

April 25, 2016

The regular monthly meeting of the Board of School Trustees of the Vincennes Community School Corporation met on Monday evening, April 25, 2016, in the Administrative Center Board Room. Those present were President Karla Smith, Vice President Barbara Toole, Secretary Lynne Bobe, Treasurer Aaron Bauer, Member Pat Hutchison and Superintendent Greg Parsley.

Mrs. Smith called the meeting to order at 7:00 p.m., then led the audience in the Pledge of Allegiance to the American Flag.

Mrs. Smith recognized LHS Principal Steve Combs, who proudly announced that LHS English Teacher Haley Lancaster has been chosen as one of WTHI-10's *Golden Apple Award* winners for 2016. Mr. Combs stated that Mrs. Lancaster is the first LHS Teacher to win this award and fellow educator and former winner Amber Soderling of Franklin Elementary School had nominated Mrs. Lancaster.

Mr. Combs stated that Mrs. Lancaster is very deserving of this award as she totally differentiates instruction for her students, pushing them to do their best and to reach goals they could not imagine. He stated Mrs. Lancaster has been an English teacher at LHS since 2006, and is part of LHS's Early College faculty. She herself is a graduate of LHS, as well as ISU, and serves as editor of *Old Post Sentinel*, the only weekly high school newspaper in the state. She has also served as the fall play director and as a sponsor. He stated Mrs. Lancaster is a very caring teacher and always encourages her students to become "more", and he is honored to announce her accomplishments.

Mrs. Lancaster thanked everyone, stating she loves her job and helping people, stating every day is different and she welcomes the challenges. She stated she would not be where she is today if it hadn't been for the great teachers she had.

Mrs. Smith stated she had overlooked the "Public Comments" segment of the Agenda and asked if anyone wanted to address the board with any questions, comments, or concerns. There being none, the meeting continued.

Mrs. Smith then recognized CMS Principal Ryan Clark, who stated it was his privilege to announce that "Mr. K." had been selected as their *Employee of the Month* at CMS. Mr. Clark advised that "Mr. K." is really Craig Klitz and is CMS's Grades 6 & 8 Health Teacher.

Mr. Clark stated that Mr. K. is a valued staff member at CMS and stated that when the Health Teacher position was posted a few years ago, he had a man arriving for his interview wearing a white sweater vest and limping into his office on crutches, fresh off a knee surgery. Mr. Clark stated Mr. K. handed him his resume and they made small talk about coaching baseball, and little did he know that Mr. K. would end up being the teacher all the kids talk about.

Mr. Clark advised that when Mr. K. was hired, it was as a Grade 6 Health teacher and as a Grade 8 Health teacher should there be enough students to hold a class. He stated that after the first year so many 8<sup>th</sup> grade students elected Health as one of their primary classes and they ended up with too many students wanting to take Mr. K.'s class.

Mr. Clark stated that during the interview he asked Mr. K. if he would handle a student who cussed with other kids around the same as he would a student that cussed but only he (Mr. K.)

heard it. Mr. Clark reported that without hesitation Mr. K. stated he would absolutely treat them the same, saying that children needed to know that cursing is wrong even when nobody hears it. Mr. Clark advised that he was looking for a “no” answer from Mr. K., thinking each scenario could provide a teachable moment that is not punitive. Looking back, Mr. Clark stated he thinks Mr. K.’s answer was better than his.

Mr. Clark stated that students report Mr. K. is an “amazing” teacher, that he does not leave any student out and treats every student with great respect. He understands when students have “battles” and he works to help them. When students enter his room, Mr. K. has been known to say, “Go on in there and get you some health.”

Mr. Clark further stated that Mr. K. always tells the class he is blessed to be there and he feels honored and privileged that he gets to work with them. Students also commented that Mr. K. teaches life lessons, that his class is fun and he is funny. However, students also report that he really has to “dig for humor”.

Mr. Klitz stated he is extremely honored and genuinely loves what he is doing. He stated it took him about 40 years to find his passion and he hopes the kids see that and that the bar at CMS is set extremely high and he loves that as well. He further stated he was very grateful and honored and is so thankful he can do what he is doing. He thanked everyone for this honor.

