

Mt. Vernon Board of School Trustees Reorganization Meeting

Mt. Vernon Board of School Trustees
Mt. Vernon Administrative Service Center
Monday, January 9, 2023
6:15pm - 7:15pm

Present: 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; Lisa Heitman, Finance Dept; Chad Gray, School Board Member; Phil Edwards, School Board Member; Carla Nugent, Administrative Assistant; Seth Hamilton, Directory of Technology

1 Call to Order

Mrs. Kellie Freeman, Board President

Minutes:

Mrs. Kellie Freeman called the meeting to order at 6:15 pm.

Mr. Phil Edwards joined the meeting via Zoom.

2 Adoption of Agenda

Mrs. Kellie Freeman, Board President

Minutes:

Dr. Parker shared the Good News Report, a high school donation request and the personnel report were all updated on the agenda.

Mrs. Kellie Freeman asked for a motion to adopt the agenda with the changes.

Motioned: Mr. Tony May

Seconded: Mrs. Shannon Walls

Voter	Yes	No	Abstaining
Mrs. Kellie Freeman, Board President	X		
Mr. Tony May, Board Member	X		
Mrs. Shannon Walls, Board Member	X		
Chad Gray, School Board Member	X		
Phil Edwards, School Board Member	X		

3 Public Comments Regarding Agenda Items

Please reference Policies H 225 - (Public Comments and Concerns) and B225 (Meetings) for guidance on

providing public input on an agenda item.

Board Policies can be found at www.mvcsc.k12.in.us

Minutes:

No one was present to speak.

4 Election of Officers and Swearing In

1. President
2. Vice-President
3. 2nd Vice-President
4. Secretary
5. Assistant Secretary

Minutes:

Mrs. Shannon Walls made a motion to approve the following officer positions for next year.

President - Mr. Chad Gray

1st Vice President - Mr. Phil Edwards

2nd Vice President - Mrs. Shannon Walls

Secretary - Mrs. Kellie Freeman

Assistant Secretary - Mr. Tony May

Mrs. Kellie Greemans commented she enjoyed being President the last three years and appreciated everyone's support.

Mr. Borgman and Ms Sitton were present to swear in Mrs. Kellie Freeman and Mrs. Shannon Walls for a new term. Oath of Office pledge was recited and signed.

Motioned: Mrs. Shannon Walls

Seconded: Mr. Tony May

Voter	Yes	No	Abstaining
Mrs. Kellie Freeman, Board President	X		
Mr. Tony May, Board Member	X		
Mrs. Shannon Walls, Board Member	X		
Chad Gray, School Board Member	X		
Phil Edwards, School Board Member	X		

5 Motions/Appointments

1. Date and time for regular monthly meetings
2. Legal Counsel (Church, Church, Hittle & Antrim, Amy Matthews, Lead Counsel)
3. Legislative Liaison to the ISBA
4. Recorder for the Board (Carla Nugent)
5. Corporation Treasurer (Lisa Heitman)
6. Newspaper of Record (Greenfield Daily Reporter)
7. Bank of Deposit (Greenfield Banking Co.)
8. RDC Liaisons
 - Fortville RDC
 - Cumberland RDC
 - Hancock Co. RDC
 - McCordsville RDC
 - Mt. Vernon Education Foundation

Minutes:

Mrs. Shannon Walls made a motion to accept the following:

1. Date and time for regular monthly meetings will be held on the third Monday of the month with changes for holidays.
2. Legal Counsel will be Church, Church, Hittle & Antrim, Amy Matthews, Lead Counsel.
3. Legislative Liaison to the ISBA will be Mr. Tony May.
4. Recorder for the Board will be Mrs. Carla Nugent.
5. Corporation Treasurer will be Mrs. Lisa Heitman.
6. Newspaper of Record will be Greenfield Daily Reporter.
7. Bank of Deposit will be Greenfield Banking Co.
8. RDC Liaisons will be as follows.
 - Fortville RDC representative will be Mr. Tony May
 - Cumberland RDC representative will be Mrs. Kellie Freeman
 - Hancock Co. RDC representative will be Mr. Phil Edwards
 - McCordsville RDC representative will be Mrs. Shannon Walls
 - Mt. Vernon Education Foundation will be Mr. Chad Gray

