

MINUTES OF REGULAR SCHOOL BOARD MEETING  
MANCHESTER COMMUNITY SCHOOLS  
October 13, 2015

The Manchester Community Schools' Board of Trustees met at Manchester Community Schools Administration Offices on October 13, 2015 at 5:30 p.m.

Board Members were present or absent as follows:

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

Also in Attendance: Dr. Bill Reichhart, Superintendent; Mr. Scott Bumgardner, MCS Business Manager; Attorney Al Schliitt; Keri Koenig, *Warsaw Times-Union*, and Makenzie Holland, *Wabash Plain Dealer*.

ABSENT: Mr. Steve Flack and Mr. Tim McLaughlin

#### CALL TO ORDER

Mrs. Krouse, 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.

#### CONSIDERATION OF AGENDA ADDITIONS OR DELETIONS

Dr. Reichhart requested that the resignation of Amy Acree, Media Specialist, be added to Consent Items, II(E), under the MJSHS section. Said resignation was received after posting of the agenda for this Board meeting.

#### PUBLIC COMMENT (AGENDA ITEMS ONLY)

No public comment.

#### "WHAT ARE YOU READING NOW?" PRESENTATION

Mr. Randy Self reported that last year the 6<sup>th</sup> grade math team starting using a program called "Math Space" which is an app available for student iPads. Mr. Zimmerman found it at the NCTM (National Council of Teacher Mathematics) Conference and received a free one-semester trial membership for the whole school. It was so successful, the teachers chose to continue to use the app this year. This app is a supplement for practice problems. Mr. Zimmerman and Mrs. Terfingler, along with a group of 6<sup>th</sup> grade students, joined Mr. Self to help present a sample of the program. Each student found a seat next to a Board member or Administrator to look on as the students worked through a sample set of math problems with the teacher view and a student view showing on the projection screen. Mr. Zimmerman further described that the Math Space program grades every line of students' work and collects the data to power the most sophisticated, adaptive math program. Mr. Zimmerman walked the audience through the program on both the teacher view and student view as he collected data on student work in real time. The students then worked individually on their iPads while explaining what they were doing and how the app works to their adult partner. The program indicates to the student by a series of colored check marks whether or not the student is on the right track and can keep going, or if they need to go back and re-try. On the teacher screen, Mr. Zimmerman can see which students had completed the problem, which ones completed the problem correctly, and which ones completed the problem but did not get it completely correct. He can then click on the individual student name and visualize exactly what the student typed and where the error occurred. This program allows students to work at their own pace. Students that are able to complete their tasks quicker can go on to practice or try new problems. This also allows the teacher to focus on particular areas of trouble with individual students as needed without depending on the student to ask for specific help. Having the ability to track the individual student and the class in real time helps the teacher spend instruction time more efficiently. The teacher can also track how much time the student has spent on individual problems, which gives the teacher insight into whether a student is actually struggling with a concept or is simply not spending enough time on task. There is also a function that allows the student to receive a hint without penalizing the student score. Math Space also allows the teacher to create assignments. The teacher can include exercises for his 6<sup>th</sup> grade class at their curriculum level or add more challenging exercises from the 7<sup>th</sup> grade level curriculum. If students finish their assignment ahead of others, they can go into the topics which include all 6<sup>th</sup> and 7<sup>th</sup> grade Indiana Academic Math Standards and work on other exercises for practice.

Mr. Self commented that one of the great things about this program is that a teacher knows immediately which student is struggling and falling behind the others and can go directly to that student to help without the student having to raise their hand and ask for help, which doesn't always happen. The teacher can also see at a glance which student(s) had problems with their assignment at home the night before and what areas need review. Mr. Self then surveyed Mr. Zimmerman and Mrs. Terfingler as to any issues with students not having internet at home. Mrs. Terfingler reported that out of her two classes, she has only 4 students who take paper copies home. Those students have started getting creative and finding internet access because they like

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the iPad better due to the hints and the ability to go back and review lessons. They visit their neighbor who has internet or do it at the school during a volleyball game. Also, the point values that the student earns for their assignments that are calculated by the app drives the students to be the top point earner, and they want to do more and do better. Mr. Zimmerman advised that in an 85-minute block for math class, the last 10-15 minutes are used for homework time and that is the time span that the students use the iPads and Math Space in class. The big time-saver is the morning after a homework assignment, because the assignment does not have to be reviewed problem by problem in the classroom. Everyone already knows the answers and how well they did. Dr. Reichhart thanked all for their participation.

