

MINUTES OF REGULAR SCHOOL BOARD MEETING
MANCHESTER COMMUNITY SCHOOLS
September 2, 2014

The Manchester Community Schools' Board of Trustees met at Manchester Community Schools Administration Offices on September 2, 2014 at 5:30 p.m.

Board Members were present or absent as follows:

PRESENT: Mr. Byron Brunn, Mr. Brady Burgess, Mrs. Sally Krouse, Mr. Tim McLaughlin, and Dr. Nate Trump.

ABSENT: Mr. Steve Flack and Mr. Brian Schilling.

Also in Attendance: Dr. Bill Reichhart, Superintendent; Scott Bumgardner, Business Manager; Attorney Al Schliitt; Eric Seaman, *Wabash Plain Dealer*, and Sara Sparkman, *Warsaw Times-Union*.

CALL TO ORDER

Mrs. Krouse, School Board President, called the meeting of the Manchester Community Schools' Board of Trustees to order at 5:30 p.m. Dr. Reichhart led those in attendance in reciting the Pledge of Allegiance.

CONSENT ITEMS

*A. Minutes

1. Minutes of the August 5, 2014 School Board Meeting.
2. Minutes of the August 5, 2014 Executive Session.

*B. Claims

1. Regular Claims dated September 2, 2014.
2. Prepaid Claims dated August 31, 2014.
3. Payroll Claims dated August 15, 2014 and August 29, 2014.

*C. Grant - None

*D. Donations

1. Donation in the amount of \$ \$75.00 to the MJSHS Choir Department from the United Methodist Women's Mother Daughter Tea.
2. Donation in the amount of \$250.00 to the Science Olympiad Program from Tri Kappa, North Manchester Gamma Kappa Chapter.
3. Donation in the amount of \$800.00 to the Cross Country Program to purchase t-shirts for the 2014 Cross Country Invite from Three Rivers Running Company.
4. Donation in the amount of \$2,050.00 to the MJSHS Band Department from the Chad Briner Memorial Music Fund in memory of Chad Briner from his family.
5. Donation in the amount of \$500.00 to the MJSHS Boys Basketball Program from Ryan and Rachel Parker.
6. Anonymous donation in the amount of \$100.00 to the MJSHS Football Program.
7. Anonymous donation in the amount of \$1,000.00 to the MJSHS Football Program.

*E. Personnel

MES

Unpaid Leave

1. Randy Myers, Sept. 8-13 (Unpaid two days)

Resignation

1. Sarah McClary, Kindergarten Teacher
2. Dorothy Kerr, Cook

MIS

Resignation

1. Jane Bellinger, Instructional Assistant
2. Andrew Zimmerman, All Intramural Sports Coaching Positions
3. Carol Collett, All Intramural Sports Coaching Positions
4. Tracey Myers, Instructional Assistant (eff 08/15/14)

Employment

1. Susan Finney, Instructional Assistant
2. Nancy Hanback, Student Council Sponsor
3. Andrew Zimmerman, Intramural Volleyball Coach
4. Heather Terflinger, Intramural Volleyball Coach
5. Amy Lambert, Intramural Volleyball Coach
6. Jenny Jenkins, Intramural Volleyball Coach
7. Wendy Isbell, Intramural Volleyball Coach
8. Carol Collett, Intramural Volleyball Coach

MJSHS

Medical Leave

1. Jabin Burnworth, Aug 14-24

Unpaid Leave

1. Darla Miller, 3 weeks mid-Sept to mid-Oct

MANCHESTER COMMUNITY SCHOOLS
BOARD APPROVED

OCT 07 2014

Resignation

1. Jason Hesting, Student Council Sponsor
2. Jeff Huber, Instrumental Music Director
3. Christina Justice, Cook
4. Tamara Nichols, Custodian

