

January 21, 2013

The regular monthly meeting of the Vincennes Community School Corporation Board of School Trustees was held on Monday, January 21, 2013, 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.

President Bobe convened the meeting at 7:00 p.m. and led the audience in the Pledge of Allegiance to the American Flag.

Aaron Bauer, as President of the Board of Finance, advised that a meeting of that board is to be held at least once a year, and upon motion and second, called that board to order. Greg Parsley gave a report on the Interest earned for the VCSC in the 2012 calendar year. He reported we had earned \$15,971.09, the lowest in a 15-year composite history. This is nearly \$10,000 less than a year ago. This is due to the low interest rate earned on monies invested.

By unanimous vote the Board of Finance was adjourned.

By unanimous vote the Board approved Greg Parsley's request for Consent Agenda consisting of the following items:

- A. Minutes of December 20, 2012 & January 7, 2013 Meetings
- B. Claims 18189 – 18384
- C. Financial Statements
- D. Personnel

Resignations:

Shaun Soderling LHS Boys Head Soccer Coach

Leaves:

Kayla Weyer Franklin Kindergarten Teacher requests
maternity leave from approximately 2/24/13 to
approximately 5/1/13

Lisa Coffman Franklin Classroom Aide requests medical leave for
surgery from 1/30/13 for 6-8 weeks

Meredith Dreiman Vigo Grade 4 Teacher requests extension of maternity
leave from 2/5 through 3/22/13

All other Leave Requests were approved as submitted.

E. Donations

| | | |
|---------------------------|-------------|--|
| Napa Auto Parts | \$ 320.00 | CMS Secret Alice Fund CMS After School Tutoring Transportation costs |
| Duke Energy | \$ 4,000.00 | |
| Anonymous | \$ 3,000.00 | VCSC Secret Alice Funds, to be divided among our six schools |
| Donovan & Donovan | \$ 25.00 | All these donations were made to Tecumseh- Harrison Elementary School to purchase laptop computers for their Kindergarten and Grade 1 classrooms. |
| Frederick's Funeral Home | \$ 100.00 | |
| Dumes | \$ 100.00 | |
| Hacker Plumbing | \$ 100.00 | |
| Sullivan Family Eyecare | \$ 200.00 | |
| McDonalds/McTeacher Night | \$ 307.73 | |
| Gemtron | \$ 700.00 | |
| Herman Family Dentistry | \$ 850.00 | |
| Boxtops | \$ 996.90 | |

F. Field Trip Requests

1st Sgt. Henning of LHS JROTC class requests permission to take JROTC students to Drill and Color Guard Competition in Owensboro, Kentucky, on Saturday, February 23, 2013.

Wendy Smith, Clark Middle School Social Studies Teacher, requests permission to take interested 7th and 8th Grade students to Washington, D.C. over Spring Break, Monday, March 25, through Friday, March 29, 2013. Parents will pay all costs for their child.

Betsy Couchenour, Lincoln High School Science Teacher, requests permission to take 11th and 12th Grade Anatomy & Physiology students to the Kentucky Science Center in Louisville, Kentucky, on Monday, April 22, 2013. Students will pay their own expenses.

G. Fundraiser Requests

LHS Random Acts of Kindness (RAK) Club requests permission to conduct Wristband Bracelet and Root Beer Float sales for two weeks following board approval and receipt of bracelets. Proceeds will be donated to the family of Heath Snider, a 2012 graduate that was injured in a 4-wheeler accident, to help cover medical expenses. He is currently in a coma in an Evansville hospital.

CMS Student Council requests permission to conduct a "Wear a Hat Day" on Friday, February 15, 2013. Students may choose to bring in \$1.00 to wear a hat, with proceeds going to Vincennes Parks Department for the Rainbow Beach project.

Greg Parsley reported that VCSC was subject to our every other year audit from the Indiana State Board of Accounts. We received high praise with no critical findings in the corporation's many different funds. The SBOA also looked over the extra curricular accounts in the different buildings. Greg expressed many thanks to Mrs. Madonna Williams, VCSC Business Manager, Mrs. Debbie Groves, VCSC Treasurer, and Mary Beth Gavney, Deputy Treasurer, who are primarily responsible for the outstanding corporation audit.

By unanimous vote the board approved Greg Parsley's recommendation to award Transportation Bids for 19 routes for the 2013-14 through 2016-17 school years. Current carrier P.W. Mischler was awarded 10 routes, Randy Armes, owner of BusCorp, was awarded six routes and VCSC will run three routes in addition to all special education. Lowest daily rate for bids was submitted at \$199.00 per day with the highest daily bid of \$208.62. Four prospective bidders and/or companies submitted with the lowest and best bids being accepted. Greg reported that VCSC's annual transportation contract that includes special education is nearly \$1,000,000.

By unanimous vote the board approved Ryan Clark's request to use Student Activity Fund to pay for CMS Institutional Membership Fee of \$120 to the Indiana State School Music Association. This will allow Clark Middle School to participate in any ISSMA music contests and events during the school year.

By unanimous vote the board approved Greg Parsley's recommendation to pay \$46,315.95 from CMS Contingency Fund for the following items:

| | | |
|--|--|--------------|
| CIM Technologies | 10 Packs of E-Beam Pens | \$ 920.00 |
| EZ Flex | Wrestling Mat for Gym | \$ 7,995.00 |
| Lee Company | White Boards for Green Room | \$ 6,730.00 |
| Lowe's, Pitsco, & Office Playground | IT Items for IT Classroom | \$ 806.95 |
| B&J Music & Rose Brand | Various Band Instruments & Seamless Tarp for Music Department | \$ 29,864.00 |

There is still a balance being maintained in excess of \$140,000. Greg reported that he has been in conversations with Ryan Clark and Barry Stone with regards to purchasing some high-ticket items, especially for the Science and Music Departments so this fund can be depleted. Technology items are also being considered.

