

MINUTES OF REGULAR SCHOOL BOARD MEETING  
MANCHESTER COMMUNITY SCHOOLS  
June 16, 2020

The Manchester Community Schools' Board of Trustees met via in person and Virtual Meeting on Tuesday June 16, 2020 at 6:00 p.m.

Board Members were present or absent as follows:

PRESENT: Mr. David Terflinger, Mr. Brice Bedke , Mr. Michael Hensley, \*Mr. Raju Shah, \*Mr. Rick Espeset, and \*Mrs. Ruth Ayres

ABSENT: Mr. Steve Flack

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

\*Present remotely

**1. CALL TO ORDER**

1.1 Pledge of Allegiance

1.2 Roll Call

1.3 Emergency Additions/Deletions

3.5.1.7 Eli Henson, MJSHS, Boys Basketball Head Coach

3.5.1.8 Randy Myers, 3rd Grade, Summer school Teacher

3.5.1.9 Amy Lambert, 5/6th Grade, Summer School Teacher

3.5.1.10 Rebecca Ramer, 4th Grade, Summer School Teacher

3.5.2.9 Resignation of Lacey Wise, MJSHS, Guidance Counselor

1.4 Business Manager Statement

5.5 MCS Student Technology Handbook

5.6 ECA Contract Language

4.1 P4230 Deletion of Recommendation for Approval

1.4 Business Manager Statement

Mr. Markham spoke about the new guidance from the IDOE and how they will be funding students due to COVID-19 related issues. A decision to not repurpose MIS this year has been made. Mr. Markham said that they do know that the state revenue has been down and should expect some guidance in the near future.

**2. HEARING OF PATRONS**

Mary Earle spoke

**3. CONSENT ITEMS**

3.1 Minutes

3.2 Claims

3.2.1 Regular Claims dated June 9, 2020

3.2.2 Prepaid Claims dated May 1-May 31, 2020

3.2.3 Payroll Claims dated May 1, 2020, May 15, 2020 and May 29, 2020

MANCHESTER COMMUNITY SCHOOLS  
BOARD APPROVED

JUL 14 2020

### 3.3 Grants

- 3.3.1 PLTW Gateway Program, Innovators and Makers, MIS, \$1200 from Indiana Commission for Higher Education
- 3.3.2 Next Level Planning Grant, \$50,000 from Indiana Office of Career and Technical Education

### 3.4 Donations

- 3.4.1 None

### 3.5 Personnel

#### 3.5.1 Employment

- 3.5.1.1 Tiffani Flora, MJSHS, Summer School APEX Supervisor
- 3.5.1.2 Adam Marlatt, MJSHS, Assistant Volleyball Coach (JV)
- 3.5.1.3 Alyssa McDowell, MJSHS, Head Cheerleading Coach
- 3.5.1.4 Quentin Moore, MJSHS, Assistant Football Coach
- 3.5.1.5 Corey Thomas, MJSHS, Assistant Football Coach
- 3.5.1.6 Rex Addair, MJSHS, Assistant Football Coach
- 3.5.1.7 Eli Henson, MJSHS, Boys Basketball Head Coach
- 3.5.1.8 Randy Myers, 3rd Grade Summer School Teacher
- 3.5.1.9 Amy Lambert, 5/6th Grade Summer School Teacher
- 3.5.1.10 Rebecca Ramer, 4th Grade Summer School Teacher

#### 3.5.2 Resignation

- 3.5.2.1 Dana Vlot, MJSHS, Special Education Paraprofessional, effective May 29, 2020
- 3.5.2.2 Marla Parson, MJSHS, JH 7th Grade Girls Basketball Coach
- 3.5.2.3 Kathie Sites, MES, Paraprofessional
- 3.5.2.4 Melody Holmes, MES, Paraprofessional
- 3.5.2.5 Thomas Riggs, MIS, 4th Grade Teacher
- 3.5.2.6 Cathy Huber, MES, Choir Teacher
- 3.5.2.7 MaKayla Monroe, MIS, Special Education Teacher
- 3.5.2.8 James Bishir, MJSHS, Assistant Principal
- 3.5.2.9 Lacey Wise, MJSHS, Guidance Counselor

