

# Board of School Trustees Meeting

**Mt. Vernon Board of School Trustees**  
Mt. Vernon Administrative Service Center  
Monday, March 16, 2020  
7:00pm - 8:00pm

**Present:** Mr. Greg Rollo, Director of Technology; Mrs. Gwen Scrogam, Board Secretary; Mrs. Maria Bond, Communications Director; Mrs. Kellie Freeman, Board President; Mr. Tony May, Board Member; Mr. Mike McCarty, Board Member; Dr. Jack Parker, Superintendent; Mr. Chris Smedley, Assistant Superintendent; Mr. Scott Shipley, Director of Curriculum; Mrs. Beth Smith, Board Member; Mrs. Shannon Walls, Board Member; Mr. Greg Elkins, Chief Financial Officer

**Absent:** Mrs. Laura Durig, SpEd Director; Mr. Derek Shelton, Director of Operations; Lisa Heitman, Finance Dept

## 1 Board Work Session (5:30 P.M.)

Dr. Jack Parker, Superintendent

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### Minutes:

The board held a work session prior to the regular meeting where they toured the current bus facilities and discussed the current conditions of the bus barn.

## 2 Pledge of Allegiance (7:00 P.M.)

Mrs. Kellie Freeman, Board President

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The School Board, before each meeting, offers the opportunity to participate in a moment of silence and the Pledge of Allegiance. People attending the meeting are welcome to take part in this procedure. Those desiring not to take part may either remain in the hallway before the meeting or sit quietly in the meeting room.

### Minutes:

The invocation was given by Shannon Walls.

## 3 Call to Order

Mrs. Kellie Freeman, Board President

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### Minutes:

The Board of School Trustees of the Mt. Vernon Community School Corporation held a regular meeting on March 16, 2020 at 7:00 p.m. at the Administrative Service Center.

## 4 Adoption of Agenda

Mrs. Kellie Freeman, Board President

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### Minutes:

Dr. Parker stated there were several revisions to the agenda. He added two Action Items: Extend Number of ELearning Days and Resolution to Pay Employees for Special Closure Due to COVID-19; personnel items and announced the Fortville-Vernon Twp. Public Library Annual Report had been postponed.

Mr. May made a motion to adopt the agenda as revised. Mr. McCarty seconded, and the motion carried 5-0,

## 5 Reports

Dr. Jack Parker, Superintendent

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### 5.1 Good News

Mrs. Maria Bond, Communications Director

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**Minutes:**

Mrs. Bond shared the following Good News:

1. MVHS Jazz Band received a Gold Rating at the ISSMA Jazz Festival, and the Indoor Percussion Ensemble finished 4th at their recent contest.
2. MCE students stopped by to read with the Mini-Marauder Preschool students on their way to a field trip.
3. Hancock County Promise held their annual celebration and gave three kindergarten students throughout the county a \$500 scholarship in their Direct Savings Account made possible by the sponsorships of Greenfield Bank, NineStar and Hancock Health.
4. Local dentists Ladd Dental and Dr. John Ritter visited Fortville Elementary and Mini-Marauder Preschool to teach the importance of dental hygiene.
5. Channel 4 and Fox 59 covered students packing meals for the hungry as part of Million Meals.

**Attachments:**

[3-2020 Board Report.pdf](#)

