

November 18, 2013

The regular monthly meeting of the Board of School Trustees of the Vincennes Community School Corporation was held on Monday, November 18, 2013, in the Gymnasium of Riley Elementary School. Those present were President Lynne Bobe, Vice President Aaron Bauer, Secretary Pat Hutchison, Members Karla Smith and Barb Toole, and Superintendent Greg Parsley.

Lynne Bobe called the meeting to order at 7:00 p.m. and led the audience in the recitation of the Pledge of Allegiance to the American Flag.

Riley Elementary School Principal Susan Marchino introduced Music Teacher Gretchen Bruner and members of the Riley Choir to present the Curriculum Focus. Mrs. Bruner explained that not only do the students sing, but they also learn about music through curriculum standards and by being a link to the community. While choir is a privilege, students also keep academics as their main focus.

Several students gave presentations on what they do to achieve the curriculum standards, consisting of pronunciation, diction, reading lyrics and singing in two languages – English and Music. Students told of the many community programs they perform and what choir means to them. They then performed a choral rendition of the Preamble to the Constitution of the United States.

Mrs. Bruner also said that they are conducting a fundraiser to defray costs for the choir to attend and sing at a St. Louis Cardinal Baseball game next spring. Duke Energy will donate \$25 to the choir for every home assessment they conduct. She has cards available for anyone interested.

Mrs. Marchino then introduced the President and Board of Directors of the Riley Elementary PTO. She thanked them for all the wonderful things they have done and are planning for their school and she and all the teachers are very grateful for their help.

Mrs. Marchino also thanked Sodexo Nutritional Services and their help in the backpack program. As they had more needs than what Sodexo could provide, Kid's Hope from St. John's United Church of Christ was formed to aid Riley and other VCSC Schools with the backpacks and other resources for students in the community. Mrs. Marchino wanted to personally recognize *Kathy Clinkenbeard* for her help in stepping forward and getting this project off to a great start and to the point it is today. Due to her efforts several other churches have stepped forward to assist in the program. Kathy has also been very instrumental in providing Thanksgiving boxes to families in need.

Mrs. Marchino then introduced the *Certified Staff Member of the Month* from her building as *Mrs. Brooke Newton*, the Lead Title 1 Teacher at Riley. Susan stated that Brooke has been in the Title 1 classroom for three years and when the Title 1 rules changed this year, she knew she wanted Brooke as her lead teacher. She said Brooke is very knowledgeable about reading and researching interventions and best practices for the students, understanding data and sharing that with other teachers to help them understand. In addition, Brooke is one of the main people on the Green Room Team and will be going to Indianapolis next week to help present at the state principals' conference. Brooke has become someone Susan can depend on and to help her with lots of things and Brooke is also stepping up into a leadership role to help all the teachers in her building.

Clark Middle School Principal Ryan Clark introduced *Jeanne Heiden* as the *Non-Certified Staff Member* of the Month from their building. With all the acknowledgements of the social workers in our corporation, Ryan wanted us to know that the individual, as well as what they know and how they handle individual situations is very important. He stated that Jeanne is one of those individuals that no matter what the situation, she does not let it bother her. If she is trying to get in contact with a parent and can get no answer, she will get into her car and drive to the home. Ryan stated Jeanne is always there for the kids and is relentless in helping them. He thanked Jeanne for all her work and wanted to let her know how much she is appreciated.

Jeanne thanked everyone, stating she loves working at Clark Middle School, loves the students, and loves all the people that work at Clark.

By unanimous vote the board approved Mr. Parsley's recommendation for approval of the following Consent Agenda items:

- A. Minutes of October 21, 2013 Meeting
- B. Claims 20140 – 20331
- C. Financial Statements
- D. Personnel

Retirements:

Connie J. Coulter CMS Science Teacher – eff 11/4/13

Resignations:

Rayann A. Taylor CMS Signing Skills Asst. – eff 12/20/13
Ashley Goodwin LHS Girls Soccer Head Coach

Terminations:

Heather “Nikki” Oakley Franklin Title 1 Aide – eff 11/8/13

Recommendations:

Coty Wiley CMS Homebound Instruction for ASD Student *
Levi Atkins CMS Homebound Instruction for ASD Student *
Kelley Wisley CMS Homebound Instruction for ASD Student *
Tim Hutchison CMS Homebound Instruction for ASD Student *

* Will each rotate for 30-60 minutes per day

Madison Jordan Bailey Speech/Language Pathologist Asst. – eff 11/18/13
Sandy Thompson Franklin Title 1 Aide from Grade 1 Aide
Shannon Nacole Welch Franklin Grade 1 Aide **

** Pending security background check and receipt of transcripts

Morgan L. Kitzman CMS Head Girls Softball Coach
Chris Sievers CMS Assistant Girls Softball Coach
Doris Fellows LHS Winter General Athletics ***
Kenny Yochum LHS Winter General Athletics ***
Caleh Miller CMS Winter General Athletics ***
Troy McCrary LHS Winter General Athletics ***
Nancy Hendrickson LHS Winter General Athletics ***
Chris Todd LHS Winter General Athletics – 2 Positions ***
Joyce McCarter LHS/CMS Winter General Athletics ***

*** To be paid from Athletic Funds

Leaves:

All daily Leave Requests were approved as submitted.

