

**MANCHESTER COMMUNITY SCHOOLS**  
**Board of School Trustees**

Regular Meeting  
Dec. 11, 2018  
5:30 p.m.

MCS Administration Offices  
404 W Ninth Street  
North Manchester, IN 46962

This meeting is a meeting of the School Board in public for the purpose of conducting the School Corporation's business and is not to be considered a public community meeting. There will be time for public participation as indicated on the agenda.

The meeting site is fully accessible. Any person requiring further accommodation should contact the Superintendent at the offices of Manchester Community Schools, 404 W Ninth Street, North Manchester, IN 46962, (260) 982-7518.

**AGENDA**

(\*indicates item requiring action)

- I. Call to Order
  - A. Welcome to Visitors Mr. Flack
  - B. Pledge of Allegiance Mr. Flack
  - C. Consideration of Agenda Additions or Deletions Mr. Flack
  - D. Public Comment (Agenda Items Only) Mr. Flack
  
- II. Consent Items Mr. Pettibone
  - \*A. Minutes
  - \*B. Claims
  - \*C. Grants
  - \*D. Donations
  - \*E. Personnel
  
- III. New Business
  - \*Action Items:
    - \*1. Approval of Additional Appropriation Resolution Mr. Markham
    - \*2. Approval of Resolution to Transfer Funds Mr. Markham
    - \*3. Overnight Field Trip – Germany Exchange Trip, Jan. 16 – Feb. 6, 2019 Dr. Lippe
    - \*4. Approval of 2019 – 2020 School Year Calendar Mr. Pettibone
    - \*5. Extended Maternity Leave Mr. Markham
    - \*6. Contract with Administrator Assistance Mr. Markham
    - \*7. Approval of North Miami joining WMAP Mr. Pettibone
    - \*8. Contract from Barnes & Thornburg Mr. Pettibone
    - \*9. Contract from Umbaugh & Associates Mr. Pettibone
    - \*10. Approve claims from Barnes & Thornburg, and Umbaugh & Associates Mr. Pettibone
  
  - Discussion Items:
    - 1. Desired qualifications of next Superintendent Mr. Flack

- |      |   |                                   |
|------|---|-----------------------------------|
| IV.  | Administrative Updates/Reports            |                                   |
| A.   | Principal Reports                         | Mrs. Korus, Mr. Self<br>Dr. Lippe |
| B.   | Curriculum Director                       | Mrs. Gnagy                        |
| C.   | MTA                                       | Mr. Huber                         |
| D.   | Business Manager                          | Mr. Markham                       |
| E.   | Interim Superintendent                    | Mr. Pettibone                     |
| V.   | Comments from Visitors (All Items)        | Mr. Flack                         |
| VI.  | Comments and Questions from Board Members | Mr. Flack                         |
| VII. | Adjournment                               | Mr. Flack                         |

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**AGENDA ITEM II. CONSENT ITEMS**

Recommendation for approval of the following Consent Agenda Items:

- \*A. Minutes
  1. Minutes of the November 13, 2018 School Board Meeting.
  2. Minutes of the November 13, 2018 Executive Session Meeting.
  3. Minutes of the November 27, 2018 Public Work Session Meeting.
  
- \*B. Claims
  1. Regular Claims dated Dec. 11, 2018
  2. Prepaid Claims dated Nov. 1 - 30, 2018
  3. Payroll Claims dated Nov. 2, 2018, Nov. 16, 2018 and Nov. 30, 2018
  
- \*C. Grants – Mini Grant for \$2199.22 for the RISE program at Manchester Elementary School from AWS Foundation
  
- \*D. Donations
  1. Donation of \$880.00 to Manchester Jr. Sr. High School to cover the cost of returning the senior parking spots to the original black surface from an anonymous donor.
  2. Donation of \$140.00 to Manchester Jr. Sr. High School FFA Program from an anonymous donor.
  3. Donation of \$500.00 to Manchester Jr. Sr. High School FFA Program from an anonymous donor.
  4. Donation of \$2410.00 to Manchester Jr. Sr. High School FFA Program from Zoetis on behalf of Manchester Veterinary Clinic.
  5. Donation of \$23.36 to Manchester Jr. Sr. High School Squire Team Production Services Film Club from various donors.
  
- \*E. Personnel
  - MIS
    - Employment
      1. Hayleigh Franklin, Intramural Boys Basketball Coach, 2018-19
      2. Amy Collett, Intramural Boys Basketball Coach, 2018-19
      3. Carol Collett, Intramural Girls Basketball Coach, 2018-19
      4. Emily House, Intramural Girls Basketball Coach, 2018-19
      5. Jen Birch, Intramural Girls Basketball Coach, 2018-19
      6. Heather Terflinger, Intramural Girls Basketball Coach, 2018-19
    - Maternity Leave
      1. Tiffany Eiler, Fourth Grade Teacher, maternity leave beginning on or around March 19, 2018 through the end of 2018-19 school year.

MJSHS

Employment

1. Matt Burlingame, Assistant Wrestling Coach, 2018-19
2. Jason Meredith, Volunteer Science Olympiad Coach, 2018-19  
(Pending ECH/DCS check)

Resignation

1. Jennifer Maciejewski, Study Hall Supervisor, Effective  
Dec. 21, 2018
2. David Zinsmeister, *Crest* Yearbook Adviser, Effective Dec. 4, 2018

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**AGENDA ITEM III. NEW BUSINESS**

Recommendation for approval of the following New Business Items:

**\*Action Items:**

- |  |               |
|--|---------------|
| *1. Approval of Additional Appropriation Resolution                        | Mr. Markham   |
| *2. Approval of Resolution to Transfer Funds                               | Mr. Markham   |
| *3. Overnight Field Trip – Germany Exchange Trip<br>Jan. 16 – Feb. 6, 2019 | Dr. Lippe     |
| *4. Approval of 2019 – 2020 School Year Calendar                           | Mr. Pettibone |
| *5. Extended Maternity Leave   | Mr. Markham   |
| *6. Contract with Administrator Assistance                                 | Mr. Markham   |
| *7. Approval of North Miami joining WMAP                                   | Mr. Pettibone |
| *8. Contract from Barnes & Thornburg                                       | Mr. Pettibone |
| *9. Contract from Umbaugh & Associates                                     | Mr. Pettibone |
| *10. Approve claims from Barnes & Thornburg and Umbaugh<br>& Associates    | Mr. Pettibone |

**Discussion Items:**

- |  |           |
|--|-----------|
| 1. Desired qualifications of next Superintendent | Mr. Flack |
|--|-----------|