

REGULAR MEETING, MAY 9, 2023

The trustees of Manhattan School District No. 3, high school and elementary districts, met in regular session, May 9, 2023, at 7:00 p.m. in the High School Activities Room. Chairman Brownell called the meeting to order.

Members Present: Rob Brownell, Matt White, Bryan Petersen, Brand Robinson, and Ethan Severson.

Members Absent: Mike Swan.

Superintendent Brian Ayers, K-4 Principal Neil Harvey, 5-8 Principal Eric Fisher, HS Principal Miranda Howells, Clerk Ann Heisler, and Executive Assistant Jamie Heaps were present throughout the entire proceedings. Guests attending the meeting are on the list attached to these Minutes and made a part hereof.

PLEDGE OF ALLEGIANCE

Chairman Brownell led the Pledge of Allegiance.

RECOGNITION OF GUESTS

Chairman Brownell recognized the visitors in attendance.

PUBLIC COMMENT

Chairman Brownell read the public comment statement, and asked for public comment on any non-agenda items. No comments were made.

EARLY GRADUATION REQUEST 2023-2024

This agenda item was moved up to accommodate the family's schedule. Anna Briggs addressed the Board and answered questions they had pertaining to her future plans. Ethan Severson made a motion to approve the 2023-2024 early graduation request from Anna Briggs pending meeting all graduation requirements. Matt White seconded the motion and it carried unanimously.

CONSENT AGENDA

Brand Robinson made a motion to approve the following items on the Consent Agenda: Board Minutes – Regular April 11, 2023; April 2023 Payroll Warrants 3140658-3140697, \$593,918.50; April 2023 Claims Warrants 3081084-3081131, \$129,036.67; April 2023 Student Activities Checks 27344, 27345, 27357-27389, 27438, voids 27364, 27365, 27370, 27382, \$26,493.49; the current Substitute, Volunteer, Student Worker, and Athletic Worker Lists for the 2022-2023 school year; Discretionary leave request from Laurel Stillman 3/14/2023-3/22/2023 (4 ½ days); Unpaid leave request from Jill Steinle 5/12/2023 and 5/15/2023 (2 days); Resignation of Connor Lynch as High School Social Studies teacher effective 6/2/2023; Resignation of Kraig Rieger as High School Library effective 6/2/2023; Resignation of Randi Harmon as Kitchen Aide effective 5/19/2023; Resignation of John Dodd as K-4 Paraprofessional effective 6/1/2023; Retirement of Cindy Howells as K-4 Administrative Assistant at the end of 2022-2023; Classified staff contract renewals for the 2023-2024 school year per the attached list; Classified wage schedule as per the attached list; High School Coaching staff contract renewals for the 2023-2024 school year per the attached list; MTSBA membership dues for 2023-2024; MHSA dues, catastrophic insurance, and concussion insurance for 2023-2024. The motion was seconded by Matt White and it carried with no dissenting votes.

The approved warrant and check listings, the approved substitute, volunteer, student worker, athletic worker lists, the list of 2023-2024 classified staff contract renewals by position, the 2023-2024 classified wage schedule, and the list of 2023-2024 high school coaching staff contract renewals by sport are attached to these Minutes and made a part hereof.

BOARD ACTION ITEMS

ANNUAL SCHOOL ELECTION – MAY 2, 2023

The Annual School Election was held on Tuesday, May 2, 2023, by mail ballot and conducted by the Gallatin County Election Administrator. After canvassing the elementary district votes, Bryan Petersen made a motion to certify the Elementary District Annual School Election as fair and valid. The motion was seconded by Brand Robinson and it carried unanimously. After canvassing the high school district votes, Ethan Severson made a motion to certify the High School District Annual School Election as fair and valid. The motion was seconded by Matt White and it carried unanimously. The Certificate of Election and the canvass of the election results are attached to these Minutes and made a part hereof.

Bryan Petersen made a motion to approve the Trustee Election by Acclamation resolution whereas Trustee candidate Mike Swan is hereby duly elected by acclamation for a 3-year term to the Board of Trustees of Manhattan School District No. 3. Brand Robinson seconded and it carried with no dissenting votes. The Trustee Election by Acclamation resolution for Mike Swan is attached to these Minutes and made a part hereof.

Gallatin County Superintendent John Nielson administered the oath of office and swore in HS Trustee candidate Ethan Severson (incumbent) who will represent Manhattan High School District No. 3 for another 3-year term. Trustee candidate Mike Swan (incumbent) was unable to attend the meeting and will go to the Gallatin County Courthouse to take the oath of office and be sworn in as he will represent Manhattan School District No. 3 for another 3-year term.

BOARD REORGANIZATION

Matt White nominated Rob Brownell as Chairman of the Board, seconded by Ethan Severson. Rob Brownell was unanimously elected as Chairman of the Board.

Matt White nominated Mike Swan as Vice-Chairman of the Board, seconded by Ethan Severson. Mike Swan was unanimously elected as Vice-Chairman of the Board.