Mrs. Smith recognized Riley Elementary School Principal Susan Marchino who announced that Title 1 Academic Specialist Susy Battles and Title 1 Aide Jennie LaBrec have been named *Employees of the Month* from their building. Mrs. Marchino stated that both ladies work in Title 1 and they work very well together as a team. She further advised that a new intervention program was introduced this school year and both employees trained and taught the program with great confidence. She stated there was a lot of stress during the training and implementation of this program but they embraced the challenge and met it head-on.

Mrs. Marchino continued by saying that any time she needs help she can always count on Susy and Jennie by helping staff and students any way they can. Together as a team these two ladies make a strong intervention team for our students and they are helping them all to become better readers.

Mrs. Battles and Mrs. LaBrec thanked everyone for this honor, stating they enjoy working together as a team to help all students in their building.

Mrs. Smith recognized Mike Szady, Sodexo Food Services General Manager, who announced that Sodexo had formed a “*Back to Roots*” partnership in 2015, which had an impact on youth education, nutritional awareness, giving easy hands-on opportunities that was created by the Back to Roots organization. Sodexo had provided approximately 2250 “Back to Roots Garden Tool Kits” across the United States, which included our “*Mushroom Mini Farm*”. Teachers were encouraged to utilize the garden toolkits in their curriculum to help students rediscover the origin of foods. Cumulative harvests from school sites where Specs were issued had the potential to deliver 100,000 lbs. of food annually. Students could use part of the harvest for instruction, sampling or donations to the community.

Tecumseh-Harrison Elementary Principal Jono Connor was asked to distribute a tool kit to one of his champion teachers and Grade 4 Teacher Jennifer Vickers was the recipient. He stated Mrs. Vickers went above and beyond in incorporating the kit into the curriculum. Mrs. Vickers explained how she had the students incorporate the kits into the English/Language Arts

curriculum and the standards they were working on at that time. She stated the students were very interested and adopted the kit with enthusiasm. For her total engagement and support of the “Back to Roots” initiative, Mr. Szady presented Mrs. Vickers with a \$100 Gift Card for being chosen the award winner for the “Mushroom Garden”.

Mr. Szady then reported that VCSC had participated for the fifth year in the Sodexo’s 2016 *Future Chefs Challenge* in March. This initiative was created to get students thinking about making healthy food choices while encouraging them to become active and creative in the kitchen. VCSC students joined over 2,500 other students, representing over 1,000 Sodexo-served school sites in 29 states in this fun and educational challenge.

A total of 12 VCSC students submitted healthy breakfast recipes and six were selected for the district-wide finals event. Finalists prepared and presented their creations before being assessed on criteria including originality, taste, ease of presentation, kid friendliness and use of healthy ingredients. The winning students will be considered for regional finalist awards, and the selected regional finalists will vie to become one of five national finalists competing for the public’s vote on a special “*Future Chef*” YouTube channel.

Mr. Szady announced that this year’s winners were: Haylee Sterchi from Tecumseh-Harrison Elementary as the Gold Medalist; Cheyann Talbert from Vigo Elementary School as the Silver Medalist; and Shayna Young from Riley Elementary School as the Bronze Medalist. Other students participating in the challenge were: Eva Bochner and Maleia Rose from Riley Elementary School, and Andreonna Sozzi from Franklin Elementary School.

Tim Salters, VCSC High Ability Coordinator, introduced the “*Challenge Research Fair*” award winners from each elementary school from the competition held this past weekend. The Fair is the culmination of a school year of work by a group of dedicated students and teachers, where the students not only put together a 20 minute presentation for the fair, they also wrote a 10 page paper and put together over 50 information cards. For the first time, this year the students were allowed to use technology as part of their project.

Mr. Salters advised 36 students participated in the Fair this year, and the top winners at each school were: Isabella Lange from Franklin Elementary, whose project was “Harry Potter”; Alexa Barber from Riley Elementary, whose project was “Hershey”; Haylee Sterchi from Tecumseh-Harrison Elementary, whose project was “80’s vs. Today”; and Jaylee Evans from Vigo Elementary School, whose project was “911”. He congratulated all those that participated.

By unanimous 5-0 vote, after proper Motion and Second, Greg Parsley opened a Public Hearing on the proposal of entering into a lease with the following locations to serve as alternative locations for VCSC displaced students and staff during the ongoing renovations to the VCSC owned elementary schools.

