

May 23, 2016

The regular monthly meeting of the Board of School Trustees of the Vincennes Community School Corporation was held at 7:00 p.m. on Monday, May 23, 2016, at Vigo Elementary School. Those present were President Karla Smith, Vice President Barb Toole, Treasurer Aaron Bauer, Member Pat Hutchison, and Superintendent Greg Parsley. Secretary Lynne Bobe was absent.

Karla Smith led the audience in the recitation of the Pledge Allegiance to the American Flag. She offered those in attendance an opportunity to address the board, but no one came forward.

Greg Parsley gave a brief update on the Elementary Renovation Project, reporting the "Summer Kickoff Meeting" was held earlier this afternoon. He advised that Wabash Utilities will be mobilizing Thursday at Vigo Elementary for their site work. There will be some small site work starting at Tecumseh-Harrison Elementary later in the week, and on Thursday the demolition of the ceilings at Riley Elementary will begin.

Mr. Parsley stated Job Superintendent Chris Roberts, his wife and son were in town, and that they will be relocating to Vincennes and their son would be attending Vincennes Schools at Lincoln High School.

Suzanne Corrora presented the students from each elementary school and Clark Middle School that earned the most points in the Accelerated Reader Program during the 2015-2016 school year while maintaining an 85% accuracy average. The winners from each building are:

Franklin	Jonathan Soderling	Grade 5	868.2 points
Riley	Zander Devin	Grade 3	334.0 points
Tecumseh-Harrison	Chad Berry	Grade 4	203.3 points
Vigo	Amber Woolard	Grade 5	438.1 points
Clark MS	Sierra Rasico	Grade 7	1,049.3 points

Mrs. Corrora then announced that Sierra Rasicao, with her 1,049.3 points, is the overall winner of the *Nonte Reading Award* and her name has been added to a permanent plaque displayed in the VCSC Administration building.

By unanimous 4-0 vote the board approved the following Consent Agenda Items recommended by Mr. Parsley:

- A. Minutes of April 25 and May 9, 2016 Meetings
- B. Claims 26078 – 26285
- C. Financial Statements
- D. Personnel

Retirements:

Cecile Marie Jones	Franklin-KCSEC Life Skills Teacher
Jill E. Lopez	CMS School Counselor

Non-Renewal of Contract:

Emily G. Heller	LHS Part-Time Art Teacher
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Resignations:

Barry Stone	Curriculum Director – eff end of 2016-2017 SY
Mollie Ann Ravellette	Vigo Lead Title 1 Teacher – eff 5/25/16
Meredith Ann Dreiman	Vigo Grade 3 Teacher – eff 5/25/16
Melissa A. Balvich	Vigo Grade 3 Classroom Aide – eff 5/25/16
Adrienne L. Hinds	Riley Grade 3 Classroom Aide – eff 5/6/2016

Hilary Edgin
Patrick J. Schutz
Rachel Lee (Taylor) Sandlin
Wendy Smith

Tec-Harr Day Care Aide – eff 5/2/16
Vigo Day Care Aide – eff 5/25/16
Franklin Day Care Coordinator
CMS Yearbook Sponsor – eff 5/25/16

Retirement Rescission:

Coleen Bennett

VCSC Secretary Admin – to continue with 2015-2016 contract, then eff 2016-2017 SY will be paid from General Fund and KCSEC Joint Services Fund as a Secretary Admin, continuing at her current hourly rate

Transfers:

Joyce K. Rudolph

Franklin Day Care Aide to Day Care Coord—eff 8/4/2016

Recommendations:

Jono Connor
Amber Soderling
Amy Boberg
Amber Hein
Kelly Worland
Chad Tolliver
Levi Salters
Kim Prout
Tod Held *
Susan Marchino
Lori Norrick
Caitlyn Beaman
Josh Frederick
Leigh Anne Eck
Justin Kotter
Kristen Murphy
Jessica Whipkey
Stacie Tabler
Casey Kotter
Donna Seger
Sandy Noble
TBD – If needed

IREAD-3 Sum Sch Administrator – 3 hrs per day
IREAD-3 Summer School Teacher – 2½ hrs per day
IREAD-3 Summer School Teacher – 2½ hrs per day
IREAD-3 Summer School Teacher – 2½ hrs per day
IREAD-3 Summer School Teacher – 2½ hrs per day
LHS Summer School PE Teacher – 4¾ hrs per day
LHS Summer School PE Teacher – 4¾ hrs per day
LHS Sum Sch Credit Recovery Tchr – 4¾ hrs per day
LHS Sum Sch PE Teacher – 4¾ hrs per day * If Needed
Jump Start Summer School Administrator—4 hrs per day *
Jump Start Summer School – 4 hrs per day - \$20 per hr *
Jump Start Summer School – 4 hrs per day - \$20 per hr *
SPARK CAMP Teacher - \$500 Stipend from HA Grant
SPARK CAMP Teacher - \$500 Stipend from HA Grant
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SPARK CAMP Teacher - \$500 Stipend from HA Grant
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IREAD-3 Summer School Aide – 2½ hrs per day
IREAD-3 Summer School Aide – 2½ hrs per day
2 Jump Start Sum Sch Aides – 4 hrs per day - \$20 per hr *

