

## **REGULAR MEETING, AUGUST 17, 2021**

The trustees of Manhattan School District No. 3, high school and elementary districts, met in regular session, August 17, 2021, 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, Matt White, Bryan Petersen and Ethan Severson.

Superintendent Brian Ayers, High School Principal Jason Slater, 5-8 Principal Eric Fisher, K-4 Principal Neil Harvey, 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, followed by a moment of silence for retired Manhattan teacher Jim Oriet, who passed away August 4, 2021.

## **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.

## **CONSENT AGENDA**

Brand Robinson made a motion to approve the following items on the Consent Agenda: Board Minutes – Regular July 12, 2021; July 2021 Payroll Warrants 39854-39870, \$101,655.08; July 2021 Claims Warrants 79859-79889 \$239,617.37; July 2021 Student Activities Checks None; Resignation from Josie Evers as High School English Teacher; Resignation from Megan Schilling as 3<sup>rd</sup> Grade Elementary Teacher; Resignation from Andrea More as 5<sup>th</sup>/6<sup>th</sup> Grade Teacher; the current Substitute Teacher and Volunteer List for the 2021-2022 school year; Caroline Bark - Internal transfer from 5<sup>th</sup>/6<sup>th</sup> Grade ELA Teacher to 3<sup>rd</sup> Grade Teacher; Lydia Elgas - Internal transfer from 7<sup>th</sup>/8<sup>th</sup> Grade ELA Teacher to HS English Teacher; Tracy Grabowska - Increase from .43 FTE to .80 FTE as 5-8 School Counselor. The motion was seconded by Mike Swan and it carried with no dissenting votes. The approved warrant and check listings; and the approved substitute teacher and volunteer list are attached to these Minutes and made a part hereof.

## **BOARD ACTION ITEMS**

### **2021-2022 EMPLOYMENT**

Mike Swan made a motion to approve an employment contract with Amy Brownell as a Special Education Paraprofessional for the 2021-22 school year, pending a successful fingerprint/background check. Matt White seconded the motion and it carried unanimously.

Bryan Petersen made a motion to approve an employment contract with Amanda Dyksterhouse as a Special Education Paraprofessional for the 2021-22 school year, pending a successful fingerprint/background check. Ethan Severson seconded the motion and it carried unanimously.

Brand Robinson made a motion to approve an employment contract with Chelle White as a Kitchen Aide for the 2021-22 school year, pending a successful fingerprint/background check. Mike Swan seconded the motion and it carried unanimously.

Matt White made a motion to approve the transfer of Dani Davison from Special Education Paraprofessional to Head Custodian for the 2021-22 school year. Brand Robinson seconded the motion and it carried unanimously.

Bryan Petersen made a motion to approve an employment contract with Samarie Goodman and Toby Goodman as Concession Stand Managers for the 2021-22 school year, pending a successful fingerprint/background check. Mike Swan seconded the motion and it carried with no dissenting votes.

Ethan Severson made a motion to approve an employment contract with Eric Dighans as HS Assistant Football Coach for the 2021-22 school year, pending a successful fingerprint/background check. Bryan Petersen seconded the motion and it carried unanimously.

Mike Swan made a motion to approve an employment contract with Anna Rogahn as HS Assistant Cross Country Coach for the 2021-22 school year, pending a successful fingerprint/background check. Brand Robinson seconded the motion and it carried with no dissenting votes.

Mike Swan made a motion to approve an employment contract with Aimee Jones as HS Assistant Volleyball Coach for the 2021-22 school year. Ethan Severson seconded the motion and it carried unanimously.

#### **FY2020-21 TFS AND FY2021-22 FINAL BUDGETS**

Superintendent Ayers and Clerk Ann Heisler reviewed the Elementary School Trustee's Financial Summary (TFS) for FY2020-21 and the Elementary School Budget for FY2021-22.

Matt White made a motion to approve the Elementary School TFS for FY2020-21. Mike Swan seconded the motion and it carried unanimously.

Mike Swan made a motion to approve the FY2021-22 Elementary School Final Budgets as follows: General Fund - \$3,730,990.23; Transportation Fund - \$278,414.84; Tuition Fund - \$117,220.04; Retirement Fund - \$583,000.00; Technology Fund - \$44,505.62; Flexibility Fund - \$6,903.17; Building Reserve Fund - \$284,031.46; Debt Service Fund - \$587,950.00. Total Budgeted Elementary Funds = \$5,633,015.36. Brand Robinson seconded the motion and it carried with no dissenting votes.

Superintendent Ayers and Clerk Ann Heisler reviewed the High School Trustee's Financial Summary (TFS) for FY2020-21 and the High School Budget for FY2021-22.

Ethan Severson made a motion to approve the High School TFS for FY2020-21. Mike Swan seconded the motion and it carried unanimously.

Mike Swan made a motion to approve the 2021-2022FY High School Final Budgets as follows: General Fund - \$2,395,001.39; Transportation Fund - \$182,378.45; Bus Depreciation Fund - \$39,151.60; Tuition Fund - \$35,271.04; Retirement Fund - \$421,250.00; Adult Education Fund - \$22,500.00; Technology Fund - \$59,163.31; Flexibility Fund - \$9,872.96; Building Reserve Fund - \$106,751.81; Debt Service Fund - \$905,150.00. Total Budgeted High School Funds = \$4,176,490.56. Brand Robinson seconded the motion and it carried with no dissenting votes.

