

MINUTES OF REGULAR SCHOOL BOARD MEETING
MANCHESTER COMMUNITY SCHOOLS
October 7, 2014

The Manchester Community Schools' Board of Trustees met at Manchester Community Schools Administration Offices on October 7, 2014 at 5:30 p.m.

Board Members were present or absent as follows:

PRESENT: Mr. Byron Brunn, Mr. Brady Burgess, Mr. Steve Flack, Mr. Tim McLaughlin, Mr. Brian Schilling, and Dr. Nate Trump.

ABSENT: Mrs. Sally Krouse

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

CALL TO ORDER

Mr. Flack, School Board Vice 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.

SPARK PRESENTATION

After a brief introduction by Mr. Mullett, Amanda Jones-Layman gave a presentation recapturing the Summer 2014 SPARK program. The SPARK program is a partnership between the hosting school, the YMCA and local families resulting in awesome outcomes for the students. The MES teachers helped identify the students who could most benefit from the program. Out of 48 spots, 45 students were recruited for MES, 15 in each of 1st, 2nd and 3rd grade. The families really pledged to support the program. They turned out in droves for the workshops and Literacy Night celebration. SPARK tried to incorporate activities at the end of each day for the families to participate in. The families also supported regular attendance for the students. The YMCA brought youth development expertise from its experience with Day Camp programming and supplied program staff for the afternoon. The Y-USA invested \$30,000 in the program and the schools brought in the summer school reimbursement.

SPARK includes three components of Literacy, Enrichment and Family Engagement. The Literacy element is covered after breakfast for 2-1/2 hours with targeted instruction in the four areas of guided reading, self-selected reading, working with words, and writing for a time block of 30-40 minutes for each area each day and a 'brain break' mid-morning. The 4-1/2 hour Enrichment schedule each afternoon includes art education with the Honeywell Center, Character Development, Moderate-to-Intense Fitness Activity, Field Trips including a horse farm and 4-H Fair, and Nutrition Education. The students enjoyed swimming at the Aquatic Center, doing Mini 4-H projects, and participating in library programs. Weekly themes are chosen by the teachers and applied to the Literacy and Enrichment sections. These activities are meant to build confidence in the kids so that they have confidence in their reading. The students do not regard it as summer school. It is a fun, camp-like setting. The Family Engagement element included parental participation in an Orientation evening, Workshop, and committing to reading together at home for 20 minutes per night.

The academic growth was evidenced in 2012 with a 1.7 month growth in reading level and a 2.4 month growth in 2013 when Wabash City and MSD schools were in the program. This past summer resulted in an average 2.2 month reading level growth overall for the three Wabash County schools. More specifically MES 2nd grade gained 2.7 months and 3rd graders gained 2.3 months reading level growth. MES was above the other Wabash County schools which goes back to the MES teachers and the quality of instruction.

The YMCA also used some survey outcomes to get parental feedback. Ninety-three percent of the families attended at least one of the family engagement events. One hundred percent of families surveyed were positive. Only two survey responses rated SPARK as a 7, all of the remaining responses were 8, 9 or 10, making them promoters in that they would go out of their way to tell another parent the SPARK program is really great. Recruiting students is hard. The parents aren't always willing to give up their kids to be at school all summer. The best response received was: 'It was a learning program but had a camp-like experience.' Another response from a parent was, 'Having a place to go that continued all he had learned . . .,' referring to stopping the summer learning loss and not having to regain it in the fall of the next school year. The data will be interesting to review to see where the students who attended SPARK this year go from here as they progress through the 2014-2015 school year. Mrs. Jones-Layman added that other YMCA's have been calling Wabash YMCA to have discussions about SPARK after hearing glowing reviews from the National YMCA leaders who visited during the summer program and shared what they observed at the Wabash County locations with respect to the atmosphere of the school in comparison with other schools across the nation.

MANCHESTER COMMUNITY SCHOOLS
BOARD APPROVED
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SQUIRE ACADEMY PRESENTATION

