

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

The Manchester Community Schools' Board of Trustees met via Virtual Meeting on Tuesday April 14, 2020 at 6:04 p.m.

Board Members were present or absent as follows:

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

ABSENT: None

Also in Attendance: Dr. Teresa Gremaux, Superintendent; Mr. Jeremy Markham, MCS Business Manager

**1. CALL TO ORDER**

Mrs. Ayres, School Board President, called the meeting of the Manchester Community Schools' Board of Trustees to order at 6:00 p.m. Mrs. Ayres led those in attendance in reciting the Pledge of Allegiance.

1.2 Roll Call

1.3 Emergency Additions/Deletions

3.5.1.1 John Paul Secret, MJSHS, Special Education Teacher

3.5.1.2 Alyx Brandewie, MJSHS, Head Football Coach

4.6 Board Member Salary Resolution

**2. HEARING OF PATRONS**

Dr. Gremaux stated that if there are any comments or concerns that patrons have they may email her or the board with those.

**3. CONSENT ITEMS**

3.1 Minutes

3.2 Claims

3.2.1 Regular Claims dated April 14, 2020

3.2.2 Prepaid Claims dated March 1-31, 2020

3.2.3 Payroll Claims dated March 4, 2020 and March 19, 2020

3.3 Grants

3.4 Donations

3.4.1 Donation of \$100.00 to the MJSHS FFA Program from Jay and Sharon Heckaman

3.4.2 Donation of \$100.00 to MJSHS Track from anonymous donor, cash

3.4.3 Donation of \$200.00 to MJSHS Girls Basketball from anonymous Donor, cash

3.4.4 Donation of \$200.00 to MJSHS Track from anonymous donor

3.4.5 Donation of \$200.00 to MJSHS Baseball from anonymous donor

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3.4.6 Donation of \$500.00 for the Everglades Trip from anonymous donor which is administered by the Community Foundation of Wabash County, Inc.

### 3.5 Personnel

#### 3.5.1 Employment

3.5.1.1 John Paul Secrest, MJSHS, Special Education Teacher

3.5.1.2 Alyx Brandewie, MJSHS, Head Football Coach

#### 3.5.2 Resignations

3.5.2.1 Hannah Marichal, MJSHS, Special Education Teacher effective at the end of the 2019-2020 academic school year

3.5.2.2 Darla Cain, MAO, Assistant Treasurer/Payroll - Effective Aug. 3, 2020

3.5.2.3 Jorge Fernandez, MJSHS, Chemistry and Physics Teacher effective at the end of the 2019-2020 academic school year

Mrs. Ayres asked for a motion to approve. Mr. Flack made a motion with Mr. Terflinger seconding. With no further discussion the Board approved 7:0

## 4. RECOMMENDATIONS FOR APPROVAL

### 4.1 P5230 Title I Parent Involvement (second reading) and AG5230 Title I Parent Involvement (second reading)

Mrs. Ayres asked for motion to approve. Mr. Flack made a motion with Mr. Espeset seconding. Mr. Hensley and Mr. Terflinger asked if the policies should be approved without the public being present. Dr. Gremaux stated that only in a Public Hearing is public comments required; however, she also asked anyone with comments to email her if they have concerns. With no further discussion the Board approved 7:0

### 4.2 P3230 Suicide Awareness and Prevention (second reading)

Mrs. Ayres asked for a motion to approve. Mr. Flack made a motion with Mr. Bedke seconding. With no further discussion the Board approved 7:0

### 4.3 Approval of 2020-2021 School Calendar ( last day of school moved to May 27, 2021)

Mrs. Ayres asked for a motion to approve. Mr. Hensley made a motion with Mr. Flack seconding. With no further discussion the Board approved 6:1

### 4.4 MIS Farm Cash Lease

Mr. Markham spoke about the lease. He asked for approval that would allow this contract to run from January 1, 2020 to December 31, 2020. In January 2021 it would be put out for bids. Mr. Markham said he would also like to extend this to a three year contract so it doesn't have to go to the Board every year and allows the farmer to do things to the ground and soil to reap some benefits, if they would choose to do that.

