

March 28, 2016

The regular monthly meeting of the Board of School Trustees of the Vincennes Community School Corporation was held on Monday, March 28, 2016, at 7:00 p.m. in the Administration Center Board Room. Those present were President Karla Smith, Vice President Barb Toole, Secretary Lynne Bobe, Treasurer Aaron Bauer, Member Pat Hutchison and Superintendent Greg Parsley.

Mrs. Smith called the meeting to order and led the audience in the recitation of the Pledge of Allegiance to the American Flag. She then solicited any questions, concerns or comments from the public. There being none, the meeting continued.

A moment of silence was held to reflect on the passing of former LHS student *Eric Marlowe*, who lost his courageous battle with cancer yesterday morning. VCSC asks that everyone keep Eric's family in their thoughts and prayers. Also, there is a website link being provided for those that may be interested in helping the family with funeral related expenses.

Melissa Pancake, Principal of Franklin Elementary School, announced that Kindergarten Teacher *Mrs. Hannah Schickel* has been selected the *Employee of the Month* from their building. Hannah has been with VCSC for two years and serves as their new I-Coach. Hannah is also leading a "book study" called "Number Talks" with ten teachers. She brings innovative ideas to the classroom that are student-centered and helps students reach their learning goals. Mrs. Pancake stated Hannah is always willing to research and help others with best practices to help improve instruction. She is also motivated to improve her teaching and will overcome any obstacle that might get in her way, which might include writing a grant, going to Indianapolis to a meeting, then returning to write another grant to help purchase materials for the school for the first grant.

Mrs. Pancake read several comments from staff and students about Mrs. Schickel. They stated she has a hopeful, positive attitude even when situations are tricky. She really works hard to engage her students in many different ways, and to suit the different styles and personalities of her students; she cares about her students – showing them compassion, giving them structure and holding them accountable. Students commented, "she is a good teacher because she helps us learn about stuff"; she helps us with our math; and she is kind and nice.

Mrs. Schickel thanked everyone for the honor, stating she has been left speechless.

Jono Connor, Principal of Tecumseh-Harrison Elementary School, announced that School Secretary *Abbe Steffey* had been selected as the *Employee of the Month* from their building. Mr. Connor stated that Abbe has been with VCSC as "the gatekeeper" (or secretary) for Tecumseh-Harrison for two years. He stated Abbe handles all the expectations of her job in a professional and driven manner. Mr. Connor stated that Abbe knows what he is thinking and completes tasks before he even asks her to. She has become his right hand.

Staff members commented that Abbe is organized and always goes that extra mile; she cares and worries about our students. Abbe has two elementary children in VCSC and is an LHS graduate herself. Mr. Connor stated that Abbe deserves a gold medal for all she does, and always with a smile. She gets everyone through ISTEP+ and she seems to be the only one that doesn't stress.

Students commented that Abbe is amazing, that she knows every kid, their names, and their teacher. She makes them behave and “she even bought me lunch”. Another student commented, “without Miss Abbe, how would we get across the street?” One student commented she is fun and is always smiling.

Mr. Connor concluded by saying it is a pleasure to have Abbe in his building and she more than deserves this honor.

Mrs. Steffey thanked everyone, saying she loves working with VCSC at Tecumseh-Harrison, that she truly “bleeds green” and has since she was a baby. She stated she has wonderful kids, fabulous co-workers, and working with Mr. Connor as he is the best person to work for.

Sheryl Schaefer-Jones, Knox County Special Education Director, stated that March is “Disabilities Awareness” month and distributed some tokens to the board members. She stated that in addition, March is also the month the Special Education Department recognizes individuals that have gone beyond the intent of the IDEA (Individuals with Disabilities Education Act) and who demonstrate kids are kids first and use creative solutions for working with children with their annual “GOOD IDEA” Award.

Mrs. Schaefer-Jones stated this award was developed in memory of Mickey Kimberly and his mother Ruth. She stated there were Kimberly family members present tonight and they were asked to stand to be recognized. Mrs. Schaefer-Jones stated that Mickey was a VCSC student that had a very rare syndrome and he died in 1994 when he was 14 years old. She stated she did not get the opportunity to work with Mickey at that time, but his mother had written an article about the lessons she had learned from Mickey. Mrs. Schaefer-Jones stated that it was quite touching, and that one funny comment Ruth made was “to have acceptance for all things except snakes”. Ruth did a fabulous job with parent training and advocacy, was always a very helpful parent, understanding and knowledgeable about children with disabilities. Ruth passed away in 2011 and she is greatly missed.