Mrs. Dorey Mobley, with the assistance of Asia, a fifth-year senior enrolled in Squire Academy, gave a presentation to the Board with respect to the progress in Squire Academy as it begins its first year at MJSHS. Squire Academy is going very well. Mrs. Mobley currently has 25 students enrolled, but has had 27 over the course of the year so far. One is currently being detained and the other was incarcerated and not welcomed back into the program. Mrs. Mobley's current caseload includes the following: two had been expelled; one is a fifth-year Senior; one is a 32-year-old who was trying to go through the Learn More Center, but that was not compatible with her work schedule; five were going to homeschool and not return to MJSHS; three had quit school and decided to come back to enroll in Squire Academy; and four are 8th graders who failed all of their 7th grade classes and didn't even attend the last few weeks of school last Spring due to behaviors. Mrs. Mobley has gotten feedback from teachers that those 4 eighth graders are doing great behaviorally. Of the 25 current students, six attend 1/2 days in the a.m. for their three hours and then leave at 11:15, mostly due to work reasons and a couple due to anxiety. So far this year, Asia has acquired two credits which has been super impressive. One credit was complete in 2-1/2 weeks of working very hard on one course for three hours per day and then completing the final. Then Asia turned around and finished a second course in another 2-1/2 weeks. Her goal is to finish with her high school diploma by December. Another student who is a sophomore is one unit away from completing three credits within the next couple of weeks. Three other students have also achieved one credit each so far. Those are semester courses being completed in 2-1/2 to 9 weeks depending on the time put into it. Each period Mrs. Mobley has no less than 11 students, and 15 students are the maximum allowable per period for one teacher and one aide. Some periods there are 13-14 students.

Squire Academy students also do community service. Every week the students go to Peabody to work with the residents, one morning session and one afternoon session. Students have also been involved in other community events. Two Saturdays ago some of the students worked the USO Show at Peabody with the residents and quite a few of them got 3-4 hours of community service credit. Also this past Saturday, six students got up and were at Mrs. Mobley's church for the Community Breakfast by 6:45 a.m. to serve. Mrs. Mobley is currently writing a proposal to Ms. Alspaugh for the possibility of students earning one credit for a set number of hours of community service. The students are very motivated to do the community service, not only to serve others but to gain credit as well.

Asia commented that her favorite part of Squire Academy is that it is not a classroom setting. She has always struggled focusing in a classroom, whereas in Squire Academy she can put headphones on, zone everyone out, and focus on her work.

The students in Squire Academy are enrolled in APEX online to work at their own pace. They have the ability to continue work on their own at home or at the library if they wish, and Mrs. Mobley encourages the students to do that if they can. Asia takes advantage of that ability at the library. Mrs. Mobley meets with each student individually every other week to discuss progress. Squire Academy is a very quiet setting. The students get breaks. The students are all very self-motivated and work mostly independent and self-directed. Some students focus on one course at a time and others choose to work on 2-3 courses at once. Some of the students also have classes at MJSHS.

Ms. Johns from IDOE came for a site visit on October 3. Mrs. Mobley had compiled a binder of documentation for her as part of the approval process. Ms. Johns indicated she liked what she saw and was very complimentary. Ms. Johns also commented that if the numbers are like they were last year, Squire Academy may get an additional \$520 per student enrolled in Squire Academy which would help offset the cost of the class aid.

Mrs. Mobley went on to say that Squire Academy is not a setting for only students with IEP's. There are some with IEP's and some without. Students currently enrolled include grades 7 – 12. The junior high and high school students get along well together and interact well. In the high school setting, they would probably not interact socially, but in the Academy they do.

In regard to behavior aspects, Ms. Mobley got an email from Mr. Underwood regarding one of the 8th graders commenting on how much the student has matured. Pulling the student out of the Gen Ed setting a couple of hours a day helps reduce anxiety and the temptation to behave negatively.

Dr. Reichhart added that there were two students who were being home-schooled that enrolled on ADM Count day which helped in that regard. Mrs. Mobley worked hard at trying to find additional students.

Only one Squire Academy student is also in Heartland in the afternoon. Another SA student was at Heartland, but is now in the ICE program in the afternoons because he is financially helping his family. Mrs. Mobley has another student who is only a sophomore, lives at Treeway Inn, and is doing well with an a.m. course, but works in the afternoon at Hardee's and is the only source of income for her family.

Mrs. Mobley feels there are a lot more in the school district that would benefit from Squire Academy that are not currently attending. As long as there are not more than 15 each period, Squire Academy has open enrollment and can take additional students. The ultimate goal is to get the SA students back into a traditional classroom setting; however, if that doesn't happen it is okay because the traditional classroom setting just doesn't work for some students. Mrs. Mobley likes that Squire Academy is flexible and she is able to do what is best for each individual student. In addition to the 7th grade students at MJSHS, Holly Thompson serves as the guidance counselor for the students in Squire Academy in regard to job shadowing placements and pursuit of high education. Many of the students have indicated an interest in seeking higher education. Mrs. Mobley ended her presentation with the statement that the students need to know that the staff is there to support them, and the key to success in Squire Academy is to build relationships with the students.

