

Mt. Vernon Board of School Trustees

Mt. Vernon Board of School Trustees
Mt. Vernon Administrative Service Center
Monday, February 13, 2023
7:00pm - 9:00pm

Present: Mrs. Laura Durig, SpEd Director; Mrs. Kellie Freeman, School Board Member ; Mr. Tony May, School Board Member; Dr. Jack Parker, Superintendent; Mr. Chris Smedley, Assistant Superintendent; Dr. Scott Shipley, Director of Curriculum; Mrs. Shannon Walls, School Board Member; Mr. Greg Elkins, Chief Financial Officer; Chad Gray, School Board President; Mr. Phil Edwards, School Board Member; Carla Nugent, Administrative Assistant; Mr. Seth Hamilton, Directory of Technology

Absent: Mrs. Maria Bond, Director of Community Relations; Mr. Derek Shelton, Director of Operations; Lisa Heitman, Finance Dept

1 Pledge of Allegiance (7:00 PM)

Chad Gray, School Board President

Minutes:

Mr. Chad Gray led the Pledge of Allegiance.

2 Call to Order

Chad Gray, School Board President

Minutes:

Mr. Chad Gray called the meeting to order at 7:00pm.

3 Adoption of Agenda

Chad Gray, School Board President

Minutes:

Dr. Parker noted additions to personnel report and updated policies. Mrs. Freeman made a motion to approve the agenda with the updates. Mrs. Walls seconded the motion. Motion carried 5-0.

4 Reports

Dr. Jack Parker, Superintendent

4.1 Good News

Mrs. Maria Bond, Director of Community Relations

Minutes:

Dr. Parker gave the good news report on behalf of Mrs. Bond.

School Accolades & Notable Activities

- After much practice, MVHS seniors in the Health Science II Certified Medical Assistant (CMA) class, drew blood from school officials, including Superintendent Dr. Parker, Mr. Bernie Campbell and Mr. Stan Wilkison.
- MVMS FCCLA students provided breakfast for all middle school staff as part of their staff appreciation month.
- Nine 7th and 8th grade students and several high school students were selected to have their artwork featured at the TwentyNorth Gallery at the Hancock County Arts Exhibit for the month of February.
- Mt. Vernon schools have been honoring Black History Month by learning about influential African Americans and their impact on history. The Black Student Union at MVHS planned a movie night and schools are sharing interesting facts on their announcements throughout the month.
- The MVHS Welding Class used their new skills to weld the sliding fence at MES and received hands-on, real-world experience.
- Congratulations to our Building Winners for Teacher of the Year and Staff of the Year:
- TOY SOY
 - Admin/all Dana Hochstedler Admin/all: Lisa Heitman
 - FES: Jill Chastain FES: Dawn Teschendorf
 - MCE: Liz Moan MCE: Wendy Mayo
 - MES: Kayla Negley MES: Emily Snider
 - MS: Courtney Stroup MS: Julie Wilson
 - HS: Karen Riesterer HS: Jennifer Hohnbaum
- MVEF hosted a Parent University to provide education and resources for their children as they navigate life, supporting those who learn differently, and many more sessions.
- Mt. Vernon reopened the Gleaners/MVCSC Food Pantry in January. The MVHS essential skills students and teachers will lead this initiative, which will continue to be open twice a month for any in-district residents.
- MVHS Band of Marauders members performed in 29 events at the ISSMA solo and ensemble event. They yielded 26 golds and 3 silvers, with 17 qualifying for state.
- MVHS hosted the Indiana High School Color Guard Association contest at our facilities.
- The MVHS Wind Ensemble was honored to perform at the Indiana Music Educators Association's state conference this year.
- MVHS wrestlers Connor Bayliss, Eli Broady, & Devin Kendrex will compete at state next week. This is a first in MV history that three wrestlers have competed at state.
- MVHS Girls Basketball were sectional champs for the third time in a row.
- MVHS student, Riley Nielsen, competed at the IHSAA Diving State Finals.
- Brady Gray breaks his 3rd school record of the year by beating the MVHS 200 Freestyle record in 1:45.
- George Burhenn, MVHS senior, has been nominated for Mr. Football for Indiana.