Mrs. Schaefer-Jones then announced that the recipients this year were a team effort by members of the Technology Department. She stated Coordinator *Dustin Jones* and Technicians *Jake Chambers* and *Brett Parish* have gone above and beyond to help the Special Education Department and especially the VCSC Functional Skills classes. She explained that there were new tests this year and the Technology Department helped them get touch screens installed, new software installed, new students that moved in that had technology problems from their previous IEP. One thing that she asked them to help with was “Opie the Robot”. They were very helpful in getting this robot set up for the Functional Skills class at Riley Elementary.

Mrs. Schaefer-Jones thanked this year’s recipients for going above and beyond and their assistance in getting technology together for the Special Education Department.

The next item on the Agenda is the approval of matters relative the elementary schools’ renovation projects. Greg Parsley stated that Jeff Qualkinbush, from Barnes & Thornburg LLP, Bond Counsel for VCSC, and Belvia Gray, from Umbaugh & Associates, VCSC Financial Advisors, were in attendance to address matters needing approvals and signatures regarding the elementary projects. He then turned the meeting over to Jeff Qualkinbush.

Mr. Qualkinbush stated that he was here to go over all the documentation and to explain the process and actions needed to be done. He stated he was joined by Lauren Bach (sp), who is

in training as one of their newest attorneys, joining them back in the fall. This is her first time in Vincennes so he said he might just give her a tour of the area.

Mr. Qualkinbush stated that at their last meeting the Board of School Trustees approved the form of the Master Lease, which was advertised for the purpose of the Public Hearing to be held this evening for the 2016A-D project. Mr. Qualkinbush explained that any time you have a project over \$1M you need to have a 1028 Public Hearing on the matter and the 2016A-D project is for up to \$2M per location.

Consolidated Preliminary Determination Hearings will be held for the 2017 Tecumseh-Harrison Elementary Renovation Project and the 2018A-B Vigo and Franklin Elementary Projects, which are estimated to be no more than \$10M per location. A Notice of Preliminary Determination was properly advertised for the 1028 Public Hearing.

Because we will be doing the lease financing for these three buildings, a Public Hearing must be held for that, and a notice was published advertising that as well. Finally, we will also be holding a Public Hearing for the adoption of an Additional Appropriations Resolution for all projects for bond proceeds. This is because the bond proceeds will come back to the school corporation and will go into their construction fund and will be disbursed by them as construction invoices come in from the architect.

Mr. Qualkinbush stated that as all notices have been published, he recommended the Public Hearing be opened, and at that time he and Belvia Gray would give more information about the projects, the financing, and the legal documents. We would then offer for the public to speak directly on any of the projects to come forward to address the board. After that, and any other comments, the Public Hearing would be closed and we will move on to the resolutions.

Karla Smith then opened the Public Hearing.

Belvia Gray, from Umbaugh & Associates, distributed graphs showing aspects of the financing proposals, and then addressed the board and the audience regarding the financing of these projects. She began by saying VCSC currently has bonds that are repaid through 2028. She stated that the debt structure decreases pretty rapidly in 2017, 2018 and 2019. Ms. Gray stated that this is providing VCSC the capacity to bring on additional payments for the projects under consideration this evening, without increasing the 2016 levies over current level. So the way Umbaugh has structured the proposed bonds is to keep payments around the same level so there would not be any taxpayer impact.

Ms. Gray stated the next two graphs show the financial details on all the proposed bonds. She did point out that all the numbers included in the documents are maximum parameters, that we can come down from those maximums but we cannot exceed the maximums. Ms. Gray then stated that they have used interest rates that are higher than current levels in order to make those calculations for those purposes.

Ms. Gray further explained that they would expect the 2016A-D series of bonds, which are four series of bonds, each totaling \$2M each, would be repaid just under 20 years, which is the maximum term of bonds in Indiana. They show maximum annual payments of approximately \$334,000. Again, with the way they have structured the debt the payments would not go beyond current levels.

In moving on to the 2017 and 2018A-B bonds, each of those series of bonds would be \$10M each for the three projects, with repayment of roughly 19 years and maximum payments from \$1.5M to \$2.2M. Again, they are not expecting payments to go above current levels.

