

MINUTES OF REGULAR SCHOOL BOARD MEETING
MANCHESTER COMMUNITY SCHOOLS
May 10th, 2016

The Manchester Community Schools' Board of Trustees met at Manchester Community Schools Administration Offices on May 10th, 2016 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, Dr. Nate Trump and Mrs. Sally Krouse.

ABSENT: None

Also in Attendance: Dr. Bill Reichhart, Superintendent; Mr. Scott Bumgardner, MCS Business Manager; Mr. Albert Schlitt, Attorney; Makenzie Klemann, The Wabash Plain Dealer; Eric Christiansen, News Journal; Keri Koenig, Warsaw Times Union.

CALL TO ORDER

Mr. Flack, 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.

CONSIDERATION OF AGENDA ADDITIONS OR DELETIONS

Dr. Reichhart requested four additions to Item E. Personal, of the consent items, that he wanted the board to be aware of. Dr. Reichhart received resignations from Eric Thompson, Social Studies Teacher 7-12, Effective 5-20-16; Eric Thompson, Boys Varsity Head Basketball Coach; Holly Thompson, Guidance Counselor, Effective 5-20-16; Bill McNeeley, J.V. Girls Basketball Coach.

PUBLIC COMMENT (AGENDA ITEMS ONLY)

No public comment.

CONSENT ITEMS

- *A. Minutes
 1. Minutes of the April 12th, 2016 School Board Meeting.
 2. Minutes of the April 19th, 2016 Executive Session.
- *B. Claims
 1. Regular Claims dated May 10th, 2016.
 2. Prepaid Claims dated April 1-30, 2016.
 3. Payroll Claims dated April 8th, 2016 and April 22nd, 2016.
- *C. Grants - None
- *D. Donations
 1. Donation of goods to Manchester Jr. Sr. High School Theatre & Art Programs from Dave Randall of Werking Studio.
 2. Anonymous donation of \$205.00 to Manchester Jr. Sr. High School Boys Golf Program.
 3. Donation of \$100.00 to the Manchester Jr. Sr. High School Wrestling Program from Annette Meggison.
 4. Donation of \$300.00 to the Manchester Jr. Sr. High School Science Olympiad Program from the North Manchester Kiwanis Club.
 5. Anonymous donation of \$200.00 to the Manchester Jr. Sr. High School FFA Program.
 6. Anonymous donation of \$1000.00 to the Manchester Jr. Sr. High School FFA Program.
 7. Donation of \$200.00 to the Manchester Jr. Sr. High School FFA Program from First Farmers Bank & Trust.
 8. Donation of \$100.00 to the Manchester Jr. Sr. High School FFA Program from Quality Hardwood Products, Inc.
 9. Donation of \$250.00 to the Manchester Jr. Sr. High School FFA Program from Shepherd's Chevrolet, Inc.
 10. Donation of \$100.00 to the Manchester Jr. Sr. High School FFA Program from Bippus State Bank.
 11. Anonymous donation of \$200.00 to the Manchester Jr. Sr. High School FFA Program.

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*E. Personnel

MES

Employment

1. Joshua Troyer, First Grade Teacher, Effective 08-15-16
2. Natalee Cain, Kindergarten Teacher, Effective 08-15-16
(Pending Licensure Approval)
3. Karen Daniels, Pre-School, Effective 08-15-16
4. Beth McKnight, Special Ed. Teacher, Effective 08-15-16
5. Kathy Domenico, Begindergarten Teacher
6. Bethany Hall, Begindergarten Teacher
7. Joshua Troyer, Begindergarten Teacher
8. Jody Rockwell, Begindergarten Teacher
9. Randy Myers, IREAD 3 Summer School Teacher

MIS

Employment

1. None

MJSHS

Leave Request

1. None

Resignation

1. Jo Monce, Special Ed Para-Professional
2. Laura Dickey, Winter Guard Coach
3. Eric Thompson, Social Studies Teacher, Effective (5-20-2016)
4. Eric Thompson, Boys Varsity Head Basketball Coach
5. Holly Thompson, 0.5 Guidance Counselor, Effective (5-20-16)
6. Bill McNeeley, J.V. Girl's Basketball Coach

Employment

1. Jennifer Reichenbach, LT Sub English 7-10 (until 5/20/16)
2. Jennifer Reichenbach, English Teacher, Effective 08-15-16
(Pending Licensure Approval)
3. Tanya Rooney, Squire Academy Aide
4. Amanda Schroll, Head 8th Grade Volleyball Coach
5. Sharon Lehman, LT Sub for Choir (until 5/20/16)
6. Tiffani Flora, Special Ed. Teacher, Effective 08-15-16
7. Jan Gilson, Special Ed. Teacher, Effective 08-15-16

MAO

Leave Request

1. Lance Christiansen, Bus Driver, 3/21/16 – 05/20/16

Mr. Brunn moved to approve all the Consent Items outlined above. Dr. Trump seconded the motion with no further discussion, a Board vote of 7:0 approved the Consent Items as presented.