E. Donations

Target	\$30.00	For use at CMS at Principal's discretion. Will be used to purchase needed PE items.
--------	---------	---

F. Fundraiser Requests

Amy Schotter and Tecumseh-Harrison Student Council requests permission to sell *Paper Christmas Ornaments* for their school Christmas tree. Sales would be conducted from November 19 through November 26, 2013, and proceeds would be donated to the Salvation Army.

Jeff Hein requests permission for an LHS Boys Basketball *Free Throw Marathon* on November 23, 2013. Proceeds will be used by players to offset costs of shoes and practice jerseys, and to the LHS Athletic Fund.

Jeff Hein requests permission for a CMS Boys & Girls Basketball *Free Throw Marathon* on November 30, 2013. Proceeds will be used by all players to offset costs of shoes and practice jerseys, and to the CMS Athletic Fund.

Shea Duke, Carly Tibbs, and the LHS Student Council request permission to conduct a *Hat Day* on November 26 and December 20, 2013. All proceeds will be donated to Riley Children's Hospital.

Shea Duke, Carly Tibbs, and the LHS Student Council request permission to sell *Santa Grams* December 1 through 13, 2013. Proceeds will be donated to Riley Children's Hospital.

Jason King and LHS Jazz Band request permission to sell a *Holiday Jazz Band CD* December 2 through 10, 2013. Proceeds will be used to assist jazz students with field trip costs.

Shea Duke, Carly Tibbs, and the LHS Student Council request permission to conduct a *Dodge Ball Tournament* December 6 through 20, 2013 during enrichment classes. Proceeds will be donated to Riley Children's Hospital.

Shea Duke, Carly Tibbs, and the LHS Student Council request permission to sell *Turoni's Pizza* during the month of February 2014. Proceeds will be donated to Riley Children's Hospital.

Beth Lindsey, Jennifer Kiel, and the Franklin Elementary Student Council request permission to conduct a *Pennies for Patients* fundraiser from February 3 through 21, 2014. Proceeds will be donated to the Indiana Chapter of the Leukemia & Lymphoma Society.

Greg Parsley brought before the Board for First Reading the following Proposed New Policies, Policy Updates and Revisions in Bylaws & Policies and Administrative Guidelines for the corporation:

<u>POLICY #</u>	<u>CHANGE TYPE</u>	<u>COMMENTS</u>
0144.5	Reject	Reject "Gifts and Gratuities" as suggested. Not required by Indiana Law
0164.4	New	"Meeting of the Board Defined" to comply with law
0165	Revision	"Notice of Board Meetings" to reflect current law
0165.1	Revision	"Notice of Regular Meetings" to reflect current law
0165.2	Revision	Change "Change of Regular Meetings" to "Notice of Special Board Meetings" to reflect current law
0165.3	Revision	Change "Special Meetings" to "Notice of Emergency Meetings" to reflect current law
0165.4	Revision	Change "Recess" to "Notice Requirement Established by Other Statutes" to reflect current law
0165.5	Revision	"Series of Meetings (Gatherings)" to reflect current law
0165.6	Delete	"Waiver of Notice" as it is addressed elsewhere
0168.2	Revision	"Executive Session" to reflect current law
1537	Revision	"Military Service" to reflect current law
2270	Revision	"Religion in the Curriculum" to reflect current law
2510	Replacement	"Adoption of Curricular Materials" to reflect current law
5111	Revision	Change "Eligibility of Resident/Non Resident Students" to "Determination of Legal Settlement and Eligibility for Enrollment of Students Without Legal Settlement in the Corporation" to reflect current law
5410	Revision	"Promotion, Placement, and Retention" to reflect current law
5517.01	Revision	"Bullying" to reflect current law
6110	Revision	Change "Federal Funds" to "Grant Funds" to reflect current law
6320	Revision	"Purchasing" to reflect current law
8390	New	"Animals on School Corporation Property" to reflect current law
8750	Revision	"Defense and Indemnification of Board Members and Employees" to reflect current law
9160	Revision	"Public Attendance at School Events" to reflect current law

ADMINISTRATIVE

<u>GUIDELINE</u>	<u>CHANGE TYPE</u>	<u>COMMENTS</u>
4162A	Revision	"Drug and Alcohol Testing Program for CDL License Holders" to reflect current law
5111	Revision	"Admission to the Corporation" to reflect current law
5517.01	Revision	"Bullying" to reflect current law
7540	Revision	"Computer Technology and Networks" to reflect current law and policy
8390	New	"Service Animal Access and Use" to reflect current law

By unanimous vote the board approved Greg Parsley's request to renew the Property & Casualty Insurance with Liberty Mutual Insurance through German American Insurance for the corporation at the following amounts for the 2014 calendar year for a total premium of \$236,766.