Ms. Gray stated the last page pulls everything together and shows total payments being under the \$5M mark. She pointed out that the payments for 2018 and 2019 go up and down a little bit, but the school corporation is planning to manage that through their operating balance with its debt service fund. Therefore, the levy the school corporation needs to make a debt service payment, they will keep that the same even though the payments may increase a little. The school corporation has the ability to do that and is planning to do that in 2018.

Another thing Ms. Gray wanted to point out is that the school corporation currently has a couple of bonds currently outstanding, the 2008 and 2009 bonds. These are repaid through 2028, and those bonds will be eligible for prepayment or refunding in 2019. Therefore, one of the things they will be working with Mr. Parsley on is in looking at future years should there be other projects, above and beyond the current ones, possibly maintenance type issues, they will be looking at utilizing some of those savings to maybe having another project several years down the line. Again, they would be able to do that without any tax impact.

Jeff Qualkinbush stated that we have gone through a lot tonight, as well as all the community forums that have been held on these projects, in addition to the Public Hearing last month. He recapped what has been done thus far, stating there will be four projects this summer, one at each of the elementary schools, not to exceed \$2M.

Mr. Qualkinbush stated at Riley Elementary we would be doing both interior renovations, as well as some exterior renovations, dealing with some moving issues – some door and window replacements – and also some more interior issues.

The other three buildings will also undergo exterior renovations this summer, focusing exclusively on new roofs, new windows, tuck pointing, and addressing the “envelope” of the building to get them in shape for later renovations.

Then in 2017 massive interior renovations will be done at Tecumseh-Harrison Elementary, including some expansion to address student enrollment/population issues. Then in 2018 we will have similar projects in Vigo and Franklin Elementaries – interior renovations, as well as additions.

Mr. Qualkinbush further stated that as Ms. Gray had indicated, all these projects should be committed to with the debt service levies are going down, allowing us to do all these debt service projects of a rather significant nature without any tax rate or tax levy impact to our community, which is to be commended for managing our debt service in that way.

Mr. Qualkinbush added that these projects are maximums and we will not sell the bonds for any of these series until after we have construction bids in hand, which are based on estimates by Myszak & Palmer, Architects, and Garmong as the Construction Manager. We will not go out and issue these bonds this year, or in 2017 and 2018, until after we receive and award the construction bids. We will then size that bond issue appropriately to bring it down or keep it at the maximums, depending on where those budgets come in.

In addition, these numbers are assuming these interest rates are much higher than today. The interest rates for the 2016 bonds are around a ½% higher, or about 50 basis points. The

interest rates that are being assumed for repayment for 2017 are around 1¼% higher and ones for 2018 are about 1¾% higher. If interest rates stay at these very favorable levels, these payments will actually come down; or we can keep them at that level and shorten it. We will have those options each time and they will come to us to ask our opinion. That would then be the last formal action that takes place by the board.

If the board approves the resolutions that are before them this evening, there will be three additional notices that must be published – one for each of the 2017 and 2018 projects, since they are the larger, major projects, and a Notice of Execution that will be published within a 30 day period available to the community. Then finally, there will be a Notice of Determination that will be published and posted as well for the 2017 and 2018 projects.

Mr. Qualkinbush asked if there were any questions on the processes or the projects he would be happy to answer them. If not, then afterwards the Public Meeting should be opened for any public comment. If none then we would continue with the resolutions.

Aaron Bauer asked with reference to the timeline, is there a ballpark timeline as to when selling the 2018 bonds for the last two projects would be issued. Mr. Qualkinbush responded that with the timeline for the construction schedule and the bids coming in the summer months, we are looking at about a June or July 2018 bond sale. Then there is an approximate 16-month construction schedule, and at that time we would start amortizing that principle, which would be about 2020 or 2021, but proceeds would be in hand in June or July 2018.

Karla Smith then asked if anyone had any questions or comments. As there were none, the Public Hearing was closed.

Mr. Qualkinbush then stated that the resolutions that are in the board packets this evening, the first one is confirming the Master Lease, which confirms all the lease payment amounts and terms as explained by Ms. Gray. There is a resolution confirming Execution of the Master Lease, which allows the building corporation to issue the bonds for each of the series once the construction bids are received for each of the projects.

