

MINUTES OF REGULAR SCHOOL BOARD MEETING
MANCHESTER COMMUNITY SCHOOLS
June 14th, 2016

The Manchester Community Schools' Board of Trustees met at Manchester Community Schools Administration Offices on June 14th, 2016 at 5:30 p.m.

Board Members were present or absent as follows:

PRESENT: Mr. Brady Burgess, Mr. Steve Flack, Mr. Tim McLaughlin, Mr. Brian Schilling, Dr. Nate Trump and Mrs. Sally Krouse.

ABSENT: Mr. Byron Brunn

Also in Attendance: Dr. Bill Reichhart, Superintendent; Mr. Scott Bumgardner, MCS Business Manager; Mr. Albert Schlitt, Attorney; Chelsea Boulrisse, The Wabash Plain Dealer; David Purvis-Fenker, 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 one addition to Item E. Personnel, of the consent items. Dr. Reichhart reported that Jamie West, Instructional Aide was added to MJSHS Employment. In addition, Mr. Rodgers and Mrs. Rosen will be giving a presentation on the Mentoring program at MES.

PUBLIC COMMENT (AGENDA ITEMS ONLY)

No public comment.

MENTORING PROGRAM PRESENTATION

Mr. Rodgers and Mrs. Rosen presented the Mentoring Program at MES. Mrs. Rosen and a team of six teachers met after school to develop this program. The program would have volunteers come in every Thursday and spend time with a child, which would consist of eating lunch with them, doing school work, having simple conversations or just going outside to have fun. They had ten volunteers from the community come forward. It was a great success and hopefully they will have more volunteers for the following school year. Mrs. Rosen also had a video presentation showing the volunteers and children sharing their time together. Mr. McLaughlin was a volunteer and said he really enjoyed the program. He shared how the child would talk about school and his home life as well. Mrs. Rosen reported, when Thursday would come around, all the kids in the program would be so excited that their mentors were coming. Mrs. Rosen also added that all ten volunteers will be back next year, which they will be assigned their same child in the next grade up. Dr. Reichhart thanked Mr. Rodgers and Mrs. Rosen for their wonderful job on this program.

CONSENT ITEMS

- *A. Minutes
 1. Minutes of the May 10th, 2016 School Board Meeting.
 2. Minutes of the May 10th, 2016 Executive Session.
- *B. Claims
 1. Regular Claims dated June 14th, 2016.
 2. Prepaid Claims dated May 1-31, 2016.
 3. Payroll Claims dated May 6, 2016, May 20, 2016 and May 21, 2016.
- *C. Grants - None
- *D. Donations
 1. Donation of \$500.00 to Manchester Jr. Sr. High School Band Program, from Mark and Christine York.
- *E. Personnel
 - MES
 - Employment
 1. Kathy Sites, Instructional Aide, half time, 2016-17
 2. Carolyn Rice, Instructional Aide, half time, 2016-17
 3. Charity Stier, Instructional Aide, 2016-17
 4. Annie Baker, Instructional Aide, 2016-17
 5. Kayla Cole, Instructional Aide, 2016-17
 6. Cheri Culver, Begindergarten Assessment Coordinator

MIS

Resignation

1. Dana Clutter, Fourth Grade Teacher, Effective 05-20-16
2. Cheryl Roth, Head Cook, Effective 06-01-16

Employment

1. Jenny Cattron, Instructional Aide, 2016-17
2. Jessica Conley, Fourth Grade Teacher, 2016-17
3. Jo Montel, Head Cook, Effective 2016-17

MJSHS

Resignation

1. Joel Eichenauer, Boys Head Tennis Coach
2. Melissa West, Seventh Grade Girls Volleyball Coach
3. Jason Doehrman, JV Boys Basketball Coach
4. Mandy Renbarger, Family and Consumer Science Teacher, Effective 05-20-16

Employment

1. Brooke Walker, Social Studies Teacher 9-12, 2016-17
2. Brooke Walker, MJSH Student Council Sponsor Position 2016-17
3. Eric Screeton, Boys Head Tennis Coach, 2016-17
4. Mark Underwood, Boys Head Basketball Coach, 2016-17
5. Chris Zolman, JV Boys Basketball Coach, 2016-17
6. Alex Salmon, Volunteer Boys Basketball Coach
7. Josh Troyer, JV Girls Basketball Coach, 2016-17
8. Deb Marcum, Instructional Aide, 2016-17
9. Kelly Kerr, Instructional Aide, 2016-17
10. Amanda Schroll, Instructional Aide, 2016-17
11. Kelly Bengel, Family and Consumer Science Teacher, 2016-17
12. Traci Michel, Instructional Aide, 2016-17
13. Anita Henderson, Instructional Aide, 2016-17
14. Lawrence Neumann, Marching Band Guard Instructor 2016-17
15. Alyx Brandewie, Social Studies Teacher 7-12, 2016-17
16. Jodi Metzger, High School Guidance Counselor 7-12, 2016-17
17. Jamie West, Instructional Aide, 2016-17

