

MINUTES OF REGULAR SCHOOL BOARD MEETING
MANCHESTER COMMUNITY SCHOOLS
June 11, 2019

The Manchester Community Schools' Board of Trustees met at Manchester Community Schools Administration Offices on June 11, 2019 at 5:30 p.m.

Board Members were present or absent as follows:

PRESENT: Mr. Steve Flack, , Mr. David Terflinger, Mr. Brice Bedke , Mr. Michael Hensley, Mr. Rick Espeset

ABSENT: Mrs. Ruth Ayres

Also in Attendance: Dr. Teresa Gremaux, Superintendent; Dr. Jon Lippe. Principal MJSHS; Mr. Randy Self, Principal MIS; Mrs. Amy Korus, Principal MES and Mr. Mark Frantz, Attorney.

CALL TO ORDER

Mr. Steve Flack School Board Vice President, called the meeting of the Manchester Community Schools' Board of Trustees to order at 5:30 p.m. Mr. Flack led those in attendance in reciting the Pledge of Allegiance.

CONSIDERATION OF AGENDA ADDITIONS OR DELETIONS

1. Mr. Hensley wanted to add a discussion on the open board seat.
2. Mr. Terflinger wanted to add an action item regarding the Barton Coe Vilima audit that was discussed at the last two meetings.
3. Mr. Terflinger asked to remove, as a group, the personnel from the consent agenda. He stated the board could approve it but he had a couple things he wanted to discuss, specifically the resignations and exit interviews.

PUBLIC COMMENT (AGENDA ITEMS ONLY)

None

CONSENT ITEMS

- *A. Minutes
 1. Minutes of the May 13, 2019 Executive Session
 2. Minutes of the May 14, 2019 Public Hearing Meeting
 3. Minutes of the May 14, 2019 Regular Board Meeting
 4. Minutes of the May 28, 2019 Special Meeting
 5. Minutes of the June 4, 2019 Special Meeting
- *B. Claims
 1. Regular Claims dated May 31, 2019
 2. Prepaid Claims dated May 1-31, 2019
 3. Payroll Claims dated May 3, 2019, May 17, 2019, May 28, 2019 and May 31, 2019
- *C. Grants
 1. \$775.00 Grant to MJSHS from Tri Kappa Children's Support Endowment
- *D. Donations
 1. Donation of \$100.00 to MCS Health and Wellness Program from Tri Kappa
 2. Donation of \$500.00 to MIS from Tri Kappa
 3. Donation of \$18.33 to MJSHS Squire Team Productions Services from various donors, cash
 4. Donation of \$1,250.00 to MJSHS FFA Program from AG Plus
 5. Donation of \$ 150.00 to MJSHS FFA Program from Dairyland Seed Co
 6. Donation of \$1,024.00 to MJSHS Athletic Department for 2 week 6th-9th gold clinic from George M and Edith L. Merkle Memorial Golf Endowment
 7. Donation of \$227.00 to MJSHS Cheerleading Program from HARP Development, LLC
 8. Donation of \$100.00 to MJSHS Art Department from Gamma Kappa Chapter of Kappa Kappa Kappa, Inc
 9. Donation of \$100.00 to MJSHS Drama Department from Gamma Kappa Chapter of Kappa Kappa Kappa, Inc
 10. Donation of \$300.00 to After-Prom from Gamma Kappa Chapter of Kappa Kappa Kappa, Inc.
 11. Donation of \$130.00 to MJSHS Football Program from anonymous donor
 12. Donation of \$345.00 to MJSHS Track and Field Program from anonymous donor
 13. Donation of \$100.00 to MJSHS Girls Soccer Program from anonymous donor

*E. Personnel

MES

Employment

1. Dawn Walker, Kindergarten Teacher
2. Kristin Buuck, Kindergarten Teacher

Resignation

1. Andrea Villafana, English Learner Coordinator

MJSHS

Employment

1. Melissa Herring, Instructional Aide
2. Katelyn Andritsch, Volunteer Intern (K-12 Counseling internship)

Resignation

1. Hayleigh Franklin, Instructional Aide
2. Hannah Bostick, 8th Grade Social Studies Teacher
3. Morgan McKee, MJSHS Study Hall Supervisor
4. Jenna Smith, Manchester Science Olympiad Assistant Coach

Mr. Flack recommended approval of all of the consent items as listed.