Community United Methodist Church, 1548 S. Hart Street Road  
Free Methodist Church, 1423 N. 4<sup>th</sup> Street  
Washington Christian Center, 2134 Washington Avenue

Mr. Parsley stated that the VCSC will be responsible for utility costs and any maintenance types of issues with the locations that results from either needing the facility or as a result of damage incurred to the facility. Terms of the lease of facilities will remain active throughout the renovation process, however, with both entities choosing not to renew with each other after different phases. The project is a three-phase project.

Mr. Parsley also advised that he would likely be coming back to the May 9<sup>th</sup> Special Meeting of the Board of School Trustees with a revised Hearing for Washington Christian Center. As we will be utilizing the overwhelming majority of the building, we will need to work something out with them for utilities based upon square footage.

As there were no questions, comments or concerns from the public, and by unanimous 5-0 vote, after proper Motion and Second, the Public Hearing was then closed.

By unanimous 5-0 vote, after proper Motion and Second, Greg Parsley opened a Public Hearing on the *2015 Annual Performance Report*. This report was published as required by law on March 26, 2016 in the *Vincennes Sun Commercial*. The APR looks at the corporation as a whole, in addition to the different school buildings with regard to enrollment, teacher salary, standardized test scores, discipline, etc. The report also examines a 4-year comparison of information that is available. He stated copies of the report were available in the back of the room for anyone wanting a copy.

As there were no questions, comments or concerns from the public, and by unanimous 5-0 vote, after proper Motion and Second, the Public Hearing was then closed.

By unanimous 5-0 vote, after proper Motion and Second, the board approved Greg Parsley's request for the following Consent Agenda items:

- A. Minutes of March 28, 2016 Meeting
- B. Claims 25896 – 26077
- C. Financial Statements
- D. Personnel

**Retirements:**

Jackie Harker	Vigo Kindergarten Teacher
William "Eric" Meyer	CMS Science Teacher

**Resignations:**

Lindsay Jo Rutherford	Vigo Kindergarten Teacher – eff 5/25/16
Melissa Schroeder	Tec-Harrison Gr 5 Teacher – eff 5/25/16 (Was on Leave)
Cammie Smith	LHS KCSEC Job Coach – eff 4/8/16
Shea Duke	LHS ½ Co-Sponsor Student Council – eff 2016-2017
Evan J. Stoll	LHS Head Boys' Soccer Coach – eff 4/18/16
Andrew Jennings	LHS Assistant Football Coach – eff 4/20/16
Caryn Yochum	CMS 8 <sup>th</sup> Grade Volleyball Coach – eff 4/20/16
Stacey Foster	CMS 7 <sup>th</sup> Grade Volleyball Coach – eff 4/20/16

**Recommendations:**

Kelley J. McCarty	VCSC Pre-School Programming 2016-2017 school year – to be paid Stipend of \$1,500 in June at end of each year programming in place
Carrie Laine Horton	Tec-Harrison Homebound Teacher – 3 hrs per week – to be paid from Timesheets – through end of school year
Levi Atkins	LHS Homebound Teacher – 3 hrs per week – from 4/26 through end of school year – to be paid from Time Sheets
Cindy Wagoner	VCSC Part-Time Mid-Day Bus Driver – eff 8/4/16 – to Replace B. Boyer – To go to Full-time Summer 2017
Nathan Klingler	VCSC "Interest Free" Appraiser for Elementary Renovation Project – Non-Compensation position
David Bouchie	LHS Asst. Football Coach–eff 4/21/16 – replace A. Jennings

Caryn Yochum	LHS 2 <sup>nd</sup> Asst. Volleyball Coach—eff 4/20/16 – replace T. Nash
Stacey Foster	CMS 8 <sup>th</sup> Gr Volleyball Coach—eff 4/21/16 – replace C. Yochum
Brittney Bushey	CMS 7 <sup>th</sup> Gr Volleyball Coach—eff 4/21/16—replace S. Foster
Doug Blome	CMS Volunteer Asst. Softball Coach – eff 4/18/16

**Leaves:**

Kristen Murphy	Franklin Grade 5 Teacher requests extension of Maternity Leave from April 18 for another six (6) weeks
Twila Y. Jacobs	Tec-Harrison Grade 5 Classroom Aide requests Family Medical Leave from April 4 through end of 2015-2016 school year

All other Leave Requests were approved as submitted.

