

June 15, 2015

The regular monthly meeting of the Board of School Trustees of the Vincennes Community School Corporation was held on Monday, June 15, 2015, at 4:00 p.m., in the Administration Center Board Room. Those present were President Pat Hutchison, Vice President Karla Smith, Secretary Barbara Toole, Members Lynne Bobe and Aaron Bauer, and Superintendent Greg Parsley.

Pat Hutchison led the audience in the recitation of the Pledge of Allegiance to the American Flag.

Pat Hutchison asked if anyone in the audience had any comments or questions for the board. No one responded and the meeting continued.

LHS/CMS Fine Arts Director Gretchen Bruner, and the Production Team of Amy Connor, Josh Frederick, and Wendy Smith, representing the VCSC Drama Boosters, and Clark Middle School and Lincoln High School, proudly announced its 2015-2016 Theatre Season for VCSC, and showed a video of the upcoming season.

As they celebrate their 10th Anniversary of Clark Middle School Drama, CMS will present “*Chitty Chitty Bang Bang*”, based on the 1968 film version of Ian Fleming’s book. This musical adventure will bring to life a car that flies and floats on water. Presentations will be November 13 through 15, 2015, and special events during the run will recognize form CMS actors and shows.

On December 5-6 and 12-13, 2015, Lincoln High School will present the tragedy “*Blood Wedding*” by Federico Garcia Lorca. Set in early 20th century rural Spain, this tragedy is filled with feuds, warring families, magical realism, and staunch Spanish traditions.

The season will conclude April 22-24, 2016, with LHS’s presentation of “*Mary Poppins, The Broadway Musical*”, based on the book by P.L. Travers and the classic Walt Disney film. This musical will delight audiences of all ages and is sure to be supercalifragilisticexpialidocious.

By unanimous vote the Board approved Greg Parsley’s recommendation of the following Consent Agenda Items:

- A. Minutes of May 18, 2015 Meeting
- B. Claims 23838 – 24020
- C. Financial Statements
- D. Personnel

Resignations:

Karen J. Johnson	Tec-Harrison Gr 1 Teacher – eff 5/22/15
Jennifer L. Greentree	Franklin Kdgn Teacher – eff 5/22/15
Katherine A. McCammon	Riley Gr 1 Teacher – eff 5/22/15
Debbie R. Gries	Vigo Gr 3 Teacher – eff 5/22/15
Holly Hampsch	Franklin Grade 2 Teacher – eff 5/22/15
Marcia Combs	Tec-Harrison Academic Specialist – eff 6/8/15
Josh Manley	Tec-Harrison PT Special Ed Aide – eff 5/22/15
Helen E. Rains	Tec-Harrison Day Care Coordinator – eff 5/22/15
Wendy Jo Smith	CMS 8 th Grade Volleyball Coach – eff 5/15/15

Amber R. Hein CMS 7th Grade Volleyball Coach – eff 6/10/15
Amber R. Hein CMS 8th Grade Basketball Coach – eff 6/10/15

Non-Renewal of Contract:

Jana Wirth Vigo Gr 1 Teacher – eff 5/22/15

Involuntary Transfer:

Andrew J. Malone Riley Gr 5 Tchr to Tec-Harr Gr 4 Math Tchr –
eff begin 2015-16 School Year

Transfers:

Richard A. Rutherford Principal-Alternative Ed at LHS to Gr 3-9
Alternative Ed Teacher housed at CMS – eff
begin 2015-16 School Year, at Teacher
Contract Rate

Meredith A. Dreiman Vigo Gr 4 Tchr to Vigo Gr 3 Tchr–eff begin 2015-16
School Year

Sabrina R. McGill Vigo Kdgn Tchr to Vigo Gr 4 Tchr–eff begin 2015-
2016 School Year

Lindsey J. Rutherford Vigo Gr 1 Tchr to Vigo Kdgn Tchr–eff begin 2015-
2016 School Year

Josh R. Frederick Riley Gr 2 Tchr to Riley Gr 5 Homeroom Tchr–eff
begin 2015-16 School Year teaching Gr 4 & Gr 5
English/Language Arts

Kellee S. Worland Riley Gr 2 Tchr to Riley Gr 3 Tchr–eff begin 2015-
2016 School Year

Shelley Schnepfer Riley Gr 4 Tchr to Riley Gr 2 Tchr–eff begin 2015-
2016 School Year

Recommendations:

