

MINUTES OF REGULAR SCHOOL BOARD MEETING  
MANCHESTER COMMUNITY SCHOOLS  
Dec. 13th, 2016

The Manchester Community Schools' Board of Trustees met at Manchester Community Schools Administration Offices on Dec. 13th, 2016 at 5:30 p.m.

Board Members were present or absent as follows:

PRESENT: Mr. Steve Flack, Mrs. Sally Krouse, Mr. Byron Brunn, Mr. Brady Burgess, Mr. Tim McLaughlin, Dr. Nate Trump and Mr. Brian Schilling arriving approximately at 5:45 p.m.

ABSENT:

Also in Attendance: Dr. Bill Reichhart, Superintendent; Mr. Scott Bumgardner, MCS Business Manager; Mr. Albert Schlitt, Attorney; Chelsea Boulrisse, Wabash Plain Dealer; David Purvis-Fenker, News Journal and 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

None

PUBLIC COMMENT (AGENDA ITEMS ONLY)

No public comment.

CONSENT ITEMS

- \*A. Minutes
  - 1. Minutes of the Nov. 15, 2016 School Board Meeting.
  - 2. Minutes of the Nov 15, 2016 Executive Session Meeting.
  
- \*B. Claims
  - 1. Regular Claims dated Dec. 13, 2016.
  - 2. Prepaid Claims dated Nov. 1-30, 2016.
  - 3. Payroll Claims dated Nov. 4, 2016 and Nov. 18, 2016
  
- \*C. Grants
  - None
  
- \*D. Donations
  - 1. Donation of \$500.00 to Manchester Jr. Sr. High School Band Program from an anonymous donor.
  - 2. Donation of \$1500.00 to Manchester Jr. Sr. High School Caring & Sharing Program from Kohl's Department Stores, Inc.
  - 3. Donation of \$300.00 to Manchester Jr. Sr. High School Choir Program from Manchester Shepherd's Center, Inc.
  - 4. Donation of \$125.00 to Manchester Jr. Sr. High School FCA Program from The Roann Church Inc. DBA Walk By Faith CC.
  - 5. Donation of \$75.00 to Manchester Jr. Sr. High School Girls Soccer Program from Square Pixel Studio, LLC.
  
- \*E. Personnel
  - MES
    - Employment
      - 1. Kelly Louvier, Secretary/ECA Treasurer, 2016-17
  - MIS
    - Employment
      - 1. Jen Birch, Intramural Boys Basketball Coach, 2016-17
      - 2. Carol Collett, Intramural Boys Basketball Coach, 2016-17
      - 3. Emily Haecker, Intramural Boys Basketball Coach, 2016-17
      - 4. Heather Terflinger, Intramural Boys Basketball Coach, 2016-17
    - Resignation
      - 1. Nathan Patterson, Media Center Technology Asst., Effective 03/03/17

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MJSHS

Resignation

1. Rebekah Haynes, Head Varsity Volleyball Coach, Effective 11/16/16

Employment

1. Cory Thomas, Volunteer Baseball Coach, 2016-2017  
(Pending ECH & DCS check)
2. Alyx Brandewie, Volunteer Baseball Coach, 2016-2017
3. Melissa West, Head Varsity Volleyball Coach, 2017-18  
(Pending ECH & DCS check)

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 6:0 approved the Consent Items as presented.

NEW BUSINESS

\*A. Response to MSD invitation

Dr. Reichhart reported to the Board that MSD Board has invited our Board members and himself to a meeting to discuss and look at the benefits of shared services of a reorganization study and even consolidation of our three school districts. This has been discussed in the executive session with the Board and at this time Dr. Reichhart said he is not making a recommendation, but to open it up to Board comments and then we will need a recommendation and a motion whichever way the Board would like to pursue this issue. Dr. Trump expressed he would like to wait for now since MSD is getting new Board members in January. Mrs. Krouse agreed. Mr. Burgess was concerned that we do not know their financial status at this time and the timing is not the best at this moment. Consolidation is not on his radar at this moment. Mrs. Krouse commented that we have not done our strategic planning and with MSD having a new Board come in, it's just bad timing right now to except an invite. Mr. Brunn also expressed his views that he opposes consolidation with MSD. Dr. Reichhart asked the Board how would they like to respond back to MSD. The Board responded by asking Dr. Reichhart to write a letter to them.

Mr. Burgess made a motion to decline the invitation from MSD as presented: Mrs. Krouse seconded the motion; and the Board voted 6:0:1 to approve the motion with Mr. Schilling abstaining due to arriving late for the discussion.

