has been employed by the Corporation for a minimum of ten (10) consecutive years immediately before retirement.~~
- a. Who will have reached fifty-five (55) years of age on or before the employee's retirement date but who will not be eligible on that date for Medicare coverage as prescribed by 42 U.S.C. 1395 et seq.;
- b. Who will have completed twenty (20) years of creditable employment with a public employer on or before the employee's retirement date, ten (10) years of which must have been completed immediately preceding the retirement date; and
- c. Who will have completed at least fifteen (15) years of participation in the retirement plan of which the employee is a member on or before the employee's retirement date.

Health Insurance Benefits for Retirees -- Rule of 85

~~Classified employees hired after July 1, 2003 are not eligible for this benefit.~~

Classified personnel who **were hired before July 1, 2003 and** retire from Plainfield Community School Corporation may continue in the Corporation health, **dental, and/or vision** insurance programs **outlined under this section**. The Corporation will pay the contribution amount for a single plan approved by the Board on an annual basis. The retired employee will pay the balance of the premium to the **Corporation Treasurer Benefits Coordinator** by the **eighteenth (18th) first** day of each month. Payments will continue through the month the retired employee reaches **age sixty-five (65) or for a maximum of ten (10) years whichever occurs first Medicare eligibility.**

To be eligible for this retirement benefit an employee must meet the following criteria:

- a. The employee's age in years plus their years of service is at least eighty-five (85),
- b. The employee has been employed by the Corporation for a minimum of twenty (20) consecutive years immediately before retirement.

Severance Pay

Part-time employees hired after July 1, 1997 will not be eligible for severance pay. Classified employees (part-time or full-time) hired after July 1, 2003 will not be eligible for severance pay.

The Plainfield Community School Corporation will provide a one-time severance benefit to those classified personnel who qualify.

1. Requirement for Qualification
 - a. The employee's age in years plus the employee's years of service is at least sixty (60).
 - b. The employee must have a minimum of ten (10) consecutive years of service to the Corporation immediately preceding the intended retirement date.
 - c. If an eligible employee dies, the death benefit will be paid to the employee's estate.
2. Benefit Amounts
 - a. 10-15 Years of Service -- The employee will receive fifty (50)

percent of his/her remaining accumulated sick leave at the time of retirement times his/her daily rate of pay of his/her retirement year. Number of days to be paid for is not to exceed one hundred (100) days.

- b. 16-20 Years of Service --The employee will receive seventy-five (75) percent of his/her remaining accumulated sick leave at the time of retirement times his/her daily rate of pay of his/her retirement year. Number of days to be paid is not to exceed one hundred (100) days.
- c. More than 20 Years of Service -- The employees will receive one hundred (100) percent of his/her remaining accumulated sick leave at the time of his/her retirement times his/her daily rate of pay of his/her retirement year. Number of days to be paid is not to exceed one hundred (100) days.
- d. The remaining balance of a retiring employee's sick days may not be contributed to the Classified Sick Bank.

DISCIPLINARY PROCEDURES - SUGGESTED GUIDELINES

Classified personnel may be discharged from the Corporation for the following infractions:

- 1. Immorality
- 2. Direct disobedience to orders or instruction
- 3. Substance abuse
- 4. **Poor attendance/tardiness**
- 5. Incompetency
- 6. Breach of employment duties
- 7. Unfaithfulness in performance of duties
- 8. Failure to conform to the rules and regulations of the Corporation or the schools
- 9. Physical inability to perform the duties*
- 10. Workplace Harassment
- 11. Other just cause

*Physical inability will be determined by a competent physician to be selected by the Plainfield Community School Corporation. The Corporation will fully comply with provisions of the Americans with Disabilities Act of 1991 as amended.

Infractions that involve items 1, 2, or 3 listed above will result in immediate discharge. **For other infractions, may be dealt with in one or more of the following procedures the Corporation will exercise progressive discipline such as:**

- Conference and written warning

- Days off without pay
- Dismissal from the job

If an employee is involuntarily terminated by the Corporation for unsatisfactory performance, gross misconduct, or violation of any rule, policy, or procedure the employee will not be eligible for payment of any "paid time off" (PTO) i.e., sick, personal business, vacation. The employee may not use PTO during the period of time from notification of termination to the date of departure, nor may the employee accrue or use PTO.

Conferences will be held with the appropriate supervisor. A written statement concerning the items discussed at the conference will be given to the employee.

A copy of these documents (signed by the employee or witness acknowledging that the items were discussed) will be placed in the employee's **personnel** file.

It is the policy of the Plainfield Community School Corporation to maintain a learning and working environment that is free from harassment. It shall be a violation of this policy for any employee of the Plainfield Community School Corporation to harass another employee or students through conduct or communications.

This policy affirms Plainfield Community School Corporation's commitment to the principles of equal opportunity employment. Internal inquiries regarding equal opportunity compliance should be directed to: Superintendent, Plainfield Community School Corporation, 985 Longfellow Lane, Plainfield, Indiana 46168, Telephone (317)839-2578, Fax (317)838-3664.

GRIEVANCE PROCEDURE

Definitions

- A. A "Grievance" is a claim based upon an alleged event or condition that affects the condition of employment of classified personnel. Conditions of employment are as defined in this handbook.
- B. A "Grievant" is a member of the classified personnel having a grievance.
- C. A "Day" means a calendar day for purposes of this Grievance Procedure.

Purpose

The purpose of a grievance procedure is to secure, at the lowest possible administrative level, an equitable solution to grievances, which may arise from time to time.

Procedure

- A. If the grievance is not presented to the immediate supervisor at Level One (1) within ten (10) days after the alleged incident occurred the grievance shall be considered waived.
- B. A grievance may be withdrawn anytime by a written statement from the grievant to the immediate supervisor and to the Superintendent.

Levels of Grievance

- A. Level One
 1. Within ten (10) days of the time a grievance arises, the grievant will present the grievance to his/her immediate supervisor during non-working hours.
 2. Within two (2) days after hearing the grievance, the immediate supervisor shall submit his/her oral response to the grievant.
- B. Level Two
 1. Within five (5) days after the oral response is made by the immediate supervisor, if the grievance is not resolved, the grievant shall submit the grievance, in writing and signed, to the immediate supervisor.
 2. Within five (5) days after receiving the grievance, the immediate supervisor shall submit his response in writing to the grievant.
- C. Level Three
 1. If the grievance is not settled at Level Two (2), it may be appealed to the Superintendent. Such appeal must be filed with the Superintendent within ten (10) days of receiving the Level Two (2) response. A meeting with the Superintendent shall be held within five (5) days following the receipt of such notice and the Superintendent shall promptly notify the grievant of the date, the time, and the place where such appeal shall be heard.
 2. The Superintendent's written decision shall be transmitted to the grievant within five (5) days after the hearing.

3. The decision of the Superintendent shall be final.

APPENDIX A

Notice of Rights to Coverage after Termination For Workers and Their Dependents

If an employee is disqualified for health coverage under the Corporation plan for one of these reasons, he/she has the right to keep the coverage temporarily if the employee pays the Corporation for such coverage:

1. Former corporation employees, eligible for health insurance, may keep their coverage for up to eighteen (18) months after they resign, are laid-off, switched to part-time or are fired for a reason other than gross misconduct. "Gross misconduct" is defined in the Corporation personnel policy.
2. Dependent spouses and children may keep their coverage for up to eighteen (18) months if they lose coverage because of one of the reasons given above for former employees. If they lose their coverage because they cease to be qualified dependents of a former corporation employee because he/she dies or for some other reason, then they may keep their coverage for up to thirty-six (36) months beyond the date they cease to qualify. Either the former employee or the dependent must notify the plan administrator within thirty (30) days of the date a dependent qualifies in circumstances in which a worker does not qualify.
3. Those persons who are Medicare-eligible or are covered as employees under another employer's plan are not entitled to further coverage.

This represents a change in benefits which was made as the result of The Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA).

The following information is provided pursuant to IC 20-26-5-32-.4

AUTISM DOCUMENT

Section 2.1C 20-26-5-32.4 IS ADDED TO THE INDIANA CODE AS A NEW SECTION TO READ AS FOLLOWS [EFFECTIVE JANUARY 10, 2010]:
 Sec. 32.4 The Department of Education shall create a document explaining aspects of autism including behaviors that students with autism may exhibit. Said document is to be distributed to school corporations for distribution to noncertified employees (as defined in IC 20-29-2-11). This document has been created to fulfill this requirement.

As of December, 2009, the Centers for Disease Control and Prevention released the estimate that one in 110 children has autism. The CDC found that autism affects boys at a rate of about one in 70, while it affects girls at a rate of about one in 375. It is very likely that all school personnel already know students with autism.

In a school setting, students qualify for special education services through a case conference committee decision based on the results of an educational evaluation. It must be determined by a case conference committee that the student's disability adversely affects the student's academic and/or functional performance. This determination may be different from a medical diagnosis. In Article 7, the Indiana Special Education Rule, autism is defined as follows:

511 IAC 7-41-1 Autism spectrum disorder

Sec. 1. (a) Autism spectrum disorder is a lifelong developmental disability that includes autistic disorder, Asperger's syndrome, and other pervasive developmental disorders, as described in the current version of the American Psychiatric Association's Diagnostic Statistical Manual of Mental Disorders. The disability is generally evident before three (3) years of age and significantly affects verbal, nonverbal, or pragmatic communication and social interaction skills and results in an adverse effect on the student's educational performance. Other characteristics often associated include the following:

(1) Engagement in:

- (A) repetitive activities; and
- (B) stereotyped movements.

(2) Resistance to:

- (A) environmental change; or
- (B) change in daily routines.

(3) Unusual responses to sensory experiences.

(b) Unless the characteristics of autism spectrum disorder are demonstrated to a greater degree than is normally attributed to these disabilities, autism spectrum disorder does not apply if a student's educational performance is adversely affected primarily by: (1) an emotional disability; (2) blindness or low vision; (3) deaf-blindness; or (4) a cognitive disability.

Although this is the general description of this eligibility category, it is important to understand that this condition will look different from one student to another. For example, one student may be hypersensitive to loud sounds while another student may react strongly to a smell that most would not notice. Repetitive behaviors may include particular hand movements for one student while it might manifest as a more complex set of routine events for another student. A student may be fully compliant when faced with a major change while becoming very anxious about something that may seem inconsequential. To complicate matters, sensitivities and behaviors often change for students as they mature.

Students with autism require different types and amount of assistance in the educational environment. A student may require minimal accommodations or may require support from an aide or assistant. It is the expectation that all school personnel who work with a given student with autism have the knowledge and skills necessary to appropriately respond to each student as an individual. Just memorizing the definition of autism is not enough.

511 IAC 7-42-6 Developing an individualized education program...

... (c) The CCC must also consider the following special factors when applicable:

- (1) Positive behavioral interventions and supports, and other strategies, to address any of the student's behaviors that impede the student's learning or the learning of others.
- (2) Any supports, under 511 IAC 7-35-2, necessary to provide public agency personnel with the knowledge and skills necessary to implement the student's IEP.

Each student with a disability must have a teacher of record identified. This licensed educator is responsible for providing support personnel with the information that they need in order to anticipate the needs of a student with a disability and respond appropriately when the student behaves in a way that requires a supportive response.

511 IAC 7-32-97 "Teacher of record" defined "Teacher of record" (TOR) is the single special education teacher to whom a student with a disability is assigned. The TOR shall:

- (4) Ensure the student's IEP is accessible to each of the: (A) student's teachers; (B) related services providers; and (C) other services providers...
- (5) Inform each teacher and provider of his or her specific responsibilities related to implementing the student's IEP.
- (6) Ensure that: (A) supplementary aids and services; (B) program modifications; and (C) supports for school personnel; are provided in accordance with each student's IEP.
- (7) Serve as a consultant and resource person to all other personnel providing services to the student.

There are many helpful links for additional information on autism including:

http://www.cdc.gov/nchddd/actearlv/pdf/parents_pdfs/AutismFactSheet.pdf
http://www.easterseals.com/site/DocServer/Autism_101_Fact_Sheet_1_3.pdf?docID=83363
http://www.autism-society.org/site/PageServer?pagename=about_home
http://www.ninds.nih.gov/disorders/autism/detail_autism.htm
<http://www.autism.com/autism/index.htm>



Plainfield Community School Corporation is an equal opportunity employer. The Corporation does not discriminate, deny benefits to, nor exclude anyone from participation on the basis of sex, race, national origin, age, religion, disability, or color of skin. The Plainfield Community School Corporation will fully comply with the provisions of the Americans with Disabilities Act of 1991 as amended.

FINANCIAL REPORT
PLAINFIELD COMMUNITY SCHOOL CORPORATION
4/30/2019

FUND	BEGINNING APPROPRIATION	2019 M.T.D. EXPENDITURE	2019 Y.T.D. EXPENDITURE	2018 Y.T.D. EXPENDED COMPARISON	APPROPRIATION BALANCE	APPROPRIATION % SPENT
Education Fund (0101)						
Payroll	\$24,612,365.00	\$1,791,815.28	\$8,131,091.47		\$16,481,273.53	
Other	<u>10,421,415.72</u>	<u>731,127.56</u>	<u>2,931,586.31</u>		<u>7,489,829.41</u>	
Sub-Total	\$35,033,780.72	\$2,522,942.84	11,062,677.78		\$23,971,102.94	31.58%
Transfer of Revenue to Operations Fund		\$760,215.44	2,544,541.34			
Re-Payment of TAW	<u>-</u>	<u>0.00</u>	<u>0.00</u>			
Total Education Fund	\$35,033,780.72	\$3,283,158.28	13,607,219.12		\$23,971,102.94	
Debt Service Fund (0200)	\$15,080,735.00	\$0.00	\$0.00	\$575.00	\$15,080,735.00	0.00%
Transfer of Revenue (to Tax Levy Fund)	-	0.00	0.00	0.00		
Re-Payment of TAW	<u>-</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		
Total Debt Service Fund	\$15,080,735.00	\$0.00	0.00	\$575.00		
Retire/Sevr. Fund (0250)	\$349,917.00	\$0.00	\$0.00	\$0.00	\$349,917.00	0.00%
Transfer of Revenue (to Tax Levy Fund)	-	0.00	0.00	0.00		
Transfer to(Rainy Day Fund, temp loan)		0.00	0.00	0.00		
Re-Payment of TAW	<u>-</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		
Total Retire/Sevr. Fund	\$349,917.00	\$0.00	0.00	\$0.00		
Operations Fund (0300)	\$12,786,250.63	\$914,347.72	\$4,449,243.95		\$8,337,006.68	34.80%
Transfer of Revenue (to Rainy Day Fund)	-	0.00	0.00			
Transfer of Revenue (Rainy Day Fund, temp loan)		0.00	0.00			
Transfer of Revenue to Education Fund		0.00	0.00			
Re-Payment of TAW	<u>-</u>	<u>0.00</u>	<u>0.00</u>			
Total Operations Fund	\$12,786,250.63	\$914,347.72	\$4,449,243.95			

FINANCIAL REPORT
PLAINFIELD COMMUNITY SCHOOL CORPORATION
4/30/2019

FUND	BEGINNING APPROPRIATION	2019 M.T.D EXPENDITURE	2019 Y.T.D. EXPENDITURE	2018 Y.T.D. EXPENDED COMPARISON	APPROPRIATION BALANCE	APPROPRIATION % SPENT
Rainy Day Fund	\$756,157.05	\$714.19	\$5,309.27	\$104,647.87	\$750,847.78	0.70%
Transfer of Revenue (temp loan)	-	0.00	0.00	0.00		
Total Rainy Day Fund	\$756,157.05	\$714.19	\$5,309.27	\$104,647.87		
Levy Excess		\$0.00	\$0.00	\$0.00		
School Lunch Fund		\$165,905.83	\$804,512.98	\$760,702.66		
Prepaid Balance		168,387.55	547,688.68	\$519,585.41		
Total School Lunch Fund		334,293.38	\$1,352,201.66	\$1,280,288.07		
Federal/State/ Local Grants		\$213,974.72	\$831,542.20	\$757,837.83		
Transfer of Revenue (Rainy Day Fund, temp loan)		0.00	56,411.04	79,716.68		
Total Federal/State/Local Grants	\$0.00	\$213,974.72	\$887,953.24	\$837,554.51		
Construction Fund		\$12,740.00	\$393,940.88	\$855,334.98		
Transfer of Revenue (Rainy Day Fund, temp loan)			0.00	0.00		
		\$12,740.00	\$393,940.88	\$855,334.98		

CASH BALANCE

(0101) Education Fund	\$5,182,010.91
(0200) Debt Service Fund	\$6,858,896.48
(0250) Retire/Sevr. Fund	\$185,819.07
(0300) Operations Fund	(\$377,790.12)
(0120) Levy Excess	\$0.00
School Lunch Fund	\$505,644.57
Federal/State/Local Grants	\$461,130.70
Clearing Accounts	\$0.00
Rainy Day Fund	\$807,258.82
Construction Fund	\$3,789,756.50
	<u>\$17,412,726.93</u>

Interest on Checking Account for Apr 2019- \$36,187.91

FINANCIAL REPORT
PLAINFIELD COMMUNITY SCHOOL CORPORATION
4/30/2019

INVESTMENTS
ALL FUNDS

Old National Bank	\$16,338,166.46	0.25%	OPERATING ACCOUNT
First Merchants, Superfund	\$ 1,042,676.49	0.13%	AS NEEDED
Trust Indiana	\$ 31,883.98	0.59%	AS NEEDED
Total All Funds Investments	\$17,412,726.93		

**SCHOOL LUNCH PROGRAM
FINANCIAL REPORT
4/30/2019**

BALANCE April 1, 2019 \$436,709.18

RECEIPTS

ADULTS AND STUDENT MEALS	\$173,800.80
STATE REIMBURSEMENT	0.00
FEDERAL REIMBURSEMENT	69,046.39
PREPAID ACCOUNTS (8400)	163,385.06
MISC. REBATES, DINNERS, CHANGE RETURNED	(3,003.48)

TOTAL RECEIPTS \$403,228.77

EXPENDITURES

FOOD AND PAPER COSTS	\$71,038.71
LABOR	86,362.00
CATERING	771.00
MAINTENANCE COSTS (Equipment)	6,456.02
FUND 8400	168,387.55
MISC: REFUNDS, CHANGE, PREPAID, OTHER	1,278.10

TOTAL EXPEND. \$334,293.38

BALANCE AS PER ACCOUNT \$505,644.57

PRE-PAID DEDUCTED FROM BALANCE \$117,110.97

ADJUSTED BALANCE FOR COMPARISON* \$388,533.60

OUTSTANDING BILLS** \$121,537.18

INVENTORY	
FOOD	20,890.33
NON-FOOD	16,280.04
GOVERNMENT COMM.	
ACTUAL COST	735.04

MARKET VALUE

TOTAL INVENTORY*** \$37,905.41

SCHOOL LUNCH PROGRAM STATUS 4/30/19 \$304,901.83

2018 COMPARISON

ADJUSTED BALANCE FOR COMPARISON* \$437,696.38

OUTSTANDING BILLS** 114,426.56

TOTAL INVENTORY*** 35,337.61

SCHOOL LUNCH PROGRAM STATUS 4/30/18 \$358,607.43

MAY CLAIMS 2019

50628-50892

CLASSIFICATION OF OBJECT ACCOUNTS ~ 2019

100 Salaries

- 110 Certified Salaries
- 115 Board Members
- 120 Non-Certified Salaries
- 131 Stipend
- 135 Temp Licensed Salaries (sub)
- 136 Temp Non-Licensed Salaries (sub)
- 140 Overtime Salaries

200 Employee Benefits

- 211 Social Security – Non-Certified
- 212 Social Security – Certified
- 214 Public Employee's Retirement Fund
- 215 Teacher Retirement Fund (hired prior to 7/1/95)
- 216 Teacher Retirement Fund (hired after 7/1/95)
- 221 Life Insurance
- 222 Health Insurance
- 224 Other Insurance
- 225 Workers Compensation
- 230 Unemployment Compensation
- 241 Other Employee Benefits

300 Purchased Professional & Technical Services

- 311 Instructional Services
- 312 Instructional Programs - Training
- 313 Pupil Services
- 314 Staff Services
- 318 Board of Education Services
- 319 Professional Services
- 350 Technical Services

400 Public or Private Utility Services

- 411 Water/Sewage
- 412 Removal of Refuse/Garbage
- 419 Other Public/Private Utility
- 431 Non-Tech Repairs/Maintenance
- 432 Tech Repairs/Maintenance
- 450 Construction Services

500 Other Purchased Services

- 510 Student Transportation Services
- 520 Insurance
- 525 Official Bond Premiums

500 Communications

- 530 Communications
- 540 Advertising
- 550 Printing/Binding
- 561 Transfer Tuition
- 580 Travel

600 General Supplies

- 611 Operational Supplies
- 612 Tire & Repairs
- 613 Gasoline & Lubricants
- 614 Food Purchases
- 621 Heating/Cooling – Electric
- 622 Heating/Cooling – Gas
- 623 Heating/Cooling – Fuel Oil
- 630 Textbooks
- 640 Library Books
- 650 Periodicals
- 655 Tech Related Supplies
- 660 Other Supplies & Materials

700 Property

- 710 Land & Improvements
- 715 Improvements-Other than Bldg.
- 730 Equipment – Under Threshold
- 731 Vehicles – Under Threshold
- 733 Furniture & Fixtures
- 735 Equipment – Over Threshold
- 741 Technology – Related Hardware
- 742 Technology – Software

800 Other Objects

- 810 Dues & Fees
- 832 Interest
- 871 Bank Service Charges
- 875 Awards
- 876 Refund of Revenue

900 Other Items

- 910 Transfers
- 920 Investments

Date	Brd	Voucher #	Vendor #	Vendor	Fnd Obj	Voucher Total	Check #	Bank #	Memorandum
04/12/2019	yes	00050630	888888	PAYROLL	0101 110	771,342.16	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	0101 110	758,089.65	0	001	PAYROLL
				** Object Total - 110 **	0101 110	1,529,431.81			
04/12/2019	yes	00050630	888888	PAYROLL	0101 120	87,493.05	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	0101 120	136,693.10	0	001	PAYROLL
				** Object Total - 120 **	0101 120	224,186.15			
04/12/2019	yes	00050630	888888	PAYROLL	0101 135	8,251.00	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	0101 135	20,196.32	0	001	PAYROLL
				** Object Total - 135 **	0101 135	28,447.32			
04/12/2019	yes	00050630	888888	PAYROLL	0101 136	2,287.50	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	0101 136	7,462.50	0	001	PAYROLL
				** Object Total - 136 **	0101 136	9,750.00			
04/12/2019	yes	00050637	7650	EFTPS	0101 211	6,203.34	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	0101 211	9,911.63	1	001	CFICA 04/26/2019
				** Object Total - 211 **	0101 211	16,114.97			
04/12/2019	yes	00050637	7650	EFTPS	0101 212	54,807.39	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	0101 212	55,236.66	1	001	CFICA 04/26/2019
				** Object Total - 212 **	0101 212	110,044.05			
04/12/2019	yes	00050639	54200	PUBLIC EMPLOYEES RETIRE	0101 214	12,071.48	1	001	PERF 04/12/2019
04/12/2019	yes	00050640	54200	PUBLIC EMPLOYEES RETIRE	0101 214	0.19	1	001	PERF 04/12/2019
04/26/2019	yes	00050690	54200	PUBLIC EMPLOYEES RETIRE	0101 214	18,886.25	1	001	PERF 04/26/2019
04/26/2019	yes	00050691	54200	PUBLIC EMPLOYEES RETIRE	0101 214	-0.13	1	001	PERF 04/26/2019
				** Object Total - 214 **	0101 214	30,957.79			
04/12/2019	yes	00050638	35700	INDIANA STATE TEACHERS'	0101 215	4,762.00	1	001	POST TRF 04/12/2019
04/26/2019	yes	00050689	35700	INDIANA STATE TEACHERS'	0101 215	4,376.27	1	001	EMP TRF 04/26/2019
				** Object Total - 215 **	0101 215	9,138.27			
04/12/2019	yes	00050638	35700	INDIANA STATE TEACHERS'	0101 216	64,318.39	1	001	POST TRF 04/12/2019
04/12/2019	yes	00050641	35700	INDIANA STATE TEACHERS'	0101 216	-0.09	1	001	TRF 04/12/2019
04/26/2019	yes	00050689	35700	INDIANA STATE TEACHERS'	0101 216	64,276.88	1	001	EMP TRF 04/26/2019
04/26/2019	yes	00050692	35700	INDIANA STATE TEACHERS'	0101 216	-0.06	1	001	TRF 04/26/2019
				** Object Total - 216 **	0101 216	128,595.12			
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	0101 221	2,245.22	74732	001	LTD 04/12/2019
				** Object Total - 221 **	0101 221	2,245.22			
04/26/2019	yes	00050697	3400	AMERICAN FIDELITY	0101 222	41.20	1	001	MONTHLY PREMIUMS
04/26/2019	yes	00050707	65400	TEXAS LIFE INSURANCE CO.	0101 222	-189.03	74730	001	MONTHLY PREMIUMS
04/26/2019	yes	00050708	14457	CENTRAL IN SCHOOL EMPLOYEES	0101 222	-9,282.96	74731	001	MONTHLY PREMIUMS
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	0101 222	186,192.56	74732	001	LTD 04/12/2019
				** Object Total - 222 **	0101 222	176,761.77			
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	0101 224	7,131.76	74732	001	LTD 04/12/2019

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** Object Total - 224 **					0101 224	7,131.76			
04/26/2019	yes	00050710	45125	MET LIFE RESOURCES	0101 241	58,870.19	74733	001	401A 04/12/2019
** Object Total - 241 **					0101 241	58,870.19			
04/12/2019	yes	00050643	892136	AINSLEY KEEP	0101 311	7.13	74686	001	LIFEGUARD
04/12/2019	yes	00050645	892430	BRADEN STRANGE	0101 311	7.13	74688	001	LIFEGUARD
04/12/2019	yes	00050647	892431	BRYAN LECRONE	0101 311	7.13	74690	001	LIFEGUARD
04/12/2019	yes	00050648	892088	CORBIN FRIEDMAN	0101 311	7.13	74691	001	LIFEGUARD
04/12/2019	yes	00050661	892412	MORGAN SCOTT	0101 311	14.25	74704	001	LIFEGUARD
04/12/2019	yes	00050667	892132	SARAN LAROCHE	0101 311	14.25	74710	001	LIFEGUARD
05/03/2019	yes	00050728	892136	AINSLEY KEEP	0101 311	35.65	74749	001	INSTRUCTIONAL SERVICES
05/03/2019	yes	00050732	892440	MIKAYLAH ALEXANDER	0101 311	14.26	74753	001	INSTRUCTIONAL SERVICES
05/03/2019	yes	00050735	892132	SARAN LAROCHE	0101 311	64.17	74756	001	INSTRUCTIONAL SERVICES
05/09/2019		00050764	60292	CYNTHIA M. SHELTON	0101 311	425.00	74785	001	SERVICES
** Object Total - 311 **					0101 311	596.10			
05/09/2019		00050740	892396	ALEXIS BONE	0101 313	2,055.00	74761	001	SERVICES
05/09/2019		00050789	31299	HENDRICKS REGIONAL HEALTH	0101 313	5,388.50	74812	001	SERVICES
05/09/2019		00050814	52411	JULIE PITCOCK	0101 313	7,530.00	74837	001	SERVICES
05/09/2019		00050830	891173	MIDWEST CTR FOR YOUTH & FAMI	0101 313	1,065.68	74854	001	SERVICES
05/09/2019		00050876	891823	THERACARE INC	0101 313	3,994.25	74901	001	SERVICES
05/09/2019		00050892	891841	WYNDHAM PSYCHOLOGY LLC	0101 313	6,600.00	74918	001	SERVICES
** Object Total - 313 **					0101 313	26,633.43			
04/12/2019	yes	00050645	892430	BRADEN STRANGE	0101 319	9.50	74688	001	LIFEGUARD
** Object Total - 319 **					0101 319	9.50			
05/09/2019		00050779	890643	FIVE STAR TECHNOLOGY SOLUTIO	0101 350	15,000.00	74802	001	TECHNICAL SERVICES
** Object Total - 350 **					0101 350	15,000.00			
05/09/2019		00050826	890416	MATRIX INTEGRATION	0101 432	976.00	74850	001	TECHNOLOGY RELATED REPAIRS
** Object Total - 432 **					0101 432	976.00			
05/03/2019	yes	00050730	890251	DMS	0101 530	853.85	74751	001	POSTAGE/SERVICES
05/03/2019	yes	00050737	889794	VERIZON WIRELESS	0101 530	162.16	74758	001	TELEPHONES
05/09/2019		00050823	890815	LIGHTBOUND	0101 530	4,810.56	74847	001	COMMUNICATIONS
** Object Total - 530 **					0101 530	5,826.57			
05/09/2019		00050752	889440	BROWNSBURG COMMUNITY SCH COR	0101 561	83,659.41	74773	001	TUITION/EQUIPMENT
05/09/2019		00050775	889804	ESEC	0101 561	6,000.00	74798	001	TUITION
05/09/2019		00050845	52490	PJ'S COLLEGE OF COSTMLGY	0101 561	9,000.00	74870	001	TUITION
05/09/2019		00050886	891697	VINCENNES UNIVERSITY	0101 561	4,500.00	74912	001	TUITION
05/09/2019		00050887	891963	VINCENNES UNIVERSITY	0101 561	690.48	74913	001	TUITION
05/09/2019		00050888	68120	VINCENNES UNIVERSITY	0101 561	4,329.00	74914	001	TUITION
** Object Total - 561 **					0101 561	108,178.89			
04/19/2019	yes	00050676	891095	MEL SIEFERT	0101 580	232.27	74720	001	TRAVEL
** Object Total - 580 **					0101 580	232.27			