Motioned: Mrs. Shannon Walls

Seconded: Mr. Tony May

Voter	Yes	No	Abstaining
Mrs. Kellie Freeman, Board President	X		
Mr. Tony May, Board Member	X		
Mrs. Shannon Walls, Board Member	X		
Chad Gray, School Board Member	X		
Phil Edwards, School Board Member	X		

6 Reports

Dr. Jack Parker, Superintendent

6.1 Good News Report

Mrs. Maria Bond, Director of Community Relations

Minutes:

School Accolades & Notable Activities

- The Wind Ensemble in the MVHS Band of Marauders will be performing at the Indiana Music Educator Association's state conference on January 14.
- The MVHS Trap Club received a grant from the NRA Foundation.
- The Health Science II class recently learned how to draw blood, and gave it a try on MVHS Principal Bernie Campbell, Asst. Principal Stan Wilkison, Superintendent Dr. Parker, and Dir. of Community Relations Maria Bond.
- Before winter break, FES 4th graders create a "gingerbread" town of Fortville, which resembles the town's buildings, made of graham crackers and other sweet decorations.
- Also right before break, MVMS 8th grade students are challenged in their annual "Walk on Water" STEM project, where they attempt to build a flotation device that takes them from one end of the pool across to the other side.

Community Connections:

- 4th and 5th grade students participated in the Camptown program which allows them to learn about the outdoors as they grow their character as well.
- MVHS senior Caelan Alford and his Eagle Scouts troop build a garden shed for the Vernon Township Community Gardens.

Noteworthy Media:

- WISH-TV Fourth graders design 'Gingerbread Town of Fortville' interactive STEM project
- WRTV Gingerbread Town of Fortville, students recreate town in global STEM project.

Attachments:

[1-2023 Board Report.pdf](#)

6.2 First Reading of Policies

Minutes:

Dr Parker presented the first readings of update and new policies. He encouraged the board to review

and the second reading will be at the next board meeting.

Policy C425 Student Suicide Prevention and Awareness had a few minor updates. Required to be evidence based

Policy D525 Distracted Driving is a new policy.

Policy F176 Unpaid Meals is a new policy that aligns with an Administrative Guideline. Mr. Chad Gray recommend the board to review the amount and price. Mrs. Kellie Freeman asked if the board can look to adjust this for next meeting.

Policy F275 Gifts and Donations is a new policy.

Policy H125 Corporation support organizations had a few minor changes from the SBOA.

Policy C525 Medical needs at school updated a references to an Indiana code.

Attachments:

[2023-1-9 1st Reading Policies.pdf](#)

[5E22369-C425 - Student Suicide Prevention and Awareness - Mt. Vernon..pdf](#)

[5EB7652-D525 - NO DISTRACTED DRIVING.pdf](#)

[C525 Medical Needs at school 11.15.22 update.pdf](#)

[5EB7766-H125 - CORPORATION-SUPPORT ORGANIZATIONS.DOCX 2 .pdf](#)

[5EB7675-F275 - GIFTS AND DONATIONS.pdf](#)

[5EB7664-F176 - Unpaid Meals.DOCX - Google Docs.pdf](#)

7 Consent Agenda

Minutes:

Consent agendas were presented to the board. Mrs. Kellie Freeman motioned to approve the consent agenda items. Mrs. Shannon Walls seconded the motion.

Motioned: Mrs. Kellie Freeman

Seconded: Mrs. Shannon Walls

Voter	Yes	No	Abstaining
Mrs. Kellie Freeman, Board President	X		
Mr. Tony May, Board Member	X		
Mrs. Shannon Walls, Board Member	X		
Chad Gray, School Board Member	X		
Phil Edwards, School Board Member	X		

7.1 Regular Session Minutes

Attachments:

[Dec 2022 Board Meeting Minutes.pdf](#)

7.2 Claims

Attachments:

[January 2023 Claims Docket.pdf](#)

7.3 Personnel Report

Minutes:

CERTIFIED RECOMMENDATIONS

Mikayla Taylor, MCE Temporary Long Term 2nd Grade Substitute Teacher

Ashley Ridenour, 1.25 FTE Recommendation; zero period for 2022-2023 2nd semester school year.