#### 3.5.3 Retirement

- 3.5.3.1 Katherine Domenico, MES, 1st Grade Teacher

Mr. Terflinger asked for a motion to approve. Mr. Hensley made a motion with Mr. Bedke seconding. With no further discussion the board approved 5:0

## 4. RECOMMENDATIONS FOR APPROVAL

### 4.1 P4230 Student Mental and Behavioral Services Records (second reading)

Mr. Terflinger said that this policy has been deleted. This will be postponed until the July 14th meeting.

### 4.2 P1000 Board of Education (second reading...revision from 07/02/2013)

Mr. Terflinger asked for a motion to approve. Mr. Hensley made a motion with Mr. Shah seconding. With no further discussion the board approved 5:0

MANCHESTER COMMUNITY SCHOOLS  
BOARD APPROVED

JUL 14 2020

#### 4.3 MES Student/Parent Handbook 2020-2021 (second reading)

Mr. Terflinger asked for a motion to approve. Mr. Bedke made a motion with a second by Mr. Hensley. Mr. Shah asked about the lunches. Mr. Terflinger asked about the negative lunch accounts and making sure that the kids were not getting an alternate lunch. Mr. Hensley wanted to make sure the handbook was right. Mr. Terflinger said he knows that the MIS handbook still says that the kids will get an alternate lunch if they have a negative balance. The board will approve with the changes that need to be made. With no further discussion the board approved 5:0

#### 4.4 MIS Student/Parent Handbook 2020-2021 (second reading)

Mr. Terflinger asked for a motion to approve. Mr. Bedke made a motion with Mr. Hensley seconding with approved changes to the negative lunch accounts. With no further discussion the board approved 5:0.

#### 4.5 MJSHS Student/Parent Handbook 2020-2021 (second reading)

Mr. Terflinger asked for a motion to approve. Mr. Hensley made a motion with Mr. Bedke seconding. With no further discussion the board approved 5:0.

#### 4.6 Financial Savings Plan

Mr. Markham presented a powerpoint update as to where MCS is today. He thanked MTA for the discussions and communications that they were able to have. He stated that this is an ever evolving plan and we need a starting base. Mr. Markham said they feel like this is a good place to start and to have a plan in place as we move forward. He reviewed the Financial shortfalls, COVID impact and State funding impacts. Mr. Markham reviewed the enrollment loss and loss of funding over the last two years. He reviewed figures that were used to get the dollar amounts that were presented. MTA does agree with these numbers. Mr. Markham also reviewed the potential funding impact based on the state only funding 85% for online and hybrid options. The state is now funding 100% so the numbers have changed. Mr. Markham reviewed the results of the second survey. We now have 80.39% of students returning to traditional school settings. The hybrid/online option went from 36% to 18% with the new survey. Mr. Markham then reviewed the considerations for cost reduction. He reviewed the savings due to the shut down. He also discussed not replacing the 6 current open positions and doing a Reduction in Force of two certified staff members. Mr. Terflinger asked Mr. Markham to explain the difference between classified and certified positions. Mr. Shah asked if any consideration has been taken into account for COVID related items. Mr. Markham said we have the ability to receive some PPE through some grants we have received. We can also apply for some of that for reimbursement as well. Mr. Terflinger asked if we only cut one of the two buses that were budgeted. Mr. Markham said yes. It was ordered in January and we received a \$20,000 grant to help with that bus. We can get one bus for \$90,000.00 so that leaves \$130,000.00 left in the Transportation Fund. Mr. Hensley spoke about what has been going on the last couple of weeks with communication. He is wanting a strategic plan put together soon and says the community needs to come together to grow our enrollment. Mr. Hensley made a motion to approve with Mr. Bedke seconding. With no further discussion the board voted 2:2:1 then Mr. Hensley opened it up for discussion. Mr. Shah said he feels like he hasn't had time to look over this plan. He feels more people need to be included in this discussion. Mr. Hensley wanted to have a discussion to see what everyone was thinking. Mr. Shah said he would like to see the board take a pay cut. Mr.