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04/19/2019	yes	00050670	2926	SYNCHRONY BANK/AMAZON	0101 611	1,462.09	74713	001	SUPPLIES
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	0101 611	519.13	74716	001	SUPPLIES
05/09/2019		00050750	10700	BOYCE FORMS/SYSTEMS	0101 611	284.62	74771	001	SUPPLIES
05/09/2019		00050757	890414	CELEBRATE PLANET EARTH	0101 611	57.80	74778	001	SUPPLIES
05/09/2019		00050769	20300	DEMCO INC	0101 611	65.76	74792	001	SUPPLIES
05/09/2019		00050781	25675	FLINN SCIENTIFIC	0101 611	58.45	74804	001	SUMMER SCHOOL SUPPLIES
05/09/2019		00050783	891721	FUN EXPRESS LLC	0101 611	47.30	74806	001	GRADUATION SUPPLIES
05/09/2019		00050811	37350	J.W. PEPPER	0101 611	116.50	74834	001	SUPPLIES
05/09/2019		00050819	40200	LAKESHORE LEARNING MAT.	0101 611	164.41	74843	001	SUPPLIES
05/09/2019		00050838	889856	OFFICE DEPOT	0101 611	854.86	74862	001	SUPPLIES
05/09/2019		00050842	51725	PELLETS INC.	0101 611	30.25	74866	001	FEES/SUPPLIES
05/09/2019		00050848	52825	PLAINFIELD SCHOOL CAFE.	0101 611	282.05	74873	001	SUPPLIES
05/09/2019		00050851	891103	PROJECT LEAD THE WAY INC	0101 611	1,075.00	74876	001	SUPPLIES
05/09/2019		00050853	54600	QUILL CORPORATION	0101 611	248.31	74878	001	LIBRARY SUPPLIES
05/09/2019		00050859	891715	SAFE VISITOR SOLUTIONS	0101 611	173.50	74884	001	SUPPLIES
05/09/2019		00050862	58810	SCHOOL SPECIALTY INC	0101 611	346.22	74887	001	SUPPLIES
05/09/2019		00050870	63300	STARKEN PRINTING CO	0101 611	256.00	74895	001	SUPPLIES
05/09/2019		00050872	65025	TEACHER DIRECT	0101 611	445.86	74897	001	SUPPLIES
				** Object Total - 611 **	0101 611	6,488.11			
05/09/2019		00050746	7700	BARNES & NOBLE INC.	0101 640	88.36	74767	001	LIBRARY BOOKS
05/09/2019		00050782	891240	FOLLETT SCHOOL SOLUTIONS INC	0101 640	8,930.65	74805	001	LIBRARY BOOKS
				** Object Total - 640 **	0101 640	9,019.01			
04/19/2019	yes	00050670	2926	SYNCHRONY BANK/AMAZON	0101 655	152.58	74713	001	SUPPLIES
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	0101 655	748.25	74716	001	SUPPLIES
05/09/2019		00050755	890190	CARTRIDGE WORLD	0101 655	1,120.00	74776	001	OTHER TECHNOLOGY HARDWARE
05/09/2019		00050756	14220	CDW GOVERNMENT INC	0101 655	104.13	74777	001	SOFTWARE
05/09/2019		00050864	891105	SHARP BUSINESS SYSTEMS	0101 655	2,772.00	74889	001	SUPPLIES
				** Object Total - 655 **	0101 655	4,896.96			
04/19/2019	yes	00050670	2926	SYNCHRONY BANK/AMAZON	0101 660	1,087.06	74713	001	SUPPLIES
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	0101 660	557.83	74716	001	SUPPLIES
05/09/2019		00050754	13400	CAROLINA BIOLOGICAL CO.	0101 660	160.60	74775	001	FEES
05/09/2019		00050770	9900	BLICK ART MATERIALS	0101 660	1,969.94	74793	001	SUPPLIES
05/09/2019		00050807	891023	INSECT LORE	0101 660	118.73	74830	001	SUPPLIES
05/09/2019		00050842	51725	PELLETS INC.	0101 660	114.75	74866	001	FEES/SUPPLIES
05/09/2019		00050851	891103	PROJECT LEAD THE WAY INC	0101 660	2,234.00	74876	001	SUPPLIES
05/09/2019		00050856	891931	RHODE ISLAND NOVELTY	0101 660	102.00	74881	001	SUPPLIES
05/09/2019		00050857	892405	ROBOTSHOP INC	0101 660	25.10	74882	001	MATERIALS
05/09/2019		00050861	58801	SCHOOL MATE	0101 660	1,960.00	74886	001	FEES
05/09/2019		00050879	891251	TREETOP PUBLISHING/BARE BOOK	0101 660	1,111.53	74904	001	FEES
				** Object Total - 660 **	0101 660	9,441.54			
05/09/2019		00050767	20245	DELL MARKETING L.P.	0101 741	74,170.08	74790	001	INSTR TECHNOLOGY HARDWARE
05/09/2019		00050822	891010	LENOVO	0101 741	47,120.00	74846	001	INST TECHNOLOGY HARDWARE
				** Object Total - 741 **	0101 741	121,290.08			
05/09/2019		00050751	890230	BRAINPOP	0101 742	10,885.50	74772	001	INSTRUCTIONAL SOFTWARE

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05/09/2019		00050766	892433	DEFINED LEARNING LLC	0101 742	50,000.00	74789	001	INSTRUCTIONAL SOFTWARE
05/09/2019		00050772	891088	EDMENTUM INC	0101 742	10,878.63	74795	001	SOFTWARE-HS
05/09/2019		00050821	55105	LEARNING A-Z	0101 742	16,513.00	74845	001	INSTRUCTIONAL SOFTWARE
05/09/2019		00050859	891715	SAFE VISITOR SOLUTIONS	0101 742	2,345.00	74884	001	SUPPLIES
05/09/2019		00050874	892207	TEXTHELP	0101 742	5,400.00	74899	001	INSTRUCTIONAL SOFTWARE
05/09/2019		00050877	891288	TIERNAY BROTHERS INC	0101 742	399.00	74902	001	INSTRUCTIONAL SOFTWARE
				** Object Total - 742 **	0101 742	96,421.13			
05/09/2019		00050798	33875	IASBO	0101 810	135.00	74821	001	REGISTRATION
				** Object Total - 810 **	0101 810	135.00			
04/30/2019	yes	00050725	52800	PLAINFIELD COMM. SCHOOL	0101 910	290,512.52	74748	001	TRF FROM ED TO OPS FUND APR 19
				** Object Total - 910 **	0101 910	290,512.52			
05/09/2019		00050880	66981	U.S. BANK	0200 810	625.00	74905	001	DUES & FEES
				** Object Total - 810 **	0200 810	625.00			
04/12/2019	yes	00050630	888888	PAYROLL	0300 110	22,696.56	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	0300 110	22,696.56	0	001	PAYROLL
				** Object Total - 110 **	0300 110	45,393.12			
04/12/2019	yes	00050630	888888	PAYROLL	0300 115	384.60	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	0300 115	1,254.60	0	001	PAYROLL
				** Object Total - 115 **	0300 115	1,639.20			
04/12/2019	yes	00050630	888888	PAYROLL	0300 120	138,048.48	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	0300 120	139,567.53	0	001	PAYROLL
				** Object Total - 120 **	0300 120	277,616.01			
04/12/2019	yes	00050630	888888	PAYROLL	0300 136	5,375.18	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	0300 136	11,732.76	0	001	PAYROLL
				** Object Total - 136 **	0300 136	17,107.94			
04/26/2019	yes	00050681	888888	PAYROLL	0300 140	176.58	0	001	PAYROLL
				** Object Total - 140 **	0300 140	176.58			
04/12/2019	yes	00050637	7650	EFTPS	0300 211	10,009.92	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	0300 211	10,699.78	1	001	CFICA 04/26/2019
				** Object Total - 211 **	0300 211	20,709.70			
04/12/2019	yes	00050637	7650	EFTPS	0300 212	1,547.35	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	0300 212	1,547.35	1	001	CFICA 04/26/2019
				** Object Total - 212 **	0300 212	3,094.70			
04/12/2019	yes	00050639	54200	PUBLIC EMPLOYEES RETIRE	0300 214	19,742.31	1	001	PERF 04/12/2019
04/26/2019	yes	00050690	54200	PUBLIC EMPLOYEES RETIRE	0300 214	20,328.50	1	001	PERF 04/26/2019
				** Object Total - 214 **	0300 214	40,070.81			
04/12/2019	yes	00050638	35700	INDIANA STATE TEACHERS'	0300 216	2,383.16	1	001	POST TRF 04/12/2019
04/26/2019	yes	00050689	35700	INDIANA STATE TEACHERS'	0300 216	2,383.16	1	001	EMP TRF 04/26/2019

05/03/2019 1:09:01 Account Types: **ALL** User: *ALL* Plainfield Community School Corp Accounts Payable Voucher Register - By Object Bank: **ALL** Date Range: 04/01/2019 - 05/09/2019 Vouchers: **ALL** Between Board: Included ge: 5 farvcho0.pG004

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** Object Total - 216 **					0300 216	4,766.32			
04/08/2019	yes	00050628	52800	PLAINFIELD COMM. SCHOOL	0300 221	0.23	1	001	CORRECT VOUCHER #50450
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	0300 221	408.58	74732	001	LTD 04/12/2019
** Object Total - 221 **					0300 221	408.81			
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	0300 222	50,506.05	74732	001	LTD 04/12/2019
** Object Total - 222 **					0300 222	50,506.05			
04/08/2019	yes	00050628	52800	PLAINFIELD COMM. SCHOOL	0300 224	0.47	1	001	CORRECT VOUCHER #50450
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	0300 224	1,319.08	74732	001	LTD 04/12/2019
** Object Total - 224 **					0300 224	1,319.55			
04/26/2019	yes	00050710	45125	MET LIFE RESOURCES	0300 241	2,191.74	74733	001	401A 04/12/2019
** Object Total - 241 **					0300 241	2,191.74			
05/09/2019		00050798	33875	IASBO	0300 312	980.00	74821	001	REGISTRATION
05/09/2019		00050810	892332	ISBA	0300 312	70.00	74833	001	REGISTRATION
** Object Total - 312 **					0300 312	1,050.00			
05/03/2019	yes	00050730	890251	DMS	0300 319	241.20	74751	001	POSTAGE/SERVICES
05/09/2019		00050741	2450	ALLIANCE ENVIRONMENTAL GROUP	0300 319	375.00	74762	001	SERVICES
05/09/2019		00050763	891492	CSO ARCHITECTS	0300 319	123,806.82	74784	001	SERVICES
05/09/2019		00050790	31350	HENDRICKS OCCUPATIONAL MEDIC	0300 319	771.00	74813	001	SERVICES
05/09/2019		00050799	34000	ICE MILLER LLP	0300 319	1,995.00	74822	001	SERVICES
05/09/2019		00050837	892388	OFF DUTY MANAGEMENT INC	0300 319	11,776.25	74861	001	SERVICES
** Object Total - 319 **					0300 319	138,965.27			
05/09/2019		00050808	891845	INTEGRITY ONE TECHNOLOGIES	0300 350	175.00	74831	001	SERVICES
05/09/2019		00050858	891946	ROEING CORPORATION	0300 350	3,750.00	74883	001	TECHNICAL SERVICES
** Object Total - 350 **					0300 350	3,925.00			
05/03/2019	yes	00050736	66500	TOWN OF PLAINFIELD	0300 411	13,991.49	74757	001	WATER/SEWER
** Object Total - 411 **					0300 411	13,991.49			
04/12/2019	yes	00050665	55100	RAY'S TRASH SERVICE	0300 412	1,851.21	74708	001	REFUSE/GARBAGE REMOVAL
05/03/2019	yes	00050733	55100	RAY'S TRASH SERVICE	0300 412	181.00	74754	001	RENTAL OF EQUIPMENT
** Object Total - 412 **					0300 412	2,032.21			
04/19/2019	yes	00050671	890687	BARRY OSBORNE	0300 431	206.33	74714	001	REPAIR/MAINTENANCE
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	0300 431	872.35	74716	001	SUPPLIES
04/26/2019	yes	00050713	66090	HIRAM J. HASH & SONS	0300 431	219.10	74737	001	REPAIR/MAINTENANCE
05/09/2019		00050739	889635	AIRWORX	0300 431	180.00	74760	001	REPAIR/MAINTENANCE
05/09/2019		00050745	890707	AUTOMATIC SUPPLY	0300 431	208.88	74766	001	REPAIR/MAINTENANCE
05/09/2019		00050747	889963	BASSETT SERVICES INC	0300 431	1,101.00	74768	001	REPAIR/MAINTENANCE
05/09/2019		00050749	892435	BLOOD HOUND	0300 431	500.00	74770	001	REPAIR/MAINTENANCE
05/09/2019		00050753	889606	C-CAT INCORPORATED	0300 431	1,617.00	74774	001	REPAIR/MAINTENANCE
05/09/2019		00050762	16697	COMMERCIAL SEWER CLEANING	0300 431	1,032.00	74783	001	REPAIR/MAINTENANCE
05/09/2019		00050768	20260	DELTA WATER GROUP	0300 431	740.00	74791	001	REPAIR/MAINTENANCE
05/09/2019		00050773	890415	EDWARDS EQUIPMENT CO INC	0300 431	1,499.57	74796	001	REPAIR/MAINTENANCE

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05/09/2019		00050774	889600	ELECTRO PAINTING AND	0300 431	2,930.00	74797	001	SERVICES
05/09/2019		00050778	892062	FISH WINDOW CLEANING	0300 431	593.00	74801	001	CLEANING SERVICES
05/09/2019		00050780	891849	FLEXPAC	0300 431	281.96	74803	001	SUPPLIES
05/09/2019		00050786	28534	GREENDELL MULCH & MIX	0300 431	186.80	74809	001	REPAIR/MAINTENANCE
05/09/2019		00050787	891004	GRUNAU COMPANY	0300 431	1,327.00	74810	001	REPAIR/MAINTENANCE
05/09/2019		00050793	891136	HERITAGE-CRYSTAL CLEAN LLC	0300 431	662.05	74816	001	REPAIR/MAINTENANCE
05/09/2019		00050796	32400	HOLZKNECHT ENTERPRISES	0300 431	3,815.00	74819	001	REPAIR/MAINTENANCE
05/09/2019		00050802	20320	DEPT OF HOMELAND SECURITY	0300 431	100.00	74825	001	REPAIR/MAINTENANCE
05/09/2019		00050805	892399	INDIANAPOLIS FLOOR COATINGS	0300 431	800.00	74828	001	MAINTENANCE
05/09/2019		00050815	29650	K K HALL	0300 431	795.00	74838	001	SERVICES
05/09/2019		00050828	892357	MICHAEL WHITE	0300 431	599.50	74852	001	REPAIR/MAINTENANCE
05/09/2019		00050829	45980	MID AMERICA ELEVATOR CO.	0300 431	127.63	74853	001	REPAIR/MAINTENANCE
05/09/2019		00050832	890735	MOISTURE MANAGEMENT	0300 431	1,546.46	74856	001	REPAIR/MAINTENANCE
05/09/2019		00050833	892050	MOSQUITO JOE	0300 431	149.00	74857	001	SERVICES
05/09/2019		00050835	891245	NORTH MECHANICAL SERVICES IN	0300 431	498.54	74859	001	REPAIR/MAINTENANCE
05/09/2019		00050839	50550	OVERHEAD DOOR COMPANY	0300 431	417.47	74863	001	REPAIR/MAINTENANCE
05/09/2019		00050840	889640	P & P GOLF CARS LLC	0300 431	1,662.72	74864	001	REPAIR/MAINTENANCE
05/09/2019		00050846	52850	PLAINFIELD EQUIPMENT	0300 431	187.53	74871	001	SUPPLIES
05/09/2019		00050854	891179	R & M ELECTRIC INC	0300 431	122.85	74879	001	REPAIR/MAINTENANCE
05/09/2019		00050855	55290	REECE SEAL COATING INC.	0300 431	4,725.00	74880	001	REPAIR/MAINTENANCE
05/09/2019		00050867	61275	SMITH SCAPE LANDSCAPING	0300 431	3,200.00	74892	001	SERVICES
05/09/2019		00050873	891308	TECH ELECTRONICS	0300 431	720.00	74898	001	REPAIR/MAINTENANCE
05/09/2019		00050875	890670	THE HARDWARE STORE	0300 431	134.44	74900	001	REPAIR/MAINTENANCE
05/09/2019		00050889	50700	PAIGE'S MUSIC	0300 431	260.45	74915	001	REPAIR/MAINTENANCE
05/09/2019		00050890	889992	WATER IN MOTION LLC	0300 431	2,520.66	74916	001	REPAIR/MAINTENANCE
				** Object Total - 431 **	0300 431	36,539.29			
04/12/2019	yes	00050665	55100	RAY'S TRASH SERVICE	0300 442	200.00	74708	001	REFUSE/GARBAGE REMOVAL
04/12/2019	yes	00050666	889491	RYDER TRANSPORTATION SERVICE	0300 442	902.00	74709	001	RENTAL
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	0300 442	1,166.78	74716	001	SUPPLIES
04/19/2019	yes	00050679	34091	RICOH USA INC	0300 442	821.19	74723	001	RENTAL
04/26/2019	yes	00050720	34091	RICOH USA INC	0300 442	1,515.69	74744	001	RENTAL
04/26/2019	yes	00050721	889491	RYDER TRANSPORTATION SERVICE	0300 442	1,407.85	74745	001	RENTAL
05/03/2019	yes	00050729	892143	CROSSROADS BANK	0300 442	1,193.88	74750	001	RENTALS
05/03/2019	yes	00050733	55100	RAY'S TRASH SERVICE	0300 442	945.00	74754	001	RENTAL OF EQUIPMENT
05/03/2019	yes	00050734	34091	RICOH USA INC	0300 442	2,160.75	74755	001	RENTAL
05/09/2019		00050739	889635	AIRWORX	0300 442	1,387.91	74760	001	REPAIR/MAINTENANCE
05/09/2019		00050864	891105	SHARP BUSINESS SYSTEMS	0300 442	1,254.94	74889	001	SUPPLIES
				** Object Total - 442 **	0300 442	12,955.99			
04/26/2019	yes	00050712	15660	CINTAS LOCATION LOC G65	0300 444	74.51	74736	001	UNIFORMS
05/09/2019		00050758	15660	CINTAS LOCATION LOC G65	0300 444	256.44	74779	001	UNIFORMS
				** Object Total - 444 **	0300 444	330.95			
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	0300 530	26.00	74716	001	SUPPLIES
05/03/2019	yes	00050730	890251	DMS	0300 530	260.83	74751	001	POSTAGE/SERVICES
05/03/2019	yes	00050737	889794	VERIZON WIRELESS	0300 530	850.10	74758	001	TELEPHONES
05/09/2019		00050823	890815	LIGHTBOUND	0300 530	1,603.52	74847	001	COMMUNICATIONS
				** Object Total - 530 **	0300 530	2,740.45			

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04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	0300 580	1,114.74	74716	001	SUPPLIES
04/19/2019	yes	00050673	891892	KATHLEEN CHAMNESS	0300 580	1,042.70	74717	001	3/29-4/1/19
04/19/2019	yes	00050675	892416	LORI ARNETT	0300 580	54.28	74719	001	TRAVEL
04/26/2019	yes	00050715	69475	JO WILLOUGHBY	0300 580	27.33	74739	001	TRAVEL
04/26/2019	yes	00050718	890456	LACHELLE ACTON	0300 580	24.72	74742	001	TRAVEL
05/03/2019	yes	00050731	892376	STATE OF INDIANA	0300 580	150.00	74752	001	REGISTRATION
				** Object Total - 580 **	0300 580	2,413.77			
04/12/2019	yes	00050668	892382	BREAD BASKET CAFE & BAKERY	0300 611	500.00	74711	001	SUPPLIES
04/12/2019	yes	00050669	889051	EDWARDS CATERING	0300 611	3,437.50	74712	001	SUPPLIES
04/19/2019	yes	00050670	2926	SYNCHRONY BANK/AMAZON	0300 611	67.78	74713	001	SUPPLIES
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	0300 611	5,001.78	74716	001	SUPPLIES
04/19/2019	yes	00050674	892434	KEVIN ROBBINS	0300 611	40.28	74718	001	SUPPLIES
04/19/2019	yes	00050678	890675	O'REILLY AUTO PARTS	0300 611	129.19	74722	001	SUPPLIES
04/19/2019	yes	00050680	891973	SPECTRUM PRINT & MARKETING	0300 611	1,993.54	74724	001	SUPPLIES
05/09/2019		00050742	891503	ALLIED WHOLESALE ELECTRICAL	0300 611	993.78	74763	001	REPAIR/MAINTENANCE
05/09/2019		00050744	890225	AMERICAN BUS AND ACCESSORIES	0300 611	747.49	74765	001	SUPPLIES
05/09/2019		00050748	891226	BEST PLUMBING SPECIALTIES IN	0300 611	2,271.30	74769	001	REPAIR/MAINTENANCE
05/09/2019		00050758	15660	CINTAS LOCATION LOC G65	0300 611	69.24	74779	001	UNIFORMS
05/09/2019		00050760	892293	COCA COLA BOTTLING	0300 611	288.75	74781	001	FOOD
05/09/2019		00050776	33200	HP PRODUCTS	0300 611	4,876.61	74799	001	SUPPLIES
05/09/2019		00050780	891849	FLEXPAC	0300 611	2,969.35	74803	001	SUPPLIES
05/09/2019		00050785	889486	GRAYBAR ELECTRIC COMPANY	0300 611	38.00	74808	001	SUPPLIES
05/09/2019		00050800	34490	IN CHAMBER OF COMMERCE	0300 611	787.41	74823	001	SUPPLIES
05/09/2019		00050806	891051	INDY STEPSAVER INC	0300 611	569.08	74829	001	SUPPLIES
05/09/2019		00050809	889257	INTERSTATE ALL BATTERY CENTE	0300 611	401.96	74832	001	SUPPLIES
05/09/2019		00050812	29645	JOHN HALL CONSTRUCTION	0300 611	2,122.00	74835	001	REPAIR/MAINTENANCE
05/09/2019		00050818	891435	LAFORCE	0300 611	410.16	74842	001	REPAIR/MAINTENANCE
05/09/2019		00050824	42285	LOWE'S COMPANIES INC.	0300 611	1,320.77	74848	001	SUPPLIES
05/09/2019		00050825	891138	M & M TRUCK AND BUS LLC	0300 611	5,078.38	74849	001	SUPPLIES
05/09/2019		00050831	53300	MITCH'S INCREDIBLE	0300 611	221.28	74855	001	SUPPLIES
05/09/2019		00050836	890675	O'REILLY AUTO PARTS	0300 611	36.82	74860	001	SUPPLIES
05/09/2019		00050838	889856	OFFICE DEPOT	0300 611	527.34	74862	001	SUPPLIES
05/09/2019		00050841	889852	KENWORTH OF INDIANAPOLIS	0300 611	110.40	74865	001	SUPPLIES
05/09/2019		00050844	52375	PIONEER MANUFACTURING CO	0300 611	275.45	74869	001	REPAIR/MAINTENANCE
05/09/2019		00050846	52850	PLAINFIELD EQUIPMENT	0300 611	568.03	74871	001	SUPPLIES
05/09/2019		00050847	52940	PLAINFIELD FLORIST	0300 611	449.95	74872	001	SUPPLIES
05/09/2019		00050848	52825	PLAINFIELD SCHOOL CAFE.	0300 611	449.23	74873	001	SUPPLIES
05/09/2019		00050849	891022	PLUMBMASTER INC	0300 611	455.40	74874	001	REPAIR/MAINTENANCE
05/09/2019		00050868	891627	SOUTHERN ROCK DELI	0300 611	6,844.35	74893	001	SUPPLIES
05/09/2019		00050869	62400	SPEAR CORPORATION	0300 611	4,867.50	74894	001	REPAIR/MAINTENANCE
05/09/2019		00050871	891346	STERNBERGS	0300 611	789.54	74896	001	SUPPLIES
05/09/2019		00050875	890670	THE HARDWARE STORE	0300 611	322.12	74900	001	REPAIR/MAINTENANCE
05/09/2019		00050883	889435	UTTERBACK SUPPLY	0300 611	28.55	74909	001	SUPPLIES
05/09/2019		00050885	67900	VANS ELECTRICAL SYSTEMS	0300 611	37.58	74911	001	SUPPLIES
				** Object Total - 611 **	0300 611	50,097.89			
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	0300 613	369.33	74716	001	SUPPLIES
04/26/2019	yes	00050722	892040	SUPERFLEET MASTERCARD PROGRA	0300 613	60.01	74746	001	FUEL

