

December 16, 2013

The regular monthly meeting of the Board of School Trustees of the Vincennes Community School Corporation was held on at 7:00 p.m. on Monday, December 16, 2013, in the Board Room of the Administration Center. 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 led the audience in the Pledge of Allegiance to the American Flag.

Barry Stone presented plaques to those VCSC students that had obtained a perfect score on their Spring 2012-2013 state testing. Those recognized were:

IREAD-3:

Franklin Elementary: Denarius Bradford, Jenna Garner, Elijah Hovland, Brody Hunter
Riley Elementary: Harley Bont * Jordan Schatz
Tecumseh-Harrison Elem: Gavin Evans
Vigo Elementary: Cadence Anthis, Jeshaiiah Bland, Hannah Jones,

* Has since moved from corporation

ISTEP+ - Grade 4 Math: Macy McNeece, Tecumseh-Harrison Elementary

ECA – Algebra I:

Clark Middle School: Jack Cunningham, Victoria DeBrock, Dustin Newland
Becca Rutherford

All were present to receive their plaques with the exception of Macy McNeece, Jordan Schatz and Gavin Evans, who had prior engagements and could not attend.

By unanimous vote the board approved Greg Parsley's recommendation of the following Consent Agenda items:

- A. Minutes of November 18, 2013 Meeting
- B. Claims 20332 – 20500
- C. Financial Statements
- D. Personnel

Resignations

Henry J. Schmitt III	CMS Science Teacher – eff 12/20/13
Jennifer S. McClure	Riley Special Education Teacher – eff 12/2/13
Jacqueline O'Dell-Klueh	LHS Language Arts Teacher – eff 12/20/13
Jennifer A. Qualls	Riley School Secretary – eff 11/25/13
Beth A. Boyer	Vigo Classroom/RTI Aide – eff 12/2/13

Recommendations:

Levi Ruston Salters	LHS Math Teacher – eff 1/6/14
Deborah M. Nowakowski	LHS Temporary Science Teacher – eff 1/6/14
Michael Sampson	CMS Science Teacher – eff 1/6/14
A.J. Evans	CMS Science Teacher – eff 1/6/14
Mary Hall	Volunteer Bus Aide

Leaves:

Kerri Clayton	CMS Language Arts Teacher requests medical leave for surgery from 12/9/13 for eight (8) weeks.
Amy E. Matteson	Vigo Grade 1 Teacher requests maternity leave from approximately 1/17 and to return 3/24/14.
Ashley M. O'Dell	Tecumseh-Harrison Special Ed Teacher requests Maternity Leave from approximately 1/27/14 and to return 3/24/14.

All other Leave Requests were approved as submitted.

Administrative Pay Structure – Revision (Changes in Bold):

- A. All Schools
 - 1. Completion of Personal Goals Provided to the Superintendent (Stipend) [\$250]
 - 2. Attendance Rate at or above 95% (Stipend) [\$500]
 - 3. Positive Change in Letter Grade **or any letter grade that is at an "A" or a "B"** (Stipend) [\$1,000]
 - 4. Highly Effective Evaluation (Stipend) [\$1,000]

B. Elementary/Middle Schools (ISTEP+)

1. Anything 3% correlated as an increase in mathematics and/or Language Arts: each or total of (Stipend) [\$500 each or a maximum of \$1,000]

C. High School (ECA)

1. Anything 3% correlated as an increase in mathematics and/or Language Arts: each or total of (Stipend) [\$500 each or a maximum of \$1,000]
2. Graduation Rate Increase by 2%+ [\$500]

D. Assistant Principal's and Dean's will also benefit with the exception of the Completion of Personal Goals and the Highly Effective Evaluation at half the incentive of the lead building administrator.

E. Curriculum Coaches also apply to the incentive pay structure and benefit in the following manner:

1. Increase overall of 3% increase in ISTEP+/ECA [\$750]
2. I-READ at 90% or above overall for the VCSC [\$250] (K-5 Curriculum Coach)
3. Graduation Rate at 85% or above [\$250] (6-12 Curriculum Coach)

The following is an updated pay schedule and cost projection

Building	Position	2012-13 Max Incent.	2013-2014 Max Incent.
LHS	Principal	\$6,500.00	\$4,250.00
LHS	Ass't Princ.	\$4,000.00	\$1,500.00
LHS	Dean	\$4,000.00	\$1,500.00
CMS	Principal	\$5,500.00	\$3,750.00
CMS	Ass't Princ.	\$3,000.00	\$1,250.00
CMS	Dean		\$1,250.00
Elem.	CC		\$1,000.00
MS/HS	CC		\$1,000.00
Riley	Principal	\$5,500.00	\$3,750.00
Franklin	Principal	\$5,500.00	\$3,750.00
Tecumseh	Principal	\$5,500.00	\$3,750.00
Vigo	Principal	<u>\$5,500.00</u>	<u>\$3,750.00</u>
TOTAL that could be paid out:		\$45,000.00	\$30,500.00

We will also close out the 2012-2013 contracts with an additional \$500 to be Included with the building administrators ONLY for the completion of their goals. This is to be paid out only to building principals themselves and the maximum with which the corporation is exposed is \$3,000.

E. Donations

Vincennes University Technology Division	22 Dell t3400 Desktop Computers due to VU doing a computing changeover. They are donating these machines to VCSC to support our PLTW classroom.
Dr. Daniel Combs	Electrical cords to be used by LHS PLTW Engineering students to construct <i>Light Show</i> .
Schott Gemtron	\$1,000.00 To purchase materials for the Project Lead the Way <i>Light Show</i> constructed by LHS Engineering class.