\*B. WMAP Services

Dr. Reichhart explained to the Board that Manchester Community Schools Corporation has been a member with WMAP for a very long time. The four districts, MSD of Wabash County, Peru Community Schools, Wabash City Schools and Manchester Community Schools share services with the four districts. Over the past year we have started the process of decentralizing the Area Program. This means, many of the employees we had serving in our school districts to help with Special Education were employed by MSD through Area Program. Last year we took almost all all of the employees back onto our payroll. It meant that we didn't have to send our money first to MSD, then for them to employ the people that were working in our districts. We did that through the whole CO-OP. The CO-OP went from having over two hundred to only having now twenty-seven. Mr. Bumgardner and Dr. Reichhart looked at the amount of money that we are receiving for Area Program through Federal Grants and Special Education dollars that rolls into our school corporation from the Indiana Department of Education. We feel that we can more efficiently operate Area Program without using them as the umbrella. We feel we can hire our own Special Education Director. It probably wouldn't be a full time position. Looking at the CO-OP numbers, Manchester Community Schools in the last three to four years has always had the fewest Special Education children. When your part of a CO-OP, you also are paying the larger share of expenses. The idea of being in the CO-OP is one year you are going to have fewer children and the next year you are going to have more. It balances out over a period of ten years. Right now that is not happening for us. We have stayed at a lower level with Special Education and the changes we made in decentralizing have been positive. We have to give notice to WMAP by January 1<sup>st</sup>, 2017. There is an eighteen month waiting period by our

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bylaws of Area Program before we can withdraw from Area Program. We are looking at the earliest for this to happen would be the school year that starts August 2018-2019. Mr. Bumgardner shared with Board members that this year we received around \$393,000 that goes directly to Area Program to fund the positions that we already have or share. With that coming to us, we feel confident that we can not only employ the people we need too, but also contract their services that we just need. We now pay for services that are shared. Dr. Reichhart informed the Board, that once we give notice, we cannot take it back. If things change and we want to become members of the CO-OP again, they have to take a vote and accept us back into it. It's a no return thing and we cannot change our minds. With our own Special Education Director, we can provide better services because they will be here all day.

Mr. Burgess made a motion to give notice to withdraw from WMAP before Jan. 1<sup>st</sup>, 2017 as presented: Mr. Brunn seconded the motion; and the Board voted 7:0 to approve the motion.

\*C. Approval of 2017-2018 School Calendar

Dr. Reichhart reported to the Board that we started with two drafts A & B. We opened up to teachers, discussed with MTA and had parents suggestions also. The biggest change is we added one more day for fall break. The trend across the state of Indiana is to go to a week long fall break, which pushes the start of school up to the next week of August. We determined we could add the extra day on fall break and that would provide a nice break for our families and we would still be able to get out of school on May 25<sup>th</sup>, 2017 which is before Memorial Day, which is nice. The other change to the calendar was taking out one snow make-up day. We normally have three. If we get to use the e-Learning day format this year, we are confident we will get positive results. Next year if we go beyond the two snow days, we believe we can get the e-Learning days into place for any additional days beyond two. Parents like the new calendar as well. Dr. Reichhart made a recommendation to approve the 2017-2018 School Calendar.

Mrs. Krouse made a motion to approve the 2017-2018 School Calendar as presented: Mr. Schilling seconded the motion; and the Board voted 7:0 to approve the motion.

\*D. Consideration of 2017 School Board Dates

Dr. Reichhart suggested the 2017 School Board dates be on the second Tuesday of the month. This works very well for the office and to prepare financials for the meetings as well. This also allows us to stay away from the holidays, like Labor Day and July 4<sup>th</sup> that run into that first week. This allows us to get more business done by it being on the second Tuesday of the month. Dr. Reichhart made a recommendation to keep the meetings the second Tuesday of the month, beginning at 5:30 p.m.

Mr. Burgess made a motion to approve the 2017 School Board Dates as presented: Mr. McLaughlin seconded the motion; and the Board voted 7:0 to approve the motion.

\*E. Approval of School Improvement Plans

Each principal presented two goals that their schools will be improving on.

Mr. Self reported:

Goal #1 – All Manchester Intermediate students will demonstrate proficiency of state standards by passing the mathematics and language arts portions of ISTEP+. At least 90% of Manchester Intermediate School students will obtain a passing score on the language arts and math portions of the ISTEP+ each year. Students achieve a net gain on NWEA scores from fall to winter to spring testing.

Goal # 2 – A systematic RTI plan will be used to help students with specific areas of need to increase their level of achievement. All students showing need based on ISTEP scores will receive RTI services. All students showing need based on NWEA scores will receive RTI services.

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Dr. Rodgers reported:

Goal # 1 – Third grade students will score above the state average on the ELA portion of the 2017 ISTEP assessment. These are some activities to Implement SIP. Wednesday morning collaborations, ninety minute reading block in every classroom, RTI intervention to address the literacy needs of students below grade level and Quarterly Data meeting with grade level teams, RTI specialist and principal to action plan.

Goal # 2 – Third grade students will score above the state average on the Math portion of the 2017 ISTEP assessment. The activities to Implement SIP are Wednesday morning collaborations, math curriculum vertical alignment, implementation of common grade level assessments, standards based lesson planning, collaboration with district curriculum director, data meetings and lesson plans aligned to standards.

Dr. Lippe reported:

Goal # 1- Manchester Junior-Senior High School students pass the ISTEP+ at the pass percent that meets or exceeds the state average. Students meet or exceed the state average pass percentage on the ISTEP+ English Language Arts and math in grades 7, 8 and 10. Students meet or exceed state passing percentages on the social studies ISTEP+ 7 test and the Science Assessment.