Community Connections

- MVCSC partners with Gleaners to create a food pantry for local Mt. Vernon residents, right at the Mt. Vernon High School
- . Mt. Vernon Education Foundation (MVEF) receives grant from Wortman foundation. The Wortman foundation is dedicated to serving the community in many ways, such as through funding education

Attachments:

[2-2023 Board Report.pdf](#)

4.2 Textbook Adoption Report

Dr. Scott Shipley, Director of Curriculum

Minutes:

Dr. Shipley shared the Textbook Adoption Report. The Committee started research in September to adopt a new math curriculum with teachers, parents and other community members.

The committee is recommending McGraw-Hill for K-8, Algebra 1 & 2 and Geometry. High School books were also recommended for PreCal/Trig, College Alg, ACP Calculus, Quantitative Reasoning, Business Math, Prob & Stats, and AP Statistics. Samples of these books are available for review.

Notices will be sent home to parents explaining resources are available to review until the next school board meeting.

Dr. Shipley reported the Novelist committee is made of 29 staff member and 12 parents this year. He reviewed the process for teachers to add and evaluate the books on the list. Currently there are 7 new novels in the 5th and 6th grade reading levels. The committee will vote and send the list to be approved.

Mr. May asked about parents being able to review the resources. Dr. Shipley shared the books will be set up in the board room for review along with the math textbooks. Mr. Edwards appreciated the novels being available for parents to review along with the textbooks. A list will be provided to the board to review with summaries per Mrs. Walls request.

Mrs. Freeman asked if social media could be utilized to notify parents and public on when and where to review all the changes. Dr. Shipley confirmed it could be used and will get with Mrs. Bond to communicate.

Mrs. Freeman commented she was glad to know 12 parents are on the novel committee and would be interested in seeing more parents get involved. Or have one parent from each building sit on the committee going forward.

Attachments:

[Textbook Adoption - Report 2023.pdf](#)

4.3 Europe Trip

Dr. Scott Shipley, Director of Curriculum

Minutes:

Dr. Shipley introduced Mr Guthrie to share the summer 2025 Europe trip. Mr. Guthrie is the Social Studies department chair and teaches World History at the High School.

Mr. Guthrie shared this will be his third trip to Europe with Mr. Ryan Carr attending with him. On his last trip there were 13 students and it was prior COVID. He appreciates these trips as they take the student beyond the classroom.

The Europe trip will be through EF tours and will include London, Paris, Lucerne, Neuschwanstein, Munich, Dachau and Prague. It will be June 20-July 1, 2025. The total cost will be \$4899 and payment plans are available.

Attachments:

[Troy Guthrie-Europe Summer 2025 School Board Presentation.pdf](#)

5 Public Comments Regarding Agenda Items

Chad Gray, School Board President

Please reference Policies H 225 - (Public Participation at Board Meetings) 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 available to comment.

6 Consent Agenda

Chad Gray, School Board President

Minutes:

Mr Gray presented the consent agenda. Mr Edwards made a motion to approve the consent agenda. Mrs. Freeman seconded the motion. Motion carried 5-0.

Dr. Parker asked Laura Durig to introduce the new Assistant Special Ed Director, Cliff Bailey. Mr. Gray welcomed him to Mt. Vernon. Mr. Bailey stated he was happy to be a part of the MV Team and is excited to get started.

