

Mt. Vernon Board of School Trustees

Mt. Vernon Board of School Trustees
Mt. Vernon Administrative Service Center
Monday, March 28, 2022
7:00pm - 8:00pm

Present: Mr. Greg Rollo, Director of Technology; Mrs. Gwen Scrogam, Board Secretary; Mrs. Maria Bond, Director of Community Relations; Mrs. Laura Durig, SpEd Director; Mrs. Kellie Freeman, Board President; Mr. Tony May, Board Member; Dr. Jack Parker, Superintendent; Mr. Derek Shelton, Director of Operations; Mr. Chris Smedley, Assistant Superintendent; Dr. Scott Shipley, Director of Curriculum; Mrs. Shannon Walls, Board Member; Mr. Greg Elkins, Chief Financial Officer; Chad Gray, School Board Member; Phil Edwards, School Board Member

Absent: Lisa Heitman, Finance Dept; Susan McElroy

1 Executive Session (5:15 p.m.)

Minutes:

The Mt. Vernon Board of School Trustees held an Executive Session at 5:15 p.m.

Attachments:

[Exec Session 3.28.22.pdf](#)

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

Mrs. Kellie Freeman, Board President

The School Board, before each meeting, offers the opportunity to participate in 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:

Mrs. Freeman led everyone in the Pledge of Allegiance.

3 Call to Order

Mrs. Kellie Freeman, Board President

Minutes:

The meeting was called to order at 7:00 p.m.

Members of the Mt. Vernon High School Chamber Singers, under the direction of Leigh Anderson, sang a song for board members and those in attendance that they sang recently at the Jazz Festival and received all gold marks from the judges.

4 Adoption of Agenda

Mrs. Kellie Freeman, Board President

Minutes:

Dr. Parker announced there were additions to the Personnel Report and one change to the agenda. Dr. Shipley's Textbook Adoption presentation was changed from an Action Item to a Report. Mr. May made a motion to adopt the revised agenda. Mrs. Walls seconded, and the motion carried 5-0.

5 Reports

Dr. Jack Parker, Superintendent

5.1 Good News

Mrs. Maria Bond, Director of Community Relations

Minutes:

Mrs. Bond shared the following Good News:

1. MVHS Boys' Basketball won sectionals and had a 16 game win streak over 2 months. Senior Amhad Jarrard was named to the Large School All-State team and the Senior All-State Supreme 15 team by the Indiana Basketball Coaches Association.
2. MVHS 4A State Football Champions were honored at the statehouse by state legislators, State Representative Jeter and Senator Mike Crider.
3. MVMS 8th Grade students defied gravity and tried their best to "Walk on Water."
4. Each Mt. Vernon building selected and honored their Teacher and Staff of the Year; thanks to the MV Education Foundation for sponsoring this initiative. Teachers of the Year are: Brittany Webber (FES); Michelle Anderson (MES); Dianna Grannan (MCE); D'Lee Rush (MVMS); Jordan Gerbsch (MVHS); and Lindsay Sall (Preschool). Staff of the Year are: Shanda Jouppi (FES); Diana Rafert (MES); Brittany Lenk (MCE); Jay Jones (MVMS); Kelly Fleming (MVHS); and Tracy Furnas (Admin.)

Attachments:

[3-2022 Board Report.pdf](#)

5.2 Spotlight on Programs

Mt. Comfort Elementary - Reading and Math Specialists

Minutes:

Mrs. Alissa Lockwood, Principal of Mt. Comfort Elementary, introduced Katie Downend, Stacy Webber and Kelly Brown, who gave a presentation on Mt. Comfort's Reading and Math Specialist Programs. Mrs. Downend, math specialist, began by stating for reading, there are 95 students in Tier 2 and 17 students in Tier 3 with two teachers and one assistant. For math, there are 39 students in Tier 2 and 14 students in Tier 3 with one teacher. She uses two different approaches, remediation and acceleration. Remediation is catching up what students missed last year and what they need to redo. Acceleration focuses on the present: what students need right now to excel this year. She showed examples of these two approaches. Ms. Webber has been a Title 1 reading teacher for three years and last year, Ms. Brown came on board as a reading specialist. They both work with students in Tier 2 in groups and Tier 3 more of a one on one. When their program started three years ago, the Universal Dyslexia Screener became a requirement of the state and after seeing results from 2019-2020, they realized they had some gaps to fill. Ms. Webber was trained in Orton-Gillingham, a highly structured literacy approach that breaks reading and spelling down into smaller skills involving letters and sounds and then builds on those skills, along with Heggerty Phonemic Awareness Program. It was determined that they did not need to re-teach or teach new things, but just build and grow on things already being taught in their

classroom. That has been the focus on the reading side. The goal is to have all primary (K-2) teachers trained in the Orton Gillingham literacy approach.