CONSENT ITEMS

- \*A. Minutes
  1. Minutes of the September 8, 2015 School Board Meeting.
  
- \*B. Claims
  1. Regular Claims dated October 13, 2015.
  2. Prepaid Claims dated September 1-30, 2015.
  3. Additional Prepaid Claim dated September 1-30, 2015.
  4. Payroll Claims dated September 11, 2015 and September 25, 2015.
  
- \*C. Grants - None
  
- \*D. Donations
  1. Donation in the amount of \$1,400.00 by the Laketon Class of 1965 for the MJSHS Greenhouse Project to purchase bedding tables, potting soil, pots, a water system and starter plants.
  2. Donation from Zoetis, Inc. through Sommers Vet Clinic in the amount of \$230.00 and through Manchester Veterinary Clinic in the amount of \$3,739.00 in support of Manchester FFA.
  3. Donation in the amount of \$61.04 from SCRIP funds by Heather Schilling in support of MJSHS Football program.
  4. Anonymous donation in the amount of \$2.25 from SCRIP funds in support of MJSHS Science Olympiad program.
  5. Anonymous donation in the amount of \$12.80 from SCRIP funds in support of MJSHS After Prom program.
  6. Anonymous donation in the amount of \$5.00 from SCRIP funds in support of MJSHS After Prom program.
  7. Donation in the amount of \$290.00 in support of MJSHS Volleyball program for Pink-Out t-shirts by the parents of the players.
  8. Anonymous donation in the amount of \$400.00 in support of MJSHS Cheerleading program.
  9. Donation in the amount of \$240.00 by Delaughter Bail Bonds in support of MJSHS Volleyball program for Pink-Out t-shirts.
  10. Anonymous donation in the amount of \$300.00 in support of MJSHS Drama program.
  
- \*E. Personnel
  - MIS
    - Leave Request
      1. Jessica Conley (Extension of Maternity Leave to Jan 3, 2016)
  - MJSHS
    - Leave Request
      1. Julie Cassel (Medical leave Oct 15 – Dec 18, 2015)
      2. Cathy Rupley (Personal/unpaid leave November 13-19, 2015)
    - Resignation
      1. Cole Sellers, Assistant JH Track Coach
      2. Staci Yard, JH Cheerleading Coach
      3. Kristiania Grogg, Winter Guard Director immediately and Color Guard Director at end of season
      4. Amy Acree, Media Specialist
    - Employment
      1. Leah Kerr, JH Cheerleading Coach
      2. Heidi France, Volunteer JH Cheerleading Coach
      3. Bill McNeeley, JV Girls' Basketball Coach
      4. Cynthia Gerding, LT Sub for Math (10/14-12/18/15 or end of semester)
  - MAO
    - Leave Request
      1. Wayne Staton (Medical leave Sept 11 – mid-Oct 2015)

Dr. Reichhart recommended approval of all of the consent items as listed.

Mr. Brunn moved to approve all the Consent Items outlined above. Dr. Trump seconded the motion. With no further discussion, a Board vote of 5:0 approved the Consent Items as presented.

#### NEW BUSINESS

- \*A. Overnight Field Trips
  1. FFA to National Convention
  2. FFA to State Leadership Convention
  3. Germany Exchange Trip

Ms. Alspaugh recommended approval of the three requested overnight field trips. FFA takes members to the FFA National Convention in Louisville and to the State Leadership Convention in Trafalgar annually. The third trip is the Germany Exchange trip for which some MJSHS students and a teacher sponsor will travel to Hamburg March 10-30, 2016. In exchange, the German students and a teacher will be coming to North Manchester on November 4-23.

