

Mt. Vernon Board of School Trustees

Mt. Vernon Board of School Trustees
Mt. Vernon Administrative Service Center
Monday, June 15, 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; Dr. Jack Parker, Superintendent; Mr. Derek Shelton, Director of Operations; 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. Tony May, Board Member; Mr. Mike McCarty, Board Member; Lisa Heitman, Finance Dept

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

Dr. Jack Parker, Superintendent

Minutes:

The Board of School Trustees held at Work Session at 5:30 p.m.

2 Public Hearing: Additional Appropriation for 2020 Operations Fund

Mr. Greg Elkins, Chief Financial Officer

Minutes:

Mr. Greg Elkins opened the Public Hearing at 7:00 p.m. and stated the hearing had been advertised in the Greenfield Daily Reporter on 5/27/20 as required by statute. The additional appropriation request is for \$500,000 to the Operations Funds. This does not and cannot come from additional tax revenue. Source of these funds is the Educational Fund of which we are already well below the recommended 15% maximum transfer amount. The additional appropriation does not obligate us to actually transfer or spend these funds but is a hedge against additional expenses related directly to COVID-19. Some of the expenses related to COVID-19 may be reimbursed from federal support, but since those expenses are outside of the planned budget, we need to have a cushion so we do not exceed our original appropriation. Mr. Elkins will ask the board later in the meeting to consider the resolution to allow this additional appropriation.

Mr. Elkins asked if there were any patron comments/questions. There were none. The Hearing was closed at 7:03 p.m.

3 Pledge of Allegiance (7:00 P.M.)

Mrs. Kellie Freeman, Board President

Minutes:

Mrs. Freeman led everyone in the Pledge of Allegiance.

4 Call to Order

Mrs. Kellie Freeman, Board President

Minutes:

The regular meeting of the Board of Trustees of the Mt. Vernon Community School Corporation was called to order at 7:04 p.m.

5 Adoption of Agenda

Mrs. Kellie Freeman, Board President

Minutes:

Dr. Parker announced there were several corrections to the agenda. 1) Personnel Report additions; 2) Mr. Shipley deleted the elementary writing materials; and 3) Approval of the certified handbook was postponed to the July board meeting. Mrs. Smith made a motion to adopt the agenda as revised. Mrs. Walls seconded, and the motion carried 3-0.

6 Reports

Dr. Jack Parker, Superintendent

6.1 Good News

Mrs. Maria Bond, Communications Director

Minutes:

Mrs. Bond announced the following Good News:

1. All MV elementary schools were recognized as Project Lead the Way Distinguished Schools. They are three of 404 elementary schools across the nation to receive this honor this year.
2. MVHS held a virtual Senior Honor Night to recognize the high achieving class of 2020. Collaboratively, they received \$4 million in scholarships.
3. MVCSC Food Service have distributed over 87,000 meals since March 31st.
4. MVHS students surprised Science Teacher Mrs. Lynnette Huth by driving by her house and giving her cards and notes of inspiration and appreciation.
5. MVMS and the Mini-Marauder Preschool held a staff drive through to say goodbye to their students, and each elementary school held a 5th grade graduation drive through.
6. Dr. Parker was featured on Fox 59 and CBS 4.

Attachments:

[6-2020 Board Report.pdf](#)

6.2 2020 Retirees

Dr. Jack Parker, Superintendent

Dan Brinker (30)

Patty Calder (15)

Cindy Carmack (37)

John Davis (17)

Donna Dillon (10)

Joe Freeman (41)

Nedra Herbert (18)

Emily Rogers (16)

Michelle White (17)

() yrs. at Mt. Vernon

Minutes:

Dr. Parker announced this year's retirees. As we were unable to hold the normal celebration honoring these individuals, they will be invited back for the first celebration of the school year and a board meeting. The following are those that retired:

Dan Brinker, MVHS Custodian (30); Patty Calder, MVHS Athletic Secretary (15); Cindy Carmack, FES Secretary (37); John Davis, Technology Associate (17); Donna Dillon, MCE Head Custodian (10); Joe Freeman, MVHS French Teacher (41); Nedra Herbert, Speech/Language Pathologist (18); Emily Rogers MES Instructional Assistant (16); and Michelle White, FES Instructional Assistant (17). () years at Mt. Vernon.

6.3 Presentation of Rebate Check From NineStar

Mr. Derek Shelton, Director of Operations

David Spencer

Minutes:

Prior to the board meeting, representatives from NineStar presented Mr. Shelton with a rebate check in the amount of \$41,475 for the lighting project at Mt. Vernon High School. The money will be used for additional energy efficiency.

7 Public Comments Regarding Agenda Items

Mrs. Kellie Freeman, Board President

Minutes:

There were none.