The next three resolutions are the Preliminary Determination Resolutions for the 2017 and 2018 projects. The first is for the 2017 Tecumseh-Harrison Elementary Renovation project, with bond issue not to exceed \$10M, term of payment not to exceed 20 years, maximum annual payment not to exceed \$1,532,000, and authorizing Mr. Parsley and administration to publish any and all notices with respect to that Notice of Determination.

He further stated that regarding the 2018A-B Vigo and Franklin Elementary Renovation projects, they are identical except for the main being the project description and description of the work going on at each location. There is also maximums with these two projects, that of term of payment not to exceed 20 years, bond issue not to exceed \$10M, maximum annual payment not to exceed \$2,221,000 – and that is due to how the debt is being wrapped around, not what's happening every year – and authorizing Mr. Parsley and administration to publish any and all notices.

The last resolution in the board packet is the Additional Appropriation Resolutions, which are for the 2016A-D bond issues, each not to exceed \$2M appropriation amount, and the 2017 and 2018A-B projects not to exceed \$10M each appropriation amount, and again authorizing the reports to be filed by school administration in connection with those additional appropriations.

Mr. Qualkinbush stated he would prepare all the documents needed for signatures and publication.

By unanimous 5-0 vote, upon proper Motion by Aaron Bauer and Second by Pat Hutchison, the board approved the adoption of all the Resolutions and forms presented by Mr. Qualkinbush concerning the Elementary Renovation/Expansion Projects. These resolutions include:

Resolution Confirming Form of Master Lease  
Resolution Confirming Execution of Master Lease  
Notice of Execution of the Master Lease between VCSC and VSBC  
Notice of Determination to Enter into Proposed Master Lease of Facilities  
Notice of Preliminary Determination re 2017 Tecumseh-Harrison Renovation/Expansion  
Notice of Preliminary Determination re 2018 Vigo Renovation/Expansion  
Notice of Preliminary Determination re 2018 Franklin Renovation/Expansion  
Additional Appropriations Resolutions for All Projects

NOTE: These Resolutions are too voluptuous in size to include in these Minutes, but they can be found in their entirety in the Administration Center files.

By unanimous 5-0 vote, upon proper Motion by Barb Toole and Second by Lynne Bobe, the board approved Greg Parsley's recommendation of the following Consent Agenda items:

- A. Minutes of February 22, 2016 Meeting
- B. Claims 25682 – 25895
- C. Financial Statements
- D. Personnel

**Retirements:**

Mitzi Peet Franklin Daycare Aide – eff end of 2015-2016 school year  
Bruce Boyer VCSC Bus Driver – eff 6/30/16

**Resignations:**

Jeffery Hein LHS Varsity Boys' Head Basketball Coach – eff 3/12/16  
Stephanie Latta CMS Assistant Softball Coach – eff end of 2014-2015 season  
Tatum Hovland CMS Assistant Girls' Track Coach – eff 2/27/16

**Recommendations:**

Kaleigh Raney Homebound Services for Riley student – eff 3/2/16 – to be paid hourly rate via timesheets  
Casey Butler Homebound Services for CMS Student – eff 3/22/16 – to be paid hourly rate via timesheets  
Kathy Ann Baron \* Franklin Gr 1 Classroom Aide – eff 3/29/16– replace M. Wedding  
Holly Morrison Summer School Functional Skills Teacher  
Joyce McCarter Summer School Functional Skills Aide  
Kathryn S. Doane \*\* LHS Head Volleyball Coach – replace J. Ballinger  
Brian K. Martin CMS Assistant Softball Coach – replace S. Latta  
Timothy I. Courtney CMS Assistant Girls' Track Coach – replace T. Hovland  
Richard "Dick" Leonard LHS Boys' Golf Coach Volunteer

\* Pending passing of Para Pro testing

\*\* Pending background security clearance

**Leaves:**

Johnna Bingham Franklin Gr 5 Teacher requests extension of Medical Leave from March 3, 2016 and to return to work March 21, 2016

Michael R. Stinson      VCSC School Psychologist requests Paternity Leave of Absence for two weeks, from approximately 4/7/16, or when child is born, through approximately April 20, 2016

All other Leave Requests were approved as submitted.