Mr. Schilling made a motion to approve the proposed overnight field trip. Mr. Burgess seconded the motion. With no further discussion and a vote of 5:0, the three overnight field trips as presented were approved.

- \*B. Sunday Facility Rental – Old German Baptist Youth 10/25

Dr. Reichhart recommended approval of the Facility Rental request by Old German Baptist Youth Group at the MIS building for their annual event on Sunday, October 25. This group has made several previous requests for Sunday rental and MCS employee; Becky Landes, facilitates the event.

On a motion by Dr. Trump, second by Mr. Brunn, and vote of 5:0, the Sunday Facility Rental request was approved.

- \*C. Approval of Addition of Transfer Students Policy #4045

Dr. Reichhart conducted an initial reading of the proposed Transfer Students Policy #4045 at the September 8, 2015 Board meeting. Dr. Reichhart reviewed the proposed Policy for the second time as required without objection or revision, and recommended approval by the Board.

Mr. Burgess made a motion to approve Policy #4045 as written; Dr. Trump seconded the motion; and upon a vote of 5:0 and no further discussion, the Board approved the Policy.

- \*D. Approval of Revision to Attendance Policy #4085 (Truancy)

Dr. Reichhart conducted an initial reading of the proposed revision to Attendance Policy #4085 regarding Truancy at the September 8, 2015 Board meeting. Dr. Reichhart reviewed the proposed Policy revision for the second time as required without objection or revision, and recommended approval by the Board. Dr. Reichhart thanked Attorney Schlitt for his work revising this policy to concur with the new State law changes that have been passed.

Dr. Trump made a motion to approve the proposed revisions to Policy #4085 as written; Mr. Schilling seconded the motion; and upon a vote of 5:0 and no further discussion, the Board approved the Policy.

- \*E. Approval of Tax Neutrality Resolution

Mr. Bumgardner recommended approval by the Board for this year's proposed Tax Neutrality Resolution, which designates the Bus Replacement Fund for payment of the Pension Bonds, that are scheduled to be paid in full in the year 2019.

Mr. Schilling made a motion for the Board to Approve the proposed Tax Neutrality Resolution. Mr. Brunn seconded the motion. With no further discussion, the Board approved the Resolution as presented with a vote of 5:0.

- \*F. Approval of CPF Fund Plan

Mr. Bumgardner stated that in order to receive tax monies for the CPF and Bus Replacement Funds, the State requires a three-year plan for each. Those plans do not change much from year to year because MCS facilities haven't changed a lot, so the plan is very similar each time. Mr. Bumgardner recommends approval by the Board for his proposed CPF Fund as proposed to the Board.

Dr. Trump made a motion to approve the CPF Fund Plan as proposed. Mr. Schilling seconded the motion. Without further discussion, the Board approved the CPF Fund Plan with a vote of 5:0.

\*G. Approval of Bus Replacement Fund Plan

Mr. Bumgardner stated that the Bus Replacement Fund Plan designates the number of buses proposed to be replaced each year. A typical school bus needs to be replaced once it is 12-15 years old. Mr. Bumgardner usually requests approval for three bus replacements yearly, but has been able to get by replacing one bus per year with the Tax Neutrality and Pension Debt taking the remaining allotted funds. The bus fleet is maintained in great shape with reasonable mileage status. In 2019 when the Pension Fund is paid in full, there will be more finances to purchase more buses or mini-buses each year. The MCS bus fleet currently has 3-4 buses at the 100,000-mile mark with the remaining buses under that mileage. All of the fleet is in great working condition. Two buses were retired this year, but they do not retain any value. One was traded in at a value of only \$1,500, so they are used as long as possible while maintaining safety standards. The diesel engines in the buses last much longer than the body, which is typically 10-12 years. Mr. Bumgardner recommended approval of the Bus Replacement Fund Plan.

Mr. Schilling made a motion to approve the proposed Bus Replacement Fund Plan. Dr. Trump seconded the motion. Without further discussion, the Board approved the fund with a 5:0 vote.