* Paid from United Way Jump Start Funds

Lori Norrick
Megan Eck
Suzanne Corrona
Tim Salters
Susan Marchino
Brooke Newton

SPARK Camp Aide - \$250 Stipend from HA Grant
SPARK Camp Aide - \$250 Stipend from HA Grant
SPARK Camp Stipend of \$1,000—pd from General Fund **
SPARK Camp Stipend of \$1,000—pd from General Fund **
Safety Plans/Policies & Procedures Stipend of \$500.00 ***
Safety Plans/Policies & Procedures Stipend of \$500.00 ***

** Provided funds not available after filing Amendment of High Ability Grant

*** Prepared for offsite locations during elementary remodel—paid from General Fund

Dena J. Crouse
Trenton Lee
Preston Braithwaite
Leigh Anne Eck
Noble Boger
Thomas Farris
Jake Beaman
Garrett Lane
Marty R. Phillippe

Franklin Day Care Aide – eff 8/4/2016
Vigo Day Care Aide – eff 8/4/2016
Tec-Harr Day Care Aide – eff 8/4/2016
CMS Yearbook Sponsor – eff 8/3/16 – replace W. Smith
LHS Boys Head Soccer Coach – to replace E. Stoll
LHS Volunteer Football Assistant Coach
LHS Volunteer Football Assistant Coach
LHS Volunteer Football Coach
CMS Volunteer Football Coach

Leaves:

Bonnie Williams

CMS FACS Teacher requests Medical Leave from
4/18/16 through end of 2015-2016 SY

All other Leave Requests were approved as submitted

E. Donations + Grant & Competition Awards

The Vincennes Women's Club donated \$800.00 to the VCSC Nurses' Fund – in loving memory of long-time, faithful club member **Juanita Hill**. With the decline in membership and other factors, the VWC has ceased their fundraising for philanthropic monies to deserving causes. In addition to honoring **Juanita**, VCSC would like to thank the VWC for their donations to the VCSC Nurses' Fund since the early 1980's. VCSC Head Nurse Nancy Gress has sent VWC a gracious letter thanking them for their generosity over the years. We thank Nancy for all her help with these donations.

F. Field Trip Requests

Lincoln High School Principal Steve Combs is requesting board approval for a *Senior Trip to New York City* Saturday, March 18, through Tuesday, March 21, 2017, for interested 2017 graduating seniors. The idea for the trip came from LHS student members of *Youth Leadership Knox County*, who presented the idea to Mrs. Robyn Haase, Director of YLKC. Complete details will be worked out after approval.

Mrs. Haase was present at the meeting, along with several senior students, three to four interested teachers and six or seven parents. Mrs. Haase stated she was bringing this before the board for two reasons: number one, she is the parent of a 2017 graduate, and secondly, she is interested in chaperoning the trip. She provided information on the trip, their tentative schedule, itinerary, costs, etc., indicating the approximate \$900 cost per student. She did indicate she had no plans to organize a fundraising effort for the students that may have a hard time coming up with the money, but the students were more than welcome to do that.

Discussion Items:

There are no Discussion Items at this time.

Decision Items:

By unanimous 4-0 vote, upon proper Motion and Second, the board approved Greg Parsley's recommendation for Second and Final Reading of Policy and Guidelines revisions for #5840 "Criminal Gangs and Criminal Activity", #8500 "Food Services", and #8510 "Wellness on Physical Activity and Nutrition". These revisions are to bring them current, based on new laws and changes in the wording of existing laws. Most of the changes are simply a matter of generalization of verbiage of a particular policy to reflect current law or an addition to comply with law.

By unanimous 4-0 vote, after proper Motion and Second, the board approved Greg Parsley's recommendation to again participate in the Indiana Department of Education's Migrant Grant, being done in conjunction with Southern Indiana Education Center (SIEC). The VCSC will be the "host" school, while SIEC will oversee the program.

It is estimated approximately 35-50 students could be involved in the Vincennes program, with students that are considered English Language Learners. The summer school will be held at Clark Middle School, from May 31 through July 29, 2016, for eight (8) hours per day. The grant will provide VCSC \$18,000 in rental costs and teachers selected to teach in the program will be paid \$50 per hour, all administered by SIEC. In addition, meals will be provided to students through the Summer Feed Program.