**E. Donations + Grant & Competition Awards**

To: Indiana Chapter of the Leukemia & Lymphoma Society	\$533.82	Proceeds from LHS Community Service Class “Pennies for Patients” Fundraiser held during February 2016
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**F. Fundraiser Requests**

LHS Cheerleading Team requests approval to conduct “*Pizza Dinner Buffet at Slicers*” ticket sales from Monday, April 18 through Saturday, April 30, 2016. Proceeds will be used to offset cost of cheer camp and practice wear for the team.

LHS Cheerleading Team requests approval to send out “*Sponsorship Letter/Donation Request*” letters on Monday, May 2, 2016. All proceeds will be used to purchase cheer uniforms, pom-poms, warm-ups and bags for the team.

LHS Student Council requests permission to conduct a “*May Madness*” fundraiser from Sunday, May 1, through Saturday, May 14, 2016. There will be a Basketball Tournament during Enrichment Time, and a bake sale. All proceeds will be donated to the Good Samaritan Hospital Foundation.

LHS Photography Class requests permission to conduct an “*Event Photography for Prom*” from Monday, May 6<sup>th</sup>, through Friday, May 20, 2016. Students will provide a documentary style of photography during Prom, with finished images available on DVD. All proceeds will be used to purchase supplies for the fundraiser.

LHS National Art Honor Society requests permission to conduct “*Good Luck Candy Grams*” Monday through Friday, May 9 through 13, 2016. “Candy Grams” to be delivered two days prior to senior exams wishing students “good luck” on finals; graduation congrats; “happy summer”; future senior, etc. Proceeds will go into the NAHS’s fund for organization business (purchase of letters, ribbons, etc.).

**G. Use of Facilities Requests**

All VCSC elementary schools request permission to use LHS Ader Auditorium Tuesday and Wednesday, June 28 and 29, 2016, from 8:15 a.m. to 4:30 p.m. for *PBIS Training for Teachers*.

Vincennes Lincoln Girls’ Basketball team requests permission to use CMS Gymnasium, Locker Rooms, Main Hallway, and Restrooms Monday through Friday, July 11 through 15, 2016, from 7:00 a.m. to 1:00 p.m., for a *Youth Fundamental Camp*.

Andrew Hinz, representing USTA, is requesting permission to use LHS Tennis Courts all day Friday through Sunday, July 29, through 31, 2016, for a *USTA Youth Tennis Tournament*.

### **DISCUSSION ITEMS:**

Mr. Parsley presented for First Reading proposed Policy Revisions for the following Policies:

- A. Policy #5840 – Criminal Gangs and Criminal Gang Activity
- B. Policy #8500 – Food Services
- C. Policy #8510 – Wellness on Physical Activity and Nutrition

Mr. Parsley explained that revisions of Policy #5840 are as a result of a new state law, which goes into more depth than our original policy. He wanted to thank Steve Combs for all his help in getting this information together and working on the revisions with the Knox County Safety Commission.

He added that Policy #8500 is a total revision and Policy #8510 is a minor revision, with both to comply with recent federal, state and State Board of Accounts laws and mandates.

All three proposed revisions have been posted on the VCSC website.

### **DECISION ITEMS:**

By unanimous 5-0 vote, after proper Motion and Second, the board approved Greg Parsley's request to revise the *2016-2017 School Calendar* to change the order of the "make-up days". This change is being requested to accommodate the ISTEP+ calendar.

By unanimous 5-0 vote, after proper Motion and Second, the board approved Greg Parsley's request to increase the Lunch Prices for the 2016-2017 School Year by 10¢ at each grade level. This will bring us to an average of \$2.66 per lunch. Although the USDA "equity tool" that is used to compute the meal prices indicated our increase should be 14¢, the state will only allow a maximum increase of 10¢. If room is allowed, we will include the additional 4¢ on the prices for the 2017-2018 school year. Breakfast and reduced lunch prices remain the same.