MAO

Resignation

1. Lance Christiansen, Bus Driver, Effective 05-20-16

Employment

1. John Fitzgerald, Bus Driver, Effective 2016-17

Leave Request

1. Connie Mrozinske, Personal -- unpaid days (June 7th 1/2 day-June 10th)

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

Mrs. Krouse moved to approve all the Consent Items outlined above. Mr. Schilling seconded the motion with no further discussion, a Board vote of 6:0 approved the Consent Items as presented.

Dr. Lippe introduced three new teachers that will be teaching at MJSHS in 2016-17. Mr. Alyx Brandewie will be the new Social Studies Teacher for grades seventh thru twelfth. He graduated from IPFW. He came highly recommended and he is very excited to be teaching here at Manchester Community Schools. Ms. Kelly Bengel will be the new Family and Consumer Science Teacher. She graduated from Ball State. She also came highly recommended. Mrs. Jodi Metzger, the new High School Guidance Counselor comes with great experience. Dr. Lippe is very happy with our new teachers and is excited for the upcoming school year.

NEW BUSINESS

*A. Approval of the Kenapocomoco Running Club

Mrs. Alspaugh asked approval of the Kenapocomoco Running Club which consists of Cross Country runners with Mr. Jody Sarber in control. They run early mornings in the summer and run after school in the winter. It is a volunteer program only.

Mr. McLaughlin made a motion to approve the Kenapocomoco Running Club; Mrs. Krouse seconded the motion; and the Board voted 6:0 to approve the motion.

*B. Overnight Field Trips

Mrs. Alspaugh asked approval for two overnight field trips.

1. FFA Chapter Officers to Purdue. The FFA Officers go to Purdue and will be competing in contests on campus with other FFA Officers from around the state.
2. Yearbook Staff to St. Mary's College. Mr. Zinsmeister and the yearbook staff will be in workshops with fellow staff members sharing ideas.

Mr. Burgess made a motion to approve the two overnight field trips as presented; Mr. Schilling seconded the motion; and the Board voted 6:0 to approve the Overnight Field Trips.

*C. Mini Cheer Camp

Mrs. Alspaugh asked approval of the Mini Cheer Camp for ages K-6th grade. The camp runs for two days. Those who participate in the camp will receive a T-shirt, snacks and free admission to the home varsity football game against Bluffton (parents will have to pay). They will do a performance at halftime at the game. This camp is conducted by Wendy Isbell and the high school cheerleading squad.

Dr. Trump made a motion: Mr. McLaughlin seconded the motion; and the Board voted 6:0 to approve the motion.

*D. WMAP Joint Service & Supply Agreement

Dr. Reichhart explained this is the final step in the decentralization process of taking employees back at the local level from the Wabash Area Program. In order to do so, we have to have a legal document that was drawn up by attorney Susan Traynor who represents the CO-OP and the Superintendents who all met 3 or 4 times for half a day, to go over the document to flush out the details. The agreement is a good document. Dr. Reichhart recommended approval of WMAP Joint Service & Supply Agreement as the final step in this process.

Mrs. Krouse made a motion to approve the WMAP Joint Service & Supply Agreement as presented; Mr. Schilling seconded the motion; and the Board voted 6:0 to approve the motion.

*E. Approval of Board Policy #4200 Gang Activity

Dr. Reichhart reported this policy was read at last months board meeting and has not heard any further comments. Dr. Reichhart recommended approval as presented.

Mr. Schilling made a motion to approve Board Policy #4200 Gang Activity; Mr. McLaughlin seconded the motion; and the Board voted 6:0 to approve the motion.

*F. Approval of Board Policy #6025 Collection and Forgiveness of Debt

Mr. Bumgardner reported this policy was read at last months board meeting. Dr. Reichhart asked if there were any comments on this policy and Mr. Schlitt commented on the first line that read "the Board understands it is required to collect all monies". Mr. Schlitt thinks it should say "the Board understands that Manchester Community Schools Corporation is required to collect all monies". Dr. Reichhart explained we need an amendment, that the person who makes the motion and the person who seconds it, agrees to the change.