### 5.2 Hancock County Public Library Annual Report

Dave Gray and Tom Seng

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**Minutes:**

Dave Gray Director, Hancock Co. Public Library gave his Annual Report. Mt. Vernon's appointment to the Board of Trustees, Tom Seng, was unable to attend. The library is funded entirely from income tax, not property tax. 58% of library funds goes to salaries/benefits; library collections 20%; capital outlays 4%; other services/charges 16% and supplies 2%. Mr. Gray was excited to announce library cards have been distributed at all four county schools since 2018. One program offered by the library is Imagination Library where the library has partnered with Hancock County Community Foundation to provide a book per month at home to children age birth to 5 years old. Currently, over 1,800 are enrolled in this program. 2019 stats show over all circulation is 1,024,517, electronic circulation 340,289 and 36,898 people attended programs offered by the library. State stats show the library is ranked 13th overall in circulation, 11th overall in electronic circulation, 17th in program attendance and tied for 13th in number of MLS on staff. One of the library's biggest projects, the Sugar Creek Branch, opened February, 2019 thanks in part to a generous gift from Dr. Ralph and Grace Rea. The Hancock County Bookmobile made 531 total stops last year, 144 at schools. Circulation for the bookmobile was 37,222. It is the hope in the near future that the bookmobile will once again make Mt. Comfort Elementary once of their stops.

### 5.3 Fortville-Vernon Twp. Public Library Annual Report

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Karyn Millikan, Director

**Minutes:**

The Fortville-Vernon Twp. Public Library Annual Report was postponed to a future meeting.

### 5.4 Spotlight on Schools

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Dr. Jack Parker, Superintendent

Mr. Casey Dodd, Principal, Mt. Vernon High School

**Minutes:**

Mr. Casey Dodd, principal at Mt. Vernon High School, gave a presentation spotlighting his school. He started by stating the goal is for students to be well-rounded by the time they work themselves through all our buildings. We want our students prepared academically, but provide opportunities for them to be good human beings along with being well-rounded. A wide range of opportunities include 60 clubs and activities, academic teams, performance arts (band, choir), and athletics. Students have over 100 activities offered them to participate in. He focused on three of these activities, Bring Change to Mind, Freshman Mentors and Student Government. Bring Change to Mind brings awareness to mental health and treating each other the right way. Activities include Rise Above It, Mental Health Awareness Week, Random Acts of Kindness, Middle School Mental Health Presentations and Bring Change 2 My Sparks (conversation, hope, love, courage, action). Freshman Mentors provides training over the summer for students that have applied to be mentors. Mentors participate in Freshman Kick-off at the start of the year and check in with freshmen throughout the year. Student Government activities include Choose Kind Week, Student vs Staff Basketball Game, Homecoming Activities, Staff Appreciation, Mental Health Week and Quarterly Staff Breakfasts.

### 5.5 Textbook Report

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Mr. Scott Shipley, Director of Curriculum

**Minutes:**

Mr. Shipley gave a report on Textbook Adoption. The process began in October 2019 when teachers were surveyed to determine textbook needs. A novel list committee was formed. 81% of elementary teachers surveyed indicated they felt the content area lacking resources (textbooks/digital resources, etc.) was Language Arts (writing/grammar) followed up by 62.3% felt Social Studies. At the secondary level, survey results showed that 52.2% of teachers indicated the need for additional resources/textbooks. The secondary survey included more "open ended" questions and a committee of 9 teachers analyzed those responses and ranked the highest areas of need with the top 3 being FACS (2006), World Language (Spanish) (2008) and Business (2006). In 2019-20 Finite Math was offered as a new course and a textbook was recommended for that course.

Last December, the secondary adoption committee began the adoption process by meeting with department chairs from FACS, World Language, Business, and Math. They met with vendor reps, gathered samples, evaluated materials and created a list of textbook recommendations. The elementary process began in December with committee members researching elementary writing programs, discussing writing programs with other districts and developing writing committee of teacher representatives from each grade level and school. In January the list of writing programs was reduced to three. It was determined that none of the writing programs require student resources that would increase student fees and all included professional development and teacher resources. They will

continue investigating the three programs and meet again in May after ILearn testing to listen to presentations from the program companies and develop a recommendation for an elementary writing program. All the textbooks being considered are available to review at the administration building.

In August a Novel List committee of teacher representatives from each grade level and school K-12 was developed. The committee has met multiple times and worked to create a district wide novel list to be followed by all teachers by grade level. Each novel was analyzed based on diversity, ethnicity, gender, genre, mental wellness, identify and ability level. An addition/change process was created.

