



Manchester Community Schools

Steve Head, Superintendent
Board of Education
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Sandra Wiitala, President
Michael Tindall, Vice President
Jennifer Caszatt, Treasurer
Colleen Schoenfeld, Secretary
Christine Deacons, Trustee
Rebecca Harvey, Trustee
Brandon Woods, Trustee

ORGANIZATIONAL MEETING BOARD OF EDUCATION

TUESDAY, JANUARY 20, 2026 - 5:00 P.M. (EST) In-Person Manchester Jr/Sr High School- Media Center

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda. Visitors wishing to address the board shall follow board policy 0167.3 of the Board Policy Manual.

- I. CALL TO ORDER/PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. ORGANIZATIONAL ITEMS
 - A. ELECTION OF OFFICERS
 - 1. PRESIDENT
 - 2. VICE PRESIDENT
 - 3. SECRETARY
 - 4. TREASURER
 - B. APPOINTMENT OF COMMITTEES
 - 1. BUILDING AND GROUNDS
 - 2. FINANCE
 - 3. BOARD POLICIES
 - 4. BOARD OPERATING PROCEDURES
 - 5. CAPITAL IMPROVEMENT
 - C. DATE, TIME, AND LOCATION OF REGULAR MEETINGS AND BOARD WORKSHOPS
 - D. DATE AND TIME OF BUILDING AND GROUNDS, FINANCE, AND PERSONNEL COMMITTEE MEETINGS
 - E. DEPOSITORYES OF SCHOOL FUNDS
 - F. AUTHORIZED SIGNATURES OF FINANCIAL ACCOUNTS
 - 1. SCHOOL ACTIVITY FUNDS
 - 2. SCHOOL FOOD SERVICE FUNDS
 - 3. PAYROLL ACCOUNT
 - 4. FACSIMILE SIGNATURES
 - 5. INVESTMENTS
 - 6. APPOINTMENT OF LEGAL FIRM
 - G. AUTHORIZATION FOR POST APPROVAL OF MONTHLY EXPENDITURES
 - H. AD HOC COMMITTEE- BOARD REPRESENTATIVES
 - I. DESIGNATION OF PERSON FOR POSTING PUBLIC NOTICES OF MEETINGS
 - J. DELEGATION OF ELECTION DUTIES
 - K. ELECTRONIC TRANSFER OF FUNDS
 - L. AUTHORIZATION FOR DOCUMENT SIGNATURE
- V. PUBLIC PARTICIPATION
- VI. OTHER
- VII. ADJOURNMENT