Attachments:

[Spotlight on Schools MCE.pdf](#)

5.3 Hancock County Public Library Annual Report

Mr Dave Gray, Director

Minutes:

Mr. Dave Gray, Director, gave the Hancock County Public Library Annual Report. He introduced Mr. Tom Seng, Mt. Vernon's appointee to the library board. The library is funded entirely from income tax, not property tax with 54% of funds going to salaries & benefits; 19% to collection (electronic and physical); 2% to supplies; 19% to other services and 5% to capital. 2021 stats are not quite back to where they were before COVID, but shows overall circulation is 845,522; 18,461 cardholders; 393,117 door count; and 2,611 uses of their meeting room. 2021 circulation by location: 51% Greenfield/Main Library; 21% New Pal/Sugar Creek Branch; 3% bookmobile; and 25% electronic. Library cards have been distributed in all Hancock County Schools since 2018. One program offered is Imagination Library, partnership with Hancock County Community Foundation, where there is currently 2,500 enrolled. Through this program, each child receives a book per month at home from birth to age 5. The Summer Reading Club had a total registration of 1,311 kids in 2021. Members read 997,355 minutes (16,622.5 hours). The current bookmobile has been in service since 2016 and the plans are to add a second smaller vehicle. A grant the library received will pay for 50% of the new vehicle.

Attachments:

[2021 HCPL Annual Update.pdf](#)

5.4 Fortville-Vernon Twp. Public Library Annual Report

Ms. Melissa Dragoo, Director

Minutes:

Melissa Dragoo Loiselle, Director, gave the Fortville-Vernon Twp. Public Library Annual Report. Their 2021 budget goes mainly to salaries & benefits (63%); 11.2% to collection; 2.9% to capital; 2.3% to supplies; and 20.6% to other services. The current collection consists of 70.3% books; 6.9% digital; 17.8% audiovisual; and 5% newspapers/magazines. The library is a member of the Evergreen Indiana Library Consortium enabling them to trade materials all over Indiana with other Evergreen users. General updates include hiring a financial advisor to help with budget forecasting; hiring an architectural firm to conduct a feasibility study; and re-evaluating library policies to make sure current

policies are serving the needs of people. Programming highlights: presenting programs in Fortville and McCordsville; participated in local Halloween festivals; hosted storytimes and visited area preschools for storytime. Several technology updates have been made including the hiring of a new IT company; new website, updated phones; added search catalog computer; new staff PCs and e-mail; added digital signage; and purchased new projector and screen. The library has been awarded \$47,171 in total grants for 2021. Future goals include long-range planning (doing a survey to see what people want); increase programming (add storytimes and afterschool programs); and address gaps in collection, increasing circulation and card members.

Attachments:

[FVTPL Annual Report 2021 presentation.pptx.pdf](#)

5.5 Textbook Adoption

Dr. Scott Shipley, Director of Curriculum

Minutes:

Dr. Shipley gave a presentation on Textbook Adoption 2022 Elem Reading/ELA; HS Business/Spanish III. Each year district curriculum materials will be purchased based on a six year rotation of content areas. Content areas for adoption consist of English/LA/Reading/Writing, Math, Science, Social Studies, FACS/World Language and Business. The standard process includes establishing a committee to research and evaluate resources; committee report and recommendation to CTA and the board; community/parents given opportunities to review recommended resources; seek board approval of recommended resources; and seek board approval of TBR and student fees.

Elementary Reading/ELA Proess 2020-2021: A committee of teacher representatives from each grade level and school was developed in October-December 2020 and researched 24 reading programs, taking seven of those to committee who then reduced the list to four vendors. January 2021 all four vendors made a presentation to elementary teachers. February 2021 the list was reduced to two vendors, who made another presentation to elementary teachers who were able to attend virtually. The committee came to a consensus on MyView by Savvas Learning. March 2021 the committee shared with the CTA. A survey was sent to all elementary teachers to decide if they would adopt or wait a year. 58.8% preference was to delay adoption of the new reading series MyView until the 2022-2023 school year. November and December 2021 the committee again came to consensus to adopt MyView.