Goal # 2 – Manchester Junior-Senior High School students graduate within four years and receive either the Core 40 Diploma or Core 40 with Academic or Technical Honors Diploma. Ninety-five percent or higher of Manchester Junior-Senior High School students graduate within four years. The percent of students receiving the Core 40 or Core 40 with Academic or Technical Honors Diploma increases to match the state average percentage. The attendance rate for students at Manchester Junior-Senior High School increases to match or exceed the state average.

Mr. Brunn made a motion to approve Manchester Elementary School, Manchester Intermediate School and Manchester Junior-Senior High Schools School Improvement Plans as presented: Mr. McLaughlin seconded the motion; and the Board voted 7:0 to approve the motion.

\*F. Manchester Youth Basketball Program

Dr. Lippe presented to the Board the Manchester Youth Basketball Program. The boys program will begin on January 8<sup>th</sup> and end on February 26<sup>th</sup>. The programs are run on Sunday afternoons in the high school gymnasium.

Mr. McLaughlin made a motion to approve the Manchester Youth Basketball Program as presented: Mr. Schilling seconded the motion; and the Board voted 7:0 to approve the motion.

\*G. Mini Cheerleading Clinic K – 6

Dr. Lippe presented to the Board the Mini Cheerleading Clinic K – 6. This clinic will run two days, January 11<sup>th</sup> & 12<sup>th</sup>, 2016. They will receive a T-shirt, snacks and free admission to a home varsity basketball game and will do a performance at half time.

Mr. Burgess made a motion to approve the Mini Cheerleading Clinic K-6 as presented: Mrs. Krouse seconded the motion; and the Board voted 7:0 to approve the motion.

\*H. Sunday Facility Rental – Magic Elite Softball

Dr. Rodgers presented to the Board the Sunday Facility Rental for the Magic Elite Softball practices. This will be ran by Mr. Steve Runkel.

Mrs. Krouse made a motion to approve the Sunday Facility Rental – Magic Elite Softball as presented: Mr. McLaughlin seconded the motion; and the Board voted 7:0 to approve the motion.

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ADMINISTRATIVE UPDATES AND REPORTS

A. Principals

Dr. Rodgers reported to the Board things are going great. Lots of activities going on in all grade levels. Christmas fantasy is coming soon with all three schools involved. Looking forward to winter break for everyone to relax, regroup and come back in January ready to go.

Mr. Self reported that Abby Love won the Spell Bowl after going through sixteen rounds of spelling words. All of the students that participated did a wonderful job. Sixth grade started swimming lessons.

Dr. Lippe reported many activities are going on at the high school. Caring & Sharing, Blood Drive, the Sole Brigade, can drive and the Miracle Tree Event. Finals will be held the week of Dec. 19<sup>th</sup>. Everything is going well at the high school.

B. Curriculum Director

Mrs. Gnagy was absent.

C. Business Manager

Mr. Bumgardner reported he will be coming to the Board with good news on the Maple Park Property in January. Also, he will be presenting to the Board the Certified Budget and the School Finance meeting which will be held in January.

D. Superintendent

Dr. Reichhart thanked Mr. Brunn for serving four years on the Board. He really appreciated his hard work and wished him the best. In January, the Board will be reorganizing and we will be welcoming Ruth Ayers onto our Board. Information was given to each Board member about the process of reorganizing and the finance meeting that we need to do once a year to meet state statute. Dr. Reichhart will be meeting with Dr. Craig Hintz to talk about strategic planning with our Board. He will give an update at the next Board meeting. ISTEP testing will begin soon with Part one of ISTEP and IREAD being paper and pencil and Part two will be paper and pencil as well. The students seem to do better. Dr. Reichhart wished everyone Happy Holidays and a good year.

COMMENTS FROM VISITORS

Dawn Reed asked if the results from the Speak Up Survey were in yet. Dr. Reichhart explained that neither Mr. Miller or Mrs. Gnagy were present to share the results, but he will make sure it will be on the website for parents to look at.

COMMENTS FROM BOARD MEMBERS

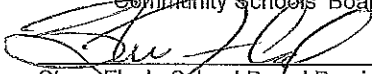
Comments from Board Members

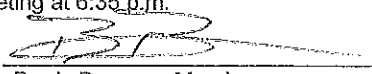
Each Board member thanked Mr. Brunn for serving on the Board and wished him well. Mr Brunn thanked them all and said it was a privilege to serve the community. He said he will always be available if anyone needs him and expressed to Ruth Ayers that she will be with a very good and professional group of people.

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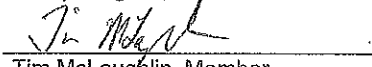
ADJOURNMENT

With no further business, Mr. Flack, School Board President, adjourned the Manchester Community Schools' Board of Trustees Board Meeting at 6:35 p.m.

  
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Steve Flack, School Board President

  
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Brady Burgess, Member

  
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Sally Krouse, Vice President

  
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Tim McLaughlin, Member

  
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Nate Trump, Secretary

  
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Brian Schilling, Member

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Byron Brunn, Member

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