J.M. Vieck of German American Insurance went over the renewal figures for the board, and explained that we would be going to a \$5,000 deductible from a \$2,500 deductible on administrative liability. However, we would get a credit of \$2,500 off the premium to compensate for the increased deductible. Also, everything is now under one policy.

As it relates to the downtown buildings – the old Clark Middle School and the old Administration Center - he was able to get the value down to \$350,000 each, resulting in a \$4,900 credit from what it was a year ago. There will be a credit on the policy. The value for Adams Coliseum was not reduced and that premium is \$3,700. Mr. Vieck will check to see if there will be a conflict if VCSC holds the policy on the building and we then deed it over to Flaherty & Collins, under Vision Properties, once renovations begin and then to VEF when renovations complete. He does not think there will be a problem as the VEF is an additional insured under the policy, but will let us know.

In addition, the Automobile Coverage went up because we added seven vehicles to the policy – three buses, three cars, and one maintenance truck.

TYPE	QUOTE	DIFF FROM 2013
Property	\$97,541	- \$436
General Liability	\$38,078	+ \$7,137
Inland Marine	\$8,769	- \$150
Automobile Coverage	\$28,436	+ \$7,228
Workman's Compensation	\$44,582 *	
Umbrella Coverage	\$17,644	+ \$3,615
Terrorism Risk Ins Act	\$4,216	+ \$395
Total Quote	\$239,266	+ \$15,418
LESS CREDIT	<u>\$ 2,500</u>	
TOTAL PREMIUM	\$236,766	

* VCSC moved our workman's compensation a year ago into the ISESC (Indiana Schools Educational Service Centers Risk Management Program). This was a two-year commitment and as a result the workman's compensation policy is frozen at the present.

Mr. Parsley stated that this is the third year of the present property/casualty insurance policy and the VCSC will be going out to bid for the 2015 calendar year.

By unanimous vote the board approved LHS Principal Steve Combs' request to use student activities funds to purchase permanent pole banners for the high school. The banners would hang all the time and the 2D Art students created the suggested design. These banners could be replaced either yearly or every other year depending on wear and tear. Banners would be purchased from Tabco at a cost of approximately \$620 plus shipping and handling.

By unanimous vote the board approved Barry Stone's request to submit the application for our High Ability Grant with an allocated amount for the 2013-2014 school year of \$35,600. These funds would go towards programs in all six of the VCSC schools, coordinated by High Ability Coordinator Joe Keller. The majority of the funds would be used to purchase some Gateway Testing to ensure all our eligible students are on track and don't fall through the cracks. We also plan to use some of the money to send some of our teachers to Gifted and Talented

training. We will also continue with programs we already have, i.e. Math Pentathlon, Spell Bowl, Gifted/Talented Research, etc.

By unanimous vote the board approved Greg Parsley's request to spend \$2,452.26 from the CMS Contingency Fund for the following items:

Office Max	\$ 125.79	Flash Drives
the AME Group	\$ 837.00	Battery Backup
KRS	\$ 480.00	Upright Vacuum
the AME Group	\$ 1,009.47	Hard Drives

This leaves a balance still being maintained in excess of \$30,000.

Susan Marchino advised that the Riley Student Council is in attendance and they are more than willing to give anyone that wants a tour of the building to see what is going on in the classrooms.

All board members and Mr. Parsley thanked Mrs. Marchino for doing such a great job in hosting tonight's meeting. The all appreciate the meetings being held in the buildings to see what is going on.

They extended thanks to Mrs. Bruner and the choir students for a tremendous presentation and hope they will continue pursuing music. They all extended their thanks to the PTO and Kathy Clinkenbeard and Kid's Hope in the fantastic job they are doing and for reenergizing the PTO program at Riley. All the time and resources they expend are very valuable and appreciated.

All board members extended their congratulations to Brooke and Jeanne and to thank them for all the time and effort they give for the students at VCSC.

Mr. Parsley reported that Lincoln High School Principal Steve Combs had some very exciting and welcome news early this afternoon in that LHS Art Teacher Amy Lane was named a *Peabody Energy Leaders in Education* award winner. This is a great honor for Amy and she is very ecstatic.

Mr. Parsley also reported that we are coming close to a closing date on the downtown properties, so we should see a Flaherty & Collins construction trailer at those locations soon.

There being no further business, the meeting was adjourned at 7:52 p.m.

Lynne Bobe, President

Pat Hutchison, Secretary