HS Business: October-December 2021 the department identified priority courses for adoption and samples were requested from vendors. December-February samples were received and recommendations made for adoption. Shared business adoption update with CTA. Cengage was recommended for Business Management, Entrepreneurship, Accounting, and Marketing. Savvas Learning was recommended for Personal Financial Responsibility.

HS World Language: Spanish 1 and 2 were adopted in the spring of 2020 and it was determined that Spanish 3 was not wanted at that time. They now have requested Spanish 3. Dr. Shipley is recommending a 4 year adoption of Spanish 3 that coincides with Spanish 1 and 2; Edinumen publisher; Mundo Real 3 title.

8th Grade ELA Adoption Update: Tell-Tale Heart, one of the novels selected last year for 8th grade adoption became unavailable. Savvas sent the novel Poe, a collection of Edgar Allan Poe's short

stories and poems which included Tell-Tale Heart.

Digital Curriculum and Instruction Support for Math/ELA: A committee of representatives from each grade level at each elementary school, Math and ELA teachers from the MS and HS and building administrators was formed. The committee identified and evaluated current digital support platforms used by teachers and researched additional digital math and ELA support platforms. They decided an interim recommendation for next school year is best and are close to determining the specifics of the recommendation. They will update the board at their April meeting.

Samples of all the recommended materials are available in the boardroom at the administration building for community and parents to preview. Notices will be sent to all parents via school newsletters.

Dr. Parker thanked Dr. Shipley and the Curriculum Department along with the teachers for all their hard work. He added we cannot expect teachers to be effective without quality resources they can use and he appreciates the board's support in making sure they have these resources.

Attachments:

[Textbook Adoption - Report 2022.pdf](#)

6 Public Comments Regarding Agenda Items

Mrs. Kellie Freeman, Board President

H 225 - Public Participation at Board Meetings

May only address items listed in the agenda

Must be recognized by the presiding officer.

Must reside within the Corporation boundaries, and/or are parents/guardians of MVCSC students, and/or employees of MVCSC.

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

Limited to 3 minutes duration

Comments and concerns related to curriculum, methods of instruction, instructional materials, or Corporation employees shall be submitted in writing to the principal of the school and the Superintendent.

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

For those wishing to address the board on an item not on the agenda, a request to place an item on the agenda must be received no later than seven (7) days prior to the meeting.

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:

There were none.

7 Consent Agenda

Mrs. Kellie Freeman, Board President

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:

The Personnel report was pulled from the Consent Agenda as there was an error on page 1.

Mr. Edwards made a motion to approve the following Consent Items:

1. Minutes of the February 28, 2022 regular school board meeting;
2. Claims;
3. Request from Eric Harnish, MVMS Social Studies Teacher to take a group of students to Japan in 2023 (report to be given later in the meeting)'
4. Construction Claims; and
5. Request from Fortville Elementary School to destroy records that are no longer needed.

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

Mr. Gray made a motion to approve the following Personnel Items with one correction: On the bottom of page 1, it should read ECA Recommendations (instead of ECA Resignations) for Desiray Scalf, Special Education Department Chair and Angela Coffin, English Department Chair.

CERTIFIED RECOMMENDATIONS

Madeline Clabaugh, FES Essential Skills Special Education Teacher

CERTIFIED RESIGNATION/RETIREMENT

Lisa Sullivan, FES Extended Substitute Teacher (Kelsey Rusk)

Rebekah Anderson, MVHS Teacher

Kayla Warrum, MES Kindergarten Teacher

CLASSIFIED RECOMMENDATIONS

Rachel Klimt, MES Permanent Building Substitute

Angela Burkholder, FES Instructional Assistant

Allison Stevens, MVHS Food Service Dishwasher/Server

Katelynn Costa, MCE Food Service Dishwasher/Server

Brittany Oney, MES Instructional Assistant

Hope Doyle, MES Instructional Assistant Special Education

Courtney Bell, Administration Bldg Receptionist

Recommendation for Pay Scale Adjustment for Technology Assistants

Connie Johnson, FES Food Service

Kaitlin Tackett, FES Food Service

CLASSIFIED RESIGNATION/RETIREMENT

Andrea Davis, Administration Building Receptionist

Connie Illy, MCE Food Service

George Rafert, MVCSC Transportation Mechanic (Retirement)