Diana Ocheltree, MVMS 6th Grade Math Teacher

Carrie Rector, MVMS Temporary Business/Computer Science Teacher

CERTIFIED RESIGNATIONS/RETIREMENT

Brianna Reeder, MVMS ELA Teacher

CLASSIFIED RECOMMENDATIONS

Noah Tucker, MVHS Custodian

Jaquelyn Tecua, MMPS Permanent Building Substitute Temporary

James Richards, MVHS Custodian

Lawrence Riggs, MVHS Custodian

Cristina Hernandez, MES Permanent Building Substitute

CLASSIFIED RESIGNATION/RETIREMENT

Derek Ford, MVHS Custodian

Jennifer Wallace, MVHS Food Service

Janine Murora, MVMS Custodian

Margaret Elsbury, FES Secretary Part-time

Kristyn Hutchison, FES Instructional Assistant - Request for Termination

Leann Wright, FES Instructional Assistant

CLASSIFIED CHANGE OF ASSIGNMENT

Kiley Shaw, MVMS Cashier to FES Instructional Assistant High Intensity

Ashlie Hunt, MES Cafe Supervisor to MVMS Prep Cook/Cashier Part-time

Marek Calvert, MVHS Ice Student Worker to MVHS Custodian

Lexa LeRoy, FES Instructional Assistant to FES Instructional Assistant HI

Faith Hayes, FES Instructional Assistant HI to FES Behavior Tech

Trudy Cole, MES Permanent Building Substitute to MES Behavior Tech

Erin Costerison, FES Instructional Assistant to FES Instructional Assistant HI

ECA RECOMMENDATIONS

Shanna Agner, MVMS Girls Tennis Coach

Brian Williams, MVHS Varsity Girls Track Coach

ECA CHANGE OF ASSIGNMENT

Nick Clarkson, MVHS Varsity Girls Track Coach to MVHS Varsity Boys Track Coach

LEAVES

Anna Stover, Leave of Absence (November 21, 2022 to January 13, 2023)

Megan Devries, Leave of Absence (February 3, 2023 to May 25, 2023)

Deborah Hinds, Leave of Absence (Approximately 4 to 6 weeks from December 22, 2022)

Attachments:

[Personnel Report Summary 1.9.23.pdf](#)

[Personnel Report Detail 1.9.23.pdf](#)

7.4 Request to Accept Donation

Attachments:

[Donation to MVHS from American Legion.pdf](#)

[MVHS Printer Donation.pdf](#)

7.5 Construction Claims

Attachments:

[January 2023 Construction Claims.docx](#)

7.6 Cancellation of Outstanding Checks

Attachments:

[January 2023 Cancellation of Outstanding Warrants 1 .pdf](#)

7.7 Monthly Fund Transfers

Attachments:

[December 2022 Monthly Fund Transfers 1 .pdf](#)

8 Action Items

Mr. Greg Elkins, Chief Financial Officer

8.1 End of Year Budget Resolutions

Mr. Greg Elkins, Chief Financial Officer

Resolution 2023-03 RESOLUTION TO TRANSFER FUNDS FROM OPERATIONS FUND TO THE RAINY DAY FUND

Resolution 2023-04 RESOLUTION TO TRANSFER FUNDS FROM DEBT SERVICE AND PENSION DEBT FUNDS TO THE OPERATIONS FUND 2023

Resolution 2023-05 RESOLUTION TO TRANSFER FUNDS FROM RAINY DAY FUND TO THE INSURANCE RESERVE FUND

Resolution 2023-06 RESOLUTION AUTHORIZING YEAR-END INTRA-FUND TRANSFERS

Resolution 2023-07 RESOLUTION AUTHORIZING ENCUMBRANCES OF 2022 FUNDS

Minutes:

Mr. Elkins presented the annual action resolutions attached. He gave explanation to each annual Resolution and asked for them to be accepted.

Mrs. Shannon Walls made a motion to approve the Resolutions as presented. Mrs. Kellie Freeman seconded the motion.