NEW BUSINESS

*A. 2016 -17 Lunch Prices

Ms. Landes announced that there were changes in Food Service Programs last July, that all staff has to have six to eight hours of continued education. It has to be tracked and documented. Because of that, the Department of Education, the nutrition side, is using some of their USDA funds and helping us train our staff. Ms. Landes sent three employees and they are now Safety Certified, not just the head cooks that had to be. The program was free, which was nice. The USDA informed Ms. Landes that prices needed to be raised. In that case, she found out the students like more expensive things to eat, example: Fresh fruit instead of canned fruit, even though canned fruit is cheaper. Ms. Landes continues to buy from local vendors. The increase is for lunch prices only and they will go up ten cents. Mr. Burgess asked the question of what is our current free and reduced lunch rate. Dr. Reichhart explained it's about 52% -53% district wide. Elementary students are higher than older students because the families of older students do not apply as much.

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BOARD APPROVED

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Ms. Landes reported this will be our 6th year of the Summer Lunch Program. Ms. Landes provided some background information about this program. When it was started in 2010, we had 1200 breakfast served and 5600 lunches served. Last year, we had 2900 breakfast served and 8900 lunches served. It was used by the following programs: YMCA, the Begindergarten, the pool and Spark. People from the community used the program as well. Ms. Landes also reported that our milk will now come from Deans again. Region 8 bid the contract. Ms. Landes was happy about this decision, because the students tend to like Deans milk better. Mr. Bumgardner informed the board members that Deans will provide the coolers to hold the milk.

Mr. Schilling made a motion; Mr. McLaughlin seconded the motion; and the Board voted 7:0 to approve the 2016-17 Lunch Prices.

*B. Board Resolution – Hold Harmless

Mr. Schlitt reported that several months ago the board passed a resolution, authorizing the defense of our Superintendent Dr. Reichhart, in litigation, that was instituted in the Wabash Superior Court. A second suit has been filed on April 6th, 2016. Some of the facts are still the same, just argued in different positions. So we need to, as the board sees fit, to authorize the defense to be provided by our insurance carrier and to reimburse the Superintendent for any expenses incurred in connection with this. This resolution is basically identical to the one we passed months ago. Basically it means, we believe the Superintendent was performing his duties in the course of his employment and these allegations are all based out of his official duties and so therefore they are doubt merit and you want to provide defense for him.

Mrs. Krouse made a motion to approve the Board Resolution – Hold Harmless. Mr. Burgess seconded the motion. The Board approved with a vote of 7:0 without further discussion.

C. New Board Policy #4200 Gang Activity

Dr. Reichhart reported the State Legislature passed a State Statue during the last session that says, every school district in the state must have a gang policy. It must be passed by June, 2016. This policy was written by the ISBA attorneys as a sample policy and Mr. Tuck Hopkins also reviewed this policy as well as Mr. Schlitt. Dr. Reichhart highlighted parts of the policy to the board members. It looks like the State is using this policy to monitor and determine which schools have gang activity and it somewhat mimics the bullying policy we passed 3 years ago. Dr. Reichhart also included we will have to hand out this policy to parents at our Registration, by state statue. Dr. Reichhart believes this will be more relevant for other school districts than here in North Manchester, but the State Statue does not exempt any school corporation from doing so.

Mr. Schlitt commented that it could have been written better and clearer. He looked at the Statue that refers to this and it says, that we are to establish this no later than June 1st of this year, but then it says we are suppose to develop it in "consultation with" and it lists eight other categories of people. The other comment on the Statue, actually says that you have to establish a policy, but then it says you may establish a program to provide criminal gang intervention services. This policy as written, requires you to provide those intervention services. So you are actually doing more than what he sees the Statue requires. Dr. Reichhart thinks our Administrative team would agree, that if we would have gang activity, that we would want to work with the Bowen Center or local law enforcement and probation guidance counselors to offer some of those intervention services to end the activity.

Dr. Reichhart suggested we have a second reading at the next board meeting.

D. New Board Policy #6025 Collection and Forgiveness of Debt

Mr. Bumgardner read the policy to the board members and suggested we have a second reading at the next board meeting.