Mr. Parsley wanted to bring to the board's attention one of the retirements this evening is Bruce Boyer, who will be finishing up working 37 years for the corporation at the end of June as a custodian and for the last several years as bus driver. Bruce has been dedicated and loyal to VCSC and will be missed.

**E. Field Trip Requests**

LHS Art Teachers Amy Lane and Emily Heller request permission to take Grades 10-12 Art students on a field trip to the Chicago Art Institute. In addition to experiencing and analyzing art effects on daily life, they will experience a traveling Van Gogh exhibit.

**F. Use of Facilities Requests**

First Christian Church requests permission to use LHS's FACS Family Living Area on Saturday and Sunday, April 9 and 10, 2016, from 8:00 a.m. to 6:00 p.m. for a "Mission Council Retreat".

**DISCUSSION ITEMS:**

Mr. Parsley will present for First Reading Policy and Guideline Revisions to Policy #6155, *Food Service Collection*, to go along with a proposed Resolution later in meeting. This change is needed as a follow-up to our State Board of Accounts audit from last summer and to bring our policies and guidelines in line with what is expected from State Board of Accounts and updated language from USDA.

It also addresses our food service balances when a student falls in arrears. Although changed internally several years ago, the change from a \$10 balance to a \$15 balance was never made through NEOLA and that is being corrected at this time. Copies of the proposed revisions are posted on the VCSC website.

**DECISION ITEMS:**

By unanimous 5-0 vote, upon proper Motion by Pat Hutchison and Second by Lynne Bobe, the board approved Mr. Parsley's recommendations to begin the process to make application for the following Summer School 2016 sessions:

IREAD-3  
LHS Summer School  
Functional Skills Summer School  
Jump Start Summer School

Most of the summer school programming will take place during the month of June. The one exception is the *Jump Start Program*, a program for those kindergarten students that may need a little extra preparation before beginning their first official registered school year. This would take place just prior to the start of the 2016-2017 school year.

LHS Summer School will be for credit recovery and will include classes required for graduation, including Physical Education.

IREAD-3 is for those students in Grade 3 that did not pass the state mandated IREAD-3 exam.

The Functional Skills program will be for those students identified by Knox County Special Education Cooperative as needing more programming, also during the month of June.

The IREAD-3 and LHS Summer School programs are to be covered at 100% reimbursement from the state. There is no reimbursement for the Functional Skills class and the Jump Start Program will be funded through United Way of Knox County.

The Elementary Summer School programs will be held at Clark Middle School due to the work being done at the elementary schools this summer. LHS and Functional Skills Summer School will be held at Lincoln High School.

By unanimous 5-0 vote, upon proper Motion by Barb Toole and Second by Lynne Bobe, the board approved Steve Combs recommendation to continue the "Conexus/Indiana Hire Technology 'Dream It. Do It.'" partnership for the 2016-2017 school year.

Mr. Combs stated this is part of Indiana's national initiative, though not with Ivy Tech, they are Ivy Tech's courses. He stated this program began this year with LHS Teacher David Hinkel teaching introduction to advanced manufacturing and logistics. This program gives our students the ability to obtain certain industry certifications, as well as potential for dual credit. By continuing the program LHS could offer advanced manufacturing.

By unanimous 5-0 vote, upon proper Motion by Lynne Bobe and Second by Pat Hutchison, the board approved Steve Combs request to enter into a *Memorandum of Understanding* with Children and Family Services as related to a partnership entitled "*Project Discovery*".

Mr. Combs explained that this partnership and program is funded by a grant obtained by CFS. "Project Discovery" is a drug and alcohol prevention program that concentrates on transitioning selected middle school students from 8<sup>th</sup> to 9<sup>th</sup> grade. The program tries to keep these students away from drug and alcohol and to keep them in school. LHS social worker and counselors are heavily involved with the implementation and facilitating of the program. Students meet with the CFS representative during enrichment time and before and after school, and the CSF representative operates "bridge" activities in the summer, i.e. visiting Vincennes University and going to Bradford Woods, etc.

Mr. Combs stated this would be the third year of our participation in the program and we had 30 students this year. A separate orientation is held for students and to meet with their parents prior to school beginning.

By unanimous 5-0 vote, upon proper Motion by Lynne Bobe and Second by Barb Toole, the board approved Barry Stone's request to make application for the Rural and Low-Income Grant in the amount of \$56,759.73. This amount is up approximately \$2,000 from last year and \$4,000 from year prior.