By unanimous 5-0 vote, after proper Motion and Second, the board approved Greg Parsley's recommendation on the number of students VCSC is willing to accept per building. As required by HB 1381, enacted in 2013, each school corporation must approve these numbers yearly. Mr. Parsley recommended the same as he has the past three years, and that would be 1,200 students at Lincoln High School (300 per grade level), 801 students at Clark Middle School (267 per grade level) 504 students each at Franklin, Tecumseh-Harrison, and Vigo Elementaries (84 per grade level), and 300 students at Riley Elementary (50 per grade level.) Mr. Parsley reiterated that VCSC does not turn students away for any reason, that we are in the business of educating all types of students.

By unanimous 5-0 vote, after proper Motion and Second, the board approved Lincoln High School Principal Steve Combs' request that various items from the LHS Weight Room be designated as "Surplus Property" so it can either be donated or put up for sale to the public. Following is a list of those items, as well as what has already been donated.

<u>Item</u>	<u>Approximate Value</u>
3 Power Racks	\$200 each
3 Squat Racks	\$75 each
4 Adjustable Utility Benches	\$50 each
2 Stationary Utility Benches	\$25 each
3 Flat Bench Press	\$50 each
3 Fat Bars	\$20 each
Assorted Dumbbells	\$400 total
Assorted Weight Plates	\$400 total
Glute-Ham Bench	\$50
2 Dumbbell Racks	\$50 each
Preacher Curl	\$25
Kettlebell Rack	\$100

The following items will be moving to CMS: Hammer Strength Lat Pull Down, Hammer Strength Row, dumbbells and Cybex Stair Climber.

The following items will be donated to the Knox County Sheriffs Department: 1 Power Rack, Leg Extension/Curl, Fat Bar, Dip Station, Leg Press, Lat Pull Down Machine, Bumper Plates, Flat Bench Press, Cybex Stair Climber, 100lb Dumbbells and Assorted Plates.

By unanimous 5-0 vote, the board approved LHS Principal Steve Combs' request to renew our contract with ProRehab to provide athletic training coverage from the Fall of 2016 through the Spring 2021. This will be a five (5) year contract, to be paid through VCSC Athletic Department funds. VCSC will pay \$6,400 the first year, \$6,900 the second year, and \$7,400 for years 3-5. This is an increase of \$450 for year one, \$950 the second year, and \$1,450 for years 3-5 from our previous three (3) year contract. An amount of \$700 will be added to the yearly amount for the Holiday Basketball Tournaments. An additional \$150 will be added to the Spring amount if coverage of the Wrestling Invitational training services is provided.

By unanimous 5-0 vote, upon proper Motion and Second, the board approved Greg Parsley's request of additional items to the lighting bid for Inman Field. The original bid amount of \$124,000 awarded to Barton Electric would be increased by \$39,300 to move lights to remote monitoring and adding a 25-year warranty, which will cover everything with the lights. In addition, an additional \$12,000 is being requested to run all new speaker wire and to install speakers on the visitors' side of Inman Field. These additions will restore Inman Field to a first-rate facility. Mr. Parsley credited Ruby Loewen with identifying these additional items for the field, and as all the bids came in below the expected estimate, he was able to propose the additional items and still stay below the next highest bid submitted.

By unanimous 5-0 vote, after proper Motion and Second, the board approved Greg Parsley's recommendation for Second & Final Reading of the Proposed Policy and Guidelines changes to Policy #6155, "*Food Service Collection*". This is to update our policy and guidelines to comply with state regulations, specifically with regard to lunch balances.

By unanimous 5-0 vote, upon proper Motion and Second, the board approved Greg Parsley's request to file a *Waiver from the Implementation of Protected Taxes*. This is regarding the Circuit Breaker Credits (amount of taxes not collected due to the 1%, 2%, or 3% property tax cap credits) that have been deducted across the taxable funds. Without this waiver the certified levy for CPF, Transportation and Bus Replacement would be reduced by 58.07% for each fund. In 2015, by disbursing it over the four funds (included Debt Service Fund) it will be 17% of our Certified Levy.

By unanimous 5-0 vote, upon proper Motion and Second, the board approved Greg Parsley's request for the following Resolution to Transfer Appropriations within the Rainy Day Fund in the amount of \$400,000.00. This will help "front load" the Elementary Renovation Project:

### **RESOLUTION TO TRANSFER APPROPRIATIONS**

WHEREAS, the Board of School Trustees of the Vincennes Community School Corporation, acting within the authority established by the laws of the State of Indiana, wishes to transfer appropriations within the 2016 Rainy Day Fund budget classification to another budget classification,

THEN BE IT RESOLVED, that the Board does hereby declare the following transfers are necessary, the transfers do not require the expenditure of more money than the total amount set out in the 2016 Rainy Day Fund and the transfers are made at a regular public meeting and by proper resolution.