6.1 Regular Session Minutes

Attachments:

[1.9.23 Finance Meeting Minutes.pdf](#)

[1.9.23 Reorganization Meeting Minutes.pdf](#)

6.2 Claims

Attachments:

[Feb claims.pdf](#)

6.3 Personnel Report

Minutes:

CERTIFIED RECOMMENDATIONS

Catherine Gray, MVMS 7th Grade ELA Teacher - Revised

Christopher Magdzinski, MES 3rd Grade Extended Substitute

Derek Grubbs, MVHS Special Education Teacher - Revised

Stan Wilkison, Request for ten (10) additional days to contract

Cliff Bailey, Assistant Director of Special Education

CERTIFIED RESIGNATIONS/RETIREMENT

Abigail Southern, MES Resource Teacher

Brock Wedgeworth, MVMS World Language Teacher

Alexander Hutton, MVHS Math Teacher

CLASSIFIED RECOMMENDATIONS

William Cox, FES Permanent Building Substitute

Daniel Kelly, MCE Behavior Tech

Waunita Unutoa, FES Office Assistant

Chyla Millard, FES Instructional Assistant

Steven Hampton, FES Instructional Assistant

Carli Wallace, FES Instructional Assistant

Svetlana Ledbetter, FES Cafe Supervisor

Sandra Brown, MMPS Instructional Assistant

Briann Stuck, MVMS Custodian

Valeria Jaramillo, MES Building Custodian

Shirley Meyer, MVHS Prep Cook/Cashier

Amanda Butler, Floater Cook/Server

CLASSIFIED RESIGNATION/RETIREMENT

Tasia Lewis, MCE Instructional Assistant (HI)

Gretchen Sitton, Human Resources Coordinator

CLASSIFIED CHANGE OF ASSIGNMENT

Julia Nelson, MCE Instructional Assistant Special Education to MCE Behavior Tech

Melissa Montague from Technology Assistant to Data Assistant

Richard Watson, MVHS Custodian to MCE Custodian

ECA RESIGNATIONS

Christine Young, ELA Super Bowl

Bruce Kendal, MVHS Boys Head Track Coach

ECA RECOMMENDATIONS

Dustin Ritz, MVMS Team Leader (Second Semester)

Kittie Masters, MVMS Team Leader (Second Semester)

Julie Wilson, MVMS Super Bowl ELA

Courtney Zumwalt, MVMS Cheerleading Asst. Coach

Kameron Bontrager, MVMS Assistant Track Coach

Olivia Morales, MVMS Assistant Track Coach

Amanda Maxwell, MVHS Dance Team Volunteer Assistant

Max Hayes, MVHS Wrestling Volunteer Coach

LEAVES

Tori Wikser, Request for leave of absence (Beginning February 1, 2023 for 4-6 weeks)

Jennifer Sherbak, Request for leave of absence (Intermittent for 2023)

Steve Wheeler, Request for leave of absence (January 17 - January 20, 2023 and may be longer - intermittent)

Laura McWilliams, Request for leave of absence (January 19th to February 6, 2023 and intermittent after)

Matt Hankley, Request for leave of absence (February 6, 2023 to February 17, 2023)

Attachments:

[Personnel Report summary 3.pdf](#)

[Personnel Report detail 3.pdf](#)

6.4 Construction Claims

Attachments:

[February 2023 Construction Claims.docx 3 .pdf](#)

6.5 Monthly Fund Transfers

Attachments:

[January 2023 Monthly Fund Transfers 3 .pdf](#)

6.6 Overnight Field Trip Request

Attachments:

[MVHS Choir Disney World Field Trip Request.pdf](#)

7 Action Items

Chad Gray, School Board President

7.1 Europe Trip

Dr. Scott Shipley, Director of Curriculum

Minutes:

Mr.. Gray asked for motion to approve the Europe Trip. Mrs. Walls made a motion to approve the

Europe Trip. Mr. May seconded the motion. Motion carried 5-0.

Attachments:

[Overnight Out of State Field Trip Request-Guthrie Carr Summer 2025 .pdf](#)

7.2 MVHS Course Description Book

Nicole Johnson/Bernie Campbell

Minutes:

Mr. Chris Smedley shared High School scheduling for the 2023/24 school year has started. He introduced Ms. Johnson to share a summary of the course changes for the next school year. Ms. Johnson shared the highlights of the updated course handbook.