\*H. Approval of 2016 Budget

Mr. Bumgardner reported that the 2016 Budget Hearing was held last month with no objections or revisions. Mr. Bumgardner recommended approval of the 2016 Budget as previously proposed.

Mr. Brunn made a motion to approve the 2016 Budget as proposed by Mr. Bumgardner. Dr. Trump seconded the motion. Without further discussion, the Board voted 5:0 to adopt the 2016 Budget.

\*I. Approval of Superintendent's Contract

Mrs. Krouse advised the Board that hearing was held last month for the proposed contract for Dr. Reichhart, Superintendent. The proposed changes of the contract were reviewed. No objections were raised. Mrs. Krouse recommended approval of the proposed Superintendent's Contract as advertised.

Mr. Burgess made a motion to approve the proposed Superintendent's Contract. Mr. Brunn seconded the motion. With no further discussion, Superintendent Contract was approved with a 5:0 vote.

\*J. 2016-17 School Calendar

Dr. Reichhart referred the Board to the copy of the proposed 2016-17 school calendar. The proposed calendar had been vetted out to the Administrators and the Manchester Teachers Association. The beginning date has been moved a week later on the recommendation of the teachers due to conflict with the State Fair and still allows finishing before Memorial Day. In December, the winter break is still two weeks but is proposed to start mid-week on the 22<sup>nd</sup> and into January. There are three snow days built into the calendar, one in February, one in March, and one in May. The last day is May 26<sup>th</sup>. Teachers would come back on the Tuesday after Memorial Day for a ½ workday. Graduation would be scheduled for Friday, June 2. The proposed schedule would still allow four additional days for snow make-up without interrupting the Graduation date. Most of the schools feeding into Heartland start on either August 5 or 12. MCS will then most likely be starting the latest. The Heartland students can still attend Heartland prior to MCS start date. Heartland will excuse and not penalize the students if they do not attend prior to MCS start date. Ms. Alspaugh agreed that Heartland works well with each school district due to the varying start dates. Dr. Reichhart offered for MCS to run a bus to Heartland those days prior to start date if necessary, but that has never been an issue in the past with the differing session dates. Dr. Reichhart also commented that Registration dates are also scheduled in August at the beginning of the week instead of the end, which runs into FunFest. Dr. Reichhart recommended approval of the 2016-17 calendar as presented.

Mr. Burgess made a motion to approve the proposed 2016-17 School Calendar. Mr. Schilling seconded the motion. The Board voted 5:0 to approve the 2016-17 School Calendar.

#### ADMINISTRATIVE UPDATES AND REPORTS

A. Principals

Mr. Rodgers reported that everything is going very well at MES. He highlighted some extra-curricular activities that have been happening. The first graders went to the apple orchard. The Indianapolis Opera gave a presentation through the Honeywell Center where the students attended Pinocchio. The students loved the program. Also, through the Honeywell Center, Steve

Seskin came and talked to the third graders about bullying. The third graders also took a field trip through a nature preserve where they participated in field science and did some writings about experiments they enjoyed doing. Also, the Wabash Promise event at Manchester University was a big success this year. Teacher feedback was very positive. The activities were much more enriching for the students and hopefully will help motivate them to pursue college educations. Mr. Rodgers feels the MES students receive phenomenal instruction from the teaching staff, and he is happy to be a part of the student growth.

Ms. Alspaugh commented that the AP English juniors and seniors went to the Indianapolis Repertoire Theater to see a production of *The Great Gatsby*, which was a great experience for them. The end of September MJSHS had a very successful College Go! Week. Ms. Alspaugh thanked Terri Denney for her leadership for that event, as well as all the teachers and staff members who participated and gave MJSHS students college information that hopefully will be helpful to them as they look forward to those decisions. In conjunction with that, 170 sophomores and juniors are scheduled for the PSAT. Ms. Alspaugh is anticipating a good turnout for parent/teacher conferences. There are currently approximately 300 students scheduled for conferences.