Suzanne Corrona Summer Reading Camp Leader, 6/9-12/15,
\$1,000 Stipend *

Tim Salters Summer Reading Camp Leader, 6/9-12/15,
\$1,000 Stipend **

Dustin Jones Summer Reading Camp Tech Ldr, 6/9-12/15,
\$1,000 Stipend ***

* Paid from Duke Energy Reading Camp Grant
** \$350 Paid from Reading Camp Grant and \$650 from Title II
*** \$350 Paid from Reading Camp Grant and \$650 from Title II

Josh Frederick SPARK Camp Training Stipend of \$250 paid from
HA Grant

Meredith Dreiman SPARK Camp Training Stipend of \$250 paid from
HA Grant

Casey Kotter SPARK Camp Training Stipend of \$250 paid from
HA Grant

Justin Kotter SPARK Camp Training Stipend of \$250 paid from
HA Grant

Leigh Ann Eck SPARK Camp Training Stipend of \$250 paid from
HA Grant

Kristin Murphy SPARK Camp Training Stipend of \$250 paid from
HA Grant

Jennifer Vickers SPARK Camp Training Stipend of \$250 paid from
HA Grant

Recommendations – Cont'd:

Suzanne Corrona	SPARK Camp Director Training Stipend of \$500 paid from HA Grant
Tim Salters	SPARK Camp Director Training Stipend of \$500 paid from HA Grant
Dustin Jones	SPARK Camp Director Training Stipend of \$500 paid from HA Grant
Nick Combs	SPARK Camp Helper, 6/9-12/15, 8:00 am to 12:00 noon, \$250****
Marcia Combs	SPARK Camp Helper, 6/9-12/15, 8:00 am to 12:00 noon, \$250****
Lori Norrick	SPARK Camp Helper, 6/9-12/15, 8:00 am to 12:00 noon, \$250****
Wendy Mullins	SPARK Camp Helper, 6/9-12/15, 8:00 am to 12:00 noon, \$250****
Jessica Whipkey	SPARK Camp Helper, 6/9-12/15, 8:00 am to 12:00 noon, \$250****
Cindy Nicholson	SPARK Camp Helper, 6/9-12/15, 8:00 am to 12:00 noon, \$250*****
****	Paid from High Ability Grant – Teacher Salaries
*****	Paid from High Ability Grant – ECA Account
Jeff Couchenour	Extended School Year Services for Vigo ASD Student in Reading and Math, Two 1-Hour Sessions for 6 weeks, paid by timecard
KCARC/SLP Paulin	Extended School Year Speech Services for three students, 30 minutes each session, with 7, 8, and 6 sessions respectively per student, at \$30 per session – bill from KCARC to be paid from pre- school federal grant
Sheryl Schaefer-Jones	10 Extended Days to work with outgoing Director after completion of 2014-15 contract and prior to 2015-16 contract – during July 2015, paid from timecards at new contract rate
Sandra K. Lange	10 Extended Days to work with incoming Director after completion of 2014-15 contract – during July 2015, paid from timecards at current rate
Lori Norrick	Kindergarten Jump Start Program – 7/20 – 7/31/15
Kaleigh Raney	Kindergarten Jump Start Program – 7/20 – 7/31/15
Jon Heiden	Summer Football Duties at \$3,012.00
Jeff Hein	Summer Basketball Duties at \$2,724.00
Bill Marsh	Summer Band Duties at \$8,420.00
Garrett Coffey	Summer Band Duties at \$5,423.00
Suzanne Corrona	Curriculum Writing - \$2,000 Stipend pd from Title II
Tim Salters	Curriculum Writing - \$2,000 Stipend pd from Title II
Dustin Jones	Curriculum Writing - \$2,000 Stipend pd from Title II
Emily G. Heller	LHS Part-time Art Teacher *****
Zachary Michael Lane	CMS 8th Grade Math Teacher *****
Heidi A. Litwiler	CMS 7 th Grade Language Arts Teacher *****
Kale Adam Barmes	Vigo Grade 1 Teacher - to replace J. Wirth *****
Lauren Rachel Hinz	Vigo Grade 1 Teacher *****
Megan E. Eck	Vigo Grade 3 Teacher – to replace D. Gries *****
Caitlyn C. Ryan	Franklin Kdgn Teacher – to replace J. Greentree *****
Jacob R. Beaman	Riley Grade 4 Homeroom Teacher – to replace A. Malone, Teaching Gr 4 and Gr 5 Math *****

Recommendations – Cont'd:

***** Depending upon completion of all required certified employee documentation, licensure, and expanded security background check.