Employment

1. Heather Hathaway, Volunteer HS Cheer Coach
2. Bill McNeely, 7th Grade Trip Coordinator
3. Greta Miller, Student Council Sponsor
4. Eric Screeton, Student Council Sponsor
5. Andrew Longanecker, Volunteer Cross Country Coach
6. Kiersten Staley, Volunteer Girls' Soccer Coach
7. Mark Eastway, Volunteer Boys' Tennis Coach
8. Becky Barefoot, Spell Bowl/Spelling Bee Sponsor
9. Cali Spann, Volunteer Volleyball Coach
10. Becky VanVickle, Custodian (eff 08/25/14)
11. Elizabeth Huber, Volunteer Flute & Visual Tech for Band
12. Jean Tharp, Volunteer Saxophone Technician for Band
13. Brooke Thomas, Volunteer Guard Instructor
14. Angela Ebert, Volunteer Clarinet Technician
15. MacKenzi Lowry, Volunteer Percussion Instructor for Band
16. Heidi Slavkin, JH Academic Super Bowl Sponsor
17. Lang Bungitak, Volunteer Girls' Golf Coach
18. Abby Lybarger, Volunteer HS Cheer Coach
19. Emily Hill, Volunteer JH Volleyball
20. Stephanie Maggart, Key Club Co-Sponsor
21. Shelly Leifer, Key Club Co-Sponsor
22. Jennifer Howard, Girls' HS Basketball Assistant Coach

Dr. Reichhart recommended approval of all of the consent items hereinabove documented.

Mr. McLaughlin moved to approve the Consent Items as recommended by Dr. Reichhart. Mr. Brunn seconded the motion. With no further questions or discussion, a vote of 5:0 approved the Consent Items as presented.

NEW BUSINESS

*A. Manchester Youth Basketball Program

Ms. Alspaugh recommended approval of the Manchester Youth Basketball Program which has been ongoing for many years now and is a beneficial program to the youth of North Manchester.

Mr. Brunn made a motion to approve the Manchester Youth Basketball Program as recommended. Dr. Trump seconded the motion. Without any further discussion or questions, the Board voted 5:0 to approve the Manchester Youth Basketball Program.

*B. Fundraisers

Ms. Alspaugh presented the Board with a list of approximately 53 fundraisers that are intended to be used in the 2014-2015 school year to raise support for a multitude of groups, athletics and school organizations, most of which are the usual that are seen from year to year including car washes, bake sales, t-shirt sales, and of course, the annual 7th and 8th grade trips. MJSHS tries to stay away from cheap or non-consumable items that patrons would not ordinarily purchase or use anyway. There is one new fundraiser this year which the Senior Class has introduced which is the sale of Manchester Squire scarves. Fan scarves have become a very popular item at athletic events. These are good quality scarves that will be sold for \$20 each. A side note was made that the car smash at the Fun Festival raised approximately \$200. Also, the ALS ice bucket challenge in which Ms. Alspaugh, Mrs. Ulrey and Mr. Markham participated raised about \$400.00 for the Matt White ALS Foundation.

Mr. Self advised the board that the band and choir at MIS do a few fundraising events in conjunction with the MJSHS band and choir. In addition, Student Council, who has a new sponsor this year, will most likely continue the usual candy grams at Christmas and Valentine's for 25 cents each. The PTO also helps sponsor a chain link twice a year for 25 cents. Additionally, if there would happen to be a disaster during the school year, the students usually want to do a fundraiser to contribute to a specific disaster fund to help other communities.

Mr. Mullett commented that MES also does the chain links. Pennies for Patients is a regular fundraiser in the fall at MES which raises funds for lymphoma leukemia and last year raised over \$800.00. In addition, the SCRIP program does very well to help with needed funds, so MES tries to limit additional fundraisers. SCRIP is such a good fundraiser because the parents

and families spend money on things they use on a weekly basis such as gas and groceries without having to spend additional funds, which then comes back to benefit the school with the rebates that are offered.

Dr. Reichhart recommended that the Board approve the 2014-2015 school year fundraisers as indicated by the principals of MES, MIS and MJSHS.

Mr. Brunn made a motion to approve Dr. Reichhart's recommendation. Mr. McLaughlin seconded the motion. With no further discussion or questions, the Board voted 5:0 to approve the fundraisers. Mr. Brunn then expressed his appreciation for all the work and effort that goes into these fundraisers behind the scenes. Mrs. Krouse also appreciates the quality of the items offered in the fundraisers.