Rob Brownell moved to appoint Ann Heisler as District Clerk of the Board. The motion was seconded by Ethan Severson, which carried with no dissenting votes.

Rob Brownell moved to appoint Andrea Rice as Assistant District Clerk. The motion was seconded by Brand Robinson, which carried with no dissenting votes.

ANNUAL SCHOOL ELECTIONS 2023-2024

Bryan Petersen made a motion to approve a Resolution requesting the Gallatin County Election Administrator to conduct all school elections for the Manhattan School District No. 3 for the 2023-2024 school year. The motion was seconded by Ethan Severson and it carried with no dissenting votes. The approved Trustee Resolution Requesting County Conduct Elections is attached to these Minutes and made a part hereof.

EMPLOYMENT 2023-2024

Brand Robinson made a motion to approve teacher contracts for the 2023-2024 school year with the K-5 and 6-8 non-tenured teachers as proposed, to include Jill Steinle and Desiree Van Zee, who will achieve tenure with this contract. Bryan Petersen seconded the motion and it carried unanimously.

Ethan Severson made a motion to approve teacher contracts for the 2023-2024 school year with the high school non-tenured teachers as proposed, to include Kay Adams, who will achieve tenure with this contract. Matt White seconded the motion and it carried unanimously.

The approved K-5, 6-8, and high school non-tenured teacher list is attached to these Minutes and made a part hereof.

MAINTENANCE AND SERVICE AGREEMENT WITH MCKINSTRY

Matt White made a motion to approve the proposed Maintenance and Service Agreement with McKinstry to include predictive maintenance, preventive maintenance, and repair services. Ethan Severson seconded the motion and it carried unanimously. The Maintenance and Service Agreement is attached to these Minutes and made a part hereof.

PURCHASE OF JOHN DEERE TRACTORS

Bryan Petersen made a motion to approve the purchase of a John Deere 1585 Terrain Cut Front Mower, John Deere 1025R Utility Tractor, and John Deere Z950R ZTrak. Matt White seconded the motion and it carried with no dissenting votes. The purchase of these tractors will not be paid from the General Fund.

PROFESSIONAL DEVELOPMENT PLAN 2023-2024

Brand Robinson moved to approve the 2023-2024 Professional Development Plan as presented by Superintendent Ayers. This plan outlines the opportunities for professional development within the district. Ethan Severson seconded the motion and it carried with no dissenting votes.

BOARD INFORMATION ITEMS

REDUCTION AREAS

Superintendent Ayers identified grades 3, 4, and 6 and library as areas within the district budget to be reduced in the 2023-2024 school year. Grades 3, 4, and 6 will have two teacher teams rather than three teacher teams in the 23-24 school year. There will be one 6-12 librarian rather than one 5-8 librarian and one 9-12 librarian in the 23-24 school year.

INSURANCE RENEWAL RATES

The MUST 2023-2024 health insurance renewal rates increased 10% over the current year rates. The insurance committee approved staying with MUST for health and Principal for vision, dental, and other ancillary benefits for the 2023-2024 plan year that runs from 9/1/2023 – 8/31/2024.

NEGOTIATIONS

A meeting will be scheduled soon with Board Representatives Rob Brownell and Matt White, and the Manhattan Education Association (MEA) to discuss health insurance contributions for the 2023-2024 school year.

CAPITAL & MAINTENANCE PLANNING PROPOSAL

Superintendent Ayers shared that the Facility Planning and Building Committee met to explore options for long range facilities planning and maintenance. McKinstry facilitated the meeting and discussed components, options, costs, and benefits/disadvantages of a preventative maintenance plan. The district will consider a computerized maintenance management system (CMMS) to be implemented in our schools. McKinstry will assist the district in this process. The accepted Capital & Maintenance Planning Proposal with McKinstry is attached to these Minutes and made a part hereof.

BOARD POLICY UPDATE - 5251 RESIGNATIONS – 1ST READING

The Board held a 1st reading on board policy 5251 – Resignations. The proposed change would give the superintendent the authority to accept employee resignations within the District and report the resignations to the Board as an information item at the next regular or special Board meeting.

PRINCIPALS' REPORT

K-4 Principal Neil Harvey, 5-8 Principal Eric Fisher and 9-12 Principal Miranda Howells shared information regarding the general culture, assessment outcomes, student achievements, and student behavior data in their buildings.

SUPERINTENDENT'S REPORT

Superintendent Ayers gave an update on our facility use and shared with the Board that the district is currently reviewing our fees and is looking at creating a tournament fee schedule for large outside events held at our schools. The district will also post a position for an event custodian to work weekends and other times when events are being held in our facilities. Mr. Ayers also shared that the Strategic Planning Committee will meet to set proposed caps on maximum class sizes within our Strategic Plan. The updated Strategic Plan will be brought to the Board for approval.

CLAIMS

Vouchered claims for the month of May 2023, were examined and approved for payment.

No further business appearing before the Board, Chairman Brownell adjourned the meeting at 8:27 p.m.

Robert Brownell, Chairman

ATTEST: _____
Ann Heisler, District Clerk

Board Approved 6/13/2023