

Manchester Community Schools - Board of Education Regular Meeting- In-Person and via Zoom
July 21, 2025 – 6:00pm

Unofficial Meeting Minutes

The Regular Board of Education meeting was called to order by President Sandra Wiitala at 6:00pm.

Members present: Sandra Wiitala, Michael Tindall, Jennifer Caszatt, Colleen Schoenfeld, Rebecca Harvey, Brandon Woods

Agenda was approved by Tindall support by Caszatt. Roll call vote: All yes (6-0)

Minutes of the Regular Board of Education Meeting on June 16, 2025 were approved. Motion by Schoenfeld, support by Tindall Roll call vote: All yes (6-0)

Minutes of the Special Board of Education Meeting on June 26, 2025 were approved. Motion by Caszatt, support by Schoenfeld Roll call vote: All yes (6-0)

TREASURER'S REPORT

The Treasurer's Report was approved. Motion by Tindall, support by Wiitala. Roll call vote: All yes (6-0)

COMMUNICATION

- A. Public Questions - None

OLD BUSINESS

- A. The Board approved the Jr Sr Highschool Handbook and discussed the AP courses listed. Motion by Tindall, support by Wiitala Roll call vote: All yes (6-0)
- B. EV Bus Update - S. Cajic presented an update on the EV buses and possible next steps moving forward with purchasing transportation.

NEW BUSINESS

- A. Bond Project Update - S. Head presented the information from the Capital Improvement Committee Meeting. The Bond projects are moving forward and coming along nicely.
- B. The Board approved the Rehmann Engagement Letter. Motion by Tindall, support by Wiitala Roll call vote: All yes (6-0)
- C. Timeline and process for Board of Education Vacancy reviewed and discussed by the Board.
- D. Special Board Meeting for Board Vacacancy established for August 11, 2025 at 6:00pm with possible second meeting August 12, 2025 at 6:00pm. Motion by Wiitala, support by Tindall. Roll call vote: All yes (6-0)

PERSONNEL REPORT

- A. New Hires -

<i>Relationship to District</i>					
Department	Position	Name	Exit Date	District	EDUstaff
Technology	Student Tech Assistant	Max Harvey	7/8/2025	X	Technology

The Board Accepted the new hire as presented. Motion by Wiitala, support by Tindall. Roll call vote: All yes (6-0)

- B. Resignations

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Department	Position	Name	Exit Date	District	Other
JrSr High	Science Teacher	Brad Gerbe	6/30/2025	X	JrSr High
JrSr High	English Teacher	Abbie Hatch	6/30/2025	X	JrSr High
Transportation	Bus Monitor	Paulina Parcher	7/14/2025	X	Transportation

The Board Accepted this resignation as presented. Mr. Gerbe will be missed. The Board and Mr. Head discussed the Link Crew and how nice it is to have. Motion by Schoenfeld, support by Woods. Roll Call Vote: All yes (-0)

C. Open Positions

The open positions for Manchester Community School are listed on the school website.

DISCUSSION ITEMS/REPORTS

- Klager / MECC - Klager Elementary renovations are underway and on schedule. Klager Summer Learning Lab is providing reading, writing, and math skill support for K-2 students. Due to the renovations happening at Klager students are receiving their summer support at Riverside. MECC is providing Kids Club summer care for school-aged children at Riverside this year. Families have access to summer care from 7:00am-5:00pm.
- Riverside - None
- Jr-Sr High School - None
- Athletic Department - Starting practice date for high school fall sports is August 11th. We are still currently searching for an Athletic Trainer for the upcoming school year. There are many changes happening with the Cascades Conference starting in the 2026-27 school year. East Jackson and Homer are both leaving for the Big 8 Conference, Addison and Vandercook are also discussing leaving. I will put together an information sheet for the August meeting highlighting the pros and cons of staying in the Cascades or moving to the TCC.
- Special Education - None
- Technology - Rooms are disconnected and work is underway. Thank you to Brian and his team in assisting with the disconnecting of classrooms. We have started hooking up the rooms that are complete. We are working on getting powerschool updated for the upcoming year as well as the few applications that need to be moved over to Clever.
- Business Office - Busy closing out the 2024-2025 school year and preparing grants for literacy. Updated the Board on the changes to state funding.
- Buildings & Grounds - Building and Grounds Team is hard at work cleaning classrooms, maintaining lawns, servicing the buses and supporting Bond work.
- Board - None

SUPERINTENDENT REPORT

- The 90 day entry plan previously shared has been updated.
- Currently working on building relationships in the community and on August 1, 2025 will begin reaching out to staff.
- Will be attending the Manchester Community Fair.
- Manchester Chicken Broil was this Saturday July 19, 2025. It was a lot of fun and greatly executed.

PUBLIC PARTICIPATION

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1. C. Worthing - The Executive Director of the CRC requested a date to use the Auditorium at the Jr Sr High School for a fundraiser. Mr Head supports this idea.

UPCOMING DATES

- Board of Education Workshop - July 29, 2025
- Manchester Community Fair - August 5-9, 2025
- Regular Board of Education Meeting - August 18, 2025

OTHER- None

ADJOURNMENT

Motion by Caszatt, support by Woods to adjourn meeting at 6:56pm. Roll call vote: All yes (6-0)