*C. Overnight Field Trips

Ms. Alspaugh recommended approval of two overnight field trips by the Board. The first is the annual trip to the Florida Everglades sponsored by Jabin Burnworth as part of his A.P.E.S. class in February. This trip is of great benefit to his classes that have participated as they get to do a great deal of projects environmentally that they can not do locally. Mr. Burnworth has created some extensive relationships with other educators in the Everglade area. Many Seniors mark this trip as the highlight of their high school career.

Ms. Alspaugh also recommended approval of a trip to Costa Rica which will be sponsored by Mrs. Brubaker for the Spring of 2016. The last trip Mrs. Brubaker sponsored in 2013 was very successful. Planning this far ahead gives the students a chance to raise appropriate funds for the trip, which is estimated at this time to be \$3,000 each for all-inclusive expenses. This calculates out to approximately \$130 - \$150 per month over the next 18 months. This is a great opportunity for her Spanish students to practice their Spanish speaking skills and learn more about the culture in a Spanish-speaking country.

Mr. Brunn moved for approval of the two overnight field trips as presented by Ms. Alspaugh. Mr. McLaughlin seconded the motion. With no further discussion or comments, the Board voted 5:0 to approve both field trips.

*D. 6120 Possession of Firearms on School Property Policy

Dr. Reichhart reported to the Board that the State of Indiana has amended the policy for possession of firearms on school property pursuant to State statute. Dr. Reichhart completed a first reading of the revised policy which will be presented for approval at the next regularly scheduled Board meeting.

BUDGET HEARING

Mr. Bumgardner opened the Budget Hearing and commented that the Board gave approval in August for advertisement of the proposed 2015 budget. Said proposed budget notice was printed twice in the News Journal as required. Mr. Bumgardner asked for any comments or questions. No comments or questions being heard, Mr. Bumgardner then closed the hearing. The 2015 Budget will be presented at the October meeting for approval by the Board.

ADMINISTRATIVE UPDATES AND REPORTS

A. Principals

Mr. Self advised the Board that the 5th grade iPad rollout approximately one week ago went well. There was an initial glitch involving a different way of having to download apps which came from Apple without any notice given. Thanks to Mr. Miller, as of today all iPads are functioning. The parents were patient throughout the process of conforming to the change which required more extensive sign-up for the apps than previous. Mr. Self also commented that the MIS students are taking the STAR reading test and should be able to self-select each individual's level of book once completed. The STAR test is basically a comprehension test. MIS is also getting ready to kick off the "What Are You Reading Now?" initiative which is being carried over from last year.

Ms. Alspaugh's update focused on internships being offered at Manchester High School. There are three different intern programs available. The first is through JAG which is 1 period each semester earning 1 credit per semester which centers around Career Exploration. There are currently 34 students in two sections. The students compete in local and district JAG contests. The program can result in a six-week paid internship in the summer. Graduates are monitored for one year following completion of the class. The second is a Career Explorations Internship which was previously taught by Mrs. Ulrey. Mr. Zinsmeister will be overseeing that class second semester of this year. He will be involved in approving and placing the students in internships that fit the students' interest survey. There are three students signed up so far with anticipation of

more to follow. This class requires 150 hours of internship which includes class time. The class itself is offered 0 period which is 7:15-8:05 in the morning – prior to a regularly scheduled student day. The third internship program is the ICE program which is technical area work. Students can enroll in this program their junior year at Heartland, such as building trades. During the senior year, the student actually goes to a work site in the particular trade they have been enrolled. This internship can be paid or unpaid. Brian Evans is the current supervising teacher for ICE. Previously, Ron Smith was the teacher. This is a two semester class for 6 credits. This usually involves four days scheduled on the job and one day scheduled at Heartland. This is a very competitive program as there are only a limited number of slots allowed for each school district involved in Heartland. MCS currently has three slots offered. Mr. Brunn asked what the average enrollment is in the Career Explorations Internship. During the 2013-2014 school year, there were 18 total with less than that the prior year. Last Spring, MCS received 7 applications for it for second semester this year, but four have gone on to make other plans. Mr. Burgess asked how many slots total are available at Heartland, to which Ms. Alspaugh responded that there are 30 total with all school districts included. There has been some discussion about bringing the ICE program back into MCS from Heartland depending on continued interest so that more students can be involved in the program. Mr. Brunn then asked about enrollment in the JAG class. Currently there are 34 students enrolled with a recommendation of not having any more than 40 for just having one teacher.