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05/09/2019		00050743	892211	AMALGAMATED INC	0300 613	1,472.81	74764	001	GAS & LUBRICANTS
05/09/2019		00050759	46050	CO-ALLIANCE LLP	0300 613	1,234.56	74780	001	FUEL
05/09/2019		00050797	889777	HP OIL COMPANY	0300 613	393.67	74820	001	GAS & LUBRICANTS
				** Object Total - 613 **	0300 613	3,530.38			
04/26/2019	yes	00050711	891552	CIMA ENERGY LTD	0300 622	16,011.82	74735	001	GAS
04/26/2019	yes	00050723	68101	VECTREN ENERGY DELIVERY	0300 622	1,514.70	74747	001	GAS
				** Object Total - 622 **	0300 622	17,526.52			
04/12/2019	yes	00050650	54300	DUKE ENERGY	0300 625	73,786.51	74693	001	ELECTRIC
04/12/2019	yes	00050653	31355	HENDRICKS POWER	0300 625	3,891.64	74696	001	ELECTRIC
				** Object Total - 625 **	0300 625	77,678.15			
05/09/2019		00050791	890983	HERFF JONES	0300 660	121.83	74814	001	FEES
05/09/2019		00050792	891664	HERFF JONES LLC	0300 660	4,608.08	74815	001	GRADUATION SUPPLIES
				** Object Total - 660 **	0300 660	4,729.91			
04/19/2019	yes	00050670	2926	SYNCHRONY BANK/AMAZON	0300 730	2,127.94	74713	001	SUPPLIES
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	0300 730	1,753.99	74716	001	SUPPLIES
05/09/2019		00050752	889440	BROWNSBURG COMMUNITY SCH COR	0300 730	3,271.92	74773	001	TUITON/EQUIPMENT
05/09/2019		00050780	891849	FLEXPAC	0300 730	3,424.94	74803	001	SUPPLIES
05/09/2019		00050846	52850	PLAINFIELD EQUIPMENT	0300 730	404.96	74871	001	SUPPLIES
05/09/2019		00050850	891101	PRESIDIO NETWORKED SOLUTIONS	0300 730	3,107.50	74875	001	EQUIPMENT
				** Object Total - 730 **	0300 730	14,091.25			
04/19/2019	yes	00050670	2926	SYNCHRONY BANK/AMAZON	0300 733	481.20	74713	001	SUPPLIES
05/09/2019		00050777	891897	FIREFLY COMPUTERS	0300 733	19,215.00	74800	001	FURNITURE
05/09/2019		00050827	892252	MAX-ABILITY INC	0300 733	2,295.00	74851	001	EQUIPMENT
05/09/2019		00050878	892428	TREE TOP PRODUCTS	0300 733	969.98	74903	001	EQUIPMENT/FURNITURE
				** Object Total - 733 **	0300 733	22,961.18			
05/09/2019		00050780	891849	FLEXPAC	0300 735	13,600.00	74803	001	SUPPLIES
05/09/2019		00050846	52850	PLAINFIELD EQUIPMENT	0300 735	9,749.20	74871	001	SUPPLIES
				** Object Total - 735 **	0300 735	23,349.20			
05/09/2019		00050817	891947	KRONOS INC	0300 742	291.20	74841	001	SOFTWARE
05/09/2019		00050864	891105	SHARP BUSINESS SYSTEMS	0300 742	7,839.99	74889	001	SUPPLIES
				** Object Total - 742 **	0300 742	8,131.19			
05/09/2019		00050788	59125	HENDRICKS CO. TREAS	0300 810	2,500.00	74811	001	DUES AND FEES
05/09/2019		00050801	889477	IN DEPT OF ENVIRONMENTAL MGT	0300 810	180.00	74824	001	DUES & FEES
				** Object Total - 810 **	0300 810	2,680.00			
04/10/2019	yes	00050629	890942	MAGIC-WRIGHTER	0300 871	2.50	1	001	E`FUNDS FESS - MAR 2019
04/29/2019	yes	00050724	890503	OLD NATIONAL BANK	0300 871	136.06	1	001	DEPOSIT SLIPS - FOOD SERV
04/30/2019	yes	00050726	890503	OLD NATIONAL BANK	0300 871	481.57	1	001	APRIL 2019 ACCT ANANLYSIS FEE
				** Object Total - 871 **	0300 871	620.13			
04/08/2019	yes	00050628	52800	PLAINFIELD COMM. SCHOOL	0410 221	-0.23	1	001	CORRECT VOUCHER #50450
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	0410 221	0.48	74732	001	LTD 04/12/2019

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** Object Total - 221 **					0410 221	0.25			
04/08/2019	yes	00050628	52800	PLAINFIELD COMM. SCHOOL	0410 224	-0.47	1	001	CORRECT VOUCHER #50450
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	0410 224	0.98	74732	001	LTD 04/12/2019
** Object Total - 224 **					0410 224	0.51			
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	0610 312	40.00	74716	001	SUPPLIES
05/09/2019		00050852	892422	QPR INSTITUTE	0610 312	990.00	74877	001	REGISTRATION
05/09/2019		00050881	892410	UNIVERSITY OF SAINT FRANCIS	0610 312	60.00	74906	001	REGISTRATION
** Object Total - 312 **					0610 312	1,090.00			
05/09/2019		00050799	34000	ICE MILLER LLP	0770 319	2,887.50	74822	001	SERVICES
** Object Total - 319 **					0770 319	2,887.50			
05/09/2019		00050854	891179	R & M ELECTRIC INC	0770 431	9,993.13	74879	001	REPAIR/MAINTENANCE
** Object Total - 431 **					0770 431	9,993.13			
05/09/2019		00050813	890182	JOHNSON CONTROLS INC	0770 742	13,254.81	74836	001	SOFTWARE
** Object Total - 742 **					0770 742	13,254.81			
04/12/2019	yes	00050630	888888	PAYROLL	0800 120	24,132.36	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	0800 120	41,885.94	0	001	PAYROLL
** Object Total - 120 **					0800 120	66,018.30			
04/12/2019	yes	00050637	7650	EFTPS	0800 211	1,735.41	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	0800 211	3,093.56	1	001	CFICA 04/26/2019
** Object Total - 211 **					0800 211	4,828.97			
04/12/2019	yes	00050639	54200	PUBLIC EMPLOYEES RETIRE	0800 214	3,181.94	1	001	PERF 04/12/2019
04/26/2019	yes	00050690	54200	PUBLIC EMPLOYEES RETIRE	0800 214	5,364.23	1	001	PERF 04/26/2019
** Object Total - 214 **					0800 214	8,546.17			
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	0800 221	39.22	74732	001	LTD 04/12/2019
** Object Total - 221 **					0800 221	39.22			
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	0800 222	6,583.74	74732	001	LTD 04/12/2019
** Object Total - 222 **					0800 222	6,583.74			
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	0800 224	106.58	74732	001	LTD 04/12/2019
** Object Total - 224 **					0800 224	106.58			
04/26/2019	yes	00050710	45125	MET LIFE RESOURCES	0800 241	239.02	74733	001	401A 04/12/2019
** Object Total - 241 **					0800 241	239.02			
05/09/2019		00050803	892133	INDIANA SCHOOL NUTRITION ASS	0800 312	440.00	74826	001	SEMINAR
** Object Total - 312 **					0800 312	440.00			
05/09/2019		00050771	892245	DIGI INTERNATIONAL INC	0800 431	112.00	74794	001	REPAIR/MAINTENANCE
05/09/2019		00050795	32060	HOBART CORPORATION	0800 431	454.47	74818	001	REPAIR/MAINTENANCE
05/09/2019		00050835	891245	NORTH MECHANICAL SERVICES IN	0800 431	1,227.98	74859	001	REPAIR/MAINTENANCE

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05/09/2019		00050866	890604	SMART SYSTEMS	0800 431	511.86	74891	001	SUPPLIES/REPAIR
05/09/2019		00050884	891742	VANCO COMMERCIAL LLC	0800 431	6,760.96	74910	001	REPAIR/MAINTENANCE
				** Object Total - 431 **	0800 431	9,067.27			
05/09/2019		00050758	15660	CINTAS LOCATION LOC G65	0800 444	1,776.81	74779	001	UNIFORMS
05/09/2019		00050865	891580	SHOES FOR CREWS LLC	0800 444	197.88	74890	001	UNIFORMS
				** Object Total - 444 **	0800 444	1,974.69			
04/19/2019	yes	00050677	20200	MICHELLE DAYHUFF	0800 580	31.32	74721	001	TRAVEL
				** Object Total - 580 **	0800 580	31.32			
05/09/2019		00050738	850	ACORN DISTRIBUTORS INC.	0800 611	3,674.55	74759	001	SUPPLIES
05/09/2019		00050761	16650	COMMERCIAL FOOD SYSTEMS	0800 611	642.88	74782	001	FOOD
05/09/2019		00050776	33200	HP PRODUCTS	0800 611	1,025.35	74799	001	SUPPLIES
05/09/2019		00050866	890604	SMART SYSTEMS	0800 611	1,357.68	74891	001	SUPPLIES/REPAIR
05/09/2019		00050882	891570	US FOODS INC	0800 611	11.95	74908	001	FOOD
				** Object Total - 611 **	0800 611	6,712.41			
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	0800 614	13.47	74716	001	SUPPLIES
05/09/2019		00050760	892293	COCA COLA BOTTLING	0800 614	8,233.75	74781	001	FOOD
05/09/2019		00050761	16650	COMMERCIAL FOOD SYSTEMS	0800 614	12,176.06	74782	001	FOOD
05/09/2019		00050765	892028	DEAN FOODS-SCHENKELS DAIRY	0800 614	11,337.38	74788	001	FOOD
05/09/2019		00050794	891569	HERSHEY CREAMERY CO	0800 614	1,166.64	74817	001	FOOD
05/09/2019		00050816	890268	KLOSTERMAN BAKING COMPANY IN	0800 614	3,063.62	74840	001	FOOD
05/09/2019		00050843	890327	PIAZZA PRODUCE	0800 614	11,864.72	74868	001	FOOD
05/09/2019		00050863	890434	SEVEN UP SNAPPLE	0800 614	503.50	74888	001	FOOD
05/09/2019		00050882	891570	US FOODS INC	0800 614	52,967.12	74908	001	FOOD
				** Object Total - 614 **	0800 614	101,326.26			
05/09/2019		00050820	892148	LANCASTER-SCHERT EQUIPMENT L	0800 730	390.30	74844	001	EQUIPMENT
				** Object Total - 730 **	0800 730	390.30			
04/12/2019	yes	00050630	888888	PAYROLL	1650 110	2,852.98	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	1650 110	2,852.98	0	001	PAYROLL
				** Object Total - 110 **	1650 110	5,705.96			
04/12/2019	yes	00050630	888888	PAYROLL	1650 120	9,368.23	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	1650 120	15,032.41	0	001	PAYROLL
				** Object Total - 120 **	1650 120	24,400.64			
04/12/2019	yes	00050630	888888	PAYROLL	1650 135	75.00	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	1650 135	150.00	0	001	PAYROLL
				** Object Total - 135 **	1650 135	225.00			
04/12/2019	yes	00050630	888888	PAYROLL	1650 136	337.50	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	1650 136	37.50	0	001	PAYROLL
				** Object Total - 136 **	1650 136	375.00			
04/12/2019	yes	00050637	7650	EFTPS	1650 211	673.46	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	1650 211	1,106.77	1	001	CFICA 04/26/2019

05/03/2019 1:09:02 Account Types: **ALL** User: *ALL* Plainfield Community School Corp Accounts Payable Voucher Register - By Object Bank: **ALL** Date Range: 04/01/2019 - 05/09/2019 Vouchers: **ALL** Between Board: Included ge: 11 farvcho0.pG004

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** Object Total - 211 **					1650 211	1,780.23			
04/12/2019	yes	00050637	7650	EFTPS	1650 212	231.26	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	1650 212	214.03	1	001	CFICA 04/26/2019
** Object Total - 212 **					1650 212	445.29			
04/12/2019	yes	00050639	54200	PUBLIC EMPLOYEES RETIRE	1650 214	1,291.21	1	001	PERF 04/12/2019
04/26/2019	yes	00050690	54200	PUBLIC EMPLOYEES RETIRE	1650 214	1,941.94	1	001	PERF 04/26/2019
** Object Total - 214 **					1650 214	3,233.15			
04/12/2019	yes	00050638	35700	INDIANA STATE TEACHERS'	1650 216	299.57	1	001	POST TRF 04/12/2019
04/26/2019	yes	00050689	35700	INDIANA STATE TEACHERS'	1650 216	299.57	1	001	EMP TRF 04/26/2019
** Object Total - 216 **					1650 216	599.14			
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	1650 221	19.06	74732	001	LTD 04/12/2019
** Object Total - 221 **					1650 221	19.06			
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	1650 222	2,389.79	74732	001	LTD 04/12/2019
** Object Total - 222 **					1650 222	2,389.79			
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	1650 224	63.68	74732	001	LTD 04/12/2019
** Object Total - 224 **					1650 224	63.68			
04/26/2019	yes	00050710	45125	MET LIFE RESOURCES	1650 241	186.62	74733	001	401A 04/12/2019
** Object Total - 241 **					1650 241	186.62			
04/12/2019	yes	00050657	892160	KAYLA M CLARK	1650 313	61.75	74700	001	SERVICES
04/12/2019	yes	00050658	892323	KIERRA WILES	1650 313	14.25	74701	001	SERVICES
04/12/2019	yes	00050664	892097	RACHEL G DUNLEVY	1650 313	42.75	74707	001	SERVICES
04/26/2019	yes	00050716	892160	KAYLA M CLARK	1650 313	118.75	74740	001	SERVICES
04/26/2019	yes	00050717	892323	KIERRA WILES	1650 313	61.75	74741	001	SERVICES
04/26/2019	yes	00050719	892097	RACHEL G DUNLEVY	1650 313	85.50	74743	001	SERVICES
** Object Total - 313 **					1650 313	384.75			
05/09/2019		00050783	891721	FUN EXPRESS LLC	1650 611	68.14	74806	001	GRADUATION SUPPLIES
** Object Total - 611 **					1650 611	68.14			
05/09/2019		00050772	891088	EDMENTUM INC	1900 742	6,605.67	74795	001	SOFTWARE-HS
** Object Total - 742 **					1900 742	6,605.67			
04/12/2019	yes	00050642	892053		2050 877	6.50	74685	001	LIFESKILLS
04/12/2019	yes	00050644	891798		2050 877	6.00	74687	001	LIFESKILLS
04/12/2019	yes	00050646	892107		2050 877	6.50	74689	001	LIFESKILLS
04/12/2019	yes	00050649	891799		2050 877	5.00	74692	001	LIFESKILLS
04/12/2019	yes	00050651	892055		2050 877	6.50	74694	001	LIFESKILLS
04/12/2019	yes	00050652	892335		2050 877	6.50	74695	001	LIFESKILLS
04/12/2019	yes	00050655	891141		2050 877	6.50	74698	001	LIFESKILLS
04/12/2019	yes	00050656	892337		2050 877	6.50	74699	001	LIFESKILL
04/12/2019	yes	00050659	891800		2050 877	6.50	74702	001	LIFESKILLS
04/12/2019	yes	00050660	891875		2050 877	6.50	74703	001	LIFESKILLS

Date	Brd	Voucher #	Vendor #	Vendor	Fnd Obj	Voucher Total	Check #	Bank #	Memorandum
04/12/2019	yes	00050662	890854		2050 877	5.00	74705	001	LIFESKILLS
04/12/2019	yes	00050663	892334		2050 877	6.50	74706	001	LIFESKILLS
				** Object Total - 877 **	2050 877	74.50			
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	2061 611	21.69	74716	001	SUPPLIES
				** Object Total - 611 **	2061 611	21.69			
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	2061 730	121.08	74716	001	SUPPLIES
				** Object Total - 730 **	2061 730	121.08			
05/09/2019		00050891	889030	WITHAM TOXICOLOGY LABORATORY	2990 313	792.00	74917	001	SERVICES
				** Object Total - 313 **	2990 313	792.00			
05/09/2019		00050847	52940	PLAINFIELD FLORIST	2990 611	74.95	74872	001	SUPPLIES
				** Object Total - 611 **	2990 611	74.95			
04/19/2019	yes	00050672	890253	CARDMEMBER SERVICE	2990 689	49.90	74716	001	SUPPLIES
				** Object Total - 689 **	2990 689	49.90			
04/12/2019	yes	00050630	888888	PAYROLL	3710 110	353.31	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	3710 110	353.31	0	001	PAYROLL
				** Object Total - 110 **	3710 110	706.62			
04/12/2019	yes	00050637	7650	EFTPS	3710 212	25.79	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	3710 212	25.79	1	001	CFICA 04/26/2019
				** Object Total - 212 **	3710 212	51.58			
04/12/2019	yes	00050638	35700	INDIANA STATE TEACHERS'	3710 216	37.15	1	001	POST TRF 04/12/2019
04/26/2019	yes	00050689	35700	INDIANA STATE TEACHERS'	3710 216	37.15	1	001	EMP TRF 04/26/2019
				** Object Total - 216 **	3710 216	74.30			
05/09/2019		00050834	48200	MSD OF WAYNE TWP	3749 730	1,798.96	74858	001	EQUIPMENT
				** Object Total - 730 **	3749 730	1,798.96			
05/09/2019		00050767	20245	DELL MARKETING L.P.	3790 741	37,085.04	74790	001	INSTR TECHNOLOGY HARDWARE
				** Object Total - 741 **	3790 741	37,085.04			
04/12/2019	yes	00050630	888888	PAYROLL	4190 120	5,894.00	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	4190 120	10,210.94	0	001	PAYROLL
				** Object Total - 120 **	4190 120	16,104.94			
04/12/2019	yes	00050637	7650	EFTPS	4190 211	423.41	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	4190 211	754.56	1	001	CFICA 04/26/2019
				** Object Total - 211 **	4190 211	1,177.97			
04/12/2019	yes	00050639	54200	PUBLIC EMPLOYEES RETIRE	4190 214	802.83	1	001	PERF 04/12/2019
04/26/2019	yes	00050690	54200	PUBLIC EMPLOYEES RETIRE	4190 214	1,381.75	1	001	PERF 04/26/2019
				** Object Total - 214 **	4190 214	2,184.58			
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	4190 221	3.18	74732	001	LTD 04/12/2019

Date	Brd	Voucher #	Vendor #	Vendor	Fnd Obj	Voucher Total	Check #	Bank #	Memorandum
				** Object Total - 221 **	4190 221	3.18			
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	4190 222	1,116.20	74732	001	LTD 04/12/2019
				** Object Total - 222 **	4190 222	1,116.20			
04/26/2019	yes	00050709	14457	CENTRAL IN SCHOOL EMPLOYEES	4190 224	10.88	74732	001	LTD 04/12/2019
				** Object Total - 224 **	4190 224	10.88			
05/09/2019		00050860	58610	SCHOLASTIC INC	4190 611	2,860.64	74885	001	SUPPLIES
				** Object Total - 611 **	4190 611	2,860.64			
04/12/2019	yes	00050630	888888	PAYROLL	5220 110	649.57	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	5220 110	649.57	0	001	PAYROLL
				** Object Total - 110 **	5220 110	1,299.14			
04/12/2019	yes	00050637	7650	EFTPS	5220 212	34.94	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	5220 212	34.94	1	001	CFICA 04/26/2019
				** Object Total - 212 **	5220 212	69.88			
04/12/2019	yes	00050638	35700	INDIANA STATE TEACHERS'	5220 216	68.22	1	001	POST TRF 04/12/2019
04/26/2019	yes	00050689	35700	INDIANA STATE TEACHERS'	5220 216	68.22	1	001	EMP TRF 04/26/2019
				** Object Total - 216 **	5220 216	136.44			
04/12/2019	yes	00050630	888888	PAYROLL	5230 110	26,713.97	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	5230 110	28,238.21	0	001	PAYROLL
				** Object Total - 110 **	5230 110	54,952.18			
04/12/2019	yes	00050630	888888	PAYROLL	5230 120	2,487.32	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	5230 120	4,900.98	0	001	PAYROLL
				** Object Total - 120 **	5230 120	7,388.30			
04/12/2019	yes	00050630	888888	PAYROLL	5230 135	375.00	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	5230 135	750.00	0	001	PAYROLL
				** Object Total - 135 **	5230 135	1,125.00			
04/12/2019	yes	00050637	7650	EFTPS	5230 211	187.07	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	5230 211	371.73	1	001	CFICA 04/26/2019
				** Object Total - 211 **	5230 211	558.80			
04/12/2019	yes	00050637	7650	EFTPS	5230 212	1,864.94	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	5230 212	2,009.51	1	001	CFICA 04/26/2019
				** Object Total - 212 **	5230 212	3,874.45			
04/12/2019	yes	00050639	54200	PUBLIC EMPLOYEES RETIRE	5230 214	238.14	1	001	PERF 04/12/2019
04/26/2019	yes	00050690	54200	PUBLIC EMPLOYEES RETIRE	5230 214	465.76	1	001	PERF 04/26/2019
				** Object Total - 214 **	5230 214	703.90			
04/12/2019	yes	00050638	35700	INDIANA STATE TEACHERS'	5230 216	2,805.04	1	001	POST TRF 04/12/2019
04/12/2019	yes	00050641	35700	INDIANA STATE TEACHERS'	5230 216	-2.96	1	001	TRF 04/12/2019
04/26/2019	yes	00050689	35700	INDIANA STATE TEACHERS'	5230 216	2,965.06	1	001	EMP TRF 04/26/2019

Date	Brd	Voucher #	Vendor #	Vendor	Fnd Obj	Voucher Total	Check #	Bank #	Memorandum
04/26/2019	yes	00050692	35700	INDIANA STATE TEACHERS'	5230 216	-2.96	1	001	TRF 04/26/2019
				** Object Total - 216 **	5230 216	5,764.18			
05/09/2019		00050814	52411	JULIE PITCOCK	5230 319	75.00	74837	001	SERVICES
				** Object Total - 319 **	5230 319	75.00			
04/12/2019	yes	00050630	888888	PAYROLL	5850 110	1,237.11	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	5850 110	1,237.11	0	001	PAYROLL
				** Object Total - 110 **	5850 110	2,474.22			
04/12/2019	yes	00050637	7650	EFTPS	5850 212	94.64	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	5850 212	94.64	1	001	CFICA 04/26/2019
				** Object Total - 212 **	5850 212	189.28			
04/12/2019	yes	00050638	35700	INDIANA STATE TEACHERS'	5850 216	129.92	1	001	POST TRF 04/12/2019
04/26/2019	yes	00050689	35700	INDIANA STATE TEACHERS'	5850 216	129.92	1	001	EMP TRF 04/26/2019
				** Object Total - 216 **	5850 216	259.84			
04/26/2019	yes	00050714	892375	INDIANA WESLEYAN UNIVERSITY	5850 569	4,914.00	74738	001	TUITION
				** Object Total - 569 **	5850 569	4,914.00			
04/12/2019	yes	00050630	888888	PAYROLL	6460 120	726.05	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	6460 120	1,525.76	0	001	PAYROLL
				** Object Total - 120 **	6460 120	2,251.81			
04/12/2019	yes	00050630	888888	PAYROLL	6460 135	403.36	0	001	PAYROLL
04/26/2019	yes	00050681	888888	PAYROLL	6460 135	994.23	0	001	PAYROLL
				** Object Total - 135 **	6460 135	1,397.59			
04/12/2019	yes	00050637	7650	EFTPS	6460 211	86.41	1	001	CFICA 04/12/2019
04/26/2019	yes	00050688	7650	EFTPS	6460 211	178.45	1	001	CFICA 04/26/2019
				** Object Total - 211 **	6460 211	264.86			
04/26/2019	yes	00050688	7650	EFTPS	6460 212	14.35	1	001	CFICA 04/26/2019
				** Object Total - 212 **	6460 212	14.35			
04/12/2019	yes	00050639	54200	PUBLIC EMPLOYEES RETIRE	6460 214	160.36	1	001	PERF 04/12/2019
04/26/2019	yes	00050690	54200	PUBLIC EMPLOYEES RETIRE	6460 214	331.19	1	001	PERF 04/26/2019
				** Object Total - 214 **	6460 214	491.55			
05/09/2019		00050804	889062	INDIANA STATE UNIVERSITY	6460 312	200.00	74827	001	REGISTRATION
				** Object Total - 312 **	6460 312	200.00			
05/09/2019		00050784	890406	GO SOLUTIONS GROUP INC	6460 319	1,285.00	74807	001	SERVICES
				** Object Total - 319 **	6460 319	1,285.00			
04/19/2019	yes	00050670	2926	SYNCHRONY BANK/AMAZON	6460 611	12.19	74713	001	SUPPLIES
05/09/2019		00050882	891570	US FOODS INC	6460 611	42.17	74908	001	FOOD
				** Object Total - 611 **	6460 611	54.36			

Date	Brd	Voucher #	Vendor #	Vendor	Fnd Obj	Voucher Total	Check #	Bank #	Memorandum
05/09/2019		00050756	14220	CDW GOVERNMENT INC ** Object Total - 742 **	6460 742 6460 742	89.98 89.98	74777	001	SOFTWARE
04/12/2019 yes		00050630	888888	PAYROLL	6840 110	1,902.18	0	001	PAYROLL
04/26/2019 yes		00050681	888888	PAYROLL ** Object Total - 110 **	6840 110 6840 110	1,902.18 3,804.36	0	001	PAYROLL
04/12/2019 yes		00050637	7650	EFTPS	6840 212	133.13	1	001	CFICA 04/12/2019
04/26/2019 yes		00050688	7650	EFTPS ** Object Total - 212 **	6840 212 6840 212	133.13 266.26	1	001	CFICA 04/26/2019
04/12/2019 yes		00050638	35700	INDIANA STATE TEACHERS'	6840 216	199.71	1	001	POST TRF 04/12/2019
04/26/2019 yes		00050689	35700	INDIANA STATE TEACHERS' ** Object Total - 216 **	6840 216 6840 216	199.71 399.42	1	001	EMP TRF 04/26/2019
04/12/2019 yes		00050654	892432	HOLLY PHANCO ** Object Total - 876 **	8400 876 8400 876	19.35 19.35	74697	001	REFUND OF REVENUE
04/30/2019 yes		00050727	52800	PLAINFIELD COMM. SCHOOL ** Object Total - 899 **	8400 899 8400 899	168,368.20 168,368.20	1	001	TRANSFER FROM PREPAID
04/12/2019 yes		00050631	7650	EFTPS	0001 000	90,427.85	1	001	FEDERAL WITHHOLDING
04/26/2019 yes		00050682	7650	EFTPS ** Object Total - 000 **	0001 000 0001 000	94,912.50 185,340.35	1	001	FEDERAL WITHHOLDING
04/12/2019 yes		00050632	7650	EFTPS	0002 000	58,739.44	1	001	FICA/MEDICARE
04/26/2019 yes		00050683	7650	EFTPS ** Object Total - 000 **	0002 000 0002 000	59,310.40 118,049.84	1	001	FICA/MEDICARE
04/12/2019 yes		00050632	7650	EFTPS	0003 000	19,319.02	1	001	FICA/MEDICARE
04/26/2019 yes		00050683	7650	EFTPS ** Object Total - 000 **	0003 000 0003 000	26,116.48 45,435.50	1	001	FICA/MEDICARE
04/26/2019 yes		00050696	34550	IN DEPARTMENT OF REVENUE ** Object Total - 000 **	0004 000 0004 000	65,051.76 65,051.76	1	001	WITHHOLDING TAXES
04/26/2019 yes		00050696	34550	IN DEPARTMENT OF REVENUE ** Object Total - 000 **	0005 000 0005 000	31,867.88 31,867.88	1	001	WITHHOLDING TAXES
04/26/2019 yes		00050708	14457	CENTRAL IN SCHOOL EMPLOYEES ** Object Total - 000 **	0008 000 0008 000	127,959.81 127,959.81	74731	001	MONTHLY PREMIUMS
04/26/2019 yes		00050694	67770	VALIC ** Object Total - 000 **	0009 000 0009 000	3,916.66 3,916.66	1	001	457 PAYMENTS
04/26/2019 yes		00050702	890069	GREAT AMERICAN PLAN ADMIN ** Object Total - 000 **	0010 000 0010 000	60.00 60.00	74725	001	TSA PAYMENTS
04/26/2019 yes		00050700	3400	AMERICAN FIDELITY	0013 000	11,133.18	1	001	TSA PAYMENTS