By unanimous 4-0 vote, upon proper Motion and Second, the board approved Susan Marchino's recommendation to partner with United Way to hold a two-week "Jump Start" program at Clark Middle School from July 18 through 29, 2016, from 8:30 to 11:30 a.m., with transportation provided. Students were invited based on results of screening completed during Kindergarten Registration.

By unanimous 4-0 vote, upon proper Motion and Second, the board approved Greg Parsley's request of *Authority to Hire* for any positions that may need to be filled prior to the start of the 2016-2017 school year. This would be for both certified and non-certified positions. Any individuals hired would be recommended at the July and August regular Board meetings, with the understanding these individuals have already been offered employment.

By unanimous 4-0 vote, after proper Motion and Second, the board approved Greg Parsley's request for authority to enter into an E-Rate project quote(s) with AdTec, who manages our E-Rate funds. Project(s) would be for the high school and include helping with improving the network and making changes to controllers, access points and other necessary hardware improvements.

We would be given a five-year budget of \$150.00 per student and the E-Rate program would fund approximately 80% of our request, which is considered Category 2. We would have approximately \$69,000 in work needed with a little over \$55,000 refunded back to us through reimbursement if our application is approved.

By unanimous 4-0 vote, after proper Motion and Second, the board approved the Textbook Rental Charges for the 2016-2017 School Year. Included with the TBR costs for elementary is the adoption of "My Math" by McGraw-Hill, additional "Reading Street" products by Pearson Education, and "Scholastic Weekly Readers", who have retooled their technology product for a more enhanced product. This would replace *NewsELA* for elementary students.

For the middle school, the TBR costs reflect the completion of the three-year 1:1 device plan with the adoption of devices for Science. Charges also reflect the removal of the pro version of *NewsELA* as teachers were satisfied with the free version of the software.

TBR costs for the high school reflect semester and/or yearlong charges for individual classes taken. Constants would be for the technology devices, handbooks, class fees, etc. In addition, two classes have been added to the curriculum – that of "Photography" and "Interactive Media".

Chromebook charges have gone down tremendously, approximately \$70 per device from ones we already have and the new orders.

Breakdown of the TBR charges are:

Kindergarten	\$114.04	Grade 3	\$133.84
Grade 1	\$119.13	Grade 4	\$147.94
Grade 2	\$138.96	Grade 5	\$148.29
Grade 6	\$144.40 *	Grade 8	\$118.73 *
Grade 7	\$148.90 *		

* Plus charges for any electives taken

Grades 9-12 TBR Charges based on individual classes taken.

In answer to Mr. Bauer's question, Mr. Parsley stated we would work with those parents that need to make payment arrangements, plus we are working on the possibility of them being able to use credit cards to make payments.

By unanimous 4-0 vote, upon proper Motion and Second, the board approved Kelley McCarty's recommendation to begin a Preschool Program for VCSC. The first class would be held during the 2016-2017 school year, will be held at Vigo Elementary School, and offered to students who are four years of age by August 1, 2016. The Board also approved the hiring of one licensed preschool teacher and two instructional assistants.

The preschool class will operate from 8:00 to 11:00 a.m. five days a week, with afternoon daycare provided from 11:30 a.m. to 2:45 p.m. Lunch will be served from 11:00 to 11:30 a.m. Parents would also have the option of after school care from 2:45 to 6:00 p.m., and they are responsible for transportation. The fee for the full day program will be \$100 a week, with an additional fee of \$25 per week for after school care.

Program registration will be offered to VCSC faculty and staff for a period of time, and if space available, registration will be opened to others on a first come first served basis. A waiting list will be maintained.

The *Indiana Early Learning Foundations* will be used as the standards for the program. This framework is aligned with the Indiana Academic Standards and provides core foundations and skills that children are to achieve to be ready for kindergarten.

By unanimous 4-0 vote, upon proper Motion and Second, the board approved Mrs. McCarty's recommendation for a *Preschool Handbook* to go along with the program and in conjunction with the Elementary Handbook to be approved later this evening.

By unanimous 4-0 vote, after proper Motion and Second, the board approved Jono Connor's recommendation to begin an *Elementary Success Academy* program for VCSC. This will offer another intervention for elementary students who have made poor behavior choices. It will provide an alternate academic location for students versus being suspended out of school. It will also provide social skills and behavior techniques that will enable students to function successfully in a regular school setting.

The first class would be held at Tecumseh-Harrison Elementary School from 9:00 a.m. to 2:00 p.m. and transportation would be provided.

By unanimous 4-0 vote, after proper Motion and Second, the board approved Mr. Connor's recommendation of the *VCSC Elementary Success Academy Handbook* for the 2016-2017 school year. This handbook will serve as a guide to the formation of the Elementary Success Academy.