Mr. Terflinger made a motion to approve and Mr. Espeset seconded that motion with no further discussion; The board approved 5:0.

NEW BUSINESS

*Action Items:

- *1. Second Reading of updated board policy #4010 homeless students

Dr. Gremaux spoke and said this is something required by law and opened it up for discussion. There was no discussion.

Mr. Espeset made a motion to approve with Mr. Bedke seconding the motion and no further discussion; the board approved 5:0

*2. First Reading Student Handbook Review

Mr. Bishir spoke about the changes. There is a new policy regarding CBD oil in the handbook now. He also discussed the removal of weighted Grades from the handbook. He spoke about the more progressive tardiness scale they have implemented. Mr. Bishir spoke about graduation requirements and the new Pathways program. Attendance mediation was also discussed. Mr Terflinger asked about the Pathways program. This year's Freshman class will be the first class to start Pathways. Mr. Hensley asked what year are they making Pathway choice and Mr. Bishir said it will be their Freshman year. Mr. Terflinger asked why are Pathway being put in now since details are not worked out yet. Dr. Lippe then spoke about ISTEP 10 and how that is a hurdle for graduating. Pathways has helped 40 to 50 of our seniors this year. He said it doesn't hurt any student, only helps them. Dr. Lippe then continued to educate about Pathways to the board. Mr. Hensley feels that this is a longer discussion and would like to see someone come in and speak to the board about this. Dr. Gremaux echoed that it is always evolving and not set in stone but we need to make sure they are on right pathway. Mr. Terflinger asked if ISTEP was going away. Dr. Lippe said we have about two years of ISTEP left then it is all Pathways. Mr. Flack asked if we are taking kids down to Heartland sooner so they can see what is offered there. 5th Grade goes to Heartland currently. Mr. Bishir also spoke about school searches and vehicle searches in the disciple section of the handbook. Mr. Espeset asked if there is any cost to mediators that are brought in for ECR. Mr. Bishir said there was no cost to us.

Mr. Self spoke about Attendance Mediation that has been brought back and has been added to all county schools. He stated at MES and MIS they are dealing with the parents who don't get their kids to school versus the student being responsible for getting themselves to school. He stated it a wonderful program. Academic excellence has a small change and will based on quarters instead of semesters. Each student GPA must be greater than or equal to a 3.7 which is A- for each quarter.

*3. Approval of FFA to attend 89th Indiana State FFA Convention

Dr. Lippe spoke about the FFA to take students to a competition which will involve speaking demonstrations, quiz bowl , scrap book, proficiencies and public speaking.

Mr. Hensley made a motion and Mr. Bedke seconded the motion with no further discussion: board approved 5:0

*4 Wrestling Team Camp

Dr. Lippe then spoke about the Wrestling Camp in Pennsylvania. Mr. Espeset asked how many wrestlers will be attending. Mr. Screeton thought it was close to twelve to sixteen going. Mr. Terflinger asked if we have a policy on how many kids per chaperone or coaches. Dr. Lippe thought it was ten to twelve.

Mr. Hensley made a motion and Mr. Espeset seconded the motion, with no further discussion; board approved 5:0

5. Contract award for RFP(Bead, Mill, Purchasing)

Ms. Landes was not present. Mr. Flack asked if the contract needed approved and Dr. Gremaux said yes. Melissa Walt said that Ms. Landes had said that the contract was the same as before and nothing has been changed.

Mr. Espeset made motion to approve and Mr. Terflinger seconded the motion with no further discussion Board approved: 5:0

