

June 17, 2013

The regular monthly meeting of the Board of School Trustees of the Vincennes Community School Corporation met on Monday, June 17, 2013, at 7:00 p.m. in the Board Room of the Administrative Center. Those present were President Lynne Bobe, Vice President Aaron Bauer, Secretary Pat Hutchison, Members Karla Smith and Barb Toole, and Superintendent Greg Parsley.

Mrs. Bobe led the audience in the Pledge of Allegiance to the American Flag.

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

- A. Minutes of May 20, 2013 Meeting
- B. Claims 19162 – 19337
- C. Financial Statements
- D. Personnel

Retirements:

Marcia Carter	LHS FCS Teacher
Ann Like	Special Education Admin Secretary – eff 7/15/13

Resignations:

Christine J. Bittner	Vigo Grade 2 Teacher
Brittany Lynch	Franklin Kindergarten Teacher
Gina Schuetter	LHS Spanish Teacher
Vanessa D. Smith	Franklin Kindergarten Classroom Aide
Janis Hert	LHS Girls' Basketball Asst. Varsity Coach
Jeana Memering	CMS 6 th Grade Volleyball Coach
Breanna Roach	CMS 7 th Grade Volley Coach

RIF Recall:

Erica Combs	LHS FCS Teacher
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Transfers:

Ann Donovan	Franklin Gr 5 Teacher from Tec-Harrison Gr 3
Valerie Ellsworth	Franklin Gr 1 Teacher from Part-Time Kdgn
Jennifer Greentree	Franklin Kdgn Teacher from Part-Time Title 1
Jennifer Kiel	Franklin Part-Time Art Teacher & VCSC High Ability Coord to Full-Time Art Teacher
Karen J. Johnson	Tec-Harrison Gr 1 Teacher from Title 1 Teacher
Leslie A. Smith	Vigo Gr 2 Teacher from Tec-Harr Title 1 Tchr

Recommendations:

Caroline Pieper	Summer School Sp Ed Functional Skills Aide
Susan Battles	Kdgn Jump Start at \$18 per hour
Amy Matteson	Kdgn Jump Start at \$18 per hour
Lindsay Rutherford	Kdgn Jump Start at \$18 per hour
Jason King	Summer Band at \$5,000.00
Bill Marsh	Summer Band at \$6,000.00
Garrett Coffey	Summer Band at \$2,843.00
Levi Edison Atkins	CMS Art Teacher
Caleh Miller	CMS Gr 6 Language Arts Teacher
Morgan Janelle Whitson	Franklin Special Ed Teacher
Blair A. Grant	Tecumseh-Harrison Special Ed Teacher
TBD	Tec-Harrison Gr 5 Teacher (Due to numbers)
Raymond Joseph "Joe" Keller	Secondary Curriculum Coach & VCSC High Ability Coord
Suzanne E. Corrona	Elementary Curriculum Coach
Dustin V. Jones	Technology Coordinator
Jacob "Jake" Chambers	Technology Technician
Cynthia L. "Cindy" Ruble	Tec-Harr Kdgn Medical Fragile Aide, 6½ hrs per day at \$10.00 per hour

Leaves:

All Leave Requests were approved as submitted.

- E. Bus Driver Rates

Pay rate for existing VCSC route drivers increased to \$20 per hour. Starting pay for new driver increased to \$18 per hour. This is in attempt to retain and attract the best drivers for the corporation.

F. Field Trip Requests

Richard Rutherford requests permission to take LHS swim team to overnight excursion to Pigeon Forge, Tennessee Tuesday and Wednesday, July 23 and 24, 2013. They will work on team building activities and go white water rafting.

G. Fundraiser Requests

LHS Cheerleading Squad requests permission to sell "*Girl's Day Out*" tickets from July 29 through August 17, 2013. Proceeds will be used to purchase new cheer uniforms.

Vigo PTO requests permission to conduct catalog sales through Paragon Promotions from August 15 to August 26, 2013. Proceeds will be used to fund PBIS, Accelerated Reader and Lucky Bulldog awards, to support field trips, classroom projects and materials, and any items the PTO chooses to purchase for the school throughout the year.

Franklin Elementary Art Teacher requests permission to conduct "*Art to Remember*" keepsake sales from August 23 through August 31, 2013. Proceeds will be used to purchase art supplies for the art room.