By unanimous 4-0 vote, after proper Motion and Second, the board approved Susan Marchino's recommendation for the *VCSC Elementary Student (Parent) Handbook* for the 2016-2017 school year. The handbook has been updated to meet state guidelines for the new corporation "*Gang Policy*", includes a discipline grid, which outlines possible consequences, updates to the *Tardy Policy* and includes addition of *Elementary Success Academy* language to correspond with it.

With reference to the Tardy Policy, Mrs. Marchino advised that the principals had some discussion with the new prosecutor and he is willing to aid the schools in helping to address our tardy issues by issuing a letter to the parents after the tenth tardy, and we could continue to refer to the Department

of Child Services as well. The prosecutor stated that if problems continued after the letter from their office, he would take it another step.

By unanimous 4-0 vote, after proper Motion and Second, the board approved Ryan Clark's recommendation for the *CMS Student Handbook* for the 2016-2017 school year. Changes from the 2015-2016 handbook include the following: The addition of the prosecutor's involvement in tardies/absences; replacing names of faculty and staff that will not be there next year; updated school calendar; updated new lunch prices and verbiage regarding transferring students with lunch balances; addition of consequences of being more than 20 minutes late to school; deletion of the *Spanish* class, which is being replaced with *Exploring World Languages*; addition of consequences of lying to VCSS personnel; and the addition of the *Criminal Gangs*" policy.

By unanimous 4-0 vote, upon proper Motion and Second, the board approved Mr. Clark's recommendation for an updated *CMS Success Academy Handbook* for 2016-2017. Mr. Clark stated he was able to review how the academy performed during the 2015-2016 school year and found that adding elementary students did not work. Also, the number of students increased as the year progressed. The program is intended to work with students who have not found success in the traditional setting, either because of social or disciplinary types of issues.

Mr. Clark anticipates they will have approximately 25 students returning to the program, and as part of the entrance, they plan to meet with each family in August regarding procedures and expectations. The ultimate goal of the academy is for students to return to a regular, traditional type of programming, but it also allows them to remove those students who have found themselves to be distracting not only to themselves, but also to others.

By unanimous 4-0 vote, upon proper Motion and Second, the board approved Steve Combs' recommendation, via Greg Parsley as Mr. Combs was delayed this evening, of the updated *LHS Student Handbook* for the 2016-2017 school year. Changes from the 2015-2016 handbook include the following: Use of personal communication devices; field trips; public displays of affection; attendance; dress and grooming; and addition of the new *VCSC Gang Policy*.

By unanimous 4-0 vote, after proper Motion and Second, the board approved Steve Combs' recommendation, via Greg Parsley, of the updated *LHS Alice Academy Handbook* for 2016-2017. The only change is the addition of student being outside of Alice Academy area is subject to disciplinary proceedings.

By unanimous 4-0 vote, after proper Motion and Second, the board approved Steve Combs' recommendation, via Greg Parsley, of the updated *VCSC Extracurricular Handbook* for 2016-2017. The only change from last year's handbook is the addition of language stating that participants in extracurricular programs will allow police reports to be shared with the school.

By unanimous 4-0 vote, after proper Motion and Second, the board approved Ryan Clark's recommendation of an updated *VCSC Teacher Evaluation and Development Plan* to begin the 2016-2017 school year. The only changes to the plan include the following: changes in people and positions; changed and updated timelines to make more sense when we receive data from the State of Indiana and the Department of Education; and the addition of the corporation grade as part of the overall rating.

By unanimous 4-0 vote, after proper Motion and Second, the board approved Mr. Clark's recommendation of the addition of a *Title 1 Lead Teacher Rubric* beginning 2016-2017 school year. This addition came about as the teacher's Rubric alone did not align well with the job description of a Title 1 Lead Teacher. The Rubric was created by the elementary principals and their borrowing

pieces from the following Rubrics: Instructional Leader, Instruction Coach, Assistant Principal, Reading Specialist, Dean, and Teacher. In addition, the weights of the Domains are also different to correspond with their position. They are: Domain 1 = 20%; Domain 2 = 10%; and Domain 3 = 70%.

Other Business:

All board members extended congratulations to the Accelerated Reader award winners this evening, as well as to their parents for taking the time to also work with their child. All members thanked our retirees for the many years of dedicated service to VCSC. They extended congratulations to the 2016 graduating class, which will be held in the “cooled” Alice Arena Friday night, as well as congratulating LHS on their mid-90’s graduation rate, which is one of the best in the state. All board members were very enthusiastic in their support of the creation of the VCSC Preschool, saying it has been a long time coming. They thanked Kelley McCarty for all the time and effort she put into making it a reality.

Barb Toole asked that the community keep VCSC in their prayers with all the broken hearts due to things that have happened within VCSC the last couple of weeks.

There being no further business, by unanimous 4-0 vote, after proper Motion and Second, the meeting was adjourned at 7:37 p.m.

Karla A. Smith, President

Lynne M. Bobe, Secretary