DISCUSSION ITEMS

A. Open Board Seat

Mr. Hensley wanted to add open board seat discussion. Mr. Hensley asked if since it was a public meeting it could be discussed and Mr. Frantz said yes it could. Mr. Hensley stated that the first person elected by the board is no longer able to fill the seat and would like to make a motion to fill the seat. Mr. Terflinger asked if there was a person in mind. Mr. Hensley said he tabled this last meeting and feels like it needs to be taken care of now. Mr. Terflinger seconded the motion. Mr. Bedke said the he doesn't completely disagree but said that Teresa sent a memo to the board regarding an executive session on June 24, 2019. Mr. Hensley asked when this memo was sent out and was told it was sent out on Friday. Mr. Hensley asked what would change between June 24 and now. Mr. Bedke stated that Ruth, the board president, will be there. Mr. Espeset said he would be most comfortable waiting until June 24 in the executive session. Mr. Hensley then asked when was it time to make a decision on when to put someone in that position. Mr. Hensley asked if we will open it back up for interviews again. Mr. Terflinger asked Mr. Frantz if Craig took an oath or signed any paper work. Mr. Frantz responded that he did not. Mr. Frantz said that the board has until June 30, 2019 by law to fill the seat. Mr. Flack said with respect to Mrs .Ayres he feels it's best to have all six there to discuss.

Mr. Hensley made motion with Mr. Terflinger seconding the motion with no further discussion: Motion denied 3:2

B. Homeless/Non-English Speaking Funding

Mr. Flack opened this up and Mr. Hensley stated that he heard that we lost our Instructor and said he had a homeless student down at heartland that she seemed overwhelmed and lost. Mr. Hensley feels like we need to find out why people are leaving and that we should be looking to grow demand here instead of shifting people around.

ACTION ITEM

Mr. Terflinger wanted to talk about the Barton Coe Villima audit update. He wants a live audit of cafeterias and morning bus hub when school starts and did verify with them that there will be no charge for this. Audit is two years old and he wants an up to date audit and will include the cafeterias and the morning bus hub. Mr. Espeset clarified that there is no cost to MSC if we use Barton Coe but if we decide to not use them what is the cost of that? Mr. Terflinger said it would be \$10,000. Mr. Hensley asked if we don't use Barton Coe will there be any other cost. Mr. Terflinger said the Community Foundation of

Wabash County paid for the audit as a grant for all the schools in the county. Mr. Hensley asked Dr. Gremaux if in her past experience with schools if he has employed anyone to do a professional security audit besides an architect. Dr. Gremaux asked if they were aware that every school in the state of Indiana had to have a professional audit that the DOE paid for and they provided. Mr. Hensley said that wasn't what he was actually talking about. Mr. Hensley then asked our SRO officer Mr. Birch to speak about safety training. He spoke of his ALICE training he just had. He said he feels like we need to adjust the lockdown procedure. He said the kids need to drill more than once a year. He said that at his training there were school board members there and administrators. He highly recommends that some school board members and administrators attend this training. Dr. Gremaux said she sees this as part of the strategic plan she has been talking about and it would be part of a focus group that would do a lot of the research and work with officers and come up with a plan that will work for the entire corporation. Officer Birch stated that this Friday they will be having any county officers that want to walk through the schools here to get familiar with the school buildings. Mr. Terflinger thanked the officers for all they do. Mr. Espeset asked Dr. Gremaux about the facilities committee and if she wanted to share any information she might have. Dr. Gremaux said she is still speaking with people and will have something to present at the next meeting. Dr. Gremaux recommended starting projects that are a necessity now and then looking at the strategic plan for future projects. Mr. Flack stated he felt like we need to get finance people involved to get things started.

Mr. Terflinger made a motion and Mr. Bedke seconded the motion with no further discussion: Board approved 5:0

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ADMINISTRATIVE UPDATES AND REPORTS

A. Principals Report

Mrs. Korus, Principal at MES, thanked the board for being hired a year ago and is looking forward to next school year. She said May was the busiest month for them. May 15th they had a full day field day that included a STEM station, dunk tank, and petting zoo. They had 76 volunteers that included Manchester University students. May 16th the 3rd graders went to MIS to take a tour of the school. Principals and teachers sat down and reviewed student that might have a harder time with transition and put some plans in place. They had six students that were selected to represent Manchester at the Honeywell Center on May 21st for Symphony in Color Awards. Summer school has started and they have expanded so it includes Iread remediation and third graders to sixth graders receive math and reading help. They have 102 students participating in the program. Last week a group of teachers did some tech training for the 1:1 that will start next school year. They are serving breakfast and lunch over the summer Monday thru Thursday and it has had a huge turnout.

Mr. Self, Principal at MIS, spoke and said the school year ended well. MIS has summer school program. Many teachers are in variety of workshops this summer including high ability, lead learners and others.