Dan Vail, MES Permanent Building Substitute

Jessica Halsmer, MCE / MVMS ENL Instructional Assistant P/T

Linda McGill, MCE Food Service

Jennifer Hayes, FES Food Service

Linda Walker, FES Food Service

CLASSIFIED CHANGE OF ASSIGNMENT

Mary Adams, Transferring from MVMS Food Service Full-time to FES Part-time

Tracy Gordon, Transportation Sub Bus Driver to Driver Route #32

Lisa Yanan, Transportation Sub Bus Driver to Driver NEW Route in Heron Creek MCE

Mary Adams, FES Food Service to Transportation Bus Aide

Jessica Rinaldi, MCE Food Service Part-time to Full-time

Andrea Davis, Administration Receptionist to MVMS Food Service

ECA RESIGNATIONS

Eric Bulmahn, Volleyball Coach

ECA RECOMMENDATIONS

Desiray Scaff, Special Education Department Chair

Angela Coffin, English Department Chair

LEAVE REQUESTS

Brittany Braun, request for intermittent leave of absence.

Brianna Reeder, request for leave of absence (February 9, 2022 - March 26, 2022)

Patricia Lorsung, request for leave of absence (March 28, 2022 - April 11, 2022)

Kathy Reed, request for leave of absence (March 30, 2022 - June 22, 2022)

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

7.1 Regular Session Minutes

Minutes of the February 28, 2022 Board Meeting

Attachments:

[February 28 2022 Board Minutes.pdf](#)

7.2 Claims

Attachments:

[Claims.pdf](#)

7.3 Personnel Report

Attachments:

[Personnel Report 1.pdf](#)

[Personnel Report 3 .pdf](#)

7.4 Overnight Field Trip Request

Japan Trip: Dr. Scott Shipley and Eric Harnish

Attachments:

[Japan Trip - June 2023.pdf](#)

7.5 Request to Accept Donation

There are none.

7.6 Construction Claims

Attachments:

[March 2022 Construction Claims.docx](#)

7.7 Request to Destroy Records

Request from Fortville Elementary to Destroy Records

Attachments:

[FES Notice of Records Destruction 3.28.22.pdf](#)

8 Action Items

Mrs. Kellie Freeman, Board President

8.1 E-Rate Recommendation

Mr. Greg Rollo, Director of Technology

Our next ERate project for 2022 is the replacement of the Cisco network switches at Mt. Comfort Elementary school. Most of these switches are over 13 years old and at the "end of life" for support. In addition we are reducing the number of switches needed since we no longer have computer labs or student computers in classrooms.

Attached is the letter of recommendation to accept the bid from Logicalis, the ERate Matrix, and bid proposal from Logicalis.

Minutes:

Mr. Rollo reported that he received three proposals for our E-Rate Category 2 Equipment proposal

to replace Cisco network switches at Mt. Comfort Elementary. After reviewing, evaluating the proposals and completing the E-Rate Matrix, he is recommending accepting the Logicalis bid for \$54,606.58. Mr. Edwards made a motion to approve the E-Rate Recommendation as presented. Mrs. Walls seconded, and the motion carried 5-0.

Attachments:

[ERate Recommendation March 2022.pdf](#)
[Proposal ERate Logicalis.pdf](#)
[Matrix for ERate 2022.pdf](#)

8.2 Technology Surplus Items

Mr. Greg Rollo, Director of Technology

Minutes:

Mr. Rollo presented a list of items that have reached the end of their typical life cycle and/or have become damaged and no longer needed for school purposes. All items have been removed from the classroom and/or school use. He asked for permission to declare these items surplus. Items will be returned to companies where we will receive payment to recycle them. Mr. May made a motion to declare the list of technology equipment presented as surplus. Mrs. Walls seconded, and the motion carried 5-0.

Attachments:

[Technology Surplus Items - March 2022.pdf](#)

8.3 Resolution 2022-14 Approval of Single Project Proposer

Mr. Greg Elkins, Chief Financial Officer

Minutes:

Mr. Elkins reported that he received a single Design-Building proposal for the plumbing, mechanical and electrical work at the MVCSC Transportation Center. If only one proposal is received, the board has to take action stating that fact. Mrs. Walls made a motion to approve Resolution 2022-14 Authorizing Single Proposer for the MVCSC Transportation Center Design-Build Project. Mr. May seconded, and the motion carried 5-0.