H. Use of Facilities Requests

Harvest Bible Chapel requests permission to use LHS Ader Auditorium, Cafeteria and one Classroom every Sunday from 7:30 a.m. to 12:30 p.m. beginning August 11, 2013 for one year, with possible extension. This will be for a church service with children's program.

Barry Stone introduced his new Technology/Curriculum Team, with *Dustin Jones*, a fifth grade teacher from Tecumseh-Harrison, as his new Technology Coordinator. He introduced *Suzanne Corrona*, a Title 1 Teacher from Franklin, as his new Elementary Curriculum Coach, and *Joe Keller*, Math Teacher from Lincoln High School as his new Secondary Curriculum Coach and VCSC High Ability Coordinator. He is looking for great things from his new team and knows they will do a great job.

Ryan Clark then introduced *Levi Atkins* as the new CMS Art Teacher replacing the retiring Sherry Michel. Ryan stated Levi is a very community oriented person, and has already gotten a house in town. Levi is looking forward to working with Amy Lane in working on a Grade 6-12 Art Curriculum. Ryan also introduced *Caleh Miller*, who will be the new 6th Grade Language Arts teacher who will be replacing her mother, who retired this year. Ryan is very excited in welcoming these two newcomers to Clark Middle School.

Richard Rutherford introduced Morgan Whitson, who will be Franklin Elementary's new Special Education Teacher. Morgan is a VU graduate, who also did her student teaching at Franklin, working with Chrissy Lange in Kindergarten and Cecile Jones in Special Education. Morgan is the Head Counselor of the YMCA After-School Day Care Program and is Special Needs Coordinator at First Baptist Church. She has already worked with Debbie Byrnes and Sheryl Schaefer-Jones in setting up IEPs and Goals for special needs students. Morgan brings a lot of enthusiasm, energy, as well as a positive attitude, and will be a welcome addition to Franklin Elementary.

Jono Connor introduced Blair Grant as the new Special Education teacher at Tecumseh-Harrison Elementary School. Blair is returning to Vincennes and is a Lincoln graduate, who did her student teaching with Ann Herman, who she will be replacing. Blair also assisted with the LHS Cheer Squad and was a former after-school day care aide at Tecumseh-Harrison. She has spent the last year in Fishers working with autistic children. Jono is happy to welcome her back to town and to Tecumseh-Harrison Elementary.

Greg Parsley then introduced Colette Irwin-Knott and Belvia Gray, two leading accountants in the field of school finance from Umbaugh & Associates, who gave a presentation as it relates to financing options for needed VCSC projects. He stated that Jeff Qualkinbush, an attorney with Barnes and Thornburgh would also be present. He advised that Jeff had recently assisted VCSC in lobbying the legislature as it pertains to our capital projects fund and the formula they use.

Colette Irwin-Knott stated they would be providing an overview of projects VCSC is considering, which total approximately \$4.5 million, going over the existing net service payments, they will walk through projected costs of projects and funding, look at the repayment options and proposed bonds, and then provide a summary of the information.

Graphs were presented, showing the current indebtedness of the corporation, the repayment of debt by 2028, the indebtedness from 2013 through 2015, when the high school would be paid off, and from 2016 through 2028 when the debt would be approximately \$2.4 million. This

creates the capacity for the corporation to issue additional bonds for needed projects, which allows the corporation to do so without increasing the overall tax rate.

The current general obligation debt limit of the corporation consists of outstanding general obligation bonds, pension bonds and QZAB bonds issued in 2009. The current corporation debt limit is just over \$2 million, which is calculated based on the current Vincennes City assessed value of the schools, which is a little over \$708 million, divided by 3 (based on true tax values done about 10 years ago), multiplied by 2, and then general obligation debt is dumped out.

That is important as to the three different bond issuances the corporation is contemplating, as one project would be with general obligation debt bonds and other projects would be with mortgage financing bonds.

The projects for 2013 include the upgrade of the HVAC and lighting at Lincoln High School, as well as some projects at the elementary schools, like boilers, roof, etc. The Board will receive a feasibility study of our elementary schools later this summer.