MARSHFIELD COMMUNITY SCHOOLS  
BOARD APPROVED

JUN 14 2021

Bedke said this is a good jumping off point and it is evolving. He feels like this is a good place to start at this time. Mr. Huber said the MTA is in agreement with almost all of it. They disagree with the RIFing of two positions. Dr. Gremaux said we have a July 1st deadline to RIF any positions so a decision needs to be made as soon as possible so they can seek other employment if they choose to do that. Dr. Gremaux said they have been working on cost savings since she arrived last June. She stated that Mr. Markham said this is an evolving document. Dr. Gremaux said that they have a place on the website and they are asking for input from the community. Mr. Terflinger wanted to come up with more cost saving ideas so that no RIFs have to take place. Mr. Hensley made a motion to do the RIF portion only with Mr. Terflinger seconding the motion. Mr. Bedke asked what was different about this motion then the original plan. Mr. Bedke said we can always look for cost savings opportunities. Dr. Gremaux said that if this is an employee issue then we have to do that now due to the deadline we are given. Mr. Terflinger said all we legally have to do is the RIFs tonight. Mr. Shah said the teachers are taking a big hit but no other areas. Mr. Hensley stated just because we RIF teachers doesn't mean we have to eliminate them. Mr. Hensley added one RIF that being an administrator and to cut the board's pay by 10%. Mr. Hensley made a new motion for this with Mr. Shah seconding. Mr. Espeset asked that the motion be restated. Mr. Terflinger said the six open positions, two teacher positions, one administration position and a 10% board pay cut is the motion to be voted on. Mr. Bedke said he thinks it's ironic that we put a motion on the table to RIF an administrator at the last minute when they were just talking about not having enough time to look over a plan. Dr. Gremaux said we do have an open administration position but we need to consider the number of students in MJSHS and all that is involved. With no further discussion the board approves 3:2

#### 4.7 Commercial and Liability Insurance

Mr. Markham discussed the new information they received. Mr. Markham recommended that we change the insurance carrier to Downey EMC Insurance which will bring the cost to \$111,062. He stated that this company offers the same coverage that Liberty Mutual did at a lower cost to us. Mr. Terflinger asked for a motion to approve. Mr. Hensley made a motion with Mr. Shah seconding. With no further discussion the board approves 5:0.

### 5. DISCUSSION/INFORMATION

#### 5.1 AG8005 Outside Agency Working Relationship (first reading)

Dr. Gremaux reviewed this policy with the board. Mr. Terflinger asked if they will go through the Raptor system and Dr. Gremaux said that would have to be done before they were hired.

#### 5.2 P8010 Advertisement on School Property (first reading)

Dr. Gremaux reviewed this policy with the board. She stated that the first two sentences conflict with each other so she would like to take this policy back to the committee and look at it again.

#### 5.3 P8020 Equal Opportunity Employer (first reading)

Dr. Gremaux reviewed this policy with the board.

#### 5.4 P3240 Gifts To and Solicitations by Staff (first reading)

Dr. Gremaux reviewed this policy with the board.

#### 5.5 MCS Student Technology Handbook (first reading)

Mr. Miller spoke about the changes in the handbook. Mr. Terflinger asked if the Free and Reduced students get charged a reduced book fee. Dr. Gremaux said yes they do.