Attachments:

[Resolution 2022-14 Approval of Single Proposer for the MVCSC Transportation Center Design-Build Project.docx](#)

8.4 Recommendation to Award Project to Design-Builder

Mr. Greg Elkins, Chief Financial Officer

Minutes:

Mr. Elkins asked for approval to award the Design-Build Project for plumbing, mechanical and electrical work for the new MVCSC Transportation Center to EMCOR Construction Services Midwest. Mr.

Edwards made a motion to award the project to EMCOR as presented. Mrs. Walls seconded. Mr. May asked if this was for the transportation center only. Mr. Elkins stated, yes. The motion carried 5-0.

Attachments:

[MVCSC Trans Design-Build MEP LetterOfRecommendation 1 .pdf](#)

8.5 Approval of Roof Commissioning Services

Mr. Greg Elkins, Chief Financial Officer

Minutes:

Mr. Elkins requested approval of the Roof Commissioning Services Proposal which is the professional services agreement with Moisture Management to serve as project manager for the roofing portion of the new elementary school and transportation center. This is not the actual roof project of materials and labor. That will be bid out as usual at a later date. Mr. May made a motion to approve the Roof Commissioning Services as presented. Mr. Gray seconded, and the motion carried 5-0.

Attachments:

[MVCSC New Elementary Commissioning Doc Signed 3-3-22 1 .pdf](#)

[MVCSC New Transportation Center Commissioning Agreement March 2022.pdf](#)

8.6 Approval of Food2Schools Bid for 2022-2023 School Year

Mr. Greg Elkins, Chief Financial Officer

Minutes:

Mr. Elkins presented on behalf of Food Service Director Doris Johnson the Food2School Purchasing Cooperative Agreement for the 2022-2023 school year. This is our purchasing cooperative we have membership in which requires renewal of agreement annually. Bread and milk bids are within this document. Mr. Edwards made a motion to approve the Food2Schools Bid for the 2022-23 school year. Mrs. Walls seconded, and the motion carried 5-0.

Attachments:

[Food2School Purchasing Cooperative Approvals for 2022-23.pdf](#)

[2022-23 Annual Participation Commitment.pdf](#)

[Food2School Agreement.pdf](#)

9 Board Member Reports

Mrs. Kellie Freeman, Board President

Fortville RDC - Mr. Tony May

Cumberland RDC - Mrs. Kellie Freeman

Hancock Co. RDC - Mr. Phil Edwards

McCordsville RDC - Mrs. Shannon Walls

MVEF - Mr. Chad Gray

Minutes:

1. Mr. May reported that on the agenda for the Fortville RDC was a request from Thursday Pools to expand their operations, which requires an annexation of part of the land. A new venue is proposed in the former funeral home across from Landmark Park which will house boutique shops, event space and a private club.
2. Mrs. Freeman reported the Cumberland RDC did not meet.
3. Mr. Edwards had no report on the Hancock Co. RDC.
4. Mrs. Walls reported the McCordsville RDC met and discussed the bond timetable for the town center project. Election of officers was held. Annual meeting scheduled.
5. Mr. Gray reminded everyone that the MVEF Gala will be held April 23rd. The February meeting focused on finishing grants from teachers and modifying the process.

10 Announcements

Dr. Jack Parker, Superintendent

Minutes:

Dr. Parker announced he was still holding Virtual Traveling Talks and invited everyone to join him to learn more about the upcoming referendum.

Dr. Parker asked MVMS 7th Grade Social Studies teacher Eric Harnish to give a report on the 2023 Japan Trip being planned after receiving board approval earlier in the meeting. Mr. Harnish stated that the purpose of the trip is that international travel allows individuals to gain a much deeper understanding of any culture. He chose Japan because it is generally one of 7th grade students' favorite unit taught each year. The trip will be organized through Education First Tours (EF). Each tour includes a full-time tour director in addition to their group leader. The trip would be open to current 7th and 8th grade students (trip would occur following their 8th and 9th grade school year). He would like to take approximately 20-30 students with one chaperone for every six students. Chaperones will be screened through EF and undergo a full criminal background check. Tentative dates are June 19-27, 2023. Cost of trip is \$4,675 which includes flights, hotels, museum tickets, train tickets, some meals and guided sightseeing fees. Some sites on the itinerary to see include Meiji Shrine, Tokyo; Yamashita Park; Atomic Bomb Dome; Hiroshima Peace Park & Memoria Museum; and Osaka Castle.

11 Adjournment

Mrs. Kellie Freeman, Board President

Minutes:

Mr. Edwards made a motion to adjourn at 8:20 p.m. Mrs. Walls seconded, and the motion carried 5-0.