One option of repayment would be to assume the bonds would be issued as tax-exempt bonds, and the second option would be using QZAB bonds. QZAB is a specialty financing specific to schools, which VCSC has already received one, and we would be eligible for another. This is an application process, with \$7 million allocated to Indiana and awarding is based on eligibility and will receive loan based on order application was received. They are issued on a taxable basis whereby the other bonds are tax-exempt. Inasmuch as we would probably only be awarded a maximum of \$2 million in QZAB funds, we would have to use other means in obtaining financing for the projects.

Based on options shown, these bonds would be paid off within five years, regardless of the option pursued. If we received the \$2 million QZAB funding, we would have to pay the interest rate on any other bonds sold. The total interest expense for the three taxable bonds would amount to just under \$475,000, with repayment in three to five years through 2018. By contrast, the total interest expense of the QZAB bonds would be about \$234,000. By choosing the QZAB option would be less expense.

Mr. Parsley asked Jeff Qualkinbush to explain the details of the QZAB funds and the matching required in past. The 2009 QZAB bond was done as a general obligation bond, but you can do it as a first mortgage bond, which is what they are now proposing. The process is the same, but to qualify for the application you do have to provide a 10% private contribution match. Back in 2009 we asked the Vincennes Education Foundation to provide a letter saying they would contribute \$20,100 per year for 14 years in the form of scholarships, etc., which would qualify for the \$200,000+ needed for the match. Going forward we would need VEF to issue a letter extending contributions, and to ask other organizations, i.e. Band Boosters, to contribute toward the 10% match needed. Bonds would be issued at a federal tax rate.

Mr. Parsley stated that we are continuing to deal with loss of revenue in our Capital Projects Fund as of a result of the tax caps and creative financing of projects is going to be needed. He advised that in year 2013, payable 2013, we only received 84% of tax funds than we did the prior year for CPF.

Mr. Bauer asked Mr. Qualkinbush if there were any other options available to us. Jeff stated that we were in a good position with our Debt Service Fund compared to others around the state and that this would be the best option for us. The only other option available, which he would not recommend, would be to use the Capital Projects Fund and do an installment payment contract for a guaranteed savings contract. That would be extending that CPF contract out for an additional 10 to 15 years, thereby tying us down to not being able to address any emergency needs that might arise. He stated that by having almost \$2 million in debt falling off for 2016 and to go into short-term debt issues every year would deplete the CPS fund. Going with the bonds would be a better approach in addressing needs at the high school and any other project we may be contemplating.

In addition, by state law we are addressing the HVAC and lighting systems as two separate projects and we would not be subject to a more lengthy and rigorous process.

Mr. Parsley thanked Mrs. Irwin-Knott and Mrs. Gray from Umbaugh & Associates, and Jeff Qualkinbush from Barnes and Thornburgh for coming to Vincennes with their presentations and answering questions from the Board.

By unanimous vote, the board approved Greg Parsley's request to accept the 2013-2014 Knox County Special Education Joint Service & Supply Budget. The total budget will be \$904,234 with all three Knox County schools receiving a share. VCSC's portion of the budget is \$465,409.24, or about 51.4% of the total budget. As VCSC is the Local Educational Agency of the KCSEC, the budget comes through our Board of School Trustees.

Greg pointed out that Sandra Lange, who could not be here tonight, has highlighted increases in the teacher of the hearing-impaired, health insurance, and a licensed speech therapist, which is for VCSC and one we are desperately looking for. Last year we had an assistant in emergency situations, but if we cannot find a licensed therapist we would have to look at contracting it out at approximately \$70 per hour. Greg advised that we are not unique in needing a licensed speech therapist, saying there are school corporations that are issuing sign-on bonuses for a licensed therapist, stating they are just not out there.

By unanimous vote the board approved Greg Parsley's request for the passage of Public School Transfers under House Enrolled Act of 1381 in which public schools are required to state that they will accept students from other Indiana schools, in addition to setting a cap.

As a result of HB 1381, which goes into effect July 1, 2013, the VCSC can and will accept the following maximum numbers for our respective schools:

Lincoln High School	1,200 students	300 per grade level
Clark Middle School	801 students	267 per grade level
Franklin Elementary	648 students	108 per grade level
Riley Elementary	402 students	67 per grade level
Tecumseh-Harrison Elementary	600 students	100 per grade level
Vigo Elementary	600 students	100 per grade level

It is important to note that VCSC does not turn away students of any kind. We are in the business of promoting a free and public education and as a result welcome all kinds of walk-ins to VCSC. We do not, nor will we exclude students, including past performance or special education students.