MVHS Course Scheduling Handbook Summary of Changes for 2023-24 COURSES

ADDED/REMOVED/CHANGED/UPDATED:

- CTE - Added Criminal Justice, Added Criminal Justice II, Added Computer Science I (offered at Eastern Hancock HS)
- ART - Removed Advanced 2D Art
- BUSINESS & COMPUTER SCIENCE - Added Digital Marketing (Marketing & Sales Pathway), Added Civil Engineering & Architecture - PLTW 3 (Engineering Pathway) (DESN 105), Added Digital Design and Graphics - CAD 2 (Digital Design Pathway) - Replaced Computers in Design and Production, -Added Interactive Media - CAD 3 (Digital Design Pathway), Added Audio & Video Production Essentials (Radio & TV Broadcasting Pathway) - Replaced Radio & TV II - Added Mass Media Production (Radio & TV Broadcasting Pathway)- Removed Preparing for College and Careers (offered in 8th grade), Removed Intro to Transportation (wasn't offered in 2022-23), Removed Intro to Communication (wasn't offered in 2022-23), Removed Entrepreneurship Pathway from NLPS list
- ENGLISH - Added Dramatic Literature - Replaced Short Stories - Added ACP Speech, Added Creative Writing, Added Journalism, Added English Composition (ENG 111)
- FACS - Added Nutrition (Culinary Arts Pathway), Added Culinary Arts (Culinary Arts Pathway), Added Child and Adolescent Development (Education Careers Pathway), Added Teaching & Learning (Education Careers Pathway), Added Understanding Diversity (Human & Social Services Pathway), Added Relationships & Emotions (Human & Social Services Pathway), Added Intro to Fashion & Textiles - Replaced Principles of Fashion and Textiles - Added Intro to Housing & Interior Design -Replaced Principles of Housing & Interior Design, -Updated Principles of Culinary to be Dual Credit (HOSP 101 & 102), Updated Principles of Teaching to be Dual Credit (EDUC 101 & 103) - Removed Human Development & Wellness, Removed Advanced Child Development, Removed Fashion & Textiles Pathway from NLPS list, Removed Interior Design Pathway from NLPS list,
- MATH - Added College Algebra (MATH 136) - Added Quantitative Reasoning (to pair with Probability & Statistics) (MATH 123), Added Analytical Algebra II
- SCIENCE - Added Physics II - Replaced AP Physics II and Added Introductory Biology (BIO 101) - Replaced ACP Biology
- SOCIAL STUDIES - Added Introduction to American Government & Politics (POLS 101) - Replaced AP US Government, Removed AP US History (switching to only ACP US History), Removed AP Microeconomics (wasn't offered 2022-23), Removed Modern World Civilizations & 20th Century Honors (wasn't offered 2022-23)
- WORLD LANGUAGE - Updated Spanish III to be Dual Credit (SPAN 101 & 102), Updated French III to be Dual Credit (FREN 101 & 102)

There will be six new CTE programs at Mt Vernon and in Hancock County. There will be a total of 17 dual credit classes with 9 new for next year.

Mrs. Walls asked if students are being met with 1:1 for scheduling. Ms. Johnson replied on January 24 there was a meeting with 8th graders to introduce HS scheduling. Then the counselors meet 1:1 with students to get them signed up for their 12 classes for next year. This week HS counselors will be meeting with 9th-11th grade students for their scheduling due March 8th. She confirmed every student has a 1:1 meeting.

Mrs. Walls stated she appreciated the detailed list of new classes and asked if parent had access to the list. Ms. Johnson confirmed all parents and students have access. Ms. Johnson confirmed there are links provided and handouts regarding the course options. Mrs. Freeman asked if a parent does not have a computer can they still receive the information or have a meeting. Ms. Johnson confirmed they will meet with any parent or send home all the information and details that are asked.