Motioned: Mrs. Shannon Walls

Seconded: Mrs. Kellie Freeman

Voter	Yes	No	Abstaining
Mrs. Kellie Freeman, Board President	X		
Mr. Tony May, Board Member	X		
Mrs. Shannon Walls, Board Member	X		
Chad Gray, School Board Member	X		
Phil Edwards, School Board Member	X		

Attachments:

[2022 EOY Intra Fund Transfers.xlsx.pdf](#)

[Resolution 2023-03 Transfer from Operations Funds to Rainy Day.docx.pdf](#)

[Resolution 2023-05 Transfer of Funds to Insurance Reserve 2022.docx.pdf](#)

[Resolution 2023-06 END-OF-YEAR INTRA-FUND TRANSFERS .docx.pdf](#)

[Exhibit A Open Purchase Orders December 2022.pdf](#)

[RESOLUTION 2023-07 ENCUMBRANCES OF 2022 FUNDS .docx.pdf](#)

[Resolution 2023-04 Transfer of Funds from Debt Funds to Operations 2023.docx.pdf](#)

8.2 Athletic Building Re-roofing Project

Insley Systems, Inc. \$292,000.00

Minutes:

Mr. Elkins asked the board to award the Athletic Building Re-roofing Project to Moisture Management as presented.

It was clarified the re-roofing project is for the athletic building behind the main stands at the Hancock Wellness Stadium and Dellen Field.

Motioned: Mrs. Kellie Freeman

Seconded: Phil Edwards

Voter	Yes	No	Abstaining
Mrs. Kellie Freeman, Board President	X		
Mr. Tony May, Board Member	X		
Mrs. Shannon Walls, Board Member	X		
Chad Gray, School Board Member	X		
Phil Edwards, School Board Member	X		

Attachments:

[Athletic Building Letter of Rec.pdf](#)

8.3 New Transportation Center

Patterson Horth - New Transportation Center Concrete Foundations: \$229,000

Minutes:

Mr. Elkins presented the contract award for Patterson Horth for new transportation concrete for approval.

Motioned: Mrs. Shannon Walls

Seconded: Mr. Tony May

Voter	Yes	No	Abstaining
Mrs. Kellie Freeman, Board President	X		
Mr. Tony May, Board Member	X		
Mrs. Shannon Walls, Board Member	X		
Chad Gray, School Board Member	X		
Phil Edwards, School Board Member	X		

Attachments:

[Recommendation Letter - BP TR-02 Patterson Horth SIGNED 1 .pdf](#)

8.4 Approval of Funds Investment

Mr. Greg Elkins, Chief Financial Officer

Minutes:

Mr. Elkins presented Resolution 2023-08 for approved. Establishes fund 710 for the purpose of tracking funds, interest earned and construction expenses related to it.

Additionally, attached is the investment agreement from Greenfield Banking Corporation. In the past a bond sale for a construction project has been done for the corporation. Mr. Elkins explained this process did not need board action but he would like it to be available for public knowledge and the to be on records. The funds will be invested according to policy. The corporation does not have a lot of options due to not risk losing principal amount. GBC has been good with working out the best options for the corporation.

Mrs. Freeman asked for clarification on the fund information updates will be in the board packet each week. Mr. Elkins agreed the board will have access to reviewing the fund.

Motioned: Mrs. Kellie Freeman

Seconded: Mrs. Shannon Walls

Voter	Yes	No	Abstaining
Mrs. Kellie Freeman, Board President	X		
Mr. Tony May, Board Member	X		
Mrs. Shannon Walls, Board Member	X		
Chad Gray, School Board Member	X		
Phil Edwards, School Board Member	X		

Attachments:

[Resolution 2023-08 Approving Establishment of Facilities Construction Fund.docx.pdf](#)
[Investment Agreement with GBC 2023.pdf](#)

8.5 Approval of Computer Purchases Agreement

Mr. Greg Elkins, Chief Financial Officer

Chromebook purchase for phase 1 of refresh cycle (grades 5-8)

Minutes:

Mr. Elkins presented a Dell Purchasing computer purchase agreement for board approval.