Dr. Trump made a motion to approve the amendment change to Board Policy #6025 Collection and Forgiveness of Debt; Mrs. Krouse seconded the motion; and the Board voted 6:0 to approve the motion.

*G. Approval of Board Policy #6027 Threshold For Material Loss

Mr. Bumgardner reported that this was read at last months board meeting and has not heard any further comments. Mr. Bumgardner recommended approval as presented.

Mr. Schilling made a motion to approve Board Policy #6027 Threshold for Material Loss; Mr. McLaughlin seconded the motion; and the Board voted 6:0 to approve the motion.

*H. Approval of Bonds for 3 ECA Treasurers and Darla Cain for July 1,2016 – June 30,2017

Mr. Bumgardner explained that these are normal bonds and we do not have to name all three ECA treasurers. The company we use now does not require their names. We only have to name Darla Cain and Kendra Miller at this time. Mr. Bumgardner recommended approval as presented.

Mrs. Krouse made a motion to approve the ECA Treasurers and Darla Cain; Dr. Trump seconded the motion; and the Board voted 6:0 to approve the motion.

*I. Student Handbook Changes – MJSHS, MES, MIS

Dr. Reichhart reported for Mr. Self at MES who was unable to attend tonight's meeting. The only change to the handbook was the addition of the Gang Policy.

Dr. Lippe reported no major changes to the handbook. He added the Gang Policy and made a change to the "Conflict of Participation". It is now written with better clarification for everyone to follow.

Mr. Rodgers updated the assessments used at MES, added NWEA and removed Acuity. He updated the student discipline policy to reflect Positive Behavior System. He added interventions and consequences. He added the Gang Policy as well.

Dr. Reichhart recommended approval of the Student Handbook Changes for 2016-17.

Mr. McLaughlin made a motion to approve the Student Handbook Changes for 2016-17; Dr. Trump seconded the motion; and the Board voted 6:0 to approve the motion.

*J. Resolution to Adopt Internal Controls

Mr. Bumgardner reported the Department of Local Government Finance has required us to adopt internal controls and also a way to train and educate our people who handle money. One of the main things that we are doing tonight, is adopting a resolution of internal controls that we have trained our people and this resolution basically puts Mr. Bumgardner in charge of internal controls to detect fraud, waste, theft and abuse. This procedure is what we do now. It's just in writing and making the Board aware of who is accountable for our corporation for internal controls. This is just the first resolution we will adopt for internal controls. We have trained our people through videos and more resolutions will be coming down the road, as we adopt the minimum levels of internal controls by Jan. 1, 2017. Mr. Bumgardner recommended approval as presented.

Dr. Trump made a motion to approve the Resolution to Adopt Internal Controls; Mrs. Krouse seconded the motion; and the Board voted 6:0 to approve the motion.

ADMINISTRATIVE UPDATES AND REPORTS

A. Principals

Mr. Self - absent

Mr. Rodgers – no comment

Ms. Alspaugh thanked each Board member for her years here at Manchester Community Schools. It's a great place to work and she will be thinking of them on Tuesdays when there is a board meeting.

B. Curriculum Director

Mrs. Gnagy - absent

C. Business Manager

Mr. Bumgardner reported that construction is going well. The parking lots are being paved and will look great. The gutters at MES are on schedule. The procedures for the sign at MES are going smoothly. A lot is going on and by August, hopefully everything will be rapped up. It's a great start with great weather.

D. Superintendent

Dr. Reichhart thanked Mrs. Alspaugh for her leadership at Manchester Community Schools and said she did a fabulous job for us. Graduation went well and thanked the Board members for being there. The student performances were great even though Mrs. Mason could not attend. Dr. Reichhart thanked Mrs. Patty Good, Mrs. Rhonda Snover and the Manchester Teachers Association for the thank you card they sent to Dr. Reichhart for the excellent relationship between the teachers association and the administration. Pre-negotiations will begin the last week of June.

COMMENTS FROM VISITORS

No comments from visitors.


COMMENTS FROM BOARD MEMBERS


Comments from Board Members

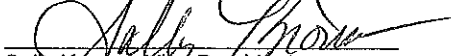
Mrs. Krouse asked Mr. Miller how the WISE conference was. He stated that it went really well. There were great speakers and commented on how the State loves when the WISE conference is being held.
Board members thanked Mrs. Alspaugh for everything she has contributed and wished her well.

ADJOURNMENT


With no further business, Mr. Flack, School Board President, adjourned the Manchester Community Schools' Board of Trustees Board Meeting at 6:25 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