Date	Brd	Voucher #	Vendor #	Vendor	Fnd Obj	Voucher Total	Check #	Bank #	Memorandum
				** Object Total - 000 **	0013 000	11,133.18			
04/26/2019	yes	00050703	24259	AXA EQUITABLE LIFE	0016 000	9,621.14	74726	001	TSA PAYMENTS
				** Object Total - 000 **	0016 000	9,621.14			
04/26/2019	yes	00050707	65400	TEXAS LIFE INSURANCE CO.	0018 000	2,372.19	74730	001	MONTHLY PREMIUMS
				** Object Total - 000 **	0018 000	2,372.19			
04/12/2019	yes	00050633	63400	IN STATE CENTRAL COLL UN	0020 000	378.00	1	001	
04/12/2019	yes	00050634	63400	IN STATE CENTRAL COLL UN	0020 000	178.00	1	001	
04/12/2019	yes	00050635	63400	IN STATE CENTRAL COLL UN	0020 000	440.00	1	001	
04/12/2019	yes	00050636	891499	PIONEER CREDIT RECOVERY INC	0020 000	117.06	74684	001	
04/26/2019	yes	00050684	63400	IN STATE CENTRAL COLL UN	0020 000	378.00	1	001	
04/26/2019	yes	00050685	63400	IN STATE CENTRAL COLL UN	0020 000	178.00	1	001	
04/26/2019	yes	00050686	63400	IN STATE CENTRAL COLL UN	0020 000	440.00	1	001	
04/26/2019	yes	00050687	891499	PIONEER CREDIT RECOVERY INC	0020 000	265.99	74734	001	
				** Object Total - 000 **	0020 000	2,375.05			
04/26/2019	yes	00050699	890722	MG TRUST COMPANY	0021 000	5,384.86	1	001	TSA PAYMENTS
				** Object Total - 000 **	0021 000	5,384.86			
04/26/2019	yes	00050708	14457	CENTRAL IN SCHOOL EMPLOYEES	0022 000	129.44	74731	001	MONTHLY PREMIUMS
				** Object Total - 000 **	0022 000	129.44			
04/26/2019	yes	00050697	3400	AMERICAN FIDELITY	0023 000	5,102.18	1	001	MONTHLY PREMIUMS
				** Object Total - 000 **	0023 000	5,102.18			
04/26/2019	yes	00050697	3400	AMERICAN FIDELITY	0024 000	5,375.40	1	001	MONTHLY PREMIUMS
				** Object Total - 000 **	0024 000	5,375.40			
04/26/2019	yes	00050704	45125	MET LIFE RESOURCES	0025 000	48,790.63	74727	001	TSA PAYMENTS
				** Object Total - 000 **	0025 000	48,790.63			
04/26/2019	yes	00050706	66980	UNITED WAY OF CENTRAL INDIAN	0026 000	1,965.68	74729	001	EMPLOYEE DEDUCTIONS
				** Object Total - 000 **	0026 000	1,965.68			
04/26/2019	yes	00050693	25200	FORESTERS FINANCIAL	0027 000	19,470.38	1	001	TSA PAYMENTS
				** Object Total - 000 **	0027 000	19,470.38			
04/26/2019	yes	00050708	14457	CENTRAL IN SCHOOL EMPLOYEES	0028 000	11,722.31	74731	001	MONTHLY PREMIUMS
				** Object Total - 000 **	0028 000	11,722.31			
04/26/2019	yes	00050697	3400	AMERICAN FIDELITY	0030 000	9,479.47	1	001	MONTHLY PREMIUMS
				** Object Total - 000 **	0030 000	9,479.47			
04/26/2019	yes	00050698	3400	AMERICAN FIDELITY	0031 000	7,988.84	1	001	EMPLOYEE DEDUCTIONS
				** Object Total - 000 **	0031 000	7,988.84			
04/26/2019	yes	00050701	3400	AMERICAN FIDELITY	0032 000	31,503.36	1	001	PAYROLL DEDUCTIONS:HSA ACCOUNT
				** Object Total - 000 **	0032 000	31,503.36			

05/03/2019 1:09:02 Account Types: **ALL** User: *ALL* Plainfield Community School Corp Accounts Payable Voucher Register - By Object Bank: **ALL** Date Range: 04/01/2019 - 05/09/2019 Vouchers: **ALL** Between Board: Included Page: 17 faivcho0.pG004

Date	Brd	Voucher #	Vendor #	Vendor	Fnd Obj	Voucher Total	Check #	Bank #	Memorandum
04/26/2019	yes	00050695	67770	VALIC ** Object Total - 000 **	0034 000 0034 000	12,780.82 12,780.82	1	001	TSA PAYMENTS
04/12/2019	yes	00050640	54200	PUBLIC EMPLOYEES RETIRE	0036 000	135.73	1	001	PERF 04/12/2019
04/26/2019	yes	00050691	54200	PUBLIC EMPLOYEES RETIRE ** Object Total - 000 **	0036 000 0036 000	165.57 301.30	1	001	PERF 04/26/2019
04/26/2019	yes	00050697	3400	AMERICAN FIDELITY ** Object Total - 000 **	0038 000 0038 000	6,823.58 6,823.58	1	001	MONTHLY PREMIUMS
04/26/2019	yes	00050708	14457	CENTRAL IN SCHOOL EMPLOYEES ** Object Total - 000 **	0039 000 0039 000	1,484.42 1,484.42	74731	001	MONTHLY PREMIUMS
04/26/2019	yes	00050697	3400	AMERICAN FIDELITY ** Object Total - 000 **	0041 000 0041 000	604.38 604.38	1	001	MONTHLY PREMIUMS
04/26/2019	yes	00050697	3400	AMERICAN FIDELITY ** Object Total - 000 **	0042 000 0042 000	1,255.44 1,255.44	1	001	MONTHLY PREMIUMS
04/26/2019	yes	00050705	890273	LEGACY FOUNDATION/ECSC ** Object Total - 000 **	0043 000 0043 000	154.00 154.00	74728	001	EMPLOYEE DEDUCTIONS
04/26/2019	yes	00050708	14457	CENTRAL IN SCHOOL EMPLOYEES ** Object Total - 000 **	0044 000 0044 000	5,207.94 5,207.94	74731	001	MONTHLY PREMIUMS
* Total Amount of Vouchers *						5,319,018.35			
* Total Number of Vouchers *						469			

TOTALS BY OBJECT

000	778,707.79
110	1,643,767.41
115	1,639.20
120	617,966.15
135	31,194.91
136	27,232.94
140	176.58
211	45,435.50
212	118,049.84
214	86,187.95
215	9,138.27
216	140,594.76
221	2,715.74
222	237,357.55
224	8,632.96
241	61,487.57
311	596.10
312	2,780.00
313	27,810.18
319	143,222.27
350	18,925.00
411	13,991.49
412	2,032.21
431	55,599.69
432	976.00
442	12,955.99
444	2,305.64
530	8,567.02
561	108,178.89
569	4,914.00
580	2,677.36
611	66,378.19
613	3,530.38
614	101,326.26
622	17,526.52
625	77,678.15
640	9,019.01
655	4,896.96
660	14,171.45
689	49.90
730	16,401.59
733	22,961.18
735	23,349.20
741	158,375.12
742	124,502.78
810	3,440.00
871	620.13
876	19.35

05/03/2019 1:09:02 Account Types: **ALL** User: *ALL* Plainfield Community School Corp Accounts Payable Voucher Register - By Object Bank: **ALL** Date Range: 04/01/2019 - 05/09/2019 Vouchers: **ALL** Between Board: Included Page: 19 farvcho0.pG004

877	74.50
899	168,368.20
910	290,512.52
* OBJECT TOTALS *	5,319,018.35

05/03/2019

1:09:02

Account Types: **ALL**

User: *ALL*

Plainfield Community School Corp
 Accounts Payable Voucher Register - By Object
 Bank: **ALL**

Date Range: 04/01/2019 - 05/09/2019

Vouchers: **ALL**

Between Board: Included

Page: 20

farvcho0.pg004

TOTALS BY FUND

0101	EDUCATION FUND	3,027,331.53
0200	DEBT SERVICE CONTROL	625.00
0300	OPERATIONS FUND	905,340.75
0410	TRANSPORTATION OPERATING FUND	0.76
0610	LOCAL RAINY DAY FUND	1,090.00
0770	CONSTRUCTION SUMMER 2012	26,135.44
0800	SCHOOL LUNCH PROGRAM	206,304.25
1650	LITTLE QUAKERS ACADEMY	39,876.45
1900	ALTERNATIVE EDUC. 2004	6,605.67
2050	MOMH/DEFLECTO DONATION	74.50
2061	AUTISM-WRITING, SENSORY	142.77
2990	HENDRICKS REGIONAL GRANT	916.85
3710	NON-ENGLISH SPEAKING PROGRAM	832.50
3749	CAREER & TECHNICAL PERFORMANCE	1,798.96
3790	SCHOOL TECHNOLOGY	37,085.04
4190	TITLE I 2009-2010	23,458.39
5220	09-10 WCJS, PRESCHOOL	1,505.46
5230	09-10 WCJS, PART B PASSTHROUGH	74,441.81
5850	TITLE IV STUDENT SUPP & ACADEMIC	7,837.34
6460	MEDICAID REIMBURSEMENT - FEDERAL	6,049.50
6840	TITLE II 05-06, PART A	4,470.04
8400	FOOD SERVICES - PREPAID ACCOUNT	168,387.55
	* FUND TOTALS *	4,540,310.56

TOTALS BY CLEARING

0001	CLEARING FED TAX	185,340.35
0002	SOC SEC TEACHING	118,049.84
0003	SOC SEC NON-TEACHING	45,435.50
0004	STATE TAX	65,051.76
0005	CAGIT CO TAX	31,867.88
0008	HEALTH INSURANCE	127,959.81
0009	VALIC 457	3,916.66
0010	GREAT AMERICAN (2009)	60.00
0013	AMERICAN FIDELITY	11,133.18
0016	EQUITABLE LIFE INS CO.	9,621.14
0018	TEXAS LIFE INSURANCE	2,372.19
0020	GARNISH OF WAGES	2,375.05
0021	ASPIRE	5,384.86
0022	LIFE/L.T.D. DEDUCTIONS	129.44
0023	LIFE INSURANCE	5,102.18
0024	INCOME PROTECTION PLAN	5,375.40
0025	MET LIFE ANNUITY	48,790.63
0026	UNITED WAY	1,965.68
0027	FIRST INVESTORS CORPORATION	19,470.38
0028	DENTAL INSURANCE	11,722.31

05/03/2019		Plainfield Community School Corp	Date Range: 04/01/2019 - 05/09/2019	Page: 21
1:09:02	Account Types: **ALL**	Accounts Payable Voucher Register - By Object	Vouchers: **ALL**	farvcho0.pg004
	User: *ALL*	Bank: **ALL**	Between Board: Included	

0030	CANCER POLICY	9,479.47
0031	FLEX BENEFIT	7,988.84
0032	HSA	31,503.36
0034	VALIC-403 (B)	12,780.82
0036	VOLUNTARY PERF	301.30
0038	ACCIDENT INSURANCE	6,823.58
0039	SUPPLEMENTAL INSURANCE	1,484.42
0041	HOSPITAL INSURANCE	604.38
0042	CRITICAL INSURANCE	1,255.44
0043	LEGACY FOUNDATION	154.00
0044	VISION INSURANCE	5,207.94
	* CLEARING TOTALS *	778,707.79
	* GRAND TOTAL *	5,319,018.35

ALLOWANCE OF VOUCHERS

We have examined the Vouchers listed on the foregoing Accounts Payable Register, consisting of 22 pages, and except for the vouchers not allowed on the register, such vouchers are hereby allowed in the total 5,319,018.35 dated this 9th day of May 2019

BOARD OF EDUCATION

Scott Flood	President
Katie Chamness	1st Vice President
Michael Allen	2nd Vice President
Jessica Elston	Secretary
Brad DuBois	Parliamentarian

05/03/2019 1:09:03 Account Types: **ALL** User: *ALL* Plainfield Community School Corp Accounts Payable Voucher Register - By Object Bank: **ALL** Date Range: 04/01/2019 - 05/09/2019 Vouchers: **ALL** Between Board: Included Page: 23 faivcho0.pg004

I hereby certify that each of the above listed vouchers and the invoices, or bills attached hereto, are true and correct and that the materials OR services itemized thereon for which charges are made were ordered AND received, and I have audited same in accordance with I.C. 5-11-10-1.6.

FISCAL OFFICER
Stacey D. Smith

Plainfield Community School Corporation
Quotes Received / 2019 Summer Parking Lot Maintenance
April 26, 2019

Name of Company	Quote 2019-01	Quote 2019-02			
Reece Seal Coating	\$ 11,475.00	\$ 48,324.00			
Harding Group	\$ 26,992.00	\$ 22,217.00			
Ochs Site Services	No Quote	No Quote			

Recommendations:

Quote 2019-01: Accept the quote from Reece Seal Coating for the crack filling at the elementary schools, middle school, and transportation.

Quote 2019-02: Reject the quote from the Harding Group as it did not include the scope of sealing the high school parking lot.

Quote 2019-02: Accept the quote from Reece Seal Coating to crack fill and seal the high school parking lots.

EXHIBIT A

RESOLUTION APPROVING AMENDED AND RESTATED POST-ISSUANCE COMPLIANCE PROCEDURES

WHEREAS, on April 15, 2015 the Board of School Trustees (the "Board") of the Plainfield Community School Corporation (the "School Corporation") previously adopted and approved Post Issuance Compliance Procedures (the "Original Procedures"); and

WHEREAS, the Board has now been presented with Amended and Restated Post-Issuance Compliance Procedures (the "Amended Procedures") which amend and restate the Original Procedures to provide for a new compliance officer and to incorporate recent changes in law; and

WHEREAS, the Board has issued securities or has had securities issued on its behalf in the form of bonds, notes or other types of indebtedness (the "Bonds") in order to finance or refinance various projects; and

WHEREAS, by issuing the Bonds, the School Corporation is obligated to comply with various restrictions and obligations, which are described in the financing and closing documents executed in connection with the issuance of Bonds, such as trust indentures, lease agreements, bond resolutions, tax certificates, arbitrage certificates and continuing disclosure undertakings, and which may extend for 20 years or more into the future; and

WHEREAS, school corporations experience administration changes over time and it is in this School Corporation's interest to ensure the continual satisfaction of these obligations and restrictions; and

WHEREAS, such restrictions and obligations require significant documentation, record keeping and diligence; and

WHEREAS, written procedures describing the monitoring, oversight and fulfillment of these post issuance obligations are beneficial to ensure maintenance of the tax-exemption or other tax beneficial treatment on the Bonds and compliance with Securities and Exchange Commission Rules and regulations;

NOW, THEREFORE, BE IT RESOLVED that the Board accepts and ratifies the Amended Procedures, presented to the meeting, and directs that these administrative Amended Procedures be incorporated into the procedure manuals of the School Corporation administration.

BE IT FURTHER RESOLVED that the Board appoints the person who is employed as Business Manager of the School Corporation to serve as the Compliance Officer (as defined in the Amended Procedures) and directs such Compliance Officer, in consultation with counsel, as appropriate, to implement such Amended Procedures.

BE IT FURTHER RESOLVED that the Compliance Officer is also directed to review any disclosure documents, such as an Official Statement, Offering Memorandum or any other type of offering material, prepared on behalf of the School Corporation in connection with the

issuance of any Bonds issued hereafter and such Compliance Officer is authorized to consult with any staff, municipal advisor or counsel to assist with such review.

Passed and adopted this 9th day of May, 2019.

Secretary, Board of School Trustees

APPROVED:

President, Board of School Trustees

AMENDED AND RESTATED POST ISSUANCE COMPLIANCE PROCEDURES

PLAINFIELD COMMUNITY SCHOOL CORPORATION

May 9, 2019

The following Amended and Restated Post Issuance Compliance Procedures (the "Amended Procedures") amend and restate the Post Issuance Compliance Procedures previously adopted by the Board of School Trustees (the "Board") of Plainfield Community School Corporation (the "School Corporation") on April 15, 2015 (the "Original Procedures"). The Original Procedures, as amended and restated by the Amended Procedures, are referred to herein as the "Procedures." These Procedures are adopted by the School Corporation in connection with the issuance of tax advantaged Bonds (the "Bonds") by the School Corporation or by an issuer on behalf of the School Corporation (the "Issuer"). In order to maintain the tax advantaged status of the Bonds under the Internal Revenue Code of 1986, as amended, and the regulations (the "Regulations") promulgated thereunder (collectively, the "Code"), the School Corporation must comply with the provisions of the Code from the date of issuance through final payment or maturity of the Bonds. The School Corporation may have also entered into certain Undertakings, as defined herein, as required by SEC Rule 15c2-12 (the "SEC Rule"). These post-issuance compliance responsibilities are summarized in the transcript of proceedings prepared in connection with each series of Bonds (the "Transcripts").

The purpose of these Procedures is to summarize the post-issuance responsibilities of the School Corporation in connection with the Bonds. The Business Manager ("Compliance Officer") shall be the School Corporation's representative responsible for establishing and coordinating compliance with these Procedures.

These Procedures supplement, but do not replace, any other procedures of the School Corporation. The Procedures may be supplemented or amended at any time by the Board, with the advice of nationally recognized bond counsel, but without any notice to or consent from any trustee, any bondholder or any other person. Noncompliance with the Procedures is permitted, with the advice of nationally recognized bond counsel, but without any notice to or consent from any trustee, any bondholder or any other person, if (i) compliance would impose unreasonable burdens on the School Corporation and (ii) noncompliance would not cause any Bonds to fail to satisfy all requirements of the Code and the SEC Rule.

General

1. The Compliance Officer may designate a designee who may assist with certain responsibilities regarding the oversight and implementation of the Procedures ("Designee").
2. The Compliance Officer shall be primarily responsible for monitoring compliance with the Code and the SEC Rule.
3. The Compliance Officer and Designee, if applicable, shall be provided with training and educational resources necessary to ensure compliance with the Code and the SEC Rule.

4. The tax and arbitrage certificates ("Tax Documents") contained in the Transcripts describe the provisions of the Code that must be followed in order to maintain the tax advantaged status of the Bonds. In addition, the Tax Documents contain the reasonable expectations of the School Corporation or Issuer at the time of issuance of the Bonds with respect to the use of the proceeds and the assets to be financed or refinanced from the Bonds. These Procedures supplement and support the covenants made by the School Corporation or Issuer in the Tax Documents. In order to comply with the covenants in the Tax Documents, the School Corporation must track and monitor the actual use of the proceeds, the investment and expenditure of the proceeds and the use of the facilities financed with the Bonds over the life of the related Bond issue.

Issuance

1. In preparation for the issuance of any Bonds, the Compliance Officer shall review any offering materials, including an Official Statement or Offering Memorandum, prepared by the School Corporation, its municipal advisor or an underwriter, to ensure that such materials do not contain an untrue statement of a material fact nor are any facts omitted from such materials, the omissions of which would make statements contained in the materials misleading.

5. Upon issuance of any Bonds, the Compliance Officer shall obtain, review and retain a copy of any tax or arbitrage certificates of the School Corporation or Issuer of the Bonds with respect to each Bond issue.

6. The Compliance Officer shall cause an Internal Revenue Service Information Return (e.g., Form 8038-G) for any Bonds (an "Information Return") to be filed with the Internal Revenue Service not later than the 15th day of the second calendar month after the close of the calendar quarter in which the Bonds are issued.

Post Issuance

1. The Compliance Officer shall monitor the yield on the investment of Bond proceeds (including compliance with any yield restrictions or temporary periods).

2. The Compliance Officer shall monitor the timely expenditure of Bond proceeds.

3. The Compliance Officer shall monitor the proper use of Bond proceeds and any facilities financed thereby.

4. The Compliance Officer shall, on or before each anniversary of the date of issuance of any Bonds, determine whether the School Corporation or the Issuer has paid from funds available pursuant to the bond indenture or bond resolution all amounts required to be rebated to the United States under Section 148(f) of the Code and Section 1.148-3 of the Regulations.

5. The Compliance Officer shall, on or before each anniversary of the date of issuance of any Bonds, determine whether the School Corporation or the Issuer has made from funds available pursuant to the bond indenture or bond resolution all yield reduction payments required to be made to the United States under Section 1.148-5(c) of the Regulations.

6. The Compliance Officer shall monitor the investment, expenditure and use of Bonds proceeds, to ensure timely identification of any violations of federal tax requirements and timely correction of any identified violations through remedial actions described in Section 1.141-12 of the regulations or other applicable regulation or through the Tax Exempt Bonds Voluntary Closing Agreement Program described in Notice 2008 31.

7. The Compliance Officer shall monitor use of Bond proceeds, and any facilities financed or refinanced thereby, to ensure that (i) no facilities financed or refinanced by the Bonds will be sold prior to the earlier of the (a) the useful life of the facility or (B) the maturity date of the Bonds and (ii) no more than the 10% of the Bond proceeds, considered separately, or any facilities financed thereby, are:

(a) used by any nongovernmental person;

(b) leased to any nongovernmental person;

(c) used by any 501(c)(3) organization in an "unrelated trade or business" within the meaning of Section 513(a) of the Code without regard to whether such activity results in unrelated trade or business income under Section 511 of the Code;

(d) subjected to any management, service or incentive payment contract with any nongovernmental person, under which such nongovernmental person provides services involving all, any portion or any function of such facilities, unless such contract satisfies the conditions under which it would not result in private business use set forth in Revenue Procedure 97 13 (1997 1 C.B. 623), as amended from time to time;

(e) subjected to any agreement by any nongovernmental person to sponsor research, unless such agreement satisfies the conditions under which it would not result in private business use set forth in Revenue Procedure 2007 47 (2007 29 I.R.B. 108), as amended from time to time; or

(f) subjected to any other arrangement that conveys special legal entitlements for beneficial use thereof that are comparable to special legal entitlements described in subparagraph (a), (b), (c), (d) or (e) above.

8. For any Bonds for which a Continuing Disclosure Undertaking or Master Continuing Disclosure Undertaking (the "Undertaking") has been executed by the School Corporation, the Compliance Officer and Designee, if applicable, shall review such Undertaking and be primarily responsible for ongoing compliance with SEC Rule 15c2-12, as amended (the "SEC Rule"), if applicable, and any Undertaking to which the School Corporation is a party. The Compliance Officer agrees to obtain any needed training or professional assistance for himself or staff, in order to meet the School Corporation's responsibility under the Undertakings. (See each Undertaking for exact requirements and timing thereof.)

9. The Compliance Officer or Designee, if applicable, should annually calendar a time to review the Checklist attached hereto as Exhibit C to assist with compliance with obligations under any Undertakings. Responsibility for ensuring such ongoing compliance shall include, but is not limited to, reporting to proper repositories (as of the date of execution of these

Procedures, the sole repository is the Electronic Municipal Market Access website of the Municipal Securities Rulemaking Board at <http://www.emma.msrb.org> ("EMMA")) the following information, where applicable:

(a) Operating data for the calendar year ending December 31, by June 30th of the next year, if required, and of the type described in the Undertaking (please check undertakings; if the School Corporation was a small issuer, under \$10,000,000 at the time of the undertaking, this information may not be required or the information may be required to be posted earlier);

(g) Unaudited financial statements for the annual period ending December 31, which is customarily prepared by or for the School Corporation as required by Indiana law for the calendar year ending December 31, by June 30th of the next calendar year (please check undertakings; information may be required to be posted earlier);

(h) the audited financial statements of the School Corporation as prepared and examined by the Indiana State Board of Accounts on a biennial basis for each period of two fiscal years, together with the opinion of such auditors and all notes thereto, typically required to be posted within 60 days of receipt by the School Corporation, but see Undertakings for timing requirements;

(i) notice of the following reportable events, if determined to be material by the Compliance Officer, within ten (10) business days of occurrence (see Undertakings for exact list of events, but typically includes the following):

- (i) non-payment related defaults;
- (ii) modifications to rights of Holders;
- (iii) bond calls;
- (iv) release, substitution or sale of property securing repayment of the Obligations;
- (v) the consummation of a merger, consolidation, or acquisition, or certain asset sales, involving the obligated person, or entry into or termination of a definitive agreement relating to the foregoing;
- (vi) appointment of a successor or additional trustee or the change of name of a trustee; and
- (vii) incurrence of a financial obligation (as defined in the SEC Rule) of the obligated person, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the School Corporation, any of which affect security holders.

(j) notice of the following reportable events, regardless of materiality, within ten (10) business days of occurrence (see Undertakings for exact list of events, but typically includes the following):

- (i) principal and interest payment delinquencies;
- (i) unscheduled draws on debt service reserves reflecting financial difficulties;
- (ii) unscheduled draws on credit enhancements reflecting financial difficulties;
- (iii) substitution of credit or liquidity providers, or their failure to perform;
- (iv) defeasances;
- (v) rating changes;
- (vi) adverse tax opinions or events affecting the status of the Obligations, the issuance by the IRS of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material events, notices or determinations with respect to the tax status of the Obligations;
- (vii) tender offers;
- (viii) bankruptcy, insolvency, receivership or similar event of the obligated person; and
- (ix) default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the School Corporation, any of which reflect financial difficulties.

In regards to reportable event (d)(vii) above, an example of a material financial obligation could be an obligation payable from the Debt Service Fund, the Operations Fund or any other Fund of the School Corporation. In some instances, the entrance into an equipment lease may trigger a reporting obligation. As a result, the School Corporation should follow the process and procedures described on Exhibit A attached hereto in order to analyze whether a reportable event notice should be filed regarding the incurrence of a certain financial obligation.

In regards to reportable event (e)(x) above, it is important for the School Corporation to understand the legal terms contained in each of its financial obligations in order to analyze whether a reportable event has occurred. In order to monitor all obligations, each time any financial obligation is incurred, regardless of whether it is payable from the School Corporation's Debt Service Fund, Operations Fund or any other Fund of the School Corporation, the Compliance Officer or Designee, if applicable, shall complete and/or update a chart in a form similar to the chart attached hereto as Exhibit B.

10. If the School Corporation employs another person or entity to assist with its obligations under any Undertakings, the Compliance Officer should annually review such agreement with that party in order to determine any and all responsibilities of the School Corporation under that agreement.

11. If Qualified School Construction Bonds, Qualified Zone Academy Bonds or Build America Bonds were issued, the Compliance Officer shall monitor the use of those specific Bond proceeds to ensure that (i) the proceeds are spent on the specific purposes for which those bonds were approved and authorized pursuant to the approval of the Indiana Department of Education, if applicable, and the Tax Documents, (ii) the costs of issuance financed by form the proceeds of each Bond does not exceed 2% of the proceeds of sale of each Bond and (iii) the Bond proceeds are expended pursuant to the required timing as indicated in the Tax Documents.

Record Retention

1. Records related to Bond-financed assets must be kept for as long as the Bonds which financed the assets are outstanding, plus three (3) years after the final redemption date of those Bonds. In the case of a refunding, records relating to the original new money issue and all records relating to the refunding issue must be maintained until three (3) years after the final redemption date of both bond issues.