Joyce K. Rudolph	Franklin Day Care Aide
Caryn Yochum	CMS 8 th Grade Volleyball Coach
Stacey Foster	CMS 7 th Grade Volleyball Coach from CMS 6 th Grade Volleyball Coach

Leaves:

Shelby L. Quarterman	Tec-Harrison Grade 3 Teacher requests Maternity Leave from 8/5 through approximately 10/5/15
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All other Leave Requests were approved as submitted.

Lincoln High School Principal Steve Combs, Clark Middle School Principal Ryan Clark, Franklin Elementary School Principal Melissa Pancake, Riley Elementary School Principal Susan Marchino, Vigo Elementary School Principal Kelley McCarty all introduced the new certified teachers hired tonight for their respective buildings: Emily Heller, Zach Lane, Heidi Litwiler, Caitlyn Ryan, Jacob Beaman, Kale Barmes, Lauren Hinz, and Megan Eck.

E. Field Trip Requests

Col. Lee Baker, LHS/CMS JROTC, requests permission to conduct a *Raider Camp* from Tuesday through Friday, June 16 through 19, 2015, from 8:00 a.m. to 12:00 noon daily at LHS. The camp is to prepare cadets to participate in *Raider Challenge Competitions* next school year, as well as preparing cadets to attend the second proposed camp.

Col. Lee Baker, LHS/CMS JROTC, requests permission to take 14 cadets to the annual *JROTC Leadership Challenge (JCLC)* being held at Camp Atterbury from Monday through Saturday, June 22 through 27, 2015. Cost of \$20 per cadet will be paid from funds raised this past school year. The cadets will work with over 1,200 cadets from all across the state learning Leadership, Orienteering, Land Navigation, Survival, First Aid, Rappelling, and a chance to ride in a helicopter.

Col. Lee Baker, LHS/CMS JROTC, requests permission to conduct a *Drill Camp* from Monday through Friday, July 6 through 10, 2015, 8:00 a.m. to 12:00 noon daily, at LHS. Purpose of this camp is to expand the cadets' knowledge on Drill and Ceremony, Leadership, and Color Guard performances. They will "Train the Trainers", preparing cadets to teach these concepts to fellow cadets next school year.

F. Use of Facilities Requests

Holly Bane and the LHS Cheer Team request permission to use the Gymnasium at Franklin Elementary School on Mondays and Wednesdays, from Monday, June 1, through Wednesday, August 5, 2015, from 6:00 to 8:00 p.m., for team practice and training.

CITA's Knox County Girls' Summer Junior Team Tennis League requests permission to use Lincoln High School Tennis Courts and Restrooms for development of middle school and high school players for kids interested in playing tennis. They will use the facilities on Tuesday evenings, June 30th through July 28, 2015, from 6:00 to 9:00 p.m.

Discussion Items:

Greg Parsley presented for First Reading our latest Proposed Policy, Guidelines & Forms Revisions. Following is a synopsis of the proposed new policies, guidelines and forms updates and/or revisions as suggested by NEOLA with regard to bringing them current based on new laws and changes in 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 policy or an addition to comply with law.

It is indicated below the particular policy, guideline and form and noted whether it is a New Policy or a Revision/ Change/Update in verbiage to comply with state and/or federal law/statute, or if the policy, guideline and/or form are being rejected. Proposed revisions have been posted to VCSC website.