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BOYD B. BROWN

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E. New Board Policy #6027 Threshold For Material Loss, Shortage, or Theft of School Funds or Property

Mr. Bumgardner reported that if you do not have this policy , your threshold for material loss is one cent. So if you have people counting money of any sort and they are one penny off, we are required to report that as theft to the State Board of Accounts. It's interesting, because we are setting ours at \$250.00 much less than they recommend. We do know we have to report any amount of money taken or stolen to the State Board. Mr. Bumgardner wanted the Board members to know that \$250.00 is not the only thing we would pursue. If they take anything more or less, Mr. Bumgardner would pursue that too. This is what the State Board of Accounts is recommending we adopt , but we are also required by law to pursue it. This protects us if we do have discrepancies of a small amount of money. Dr. Reichhart asked Mr. Bumgardner where the figure of \$250.00 came from and he replied that he talked to other school districts and thought this amount was good for us. Most districts are adopting a \$1000.00. Mr. Bumgardner thinks this is too high. If we are missing \$1000.00, then we have a bigger issue.

Dr. Reichhart asked the Board members if they were okay with the amount and asked for another reading at the next board meeting and to receive approval of all three new board policies.

*F. Sunday Facility Rental – Fundraiser for Lance & Glenda Christiansen

Dr. Reichhart announced that Teresa Smith will hold the fundraiser. Glenda Christiansen underwent a liver transplant and acquired quite a bit of expenses and they want to help the family. It will be on Sunday, June 12th, 2016 in the MJSH Cafeteria. It will be catered in, so there will be no issues.

Mr. Brunn made a motion, Mr. McLaughlin seconded the motion, and the board voted 7:0 to approve the Sunday Facility Rental.

ADMINISTRATIVE UPDATES AND REPORTS

A. Principals

Mr. Self reported that he just got back with the 6th grade class at Camp Crosley. The students had a great time. He thanked the teachers and parents for all of their help, and the students were very tired by the time they got back. Grandparents Day was held on May 6th and they had a turn out of about 480 people who attended. Positive comments were reported to the staff and teachers. Mr. Self thanked the secretaries, Mrs. Boone and Mrs. Hofer, for the wonderful work they did and Father & Son golf carts that helped shuffle people around. 5th grade class went to Biztown on May 9th. Next Friday, May 20th, will be 6th grade graduation.

Mr. Rogers – absent

Ms. Alspaugh reported the last testing of AP English-Language will be this coming Wednesday, May 18th, 2016. This will conclude the mandated testing. Next week, we will have final exams. Ms. Alspaugh commented on the World's Fair that was held in the auditorium May 10th, 2016 by the 9th grade students. Ms. Walker, Mrs. Snover and Mrs. Leifer guided the students. The students were in teams and had to choose a country to research. They studied their country on their sports, food, housing, etc. The students then had to make displays and explain their findings to fellow students, teachers and parents that came to the fair that day. Ms. Alspaugh thanked the students and teachers for all of their hard work and thought it was a really great presentation. Ms. Alspaugh announced the following dates coming up next week: May 20th, underclassmen awards @ 8:30, 12:30 awards for 7th & 8th grade students. May 23rd, awards for the seniors and May 27th is Graduation @ 7:30 p.m.

B. Curriculum Director

Mrs. Gnagy announced the Math committee's met for 2 ½ days and they are going to adopt the Houghton-Mifflin Harcourt Series. The exciting things they have been working on, is vertical alignment and trying to identify gaps in the curriculum and to close those gaps. K-10 is going to adopt, Go-Math The Big Idea Series from Houghton-Mifflin Harcourt and will hopefully give us the vertical alignment that we have been seeking and the teachers have been working very hard producing frameworks and working on getting all of these resources together for the next year. About 2 weeks ago, the new science standards were adopted by the state. Indiana went with their own version of science standards. They did not go with the next generation science standards. The interesting thing was, along with the science standards, came computer science standards for grades K-8, so we began looking at those and how that is going to play into what we need to do to our curriculum to meet those standards. Finally, we were asked by the Indiana State Legislature if there is a research committee that is collecting data on assessments. So every corporation was asked to supply the list of all assessments that are being given and when you look at it all on paper, it's pretty overwhelming to see. We were asked to list the grades, the tests given and date's of the test window and when you look at the beginning of the year, the middle of the year, and the end of the year, it was a very busy time. Mrs. Gnagy thanked the teachers and everyone else for doing such a great job getting through all of this testing this year. Mrs. Krouse asked the question, "How do the Indiana Science Standards compare to with the next generation of science standards?" Mrs. Gnagy replied, according to the State of Indiana, ours will be more rigorous, little more in depth, but very similar. We just put some extra things in there. Mrs. Krouse asked if there was coding and Mrs. Gnagy said yes. The computer science standards do. It's amazing at what age they start talking about coding. They chunked K-2, 3rd – 5th then 6th – 8th and they are getting the coding idea even through the K-2 standards so it will start them out. Dr. Reichhart asked Mrs. Gnagy to comment on keyboarding on what she is hearing from students, since we are going to the Chrome Books. Mrs. Gnagy replied that Mr. McNeeley's 8th grade class did a learning project about Chrome Books. They reported on the types of bags that were best and they surveyed students if they would like to take the books home with them. One thing that came out of the study, was the students really wanted keyboarding. They used to get it, now they don't and now they are asking for it. The students think it will make them more efficient in their work and they would like to see that brought back in. Dr. Reichhart said we will be starting to offer keyboarding again in grades 4th - 6th to try to meet that need.