The following documents shall be maintained, on paper or by electronic means (e.g., CD, disks, tapes) as indicated above:

- Tax Certificate and Arbitrage Certificate
- Information Return
- Audited Financial statements
- Bond transcripts, official statements and other offering documents
- Minutes and resolutions authorizing the issuance of the Bonds
- Certifications of the issue price of the Bonds
- Any formal elections for the Bonds (e.g., election to employ an accounting methodology other than specific tracing)
- Appraisals, demand surveys or feasibility studies for Bond financed property, if any
- Documents related to government grants associated with construction, renovation or purchase of Bond financed facilities, if any
- Trustee statements for the Bonds, if any
- Reports of any IRS examinations of the School Corporation, Issuer or Corporation Bonds
- Documentation of allocations of investments and investment earnings to the Bonds
- Documentation for investments of the Bond proceeds related to:

- o Investment contracts (e.g., guaranteed investment contracts)
- o Credit enhancement transactions (e.g., bond insurance contracts)
- o Financial derivatives (swaps, caps, etc.)
- o Bidding of financial products
- The following arbitrage related documents for the Bonds:
 - o Computations of Bond yield
 - o Computation of rebate and yield reduction payments
 - o Form 8038 T, Arbitrage Rebate, Yield Reduction and Penalty in Lieu of Arbitrage Rebate
 - o Form 8038 R, Request for Recovery of Overpayments Under Arbitrage Rebate Provisions
- Documentation of any allocations of Bond proceeds to expenditures (e.g., allocation of Bond proceeds to expenditures for the construction, renovation or purchase of facilities)
- Documentation of any allocations of Bond proceeds to issuance costs
- Copies of requisitions, draw schedules, draw requests, invoices, bills and cancelled checks related to Bond proceeds spent during the construction period
- Copies of all contracts entered into for the construction, renovation or purchase of Bond financed facilities
- Records of expenditure reimbursements incurred prior to issuing the Bonds for facilities financed with Bond proceeds
- A list or schedule of all Bond financed facilities or equipment
- Documentation that tracks the purchase and sale of Bond financed assets
- Records of trade or business activities by third parties allocated to Bond financed facilities, if any
- Copies of the following agreements when entered into with respect to Bond financed property:
 - o Management and other service agreements
 - o Research contracts
 - o Naming rights contracts
 - o Ownership documentation (e.g., deeds, mortgages)
 - o Leases
 - o Subleases
 - o Leasehold improvement contracts
 - o Joint venture arrangements
 - o Limited liability corporation arrangements

- o Partnership arrangements
- o Take contracts, take or pay contracts, or requirements contracts

PLAINFIELD COMMUNITY SCHOOL
CORPORATION

President, Board of School Trustees

Secretary, Board of School Trustees



Business Manager, Compliance Officer

ICE MILLER LLP

Bond Counsel Contact Information

If the School Corporation, the Issuer or the Compliance Officer has any questions and/or would like further guidance on the above-referenced Post-Issuance Compliance Procedures, please contact any of the following attorneys at Ice Miller LLP, One American Square, Suite 2900, Indianapolis, Indiana 46282:

Jane Neuhauser Herndon, Esq.
(317) 236-2437
jane.herndon@icemiller.com

Kristin McNulty McClellan, Esq.
(317) 236-5943
kristin.mcclellan@icemiller.com

Erik B. Long, Esq.
(317) 236-2395
erik.long@icemiller.com

Whitney Rogers, Esq.
(317) 236-2336
whitney.rogers@icemiller.com

EXHIBIT A

PROCESS AND PROCEDURES TO DETERMINE WHETHER THE INCURRENCE OF A FINANCIAL OBLIGATION SHOULD BE POSTED TO EMMA

The School Corporation's Compliance Officer will proceed through the following questions to determine if a transaction may rise to the level of a "material financial obligation" which should be posted to EMMA within ten (10) business days of incurrence.

In determining materiality of a financial obligation, the Compliance Officer shall consider whether the debt or debt-like transaction and related documents would be important to the total mix of information made available to a reasonable investor. This would include, but is not limited to, the following questions below. The Compliance Officer may consult with counsel on this determination.

If the answer is yes to any question below, the transaction could likely be deemed a "material financial obligation," the incurrence of which should be posted as a reportable event notice on EMMA. Contact your dissemination agent immediately to arrange for posting. If the answers to all of these questions are "no," consider contacting your bond counsel or dissemination agent for further discussion.

If you have any questions, or if an answer is not clear, contact your bond counsel as soon as possible to discuss.

1. **Is the repayment of the obligation payable from the School Corporation's Debt Service Fund?**
 - If yes, treat as a financial obligation, which must be posted within ten (10) business days of incurrence.
2. **Will the transaction be entered into Gateway?**
 - If yes, treat as a financial obligation which must be posted within ten (10) business days of incurrence.
3. **Will a representative from the School Corporation be asked to sign an IRS Form 8038-G as part of the transaction?**
 - If yes, discuss with bond counsel whether the amount, term and provisions would deem it a "material financial obligation" for which a notice must be posted within ten (10) business days of incurrence.
4. **Will bond counsel or local counsel be asked to give a validity or tax opinion to the vendor as part of the transaction?**

- If yes, discuss with bond counsel whether the amount, term and provisions would deem it a "material financial obligation" for which a notice must be posted within ten (10) business days of incurrence.

5. **When entering into an agreement, will the accumulation of payments over time be more than the purchase price?**

- If yes, discuss with bond counsel whether the amount, term and provisions would deem it a "material financial obligation" for which a notice must be posted within ten (10) business days of incurrence.

In determining materiality for items described in questions 3, 4 and 5 above, the School Corporation will consider the following factors in analyzing whether a particular obligation is material. Please contact Bond Counsel with any questions.

- Term of repayment
- Amount to be borrowed
- Method of interest rate calculation
- Risks or concerns regarding repayment (such as construction risk)
- Result of the failure to make a payment (repossession, acceleration, etc.)
- Amount or type which required approval/action of the School Board
- Total revenues and expenditures of the School Corporation in relationship to total fund balances
- Any other financing terms or provisions in the documentation of the obligation, especially as they may relate to other reportable events which need to be posted pursuant to SEC Rule 15c2-12, liquidity, overall credit worthiness or any potential impact to the rights of holders of existing obligations

EXHIBIT B

As described on page 5 of the School Corporation's Amended and Restated Post Issuance Compliance Procedures, each time any financial obligation is incurred, the compliance officer shall complete and or update this Exhibit B.

Table of Contents

- I. General Obligation Bonds (including pension bonds)
- II. Lease Bonds
- III. Capital Leases
- IV. Short Term Financial Obligations, including warrants (term is less than one year)
- V. Other (including common school funds loans, etc.)

EXHIBIT C

CONTINUING DISCLOSURE COMPLIANCE CHECKLIST
TO BE COMPLETED ANNUALLY & PLACED IN COMPLIANCE FILE

I. CONTRACTING WITH OUTSIDE ENTITY ON COMPLIANCE

Do you have a written contract with that entity and have your reviewed it? Have you provided the financial and operating information, audit and events, as described below, to the contracting party and reviewed what they plan to post on EMMA on your behalf? _____

You do not need to complete sections II, IV & V of this checklist in detail, if you have contracted with another party to post for you. However, it is important to post Audits when they are available (during the timeframe outlined in the Undertaking) & occurrence of material events within ten (10) business days of occurrence. Forward these to your posting party immediately upon receipt.

II. OUTSTANDING BONDS & UNDERTAKING AGREEMENTS:

[illegible]

III. SBA AUDITS

- ☐ Do we receive our Financial Statement and Federal Single Audit Report from the State Board of Accounts in **even-numbered years** or **odd-numbered years**?
- ☐ Have we checked our Continuing Disclosure Undertaking Agreement(s) to determine the deadline for filing audited information?
- ☐ **Filing Deadline Confirmed:** **Within _____ days of receipt**
OR
_____ / _____ / _____
- ☐ Have we marked our calendars for the date by which we expect to receive and file the audited information and have we determined who is responsible for posting on EMMA?

○ **Internal Deadline Confirmed:** ____/____/____

IV. UNAUDITED FINANCIAL INFORMATION (FORMS 9)

☐ Have we checked our Continuing Disclosure Undertaking Agreement(s) to determine the deadline for filing Forms 9?

○ **Filing Deadline Confirmed:** ____/____/____

☐ Have we marked our calendars for the date by which we will file the Forms 9 and have we determined who is responsible for posting on EMMA?

○ **Internal Deadline Confirmed:** ____/____/____

V. OPERATING DATA (CHECK UNDERTAKINGS; IF A SMALL ISSUER AT TIME OF UNDERTAKING, MAY NOT BE REQUIRED)

☐ Have we checked our Continuing Disclosure Undertaking Agreement(s) to determine the deadline for filing Operating Data?

○ **Filing Deadline Confirmed:** ____/____/____

☐ Have we marked our calendars for the date by which we will file the Operating Data and have we determined who is responsible for posting on EMMA?

○ **Internal Deadline Confirmed:** ____/____/____

☐ Have we drafted a written list of Operating Data categories for each outstanding issue?

○ **Operating Data Categories:**

- 1)
- 2)
- 3)
- 4)
- 5)
- 6)
- 7)
- 8)
- 9)
- 10)

☐ Do we have procedures in place to obtain and update the Operating Data, if any?

○ **Responsible party/parties
for updating Operating Data:** _____

- ☐ Have we contacted any other entities on whom we may have to rely in order to obtain any Operating Data?

VI. REPORTABLE EVENTS

Ask yourself and your staff the following questions on a periodic basis, and at least quarterly (*note that under the Rule you should be reporting these events within ten (10) business days of occurrence*):

- ☐ Are we in danger of missing a bond payment?
- ☐ Are we in danger of defaulting on any other large covenants with respect to our bonds?
- ☐ Has the IRS (or any other federal agency) contacted us about our bond issues?
- ☐ Have we approved any new documents which substantially change the rights of bond holders?
- ☐ Have any of our outstanding bonds been refunded or otherwise called for redemption?
- ☐ Have any properties which are mortgaged as part of bond issues been sold, replaced, substituted, or had any other significant changes in title?
- ☐ Has a rating agency, such as S&P Global Rating Agency, contacted us about ongoing surveillance? Have we received any notifications from a rating agency? Do we have any reason to believe the rating on our outstanding bonds is about to change?
- ☐ Is our entity about to file bankruptcy or any other similar financial duress protection?
- ☐ Is our entity about to merge, consolidate, or change in a similar fashion?
- ☐ Has our trustee bank merged, consolidated, or changed its name in a similar fashion? Have we appointed a new and/or additional trustee?
- ☐ Are any of our outstanding bonds insured? If so, have you checked with our municipal advisor or underwriter about any change in rating of the bond insurer?
- ☐ Does the School Corporation or any entity on behalf of the School Corporation, expect to incur a "material" debt (this would be any debt payable from the Debt Service Fund, Operations Fund or Education Fund, including common school fund loans, equipment loans or leases and tax warrants in addition to notes or bonds)? Please contact Bond Counsel with any questions.
- ☐ Has the School Corporation defaulted on any debt payable from any fund, including equipment loans or leases, notes or bonds, or experienced any event which could reflect that the School Corporation is having financial difficulties? Please contact Bond Counsel with any questions.

If you answered "yes" to any of these questions, consider drafting a Notice of Reportable Event to be posted onto EMMA and/or consulting with your bond counsel or dissemination agent as soon as possible to discuss. The SEC requires a Notice of Reportable Event to be posted within ten (10) business days of the occurrence of the event.

VII. NOTICE OF FAILURE TO FILE

Have any of your audits, Forms 9 or operating data been posted on EMMA materially late?
If so, have you posted a Notice of Failure to File? Discuss this with your dissemination
agent, municipal advisor and bond counsel. _____

COMPLIANCE OFFICER

DATE COMPLETED

AIA[®] Document B133[™] – 2014

Standard Form of Agreement Between Owner and Architect, Construction Manager as Constructor Edition

AGREEMENT made as of the Ninth day of May in the year Two Thousand Nineteen
(In words, indicate day, month and year.)

BETWEEN the Architect's client identified as the Owner:
(Name, legal status, address and other information)

Plainfield Community School Corporation
985 Longfellow Drive
Plainfield, IN 46168

and the Architect:
(Name, legal status, address and other information)

CSO Architects, Inc.
8831 Keystone Crossing
Indianapolis, IN 46240

for the following Project:
(Name, location and detailed description)

New Guilford Elementary School located on a 40 acre parcel off of Moon Road
in Plainfield, Indiana

The Construction Manager (if known):
(Name, legal status, address and other information)

The Skillman Corporation 3834 S. Emerson Ave., Bldg. A
Indianapolis, IN 46203

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document is intended to be used in conjunction with AIA Documents A201[™]–2007, General Conditions of the Contract for Construction; A133[™]–2009 Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price; and A134[™]–2009 Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee without a Guaranteed Maximum Price. AIA Document A201[™]–2007 is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

TABLE OF ARTICLES

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ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.

(Note the disposition for the following items by inserting the requested information or a statement such as "not applicable," "unknown at time of execution," or "to be determined later by mutual agreement.")

§ 1.1.1 The Owner's program for the Project:

(Identify documentation or state the manner in which the program will be developed.)

To be developed by the Architect with the Owner

§ 1.1.2 The Project's physical characteristics:

(Identify or describe, if appropriate, size, location, dimensions, or other pertinent information, such as geotechnical reports; site, boundary and topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site; etc.)

As generally described in Architect's Proposal dated December 19, 2018 attached hereto as Exhibit A ("Architect Proposal")

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:

(Provide total and, if known, a line item breakdown.)

As identified in the Architect Proposal

§ 1.1.4 The Owner's anticipated design and construction schedule:

.1 Design phase milestone dates, if any:

As identified in Section 2.7

.2 Commencement of construction:

October 2019

.3 Substantial Completion date or milestone dates:

March 2021

.4 Other:

§ 1.1.5 The Owner intends to retain a Construction Manager pursuant to the following agreement:
(Indicate agreement type.)

☒ **[X]** AIA Document A133–2009, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price, as modified by Owner.

☐ **[]** AIA Document A134–2009, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee without a Guaranteed Maximum Price.

§ 1.1.6 The Owner's requirements for accelerated or fast-track scheduling or phased construction are set forth below:
(List number and type of bid/procurement packages.)

§ 1.1.7 Other Project information:
(Identify special characteristics or needs of the Project not provided elsewhere, such as the Owner's sustainable objective, if any, or historic preservation requirements.)

§ 1.1.8 The Owner identifies the following representative in accordance with Section 5.5:
(List name, address and other information.)

Jud Wolfe
Plainfield Community School Corporation
985 Longfellow Drive
Plainfield, IN 46168

§ 1.1.9 The persons or entities, in addition to the Owner's representative, who are required to review the Architect's submittals to the Owner are as follows:
(List name, address and other information.)

§ 1.1.10 The Owner will retain the following consultants:
(List name, legal status, address and other information.)

.1 Construction Manager:

(The Construction Manager is identified on the cover page. If a Construction Manager has not been retained as of the date of this Agreement, state the anticipated date of retention. If the Architect is to assist the Owner in selecting the Construction Manager, complete Section 4.1.1)

To be selected in accordance with Ind. Code 5-32

Init.

- .2 Cost Consultant (if in addition to the Construction Manager):
(If a Cost Consultant is retained, appropriate references to the Cost Consultant should be inserted in Sections 3.3.6, 3.3.7, 3.4.2, 3.4.3, 3.5.4, 3.5.5, 5.4, 6.3, 6.3.1, 6.4 and 11.6.)

- .3 Land Surveyor:

- .4 Geotechnical Engineer:

- .5 Civil Engineer:

- .6 Other consultants:
(List any other consultants retained by the Owner, such as a Project or Program Manager, or scheduling consultant.)

§ 1.1.11 The Architect identifies the following representative in accordance with Section 2.3:
(List name, address and other information.)

John E. Rigsbee, Principal
CSO Architects, Inc.
8831 Keystone Crossing
Indianapolis, IN 46240

§ 1.1.12 The Architect will retain the consultants identified in Sections 1.1.12.1 and 1.1.12.2:
(List name, legal status, address and other information.)

§ 1.1.12.1 Consultants retained under Basic Services:

.1 Structural Engineer:

Lynch Harrison and Brumleve

.2 Mechanical Engineer:

R.E. Dimond and Associates

.3 Electrical Engineer:

R.E. Dimond and Associates

.4 Civil Engineer:

Infrastructure Engineering, Inc.

.5 Landscape Architect:

Context Design

.6 Technology Designer:

Design 27

.7 Food Service Designer:

Reitano Design Group

§ 1.1.12.2 Consultants retained under Additional Services:

§ 1.1.13 Other Initial Information on which the Agreement is based:

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that such information may materially change.

§ 1.3 The Architect shall not change the consultants identified in Section 1.1.12.1 without prior written consent of the Owner.

ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide the professional services as set forth in this Agreement, the Architect Proposal and described in the AIA Document A201 (2007 Edition), as modified by the Owner, and incorporated by reference as if set forth herein in full.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Architect shall provide its services in conjunction with the services of a Construction Manager as described in the agreement identified in Section 1.1.5. The Architect shall not be responsible for actions taken by the Construction Manager.

§ 2.4 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

§ 2.5 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.6 Insurance. The Architect shall maintain the following insurance for the duration of this Agreement. If any of the requirements set forth below exceed the types and limits the Architect normally maintains, the Owner shall reimburse the Architect for any additional cost as set forth in Section 11.8.3.

§ 2.6.1 Commercial General Liability with policy limits of not less than one million dollars (\$ 1,000,000) for each occurrence and two million dollars (\$ 2,000,000,000) in the aggregate for bodily injury and property damage and umbrella/excess liability insurance with policy limits of not less than five million dollars (\$5,000,000).

§ 2.6.2 Automobile Liability covering vehicles owned by the Architect and non-owned vehicles used by the Architect with policy limits of not less than one million dollars (\$1,000,000) combined single limit (each accident) along with any other statutorily required automobile coverage.

§ 2.6.3 The Architect may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess liability insurance, provided such primary and excess insurance policies result in the same or greater coverage as those required under Sections 2.6.1 and 2.6.2.

§ 2.6.4 Workers' Compensation at statutory limits and Employers Liability with policy limits of not less than five hundred thousand dollars (\$ 500,000.00).

§ 2.6.5 Professional Liability covering negligent acts, errors and omissions in the performance of professional services, with policy limits of not less than five million dollars (\$ 5,000,000) per claim and five million dollars (\$ 5,000,000) in the aggregate. The Architect's policy of insurance shall contain prior acts coverage sufficient to cover all services performed by the Architect for this Project. Upon Owner's request, Architect shall give prompt written notice to Owner of any and all claims made against this policy during the period in which this policy is required to be maintained pursuant to this Agreement. If the insurance is written on a claims-made basis and coverage is cancelled at any time, the Architect will obtain, at its cost, an extended reporting endorsement which provides continuing coverage for claims based upon alleged acts or omissions during the term of the Agreement until all applicable statute of limitation periods have expired.

§ 2.6.6 The Owner shall be an additional insured on the Architect's primary and excess insurance policies for Commercial General Liability and Automobile Liability. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies. The additional insured coverage shall apply to both ongoing operations and completed operations.

§ 2.6.7 The Architect shall provide to the Owner certificates of insurance evidencing compliance with the requirements in this Section 2.6. The certificates will show the Owner as additional insureds on the Commercial General Liability, Automobile Liability, and any excess policies, and such coverage shall be primary and non-contributory. Upon Owner's request, Architect shall provide certified copies of all insurance policies procured by the Architect under or pursuant to this Section. In no event shall any failure of the Owner to receive certified copies or certificates of policies required under this Section or to demand receipt of such certified copies or certificates

prior to the Architect's commencing the services be construed as a waiver by the Owner of the Architect's obligations to obtain insurance pursuant to this Section 2.6. The obligations to procure and maintain any insurance required is a separate responsibility of the Architect and independent of the duty to furnish a certified copy or certificate of such insurance policies.

§ 2.6.8 The Architect's policies of insurance shall contain prior acts coverage sufficient to cover all services performed by the Architect for this Project. Deductibles shall be paid by the Architect.

§ 2.6.9 The Architect shall ensure that all of its consultants carry and maintain commercial general liability, umbrella, automobile, professional liability, and workers' compensation insurance that comply with the requirements of Section 2.6, unless specifically agreed otherwise by the Owner in writing.

§ 2.7 The Architect shall comply with the following completion deadlines:

Description of Services	Completion Dates
Schematic Design	January 31, 2019
Design Development	April 30, 2019
Construction Documents	August 30, 2019

§ 2.8 The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project and subject to the time limits set forth in Section 2.7. The dates and time limits set forth herein are of the essence. The Architect agrees that the schedule and durations in Section 2.7 include sufficient time for the Owner's review and approval and are sufficient to permit the Architect to perform its services as is consistent with professional skill and care and the orderly progress of the Project. The Architect shall, immediately upon ascertainment, notify Owner of any delay in the performance of its services under this Agreement which would affect or delay the time limits set forth herein. Architect shall consult and advise the Owner in connection with any such delay and its effect on the time limits and shall take such action on Owner's behalf as Owner may request in accordance with this Agreement.

§ 2.9 The Architect shall be responsible for the quality, technical accuracy, timely completion, and coordination of all plans, studies, designs, Drawings, Specifications, Construction Documents, reports, and other services furnished by the Architect under this Agreement. The Architect shall, without additional compensation, promptly correct or revise any errors, omissions, or other deficiencies in its plans, studies, designs, Drawings, Specifications, Construction Documents, reports, and other services that are a result of the Architect's errors or omissions.

§ 2.10 The Architect shall be licensed to practice architecture as required by Indiana law.

§ 2.11 The Architect shall give prompt written notice to the Owner if the Architect discovers or becomes aware of a fault, defect, error, omission, or inconsistency related to the Project or the Contract Documents.

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Additional Services.

§ 3.1.1 The Architect shall manage the Architect's services, consult with the Owner and the Construction Manager, research applicable design criteria, attend Project meetings, communicate with members of the Project team and report progress to the Owner. The Architect shall also attend meetings and prepare reports as may be reasonably requested by the Owner.

§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner, the Construction Manager, and the Owner's consultants. The Architect shall be entitled to rely on the accuracy and completeness of services and information furnished by the Owner, the Construction Manager, and the Owner's consultants, unless the Architect knows or reasonably should know of any inaccuracies or incompleteness of such services and information. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission or inconsistency in such services or information.

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit to the Owner and the Construction Manager a schedule of the Architect's services consistent with the time limits identified in Section 2.7 for inclusion in the Project schedule prepared by the Construction Manager. The schedule of the Architect's services shall include design milestone dates, anticipated dates when cost estimates or design reviews may occur, and allowances for periods of time required (1) for the Owner's review, (2) for the Construction Manager's review, (3) for the performance of the Construction Manager's Preconstruction Phase services, (4) for the performance of the Owner's consultants, and (5) for approval of submissions by authorities having jurisdiction over the Project.

§ 3.1.4 The Architect shall submit information to the Construction Manager and participate in developing and revising the Project schedule as it relates to the Architect's services. The Architect shall review and approve, or take other appropriate action upon, the portion of the Project schedule relating to the performance of the Architect's services.

§ 3.1.5 Once the Owner, Construction Manager, and Architect agree to the time limits established by the Project schedule, the Owner and Architect shall not exceed them, except for reasonable cause.

§ 3.1.6 The Architect shall not be responsible for an Owner's directive or substitution, or for the Owner's acceptance of non-conforming work, made without the Architect's approval.

§ 3.1.7 The Architect shall, at appropriate times, in coordination with the Construction Manager, contact the governmental authorities required to approve the Construction Documents and the entities providing utility services to the Project. In designing the Project, the Architect shall respond to applicable design requirements imposed by such governmental authorities and by such entities providing utility services. The Drawings, Specifications, Construction Documents and other services provided by the Architect shall comply with applicable laws, codes, and regulations in effect at the time of the performance of the Architect's services.

§ 3.1.8 The Architect shall timely secure any applicable state design release applications and assist the Owner and Construction Manager in connection with the Owner's responsibility for filing other documents required for the approval of governmental authorities having jurisdiction over the Project.

§ 3.2 Evaluation of the Construction Manager's Guaranteed Maximum Price Proposal or Control Estimate

§ 3.2.1 Prior to the Owner's acceptance of the Guaranteed Maximum Price proposal or Control Estimate, as applicable, the Architect shall consider the Construction Manager's requests for substitutions and, upon written request of the Construction Manager, provide clarification or interpretations pertaining to the Drawings, Specifications, and other documents submitted by the Architect. The Architect and Construction Manager shall include the Owner on all communications related to substitution requests, clarifications, and interpretations.

§ 3.2.2 During one of the design phases, the Owner will receive a Guaranteed Maximum Price proposal or Control Estimate, as appropriate, from the Construction Manager. The Architect shall assist the Owner in reviewing the Construction Manager's proposal or estimate. The Architect's review is not for the purpose of discovering errors, omissions, or inconsistencies; for the assumption of any responsibility for the Construction Manager's proposed means, methods, sequences, techniques, or procedures; or for the verification of any estimates of cost or estimated cost proposals. In the event that the Architect discovers any inconsistencies or inaccuracies in the information presented, the Architect shall promptly notify the Owner and Construction Manager.

§ 3.2.3 Upon authorization by the Owner, and subject to Section 4.3.1.15, the Architect shall update the Drawings, Specifications, and other documents to incorporate the agreed upon assumptions and clarifications contained in the Guaranteed Maximum Price Amendment or Control Estimate.

§ 3.3 Schematic Design Phase Services

§ 3.3.1 The Architect shall review the program and other information furnished by the Owner and Construction Manager, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.3.2 The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

§ 3.3.3 The Architect shall present its preliminary evaluation to the Owner and Construction Manager and shall discuss with the Owner and Construction Manager alternative approaches to design and construction of the Project, including the feasibility of incorporating sustainable design approaches, and consideration of the implementation of the Owner's sustainable objective, if any. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

§ 3.3.4 Based on the Project requirements agreed upon with the Owner, the Architect shall prepare and present to the Owner and Construction Manager, for the Owner's approval, a preliminary design illustrating the scale and relationship of the Project components.

§ 3.3.5 Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval and the Construction Manager's review. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital modeling. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.3.5.1 The Architect shall consider sustainable design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, implications of sustainable code requirements enacted in the relevant jurisdiction, if any, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain other sustainable design services under Article 4.

§ 3.3.5.2 The Architect shall consider with the Owner and the Construction Manager the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics in developing a design for the Project that is consistent with the Owner's schedule and budget for the Cost of the Work.

§ 3.3.6 The Architect shall submit the Schematic Design Documents to the Owner and the Construction Manager. The Architect shall meet with the Construction Manager to review the Schematic Design Documents, and the schematic cost estimate prepared by the Construction Manager. If the schematic cost estimate exceeds the Project Budget, Architect shall discuss with Owner and Construction Manager potential cost reduction options and modify the Schematic Design Documents.

§ 3.3.7 Upon receipt of the Construction Manager's review comments and cost estimate at the conclusion of the Schematic Design Phase, the Architect shall take action as required under Section 6.4, identify agreed upon adjustments to the Project's size, quality, or budget, and request the Owner's approval of the Schematic Design Documents. If revisions to the Schematic Design Documents are required to comply with the Owner's budget for the Cost of the Work at the conclusion of the Schematic Design Phase, the Architect shall incorporate the required revisions in the Design Development Phase.

§ 3.3.8 In the further development of the Drawings and Specifications during this and subsequent phases of design, the Architect shall be entitled to rely on the accuracy of the estimates of the Cost of the Work, which are to be provided by the Construction Manager under the Construction Manager's agreement with the Owner.

§ 3.4 Design Development Phase Services

§ 3.4.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work pursuant to Section 5.4, the Architect shall prepare Design Development Documents for the Owner's approval and Construction Manager's review. The Design Development Documents shall be based upon information provided, and estimates prepared by, the Construction Manager and shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and such other elements as may be appropriate. The Design Development Documents shall also include detailed layouts of the site plans and the floor plan with furniture and equipment. The Design Development Documents shall also include outline specifications

that identify major materials and systems and establish in general their quality levels. Architect's Design Development documents shall include interior and exterior renderings.

§ 3.4.1.1 The Architect shall commence the process to select interior finishes, patterns and colors for each Project and review with the Owner on a regular basis until the process is complete.

§ 3.4.1.2 The Architect shall direct the preparation of civil, landscape architecture, structural, mechanical, electrical, plumbing and technology services as required for the Project along with required narrative information as needed for estimating the Cost of the Work.