<u>POLICY #</u>	<u>CHANGE TYPE</u>	<u>COMMENTS</u>
0100	Revision	"Definitions" – to add definitions as they relate to updated policies and guidelines
0140	Technical Revision	"Membership" – to bring current with statute verbiage
2221	Revision	"Mandatory Curriculum" – to bring current with statute
3120	Revision	"Employment of Professional Staff" – to comply with current legal statute and requirements
3120.04	Revision	"Employment of Substitutes" – to comply with current legal statute
3120.08	Revision	"Employment of Personnel for Extracurricular Activities" – to comply with verbiage of current law
3122.01	Revision	"Drug-Free Workplace" – to comply with current law
3140	Revision	"Termination and Resignation" – to comply with current law
3170	Revision	"Substance Abuse" – to comply with current law
3170.01	REJECT	"Employee Assistance Program (EAP) – reject policy as VCSC does not have
3419	Revision	"Group Health Plans" – to comply with current law
4120	Revision	"Employment of Support Staff" – to comply with current law
4120.08	New	"Employment of Personnel for Extracurricular Activities" – to comply with current law
4122.01	Revised	"Drug-Free Workplace" – to comply with current law
4140	New	"Termination and Resignation" – to comply with current law
4170	New	"Substance Abuse" – to comply with current law for support staff
4170.01	Revision	"Employee Assistance Program (EAP) For Bus Drivers" – to comply with current law and verbiage
4419	New	"Group Health Plans" – to comply with current law for support staff
5111	Revised	"Determination of Legal Settlement and Eligibility for Enrollment of Students Without Legal Settlement in the Corporation" – to comply with current law
5200	Revised	"Attendance" – to update with current verbiage/policy
5330	Revised	"Use of Medications" – to update with current verbiage
5340.01	Revised	"Student Concussions and Sudden Cardiac Arrest" – to comply with current law
5530	Revision	"Drug Prevention" – to comply with current law
5830	Revision	"Fundraising" – to comply with current law
6150	Revision	"Assessment of Transfer Tuition for Students Enrolled on a Cash Transfer Tuition Basis" – to comply with current law
7540.02	Revision	"Corporation Web Page" – to comply with current law

<u>POLICY #</u>	<u>CHANGE TYPE</u>	<u>COMMENTS</u>
7540.03	Revision	"Education Technology" – to comply with current law
7540.04	Revision	"Education Technology Acceptable Use and Safety" – to comply with current law and practice
8330	Revision	"Student Records" – to comply with current law
8455	New	"Coach Training" – to comply with current law
9211	REJECT	"Corporation-Support Organizations" – VCSC does not have
8451	Revised	"Pediculosis (Head Lice)" – to bring current to VCSC practice

ADMINISTRATIVE

<u>GUIDELINE</u>	<u>CHANGE TYPE</u>	<u>COMMENTS</u>
3122.01	REJECT	"Drug-Free Workplace" – VCSC does not need
3421	Revision	"Federal Group Health Continuation (COBRA)" – to comply with current law
3421A	REJECT	"Important Notice of Employees' Right to Documentation of Health Coverage" – VCSC does not need
4421	Revision	"Federal Group Health Continuation (COBRA)" – to comply with current law for support staff
4421A	REJECT	"Important Notice of Employees' Right to Documentation of Health Coverage" – VCSC does not need
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4122.01	REJECT	"Drug-Free Workplace" – VCSC does not need
5111	Technical Revision	"Admission to the Corporation" – to update verbiage
5200	Revision	"Student Attendance" – to comply with current law and current VCSC policy
8450A	Revision/	"Pediculosis (Head Lice)" – to comply with current law and VCSC policy
8451	Renumbered	

<u>FORM</u>	<u>CHANGE TYPE</u>	<u>COMMENTS</u>
8451A F1	REJECT	"Treatment of Head Lice" – VCSC does not use
(8450A F1)	Renumbered	
8451A F2	Revision	"Notification of Head Lice" – to bring current to VCSC policy
(8450A F2)	Renumbered	
8451A F3V1	REJECT	"Pediculosis (Head Lice) Treatment Form" – VCSC does not use
(8450A F3)	Renumbered	
8451A F3V2	REJECT	"Pediculosis (Head Lice) Treatment Form" – VCSC does not use

Decision Items:

By unanimous vote the board approved Greg Parsley's request for Authority to Hire any positions that may need to be filled prior to the 2015-2016 School Year starting.

By unanimous vote the board approved Barry Stone's request to submit the Title 1, Part A Grant application for the 2015-2016 School Year. Our planning allocation is \$862,619.16, which is \$29,803.14 more than that received for the 2014-2015 School Year, and \$91,694.31 more than the 2013-2014 School Year. Once the actual amount of the grant is known the budget will be amended to reflect the true amounts. This grant covers budgeted amounts for our four (4) elementary schools, Flaget Elementary School, Rivet Jr./Sr. High School and Cornerstone (Neglected).

By unanimous vote the board approved Sandra Lange's request for the 2015-2016 Joint Service and Supply Budget for the Knox County Special Education Cooperative in the amount

of \$900,638.00. Of this amount, \$460,316.08 is allocated for Vincennes Community School Corporation. The budget represents a 3% increase in salary and 10% increases in health insurance.

By unanimous vote the board approved Barry Stone's request for adoption of Houghton-Mifflin's "Big Ideas: Advance 1" for Grade 6. Each student will receive a book and a one-year online subscription. Total textbook rental charge for each student will be \$20.67, which comprises \$18.75 for the book and \$1.92 for the online subscription.