Mr. Mullett announced that Superintendent of Education Glenda Ritz will be visiting MES on Thursday, September 18 for those who may want to join them as part of a literacy promotion. Mr. Mullett then gave a presentation on the Begindergarten class that took place this past summer. Begindergarten enrolled 30 students from the Kindergarten Round-Up, but identified 40 that could have benefited. The program continues to grow. Dr. Reichhart interjected that Indiana Governor Pence has been quoted as saying that for every \$1.00 spent on pre-school education, \$.70 is returned in saved expenses for remediating kindergarten students. The Governor believes that more money should be spent on pre-school programs. The Begindergarten program has gained a lot of respect for helping pre-schoolers succeed in kindergarten. Mr. Mullett went on to say that this year's incoming kindergarten numbers are smaller than last at 130. Last year less than ten students were retained, but at an average cost of \$6,000 per student, that adds up to a \$60,000 loss. However, Begindergarten is helping! If nothing else, Mr. Mullett believes it makes the first day of kindergarten much easier for the incoming kindergarten student. Mr. Mullett then went through his short slide presentation. Mrs. Krouse asked about the SPARK program. Mr. Mullett responded that he will be giving a presentation on that to the Board in October.

B. Business Manager

Mr. Bumgardner advised the Board that all teacher contracts have been completed and are prepared for Board member signatures this evening. The 2015 Budget has been finalized and as discussed previously, will be presented for approval by the Board in October. All construction and maintenance projects started over the summer have been completed.

C. Superintendent

Dr. Reichhart thanked the many donors that were listed in the agenda this evening. He went on to state that the car drop-off and pick-up route has recently been modified to make it safer for the students. He also thanked Ms. Alspaugh and Mrs. Ulrey for their help in getting the route revised. An issue has come up with the unit ventilators throughout the school system. The units were installed in 1995. They had been included in the big construction project for the summer of 2013, but could not be taken care of that time due to the amount of cost to replace them. They are, however, now becoming a high priority as carpeting is getting wet. Time will be spent looking at cost of replacement and how that can be done in a most affordable way. Dr. Reichhart continued by thanking Kathy Hawkins, MTA President, for initiating the visit to MES by Superintendent Glenda Ritz. Dr. Reichhart also reminded Board members to be sure to get all contracts signed before departure this evening.

COMMENTS FROM VISITORS

No comments from visitors.

COMMENTS FROM BOARD MEMBERS

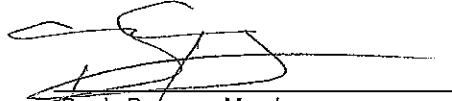
Mr. Brunn thanked the Administration and front and back office staff for getting the school year started back up again. He appreciates all the extra work that he realizes it takes to get that job done.

Mrs. Krouse advised that the Executive Session scheduled for after the Board Meeting has been cancelled.

ADJOURNMENT

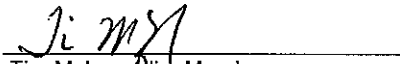
With no further business, Mrs. Krouse, School Board President, adjourned the Manchester Community Schools' Board of Trustees Board Meeting at 6:25 p.m.

Sally Krouse, School Board President

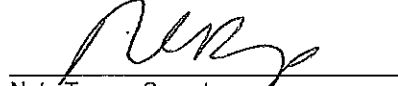


Brady Burgess, Member

Steve Flack, Vice President

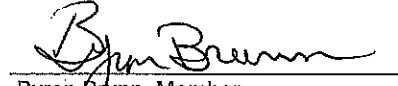


Tim McLaughlin, Member



Nate Trump, Secretary

Brian Schilling, Member



Byron Brunn, Member