The FY2021-22 Proposed Final Budget spreadsheet comparisons over the previous year for the Elementary and High School are attached to these Minutes and made a part hereof.

## **2021-2022 HANDBOOKS**

K-4 Principal Neil Harvey reviewed the changes made to the K-4 Staff and Student Handbooks for the 2021-22 school year. Bryan Petersen made a motion to approve the K-4 Staff Handbook as presented. Matt White seconded the motion and it carried unanimously. Matt White made a motion to approve the K-4 Student Handbook as presented. Brand Robinson seconded the motion and it carried unanimously.

5-8 Principal Eric Fisher reviewed the changes made to the 5-8 Staff and Student Handbooks for the 2021-22 school year. Mike Swan made a motion to approve the 5-8 Staff Handbook as presented. Brand Robinson seconded the motion and it carried unanimously. Brand Robinson made a motion to approved the 5-8 Student Handbook as presented. Matt White seconded the motion and it carried unanimously.

High School Principal Jason Slater reviewed the changes made to the High School Staff and Student Handbooks for the 2021-22 school year. Ethan Severson made a motion to approve the HS Staff Handbook as presented. Matt White seconded the motion and it carried unanimously. Bryan Petersen made a motion to approve the HS Student Handbook as presented. Ethan Severson seconded the motion and it carried unanimously.

Superintendent Ayers reviewed the changes made to the District Certified Staff Handbook for the 2021-22FY and the new District Classified Staff Handbook for the 2021-22FY. Mike Swan made a motion to approve the District Certified Staff Handbook as presented. Brand Robinson seconded the motion and it carried unanimously. Ethan Severson made a motion to approve the District Classified Staff Handbook as presented. Matt White seconded the motion and it carried unanimously.

## **POLICY UPDATES**

The Board held a 2<sup>nd</sup> reading on the following policy updates: **3233** – Student Use of Buildings: Equal Access, which was moved for approval by Bryan Petersen and seconded by Matt White; and **3550 and 3550F** – Student Clubs and Student Club Application, which was moved for approval by Mike Swan and seconded by Ethan Severson. The two aforementioned policy updates carried unanimously. The approved policy updates are attached to these Minutes and made a part hereof.

The Board held a 3<sup>rd</sup> reading on policy **4332** – Conduct on School Property. After a lengthy discussion and public comment regarding the options defining non-firearm weapons, Ethan Severson made a motion to approve the proposed language that prohibits community members from possessing a non-firearm weapon on school property, but remove all knives and remove mace or other propellants from the definition of non-firearm weapons; and to adopt the expanded definition of a school building to include school property as well. Matt White seconded the motion and it carried 4-2, with dissenting votes from Bryan Petersen and Brand Robinson. The approved update on Policy 4332 is attached to these Minutes and made a part hereof.

## **PLAN FOR SAFE RETURN TO IN-PERSON INSTRUCTION AND CONTINUITY OF SERVICES 2021-2022**

Superintendent Ayers summarized the survey responses and the considerations the District used while writing the plan. Several questions were asked by community members in attendance and answered by Superintendent Ayers. Mike Swan made a motion to approve the proposed Safe Return to In-Person Instruction and Continuity of Services Plan for 2021-2022. Ethan Severson seconded the motion and it carried unanimously. The approved Plan is posted on the district website and is attached to these Minutes and made a part hereof.

## **BOARD INFORMATION ITEMS**

### **DISTRICT ARP ESSER PLAN**

Superintendent Ayers shared the results of the community survey regarding our District ARP ESSER Plan. The ARP ESSER plan outlines how the District plans to use the Elementary Secondary School Emergency Relief funds if our grant is approved by OPI. This plan will be posted on the District website by August 24, 2021.

### **PRINCIPALS' REPORT**

The three Principals shared their anticipation for a successful 2021-22 school year. K-4 Principal Neil Harvey shared that the new reading series curriculum will be fully implemented this school year. 5-8 Principal Eric Fisher recently finished conducting interviews for the three open positions in the 5-8 school. The three recommendations for hire will be brought to the Board in a special meeting prior to the first day of school. Principal Fisher also shared that he is working with Shannon Cameron to grow the Special Olympics Program in our school district. High School Principal Jason Slater mentioned that he is considering offering some professional development to our staff that would be provided by a consultant from the SAM Conference to discuss social emotional awareness and leadership. Principal Slater gave special recognition and congratulations to Coach John Sillitti for being inducted into the Montana Coaches Association Hall of Fame.

### **SUPERINTENDENT'S REPORT**

Superintendent Ayers mentioned that the school district is consulting with Hillyard for custodial needs during this school year. Superintendent Ayers said that the district will be open to the community for Facilities Use throughout this school year in compliance with District Policy 4330. An update to our Facilities Use Policy 4330 will be presented to the Board for consideration and review at the next regular Board meeting.

### **CLAIMS**

Vouchered claims for the month of August 2021, were examined and approved for payment.

No further business appearing before the Board, Chairman Brownell adjourned the meeting at 10:10 p.m.

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Robert Brownell, Chairman

ATTEST: \_\_\_\_\_  
Ann Heisler, District Clerk

**Board Approved 9/14/2021**