REGULAR MEETING, OCTOBER 10, 2023
The trustees of Manhattan School District No. 3, high school and elementary districts, met in regular session, October 10, 2023, at 7:00 p.m. in the High School Activities Room. Chairman Brownell called the meeting to order.

Members Present: Rob Brownell, Mike Swan, Brand Robinson, Bryan Petersen, and Ethan Severson.

Members Absent: Matt White.

Superintendent Brian Ayers, 6-12 Principal Miranda Howells, K-5 Principal Jeff Blessum, Clerk Ann Heisler, and Executive Assistant Amanda Dyksterhouse 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.

BOARD INFORMATION ITEMS #1
TIGER BUDDIES
K-5 Counselor Jennifer Campbell shared information about our current Tiger Buddies Program. She stated 37 students will be participating in the program this year which will be starting in two weeks. The Tiger Buddies Program has been scaled down for the 2023-2024 school year to protect student class time due the 4-day school week and our K-5 Counselor being .5 FTE.

STAR READING REPORT
Elementary Teacher Sarah Hendrickson shared data from Star Screening Reports and how teachers use the data to drive instruction which helps students depending on which level they are at. The Star Assessment tests are given three times per school year.

CONSENT AGENDA
Brand Robinson made a motion to approve the following items on the Consent Agenda: Board Minutes – Regular September 12, 2023; September 2023 Payroll Warrants 3140869-3140903, void 3140898, $562,101.38; September 2023 Claims Warrants 3081372-3081446, void 3081427, $167,439.09; September 2023 Student Activities Checks 27493-27528, voids 27501, $11,675.00; the current Substitute, Volunteer, Student Worker, and Athletic Worker Lists for the 2023-2024 school year; Coaching contract renewals for Torger Sikveland as JH Head Boys Basketball Coach, Erin Wells as JH Head Girls Basketball Coach, and Kristen Walter as JH Assistant Girls Basketball Coach. The motion was seconded by Bryan Petersen, and it carried with no dissenting votes. The approved warrant and check listings, the approved substitute, volunteer, student worker, athletic worker lists, are attached to these Minutes and made a part hereof.

BOARD ACTION ITEMS
EMPLOYMENT 2023-2024
Mike Swan made a motion to approve the Memorandum of Understanding with the MEA for School Psychologists during the 2023-2024 school year only. Bryan Petersen seconded the motion

and it carried unanimously. The approved MOU is attached to these Minutes and made a part hereof.

Mike Swan made a motion to approve a special assignment employment contract with Justen Lee and Shawna Kelly as School Psychologists. The motion was seconded by Brand Robinson, which carried unanimously.

NEW POSITION SPECIAL EDUCATION DIRECTOR
Ethan Severson made a motion to approve the proposed new position of Special Education Director for the 2023-2024 school year. This will be an administrative position with a school psychologist endorsement. Mike Swan seconded the motion and it carried with no dissenting votes.

DISCRETIONARY LEAVE REQUEST
Bryan Petersen made a motion to approve the Discretionary Leave request from Sarah Hendrickson for 2/15/2024-2/22/2024 (4 days). Brand Robinson seconded the motion and it carried with no dissenting votes.

MIDDLE SCHOOL STUDENT HANDBOOK
6-12 Principal Miranda Howells reviewed the proposed revisions made to the 2023-2024 Middle School Student Handbook. The Board discussed student absenteeism and whether lowering a student's grade is helpful or necessary. Mike Swan moved to approve the revisions to the Middle School Handbook as proposed. Bryan Petersen seconded the motion, which carried unanimously.

STUDENT ATTENDANCE AGREEMENTS 2023-2024
Bryan Petersen made a motion to acknowledge receipt of the five Elementary FP-14 Student Attendance Agreements for the 2023-2024 school year received and approved by Amsterdam School District. Mike Swan seconded the motion, which carried unanimously. The FP-14 Student Attendance Agreements from Amsterdam School District are attached to these Minutes and made a part hereof.

SCHOOL APPOINTEES TO MANHATTAN COMMUNITY SCHOOL LIBRARY BOARD
Ethan Severson moved to approve the proposed two school appointees to the Manhattan Community School Library Board: Lydia Elgas and Christine Miller. Brand Robinson seconded the motion which carried with no dissenting votes.

DONATION OF BATTING CAGES FROM MANHATTAN YOUTH SOFTBALL
Mike Swan made a motion to approve the proposed donation of batting cages from Manhattan Youth Softball upon project completion, meeting all requirements and location approved by the Facility Planning & Building Committee. Ethan Severson seconded the motion, which carried unanimously. The project requirements and approved location are attached to the Minutes and made a part hereof.

BOARD INFORMATION ITEMS #2
K-5 PARENT DROP OFF/PICK UP
This agenda item was tabled until the K-5 Principal report.

OPI OFFICIAL FALL ENROLLMENT COUNT DATE
On the OPI Fall Enrollment Count date of October 2, 2023, total enrollment was 687 students (overall down 36 from 22-23) which includes 258 in grades K-5 (down 26 from 22-23), 187 in grades 6-8 (down 12 from 22-23), and 242 in grades 9-12 (up 2 from 22-23). The official student counts as submitted to OPI are attached to these Minutes and made a part hereof.

MTSS (MULTI-TIERED SYSTEM OF SUPPORTS)
The MTSS District Implementation Team developed a shared mission and vision statement, which is aligned with the mission and vision of the District's Strategic Plan. The MTSS Mission Statement, Vision Statement, and Outcomes is attached to these Minutes and made a part hereof.

NEW ROBOTICS CURRICULAR CLUB
6-12 Principal Miranda Howells approved the request for a new Robotics Curricular Club per Board Policy 3550. Josh Mostad will be the club supervisor and the club will adhere to all applicable Board policies and administrative procedures governing curricular clubs. The approved application request 3550-NF(1) is attached to these Minutes and made a part hereof.

UPDATE TO 3416F MONTANA AUTHORIZATION TO POSSESS OR SELF-ADMINISTER MEDICATION FORM
The update to 3416F Montana Authorization to Possess or Self Administer Asthma, Severe Allergy, or Anaphylaxis Medication Form is attached to these Minutes and made a part hereof.

MONTANA CONFERENCE OF EDUCATION LEADERSHIP (MCEL)
All Trustees were invited to attend MCEL in Billings on October 19-20, 2023.

PRINCIPALS' REPORT
The K-5 Principal Jeff Blessum's report is attached to these Minutes and made a part hereof.

The 6-12 Principal Miranda Howells and 6-12 Athletic Director Brad Ballantyne's reports are attached to these Minutes and made a part hereof.

SUPERINTENDENT'S REPORT
Superintendent Ayers shared information that the various committees have been working on. The Curriculum Committee reviewed policy around assessment in September and the next meeting will be November 17th. At the next PIR day, the Wellness Committee will be planning for a staff Wellness Fair in January. Superintendent Ayers also reported that he received good feedback regarding the 4-day school week at the last Superintendent Advisory Council meeting. The Superintendent Advisory Council is a monthly meeting for both staff and the community, and is held on the same day as the regular school board meetings. Superintendent Ayers mentioned that overall staff leave is less this year than last year, something the administration is watching due to moving to a 4-day school week. Superintendent Ayers is also meeting monthly with our school's union representatives.

CLAIMS
Vouchered claims for the month of October 2023 were examined and approved for payment.

No further business appearing before the Board, Chairman Brownell adjourned the meeting at 9:50 p.m.

_____ ATTEST: _____
Robert Brownell, Chairman Ann Heisler, District Clerk

Board Approved 11/14/2023