CONSENT ITEMS

- *A. Minutes
 - 1. Minutes of the September 2, 2014 School Board Meeting.
- *B. Claims
 - 1. Regular Claims dated October 7, 2014.
 - 2. Prepaid Claims dated September 30, 2014.
 - 3. Payroll Claims dated September 12, 2014 and September 26, 2014.
- *C. Grant - None
- *D. Donations
 - 1. Donation in the amount of \$2,143.00 to the MJSHS FFA program from the Zoetis Industry Support Program and its participant, Manchester Veterinary Clinic.
 - 2. Anonymous donation in the amount of \$150.00 to the MJSHS Girls' Golf program.
 - 3. Anonymous donation in the amount of \$250.00 to the MJSHS Girls' Golf program.
 - 4. Anonymous donation in the amount of \$1,500.00 to the MJSHS Drug Testing program.
 - 5. Anonymous donation in the amount of \$2,000.00 to the MJSHS Biology Club.
 - 6. Anonymous donation in the amount of \$100.00 to the Manchester Junior High Football program.
- *E. Personnel
 - MES
 - Unpaid Leave
 - 1. Kayla Jablonski, Oct. 13-20 (Unpaid two days)
 - Resignation
 - 1. Michele Rose, Kindergarten Team Leader
 - Employment
 - 1. Mandi Jones and Brenda Self, Kindergarten Co-Team Leaders
 - 2. Regina Harris, Cook
 - 3. Kelly Louvier, Cook
 - MIS
 - Medical Leave
 - 1. Stephanie Pinkerton (8 weeks maternity)
 - Employment
 - 1. JoEtta Herrmann, Instructional Assistant
 - 2. Greg Smith, Half-Time Custodian
 - 3. Annie Clark, MIS Spell Bowl/Spelling Bee Sponsor
 - MJSHS
 - Employment
 - 1. Andrew Longanecker, Assistant Cross Country Coach
 - 2. Matt Carver, Volunteer Baseball Coach
 - 3. Amanda Schroll, Volunteer JH Volleyball Coach
 - 4. Angela Brubaker, 2nd Shift Custodian

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 6:0 approved the Consent Items as presented.

NEW BUSINESS

- *A. Overnight Field Trips
 1. National FFA Convention, Louisville, KY 10/28-11/01
 2. FFA State Leadership Conference, Trafalgar, IN 11/21-23

Ms. Alspaugh recommended approval of the two overnight field trips for the FFA Club.

Mr. Schilling moved to approve the overnight field trips as presented. Mr. McLaughlin seconded the motion. Without any further questions or discussion, the Board voted 6:0 to approve the overnight field trips.

- *B. School Improvement Plans

Mr. Mullett presented to the Board his academic goals for the MES School Improvement Plan for 2014-2015. With the IREAD-3 remaining intact this year, one of the goals is for 95% third graders passing. The ISTEP scores are being treated a little different this year than the usual 90% passing on each section as in the past. No one knows what the new ISTEP test is going to look like, so 90% may be too lofty of a goal. The MES goal for ELA and Math sections on the ISTEP test is to be above the State average. The Acuity tests that are being taken this year are in a different format. Last year the Acuity was a predictive test intended to give you a percentage of how well the students were going to do on the ISTEP. For instance, last year about 85% of MES 3rd graders taking the ELA test were predicted to pass. This gave data to determine remediation needs. MES just finished this year's math portion of the new Acuity test. It is no longer a predictive test, it is a readiness test and is mapped out to the College and Career Readiness standards. Right now MES passing rate for Math is 44%. According to conversations with the DOE, the rigor of the test is different in that it used to get progressively harder, but now will remain the same. However, what is being seen now from the test and samples of the Acuity ELA being taken over the next couple weeks is that the amount of rigor is much more difficult than in the past which is what prompted the change in goals for the ISTEP test for this year. The first Acuity test is like a pre-test and is to be used for data to remediate and drive instruction for small groups of individual students. The 'smartest' kid at MES got a 65-70%. This is a student who does not get confused, but he was confused.

To answer Dr. Trump's question about the difference in predictive or readiness, Mr. Mullett and Mr. Self explained that with the predictive test last year the curriculum was not necessarily mapped out for Acuity, but this year in the readiness format it is mapped out to the College and Career Readiness standards. For example, last year the first window Acuity test was 2/3 2nd grade material and 1/3 3rd grade material; for the second window 1/3 was 2nd grade and 2/3 was 3rd grade; and the end of the year test, right before ISTEP, was 100% 3rd grade material in order to get a predictive score based on skills they would've acquired. This year the whole test is 3rd grade skills for the 3rd grade student, with the understanding that not everything will be mastered when the first open window test is taken. Some of the material on the first Acuity test is not even scheduled to be covered for another six weeks out. So the students are being tested over material they haven't learned yet making the initial scores very low. This is causing a lot of frustration and concerns, but everyone is in the same boat. It seems there are more test questions per standard than in the past. Hopefully, the data will be broken down in order to better determine remediation needs for the standards that have been covered.