Mr. Stone advised that \$12,715.73 would be used to fund the "Green Rooms" in our six buildings for a team of teachers, administrators, and other staff members to meet four times each month to discuss/monitor student achievement.

He also advised that \$18,367 would be utilized for Professional Development to offer stipends to fund eight eCoach positions in the district – two each at the middle and high schools and one at



each elementary. This allows teachers more support at the building level to incorporate blended learning activities in the classroom.

Mr. Stone stated the remaining \$25,677 would be used to purchase educational technology, such as laptops and projectors.

By unanimous 5-0 vote, after proper Motion by Aaron Bauer and Second by Barb Toole, the board approved Barry Stone's request to accept a one-time award of a \$65,000 *Digital Learning Grant* from IDOE. School corporations cannot receive this grant award more than once.

Mr. Stone explained that this grant has been in existence for approximately five years and has evolved from the former "Innovation Grant" with a maximum grant amount of over \$100,000 to the current grant for a maximum of \$75,000. He stated this is the third year VCSC had applied for the grant and on March 8, 2016, he, Mr. Parsley, Dustin Jones, and Tecumseh-Harrison Grade 4 teacher Jennifer Vickers were invited by IDOE to Indianapolis to present our proposal.

Mr. Stone advised that the project the team presented to IDOE is named "PLAY", which is "Project-based; Learning to: Accelerate Young minds". He stated the goal is to build mobile innovation stations for each building to allow teachers to develop learning activities that are long term, interdisciplinary, and integrated with real world issues and practices, in other words, project-based learning.

Mr. Stone further advised that \$48,000 of the grant money would be used to provide one cart to each of the six buildings that will include the following:

1 MacBook	20 Google Cardboard
5 iPads	5 Fitbits
5 Spheros	2 Breakout-edu Kits
5 Quadcopters	5 3D Pens
10 Makey Makeys	1 3D Printer
2 Go-Pro Cameras	

Mr. Stone stated that the eCoaches will be responsible for the carts, checking equipment in and out, and the iCoaches will be responsible for training staff at each building. He stated that the remaining \$17,000 grant money will be utilized for training the eCoaches and iCoaches on the technology tools with a digital learning specialist, as well as training on the development of project-based learning lessons with Dr. Kirk Freeman.

By unanimous 5-0 vote, after proper Motion by Barb Toole and Second by Pat Hutchison, the board approved Mr. Parsley's recommendation of the Resolution shown below as it pertains to Prepaid Lunch Accounts.

Mr. Parsley explained this Resolution is being made to bring our prepaid lunch account more in line with the expected policy and guidelines and to follow State Board of Accounts requirements. He explained that it addresses what to do when a student leaves the corporation and they either have money remaining in their lunch account, or they have a balance owing. It addresses our attempts to refund student's monies, as well as submitting balance due accounts to our attorney for possible small claims action.

**RESOLUTION REGARDING PREPAID LUNCH ACCOUNT  
VINCENNES COMMUNITY SCHOOL CORPORATION  
BOARD OF SCHOOL TRUSTEES**

RESOLUTION by the Vincennes Community School Corporation, Board of School Trustees, Knox County, State of Indiana, to address the PREPAID LUNCH ACCOUNT – CLEARING ACCOUNT 8410.00.

BE IT RESOLVED that in order to balance the PREPAID LUNCH ACCOUNT a settlement process will take place at the end of each month regarding students who have left the school corporation during said month and a PREPAID FORFEITURE ACCOUNT will be established.

BE IT RESOLVED that reconciliation of positive and negative lunch balances in the prepaid lunch account existing before the 2015-2016 school year will be reconciled (transferred/cleared) and the excess funds will be deposited into the prepaid forfeiture account.

BE IT RESOLVED that any balances remaining over/under less than \$15.00 for the 2015-2016 school year will be transferred/cleared to/from the said prepaid forfeiture account. Balances will be transferred/cleared at the end of the following month the student transferred from the school corporation. This will provide at least 30 days for a refund to be processed, if requested.

BE IT RESOLVED that any balances remaining over/under in excess of \$15.00 for the 2015-2016 school year will have a letter sent to the last known address providing information with how to claim excess funds or for the purpose of collecting funds. If within 30 days of the letter no response is received the funds in excess will be transferred to the prepaid lunch forfeiture account and the collection accounts will be sent to the corporation attorney for possible small claims action.

