

MINUTES OF REGULAR SCHOOL BOARD MEETING  
MANCHESTER COMMUNITY SCHOOLS  
January 14, 2020

The Manchester Community Schools' Board of Trustees met at Manchester Community Schools Administration Offices on January 14, 2020 at 5:30 p.m.

Board Members were present or absent as follows:

PRESENT: Mr. Steve Flack, Mrs. Ruth Ayres, Mr. David Terflinger, Mr. Michael Hensley, Mr. Rick Espeset, Mr. Raju Shah

ABSENT: Mr. Brice Bedke

Also in Attendance: Dr. Teresa Gremaux, Superintendent; Mr. Jeremy Markham, MCS Business Manager, Mr. Tommy Baldwin, MIS Principal, Mrs. Amy Korus, MES Principal, Dr. Jon Lippe, MJSHS Principal and Mr. Mark Frantz, School Attorney

**1. CALL TO ORDER**

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

**1.3 Emergency Additions**

4.5.2 Employment: Jen Birch, MIS Boys BB Coach

4.5.2 Employment: Carol Collett, MIS Boys BB Coach

4.5.2 Employment: Hayleigh Franklin, MIS Boys BB Coach

5.1.2 Recommendation for Approval of Facility Rental: Tri Kappa Chicken BBQ,  
MHS Commons, Feb 2, 2020 12:00-4:00 pm

5.1.3 Recommendation for Approval: Employment of Heather Terflinger, MIS Boys  
BB Coach

6.6 Heartland Update (move from School Board Comments to  
Discussion/Information)

3.3.6 Mr. Shah asked to add to Discussion items moving Board Meetings to 6 pm

6.6 Heartland update removed from Agenda

1.4 Recognition: MJSHS FFA State Soil Judging Competition, December 2019

Dr. Lippe and members of the FFA spoke about their experience at the soil judging competition.

**2. HEARING OF PATRONS**

Mr. Nate Gephart addressed the board with several questions regarding the Transgender topic.

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### 3. SCHOOL BOARD REORGANIZATION

#### 3.1 Conflict of Interest Statements

Mr. Frantz reported that Michael Hensley would need to sign this form and Mr. Hensley has submitted that. The board will need to show it is accepted in the minutes and then Mr. Frantz sends that to the County Clerk and State Board of Accounts.

#### 3.2 Election of Officers

##### 3.2.1 President

Dr. Gremaux asked for nominations for Board President for 2020. Mr. Flack nominated Ruth Ayres. No other nominations were made. Dr. Gremaux closed the nominations. The Board approved 5-0-1 with Mr. Terflinger abstaining.

##### 3.2.2 Vice President

Mrs. Ayres asked for nominations for Vice President for 2020. Mr. Flack was nominated. No other nominations were made. The Board approved 6-0.

##### 3.2.3 Secretary

Mrs. Ayres asked for nominations for Secretary for 2020. Mr. Flack nominated Mr. Espeset. Mr. Hensley nominated Mr. Terflinger. The Board voted 3-3 so they opened up nominations again. Mr. Hensley nominated Mr. Terflinger. Mr. Flack nominated Mr. Espeset. Mrs. Ayres confirmed with Mr. Frantz that this was the correct way to do this process and he said yes, someone had to get 4 votes. Mr. Hensley was then nominated, Mr. Espeset then withdrew his nomination. Mr. Hensley then withdrew his nomination. With no further nominations the Board approved Mr. Terflinger 6-0.

#### 3.3 Consideration of Appointments for 2020

##### 3.3.1 Corporation Treasurer

Mr. Markham was nominated. Mr. Terflinger asked if the Treasurer and the Purchasing Agent could be the same person. Mr. Frantz said yes they could however the Treasurer can't be the Superintendent or a Board member. The Board approved Mr. Markham 6-0.

##### 3.3.2 Corporation Assistant Treasurer

Mrs. Miller was nominated. Mr. Terflinger asked about her retirement and asked what we do in August when she retires. Mr. Markham stated that we issue a new Assistant Treasurer at that time. The Board approved Mrs. Miller 6-0.