Mr. Self thanked the Board for the opportunity to have the 6<sup>th</sup> graders come in and present about Math Space. The MIS teachers have described the app as a 'game changer.' The fourth grade level has added iPads this year, and they are quickly up to speed with the technology use. In answer to a Board member question, Mr. Self explained that Math Space starts at 6<sup>th</sup> grade level and goes through High School. There may be some exploration to see if the higher grades are interested in using Math Space. The cost for Math Space is approximately \$15 per student per year. This is the last year for the math textbook rental, so it was a double-whammy this year. However, the teachers feel they can still use the math textbooks next year which will alleviate the cost to just the Math Space cost. MIS has also had a lot of field trips recently, which are included in the MIS monthly newsletter distributed to the Board members.

B. Curriculum Director

Ms. Gnagy had no report this evening.

C. Business Manager

Mr. Bumgardner advised that starting in November and December the bond issue and Board actions for the upcoming construction project will begin. Barton Coe Vilamaa should have some bids by then for the major portion of the unit ventilator project. Also, the health insurance renewal is coming up in November for coverage starting January 1.

D. Superintendent

Dr. Reichhart thanked MCS teachers and staff for all the extra effort in planning and attending the many field trips, which result in learning and memories for the students. Also, Dr. Reichhart thanked teachers for staying in the evening after working all day to facilitate the parent/teacher conferences. Dr. Reichhart hated to see Mrs. Acree's resignation, but respects her family wishes. The position will be posted and filled either as an interim or permanent position depending on the pool of candidates. Dr. Reichhart wished good luck to all sports teams. Both the girls' and boys' Cross Country teams will be running in Regionals at Culver. Max Karg will be playing in tennis Regionals at LaPorte. Volleyball Sectionals will be on Tuesday at Southwood. Football Sectionals are coming up at Winamac. Both soccer teams had good successful seasons, but were beat in Sectionals. The MJSHS choir concert was also scheduled following the Board meeting. Some maintenance work will be taking place over fall break replacing some faulty valves at MES. Dr. Reichhart also thanked the Board for his renewed contract.

COMMENTS FROM VISITORS

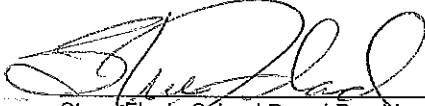
No comments from visitors.

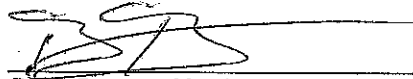
COMMENTS FROM BOARD MEMBERS

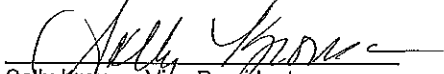
Mrs. Krouse commented that she saw that Governor Pence approved money for school safety. Dr. Reichhart added that originally the State cut the School Safety grants from \$6 Million to \$3.6 Million. Last week Governor Pence announced he will add \$3 Million back to the fund. However, two months into the school year, it is difficult to make those changes. The North Manchester Police Department advised that Officer Tomlinson went back to the regular force and there is not another officer trained as an SRO. The funds can also be used for cameras and door locks. However, with the budget already approved, it would be hard to find the matching grant for any such additional expenses.

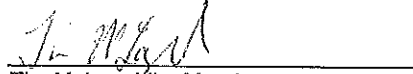
ADJOURNMENT

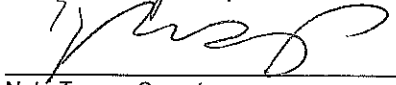
With no further business, Mrs. Krouse, School Board President, adjourned the Manchester Community Schools' Board of Trustees Board Meeting at 6:30 p.m.

  
Steve Flack, School Board President

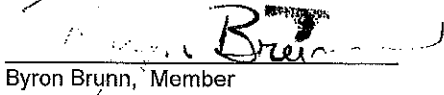
  
Brady Burgess, Member

  
Sally Krouse, Vice President

  
Tim McLaughlin, Member

  
Nate Trump, Secretary

  
Brian Schilling, Member

  
Byron Brunn, Member