Mr. Elkins clarified the Dell purchasing program is a preapproved government purchasing cooperative program and does not require a bidding process.

Motioned: Mrs. Shannon Walls

Seconded: Mrs. Kellie Freeman

Voter	Yes	No	Abstaining
Mrs. Kellie Freeman, Board President	X		
Mr. Tony May, Board Member	X		
Mrs. Shannon Walls, Board Member	X		
Chad Gray, School Board Member	X		

Phil Edwards, School Board Member	X		
-----------------------------------	---	--	--

Attachments:

[MT VERNON CMTY SCHOOL DISTRICT 48 Telp 12-17-22.pdf](#)
[Mt Vernon 1570 Chromebooks 3000140011744.1 1 .pdf](#)

8.6 Approval of Demolition Contract

Mr. Greg Elkins, Chief Financial Officer

Hippo Hauling - \$22,000.00

Minutes:

Mr. Elkins presented a quote for demolition from Hippo Hauling for approval.

A full bid sheet was provided for review.

Motioned: Mrs. Kellie Freeman

Seconded: Mrs. Shannon Walls

Voter	Yes	No	Abstaining
Mrs. Kellie Freeman, Board President	X		
Mr. Tony May, Board Member	X		
Mrs. Shannon Walls, Board Member	X		
Chad Gray, School Board Member	X		
Phil Edwards, School Board Member	X		

Attachments:

[House demo quotes.xlsx - Sheet1.pdf](#)

8.7 Salvage of Technology Surplus

Mr. Seth Hamilton, Director of Technology

Minutes:

Mr Hamilton presented Technology surplus to be recycled to the board for approval.

Motioned: Mrs. Kellie Freeman

Seconded: Mrs. Shannon Walls

Voter	Yes	No	Abstaining
Mrs. Kellie Freeman, Board President	X		
Mr. Tony May, Board Member	X		
Mrs. Shannon Walls, Board Member	X		
Chad Gray, School Board Member	X		

Phil Edwards, School Board Member	X		
-----------------------------------	---	--	--

Attachments:

[Technology surplus Jan 2023.pdf](#)

9 Announcements

Minutes:

Dr. Parker announced it was School Board appreciation month. The board was presented with attire from the athletic department and AECOM to say thank you. The cabinet presented cards and a treat for their appreciation to take home. The school board is a true public service for the hours. The board is appreciated by the community, Cabinet, Administrators and school staff for their great service as board members for our community.

Dr. Parker thanked Mrs. Freeman for her three years as President. That position takes extra time and her service is appreciated by all. Mrs. Shannon Walls presented Mrs. Freeman with flowers as appreciation for her service.

Dr. Parker announced he will join the band this weekend at IMEA in Fort Wayne as a guest conductor. He was excited to work with the kids.

Dr. Parker reminded the school board there is an Executive Session on February 6th on school safety.

Mr. Elkins shared a celebration. According to board records on April 19, 2021 a lengthy report on financial status and results of an operational audit for the Food Service department were presented. On January 1, 2021 the food service fund was negative \$1,617,652.97. On December 31, 2022 the fund was positive \$163,165.83. Mr. Elkins wanted to publicly show appreciation to Kasey Paysk, Doris Johnson and Lisa Heitman for the hard work to move that fund in the right direction especially during the pandemic and etc. Mrs. Freeman shared her appreciation for the hard work on this accomplishment. Dr. Parker recognized Mr. Elkins, Lisa Heitman, Doris Johnson and Kasey Paysk are an amazing team. He acknowledged the planning it took to get this fund in the positive.

10 Adjournment

Minutes:

Mr Chad Gray asked for a motion for the meeting to be adjourned.

Mr. Phil Edwards made a motion to adjourn the meeting. Mrs. Kellie Freeman second the motion.

The meeting was adjourned at 6:52pm.

Motioned: Phil Edwards

Seconded: Mrs. Kellie Freeman

Voter	Yes	No	Abstaining
Mrs. Kellie Freeman, Board President	X		
Mr. Tony May, Board Member	X		
Mrs. Shannon Walls, Board Member	X		
Chad Gray, School Board Member	X		

Phil Edwards, School Board Member	X		
-----------------------------------	---	--	--