Mr. Edwards motioned to approve the new course handbook. Mrs. Freeman seconded, the motion carried 5-0.

Attachments:

[2023-2024 Course Handbook.pdf](#)

[Course Handbook Changes Summary 2023-24 1 .pdf](#)

7.3 Second Reading of Policies

Dr. Jack Parker, Superintendent

Minutes:

Dr. Parker presented policies for a second reading review. Mrs. Walls motioned to approve the policies. Mrs. Freeman seconded the motion. Mr. Gray asked for discussion.

Mrs. Freeman asked about C425 and if the links referenced can be in the policy. Dr. Parker was unclear if the architecture of the website could do hyperlinks. Mrs. Nugent added the new search bar feature in the website might not allow but can be looked into.

Mrs. Freeman asked about policy H125 and logo use. Dr. Parker confirmed the new policy would require brand protection. It would allow knowledge of outside organizations using it in a positive way but not to exclude organizations from promoting MV.

Mrs. Freeman asked about policy C425, Suicide Protection Prevention training and what MV is using. Mr. Smedley confirmed when a teacher renews a license it is required to have prevention training. MV uses safe schools for this training and the DOE does also provide this training as well.

Mr. Gray asked about policy D525 and distracted driving. On school buses drivers have tablets with their routes. Mr. Smedley confirmed it is a new system. Mr. Gray stated he wanted to clarify that the touch screen is disabled while driving as he wanted to be sure we are protecting out drivers with that feature.

Mr Gray asked for approval for the policies. Motion carried 5-0.

Attachments:

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

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

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

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

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

[C525 Medical Needs at school 11.15.22 update .docx - Google Docs.pdf](#)

[2023-2-13 2nd Reading Policies - Google Docs.pdf](#)

7.4 Technical Correction to C175 Attendance Policy

Mr. Chris Smedley, Assistant Superintendent

Minutes:

Mr Smedley shared information on modification on attendance policy C175. He is asking approval to add State Fair in policy per state law.

Mr. Edwards made a motion to make the addition to the policy. Mrs. Walls seconded the motion. Motion passed 5-0.

Attachments:

[C175 Attendance state fair update 2.pdf](#)

7.5 School Handbook Updates

Mr. Chris Smedley, Assistant Superintendent

Minutes:

Mr. Smedley presented the handbook changes to better clarify the attendance policy. An infographic was developed for all handbooks to better clarify attendance. To summarize the Excused absences per policy do not count toward the 10 absences that are tracked. Information is given on what is needed to have the absence excused. The most misunderstood attendance is the Parent verified unexcused absence. Parent verified are counted toward the 10 absences Ex. A parent chooses to keep a student home as they are sick but does not take them to the doctor. It is a verified absence but not excused. The absence will count toward the 10 absences but not held against the parent for making that choice. The third is unexcused absence which is not verified or had communication about the absence. Parents can now refer to the infographic for better clarity.

Mrs. Walls stated she appreciates the information and clarification. She has received calls this helps all schools to tie back to attendance policy Mr. Smedley stated he appreciated the work the Attendance Secretaries and Assistant Principals have done on this topic.

Mrs. Freeman reviewed that a parent calling in but not going to Dr. would be included in the 10 days. Mr. Smedley confirmed, yes a parent that called in would still be added to that 10 day policy. The term Unexcused will be dropped from the terminology and will just be called Parent Verified.

Mr. Edwards asked what happens when student exceeds the 10 days? Mr. Smedley stated letters are sent home at 5 ,8 then 10 absences. After 10 days the parent will run the risk of being sent to local authorities if they are not working with the school.

Mr. Gray asked for continued conversation on how partial days and etc are counted. Mr. Smedley shared at the high school takes period by period attendance this attendance can differ for them. This is reviewed on a case by case basis looking to be consistent.