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Dr. Lippe, Principal at MJSHS, spoke and said May has been a great month. He congratulated multiple sports teams and individual athletes that did well. MJSHS had 134 seniors graduate this year. He said graduation went well and thanked everyone in the school system for all they do. Mr. Bedke feels that if in the future at graduation they should read off names of children that couldn't attend graduation and why they aren't there. Dr. Lippe agreed and noted that. Mr. Hensley asked what our graduation rate was and Dr. Lippe said he doesn't know at this time for sure but it should be around 96% to 97%. Mr. Terflinger congratulated Mr. Zinsmeister and Mrs. Mize for their part in graduation. Mr. Terflinger asked about worked based internship with the orthopedic companies. Dr. Lippe said they have several students with several different companies. They have 4 kids that are connected with Pre Med Tech here in Manchester. They have 4 kids connected with

IMD out of Warsaw. The latest is Paragon in Pierceton and have 3 kids plugged into that company. Zimmer Biomet has reached out to us and Dr. Lippe will be having a conversation with them on Friday.

B. Curriculum Director

Mrs. Gnagy spoke about the Summer Curriculum writing boot camp that happened last week. Professor Kurtzhals from Manchester University taught the boot camp. They met Monday thru Friday from 8 am to 2 pm. The grant was K-8 and every grade level had a representative there. She summarized what was talked about during the sessions. She shared the teachers thoughts and comments. Mr. Hensley asked if this was just high ability or will it be used in other classes as well. Mrs. Gnagy said that she can see it going further for all levels. Mr. Terflinger asked if we have PLC curriculum directors. Mrs. Gnagy elaborated on this and said yes we are working through the process and educating our teachers. We have adopted it with all of our schools.

C. MTA

Mr. Huber spoke about teachers still being busy even after school is over. He appreciates the support from administration for teachers being able to attend different trainings this year. MTA has several members that will be attending different conferences regarding what they do for the association. The biggest event is the ISTA summer conference. They will learn updates on policies and what they can do to make improvements to the schools they work in. Mr. Huber will be attending a conference June 25th with Mr. Markham. He said that the teachers support the changes that need to be made with the security at the entrances. He said the board needs to make sure they get feedback from the people that actually work in those areas. It's important it have more than just administrative feedback or maintenance personnel. He encouraged the board to get the updated information from Barton Coe regarding some of these projects and plans and post on school website. Mr. Huber thanked Dr. Gremaux for being there and said the teachers are looking forward to working with her.

D. Superintendent

Dr. Gremaux wanted to address the board and asked them to send her 3 goals, what is important to them. She echoed the thank you for those that donated money and how vital it is to our programs.

E. Heartland Update

Mr. Terflinger reported on Heartland Career Center. He spoke about the kids that had signed letters of intent with employers from Manchester.

COMMENTS FROM VISITORS

Mr. Olsen congratulated Mr. Terflinger on the graduation of his grandson from Kokomo High School this year.

Mrs. Herrmann spoke about her daughter Lillian and how she is the founder of Millie and Mabel. She said that Manchester also has a wonderful business program at the high school with Mrs. Leifer doing amazing things with the kids. Lillian was on 21 news alive this week and it's because of Mrs. Leifer and her work with the students.

Mrs. Shoemaker spoke about Pathways and how it has saved her son Noah. It has given him a new revival in school and Mrs. Leifer helped with that also. She said that her son Jacob, who graduated from heartland, is now employed by Ford Meter Box. She stated that Heartland and Pathways have helped both of her sons.

COMMENTS FROM BOARD MEMBERS

Mr. Flack opened it up for comments from the board. Mr. Hensley said that Mrs. Leifer has helped his son Corbin as well. Mr. Terflinger spoke about a demographic study that had North Manchester in it. He went over several things and said that our schools received an A. Mr. Hensley stated that we need to start marketing our community around our school system.

ADJOURNMENT

With no further business, Mr. Flack, School Board President, adjourned the Manchester Community Schools' Board of Trustees Board Meeting at 7:24 p.m.

Ruth Ayres, School Board President

Rick Espeset, Member

Steve Flack, Vice President

Michael Hensley, Member

Secretary

David Terflinger, Member

Brice Bedke, Member