C. Business Manager

Mr. Bumgardner reported the updates on the financial end. In January, we began the change for our provider for our self insured and switched from Lutheran Preferred to Signature Care. We just got a four month update and we are operating under expected claims. A lot of that is contributed to the move and a lot of that can be contributed to good luck. The general fund is in the positive nature. The most positive thing is luck and good decisions. We have had a decrease in enrollment over the past years and the other districts have too.

D. Superintendent

Dr. Reichhart informed the Board members of the guidance changes that will be taking place for the 2016-17 school year. We looked at the responsibilities, looked at the succession plan for the future. We also looked at the testing coordinator responsibilities that once used to be held by Mr. Hesting, which now will be held Mrs. King. When you look at this kind of schedule and you try to oversee all of the ISTEP and all of the other testing that takes place in our district, we felt we were overloading, especially Mrs. King, which she was going between MIS & MES as well as serving as our district testing coordinator. We are going to make the following changes. We have informed the staff of these changes that are involved and Mrs. King will become full time guidance counselor at MES. Currently MIS only gets half time services, now they will have full time. We feel it's important because we see a somewhat of a decrease in Bowen services that are being offered to us and we also have students that are very needy and we feel we are not always meeting those needs to those students. We used to have social groups that were ran by Area Program personal, but with the changes we have made in their program, we no longer offer that to our students and staff is telling Dr. Reichhart that is something that would help our students. So we are going to make that change and Mr. Hesting will fill that spot. He is very excited about this. He will split his time, half day at MIS and half day at MJSH and Squire Academy. We feel that is good, because Mr. Hesting relates very well with the students. It will give us a tie for the students as they go from 6th grade and then come over to the 7th & 8th grade buildings. They will have that contact. There will be no change with Mrs. Denney, unless the high school wants to rearrange when we hire the new person. We will be posting the full time position. They will take over the details of the graduation requirements and the things that currently Mrs. Denney is doing, because she has told us that she will not be here forever and we better be prepared in the future. This will help us with the succession plan and Dr. Lippe and his staff at MJSHS will be hiring a guidance counselor as well. We hope to improve services to our students, our families and our school community with those changes.

Dr. Reichhart reminded the Board members about graduation, May 27th, at 7:30 p.m. Dr. Reichhart reported that MES had Donuts with Dad and Muffins with Mom was a great success and a great turnout. Also, Grandparents Day was held at MES. Lots of good things happening for our school community. We really appreciate our community, parents and grandparents involvement.

Dr. Reichhart made note, that this is the first year in 11 years we are not tacking on any snow days at the end of the year. 3 snow days were built into the calendar and we used them for either snow or fog.

Dr. Reichhart said it will be a busy summer with Begindergarten starting and Spark all being held at MES. Construction starting in June also.

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COMMENTS FROM VISITORS

No comments from visitors.

COMMENTS FROM BOARD MEMBERS

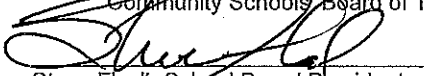
Comments from Board Members

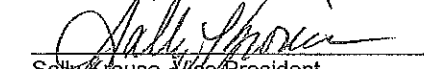
Mr. Burgess expressed his appreciation, care and concern of the administrative team and their hard work.

Mrs. Krouse commented she spent her Spring Break getting ready for the Wise Conference. She read the book "Most Likely to Succeed" and said we throw around the term 21st Century skills all the time and in all of her years in education, she has never heard it explained better. A great read for the Board members. It's eye opening. Dr. Reichhart said he hopes to have the movie from this book in the fall and is coordinating with Manchester University to have it shown here in North Manchester.

ADJOURNMENT

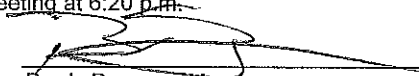
With no further business, Mr. Flack, School Board President, adjourned the Manchester Community Schools Board of Trustees Board Meeting at 6:20 p.m.

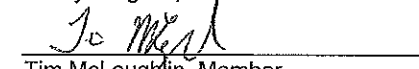

Steve Flack, School Board President


Sally Krouse, Vice President


Nate Trump, Secretary


Byron Brunn, Member


Brady Burgess, Member


Tim McLaughlin, Member


Brian Schilling, Member

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BOARD APPROVED

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