##### 3.3.3 Corporation Attorney

Mr. Mark Frantz was nominated. He stated for clarification to name the firm Downs, Tandy and Petruniw, PC rather than himself individually. The Board approved 6-0

##### 3.3.4 Legislation Liaison

Mr. Hensley was nominated and the Board approved 5-0-1 with Mr. Hensley abstaining

##### 3.3.5 Heartland Career Center Representative

Mr. Terflinger was nominated and the Board approved 5-0-1 with Mr. Terflinger abstaining

##### 3.3.6 North Manchester Redevelopment Commission Member

Mr. Shah was nominated and the Board approved 6-0

##### 3.3.7 North Manchester Parks and Recreation Committee

Mr. Espeset was nominated and the Board approved 6-0

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### 3.4 Establishment of Designated Newspaper for 2020

Mr. Terflinger nominated The Paper of Wabash due to the fact that everyone in the school district gets it without a subscription. Mr. Frantz said he believes the newspaper has to be within the corporation limits. Mr. Terflinger asked if we could name The Paper and The News Journal both. Mr. Frantz said that as long as we have one paper that is within the corporation limits we are ok. Mr. Terflinger made a motion to put it in both papers. Mr. Hensley asked if they were two companies with one owner or two separate companies. Mr. Frantz said he believes that it is two companies with one owner. Mr. Espeset asked if we can name The News Journal and then just opt in if we want an additional paper. With no further discussion the Board approved both papers 5-1

### 3.5 Consideration of Board Members' Compensation

Dr. Gremaux stated that the Board has an option to keep what they have been receiving now or that can be changed. Mr. Terflinger confirmed they get paid for additional meetings and then made a motion to keep the compensation the same. The Board approved 6-0

## 4. CONSENT ITEMS

### 4.1 Minutes

### 4.2 Claims

4.2.1 Regular Claims dated January 14, 2020

4.2.2 Prepaid Claims dated December 1-31, 2019

4.2.3 Payroll Claims dated December 12, 2019 and December 24, 2019

### 4.3 Grants

Mrs. Ayres asked for approval of Consent Items 4.1-4.3. Mr. Flack made a motion with Mr. Hensley seconding the motion. The Board approved 6-0

### 4.4 Donations

4.4.1 Donation of \$9.47 to MJSHS Squire Team Production Services  
Film Club from various donors, cash

4.4.2 Donation of \$125.00 to MJSHS Choir Program from Manchester  
University

4.4.3 Donation of \$200.00 to MJSHS Junior High Student Activities Fund from  
McKee Mortuary

4.4.4 Donation of \$20.00 to MJSHS National Junior Honor Society Program from  
Anonymous Donor, cash

4.4.5 Donation of \$50.00 to MJSHS National Junior Honor Society Program  
from Anonymous Donor, cash

4.4.6 Donation of \$100.00 to MJSHS Angel Tree from Anonymous Donor

4.4.7 Donation of \$1,000.00 to MJSHS Choir Program from Anonymous Donor

4.4.8 Donation of \$1,000.00 to MJSHS Drama Program from Anonymous Donor

4.4.9 Donation of \$1,000.00 to MJSHS Science Olympiad Program from  
Anonymous Donor

4.4.10 Donation of \$5.16 to MJSHS Squire Team Productions Services Film Club  
from various donors, cash

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- 4.4.11 Donation of \$75.00 to MIS Squire Store from Tera Peden
- 4.4.12 Donation of \$100.00 to MJSHS Can-vas the Town Food Pantry from Anonymous Donor, cash
- 4.4.13 Donation of \$50.00 to MJSHS Junior High Activities Fund from Kent and Arvada Trickle
- 4.4.14 Donation of \$500.00 to MJSHS Volleyball Program from Anonymous Donor
- 4.4.15 Donation of \$500.00 to MJSHS Girls Basketball Program from Anonymous Donor
- 4.4.16 Donation of \$500.00 to MJSHS FFA Program from Anonymous Donor
- 4.4.17 Donation of \$500.00 to MJSHS National Junior Honor Society From Anonymous Donor
- 4.4.18 Donation of \$1,119.00 to MES for FirstBook.Org from Pizza Hut
- 4.4.19 Donation of \$475.00 to MCS for Student Lunch Debt from David Doudt and Kim Ebersole