**Attachments:**

[Textbook Adoption 2020.pdf](#)

## 5.6 International Program Spain 2021

Mr. Scott Shipley, Director of Curriculum

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**Minutes:**

Mr. Shipley presented a letter from Jennifer Roland, Director of International Exchange Program asking permission to take a group of 20 Spanish language speaking students and 4 teachers to Spain over Spring Break during the 2020-2021 school year. This program will operate through FLAG (Foreign Links Around the Globe). Students will be placed in an immersive home-stay experience. Permission for the trip is included in the Consent Items as an Overnight Field Trip. If board members vote to accept the recommendation, Ms. Roland will move forward to see if students are interested and begin planning the trip.

**Attachments:**

[Request for Spain Trip.pdf](#)

## 6 Public Comments Regarding Agenda Items

Mrs. Kellie Freeman, Board President

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0167.3 - Public Participation at Board Meetings

May only address items listed in the agenda

Must be recognized by presiding officer.

Must provide name, address, and group affiliation, if and when appropriate

Limited to 3 minutes duration

All statements shall be directed to the presiding officer; no person may address or question Board members individually

**Minutes:**

There were none.

## 7 Consent Agenda

Mrs. Kellie Freeman, Board President

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The school board shall use a consent agenda (Policy #0166.1) to keep routine matters. By a single motion, the Board approves/adopts the following items or actions which reflect application of School Board Policy and/or Indiana Code. Any items marked "Consent" may be removed from the agenda by a Board Member or the Superintendent.

**Minutes:**

Mrs. Walls made a motion to accept the Consent Agenda as presented:

1. Minutes of the February 24, 2020 Board Meeting;
2. Claims;
3. Request for a 8-10 day student trip to Sevilla or Madrid, Spain during Spring Break 2021 as previously presented;
4. Request to accept donation of \$2,500 from Fortville Elementary PTO to FES students and teachers to be used for Flocabulary Subscription;
5. Request to accept Employee Referral Incentive Program Guidelines ;
- 6 The following personnel items:

**CERTIFIED RETIREMENT/RESIGNATIONS**

Julie Earl, MVMS Teacher

**CERTIFIED RECOMMENDATIONS**

Kathy Wilson, MCE Speech and Language Pathologist (working Tuesday and Thursday)

**CLASSIFIED RETIREMENT/RESIGNATIONS**

Karla Maynard, Bus Aide

Kade Lewin, Mini-Marauder Preschool Instructional Assistant

Haile Loring, FES Instructional Assistant

Megan Garner, Mini Marauder Preschool Instructional Assistant

Taylor Roberts, MVHS Custodian

Christi Poag, MVHS Essential Skills Instructional Assistant

Elizabeth Shepherd, MVMS Cafeteria

Mycaela Messer, MVHS Essential Skills Instructional Assistant

**CLASSIFIED RECOMMENDATIONS**

Howard Savage, MVHS Essential Skills Instructional Assistant

Karla Maynard, MVHS Essential Skills Instructional Assistant

Steven Lackey, MVMS Instructional Assistant

Ashley Bowman, MCE Custodian

Andrea Bell, MCE Custodian

Christine Young, MVMS Media Assistant

Emma Pena, MVHS Custodian

**TRANSFERS**

Gwen Perkins, Transfer from MVMS Head Boys' Track Coach to MVMS Assistant Boys' Track Coach

Rebecca Watts, Speech Language Pathologist, Transfer from Working 2 Days/Week to 5 Days/Week

Rachel Bratton, Mini-Marauder Preschool (Increase hours by 3 hours per week)

Melissa Montague, Transfer from MVMS Media Assistant to MCE Building Technology Assistant