F. Fundraiser Requests

LHS GSA Club requests permission to conduct a *Hat Day* Fundraiser on Friday, January 10, 2014. Proceeds would be used to purchase supplies for awareness campaign.

Brandon Pfoff and LHS Varsity Baseball Team requests permission to sell old baseball uniforms, jackets, etc. on Friday, January 31, 2014. Proceeds would be used to raise money for 2014 equipment.

Holly Bane and LHS Cheer Team would like to host a *K-5 Cheer Clinic* on Saturday, February 8, 2014. Clinic participants will perform that evening at the boy's basketball game. Proceeds would be used to purchase new uniforms.

CMS Dance Team requests permission to conduct a *School Dance* on Friday, February 14, 2014. Proceeds would be used to purchase team warm-ups, uniforms, camp and competition fees.

CMS RAK Club (Random Acts of Kindness) requests permission to *Collect Spare Change* from February 17 through February 28, 2014 to raise money to donate to the Leukemia and Lymphoma Society.

G. Use of Facilities Requests

CMS Dance Team requests permission to use the Clark Middle School Gymnasium on Friday, February 14, 2014, to hold a *School Dance*.

Ryan Clark, Principal of Clark Middle School, introduced Messrs. Evans and Sampson and welcomed them to the staff.

Steve Combs, Principal of Lincoln High School, introduced Mr. Salters and Mrs. Nowakowski and welcomed them to the staff.

Steve Combs also wanted to publicly recognize Jason Fithian, Laura Swan, and Kim Breitweiser, who are VU Project Lead the Way instructors at Vincennes University, with Laura and Kim teaching PLTW classes at LHS. He also wanted to thank Jason and Art Haase and the VU Technology Department for their donation of 22 desktop Dell computers for the Project Lead the Way classes at LHS.

In addition, Mr. Combs stated that Kim Breitweiser was the best fundraiser he has seen around and wanted to extend our congratulations to her and her PLTW students. They have expanded on last year's light show outside the front of LHS to include speakers to broadcast music to go along with the light show. You can tune in to radio station 87.7 to hear the music also. This was made possible with the help of a \$1,000 donation from Schott Gemtron. He extended kudos to the engineering class at LHS for this great display.

By unanimous vote the board approved Mr. Parsley's recommendation for Second and Final Reading for update and revision of the following VCSC Bylaws & Policies and Guidelines. These proposed revisions have been on the corporation website for anyone to review.

<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

<u>ADMINISTRATIVE GUIDELINE</u>	<u>CHANGE TYPE</u>	<u>COMMENTS</u>
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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 Mr. Parsley's recommendation to award the Guaranteed Savings Contract for the improvements at Lincoln High School to Performance Services of Indianapolis with a bid of \$4,139,084.

Two contractors submitted bids for the project, and the other bidder was EmCor out of Fort Wayne.

Both companies were to have a guaranteed savings payback to the VCSC and Performance Services will deliver \$289,573 over a ten-year period, whereas EmCor would have delivered a savings of \$206,939 over a period of 15 years.

There was some discrepancy in bids and in large part this was tied to the fan boxes. Performance Services included in their bid a non-powered VAV fan box, whereas EmCor quoted a powered VAV fan box. After conferring with a mechanical engineer from Sodexo, VCSC does not believe that a powered VAV box is needed or desired with the project. Further, Performance Services specifically quoted all of the different manufacturers with which they would be using and this also included that of the McQuay System, which is what we presently have in the newer George Rogers Clark Middle School. The VCSC is quite pleased with this product and desires to continue to use it and it will be the system of choice as the HVAC system is completely revamped at LHS.

A Mechanical Engineer from Sodexo was asked to come onsite and review the blueprints and proposals. It was also his recommendation that the project be awarded to Performance Services.

It was clear that the Performance Services bid is the best fit for the VCSC and LHS.

Mr. Parsley wanted to thank Jerry Booe and Debbie Charles and Sodexo's help in going over the blueprints and proposals on this project.

By unanimous vote the board approved Mr. Parsley's request to run a Second Claims Docket for December so that Treasurer Debbie Groves can pay all outstanding claims and to close out the books for 2013.

By unanimous vote the board approved Mr. Parsley's request for the Treasurer to make any needed Funds Transfers so all funds would be solvent for the year ending 2013.

All Board members welcomed the new teachers aboard and are excited to see them join a wonderful exciting school corporation. They also extended a huge congratulations to all the students and their perfect score achievements. All members congratulated Performance Services on their winning bid and are eagerly looking forward to an air-conditioned gym come graduation in 2015.

Karla Smith wanted to thank Sodexo for all the help they have extended to the corporation, from activities for the kids and now their help in getting renovations completed at Lincoln High School.

Barb Toole also wanted to thank the Project Lead the Way students on their light show.

Greg Parsley also thanked everyone for their help on the LHS Light Show, welcomed the new teachers, and congratulated all the deserving students on their achievements.

All members also extended congratulations on the CMS play, *A Christmas Carol* and the wonderful performance by the students.

All extended their wish for a Merry Christmas and Happy New Year and for all to be safe during any inclement weather.

There being no further business the meeting was adjourned at 7:30 p.m.

Lynne Bobe, President

Pat Hutchison, Secretary