#### **RAINY DAY FUND**

<b>FROM:</b>	<b>TO:</b>	
0610 26200 622 Natural Gas	0610 43000 430 Professional Services	\$ 100,000.00
0610 26200 625 Electric	0610 43000 430 Professional Services	\$ 100,000.00
0610 26400 430 Bldg Maint/Rprs	0610 43000 430 Professional Services	\$ 200,000.00

Passed and adopted by the Board of School Trustees of the Vincennes Community School Corporation this 25th day of April, 2016.

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Karla A. Smith, President

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Barbara L. Toole, Vice President

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Lynne M. Bobe, Secretary

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Aaron M. Bauer, Treasurer

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

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

### **OTHER BUSINESS:**

Lance Gassert with Garmong Construction and Andy Myszak with Myszak + Palmer Associates gave a brief update on the ongoing elementary rebuild process. Mr. Gassert reported they were through the design for Riley Elementary School and bids were received on April 15<sup>th</sup>. They were happy to report that the bids came in below budget, which may allow room for enhancements, which VCSC could do at the May 9<sup>th</sup> Special Board of School Trustees meeting.

Mr. Gassert also reported they were through the design for Tecumseh-Harrison Elementary and they are currently out for bids, which are due Tuesday, April 26<sup>th</sup>. He did report that they were

expecting approximately nine (9) bids for this site, which is down from the 12 bids received for Riley. He felt this was due to there being several out of town bids for Riley, but when they saw there were several local bidders, they may drop out of the bidding for Tecumseh-Harrison. Mr. Gassert did state that they received three bids for the Riley Project that were all three in the exact same amount.

He reported the bids for Vigo Elementary were due on Monday, May 2<sup>nd</sup>, and bids for Franklin Elementary were due on May 5<sup>th</sup>.

Andy Myszak gave a brief update on what the initial 2016 projects will entail, adding that some selections, i.e. carpeting, etc., have been selected. He also reported the technology piece will be at the end of the project for each location.

Board members congratulated all the award winners at tonight's meeting, from employees to students. With Haley Lancaster winning the WTHI-10 Golden Apple Award, she joins a long list of VCSC teachers winning the award. There are hundreds of applications submitted for the award each year and only five teachers selected, and VCSC has won at least 4 awards out of the last five years, not to mention earlier winners. That says tremendous things about our excellent gifted teachers and the board members are very excited.

Board members also stated that with their peers selecting them as "*Employees of the Month*", and how easily the principals relate their accomplishments and efforts it just shows the caliber of employees we do have and they are very proud of that.

The board members also congratulated the winners and participants of the *Challenge Research Fair* and the *Future Chef Challenge*. They were all very impressed with what the students are doing and how well they do it, again showing the tremendous talent of our VCSC students.

Mrs. Smith stated her two children had participated both years (4<sup>th</sup> and 5<sup>th</sup> grade) in the Challenge Research Fair when they were in elementary and even though they are older now, they wanted to attend the viewing with her as they had wonderful memories of the time spent on their projects and their overall experiences.

Mrs. Bobe stated that anyone who was unfortunate in not seeing the *Mary Poppins the Musical* this past weekend missed a wonderful show. She stated the talent of the students, from the acting to the singing, and the wonderful sets used in the production was something she was so proud of and congratulated all involved.

Mrs. Toole agreed with everyone and also stated that she wanted to extend a special "Thank You" to the gals from ProRehab and that she was happy to see their contract being renewed. She stated that these employees not only help our numerous athletes, but help all the other students as well; maybe not with tape, but just listening to them. She really appreciates all they do and extended her appreciation.

Greg Parsley stated tonight's meeting just shows how much the VCSC has to offer – to students, teachers, and to the community. He wanted to remind everyone of the upcoming JROTC "*Dash Along the Wabash*" this coming weekend.

There being no further business, with a unanimous 5-0 vote, after proper Motion and Second, the meeting was adjourned at 7:47 p.m.