### **ECA RECOMMENDATIONS**

Kristin Turner, MVMS 7th Grade Softball Coach

Brian Burhenn, MVHS Boys' Track Volunteer Assistant

Carinne Collier, MVHS Dual Credit Teacher

Dan Keeler, MES ILEARN Tutor

Lynn Hartley, MES ILEARN Tutor

Kristi Norton, MES ILEARN Tutor

Jessica Gowen, MES ILEARN Tutor

Candy Turner, MVMS Volunteer 7th Grade Softball Coach

Blake Wampler, MVMS Volunteer 8th Grade Softball Coach

Jason Joy, MVMS Volunteer 7th Grade Baseball Coach

Steve Thorla, MVMS Volunteer 7th Grade Baseball Coach

Hayden Deford, MVMS Volunteer 8th Grade Baseball Coach

David Hines, MVMS Volunteer 7th Grade Softball Coach

Scott Blanchard, MVHS Volunteer JV Baseball Coach

### **LEAVE REQUESTS**

Jennifer Sherbak, MVHS Teacher (Intermittent Medical Leave January 1, 2020-December 31, 2020 - use as needed)

Pam Matthews, MVHS Health Room Assistant (FMLA - 2/3/20-3/3/20)

Morgan Benigni, FES Teacher (Maternity Leave 2020-2021 School Year)

Jonathan Taylor, MVHS Instructional Assistant (Leave of Absence to Complete Student Teaching at FES 3/2/20-5/8/20)

Mr. May seconded, and the motion carried 5-0.

## **7.1 Executive Session Minutes**

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## **7.2 Regular Session Minutes**

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February 24, 2020 Board Meeting

### **Attachments:**

[February 24 2020 Meeting Minutes.pdf](#)

## **7.3 Claims**

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**Attachments:**

[Claims.pdf](#)

## 7.4 Personnel Report

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**Attachments:**

[Personnel Report 1.pdf](#)

[Personnel Report.pdf](#)

## 7.5 Overnight Field Trip Request

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**Attachments:**

[Overnight Request for Spain Trip.docx](#)

## 7.6 Request to Accept Donation

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**Attachments:**

[Request to Accept Donation.pdf](#)

## 7.7 Employee Referral Incentive Program Guidelines

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**Attachments:**

[Employee Referral Incentive Program Guidelines.DOCX.pdf](#)

# 8 Action Items

Dr. Jack Parker, Superintendent

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## 8.1 Future Growth Plan

Dr. Jack Parker, Superintendent

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**Minutes:**

Dr. Parker presented the Future Growth Plan designed by the Mt. Vernon Community Champions. He started by stating the purpose for developing this plan, why are we doing all of this. We are growing fast and we need a long range plan, we must do what is best for students and the recommendations we develop will impact Mt. Vernon Schools forever. The first phase of developing the plan began last August when 307 community members came together to discuss frame of work, grade configuration feedback and hopes and dreams. In September, approximately 50 community members met for the first time forming the Mt. Vernon Champions Advisory Committee. At this meeting they identified themes and developed wonderings. In October they discussed shared values, takeaways from wonderings and grand figurations. In November they discussed grade configuration w/trigger points, refined shared values and important factors. January, 2020 they refined the draft plan. At the end of January, 240 community members came back together to review the draft plan and other factors and members gave input on what was presented. The last meeting of the Advisory Committee refined the Future Growth Plan, identified themes and important considerations.

The Future Growth Plan consists of five ideas:

1. Utilize Fortville Elementary (FES) as an Intermediate School (IS) for grades 5 & 6.

2. Increase the classroom capacity of FES to accommodate the enrollment needs of our future IS.
3. Either build a new elementary school to replace FES on a location to be determined, or significantly renovate the administration building to replace FES.
4. Renovate Mt. Vernon High School increasing classroom capacity to accommodate the future enrollment needs.
5. Renovate Mt. Vernon Middle School increasing classroom capacity to accommodate the future enrollment needs.