Ms. Alspaugh added that she reviewed with 7th grade teachers today some of the new things such as drop-down menus to be maneuvered and some sections where students will drag their answer choice into a spot in the question. Therefore, if it is not already being done, teachers will need to re-format their individual class tests so that students will be familiar and comfortable navigating the State tests.

Mr. Self advised that MIS's goals are similar to last year's. MIS has been working toward a goal of 90% of Math and ELA of ISTEP. MIS has achieved that in Math, but is still working on getting to that level in ELA. Mr. Self has decided to leave that as the goal for this year as well. New this year, MIS wants to use the STAR reading assessment to help students learn their appropriate reading levels and hopefully help increase those scores. The second goal is to continue the systematic RTI program for students in whatever area they are struggling with. RTI is 'response to intervention' which is remediation and helping students who struggle in a specific area with targeted instruction either individually or in a group.

Ms. Alspaugh commented that MJSHS's three goals are very similar to past goals. The first goal reflects the MCS ELA goal to meet or exceed State average in English 10 ECA scores. The second goal always reflects keeping MCS graduation rate at 95% or higher which is important on the school-wide letter grade, along with the CCR score that should also be as high as possible to

earn as many points as possible on the school-wide letter grade. In the past the goal has been to have the CCR score above 25%, and last year MJSHS score was 58%. The high score is accredited to Advanced Placement and Dual Credit programs at MJSHS and also the Dual Credit program at Heartland. MJSHS's third goal reflects maintaining a safe and positive environment for students including bullying prevention, reduction in school suspensions and expulsions, and making sure everything is being done to provide a safe environment for students and staff.

Dr. Reichhart recommended that the Board approve all three School Improvement Plans.

Dr. Trump made a motion to approve the School Improvement Plans as presented by all three principals. Mr. Schilling seconded the motion. Without further discussion or questions, the Board voted 6:0 to approve the School Improvement Plans for all three buildings.

*C. Approval of Revised Policy 6120 – Firearms

Dr. Reichhart recommended approval of the proposed revision of Policy 6120 regarding Firearms required under the new State statute which was introduced and read at the September 2 Board Meeting.

Mr. Schilling made a motion to approve the revised Policy as presented. Mr. Brunn seconded the motion. Without further questions or discussion, the Board voted 6:0 to approve the revised language of Policy 6120.

*D. Adoption of the 2015 Budget

1. Budget Form 4 – Budgets, Levies & Rates for 2015
 - General Fund
 - Debt Service Fund
 - Retirement/Severance Debt Service Fund
 - Capitol Projects Fund
 - Transportation Operations Fund
 - Bus Replacement Fund
 - Total Budget: \$14,915,433
 - Total Levy: \$ 4,263,447
 - Total Tax Rate: \$1.361
2. 2014-2016 Capital Projects Plan
3. 2014-2025 Bus Replacement Plan

Mr. Bumgardner reviewed that the hearing for the 2015 Budget took place at the last Board Meeting on September 2, 2014. Mr. Bumgardner recommended approval of the 2015 Budget and requested signature of the Resolution for Appropriations, Capital Projects Plan and Bus Replacement Plan.

Mr. Brunn made the motion to approve the 2015 Budget. Dr. Trump seconded the motion. With no further questions or discussion, the Board voted to approve the 2015 Budget as presented by Mr. Bumgardner with a 6:0 vote.

SUPERINTENDENT CONTRACT HEARING

The Legal Notice regarding Superintendent's Contract was posted in the News Journal. This is only the hearing and no action will be taken on the Contract until the next Board meeting on November 4.

Mr. Flack opened the Hearing for the proposed Superintendent Contract for public comment. There being no comments from the audience, Mr. Flack closed the hearing.

ADMINISTRATIVE UPDATES AND REPORTS

A. Principals

Mr. Mullett thanked the second grade teachers for inviting Superintendent Ritz to MES on September 19.

Mr. Self reminded the Board that MCS is at the end of the first nine weeks and Parent/Teacher conferences are next week. Mr. Self is concerned about the Acuity due to the frustration being felt by the students and staff. Students who are used to doing very well are all of a sudden only answering half of the questions right which makes them not feel too good about themselves. However, the Acuity score is an internal score only and does not go into students' permanent records or go to the State. It is merely a gauge.