8 Consent Agenda

Mrs. Kellie Freeman, Board President

Minutes:

Mrs. Walls made a motion to accept the following Consent Items:

1. Minutes of the May 18, 2020 School Board Meeting;
2. Claims:
3. Request to accept grant donation of \$1,536.000 from the NRA Foundation for the Mt. Vernon High School Trap Club to fund targets for the club;
4. and the following Personnel Items:

CERTIFIED RETIREMENT/RESIGNATIONS

Joe Freeman, MVHS French Teacher (Retirement)

CERTIFIED RECOMMENDATIONS

Ronnie Thomas, MVMS 8th Grade Social Studies (First Semester Maternity Leave)

Alexandra Beres, MVMS Counselor

Cary Hargis, Temporary Assignment as COVID-19 Compliance Officer for Athletics

Administrators' Contracts 2021-2022

Stacy Muffler, Summer School Assistant Director

MVHS Summer School Staffing

CLASSIFIED RETIREMENT/RESIGNATIONS

Lillie Perdue, Mini-Marauder Preschool Instructional Assistant

Hunter Louk, MVHS Food Service Employee

Virginia Mathis, MVHS Food Service Employee

Allison Smith, FES Food Service Employee

Christy Stiff, MVHS Instructional Assistant

Julia Belcher, MVHS Instructional Assistant

Gema Paz Barcenar, MVHS Instructional Assistant

Rachel Lanteigne, Corporation Treasurer

Jesse Mangano, FES Custodian

Tom Bowman, Full-time Bus Driver

CLASSIFIED RECOMMENDATIONS

Sydney Nichols, Community Relations Intern (Through MVHS ICE Program)

Tom Bowman, Substitute Bus Driver

ECA RECOMMENDATIONS

Tania McNab, MVHS Girls' Track & Field Volunteer Coach

Alexandra Csiernik (Martin), MVHS Girls' Track & Field Assistant Coach

ECA RESIGNATIONS

Tania McNab, MVHS Girls' Track & Field Assistant Coach

Alexandra Csiernik (Martin), MVHS Track & Field Volunteer Coach

Austin Lacy, MVHS Assistant Football Coach

LEAVE REQUESTS

Karon Neal, MES 3rd Grade Teacher (Extend Maternity Leave through the 2020-2021 School Year)

Ashley Craig, MVMS Instructional Assistant (FMLA-Maternity Leave September 17, 2020-December 18, 2020)

Brittany Stewart, Mini-Marauder Preschool (FMLA-Maternity Leave August 21, 2020-November 16, 2020)

Mrs. Smith seconded, and the motion carried 3-0.

8.1 Regular Session Minutes

May 18, 2020 Board Meeting

Attachments:

[May 18 2020 Meeting Minutes.pdf](#)

8.2 Claims

Attachments:

[Claims.pdf](#)

8.3 Personnel Report

Attachments:

[Personnel Report.pdf](#)

[Personnel Report 1.pdf](#)

8.4 Overnight Field Trip Request

There are none.

8.5 Request to Accept Donation

Attachments:

[Donation Request.pdf](#)

9 Action Items

Mrs. Kellie Freeman, Board President

9.1 Resolution to Approve Additional Appropriation for 2020 Operations Fund

Mr. Greg Elkins, Chief Financial Officer

Minutes:

Mrs. Smith made a motion to Approve Resolution 2020-14 to approve the additional appropriation to the Operations Fund the amount of \$500,000. Mrs. Walls seconded, and the motion carried 3-0.

Attachments:

[Resolution 2020-14 Authorizing Requesting and Approving Additional Appropriation for the 2020 Operations Fund .pdf](#)

9.2 Resolution 2020-15 Approving Form of Sixth Amendment to Lease

Mr. Greg Elkins, Chief Financial Officer

Minutes:

Resolution 2020-15 is Approving Form of Sixth Amendment to Lease. The lease is the original lease document created in 2001 and whenever we have a new or refinancing, language in the lease needs to be updated. The school corporation is funding the middle school/all improvements project through a lease financing, as previously done in the past for renovation and construction projects. Lease financing are used by school corporations in order to borrow for renovations and construction. This type of financing does not count against the school corporation's constitutional debt allowance. The MVMS/FES facilities are currently subject to a financing lease and we are amending that to increase the lease rental due from the school corporation. In exchange for the increased lease rental the Building Corporation will use the bond proceeds to make the needed improvements to the facilities. The increased lease rental, as shown as the maximum amount of the Sixth Amendment Lease, will be sufficient to pay the principal and interest due the bond holder. Mr. Elkins is asking permission to restructure the wording of the lease rental. Mrs. Walls made a motion to approve Resolution 2020-15 as presented. Mrs. Smith seconded, and the motion carried 3-0.