Dr. Parker shared a timeline of projected completion of these projects. 2023-2024 new elementary and IS renovation (classroom space increased). 2024-2025 high school renovation completed (classroom space increased). 2028-2029 middle school renovation complete (classroom space increased). Important considerations in order of priority to consider are:

1. Parking and traffic flow on the main campus.
2. Domino Effect - Consider the impact of the process.
3. Release times and the impact on transportation.
4. Maximize all other facilities and plan for future expansions as needed.
5. Redistricting
6. Alternative Program

Dr. Parker thanked community members for their input and advisory committee members for their help in developing the Future Growth Plan. Mr. May also thanked the group for all their hard work. Mrs. Freeman, who was a member of the advisory committee, stated a lot of time was spent on the plan and no one in the group ever complained, everyone was very positive.

Mrs. Smith made a motion to accept the Future Growth Plan as presented and to direct the superintendent and his team to begin working on this plan to address growth. Mrs. Walls seconded, and the motion carried 5-0.

#### **Attachments:**

[Future Growth Plan v 2 20 - Google Docs.pdf](#)

## **8.2 Extend Number of ELearning Days**

Dr. Jack Parker, Superintendent

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We ask the board to consider allowing us to use more than the 6 eLearning days planned for the 2019-2020 school year due to additional eLearning days used in correspondence with COVID-19 closures.

#### **Minutes:**

Dr. Parker asked board members to consider allowing more than the 6 eLearning Days planned for the 2019-2020 school year due to additional eLearning Days used due to the COVID-19 closures. Mr. McCarty made a motion to extend eLearning Days to cover current and future closures of our schools due to Coronavirus. Mrs. Walls seconded, and the motion carried 5-0.

## **8.3 Resolution to Pay Employees for Special Closure Due to COVID-19**

Dr. Jack Parker, Superintendent

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With the Governor's declaration to give schools 20 waiver days from the 180 school days, and with additional eLearning days being implemented due the COVID-19 virus, we are asking the board to pay employees who will be affected by current and future closings.

**Minutes:**

Dr. Parker asked board members to approve the Resolution Authorizing Administration to Handle Work Disruption for Employees Impacted by Coronavirus. He stated the resolution will allow employees affected by current and future closings due to the virus to be paid as he doesn't want any employee to lose a penny of compensation for loss work for a reason they have no control over. This is not extra money, but money already there. Mrs. Walls made a motion to approve the resolution authorizing the administration to handle work disruption for employees impacted by the Coronavirus. Mr. McCarty seconded. Mrs. Freeman asked if this was for certified and classified employees. Dr. Parker responded that certified employees are salaried and will be working from home. They will be compensated because they will be working. This resolution will allow flexibility and gives authority to pay the full salary/benefits of classified employees whose work will be disrupted due to closings. Mrs. Freeman stated this will alleviate a lot of stress for these employees. The motion carried 5-0.

**Attachments:**

[C19 Resolution to Pay.pdf](#)

## 9 Board Member Reports

Mrs. Kellie Freeman, Board President

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Fortville RDC - Mr. Tony May

Cumberland RDC - Mrs. Kellie Freeman

Hancock Co. RDC - Mr. Mike McCarty

McCordsville RDC - Mrs. Shannon Walls

MVEF - Mrs. Beth Smith

**Minutes:**

1. Mr. May reported no meeting was held.
2. Mrs. Freeman reported no meeting was held.
3. Mr. McCarty did not have a report to give.
4. Mrs. Walls did not have a report to give.
5. Mrs. Smith reported that the MVEF Gala scheduled for April 4, 2020 will be postponed to a later date.

## 10 Announcements

Dr. Jack Parker, Superintendent

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**Minutes:**

Dr. Parker announced he has working to keep everyone informed with updates on closures, etc. He recommended everyone visit our website for those updates.

## 11 Adjournment

Mrs. Kellie Freeman, Board President

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### **Minutes:**

Mr. May made a motion to adjourn at 8:05 p.m. Mrs. Smith seconded, and the motion carried 5-0.