By unanimous vote the board approved Barry Stone's request for adoption of Pearson's "Mathematics Accelerated 7th Grade Book". Each student will rent a book at \$16.84 and a one-year online subscription of \$1.51, for a total textbook rental charge of \$18.35.

The 8th Grade chose to stay with their current textbooks, and we will repair any that may be needed. The 8th Grade teachers felt the current textbook meets their needs.

By unanimous vote the board approved Steve Combs' request for adoption of a "Beginning AutoCAD 2015 Exercise Workbook for Windows" for their drafting and drawing class. Students would be charged \$39.95, plus shipping and handling, in textbook rental charges.

By unanimous vote the board approved Steve Combs' request for adoption of an on-line subscription of Pearson's Math XL for their pre-calculus and trigonometry class. This subscription includes homework problems that are paired with the textbook they currently use. Textbook rental charge to each student would be \$15.00.

By unanimous vote the board approved Greg Parsley's request to appoint Sodexo as the Food Service Provider for VCSC for the next five years. As per state statute and provisions VCSC release a Request for Proposals, publicly run on April 30th and May 7th, and proposals from Sodexo and Aramark were submitted on May 27, 2015. Both proposals were very competitive with Sodexo offering a minimum guaranteed return to VCSC of \$269,300. Aramark's guaranteed return was \$259,953. In addition, under Aramark, we would have had to replace Sodexo's existing equipment, rebranding of the food service program, paint, etc.

By unanimous vote the board approved Greg Parsley's request to decrease appropriations with the following Resolution:

APPROPRIATION REDUCTION RESOLUTION/ORDINANCE

Whereas, it has been shown that certain existing appropriations now have unobligated balances that will not be needed for the purposes for which appropriated; now, therefore:

Sec. 1. Be it ordained (resolved) by the Board of School Trustees of the Vincennes Community School Corporation, Knox County, that the following existing appropriations be reduced in the following amounts:

	AMOUNT OF REDUCTION REQUESTED	AMOUNT OF REDUCTION APPROVED BY FISCAL BODY
Fund Name: General Fund		
Major Budget Classification: Personal Services	\$500,000.00	\$500,000.00

Supplies	\$ _____	\$ _____
Other Services & Charges	\$ _____	\$ _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ _____	\$ _____
Capital Outlays	\$ _____	\$ _____
 TOTAL for General Fund:	 \$500,000.00	 \$500,000.00

 Adopted this 15th day of June, 2015.

NAY

 Patrick P. Hutchison, President

 Karla A. Smith, Vice President

 Barbara L. Toole, Secretary

 Lynne M. Bobe, Member

 Aaron M. Bauer, Member

AYE

 Patrick P. Hutchison, President

 Karla A. Smith, Vice President

 Barbara L. Toole, Secretary

 Lynne M. Bobe, Member

 Aaron M. Bauer, Member

ATTEST:

 Barbara L. Toole, Secretary
 Board of School Trustees
 Vincennes Community School Corporation

By unanimous vote the board approved Greg Parsley's request to run a Second Claims Docket in June as we will have several grants that will need to be closed out by June 30th.

Other Business:

By unanimous vote the board approved Sandra Lange's request to go with ESCRF Trust for the remainder of the VCSC Insurance year at a cost of \$2,932, or \$5,397 annually, for Knox County Special Education Cooperative Supplemental Property & Casualty Insurance. The previous carrier for KCSEC Supplemental Insurance canceled their coverage due to them no longer holding the corporation insurance. This coverage will replace the components of the past one, which also includes the job bus.

By unanimous vote the board approved Greg Parsley's request for Authority to Use Rainy Day Funds for Payments to Debt Service. This action would be needed should the VCSC not receive our first of two tax draws from the county in time to make the payments. In the past, VCSC has had our tax draw payment in early June. However, the Auditor's Office needs to balance the funds and forward it to the state for approval, and they have no estimate of when payment would be made.

All board members welcomed the new educators hired tonight and are looking forward to great things from all. They all thanked Gretchen and her staff, as well as all our talented students, for all they do and have done, and on the marvelous and exciting performances in the past and are looking for a great upcoming season. They all thanked Mike Szady and Sodexo's performance and what all they have done for our kids, as well as the community with the summer food service program.

There being no further business the meeting was adjourned at 4:32 p.m.

Patrick P. Hutchison, President

Barbara L. Toole, Secretary