Mrs. Ayres asked for approval of Consent Items 4.4 . Mr. Espeset made a motion with Mr.Terflinger seconding the motion. The Board approved 6-0

#### 4.5 Personnel

##### 4.5.1 Resignations:

- \*Taylor Aeschliman, MJSHS, Assistant Track Coach
- \*Tricia Shoemaker, MJSHS, Special Education Paraprofessional
- \*Shannon Cook, MIS, Kitchen Staff
- \*Traci Michel, MJSHS, Instructional Aide

##### 4.5.2 Employment:

- \*Tricia Shoemaker, MJSHS, Study Hall Supervisor
- \*Harriet Hathaway, MJSHS, Night Custodian
- \*Kelly Kerr, MJSHS, Instructional Aide
- \*Jen Birch, MIS, Boys BB Coach
- \*Carol Collett, MIS, Boys BB Coach
- \*Hayleigh Franklin, MIS, Boys BB Coach

#### 4.6 Facility Rentals

- 4.6.1 German Baptist Youth Group, MJSHS Gym, March 1, 2020- 12pm to 8pm
- 4.6.2 Squire Volleyball Club, MJSHS Gym, Sundays Jan.-Feb. 12:30-3:30 pm

Mrs. Ayres asked for approval of Consent Items 4.5-4.6. Mr.Flack made a motion with Mr.Espeset seconding the motion. The Board approved 6-0.

## 5. RECOMMENDATIONS FOR APPROVAL

### 5.1 P3200 Training and Health Precautions for Communicable Diseases (second reading)

Mrs. Ayres asked for approval. Mr. Flack made a motion with Mr.Espeset seconding. The Board approved 6-0

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5.2 P5210 Children's Internet Protection (CIPA) (second reading)

Mrs. Ayres asked for approval. Mr. Flack made a motion with Mr. Espeset seconding the motion. The Board approved 6-0

5.3 P5520 Least Restrictive Environment (second reading)

Mrs. Ayres asked for approval. Mr. Flack made a motion with Mr. Espeset seconding. The Board approved 6-0.

5.4 P6220 Purchases of Supplies and Materials (second reading) and AG6220

Purchases of Supplies and Materials (second reading)

Mrs. Ayres asked for approval. Mr. Flack asked if this had the revisions and Dr. Gremaux said yes it did. Mr. Flack made a motion. Mr. Hensley wanted to make sure we had revision control. Mr. Shah seconded the motion. Mr. Terflinger wanted to know if we need to identify what an emergency is. Mr. Hensley said the board has already talked about it and said that an emergency is anything that stopped school or caused safety or alarm. The sentence "An emergency is defined as anything that is going to stop school from happening tomorrow" will be added to AG6220. Dr. Gremaux asked what if there is an emergency in the summer? Mr. Terflinger said an emergency Board meeting would have to be held in that case. Mr. Shah stated he would like to see it left a little more vague as far as what constitutes an emergency. Mr. Espeset said he would leave it as written. Mr. Terflinger then withdrew the motion. With no further discussion the Board approved 6-0.

5.5 Transfer from Education Fund to Operations Fund

Mr. Markham reviewed this with the Board. Mrs. Ayres asked for approval. Mr. Terflinger made a motion with Mr. Shah seconding. With no further discussion the Board approved 6-0.

5.6 Approval of Heather Winger for Public Library Board Member

Mrs. Ayres asked for approval. Dr. Gremaux stated that this is an appointment we have to make each year. Mr. Hensley made a motion with Mr. Flack seconding. With no further discussion the Board approved 6-0.

5.7 Permission to advertise Tax Anticipation Warrant (no document)

Mr. Markham reviewed this warrant with the Board. Mr. Markham asked for the Board's permission to advertise. Mrs. Ayres asked for approval. Mr. Terflinger made a motion with Mr. Flack seconding. With no further discussion the Board approved 6-0.

