Manchester Community Schools - Board of Education Regular Meeting

Location: Jr/Sr High School Media Center, 20500 Dutch Dr., Manchester, MI 48158
Date & Time: November 16, 2026, at 6:00 pm, In-Person, Livestreamed

1. Call to Order / Pledge of Allegiance

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

2. Roll Call of Officers

Board Member	Attendance Status
Sandra Wiitala	Present
Michael Tindall	Present
Jennifer Caszatt	Present
Christine Deacons	Absent
Rebecca Harvey	Present
Colleen McKenney	Present
Brandon Woods	Present

3. Approval of Agenda

- **Motion:** Moved by Colleen McKenney, supported by Sandra Wiitala, to approve the agenda as presented.
- **Vote:** Ayes – All (6); Nays – None (0). **Motion carried.**

4. Public Questions / Comments

- **T. Friar:** Spoke regarding the recommendation for the mechanical bond and advocated for selecting a different company.
- **R. Bergler:** Spoke in support of utilizing local businesses for bond work.

5. Presentations

1. **Jr/Sr High School Update – J. Lindeman:** Presented on continuous improvement initiatives, focusing on teacher-led, administration-supported strategies for the long-term retention of learned materials.
2. **Bond Update – Moore Trosper:** Presented bid recommendations for bond work.
    - **Original Motion:** Moved by Sandra Wiitala, supported by Michael Tindall, to accept the Bid Recommendations as presented.
    - **Motion to Amend:** Moved by Sandra Wiitala, supported by Brandon Woods, to amend the original motion by removing the plumbing/mechanical items from the bid recommendations for further review with the Capital Improvement Committee (CIC).
        - *Vote on Amendment:* Ayes – Brandon Woods, Sandra Wiitala, Rebecca Harvey (3); Nays – Colleen McKenney, Michael Tindall, Jennifer Caszatt (3). **Amended motion failed.**
    - **Vote on Original Motion:** Ayes – Colleen McKenney, Michael Tindall, Sandra Wiitala, Jennifer Caszatt (4); Nays – Brandon Woods, Rebecca Harvey (2). **Original motion carried.**

6. Consent Agenda

The Consent Agenda included the following items:

- **Approval of Board of Education Meeting Minutes:**
    - October 15, 2026 – Capital Improvement Committee
    - October 19, 2026 – Regular Board Meeting
    - November 9, 2026 – Special Meeting
    - November 10, 2026 – Finance Committee Meeting
- **Business Office:**
    - Approval of Payment of Accounts Payable on November 16, 2026, in the amount of $3,747,148.44
    - Receive and File Finance Reports
- **Motion:** Moved by Colleen McKenney, supported by Jennifer Caszatt, to approve the Consent Agenda as presented.
- **Vote:** Ayes – (5); Nays – Rebecca Harvey (1). **Motion carried.**

7. Personnel

- **Items Considered:** Approval of HR Recommendations (New Hires, Resignations/Retirements, and Open Positions via RedRover, EDUStaff, and METS Drives) and Receive and File Personnel Reports.
- **Motion:** Moved by Colleen McKenney, supported by Michael Tindall, to accept the Personnel Report as presented.
- **Vote:** Ayes – Colleen McKenney, Michael Tindall, Sandra Wiitala, Jennifer Caszatt, Brandon Woods (5); Nays – Rebecca Harvey (1). **Motion carried (5–1).**

8. Old Business

None.

9. New Business

A. MCS Audited Financial Statements (Year Ended June 30, 2026)

Presented by Shannon Cajic; the district received a clean audit for the 2025–2026 fiscal year.

B. MCS Proposed 2026–2027 Budget Amendments

Budget Amendment	Motion & Support	Vote & Outcome
General Fund Budget Amendment (Fund 11)	Moved by Michael Tindall, supported by Jennifer Caszatt	Ayes – All (6); Nays – None. **Motion carried.**
Community Service Fund Budget Amendment (Fund 25)	Moved by Michael Tindall, supported by Colleen McKenney	Ayes – All (6); Nays – None. **Motion carried.**
Food Service Fund Budget Amendment (Fund 25)	Moved by Colleen McKenney, supported by Michael Tindall	Ayes – All (6); Nays – None. **Motion carried.**
Student Services Fund Budget Amendment (Fund	Moved by Michael Tindall, supported by Jennifer	Ayes – All (6); Nays – None. **Motion carried.**

Budget Amendment	Motion & Support	Vote & Outcome
29)	Caszatt	
Capital Projects Millage Fund Budget Amendment (Fund 41)	Moved by Michael Tindall, supported by Colleen McKenney	Ayes – All (6); Nays – None. **Motion carried.**
Capital Projects Fund Budget Amendment (Fund 43)	Moved by Sandra Wiitala, supported by Michael Tindall	Ayes – All (6); Nays – None. **Motion carried.**

10. Discussion Items / Reports

- **Building & Department Reports Listed:**
  - Klager/MECC
  - Riverside
  - Jr/Sr High School
  - Athletics
  - Special Education
  - Technology
  - Business Office
  - Buildings & Grounds
  - Food Service
  - Special Services
  - School Nurse
  - PTSA
  - PTO
- **Board of Education Discussion:**
  - **FOIA Guidance:** Brandon Woods sought information regarding Freedom of Information Act (FOIA) questions.
  - **MASB Update:** Jennifer Caszatt presented an overview as the MASB Delegate.
  - **Email Policy:** Sandra Wiitala led a discussion on the possible need to review/edit the Email Policy, including topics on the Use of Electronic Email, BOP 1.0, and BOP 2.0.

11. Superintendent Report

- **School Index & CIC Update:** Following the November 12 CIC meeting, the report highlights the public release of 2025–2026 ESSA School Index scores (which evaluate

proficiency, growth, attendance, and graduation), noting that the Jr/Sr High School achieved a 94.92/100 overall score in the High-Performing tier.

- **Facilities Update:** The district is still developing a long-term solution for interior doors and will share further details once available.
- **Enrollment Projections:** The actual 3-year blended count (650.593) closely matched both local MCS forecasts and Stanfred Consultants' 2024 "most likely" projection of 652, underscoring an anticipated enrollment trend that requires consistency and stability to reverse.
- **Athletics & Robotics:** Both Cross Country teams competed at the MIS state meet (with Alec Dodak earning All-State in 24th place), winter sports began between November 9 and 18 (with no JV Girls Basketball at Hanover, Vandercook, or Addison), and Robotics competitions run from November 10 through the State Championship on December 12–13.

12. Public Participation

- **T. Herron:** Spoke in support of the Early Childhood Special Education Program.

13. Upcoming Dates

Date	Event
November 23, 2026	Professional Development
November 23–27, 2026	No School – Thanksgiving Break
December 9, 2026	Senior Citizen Luncheon
December 10, 2026	5th/6th Grade Winter Concert (7:00 P.M.)
December 14, 2026	Regular Board Meeting (6:00 P.M. EST) & 7–12th Grade Winter Concert (7:00 P.M.)
December 21, 2026 – January 3, 2027	No School – Winter Break

14. Adjournment

- **Motion:** Moved by Sandra Wiitala, supported by Michael Tindall, to approve the agenda as presented.

- **Vote:** Ayes – All (6); Nays – None (0). **Motion carried.**
- **Next Meeting:** Monday, December 14, 2026, at 6:00 P.M. EST.