Ms. Alspaugh commented that they have felt a similar reaction at the high school. Everyone just has to hang in there and see how it goes. Ms. Alspaugh is looking forward to parent/teacher conferences next week on Wednesday and Thursday.

Dr. Reichhart introduced to the Board that over the past weekend Ms. Alspaugh and Mrs. Ulrey spent a lot of time creating a 7th grade data wall to help faculty visualize and get better acquainted with their students and data. Ms. Alspaugh explained that the students have been divided into four groups including: Pass+, Pass comfortably, 'on the bubble', and those significantly below Pass. There are cards containing individual data in pockets labeled for each student. Also, all teachers were given an individual folder for each of their teaching periods with a list in each of all students in that class including last year's Acuity and ISTEP scores and STAR reading score from this year. Data walls are in the works for 8th, 9th and 10th grade and ECA. The Board was encouraged to visit the data wall in the junior high's Staff Lounge.

B. Curriculum Director

Mrs. Gnagy just finished the Title II grant for Professional Development. She has been attending sessions about High Ability training from the DOE. The data from last year has been received and work will be started on that grant. Some minor revisions will be made to the High Ability program to be more compliant. ELA teachers in grades 5-12 have been doing support work. A visit has been made to Oak Hill to look at their data wall and talk to their English teachers to find out some practices and strategies that will work to streamline courses and align content to the new College and Career Readiness standards. Also, work has been done to get some literacy specialists into the junior and senior high schools. Bethany Hall and Nancy Hanback are going to talk to 7th-12th teachers about Reading to Learn and Learning to Read. Some PBL projects have been started with High Ability students with help from Beth Rosen and Susan Finney and a target for reading.

C. Business Manager

Mr. Bumgardner is happy to have his first budget adopted and sending it off to the State tomorrow morning. The ADM count in September was 1538 which is about 0.5 students down from the February 2014 count date. Hopefully, MCS can maintain or gain by the February count date and be in good shape.

D. Superintendent

Dr. Reichhart stated that a goal has been made for the MCS schools to bring up ELA scores to meet or exceed State averages in grades 3 through 10. Grades 3 and 4 have been solid, actually above 90%. As was presented regarding ISTEP scores in the past, MCS has struggled with that score. Mrs. Gnagy is working with the teachers in that area. The Administration has asked the teachers to tie their Student Growth Achievement goal to the MCS goal. This has caused some anxiety among the teachers because there is concern that if the MCS goal is not met, the results will be a score of 2 on evaluations which may cause a drop from highly effective to effective, or effective to needs improvement. A proposal has been presented to the teachers and there has been discussion. Details are still being worked out. Everyone needs to be accountable, but every teacher still needs to be able to teach their content area. Everyone was asked to help teach reading in their classrooms for the Lily Endowment during a past reading initiative. Today, we are trying to give every teacher in MCS help teach ELA within their class content areas. Working together as a team, the goal can be achieved. If students can't read, they are going to struggle in every area. Even the arts, P.E. and music programs can help support the literacy goal.

COMMENTS FROM VISITORS

No comments from visitors.

COMMENTS FROM BOARD MEMBERS

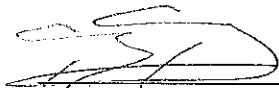
Mr. Schilling shared that he attended a session put on by the DOE at last year's ISBA conference regarding College and Career Readiness information. By far, the best answer they could give was 'I don't know' or 'we're still working on that' or 'it's still being developed. This year there was a single representative who was very confident in presenting her information. She shared an example of a word math problem in paragraph format which essentially was $25+15=40$. The student is to drag from the calculator into the answer box. At the end someone questioned it and asked what the answer was? Is it 40, $25+15$, $25+15=40$; and she went back to last year's answer, 'I don't know'.

Dr. Reichhart congratulated Mrs. Krouse on being elected as the Indiana School Board President at the ISBA conference which is the first time there has been a board member be the President for the State.

ADJOURNMENT

With no further business, Mr. Flack, School Board Vice President, adjourned the Manchester Community Schools' Board of Trustees Board Meeting at 6:45 p.m.

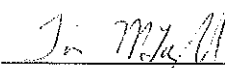
Sally Krouse, School Board President



Brady Burgess, Member



Steve Flack, Vice President

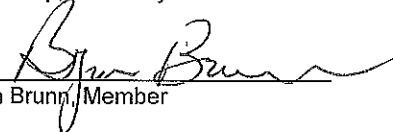


Tim McLaughlin, Member



Nate Trump, Secretary

Brian Schilling, Member



Byron Brunn, Member