§ 3.4.2 Prior to the conclusion of the Design Development Phase, the Architect shall submit the Design Development Documents to the Owner and the Construction Manager. The Architect shall meet with the Construction Manager to review the Design Development Documents and estimate of the Cost of the Work. If the cost estimate exceeds the Owner's budget for the Project, the Architect shall discuss potential cost reduction options with the Owner and Construction Manager and modify the Design Development Documents as required.

§ 3.4.3 Upon receipt of the Construction Manager's information and estimate at the conclusion of the Design Development Phase, the Architect shall take action as required under Sections 6.5 and 6.6 and request the Owner's approval of the Design Development Documents.

§ 3.5 Construction Documents Phase Services

§ 3.5.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval and the Construction Manager's review. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that in order to construct the Work the Construction Manager will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

§ 3.5.2 The Architect shall incorporate into the Construction Documents the design requirements of governmental authorities having jurisdiction over the Project.

§ 3.5.3 During the development of the Construction Documents, if requested by the Owner, the Architect shall assist the Owner and Construction Manager in the development and preparation of (1) the Conditions of the Contract for Construction (General, Supplementary and other Conditions) and (2) a project manual that includes the Conditions of the Contract for Construction and Specifications and may include sample forms.

§ 3.5.4 Prior to the conclusion of the Construction Documents Phase, the Architect shall submit the Construction Documents to the Owner and the Construction Manager. The Architect shall meet with the Construction Manager to review the Construction Documents.

§ 3.5.5 Upon receipt of the Construction Manager's information and estimate at the conclusion of the Construction Documents Phase, the Architect shall take action as required under Section 6.7 and obtain the Owner's approval of the Construction Documents.

§ 3.5.6 The Architect shall not restrain or restrict bidding for this Project in violation of Ind. Code 24-1-2-3 (Restraint of bidding for letting contracts; offense). The Architect shall defend, indemnify, and hold the Owner harmless from any damages including reasonable attorney fees related to any violations of Ind. Code 24-1-2-3 to the extent caused by the Architect.

§ 3.6 Construction Phase Services

§ 3.6.1 General

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Construction Manager as set forth below and in AIA Document A201™-2007, General Conditions of the Contract for

Construction. If the Owner and Construction Manager modify AIA Document A201–2007, those modifications shall not affect the Architect’s services under this Agreement unless the Owner and the Architect amend this Agreement.

§ 3.6.1.2 Subject to Section 4.3, the Architect’s responsibility to provide Construction Phase Services commences upon the Owner’s acceptance of the Construction Manager’s Guaranteed Maximum Price proposal, the Owner’s approval of the Construction Manager’s Control Estimate, or the Owner’s issuance of a Notice to Proceed to the Construction Manager. The Architect’s responsibility to provide Construction Phase Services terminates on the date the Architect issues the final Certificate for Payment and after the one (1) year Construction Manager correction period.

§ 3.6.1.3 The Architect shall advise and consult with the Owner and Construction Manager during the Construction Phase Services until final payment to the Construction Manager is due and all punch list items are complete and the Certification of Substantial Completion for the Project is issued. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Construction Manager’s failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect’s negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Construction Manager or of any other persons or entities performing portions of the Work.

§ 3.6.2 Evaluations of the Work

§ 3.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.3.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. The Architect shall also attend the Owner/Architect/Construction Manager meetings and shall be available with reasonable promptness as needed to address other issues related to the progress of construction. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule, and (2) defects and deficiencies observed in the Work.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Construction Manager, Subcontractors, material and equipment suppliers, their agents or employees or other persons or entities performing portions of the Work.

§ 3.6.2.3 The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Construction Manager. The Architect’s response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 3.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Construction Manager, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect shall assist the Owner in matters relating to aesthetic effect and determine what course of action is consistent with the intent expressed in the Contract Documents. The Owner, however, shall have final authority on all matters relating to aesthetic effect.

§ 3.6.2.5 Unless the Owner and Construction Manager designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201–2007, the Architect shall render initial decisions on Claims between the Owner and Construction Manager as provided in the Contract Documents.

§ 3.6.3 Certificates for Payment to Construction Manager

§ 3.6.3.1 The Architect shall timely review and certify the amounts due the Construction Manager and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Construction Manager's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject (1) to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) to results of subsequent tests and inspections, (3) to correction of minor deviations from the Contract Documents prior to completion, and (4) to specific qualifications expressed by the Architect.

§ 3.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Construction Manager's right to payment, or (4) ascertained how or for what purpose the Construction Manager has used money previously paid on account of the Contract Sum.

§ 3.6.3.3 The Architect shall maintain a record of the Applications and Certificates for Payment.

§ 3.6.4 Submittals

§ 3.6.4.1 The Architect shall review the Construction Manager's submittal schedule and shall not unreasonably delay or withhold approval. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review.

§ 3.6.4.2 In accordance with the Architect-approved submittal schedule, the Architect shall review and approve or take other appropriate action upon the Construction Manager's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Construction Manager's responsibility. The Architect's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 3.6.4.3 If the Contract Documents specifically require the Construction Manager to provide professional design services or certifications by a design professional related to systems, materials or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review shop drawings and other submittals related to the Work designed or certified by the design professional retained by the Construction Manager that bear such professional's seal and signature when submitted to the Architect. The Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals unless the Architect knows or reasonably should have known of inadequacies, inaccuracies, or incompleteness of such design services.

§ 3.6.4.4 The Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth in the Contract Documents the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to requests for information.

§ 3.6.4.5 The Architect shall maintain a record of submittals and copies of submittals supplied by the Construction Manager in accordance with the requirements of the Contract Documents.

§ 3.6.5 Changes in the Work

§ 3.6.5.1 The Architect may authorize minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to the provisions of Section 4.3, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 3.6.5.2 The Architect shall maintain records relative to changes in the Work.

§ 3.6.6 Project Completion

§ 3.6.6.1 The Architect shall conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion; receive from the Construction Manager and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and assembled by the Construction Manager; and issue a final Certificate for Payment based upon a final inspection indicating the Work complies with the requirements of the Contract Documents.

§ 3.6.6.2 The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Construction Manager of Work to be completed or corrected.

§ 3.6.6.3 When the Work is found to be substantially complete, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Construction Manager, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

§ 3.6.6.4 The Architect shall forward to the Owner the following information received from the Construction Manager: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Construction Manager under the Contract Documents.

§ 3.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

ARTICLE 4 ADDITIONAL SERVICES

§ 4.1 Additional Services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Additional Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2.

(Designate the Additional Services the Architect shall provide in the second column of the table below. In the third column indicate whether the service description is located in Section 4.2 or in an attached exhibit. If in an exhibit, identify the exhibit.)

Services	Responsibility (Architect, Owner or Not Provided)	Location of Service Description (Section 4.2 below or in an exhibit attached to this document and identified below)
§ 4.1.1 Assistance with selection of the Construction Manager	Architect	Section 4.2.1
§ 4.1.2 Programming (B202™-2009)	Architect	Section 4.2.2
§ 4.1.3 Multiple preliminary designs	Architect	Section 4.2.3
§ 4.1.4 Measured drawings	Architect	Section 4.2.4
§ 4.1.5 Existing facilities surveys	Architect	Section 4.2.5
§ 4.1.6 Site Evaluation and Planning(B203™-2007)	Architect	Section 4.2.6
§ 4.1.7 Building Information Modeling (E203™-2013)	Architect	Section 4.2.7
§ 4.1.8 Civil engineering	Architect	Section 4.2.8
§ 4.1.9 Landscape design	Architect	Section 4.2.9

§ 4.1.10 Architectural Interior Design (B252™–2007)	Architect	Section 4.2.10
§ 4.1.11 Value Analysis(B204™–2007)	Not Provided	
§ 4.1.12 Detailed cost estimating	Not Provided	
§ 4.1.13 On-site project representation (B207™–2008)	Not Provided	
§ 4.1.14 Conformed construction documents	Architect	Section 4.2.11
§ 4.1.15 As-Designed Record drawings	Not Provided	
§ 4.1.16 As-Constructed Record drawings	Not Provided	
§ 4.1.17 Post occupancy evaluation	Not Provided	
§ 4.1.18 Facility Support Services(B210™–2007)	Not Provided	
§ 4.1.19 Tenant-related services	Not Provided	
§ 4.1.20 Coordination of Owner's consultants	Architect	Section 4.2.12
§ 4.1.21 Telecommunications/data design	Architect	Section 4.2.13
§ 4.1.22 Security Evaluation and Planning(B206™–2007)	Architect	Section 4.2.14
§ 4.1.23 Commissioning (B211™–2007)	Not Provided	
§ 4.1.24 Extensive sustainable design services	Not Provided	
§ 4.1.25 LEED® Certification (B214™–2012)	Not Provided	
§ 4.1.26 Historic Preservation (B205™–2007)	Not Provided	
§ 4.1.27 Furniture, Furnishings, and Equipment Design (B253™–2007)	Architect	Section 4.2.15

§ 4.2 Insert a description of each Additional Service designated in Section 4.1 as the Architect's responsibility, if not further described in an exhibit attached to this document.

§ 4.2.1 Assistance with selection of the Construction Manager: Assist in developing the RFP for Construction Manager as Constructor (CMc) services, participate in interviewing CMc candidates and review of RFP responses.

§ 4.2.2 Programming: Generate a facility program of the contemplated Project that includes the systematic evaluation of the interrelated values, goals, facts, and defines organizational and spacial needs, required facilities, personnel, and impact to surrounding context.

§ 4.2.3 Multiple Preliminary Designs: Generate preliminary designs as defined in Article 3.3.4 above.

§ 4.2.4 Measured Drawings: Survey, measure and document to scale in plan, section and elevation, the existing visible configuration, organization, and layout of the subject building(s). Actual construction materials and interrelationships that are not visible are not recorded.

§ 4.2.5 Existing Facilities Surveys: Survey, and document to relative scale, in plan, the general configuration, organization, layout and condition of the subject building(s') exterior and interior walls, ceiling and floors including finish materials.

§ 4.2.6 Site Evaluation and Planning: Assess existing site circulation, and safety/security conditions to identify areas of immediate need. Develop design solutions to address critical issues to be implemented in the Civil engineering and landscape design.

§ 4.2.7 Building Information Modeling: Execute the design of the Project utilizing (BIM) software and techniques.

§ 4.2.8 Civil Engineering: - Engineer the various Project site development attributes including temporary and permanent erosion control, grading, pavement design, walks, vehicle parking, fencing and other fixed site improvements. Engineer utility extensions necessary for the building development that includes storm water quality management and drainage, sanitary sewer, potable and fire water service, natural gas, electricity, cable, and IT/data lines to within five (5) feet of the building exterior walls. Design all site attributes and improvements in accordance with codes and regulations by authorities having jurisdiction.

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§ 4.2.9 Landscape Design: Design landscape site improvements including decorative aggregates planting beds, lawns, trees, irrigation systems, site furniture, ornamental fences, and other fixed decorative site improvements necessary to implement the overall Project design.

§ 4.2.10 Architectural Interior Design – Design and create interior character by defining, selecting and specifying finish materials for walls, floors and ceilings including development of a comprehensive finish materials color schedule. Design custom fixed casework as required by the overall Project design.

§ 4.2.11 Conformed Construction Documents: Produce a updated set of contract drawings and specifications incorporating all addenda and value engineering changes upon the completion of the negotiation or bidding phase of the Project. The conformed set shall be issued to the contractor as the “Construction Issue” to be utilized for the actual construction of the Project in the field.

§ 4.2.12 Coordination with Owner’s Consultants: Coordinate the services of the Owner’s consultants and other design professionals providing services with respect to the Project so that their services are coordinated with the overall design intent of the Project.

§ 4.2.13 Telecommunications/Data Design: Engineer structured cabling and digital data distribution systems necessary to implement the overall Project design.

§ 4.2.14 Security Evaluation and Planning: Engineer and design special signal systems including, CCTV, and door access control systems necessary to implement the overall Project design.

§ 4.2.15 Furniture, Furnishings and Equipment Design: Develop furniture and equipment layouts for the various spaces in the building. Layouts shall show desks, chairs, tables, file cabinets, etc. that have been identified and verified with the Owner. Final furniture layout drawings will be provided to the Owner’s furniture vendor for the procurement process. The Architect/Interior Design team will assist in furniture and equipment color selections to coordinate with the overall building finishes color palate. Developing an inventory of existing furniture in the buildings is not included.

§ 4.3 Additional Services may be provided after execution of this Agreement with the Owner’s prior express written authorization, without invalidating the Agreement. Except for services required due to the fault of the Architect and/or performed without the Owner’s prior written authorization, any Additional Services provided in accordance with this Section 4.3 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect’s

schedule, subject to the Architect's compliance with the requirements of this Agreement. If the Architect believes it is entitled to additional compensation for services the Architect

believes are needed or for other services requested by the Owner, the Architect shall notify the Owner in writing with reasonable promptness and (1) explain the basis of the

Architect's belief that such services are outside the scope of Basic Services, and (2) provide an estimate of the probable cost of such services and probable impact, if any, on the Architect's schedule. The Architect

(Paragraphs Deleted)

shall not

provide services for

(Paragraphs Deleted)

which the Architect believes it is

(Paragraphs Deleted)

entitled to additional compensation until the Architect receives the

Owner's written authorization, which authorization will either (1) acknowledge that the Architect is entitled to

(Paragraph Deleted)

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additional compensation, or
(2) deny that the Architect is entitled to additional compensation, and direct the Architect to proceed with the services, in which case the Architect may pursue a claim for additional compensation under Article 8.
(Paragraphs Deleted)

(Paragraphs Deleted)

§ 4.4 Notwithstanding anything herein to the contrary, the Architect shall not be entitled to payment for Additional Services where such Additional Services relate to or arise out of the errors, omissions, or fault of the Architect or were performed without the express prior written authorization of the Owner.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program which shall set forth the Owner's objectives, schedule, constraints and criteria, including space requirements and relationships, flexibility, expandability, special equipment, systems and site requirements.

§ 5.2 The Owner shall retain a Construction Manager to provide services, duties, and responsibilities as described in the agreement selected in Section 1.1.5.

§ 5.3 The Owner shall furnish the services of a Construction Manager that shall be responsible for creating the overall Project schedule. The Owner shall adjust the Project schedule, if necessary, as the Project proceeds.

§ 5.4 The Owner shall establish and periodically update the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall furnish the services of a Construction Manager that shall be responsible for preparing all estimates of the Cost of the Work. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the budget for the Cost of the Work or in the Project's scope and quality.

§ 5.4.1 The Owner acknowledges that accelerated, phased or fast-track scheduling provides a benefit, but also carries with it associated risks. Such risks include the Owner incurring costs for the Architect to coordinate and redesign portions of the Project affected by procuring or installing elements of the Project prior to the completion of all relevant Construction Documents, and costs for the Construction Manager to remove and replace previously installed Work. If the Owner selects accelerated, phased or fast-track scheduling, the Owner agrees to include in the budget for the Project sufficient contingencies to cover such costs.

§ 5.5 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.6 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions and necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 5.7 The Owner shall furnish services of geotechnical engineers, which may include but are not limited to test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 5.8 The Architect shall coordinate the services of the Owner's consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants maintain professional liability insurance and other liability insurance as appropriate to the services provided.

§ 5.9 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.10 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.11 The Owner shall provide prompt written notice to the Architect and Construction Manager if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service, but the Owner's failure or omission to do so shall not relieve the Architect of its obligations under this Agreement. The Owner shall have no obligations of observation, inspection, or investigation.

§ 5.12 The Owner shall endeavor to contemporaneously provide the Architect with any communications provided to the Construction Manager about matters arising out of or relating to the Contract Documents. Communications by and with the Architect's consultants shall be through the Architect.

§ 5.13 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Construction Manager, including the General Conditions of the Contract for Construction.

§ 5.14 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Construction Manager to provide the Architect access to the Work wherever it is in preparation or progress.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include the Construction Managers' general conditions costs, overhead, and profit. The Cost of the Work does not include the compensation of the Architect, the compensation of the Construction Manager for Preconstruction Phase services, the costs of the land, rights-of-way, financing, contingencies for changes in the Work or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in the Initial Information, and may be adjusted throughout the Project as required under Sections 5.4 and 6.4. Evaluations of the Owner's budget for the Cost of the Work represent the Architect's judgment as a design professional. Architect shall use professional care to design the Project in accordance with the Owner's budget.

§ 6.3 The Owner shall require the Construction Manager to include appropriate contingencies for design, bidding or negotiating, price escalation, and market conditions in estimates of the Cost of the Work. The Architect shall be entitled to rely on the accuracy and completeness of estimates of the Cost of the Work the Construction Manager prepares as the Architect progresses with its Basic Services. The Architect shall prepare, as an Additional Service, revisions to the Drawings, Specifications or other documents required due to the Construction Manager's inaccuracies or incompleteness in preparing cost estimates. The Architect may review the Construction Manager's

estimates solely for the Architect's guidance in completion of its services, however, the Architect shall report to the Owner any material inaccuracies and inconsistencies noted during any such review.

§ 6.3.1 If the Architect is providing detailed cost estimating services as an Additional Service, and a discrepancy exists between the Construction Manager's cost estimates and the Architect's cost estimates, the Architect shall work cooperatively with the Construction Manager to conform the cost estimates to one another.

§ 6.3.2 Subject to Section 4.3, if the Owner engages a Cost Consultant and a discrepancy exists between the Construction Manager's estimate and the Cost Consultant's estimate, the Architect shall assist the Cost Consultant and Construction Manager as necessary to conform the estimates to one another.

§ 6.4 If, prior to the conclusion of the Design Development Phase, the Construction Manager's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect, in consultation with the Construction Manager, shall make appropriate recommendations to the Owner to adjust the Project's size, quality or budget, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.5 If the Construction Manager's estimate of the Cost of the Work at the conclusion of the Design Development Phase exceeds the Owner's budget for the Cost of the Work, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 in consultation with the Architect and Construction Manager, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or
- .3 implement any other mutually acceptable alternative.

§ 6.6 If the Owner chooses to proceed under Section 6.5.2, the Architect, without additional compensation, shall incorporate the required modifications in the Construction Documents Phase as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Design Development Phase Services, or the budget as adjusted under Section 6.5.1. The Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility as a Basic Service under this Article 6.

§ 6.7 After incorporation of modifications under Section 6.6, the Architect shall, as an Additional Service, make any required revisions to the Drawings, Specifications or other documents necessitated by the Construction Manager's subsequent cost estimates, the Guaranteed Maximum Price proposal, or Control Estimate that exceed the Owner's budget for the Cost of the Work, except when the excess is due to changes initiated by the Architect in scope, basic systems, or the kinds and quality of materials, finishes or equipment.

ARTICLE 7 OWNERSHIP AND COPYRIGHTS

§ 7.1 All Drawings and Specifications, Construction Documents, CAD disks, drawings prepared utilizing computer aided design, any other drawings, images, computations, sketches, test data, survey results, surveys, photographs, renderings, models, and other materials related to the services prepared under this Agreement by Architect and/or Architect's consultants, alone or in combination with others, on any and all media, in whole or in part, and all copies thereof, whether created before, during, or after the term of this Agreement (collectively, the "Instruments of Service") are the property of Owner and for its exclusive use and re-use at any time without further compensation and without any restrictions. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer ownership of the Instruments of Service or any license granted herein to another party. The Instruments of Service do not include, however, Architect's usual and customary standard contract documents, forms of design, design drawings, design details, plans, specifications and other similar documents and drawings that were already in existence prior to the commencement of the Services used within the design documents for the Project ("General Materials"). To the extent the General Materials are used for the Project, the Architect hereby grants to the Owner a non-exclusive, perpetual, royalty-free license to use the General Materials for purposes of constructing, using, maintaining, expanding, renovating, and restoring the Project or other projects. In the event the Owner uses the Instruments of Service for future additions, renovations, or other projects without the involvement of the Architect, the Owner agrees that the Architect shall not be liable to the Owner for any claims arising out of or relating in any way to such other projects. For clarity, the Owner

shall also be entitled to use the Project's general look and concept including any distinctive features of the Architect's design, as well as selected individual components as may be shown on the Drawings and Specifications, on other projects.

§ 7.2 Architect hereby represents to the best of its knowledge, information and belief that all Instruments of Service and General Materials are original and do not infringe the patent, trademark, trade secret, copyright, architectural work, or other proprietary right of any third party. Architect also represents to the best of its knowledge, information and belief that it and/or its consultants are the sole owners of the Instruments of Service and General Materials. Architect further represents that it has written agreements with all consultants used in performance of this Agreement and those agreements contain language substantially similar to that of this Article 7 to assign to Owner all Instruments of Service by the consultant, to require agreement by the consultant's employees, and to require cooperation with Architect on the same terms and conditions as set forth herein. Architect hereby assigns to Owner all right, title and interest in and to the Instruments of Service, including, but not limited to, all architectural works, copyrights, copyright registrations, copyright applications, renewals, extensions and all other proprietary or ownership rights.

§ 7.3 In the event of termination, suspension, abandonment or completion of this Agreement or upon request by Owner, Architect shall deliver to Owner within seven (7) days all Instruments of Service and General Materials not previously delivered to Owner during the course of this Agreement. Without limiting Owner's rights in the Instruments of Service and General Materials, it is expressly agreed and understood that Owner, as the holder of all rights, title and interest in and to the Instruments of Service and as owner of a license to the General Materials, as provided above, shall have the exclusive right to use or reuse any and all Instruments of Service and the right to use or reuse any and all General Materials, including, but not limited to, completion of the project covered by this Agreement, at Owner's sole discretion and at no additional cost to Owner. All copyrightable works of the Instruments of Service shall be deemed a "work made for hire" as defined under the Copyright Laws of the United States. If, for some reason, such copyrightable work is excluded from the definition of a "work made for hire", as stated above, Architect hereby assigns all right, title, and interest in and to such copyrightable work to Owner.

Architect shall cooperate with Owner or its designees and execute documents of assignment, declarations and other documents which may be prepared by Owner and take other necessary actions as reasonably directed by Owner, to effect the foregoing and/or to perfect or enforce any proprietary rights resulting from or related to this Agreement. Such cooperation and execution shall be performed without additional compensation to the Architect; provided, however, Owner shall reimburse Architect for reasonable out-of-pocket expenses incurred at the specific request of Owner.

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 General

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action, whether in contract, tort, or otherwise, against the other arising out of or related to this Agreement in accordance with applicable law.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201-2007, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the Construction Manager, contractors, consultants, agents and employees of any of them similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect shall defend, indemnify and hold the Owner and the Owner's officers and employees harmless from and against damages, losses and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are caused in whole or in part by the negligent acts or omissions of the Architect, its employees and its consultants in the performance of professional services under this Agreement. **§ 8.1.4** The Architect shall agree to provide to the Owner written notice of a dispute within a reasonable time, not to exceed thirty (30) days, after obtaining knowledge of the same and shall include: (1) a statement specifying that a dispute has occurred that falls within the scope of this Article, (2) a statement of the Architect's position and a summary of evidence and arguments that support such position, and (3) the name and title of the Architect's authorized representative. Within twenty (20) days after receipt of the Architect's notice, the Owner shall submit a written response to the Architect. The response shall contain: (1) a

statement of the Owner's position and a summary of evidence and arguments that support such position; and (2) the name and title of the Owner's authorized representative. In the absence of an argument to the contrary, the parties' authorized representatives shall meet in Hendricks County, Indiana, at a mutually acceptable time and place within ten (10) days after the Architect receives a response and thereafter as often as they reasonably deem necessary to exchange relevant information and to attempt to resolve the dispute. If the dispute has not been resolved within forty (40) days after the Architect receives the response, or either party refuses or fails to comply with the provisions of this Section, then the parties may commence mediation of the dispute.

§ 8.2 Mediation

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be in accordance with the Indiana Rules for Alternative Dispute Resolution. A request for mediation shall be made in writing, delivered to the other party to the Agreement. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of the request for mediation, unless stayed for a longer period by agreement of the parties or court order.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

(Check the appropriate box. If the Owner and Architect do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.)

☐ Arbitration pursuant to Section 8.3 of this Agreement

☒ Litigation with venue for any proceeding at law or in equity related to or arising out of this Agreement being in the state courts of Hendricks County, Indiana, and the parties hereby waive any right to object to this exclusive venue. Each party further consents to the personal jurisdiction by said courts over it and hereby expressly waives, in the case of any such action, any defenses thereto based on jurisdictions, venue or forum non conveniens.

☐ Other: *(Specify)*

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(Paragraph Deleted)

8.2.5 In the event that a party defaults in its performance or observance of any of the terms, conditions or obligations contained in the Agreement, or in the event that either party has to employ attorneys to enforce any part of the Agreement, the prevailing party in any such action shall be entitled to recover from the other party all reasonable attorneys' fees and costs incurred in connection therewith, including litigation, post-judgment proceedings and appeals. For the

purposes of this Section, "prevailing party" shall mean the party that receives all or substantially all of the relief sought by that party, based upon an assessment of the party's major arguments or positions taken in the suit or proceeding and whether it could fairly be said that party prevailed over the other party's major arguments or positions on major disputed issues. Any attorneys' fees and other

costs and expenses incurred by either party in enforcing a judgment in its favor under the Agreement shall be recoverable separately from and in
(Paragraph Deleted)

addition to any other amount included in such judgment, and such attorneys' fees obligations is intended to be severable from the other provisions hereof and to survive and not be merged in any such judgment.

§ 8.2.6 The Architect shall include in its contracts with its Consultants provisions that bind the Consultants to the dispute resolution procedures of this Agreement.

ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Architect shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination and provided the defaulting party fails to remedy its default within this seven day cure period.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due and all Termination Expenses as defined in Section 9.7.

§ 9.7 Termination Expenses are in addition to compensation for the Architect's services and include expenses directly attributable to termination for which the Architect is not otherwise compensated, but shall not include consequential damages including but not limited to any amount for the Architect's anticipated profit on the value of the services not performed by the Architect, and any claims for consequential damages asserted against the Owner are hereby waived by the Architect.

§ 9.8 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 11.9.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the State of Indiana.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201-2007, General Conditions of the Contract for Construction, except as modified in this Agreement. The term "Contractor" as used in A201-2007 shall mean the Construction Manager.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement, any portion of this Agreement, or any right, interest, privilege, duty, claim, defense, chose of action or liability arising out of or relating to this Agreement without the written consent of the other, except that the Owner may assign this

Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement. Likewise, the Owner may assign this Agreement to a separate building corporation if the building corporation agrees to assume the Owner's rights and obligations under this Agreement. Any assignment or purported assignment by either Owner or Architect in violation of this prohibition against assignment without the written consent of the other party (except as specifically otherwise provided in this Section 10.3) shall be void *ab initio* and ineffective to convey and right or interest whatsoever.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or Architect.

§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner may, if requested by Architect, provide professional credit for the Architect in the Owner's promotional materials for the Project.

§ 10.8 If the Architect or Owner receives information specifically designated by the other party as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except to (1) its employees, (2) those who need to know the content of such information in order to perform services or construction solely and exclusively for the Project, or (3) its consultants and contractors whose contracts include similar restrictions on the use of confidential information.

§ 10.9 The acceptance or approval by the Owner of any Drawings, Specifications, Construction Documents, designs, or other services by the Architect shall not in any way relieve the Architect of responsibility for the technical accuracy of its services or its obligations under this Agreement.

§ 10.10 The Architect is an independent contractor and in providing its services under this Agreement shall not represent to any third party that its authority is greater than that granted to it under this Agreement.

§ 10.11 Should any part, term, or provision of this Agreement be adjudged to be unenforceable or in conflict with any applicable law or regulation, the validity of the remaining portions shall not be affected thereby. In the event of inconsistencies within or between parts of this Agreement including Exhibits A and B, the Architect shall provide the greater quantity of services or comply with the more stringent requirement.