5.8 2020-2021 Annual Participation Commitment

Dr. Gremaux reviewed this commitment with the Board. Mr. Markham said this is the first year we could be in this co-op and Mrs. Landes is very happy with the services and pricing they have been able to get. Mr. Terflinger made a motion to approve with Mr. Espeset seconding. With no further discussion the board approved 6-0.

WAMPIER PUBLIC LIBRARY BOARD  
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5.9 Approval of Manchester Youth Cheerleading Clinic Jan 28 &29, 2020 and performance at halftime of Boys Basketball game Feb 1, 2020

Mrs.Ayres asked for approval. Mr.Espeset made a motion with Mr.Flack seconding. With no further discussion the Board approved 6-0.

5.10 Jessica Conley, MIS 6th Grade Teacher, unpaid leave Jan. 13-16, 2020

Mrs. Ayres asked for approval. Mr.Flack made a motion with Mr.Terflinger seconding. With no further discussion the Board approved 6-0.

5.11 Approval of 2020-2021 MCS Calendar (Change at the end of the year from approved calendar Nov 12, 2019)

Dr.Gremaux wanted to bring back to the Board after a bit of discrepancies from the Board approved calendar in November, 2019. She stated that MLK Jr.Day will not be a snow make up day and they have added an additional day at the end of the year with moving the teacher half day back one day. Mr.Espeset asked if this was supported by the MTA. Dr.Gremaux said yes it was. Mr.Espeset made a motion with Mr. Shah seconding. With no further discussion the Board approved 5-1.

5.12 Recommendation for Approval of Facility Rental: Tri Kappa Chicken BBQ, MHS Commons, Feb 2, 2020 12:00-4:00 pm

Mrs.Ayres asked for approval. Mr Flack made a motion with Mr.Terflinger seconding. With no further discussion the Board approved 5-0-1 with Mr.Espeset abstaining.

5.13 Employment of Heather Terflinger, MIS, Boys BB Coach

Mrs.Ayres asked for approval. Mr.Espeset made a motion with Mr.Shah seconding. With no further discussion the board approved 5-0-1 with Mr.Terflinger abstaining.

## 6. DISCUSSION/INFORMATION

6.1 P3210 Food Service Staff Code of Conduct (first reading)

Dr.Gremaux reviewed this policy with the Board.

6.2 P6230 Internal Controls (first reading)

Dr.Gremaux reviewed this policy with the Board. Mr. Markham stated that any secretarial staff in our offices as well as the Central Office has to watch a video every year on Internal Controls. Mr. Markham is also working on updating the Internal Controls Manual that he will bring to the Board at some point. Mr.Terflinger asked if any office staff that handles money are bonded. Mr. Markham said, yes they are.

6.3 P6240 Federal Grants and Awards Administration (first reading)

Dr.Gremaux reviewed this policy that is specific for Federal Grants. Mr.Terflinger asked about the process for applying for a grant. Dr.Gremaux spoke about the process regarding grants.

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Mrs.Gnagy spoke about grant requests to help clarify any questions the Board may have. Mr.Terflinger thinks we need an Administrative Guideline for 2020 and would like it put on the agenda for the policy committee so they could discuss some type of guideline for this.

#### 6.4 Update on December 18, 2019 Special Work Session

Mr.Frantz reviewed the legal analysis that he provided for the December 18th, 2019 Work Session. Mr. Espeset read a Statement from the Board. Dr.Gremaux spoke about the safety and privacy of our students.

Mr.Flack spoke about bathroom renovations and that the committee met January 9th to discuss possible configurations, costs, and timelines for renovations. It was determined in an audit in 2017 that MES and MIS needed bathroom upgrades to be in compliance for handicap accessibility. Floor to ceiling petitions were discussed as well as ventilation and sprinkler systems. Mr.Wannamaker will have estimates for the Board when a Work Session is determined. Mr. Baldwin spoke briefly on MIS swimming and stated that they have staff members from Strauss Peabody, MIS staff members and MJSHS swim team members helping supervise this.