By unanimous vote the board approved Greg Parsley's following request for a Resolution to Transfer \$28,250 from the Rainy Day Fund to the 2012 Pension Debt Fund and \$7,781 from the Debt Fund to the Pension Fund. This transfer necessitated due to the fact VCSC did not receive enough monies as a result of the tax caps.

RESOLUTION FOR FUND TRANSFER

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 approximately \$28,250.00 in funds from Rainy Day Fund to 2012 Pension Debt Fund and \$7,781.00 from Debt Fund to 2012 Pension Debt Fund for cash flow purposes.

BE IT FURTHER RESOLVED, by the Board of School Trustees of the Vincennes Community School Corporation, Knox County, Indiana that the fund transfers are deemed necessary due to shortfall of property tax funds available from Knox County.

THEN BE IT RESOLVED, that the Board does hereby declare the following transfer is necessary, the transfer does not require the expenditure of more money than the total amount set out in the Pension Debt Fund and the transfer is made at a regular public meeting and by proper resolution.

Passed and adopted by the Board of School Trustees of the Vincennes Community School Corporation this 21st day of January, 2013.

Lynne M. Bobe, President

Aaron M. Bauer, Vice President

Patrick P. Hutchison, Secretary

Karla A. Smith, Member

Barbara L. Toole, Member

ATTEST _____
Secretary, Board of School Trustees
Vincennes Community School Corporation

By unanimous vote the board approved Greg Parsley's following request for a Resolution to Transfer \$500,000 from the General Fund to the Rainy Day Fund. He stated that once in the Rainy Day Fund monies can only be used for tax driven funds and this includes Pension, Bus Replacement, Capital Projects, Debt and Transportation Funds. As a result of the "Caps" and what was shown with the Pension Fund, the VCSC must maintain a healthy Rainy Day Fund.

Greg reported that we do not have the 2013 Budget Order from the Department of Local Government and Finance (DLGF) as yet. However, the primary concern has been that because the DLGF is making school corporations as a whole to pay their debt they are in turn shorting the other funds. This is a grave concern, especially with Transportation and Capital Project Funds.

RESOLUTION TO TRANSFER TO RAINY DAY FUND

WHEREAS, the Board of Trustees of the Vincennes Community School Corporation acting within the authority established by the laws of the State of Indiana wishes to establish the purposes and amounts to be transferred to the Rainy Day Fund;

THEN BE IT HEREBY RESOLVED, that the Board does hereby declare that a Rainy Day Fund is established for any legal purpose of the General, Debt Service, Pension Debt, Capital Projects, Transportation, Bus Replacement, or Preschool Special Education Fund as set out in Indiana Code 36-1-8-5.1 and declares the following transfers to the Rainy Day Fund.

| <u>Fund</u> | <u>Amount</u> |
|--------------|---------------|
| General Fund | \$ 500,000.00 |
| TOTAL | \$ 500,000.00 |

Passed and adopted by the Board of School Trustees of the Vincennes Community School Corporation this 21st of January 2013.

Lynne M. Bobe, President

Aaron M. Bauer, Vice President

Patrick P. Hutchison, Secretary

Karla A. Smith, Member

Barbara L. Toole, Member

ATTEST _____

Secretary, Board of School Trustees
Vincennes Community School Corporation

By unanimous vote the board approved Greg Parsley's following request for a Resolution to Transfer Funds from one line item to another in the General Fund and Capital Projects Fund as enough monies were not appropriated in certain funds. This includes moving \$1,214 from Instruction of Regular Programs/Elementary to Remediation. Also included is \$9,900 from Instruction of Regular Programs/High School to Operation of Non-Instructional Services/Coaching, as well as \$15,000 from Instruction of Related Technologies to Facilities/Improvement.

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 2012 General Fund and Capital Projects 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 2012 General Fund and the transfers are made at a regular public meeting and by proper resolution.

GENERAL FUND

FROM:

TO:

| | | |
|---|---|------------|
| 0100 11000 Instruction Reg. Prog./Elem. | 0100 16000 Remediation Programs | \$ 1214.00 |
| 0100 11300 Instruction Reg. Prog/H.S. | 0100 33400 Oper of non-Inst Srvs-Coaching | \$ 9900.00 |

CAPITAL PROJECTS FUND

| | | |
|--------------------------------------|----------------------------------|------------|
| 0350 22370 Instruction Related Tech. | 035 45100 Facilities/Improvement | \$15000.00 |
|--------------------------------------|----------------------------------|------------|

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Patrick P. Hutchison, Secretary

Karla A. Smith, Member

Barbara L. Toole, Member

ATTEST _____

Secretary, Board of School Trustees
Vincennes Community School Corporation

Greg reported that Mike Szady was taken off the Agenda for this month's meeting and he will be at the February meeting to make his presentation and recap of grants.

Pat Hutchison complemented those involved in again coming through with a good audit with the State Board of Accounts. He is in the process of going through it himself and he knows how involved they can be.

Aaron Bauer also thanked Mrs. Williams and everyone else on the great job they are doing with the books with the amount of line items that are involved. Being through numerous audits himself he knows how nerve-racking they can be and it speaks very highly of everyone involved. He knows these things "just don't happen", that it takes a lot of work from a lot of people.

Greg welcomed Randy Armes and BusCorp and is looking forward to working with them in the next four years.

Lynne Bobe wanted to again thank everyone that donated money to the various funds, stating it is very generous that they are providing funds for something that would not have been able to be done without the donations.

There being no further business before the board, the meeting was adjourned at 7:23 p.m.

Lynne Bobe, President

Pat Hutchison, Secretary