Attachments:

[Resolution 2020-15 Resolution Approving Form of Lease.pdf](#)

9.3 Resolution 2020-16 Reapproving Building Corporation

Mr. Greg Elkins, Chief Financial Officer

Minutes:

Mr. Elkins stated in order for the Building Corporation, which is a not-for-profit Indiana corporation, to issue tax exempt bonds, the IRS requires the school board to approve the Building Corporation and authorize it to issue tax exempt bonds on behalf of the school corporation. Mrs. Smith made a motion to approve Resolution 2020-16 as presented. Mrs. Walls seconded, and the motion carried 3-0.

Attachments:

[Resolution 2020-16 Reapproving Building Corporation.pdf](#)

9.4 Approval of Construction Manager Contract

Mr. Greg Elkins, Chief Financial Officer

Minutes:

Mr. Elkins stated at the May 7, 2020 school board meeting, the board accepted the recommendation to approve Hagerman Group as our Construction Manager. Based on a proposal received from them, a contract has been crafted. Mrs. Walls made a motion to approve Hagerman Incorporated as our Construction Manager for additions and renovations to Mt. Vernon Middle School. Mrs. Smith seconded, and the motion carried 3-0.

Attachments:

[MVCSC - Middle School - A133-2009 - Final-c 2 1 .pdf](#)

9.5 Approval of Cash Boxes for All Schools for the 2020-2021 School Year

Mr. Greg Elkins, Chief Financial Officer

Minutes:

Mr. Elkins presented requests from the building treasurers to approve start of the year cash boxes for all schools for the 2020-2021 school year. Doing so will keep them compliant with State Board of Accounts internal controls. Mrs. Smith made a motion to approve the cash boxes for all schools for the 2020-2021 schools as presented. Mrs. Walls seconded, and the motion carried 3-0.

Attachments:

[Request for Cash Boxes.pdf](#)

9.6 1st Reading Policies

Dr. Jack Parker, Superintendent

The following policies are recommended for a first reading due to legislative changes and recommendations from our attorney. No action is required tonight.

A275 School Wellness-Updates related to COVID-19

A300 Personal Communication Device - UPDATED

C200 Withdrawal from School

C225 Parental Access to Instructional Materials and Surveys

C250 Title I Services

D300 Controlled Substances and Alcohol Testing of CDL License Holders and Safety Sensitive Functions

D350 Unrequested Leaves of Absence-UPDATED Fitness for Duty Leaves and Examinations

D450 Resignation

F100 Internal Controls and Reporting Losses, Shortages, Variances or Thefts

F250 Travel Expenses
G275 Animals on Corporation Property
H100 Family Involvement

Minutes:

The following policies are recommended for a first reading due to legislative changes and recommendations from our attorney. No action is required tonight.

A275 School Wellness-Updates related to COVID-19
A300 Personal Communication Device - UPDATED
C200 Withdrawal from School
C225 Parental Access to Instructional Materials and Surveys
C250 Title I Services
D300 Controlled Substances and Alcohol Testing of CDL License Holders and Safety Sensitive Functions
D350 Unrequested Leaves of Absence-UPDATED Fitness for Duty Leaves and Examinations
D450 Resignation
F100 Internal Controls and Reporting Losses, Shortages, Variances or Thefts
F250 Travel Expenses
G275 Animals on Corporation Property
H100 Family Involvement

Attachments:

2020-6-15 - 1st Reading 1 .pdf

9.7 **2nd Reading Policies**

Dr. Jack Parker, Superintendent

A325 - Communicable Disease
C125 - Admission to the Corporation (Legal Settlement)
C300 - Programs for Students with Disabilities and Least Restrictive Environment
C525 - Medical Needs at School
C550 - Student Search and Seizure
D200 - Standard of Care and Supervision of Students
D275 - Drug-Free Workplace
D325 - Personal Background Checks and Mandatory Reporting
D475 - Justifiable Decrease in Teaching Positions

Minutes:

Mrs. Walls made a motion to approve the 2nd Reading of the following policies as presented:

A325 - Communicable Disease

C125 - Admission to the Corporation (Legal Settlement)

C300 - Programs for Students with Disabilities and Least Restrictive Environment

C525 - Medical Needs at School

C550 - Student Search and Seizure

D200 - Standard of Care and Supervision of Students

D275 - Drug-Free Workplace

D325 - Personal Background Checks and Mandatory Reporting

D475 - Justifiable Decrease in Teaching Positions

Mrs. Smith seconded, and the motion carried 3-0.