Mrs. Ayres asked for a motion to approve. Mr. Flack made a motion with Mr. Terflinger seconding. With no further discussion the Board approved 7:0

### 4.5 COVID-19 Donation Resolution

Dr. Gremaux spoke about this resolution.

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Mrs. Ayres asked for a motion to approve. Mr. Flack made a motion with Mr. Terflinger seconding. With no further discussion the Board approved 7:0

#### 4.6 Board Member Salary Resolution

Dr. Gremaux spoke about this resolution. This allows the Board members to change how much they are compensated, if they so choose to.

Mrs. Ayres asked for a motion to approve. Mr. Espeset made a motion with Mr. Bedke seconding. With no further discussion the Board approved 7:0

### 5. DISCUSSION/INFORMATION

#### 5.1 P5240 Test Security-Assessment

Dr. Gremaux discussed this policy. It is required each year to make sure our assessments are secure. There are certain procedures that are used and staff are trained every year on this. Mr. Flack asked if these are the procedures we take for all testing. Dr. Gremaux said yes they are and we are monitored by the state. MCS had a visit not that long ago. Dr. Gremaux stated we had to make some changes to be in compliance and were able to get it all corrected. Dr. Gremaux also stated that Mr. Self, our testing coordinator, oversees all of this.

#### 5.2 P2050 Public Records-Designee and Copy Fees

Dr. Gremaux discussed this law that has been recently updated. This is for anyone that requests a public record. We are now allowed to charge an hourly fee for searching for records and that has been set at thirty dollars an hour. This helps compensate our employees for taking them away from their other job duties they have. Mr. Terflinger asked how does this affect the Freedom of Information Request. Dr. Gremaux said this came from the ISBA and she doesn't believe this has a time frame on it. Mr. Espeset asked for an example. Dr. Gremaux gave him several examples. She said it is rare and doesn't happen often but it is very time consuming when we do have to search. Mr. Flack asked if there was clarification on who gives the information out. Dr. Gremaux said that typically the request goes to her first and then she channels it to the right person depending on what information is being requested.

#### 5.3 P3150 Alcohol and Controlled Substance Testing Policy For Commercial Drivers License(CDL) Employees

Dr. Gremaux stated this is for CDL Employees. It is quite comprehensive. Dr. Gremaux has presented this to our Transportation Director, Mrs. Knight, and she feels that it fits exactly what the law is saying. This is the procedure she follows. Mr. Markham said that starting this January everything has to go through a Government Clearinghouse that we are required to follow. Mr. Terflinger asked about random drug testing and the time constraint. Mr. Markham stated that they will check with Mrs. Knight and get that time requirement put into the policy. Mr. Terflinger also asked if we have a clinic we have to use. Mr. Markham stated that they go to Wabash for that testing.

### 6. HEARING OF PATRONS

### 7. SUPERINTENDENT COMMENTS

Dr. Gremaux stated that she wants anyone with questions to please email and let her know. She also stated that if anyone needs anything during this COVID-19 crisis please call MAO and we

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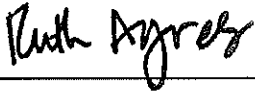
will assist the best we can. Dr. Gremaux commended the teachers who have gone above and beyond to prepare the kids for the next school year by filling the learning gaps.

### 8.SCHOOL BOARD COMMENTS

Mr.Terflinger stated that Heartland has been making face masks for the health industry.

### 9.ADJOURNMENT

With no further business, Mrs. Ayres, School Board President, adjourned the Manchester Community Schools' Board of Trustees Board Meeting at 6:44 pm.



Ruth Ayres, School Board President



Rick Espeset, Member

Steve Flack, Vice President



Michael Hensley, Member



David Terflinger, Secretary



Raju Shah, Member



Brice Bedke, Member

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