

# **AdvancED Assurances**

Joan Martin Elementary

School City of Hobart

Mrs. Kacey Allen, Principal  
301 E 10th St  
Hobart, IN 46342-5902

## AdvancED Assurances

Assurance	Certified	Comment/Attachment
The institution has read, understands, and complies with the AdvancED Policies and Procedures.	Yes	We reviewed the AdvancED Policies and Procedures at the beginning of the school year with district and school teams.
The institution monitors all financial transactions through a recognized, regularly audited accounting system.	Yes	<p>The School City of Hobart operates under the laws of the State of Indiana. Every two years, the State Board of Accounts performs a financial and compliance audit. The audit is inclusive of corporation financial/payroll records and school building extracurricular accounts and a review of internal accounting controls and procedures. Audits are made public. The Board of School Trustees are provided monthly financial reports and vouchers for their approval. Communication is constant in monitoring appropriation balances and advisement on the proper use of resources according to state guidelines.</p> <p><a href="#">NCA Financial Monitoring.pdf</a></p>
The institution engages in a continuous improvement process and implements an improvement plan. Attach the improvement plan if the plan is not located in AdvancED's Adaptive System of School Improvement Support Tools (ASSIST).	Yes	<p>The School City of Hobart use Breakthrough School Improvement by NSSE to create its strategic plan.</p> <p><a href="#">JM Strategic Plan.pdf</a></p>

<p>The institution implements a written security and crisis management plan which includes emergency evacuation procedures and appropriate training for stakeholders. Attach the security and crisis management plan. (optional)</p>	<p>Yes</p>	<p>The School City of Hobart has a Director of School Safety. He conducts table top exercises with crisis teams at every school. In addition, he coordinates two district wide table top exercises with local authorities. Emergency plan is attached. <a href="#">Hobart EPG.pdf</a></p>
<p>The institution has reported all substantive changes in the institution that affect the scope and/or have an impact on the institution's ability to meet the AdvancED standards and policies. Such changes include, but are not limited to:</p> <ul style="list-style-type: none"> <li>•Restructuring (merging, opening, or closing) of the institution or institution(s) within its jurisdiction</li> <li>•Mission and purpose of the institution</li> <li>•Governance structure of the institution, including changing to a charter school/school system, being the subject of a state takeover, or a change in ownership</li> <li>•Grade levels served by the institution</li> <li>•Staffing, including administrative and other non-teaching professionals personnel</li> <li>•Available facilities, including upkeep and maintenance</li> <li>•Level of funding</li> <li>•School day or school year</li> <li>•Establishment of an additional location geographically apart from the main campus</li> <li>•Student population that causes program or staffing modification(s)</li> <li>•Available programs, including fine arts, practical arts and student activities</li> </ul>	<p>Yes</p>	<p>In the 2009 school year, Governor Daniels announced a 300 million dollar cut to K-12 education. The School City of Hobart was facing difficult times due to this unfortunate decision. This reduced our budget by more than a million dollars a year in state tuition for the general fund. We restructured the elementary schools and offered a retirement package to cut staffing needs but not cut programming. We now have an Early Learning Center for full day kindergarten, and the other three elementary schools are first through fifth. Staff was maximized. See attached file. New AP 2012-2013. <a href="#">Parent Presentation.pdf</a></p>