9.8 Textbook Fees Addendum

Mr. Scott Shipley, Director of Curriculum

Minutes:

Mr. Shipley presented an Addendum to Textbook Fees, per the attached. Added was the possibility of a \$8.00 fee for all grade levels for 2 cloth masks, if the Back to School Task Force recommends them to be necessary. This fee may not be necessary though as we are currently seeking donations for the masks and have a nonprofit group making masks. Parents will be allowed to opt out of requiring their student to wear a mask. Middle school and high schools choirs will be required to wear a face shield, in order for them to continue singing, at a cost of \$3.00. Also included is an Addendum to the MVHS High Tech Academy. These fees were omitted when Mr. Shipley originally asked for approval of textbook fees at the May board meeting.

Mrs. Smith made a motion to approve the Addendum to the 2020-2021 fees as presented. Mrs. Walls seconded. Mrs. Freeman asked if the face shields for choir was a sure thing or as needed. Mr. Shipley responded he anticipates they will be needed, but again it depends on the recommendation from the Task Force. Dr. Parker stated they will be required so students can continue with choir. Each student will have their own shield and they will be stored, as suggested by our Corporation Nurse, in a paper bag in the classroom. The motion carried 3-0.

Attachments:

[MVCSC Fee Addendum 6.15.2020.pdf](#)

9.9 Curriculum Addendum

Mr. Scott Shipley, Director of Curriculum

Minutes:

Mr. Shipley presented an additional curriculum request from the high school. It is the same curriculum, not new curriculum, just a resource to get e-books allowing every student access to the curriculum, as they currently just have classroom sets. Mrs. Walls made a motion to approve the Addendum to the

curriculum materials as presented. Mrs. Smith seconded, and the motion carried 3-0.

Attachments:

[Curriculum Addendum 3.PDF](#)

9.10 Approval of Revised Classified Staff Handbooks

Mr. Chris Smedley, Assistant Superintendent

Minutes:

Mr. Smedley presented a revised Classified Staff Handbook. The changes made bring it into alignment with the Certified Handbook. He will bring the Certified Handbook to the board at the July meeting for their approval. Mrs. Smith made a motion to approve the revised classified handbook for 2020-2021 as presented. Mrs. Walls seconded, and the motion carried 3-0.

Attachments:

[2020-2021 MVCSC Classified Handbook updated June 2020 2 .pdf](#)

9.11 2020-2021 Lunch and Breakfast Prices

Mr. Chris Smedley, Assistant Superintendent

Minutes:

Mr. Smedley presented, on behalf of Food Service Director Doris Johnson, the 2020-2021 lunch and breakfast prices. Due to the paid lunch equity requirements by the Federal Government, lunch prices will be increased slightly to \$3.10 for MVHS & MVMS; \$3.00 for Elementary & Preschool; and \$3.75 for Adults. Breakfast and milk prices will remain the same. Mrs. Walls made a motion to approve the lunch and breakfast prices for 2020-2021 school year as presented. Mrs. Smith seconded, and the motion carried 3-0.

Attachments:

[2020-2021 Lunch and Breakfast Prices.pdf](#)

9.12 2020-2021 Contract Renewal GPO/Distributor and Milk and Bread Vendors

Mr. Chris Smedley, Assistant Superintendent

Minutes:

Mr. Smedley also presented, on behalf of Doris Johnson, the GPO/Distributor, Milk and Bread Contracts for 2020-2021. Mrs. Smith made a motion to approve the Break and Milk Vendors and GPO/Distributor Contract Renewal for 2020-2021. Mrs. Walls seconded, and the motion carried 3-0.

Mr. Smedley thanked Doris Johnson for her leadership and her staff for all their hard work distributing meals over the last month. They have all done an outstanding job under Doris' leadership.

Attachments:

Contract Renewal GPO Distributor Bread and Milk Vendors.pdf

9.13 Permission to Declare Items Salvage

Mr. Greg Rollo, Director of Technology

Minutes:

Mr. Rollo asked permission to declare 47 charging cards and 400 Ipads (Generation 1, 2 and 3) that have reached the end of their typical life and no longer needed for school purposes as surplus items. He is currently looking for vendors to purchase these items to in the hope to re-coop some money.

Mrs. Smith made a motion to approve the technology surplus items as presented. Mrs. Walls seconded, and the motion carried 3-0.

Attachments:

Technology Surplus Items - June 2020.pdf

10 Announcements

Dr. Jack Parker, Superintendent

Minutes:

Dr. Parker announced we are still on track for commencement on July 10, 2020, barr any changes. Looking forward to a huge celebration.

11 Adjournment

Mrs. Kellie Freeman, Board President

Minutes:

Mrs. Walls made a motion to adjourn at 7:33 p.m. Mrs. Smith seconded, and the motion carried 3-0.