§ 10.12 No action or the failure to act by the Owner or the Architect shall constitute a waiver of any right or duty afforded under this Agreement, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach hereunder, except as may be specifically agreed in writing.

§ 10.13 E-VERIFY PROVISIONS

§10.13.1 The Architect and its consultants shall fully comply with all the E-Verify requirements set forth in Ind. Code 22-5-1.7. Accordingly, the Architect shall enroll in and verify the work eligibility status of all newly hired employees of the Architect through the E-Verify Program; provided, however, the Architect is not required to verify the work eligibility status of all newly hired employees of the Architect through the E-Verify program if the E-Verify program no longer exists. The Architect shall sign an affidavit affirming that the Architect does not knowingly employ an unauthorized alien. The Architect and consultants shall not knowingly employ or contract

with an unauthorized alien or retain an employee or contract with a person that the Architect or consultant subsequently learns is an unauthorized alien. If the Architect violates this Section, the Owner shall require the Architect to remedy the violation not later than thirty (30) days after the Owner notifies the Architect. If the Architect fails to remedy the violation within the thirty (30) day period, the Owner shall terminate this Agreement for breach of contract. If the Owner terminates this Agreement, the Architect shall, in addition to any other contractual remedies, be liable to the Owner for actual damages. There is a rebuttable presumption that the Architect did not knowingly employ an unauthorized alien if the Architect verified the work eligibility status of the employee through the E-Verify Program. If the Architect employs or contracts with an unauthorized alien but the Owner determines that terminating this Agreement would be detrimental to the public interest or public property, the Owner may allow this Agreement to remain in effect until the Owner procures a new contractor. The Architect shall, prior to performing any of the Work, require any consultant to certify to the Architect that the consultant does not knowingly employ or contract with an unauthorized alien and has enrolled in the E-Verify Program. The Architect shall maintain on file a certification from each consultant throughout the duration of the Project. If the Architect determines that a consultant is in violation of this Section, the Architect may terminate its subcontract with the consultant for such violation. Such termination may not be considered a breach of this Agreement by the Architect or the consultant.

ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

(Insert amount of, or basis for, compensation.)

The total fixed lump sum fee of one million five hundred thousand dollars (\$1,500,000.00).

§ 11.2 For Additional Services designated to be provided by the Architect in Section 4.1, the Owner shall compensate the Architect as follows:

(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

Included in the compensation identified in Section 11.1 and the Architect shall be entitled to no further compensation.

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.3, the Owner shall compensate the Architect as follows:

(Insert amount of, or basis for, compensation.)

a mutually agreeable lump sum amount or hourly (with or without a not to exceed amount) at the rates identified in Exhibit A, all in accordance with Article 4.

§ 11.4 Compensation for Additional Services of the Architect's consultants when not included in Sections 11.2 or 11.3, shall be the amount invoiced to the Architect plus tenpercent (10%).

§ 11.5 Where compensation for Basic Services is based on a stipulated sum or percentage of the Cost of the Work, the compensation for each phase of services shall be as follows:

Schematic Design Phase	ten	percent (10	%)
Design Development Phase	twenty-five	percent (25	%)
Construction Documents Phase	forty	percent (40	%)
Bidding Phase	five		5	
Construction Phase	twenty	percent (20	%)

The Owner acknowledges that with an accelerated Project delivery, multiple bid package process, or Construction Manager as constructor project delivery method, the Architect may be providing its services in multiple Phases

simultaneously. Therefore, the Architect shall be permitted to invoice monthly in proportion to services performed in each Phase of Services as appropriate.

§ 11.6 When compensation is based on a percentage of the Cost of the Work and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions, in accordance with the schedule set forth in Section 11.5 based on (1) the Owner-accepted Guaranteed Maximum Price Amendment, or (2) if the Guaranteed Maximum Price proposal has not been accepted by the Owner, the most recent estimate of the Cost of the Work prepared by the Construction Manager for such portions of the Project. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.7 The hourly billing rates for services of the Architect and the Architect's consultants, if any, are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices.

(If applicable, attach an exhibit of hourly billing rates or insert them below.)

Employee or Category	Rate (\$0.00)
As identified in Exhibit A	

§ 11.8 Compensation for Reimbursable Expenses

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets;
- .3 Fees paid for securing approval of authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, standard form documents;
- .5 Postage, handling and delivery;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance and in writing by the Owner;
- .7 Renderings, models, mock-ups, professional photography, and presentation materials requested by the Owner;

(Paragraph Deleted)

- .9 All taxes levied on reimbursable expenses; and
- .10 Site office expenses.

(Paragraph Deleted)

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus ten percent (10%) of the expenses incurred.

§ 11.8.3 Intentionally Omitted.

§ 11.9 Compensation for Use of Architect's Instruments of Service

If the Owner terminates the Architect for its convenience under Section 9.5, or the Architect terminates this Agreement under Section 9.3, the Owner shall pay a licensing fee as compensation for the Owner's continued use of the Architect's Instruments of Service solely for purposes of completing, using and maintaining the Project as follows:

None

§ 11.10 Payments to the Architect

§ 11.10.1 An initial payment of Zero Dollars (\$ 0) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

§ 11.10.2 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable within thirty (30) days of Owner's receipt of the Architect's invoice. Amounts unpaid sixty (60) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.
(Insert rate of monthly or annual interest agreed upon.)

Prime rate as published by The Wall Street Journal

§ 11.10.3 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work unless the Architect agrees or is liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.4 Records of Reimbursable Expenses, expenses pertaining to Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:

§12.1 To the extent any of the Basic Services or Additional Services have been provided before the execution of this Agreement, the Owner and Architect nevertheless agree that this Agreement shall control the rights and responsibilities of the parties hereto including as to those Basic Services and Additional Services previously performed.

§12.2 In the event of inconsistencies within or between parts of this Agreement including the documents identified in Section 13.2.3, the Architect shall promptly notify the Owner in writing and provide the better quality or greater quantity of services or comply with the more stringent requirement as directed by the Owner in writing. If any part of this Agreement is later found to be contrary to, prohibited by or invalid under applicable law, rules or regulations, that provision shall not apply and shall be omitted to the extent so contrary, prohibited or invalid, but the remainder of the Agreement shall not be invalidated and shall be given full force and effect insofar as possible.

§12.3 This Agreement may be executed in counterparts, and signatures by facsimile copy or e-mail attachment shall be effective as original signatures.

§12.4 The Architect agrees and acknowledges that the timely and cost effective completion of the Project is in part dependent on there being no changes in the representative(s) of the Agreement. The Architect's representatives and its consultants shall be performed by those individuals identified in the organizational chart attached hereto as Exhibit B. If the Architect contemplates any changes in the representative(s), the Architect shall immediately provide written notice to the Owner of any proposed change. The Owner shall have the right to withhold consent to another individual serving as a designated representative other than one already designated, which consent shall not be unreasonably withheld. If the Owner consents to a new representative, the Architect shall ensure that the change in representative shall not have any negative impact on the Architect's services required under this Agreement. The Architect further agrees that it will not charge Owner for any cost, service, expense, or any other item that Architect incurs because of the change in representative other than charges that Owner has already agreed to pay per the terms of per this Agreement. The Architect shall also reimburse Owner for any cost, loss, damage (including attorney's fees) that Owner incurs because of any change in the designated representative(s) and that such obligation shall continue notwithstanding the expiration or termination of this Agreement.

§ 12.5 In the event of a claim or dispute involving the Architect's professional services or performance of this Agreement, the Owner's sole and exclusive remedy shall be against the Architect, an Indiana corporation, and neither the Owner nor anyone claiming by or through the Owner shall assert any claim or cause of action against, or name as a party to any lawsuit, any officer, agent, principal, shareholder, or employee of the Architect.

ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents listed below:

- .1 AIA Document B133™–2014, Standard Form Agreement Between Owner and Architect, Construction Manager as Constructor Edition
- .2 AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, if completed, or the following:
- .3 Other documents:
(List other documents, if any, including additional scopes of service forming part of the Agreement.)

Exhibit A - Architect's Proposal dated December 19, 2018

Exhibit B - Architect's Organizational Chart

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

Scott Flood, President

(Printed name and title)

ARCHITECT (Signature)

John E. Rigsbee / Principal

(Printed name and title)

EXHIBIT A



December 19, 2018

Mr. Jud Wolfe
Assistant Superintendent Finance and Operations

Plainfield Community School Corporation
985 Longfellow Lane
Plainfield, IN 46168

Re: Proposal for Professional Services
New Guilford Elementary School

Dear Mr. Wolfe:

On behalf of the CSO team, I would like to express our appreciation for the opportunity to submit this proposal for professional services for the proposed new elementary school to be named Guilford Elementary.

I. Project Scope/Delivery

The following represents our understanding of the scope of the project:

1. Construction of a new elementary school on a site own by PCSC along Moon Road.
2. Target capacity for the new school is to be within a range of 750 to 900 students.
3. Target building size for the school is to be within a range of 95,000 to 110,000 s.f.
4. Construction shall include all site development.
5. The project delivery method to be used shall be Construction Manager as Constructor (CMc.)

II. Project Budget

The following represents our understanding of the project budget:

1. The total of all project costs shall not exceed \$32,126,000.
2. The construction cost for the Construction Manager as Constructor is approximately \$24,844,000

III. Project Schedule

The following represents our understanding of the project schedule for opening the facility for the 2021-2022 school year..

- | | |
|------------------------------|------------------------------|
| 1. Visioning and Programming | October 2018 - November 2018 |
| 2. Schematic Design | November 2018 - January 2019 |
| 3. Design Development | February 2019 - April 2019 |
| 4. Construction Documents | May 2019 -August 2019 |
| 5. Bidding | September 2019 |
| 6. Construction | October 2019 - March 2021 |

IV. CSO Team

For the new elementary school project, we propose the following team:

8831 Keystone Crossing
Indianapolis, IN 46240
317.848.7800
csoinc.net

- | | |
|--------------------------------------|-----------------------------|
| 1. Architectural and Interior Design | CSO Architects |
| 2. Landscape Architecture | Context Design |
| 3. Civil Engineering | To be determined |
| 4. Structural Engineering | Lynch Harrison and Brumleve |
| 5. Mechanical, Plumbing, Electrical | RE Dimond Engineering |
| 6. Technology Design | Design 27 |
| 7. Food Service Design | Reitano Design Group |

V. CSO Team Scope of Services and Fee Structure

The following represents our understanding of the anticipated scope of services to be provided by the CSO Team:

1. The CSO team's base services shall provide professional services for architectural, interior, civil, landscape architecture, structural, food service, technology, mechanical, plumbing and electrical design. These services would be provided from conceptual design to through construction administration and project closeout. Also included in our base fee are the following items:
 - a. Assistance in the CMc selection and contracting process
 - b. Furniture selection and procurement assistance
2. Fixed, lump-sum fee of \$1,500,000 for basic services as defined in item #1 above
3. Reimbursable expenses will be invoiced based upon actual cost incurred times 1.1. The following are considered reimbursable expenses.
 - a. Professional Consultant Fees outside basic services
 - i. Cost Estimating
 - ii. Code Consultant (if required for variances)
 - b. Travel (mileage only)
 - c. Printing for bid documents
 - d. Postage/Courier services
 - e. Agencies fees
4. Additional services that are requested by the Owner will be performed on an hourly basis in accordance with the hourly rates chart attached to this proposal.
5. Invoices will be submitted on a monthly basis. Amount of compensation will be based upon percentage of each phase completed by the end of the month.
6. Invoices that are unpaid sixty days after date of invoice may be subject to interest at a rate of 1% per month.

VI. Detailed Scope of Services and Description of Phases

1. Visioning and Pre-Design Phase Services:
 - a. Facilitate visioning and programming work sessions
 - b. Visit other similar facilities and meet with faculty, staff at each facility if requested
 - c. Translate educational goals and needs into a clear and effective direction for the project
 - d. Develop educational specifications

- e. Develop program of space requirements
 - f. Develop master plan/conceptual design
2. Schematic Design Phase Services
- a. Review and validate program of space requirements with Owner and modify if and as required.
 - b. Prepare schematic floor plans and site plans to illustrate options for size, location and configuration of addition along with any modifications to existing building required to accommodate addition.
 - c. Review plans with Owner and modify if and as required.
 - d. Prepare exterior elevations based upon revised schematic plan.
 - e. Prepare written description of mechanical, electrical, plumbing and technology work required for addition along with preliminary layouts as needed for cost estimating.
 - f. Prepare written description of structural system(s) being proposed for addition along with any modifications of existing structure to accommodate addition.
 - g. Provide documents to CMc for cost estimating.
 - h. Review final SD documents with Owner
 - i. Review CMc's cost estimate with CMc and Owner
 - j. If cost estimate exceeds project budget, discuss potential cost reduction options with CMc and Owner and modify schematic documents accordingly
3. Design Development Phase Services
- a. Prepare detailed layout of site plan and of floor plan including furniture and equipment.
 - b. Prepare exterior elevations and building sections
 - c. Start process to select interior finishes, patterns and colors. Review with Owner regularly until process is complete.
 - d. Prepare drawings of civil, structural, mechanical, electrical, plumbing and technology work required for addition and renovations along with narrative information as needed for cost estimating.
 - e. Provide design development documents to CMc for cost estimating.
 - f. Review final DD documents with Owner
 - g. Review CMc's cost estimate with CMc and Owner
 - h. If cost estimate exceeds project budget, discuss potential cost reduction options with Owner and CMc and modify design development documents accordingly
4. Construction Documents Phase Services
- a. Prepare final construction documents for bidding.
 - b. Review 50% complete progress set with Owner.
 - c. Prepare finishes selection board for Owner review and approval.
5. Bidding Phase Services:
- a. Prepare bidding documents.

- b. Coordinate all bidding/subcontractor selections with CMc.
 - c. Issue Addenda to provide additional information or to clarify bidding documents.
 - d. Assist Owner and CMc with opening of bids.
 - e. Assist Owner and CMc with determination of successful bidder.
6. Construction Phase Services:
- a. Attend pre-construction meeting.
 - b. Attend bi-weekly construction progress meetings. Meetings to be conducted and documented by CMc.
 - c. Respond to Requests for Information (RFI's) from contractor..
 - d. Review shop drawings submittals (limit of two reviews per submittal.)
 - e. Prepare final punch list prior to issuing Certification of Substantial Completion.
 - f. Issue Certification of Substantial Completion.
 - g. Assist Owner and CMc with Close-out documents.
 - h. Conduct warranty walk-through eleven months following completion of construction.

If this proposal is acceptable, please indicate by signing below. However, should you have any questions, need additional information or clarifications, please do not hesitate to contact me at your convenience and we will modify the proposal as needed.

Once again, I would like to thank you for this opportunity and pledge to provide the highest level of services for your project.

Respectfully,



Jim Funk, AIA, LEED AP
Principal

CC: 18032, JR, TC

Accepted:



Name SCOTT FLOOD, PRESIDENT

01/10/19

Date

HOURLY RATES & REIMBURSABLES

*Effective through June 30, 2019

HOURLY RATES

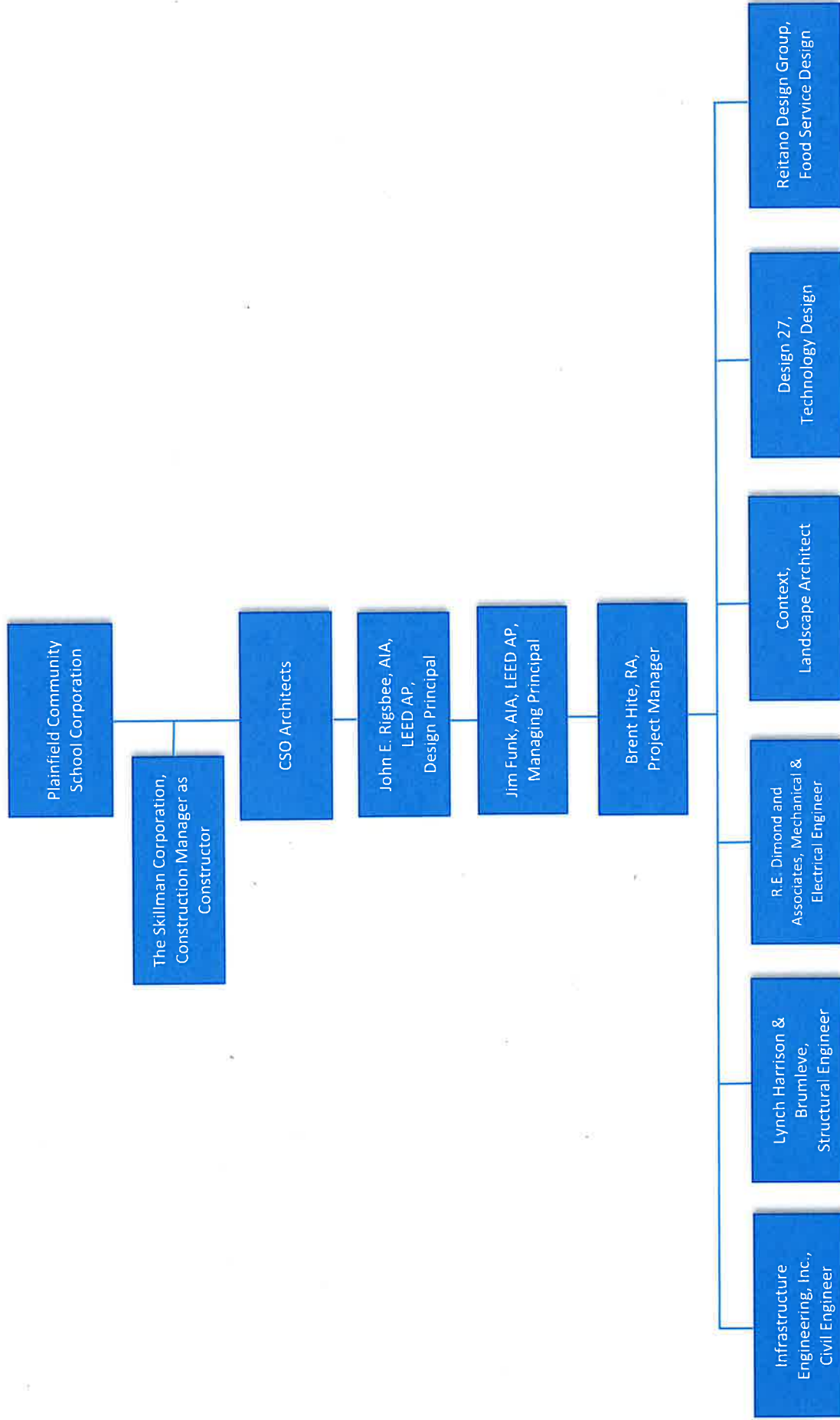
PER HOUR	
Senior Principal	\$250
Principal	\$195
Senior Professional I	\$165
Senior Professional II	\$135
Senior Professional III	\$125
Professional I	\$115
Professional II	\$105
Professional III	\$95
Technician I	\$85
Technician II	\$75
Administrative Coordinator	\$70

REIMBURSABLES

EACH UNIT	
<i>Black & White Copies Or Scans</i>	
8.5x11	\$0.08
11x17	\$0.16
<i>Color Copies Or Scans</i>	
8.5x11	\$0.75
11x17	\$1.50
<i>Large Format Black & White Prints or Scans (\$0.14/sf)</i>	
18x24	\$0.42
24x36	\$0.84
30x42	\$1.23
<i>Large Format Color Prints or Scans (\$3.25/sf)</i>	
18x24	\$9.75
24x36	\$19.50
30x42	\$28.44
<i>Presentation Boards</i>	
24x36	\$32
30x42	\$45
Consultant Fees, Travel Expenses, Parking Fees, Long Distance Telephone Charges, Miscellaneous Print Items, Shipping and Courier Service	Cost + 10%

Plainfield Community School Corporation
New Guilford Elementary School

EXHIBIT B



Memo

To: PCSC Board of School Trustees
From: John Crum
Date: April 22, 2019
Re: Recommendation for PHS Camera Upgrades

PHS Camera Upgrades

Plainfield Community School Corporation requested proposals to upgrade 128 cameras at Plainfield High School. The cameras being replaced are original to the building. These cameras are starting to fail and are of a lower quality resolution than most of the cameras in the district. Eight vendors attended the pre-bid meeting on April 4, 2019. On April 17th we received 5 proposals at the public bid opening. Johnson Controls bid of \$107,993.00 was the lowest responsive bid. It is my recommendation that Plainfield Community School Corporation accepts their proposal.

This project will be funded from the proceeds of the 2018 GO Bond.

Plainfield Community School Corporation

PHS Camera Upgrade Bid Results April 17, 2019

PHS Camera Upgrade	<u>Dallman Systems Inc.</u>	<u>Energy Systems Group (ESG)</u>	<u>Fairchild</u>	<u>Johnson Controls</u>	<u>Presidio</u>
Total	\$ 122,844.00	\$ 140,831.00	\$ 189,340.00	\$ 107,993.00	\$ 147,122.51



AIA® Document A105™ – 2017

Standard Short Form of Agreement Between Owner and Contractor

AGREEMENT made as of the Ninth day of May in the year Two Thousand Nineteen
(In words, indicate day, month and year.)

BETWEEN the Owner:

(Name, legal status, address and other information)

Plainfield Community School Corporation
985 South Longfellow Lane
Plainfield, IN 46168

and the Contractor:

(Name, legal status, address and other information)

Johnson Controls Fire Protection LP
1255 North Senate Ave.
Indianapolis, IN 46206

for the following Project:

(Name, location and detailed description)

Security Camera Procurement and Installation at
Plainfield High School located at 1 Red Pride Drive, Plainfield, Indiana

The Architect:

(Name, legal status, address and other information)

Design 27
5366 Winthrop
Indianapolis, IN 46220

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

TABLE OF ARTICLES

1	THE CONTRACT DOCUMENTS
2	DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
3	CONTRACT SUM
4	PAYMENTS
5	INSURANCE
6	GENERAL PROVISIONS
7	OWNER
8	CONTRACTOR
9	ARCHITECT
10	CHANGES IN THE WORK
11	TIME
12	PAYMENTS AND COMPLETION
13	PROTECTION OF PERSONS AND PROPERTY
14	CORRECTION OF WORK
15	MISCELLANEOUS PROVISIONS
16	TERMINATION OF THE CONTRACT
17	OTHER TERMS AND CONDITIONS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contractor shall complete the Work described in the Contract Documents for the Project. The Contract Documents consist of

- .1 this Agreement signed by the Owner and Contractor;
- .2 the drawings and specifications prepared by the Architect and identified in the Request for Bids for the Project dated March 14, 2019.

(Table deleted)

(Paragraphs deleted). .3 addenda prepared by the Architect as follows:

- | Number | Date | Pages |
|--------|---|-------|
| None. | | |
| .4 | written orders for changes in the Work, pursuant to Article 10, issued after execution of this Agreement; and | |
| .5 | other documents, if any, identified as follows: | |

Request for Bids for the Project dated March 14, 2019.

Init.

ARTICLE 2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 2.1 The Contract Time is the number of calendar days available to the Contractor to substantially complete the Work.

§ 2.2 Date of Commencement:

Unless otherwise set forth below, the date of commencement shall be the date of this Agreement.

(Insert the date of commencement if other than the date of this Agreement.)

§ 2.3 Substantial Completion:

Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion, as defined in Section 12.5, of the entire Work:

(Check the appropriate box and complete the necessary information.)

☒ Not later than July 18, 2019 and the Work shall be 100% complete including completion of all punch list items by not later than August 1, 2019.

☐ By the following date:

ARTICLE 3 CONTRACT SUM

§ 3.1 The Contract Sum shall include all items and services necessary for the proper execution and completion of the Work. Subject to additions and deductions in accordance with Article 10, the Contract Sum is:

the total lump sum amount of One Hundred Seven Thousand Nine Hundred Ninety-Three and 00/100 Dollars (\$ 107,993.00)

§ 3.2 For purposes of payment, the Contract Sum includes the values related to portions of the Work which shall be submitted by the Contractor to the Owner and Architect promptly after execution of this Agreement for Owner's and Architect's review and approval.

(Itemize the Contract Sum among the major portions of the Work.)

§ 3.3 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and hereby accepted by the Owner:

(Identify the accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)

None.

§ 3.4 Allowances, if any, included in the Contract Sum are as follows:

(Identify each allowance.)

Item	Price
None.	

§ 3.5 Unit prices, if any, are as follows:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
Replacement of cable that fails testing will be \$1.10 per foot to replace (no charge for cable termination).		

Upgrade to existing License - Free if license's
where purchased after July 2016 or a charge of
\$25 per license to upgrade from ACC5 to ACC6
Enterprise per camera.

ARTICLE 4 PAYMENTS

§ 4.1 Based on Contractor's Applications for Payment certified by the Architect, the Owner shall pay the Contractor, in accordance with Article 12, as follows:

(Insert below timing for payments and provisions for withholding retainage, if any.)

Within thirty days of receipt of the Contractor's Application for Payment.

§ 4.2 Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at the rate below, or in the absence thereof, at the legal rate prevailing at the place of the Project.

(Insert rate of interest agreed upon, if any.)

Prime rate as published by The Wall Street Journal %

ARTICLE 5 INSURANCE

§ 5.1 The Contractor shall maintain the following types and limits of insurance until the expiration of the period for correction of Work as set forth in Section 14.2, subject to the terms and conditions set forth in this Section 5.1:

§ 5.1.1 Commercial General Liability insurance for the Project, written on an occurrence form, with policy limits of not less than One Million Dollars (\$ 1,000,000) each occurrence, Two Million Dollars (\$ 2,000,000) general aggregate, and Two Million Dollars (\$ 2,000,000) aggregate for products-completed operations hazard.

§ 5.1.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Contractor, with policy limits of not less than One Million Dollars (\$ 1,000,000) per accident, for bodily injury, death of any person, and property damage arising out of the ownership, maintenance, and use of those motor vehicles along with any other statutorily required automobile coverage.

§ 5.1.3 The Contractor may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided that such primary and excess or umbrella insurance policies result in the same or greater coverage as those required under Section 5.1.1 and 5.1.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 5.1.4 Workers' Compensation at statutory limits.

§ 5.1.5 Employers' Liability with policy limits not less than Five Hundred Thousand (\$ 500,000) each accident, Five Hundred Thousand (\$ 500,000) each employee, and Five Hundred Thousand (\$ 500,000) policy limit.

§ 5.1.6 The Contractor shall provide builder's risk insurance to cover the total value of the entire Project on a replacement cost basis.

§ 5.1.7 Other Insurance Provided by the Contractor

(List below any other insurance coverage to be provided by the Contractor and any applicable limits.)

Coverage

Per the Request for Bids for the Project
dated March 14, 2019

Limits

§ 5.2 The Owner shall be responsible for purchasing and maintaining the Owner's usual liability insurance and shall provide property insurance to cover the value of the Owner's property. The Contractor is entitled to receive an increase in the Contract Sum equal to the insurance proceeds related to a loss for damage to the Work covered by the Owner's property insurance.

Init.

§ 5.3 The Contractor shall obtain an endorsement to its Commercial General Liability insurance policy to provide coverage for the Contractor's obligations under Section 8.12.

§ 5.4 Prior to commencement of the Work, each party shall provide certificates of insurance showing their respective coverages.

§ 5.5 Unless specifically precluded by the Owner's property insurance policy, the Owner and Contractor waive all rights against (1) each other and any of their subcontractors, suppliers, agents, and employees, each of the other; and (2) the Architect, Architect's consultants, and any of their agents and employees, for damages caused by fire or other causes of loss to the extent those losses are covered by property insurance or other insurance applicable to the Project, except such rights as they have to the proceeds of such insurance.