BE IT RESOLVED that beginning the 2016-2017 school year and going forward any positive lunch balances remaining will be transferred to the prepaid forfeiture account at the end of the following month the student transferred from the school corporation. This will provide at least 30 days for a refund to be processed, if requested. This refund policy will be in the student handbook.

BE IT RESOLVED that beginning the 2016-2017 school year and going forward any negative lunch balances remaining over \$5.00 will receive a collection letter to the last known address at the end of the month the student left the corporation. If no response is received within 30 days, balances under \$15.00 will be cleared from the prepaid forfeiture account and any balances over \$15.00 will be sent to the corporation attorney for possible small claims action.

Adopted this 28th day of March, 2016.

VINCENNES COMMUNITY SCHOOL CORPORATION Board of School Trustees

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Karla A. Smith, President

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Barbara L. Toole, Vice President

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Lynn M. Bobe, Secretary

ATTEST \_\_\_\_\_  
Secretary, Board of School Trustees  
Vincennes Community School Corporation

\_\_\_\_\_  
Aaron M. Bauer, Treasurer

\_\_\_\_\_  
Patrick P. Hutchison, Member

## **OTHER BUSINESS:**

By unanimous 5-0 vote, upon proper Motion by Pat Hutchison and Second by Lynne Bobe, the board approved Mr. Parsley's request for authorization of the superintendent to accept LHS bids for flooring, tennis courts and Inman Field lighting.

Mr. Parsley explained that bids have been received and are now under review for flooring needs and tennis courts at LHS and lighting at Inman Field. He is requesting permission to enter into floor bids that do not exceed \$175,000; tennis court work that does not exceed \$270,000; and exterior lighting and wiring for Inman Field not to exceed \$150,000.

Mr. Parsley advised that Ruby Loewen, Director of Operations, has addressed the lockers at LHS, which we are able to procure through the state commodity-pricing list so we did not have to go out to bid for this. He has also addressed the weight room.

Mr. Parsley further advised that the bids for flooring, tennis courts and lighting came in much lower than we expected. He stated that this factor, in addition to the lockers being obtained at a lower price, we will have money left over from the \$2M bond issued for these renovations at LHS, so we will be able to address other needs or purchase any additional items that may be needed at LHS.

All board members congratulated Hannah and Abbe on their *Employee of the Month* award and our Technology Team on their *GOOD IDEA* award recognition and honor. They all stated it is good to see so many people being recognized for all their efforts each and every day.

Aaron Bauer stated that with reference to the Elementary Renovation Project he wanted to let everyone know that a lot of work, time and effort via numerous meetings have been put into this project. He stated it is very well planned and thought out and has remained student-focused. He stated this is long overdue, but when it's all finished there will be a lot of smiles on many faces.

Barb Toole agreed, saying thanks to Mr. Parsley for his mindfulness of the students in this process and allowing this board to be a part of it.

Greg Parsley stated the community can be proud of this elementary project and they will be very proud when buildings are completed and they see how well they turned out. He stated he is very excited and is looking for good things.

Mr. Parsley also wanted to congratulate Barry Stone on the presentation of our Digital Learning Grant project. He stated that Barry, Dustin and Jennifer were awesome with the presentation, and that they had timed it well, for when he was saying "thank you" to IDOE for the invitation to present, there was one second left on the clock.

Another item Mr. Parsley wanted to mention is the upcoming *Mary Poppins* musical on April 22-24, 2016 at LHS. This will be another fantastic program put on by the Music/Fine Arts Department.

Mr. Parsley also wanted to extend a great big "thank you" to Steve Combs and our Early College Program at LHS. It has been a tremendous success this first year and part of that "thanks" goes to Kim Neal for her assistance. Mr. Parsley stated we will have four students

graduating this year earning the 30 Credits Certificate, 40 students will have earned 15 or more credits, with 12 of them earning more than 25. The biggest factor of the Early College Program is that LHS students will have realized a grand total tuition savings of \$382,199.88 this first year, and he couldn't be more proud of all the effort Mr. Combs, Kim Neal and the counselors have contributed.

There being no further business, upon Motion by Aaron Bauer and Second by Barb Toole, the meeting was adjourned at 7:54 p.m.

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Patrick Hutchison, President

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Lynne Bobe, Secretary