#### 6.5 Monthly Special Work Sessions

Dr.Gremaux spoke about the board members frustration regarding not having time to discuss matters routinely. Dr. Gremaux is asking the board to consider having Special Work Sessions each month. She suggested the second Tuesday of the month for Board Meetings and the fourth Tuesday of the month for Work Sessions. Mrs. Ayres asked if meeting from 7am to 8am would work for the Board. Mr. Hensley and Mr. Shah said they are unable to do mornings. Mr. Shah motioned for a work session to be set for January 28, 2020. Mr. Hensley seconded the motion. With no further discussion the Board approved 6-0.

#### 6.6 Heartland Update

None

#### 7. HEARING OF PATRONS

Mrs. Ayres reminded everyone of the comment process. She said that everyone will have two minutes to speak. 14 community members spoke and asked questions and/or made comments on the issues covered at the December 18, 2019 work session.

#### 8. SUPERINTENDENT COMMENTS

Dr. Gremaux thanked the patrons that donated over \$7,000 to the school cooperation.

#### 9. SCHOOL BOARD COMMENTS

Mr.Steve Flack spoke and addressed the question of "Who was responsible for the Bowen Center lady that came"? Mr.Flack said that is really irrelevant because the Board is trying to be extremely transparent in what was presented. He stated that the board wanted to learn with the public. Mr.Flack said that Dr.Gremaux had discussed with the speaker what was to be presented and that the Board was just as surprised as the public with her presentation. Mr.Flack

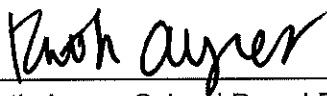
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said that the Board was not trying to pull something over on the community. Mr.Flack stated that there was no ill intent and if the presentation bothered some people that they were sorry for that. Mr.Flack went on to say that he has had emails and phone calls accusing Dr.Gremaux of promoting this agenda. Mr.Flack said that this is the farthest thing from the truth. Mr.Flack stated that Dr.Gremaux is doing what is right for the school corporation at this time. Dr.Gremaux is taking in information and is learning from multiple people. She is talking to school board members and other Superintendents every day. They are trying to learn the best way to approach this situation that is safe for all students. Mr.Flack stated that they don't have the answers and they are trying to learn and make the best choices possible. Mr.Flack asked the public to keep an open mind and work with the school board. Mr.Flack stated that everyone loves the children and everyone wants what is best for them and wants all of them to be safe. Mr.Terflinger asked the community to have patience because the board wants to make the right decisions. Mrs. Ayres said she is grateful for all the committees that are in place. She asked Mr.Espeset to give an update on the Student and Staff Affairs Committee. Mr.Espeset said they are going through an evaluation process using the RISE Rubric to evaluate Dr. Gremaux. They met and gathered information. Mrs.Ayres said they would like to schedule an executive session when Mr.Bedke gets back and would like to meet before the end of January to review the findings and move forward with that.

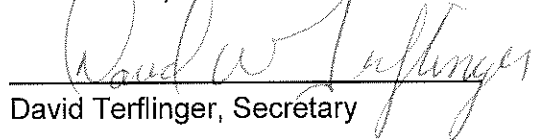
#### 10. ADJOURNMENT

With no further business, Mrs. Ayres, School Board President, adjourned the Manchester Community Schools' Board of Trustees Board Meeting at 8:06 pm.

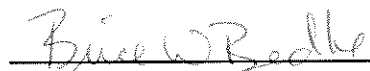


Ruth Ayres, School Board President

Steve Flack, Vice President



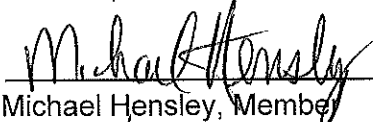
David Terflinger, Secretary



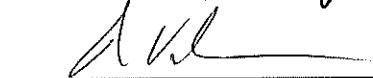
Brice Bedke, Member



Rick Espeset, Member



Michael Hensley, Member



Raju Shah, Member

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