MANCHESTER COMMUNITY SCHOOLS  
BOARD APPROVED

| JUL 14 2020

## 5.6 ECA Contract Language

Dr.Gremaux said this is what the board has asked to be included on the ECA contracts. Mr.Shah said he wanted to change the word "shall" to "may" in this new language contract. Mr. Frantz clarified that for the board. Mr.Bedke asked if this allows us to make decisions in this COVID-19 era. Mr.Bedke wants to make sure we leave ourselves the ability to pay the coaches for the job they do. Mr. Hensley made a motion with Mr.Shah seconding with the modification of the "shall" to "may". With no further discussion the board approves 5:0

## 6. HEARING OF PATRONS

Mr. Huber spoke and asked the community to step up and be there for their schools. Mr. Sarber emailed about coaches that work all year. Mr .Markham said that coaches will be paid once or twice over their season. Dr. Gremaux said they will contact any staff that will be RIF by Wednesday or Thursday at the latest depending on when we can get a hold of them. Mrs. Messer asked for clarification regarding the closing of MIS . Mr. Hensley said he thinks it is off the table at this point. Mrs. Messer said she breathed a huge sigh of relief that they wouldn't be closing. Mr.Terflinger said it won't be closed and it will be repurposed. Mrs. Messer believes that MIS still serves a purpose right now.

## 7. LEGISLATIVE UPDATE

Mr. Hensley gave an update.

## 8. HEARTLAND UPDATE

Mr. Terflinger gave an update. Sarah Metzger completed her CDL certification. They had 7 graduates from that program.

## 9. SUPERINTENDENT COMMENTS

Dr. Gremaux thanked everyone for their commitment to making MCS financially responsible. She appreciates the input and asks everyone to stay positive. Mr. Markham thanked everyone for the communication and all working together.

## 10. SCHOOL BOARD COMMENTS

Mr. Espeset asked about the criteria used for RIF's. Dr. Gremaux said they are based on the enrollment in those areas. Mr. Espeset said it seems more challenging with an administrator. Dr.Gremaux said yes it is. He is hoping someone will bring it up for reconsideration. Mr.Bedke asked if we had an administration position open with Mr. Bishir's resignation. Mr. Bedke said they put Dr.Gremaux in an awkward position. Mr.Bedke asked what percent of the budget is based on administration. One position is 10% out of the administrators. The two teachers out of 96 is less than 1 percent. Mr.Bedke said they are being reactive more than ever. Mr. Hensley didn't agree with that. Mr.Terflinger said Dr.Gremaux has been trying to fix things since she got here. Mr. Bedke made a motion to take off the Administrator RIF at this time with Mr. Hensley seconding. Dr. Gremaux said that the board can be very demanding and if you cut another administration position it will put people over the top. She doesn't know how they will do it with one less person. She said they are barely keeping up now and all will be affected by this. It will put a huge strain on everyone. There is no way if it's a building administrator that one person can meet all of the kids and teachers needs. Mr. Hensley said he will continue to be more

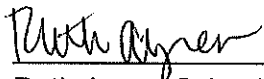
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BOARD APPROVED

JUL 14 2020

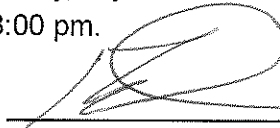
were discussing. She asked what the motion on the table was. Mr. Hensley said it was to undo the RIF of an administrator that has already been passed. Mrs. Ayres feels that we need to keep the administration position because of the amount of work it requires and the amount of the unknown. She feels very strongly about this. With no further discussion the board approves 3:2:1. Mr. Hensley then demanded a strategic plan by July 4, 2020. Mr. Bedke said he struggles with the individual demands the members make and it is not appropriate. He feels like the board needs to submit requests together. Mr. Terflinger wants the emails to go to the President and then she takes it to Dr. Gremaux.

**11. ADJOURNMENT**


With no further business, Mr. Terflinger, School Board Secretary, adjourned the Manchester Community Schools' Board of Trustees Board Meeting at 8:00 pm.



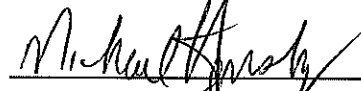
Ruth Ayres, School Board President



Rick Espeset, Member



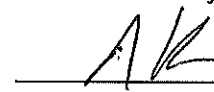
Steve Flack, Vice President



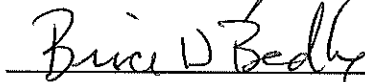
Michael Hensley, Member



David Terflinger, Secretary



Raju Shah, Member



Brice Bedke, Member

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BOARD APPROVED

JUL 13 2020