By unanimous vote the board approved Barry Stone's request to accept \$13,135.32 for a Remediation Grant, and application submission, based upon Fall 2011 Graduation Qualifying Exams. This money would be used to educate these students with Edmentum, which has a remediation component and will also help students on their PSAT and SAT exams.

By unanimous vote the board approved Barry Stone's request to submit the Title 1 Budget application in the amount of \$832,816.32. This is our planning allocation amount, which is \$120,000+ less than last year's allocation and \$50,000 less than what we anticipated our allocation would be. He advised that we had taken measures, knowing our allocation would decrease, and have made changes within the budget. If these measures had not been taken, we would be looking at RIF'ing employees at this point. Mr. Parsley added that we have standardized the Title 1 program so that it is consistent amongst the four elementary buildings, and not having different programs at each building.

By unanimous vote the board approved Barry Stone's request to submit the Title 1 Part D budget application in the amount of \$121,795.50 for the Southwest Indiana Regional Youth Village. Barry noted that their allocation had not been reduced at all.

By unanimous vote the board approved Greg Parsley's request to pay the following items totaling \$6,682.20 from the CSM Contingency Fund:

Amazon	\$3,228.48	Items for the CMS Daily TV Show
U.S. Games	\$1,054.78	Physical Education items
K12Software.com	\$ 481.99	Business Department Items
Datavideo	\$1,916.95	To help with CMS Daily TV Show

Greg advised that we still have in excess of \$65,000 in the account and hopefully Ryan Clark and his team will be able to spend that before the end of the year, as we have to pay Bank of New York \$2,000 to administer the account.

By unanimous vote the board approved Greg Parsley's request for the following Resolution to Decrease Appropriation in the amount of \$500,000 from the General Fund. The purpose of this is for the preparation of the 2014 VCSC budget.

**APPROPRIATION REDUCTION RESOLUTION/ORDINANCE
VINCENNES COMMUNITY SCHOOL CORPORATION**

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 Vincennes Community School Corporation of the Vincennes CSC Tax Unit, Knox County, that the following existing appropriations be reduced in the following amounts:

Fund Name: <u>General</u>	AMOUNT REDUCTION REQUESTED	AMOUNT APPROVED BY FISCAL BODY
Major Budget Classification:		
Personal Services	\$ <u>500,000.00</u>	\$ <u>500,000.00</u>
Supplies	\$ _____	\$ _____
Other Services & Charges	\$ _____	\$ _____
Township Assistance	\$ _____	\$ _____
Debt Service	\$ _____	\$ _____
Capital Outlays	\$ _____	\$ _____
TOTAL for <u>General Fund</u>:	\$ <u>500,000.00</u>	\$ <u>500,000.00</u>

 Adopted this 17th day of June, 2013.

NAY	AYE
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ATTEST:

 Secretary of Governing Body

By unanimous vote the board approved Greg Parsley's request to run a Second Claims Docket at the end of the month or June 30, as this is the final month before starting the new budget. We will need to close out some of our vendors' requests for payment prior to the July 22nd board meeting.

All board members welcomed all the new hires to VCSC and congratulated all the transfers in the corporation. Board members expressed their appreciation for all the hard work they have done and wish them well in their new positions. They will be looking for great things to come.

Greg Parsley announced that he and Steve Combs had attended the Commissioner's Meeting at 6:00 p.m. this evening to ask for the creation of a *County School Safety Committee*. This is so we could make application under Senate Enrolled Act 1, for a school resource officer, which we could match against our present one. The Commissioners cannot do anything until July 15 when it becomes law. This was a united presentation with VCSC, North Knox and South Knox School Corporations.

Greg also wanted to report on the School Summer Lunch Program, advising that to date we had served over 2200 meals. Lincoln High School has served 853 meals, with one day there being 85 children that participated. Riley Elementary has had 457 through their building, Vigo and Tecumseh-Harrison have had around 300 each, and the Washington Christian Center has had 328. Greg thanked the board for giving their approval for this program, working with Sodexo, the U.S. Department of Education and the U.S. Department of Agriculture. It is great to see that we are providing these children with hot meals over the summer.

There being no further business, the meeting was adjourned at 7:53 p.m.

 Lynne M. Bobe, President

 Patrick P. Hutchison, Secretary