Mrs. Freeman made a motion to approve the updates. Mrs. Walls seconded the motion. Motion carried 5-0

Attachments:

[Updated MVCSC Elementary Student Handbook 2022-2023 Feb. 2023 .pdf](#)
[Middle School Attendance Changes to the 2022-2023 MVMS Student Handbook.pdf](#)
[2022-2023 MVHS Student Handbook 1 .pdf](#)

7.6 Approval of Construction Bids

Mr. Greg Elkins, Chief Financial Officer

New Elementary Structural Steel: Indiana Steel Fabricating, Inc. \$3,075,000.00

New Elementary Concrete Foundations: Gibraltar Construction Corporation \$675,000.00

Minutes:

Mr. Elkins shared the two construction bid package agreements that were recommended and asked for approval.

Mr. May made a motion to pass the bids as presented. Mrs. Walls seconded the motion. Motion carried 5-0.

Attachments:

[Recommendation Letter - BP-02 Gibraltar.pdf](#)

[Recommendation Letter - BP-03 Indiana Steel Fab.pdf](#)

7.7 Approval of Change Orders

Mr. Greg Elkins, Chief Financial Officer

Minutes:

Mr. Elkins asked for approval of the change orders for the new Transportation Building. Mr. Elkins would like to be transparent and compliant with the State Board of Accounts on these action items. Per the SBOA these bid changes need board approval.

Mr. Edwards made a motion to approve these changes. Mr. May seconded the motion.

Mrs. Freeman asked if there is a dollar limit on the changes that need to be approved. Mrs. Elkins explain that the SBOA requires all changes from the original bid amount to be board approved. Mr. Elkins would like to add these changes as action items at future board meetings with construction projects increasing.

Mr. May asked if the changes would be delayed awaiting approval. Mr. Elkins appreciated the boards input and will look at procedures to make sure the changes are on the record going forward.

Mr. Gray asked to approve the bid changes. Motion carried 5-0

Attachments:

[Mt Vernon Transportation - Metal Building Tr 1 .pdf](#)

[Mt Vernon Transportation Building - VE Chang 1 .pdf](#)

8 Board Member Reports

Dr. Jack Parker, Superintendent

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:

Fortville RDC - Mr. May stated the agenda for the meeting on Thursday does not have anything pertaining to the schools. Fortville Action will be doing updates at Landmark Park. The town has not been able to update the park as the school had owned and appreciates Mt. Vernons donation to the town so the can add these improvements.

Cumberland RDC - Mrs. Freeman commented the meeting pertained to the updates in Sugar Creek that did not affect Mt. Vernon schools.

Hancock Co. RDC - Mr. Edwards commented the meeting did not pertain to the schools.

McCordsville RDC - Mrs. Walls reported there was a presentation from Hancock County Economic Council, information for new McCordsville police station, McCordsville Town Square and reviewed lease for large potential client.

Mrs. Walls also shared she attended the State Board of Accounts exit interview and Mr. Elkins. MV should be very proud of the leadership and policies that are in place. She attended an exit meeting six years ago when Mr. Smedley was starting to put new processes in place with Mr. Elkins streamlining them. She was pleased and encouraged to be a part of it with SBOA finding being minimal. Mrs. Gray thanked both Mr. Smedley and Mr. Elkins on their processes and leadership. Mr. Elkins commented about about transparency and wanted the public to be aware every school is audited every two year. The findings are available on the State Board of Accounts website for review. All audits are frequent and thorough.

MVEF - Mr. Gray let everyone know the MVEF Gala preparation is underway. It will be help April 1st at the Indiana Roof Ballroom and tickets are available. Early bird tickets are available until February 24.

9 Announcements

Dr. Jack Parker, Superintendent

Minutes:

Dr. Parker reported the "Thanks a lot celebration" coffee bars have started and will be in all the buildings. Dr. Parker had the pleasure subbing at the Middle School Choir last week. He will be attending all schools as a substitute for the day.

10 Adjournment

Chad Gray, School Board President

Minutes:

Mrs. Walls made a motion to adjourn. Mr. Edwards seconded the motion. Meeting adjourned at 8:00pm.