ARTICLE 6 GENERAL PROVISIONS

§ 6.1 The Contract

The Contract represents the entire and integrated agreement between the parties and supersedes prior negotiations, representations or agreements, either written or oral. The Contract may be amended or modified only by a written modification in accordance with Article 10.

§ 6.2 The Work

The term "Work" means the construction and services required by the Contract Documents, and includes all other labor, materials, equipment, and services provided, or to be provided, by the Contractor to fulfill the Contractor's obligations.

§ 6.3 Intent

The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all.

§ 6.4 Ownership and Use of Architect's Drawings, Specifications and Other Documents

Documents prepared by the Architect are instruments of the Architect's service for use solely with respect to this Project. The Architect shall retain all common law, statutory, and other reserved rights, including the copyright. The Contractor, subcontractors, sub-subcontractors, and suppliers are authorized to use and reproduce the instruments of service solely and exclusively for execution of the Work. The instruments of service may not be used for other Projects or for additions to this Project outside the scope of the Work without the specific written consent of the Architect.

§ 6.5 Electronic Notice

Written notice under this Agreement may be given by one party to the other by email as set forth below.

(Insert requirements for delivering written notice by email such as name, title, and email address of the recipient, and whether and how the system will be required to generate a read receipt for the transmission.)

ARTICLE 7 OWNER

§ 7.1 Information and Services Required of the Owner

§ 7.1.1 If requested by the Contractor, the Owner shall furnish all necessary surveys and a legal description of the site.

§ 7.1.2 Except for permits and fees under Section 8.7.1 that are the responsibility of the Contractor, the Owner shall obtain and pay for other necessary approvals, easements, assessments, and charges.

§ 7.1.3 Prior to commencement of the Work, at the written request of the Contractor, the Owner shall furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. The Contractor shall have no obligation to commence the Work until the Owner provides such evidence.

§ 7.2 Owner's Right to Stop the Work

If the Contractor fails to correct Work which is not in accordance with the Contract Documents, the Owner may direct the Contractor in writing to stop the Work until the correction is made.

§ 7.3 Owner's Right to Carry Out the Work

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a seven day period after receipt of written notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies, correct such deficiencies. In such case, the Architect may withhold or nullify a Certificate for Payment in whole or in part, to the extent reasonably necessary to reimburse the Owner for the cost of correction, provided the actions of the Owner and amounts charged to the Contractor were approved by the Architect.

§ 7.4 Owner's Right to Perform Construction and to Award Separate Contracts

§ 7.4.1 The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and to award separate contracts in connection with other portions of the Project.

§ 7.4.2 The Contractor shall coordinate and cooperate with the Owner's own forces and separate contractors employed by the Owner.

ARTICLE 8 CONTRACTOR

§ 8.1 Review of Contract Documents and Field Conditions by Contractor

§ 8.1.1 Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become familiar with local conditions under which the Work is to be performed, and correlated personal observations with requirements of the Contract Documents.

§ 8.1.2 The Contractor shall carefully study and compare the Contract Documents with each other and with information furnished by the Owner. Before commencing activities, the Contractor shall (1) take field measurements and verify field conditions; (2) carefully compare this and other information known to the Contractor with the Contract Documents; and (3) promptly report errors, inconsistencies, or omissions discovered to the Architect.

§ 8.2 Contractor's Construction Schedule

The Contractor, promptly after being awarded the Contract, shall prepare and submit for the Owner's and Architect's information a Contractor's construction schedule for the Work.

§ 8.3 Supervision and Construction Procedures

§ 8.3.1 The Contractor shall supervise and direct the Work using the Contractor's best skill and attention. The Contractor shall be solely responsible for and have control over construction means, methods, techniques, sequences, and procedures, and for coordinating all portions of the Work.

§ 8.3.2 The Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the Owner, through the Architect, the names of subcontractors or suppliers for each portion of the Work. The Contractor shall not contract with any subcontractor or supplier to whom the Owner or Architect have made a timely and reasonable objection.

§ 8.4 Labor and Materials

§ 8.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work.

§ 8.4.2 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Contract Work. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.

§ 8.5 Warranty

The Contractor warrants to the Owner and Architect that: (1) materials and equipment furnished under the Contract will be new and of good quality unless otherwise required or permitted by the Contract Documents; (2) the Work will be free from defects not inherent in the quality required or permitted; and (3) the Work will conform to the

requirements of the Contract Documents. Any material or equipment warranties required by the Contract Documents shall be issued in the name of the Owner, or shall be transferable to the Owner, and shall commence in accordance with Section 12.5.

§ 8.6 Taxes

The Contractor shall pay sales, consumer, use, and similar taxes that are legally required when the Contract is executed.

§ 8.7 Permits, Fees and Notices

§ 8.7.1 The Contractor shall obtain and pay for the building permit and other permits and governmental fees, licenses, and inspections necessary for proper execution and completion of the Work.

§ 8.7.2 The Contractor shall comply with and give notices required by agencies having jurisdiction over the Work. If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume full responsibility for such Work and shall bear the attributable costs. The Contractor shall promptly notify the Architect in writing of any known inconsistencies in the Contract Documents with such governmental laws, rules, and regulations.

§ 8.8 Submittals

The Contractor shall promptly review, approve in writing, and submit to the Architect shop drawings, product data, samples, and similar submittals required by the Contract Documents. Shop drawings, product data, samples, and similar submittals are not Contract Documents.

§ 8.9 Use of Site

The Contractor shall confine operations at the site to areas permitted by law, ordinances, permits, the Contract Documents, and the Owner.

§ 8.10 Cutting and Patching

The Contractor shall be responsible for cutting, fitting, or patching required to complete the Work or to make its parts fit together properly.

§ 8.11 Cleaning Up

The Contractor shall keep the premises and surrounding area free from accumulation of debris and trash related to the Work. At the completion of the Work, the Contractor shall remove its tools, construction equipment, machinery, and surplus material; and shall properly dispose of waste materials.

§ 8.12 Indemnification

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them, from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Contractor, a subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder.

ARTICLE 9 ARCHITECT

§ 9.1 The Architect will provide administration of the Contract as described in the Contract Documents. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 9.2 The Architect will visit the site at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the Work.

§ 9.3 The Architect will not have control over or charge of, and will not be responsible for, construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's responsibility. The Architect will not be responsible for the Contractor's failure to carry out the Work in accordance with the Contract Documents.

§ 9.4 Based on the Architect's observations and evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor.

§ 9.5 The Architect has authority to reject Work that does not conform to the Contract Documents.

§ 9.6 The Architect will promptly review and approve or take appropriate action upon Contractor's submittals, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents.

§ 9.7 On written request from either the Owner or Contractor, the Architect will promptly interpret and decide matters concerning performance under, and requirements of, the Contract Documents.

§ 9.8 Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from the Contract Documents, and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either and will not be liable for results of interpretations or decisions rendered in good faith.

§ 9.9 The Architect's duties, responsibilities, and limits of authority as described in the Contract Documents shall not be changed without written consent of the Owner, Contractor, and Architect. Consent shall not be unreasonably withheld.

ARTICLE 10 CHANGES IN THE WORK

§ 10.1 The Owner, without invalidating the Contract, may order changes in the Work within the general scope of the Contract, consisting of additions, deletions or other revisions, and the Contract Sum and Contract Time shall be adjusted accordingly, in writing. If the Owner and Contractor cannot agree to a change in the Contract Sum, the Owner shall pay the Contractor its actual cost plus reasonable overhead and profit.

§ 10.2 The Architect may authorize or order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Such authorization or order shall be in writing and shall be binding on the Owner and Contractor. The Contractor shall proceed with such minor changes promptly.

§ 10.3 If concealed or unknown physical conditions are encountered at the site that differ materially from those indicated in the Contract Documents or from those conditions ordinarily found to exist, the Contract Sum and Contract Time shall be subject to equitable adjustment.

ARTICLE 11 TIME

§ 11.1 Time limits stated in the Contract Documents are of the essence of the Contract.

§ 11.2 If the Contractor is delayed at any time in progress of the Work by changes ordered in the Work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties, or other causes beyond the Contractor's control, the Contract Time shall be subject to equitable adjustment.

§ 11.3 Costs caused by delays or by improperly timed activities or defective construction shall be borne by the responsible party.

ARTICLE 12 PAYMENTS AND COMPLETION

§ 12.1 Contract Sum

The Contract Sum stated in this Agreement, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

§ 12.2 Applications for Payment

§ 12.2.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment for Work completed in accordance with the values stated in this Agreement. The Application shall be supported by data substantiating the Contractor's right to payment as the Owner or Architect may reasonably require, such as evidence of payments made to, and waivers of liens from, subcontractors and

suppliers. Payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment stored, and protected from damage, off the site at a location agreed upon in writing.

§ 12.2.2 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment, all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information, and belief, be free and clear of liens, claims, security interests, or other encumbrances adverse to the Owner's interests.

§ 12.3 Certificates for Payment

The Architect will, within seven days after receipt of the Contractor's Application for Payment, either (1) issue to the Owner a Certificate for Payment in the full amount of the Application for Payment, with a copy to the Contractor; (2) issue to the Owner a Certificate for Payment for such amount as the Architect determines is properly due, and notify the Contractor and Owner in writing of the Architect's reasons for withholding certification in part; or (3) withhold certification of the entire Application for Payment, and notify the Contractor and Owner of the Architect's reason for withholding certification in whole. If certification or notification is not made within such seven day period, the Contractor may, upon seven additional days' written notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time and the Contract Sum shall be equitably adjusted due to the delay.

§ 12.4 Progress Payments

§ 12.4.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner provided in the Contract Documents.

§ 12.4.2 The Contractor shall promptly pay each subcontractor and supplier, upon receipt of payment from the Owner, an amount determined in accordance with the terms of the applicable subcontracts and purchase orders.

§ 12.4.3 Neither the Owner nor the Architect shall have responsibility for payments to a subcontractor or supplier.

§ 12.4.4 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the requirements of the Contract Documents.

§ 12.5 Substantial Completion

§ 12.5.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so the Owner can occupy or utilize the Work for its intended use.

§ 12.5.2 When the Contractor believes that the Work or designated portion thereof is substantially complete, it will notify the Architect and the Architect will make an inspection to determine whether the Work is substantially complete. When the Architect determines that the Work is substantially complete, the Architect shall prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion, establish the responsibilities of the Owner and Contractor, and fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

§ 12.6 Final Completion and Final Payment

§ 12.6.1 Upon receipt of a final Application for Payment, the Architect will inspect the Work. When the Architect finds the Work acceptable and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment.

§ 12.6.2 Final payment shall not become due until the Contractor submits to the Architect releases and waivers of liens, and data establishing payment or satisfaction of obligations, such as receipts, claims, security interests, or encumbrances arising out of the Contract.

§ 12.6.3 Acceptance of final payment by the Contractor, a subcontractor or supplier shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

ARTICLE 13 PROTECTION OF PERSONS AND PROPERTY

The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs, including all those required by law in connection with performance of the Contract. The Contractor shall take reasonable precautions to prevent damage, injury, or loss to employees on the Work and other persons who may be affected thereby, the Work and materials and equipment to be incorporated therein, and other property at the site or adjacent thereto. The Contractor shall promptly remedy damage and loss to property caused in whole or in part by the Contractor, or by anyone for whose acts the Contractor may be liable.

ARTICLE 14 CORRECTION OF WORK

§ 14.1 The Contractor shall promptly correct Work rejected by the Architect as failing to conform to the requirements of the Contract Documents. The Contractor shall bear the cost of correcting such rejected Work, including the costs of uncovering, replacement, and additional testing.

§ 14.2 In addition to the Contractor's other obligations including warranties under the Contract, the Contractor shall, for a period of one year after Substantial Completion, correct work not conforming to the requirements of the Contract Documents.

§ 14.3 If the Contractor fails to correct nonconforming Work within a reasonable time, the Owner may correct it in accordance with Section 7.3.

ARTICLE 15 MISCELLANEOUS PROVISIONS

§ 15.1 Assignment of Contract

Neither party to the Contract shall assign the Contract as a whole without written consent of the other.

§ 15.2 Tests and Inspections

§ 15.2.1 At the appropriate times, the Contractor shall arrange and bear cost of tests, inspections, and approvals of portions of the Work required by the Contract Documents or by laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities.

§ 15.2.2 If the Architect requires additional testing, the Contractor shall perform those tests.

§ 15.2.3 The Owner shall bear cost of tests, inspections, or approvals that do not become requirements until after the Contract is executed. The Owner shall directly arrange and pay for tests, inspections, or approvals where building codes or applicable laws or regulations so require.

§ 15.3 Governing Law

The Contract shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules.

ARTICLE 16 TERMINATION OF THE CONTRACT

§ 16.1 Termination by the Contractor

If the Work is stopped under Section 12.3 for a period of 14 days through no fault of the Contractor, the Contractor may, upon seven additional days' written notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed including reasonable overhead and profit, and costs incurred by reason of such termination.

§ 16.2 Termination by the Owner for Cause

§ 16.2.1 The Owner may terminate the Contract if the Contractor

- .1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- .2 fails to make payment to subcontractors for materials or labor in accordance with the respective agreements between the Contractor and the subcontractors;
- .3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or

.4 is otherwise guilty of substantial breach of a provision of the Contract Documents.

§ 16.2.2 When any of the above reasons exist, the Owner, after consultation with the Architect, may without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' written notice, terminate employment of the Contractor and may

- .1 take possession of the site and of all materials thereon owned by the Contractor, and
- .2 finish the Work by whatever reasonable method the Owner may deem expedient.

§ 16.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 16.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 16.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, such excess shall be paid to the Contractor. If such costs exceed the unpaid balance, the Contractor shall pay the difference to the Owner. This obligation for payment shall survive termination of the Contract.

§ 16.3 Termination by the Owner for Convenience

The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause. The Contractor shall be entitled to receive payment for Work executed, and costs incurred by reason of such termination, along with reasonable overhead and profit on the Work not executed.

ARTICLE 17 OTHER TERMS AND CONDITIONS

(Insert any other terms or conditions below.)

§17.1 The Contractor shall provide payment and performance bonds for 100% of the Contract Sum and the Request for Bids for the Project dated March 14, 2019.

This Agreement entered into as of the day and year first written above.

(If required by law, insert cancellation period, disclosures or other warning statements above the signatures.)

OWNER *(Signature)*

(Printed name and title)

CONTRACTOR *(Signature)*

(Printed name and title)

LICENSE NO.:
JURISDICTION:

Additions and Deletions Report for AIA® Document A105™ – 2017

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 10:45:09 ET on 05/01/2019.

PAGE 1

AGREEMENT made as of the Ninth day of May in the year Two Thousand Nineteen

...

Plainfield Community School Corporation
985 South Longfellow Lane
Plainfield, IN 46168

...

Johnson Controls Fire Protection LP
1255 North Senate Ave.
Indianapolis, IN 46206

...

Security Camera Procurement and Installation at
Plainfield High School located at 1 Red Pride Drive, Plainfield, Indiana

...

Design 27
5366 Winthrop
Indianapolis, IN 46220

PAGE 2

- .2 the drawings and specifications prepared by the Architect, dated ~~—~~, and enumerated as follows: Architect and identified in the Request for Bids for the Project dated March 14, 2019.

Drawings:

Number	Title	Date
--------	-------	------

Specifications:

Section	Title	Pages
---------	-------	-------

- .3 addenda prepared by the Architect as follows:

...

None.

Request for Bids for the Project dated March 14, 2019.

[] ~~Not later than () calendar days from the date of commencement.~~ **X**] Not later than July 18, 2019 and the Work shall be 100% complete including completion of all punch list items by not later than August 1, 2019.

the total lump sum amount of One Hundred Seven Thousand Nine Hundred Ninety-Three and 00/100 Dollars (\$ 107,993.00)

§ 3.2 For purposes of payment, the Contract Sum includes the following values related to portions of the Work: values related to portions of the Work which shall be submitted by the Contractor to the Owner and Architect promptly after execution of this Agreement for Owner's and Architect's review and approval.

Portion of the Work	Value
<u>None.</u>	
<u>None.</u>	
<u>Replacement of cable that fails testing will be \$1.10 per foot to replace (no charge for cable termination).</u>	
<u>Upgrade to existing License - Free if license's where purchased after July 2016 or a charge of \$25 per license to upgrade from ACC5 to ACC6 Enterprise per camera.</u>	

Within thirty days of receipt of the Contractor's Application for Payment.

Prime rate as published by The Wall Street Journal %

§ 5.1.1 Commercial General Liability insurance for the Project, written on an occurrence form, with policy limits of not less than One Million Dollars (\$ 1,000,000) each occurrence, Two Million Dollars (\$ 2,000,000) general aggregate, and Two Million Dollars (\$ 2,000,000) aggregate for products-completed operations hazard.

§ 5.1.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Contractor, with policy limits of not less than One Million Dollars (\$ 1,000,000) per accident, for bodily injury, death of any person, and

property damage arising out of the ownership, maintenance, and use of those motor vehicles along with any other statutorily required automobile coverage.

...

§ 5.1.5 Employers' Liability with policy limits not less than Five Hundred Thousand (\$ 500,000) each accident, Five Hundred Thousand (\$ 500,000) each employee, and Five Hundred Thousand (\$ 500,000) policy limit.

...

Per the Request for Bids for the Project
dated March 14, 2019

PAGE 11

§17.1 The Contractor shall provide payment and performance bonds for 100% of the Contract Sum and the Request for Bids for the Project dated March 14, 2019.

Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, _____, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 10:45:09 ET on 05/01/2019 under Order No. 0020638773 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A105™ – 2017, Standard Short Form of Agreement Between Owner and Contractor, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)

I-11 HOMELESS STUDENTS: ENROLLMENT RIGHTS AND SERVICES

~~Children who meet the Federal definition of “homeless” will be provided a free appropriate public education in the same manner as all other students of the corporation and will not be stigmatized or segregated on the basis of their status as homeless. No homeless student will be denied enrollment based on a lack of proof of residency. No Board policy, administrative guideline, or practice will be interpreted or applied in such a way as to inhibit the enrollment, attendance, or school success of homeless students.~~

~~Homeless students will be provided services comparable to other students in the corporation, including:~~

- ~~1. transportation services;~~
- ~~2. educational services provided under Title I of the Elementary and Secondary Act or similar State and local programs;~~
- ~~3. programs for children with disabilities;~~
- ~~4. programs for students with limited English proficiency;~~
- ~~5. programs in vocational and technical education;~~
- ~~6. programs for gifted and talented students;~~
- ~~7. school nutrition programs.~~

~~The superintendent will appoint a Liaison for Homeless Children who will perform the duties as assigned by the superintendent. Additionally, the liaison will coordinate and collaborate with the State Coordinator for the Education of Homeless Children and Youth as well as with community and school personnel responsible for the provision of education and related services to homeless children and youths.~~

To the extent practical and as required by law, the corporation will work with homeless students and their families to provide stability in school attendance and other services. Special attention will be given to ensuring the enrollment and attendance of homeless students not currently attending school. Homeless students will be provided corporation services for which they are eligible, including Head Start, Title I, special education bilingual education, vocational and technical education programs, gifted and talented programs and school nutrition programs.

Homeless students are defined as lacking a fixed, regular and adequate nighttime residence, including:

1. Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;
2. Living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations;
3. Living in emergency or transitional shelters;
4. Are abandoned in hospitals;
5. Living in public or private places not designed for or ordinarily used as regular sleeping accommodations for human beings;

6. Living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations or similar settings; or
7. Are migratory children living in conditions described in the previous examples.

An unaccompanied youth is a homeless student who is not in the physical custody of a parent or guardian.

The superintendent shall designate an appropriate staff person to be the corporation's liaison for homeless students and their families.

Homeless students will continue to be enrolled in their school of origin while they remain homeless or until the end of the academic year in which they obtain permanent housing. Instead of remaining in the school of origin, parents or guardians of homeless students may request enrollment in the school in the attendance area the student is actually living. Attendance rights by living in attendance areas, other student assignment or student choice or transfer policies are available to homeless families on the same terms as families who are resident in the school corporation.

If there is an eligibility or enrollment dispute, the student shall be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. The parent, guardian, or unaccompanied youth shall be informed of the corporation's decision and their appeal rights in writing. The corporation's liaison will carry out the dispute resolution as provided by state rule.

Once the enrollment decision is made, the school shall immediately enroll the student, pursuant to corporation policies. If the student does not have immediate access to immunization records, the student shall be admitted under a personal exception. Students and families should be encouraged to obtain current immunization records or immunizations as soon as possible, and the corporation liaison is to assist in this process. Records from the student's previous school shall be requested from the previous school pursuant to corporation policies. Emergency contact information is required at the time of enrollment consistent with corporation policies.

Homeless students are entitled to transportation to their school of origin or the school where they are to be enrolled. If the school of origin is in a different school corporation, or a homeless student is living in another school corporation but will attend his or her school of origin in this corporation, the two school corporations will coordinate to determine the responsibilities and costs of each corporation to provide the transportation services necessary for the student. If the two school corporations do not agree upon an arrangement, the responsibilities and costs for the transportation services will be shared equally by the two school corporations.

The corporation's liaison for homeless students and their families shall coordinate with local social service agencies that provide services to homeless children and youths and their families; other school corporations on issues of transportation and records transfers; and state and local housing agencies responsible for comprehensive housing affordability strategies. This coordination includes providing public notice of the education and appeal rights of homeless students in a manner understandable to the homeless students, their parents or guardians, and unaccompanied youth. The notice shall be disseminated in locations frequented by homeless students, their parents or guardians, and unaccompanied youth.

The corporation's liaison will be responsible to review and recommend amendments to corporation policies that may act as barriers to the enrollment of homeless students.

LEGAL REF: 42 U.S.C. 11431 et. Seq.

42 U.S.C. Section 11432 (g)

42 U.S.C. Section 11432a

SOURCE: Plainfield Community School Corporation
Plainfield, IN

ADOPTED: 10/12/06

G-18 ADMINISTRATIVE STAFF CONTRACTS AND COMPENSATION PLANS

ADMINISTRATIVE STAFF

Superintendent, Assistant Superintendents, Principals, Assistant Principals, ~~Athletic Directors, Special Education Director, Student Learning Director, Technology Director, Food Services Director, Transportation Director,~~ **Directors, Certified Administrative Assistants,** and **Corporation** Treasurer.

CONTRACTS

After the initial contract and in accordance with current statutes, contracts will be reviewed in June for continuation during the following school year.

SALARIES AND FRINGE BENEFITS

Salaries and fringe benefits will be determined annually by the Board of School Trustees on the recommendations of the superintendent.

EXPENSES

Reimbursements will be made upon the proper filing of a claim for expenses for attendance at professional meetings, workshops, and conventions as approved by the superintendent. Mileage will be paid at the existing Internal Revenue Service mileage rate.

SICK LEAVE

- **Certified administrators shall receive sick days per their contract addendum**
- 12-month **classified administrative** employees shall receive twelve (12) days sick leave per year
- 11-month employees shall receive nine (9) days sick leave per year
- 10-month employees shall receive ~~eight and one-half (8.5)~~ **eight (8)** days sick leave per year
- may participate in the Corporation Sick Leave Bank
- may accumulate unlimited days
- may transfer accumulated sick leave up to a maximum of 100 days from the last employing school district. The transfer **rate** will be ~~effective on the first day of employment with the Plainfield Community School Corporation~~ **at the discretion of the superintendent.**

RETIREMENT BENEFIT

Shall be in accordance with Board Policy G-37: Retirement of Professional Staff Members Administrators.

PERSONAL LEAVE

Administrators shall be granted three (3) personal leave days per year. Unused personal leave days shall be transferred at the end of the school year to the administrator's accumulated sick leave.

SOURCE: Plainfield Community School Corporation
Plainfield, IN

ADOPTED: Prior to 08/10/66

REVISED: 06/10/84, 12/12/85, 4/10/86, 01/25/90, 01/09/97, 10/08/98,
12/08/16

J-5 ENTRANCE AGE FOR KINDERGARTEN

Plainfield Community School Corporation offers a full-day kindergarten. To be eligible to enroll in the kindergarten program, a child must be five (5) years of age on or before August 1 of the enrolling school year. The child's birth date is to be verified by the presentation of a birth certificate or other satisfactory evidence of age for the school officials to register.

Students entering Plainfield Schools for the first time at any grade level shall furnish a written statement of immunization, accompanied by the physician's certificates or other documents, and testing history.

Early Entrance Kindergarten Information

SOURCE: Plainfield Community School Corporation
Plainfield, Indiana
ADOPTED: Prior to 08/10/66
REVISED: 08/01/72, 03/10/76, 06/12/79, 02/13/86, 12/10/87
04/26/90, 10/10/91, 06/14/01, 02/09/06, 10/08/09
12/12/13, 2/12/15, 5/10/2018



PCSC Early Entrance to Kindergarten

Criteria for Early Entrance to Kindergarten

A child is eligible for consideration for Early Entrance to Kindergarten (EEK) if s/he turns five (5) years of age between August 1 and September 1 of the enrolling school year. *No exceptions will be made for children born after September 1.* The child must demonstrate pre-academic/academic skills above average when compared to skills of the majority of entering kindergarteners, based on formal assessments and observations. In addition, s/he must demonstrate socialization and behavioral skills more advanced than the majority of entering kindergarteners, based upon results of a normative behavior rating scale, and kindergarten teacher observations made during a simulated kindergarten experience. Students must perform at a high level in all critical areas listed below:

- Ability to separate easily from parent
- Ability to transition easily from task to task
- Ability to focus attention for appropriate amount of time during learning tasks
- Ability to complete tasks in a reasonable amount of time
- Relative ease in socializing with peers
- Ability to verbalize easily with teacher and peers
- Willingness to participate, share, and cooperate in groups
- Well-developed fine motor skills for drawing and cutting tasks

Procedures

To allow ample time for evaluation, those eligible to apply for early entrance must apply no later than two weeks before the beginning of the school year. The school principal will contact the family to schedule an interview and assessment. Parents may attend Kindergarten RoundUp at the designated school in the spring with the understanding that their child may not qualify for EEK the following fall.

Decision Making

The determination for eligibility for EEK is made by a consensus decision of the district assessment team. Each elementary school will give the same assessments with results tallied at the district level. A district team will determine cut scores for the upcoming school year. This determination is considered final. Results will be shared with parents through the school principal.

Follow-up

Annually, data will be gathered on all Early Entrants to Kindergarten to determine if the students are academically successful in their advanced placement. This data will help assess the effectiveness of the early entrance process.

Parent Considerations

Early Entrance to Kindergarten is to be viewed as a way to meet a child's needs. The developmental readiness of a child is important to determining the appropriateness of early entrance. Even if a child exhibits strong ability, s/he may not be a good candidate for early entrance. It is important to also consider the child's social maturity, personal development, and motor development.



EEK is designed for the exceptional child who is both academically ready as well as developmentally mature when compared to others his or her chronological age. Some considerations in determining the appropriateness of early entrance are:

- Is my child capable of working in a classroom setting with children who are one year older?
- Will my child be frustrated by this placement?
- What are the possible long-term impacts for my child as s/he progresses through elementary, middle and high school?
- Early entrance is not designed as a replacement for child care. Is this a need or a want?
- Do I understand the expectations for students in kindergarten?

Once the decision for early entrance has been made, the choice is difficult to reverse. If a child is evaluated as a good candidate for EEK, it is important that all stakeholders are supportive of the decision.

Please Note

Very few children qualify for EEK. Please make sure you proceed with child care arrangements as a contingency. If you are selecting a preschool program, understand that those programs fill up quickly. Please register your child as you normally would, but let the preschool know that your child is being screened for early entrance to kindergarten.