REGULAR MEETING, AUGUST 13, 2019
The trustees of Manhattan School District No. 3, high school and elementary districts, met in regular session, August 13, 2019, at 7:00 p.m. in the High School Activities Room. Chairman Brownell called the meeting to order.

Members Present: Rob Brownell, Dennis Grue, Brand Robinson, Ethan Severson, and Matt White.

Members Absent: Mike Swan

Superintendent Jeff Blessum, High School Principal Jason Slater, 5-8 Principal Eric Fisher, K-4 Principal Neil Harvey, and Clerk Ann Heisler 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. Chairman Brownell thanked the administration and the school for the sympathy card for his mother-in-law.

CONSENT AGENDA
Brand Robinson made a motion to approve the following items on the Consent Agenda: Board Minutes – Regular July 9, 2019; July 2019 Payroll Warrants 38901-38919, $89,746.83; July 2019 Claims Warrants 78133-78180, $186,288.13; July 2019 Student Activities – 25744, $10.00; the current Substitute Teacher and Volunteer list for the 2019-2020 school year; Radio station stipend of $5,200 for Mark Longie for the 2019-2020 school year; Special Ed Director stipend of $4,000 each for Jason Slater (Grades 7-12) and Neil Harvey (Grades K-6) for the 2019-2020 school year; Employment contract for the 2019-2020 school year with Lexi Glaus - Concessions; Resignations at the end of the 18-19 school year with Lynn Harvey – Afterschool Program Assistant, Raymond Debruycker – JH Math teacher and Head Wrestling coach, and Dustin Cichosz – HS English teacher. The motion was seconded by Dennis Grue and it carried unanimously. The approved warrant and check listings are attached to these Minutes and made a part hereof.

BOARD ACTION ITEMS
FACILITIES BUILDING UPDATE
Karen Hedglin gave the Board an update on the outstanding building project issues that are currently in progress or recently completed, including the new HS gym refinishing and volleyball embeds, drainage repairs, foul smell in the new JH Science room, sprinkler repairs, and faucet problems. All of these outstanding issues are scheduled to be completed this fall. The sale and replacement of the bleachers upstairs in the new HS gym was also discussed but there was no resolution at this time.

Karen Hedglin reviewed the Professional Services Agreement with Stahly Engineering & Associates, Inc. for the design of two softball fields, as proposed in the project description. The agreement includes the costs for the design of the two softball fields up to the construction documents as listed in the agreement. After discussion, Dennis Grue moved to approve the Professional Services Agreement with Stahly Engineering for $34,250 as proposed. The motion was seconded by Rob Brownell, which carried with no dissenting votes. The approved agreement with Stahly Engineering is attached to these Minutes and made a part hereof.

Head Maintenance Tom Bracha went over what his custodial crew has been working on this summer.

Manhattan PTO Jamie Heaps said that there has been ongoing discussions with the school district to upgrade the elementary and junior high playgrounds. For now, the school district has purchased sandboxes for the K-4 playground and has removed some obsolete equipment. Additional discussions will continue as we move forward with the playground upgrades.

Superintendent Jeff Blessum and Activities Clerk Linsey Kallestad reviewed the proposed changes to BP 4330 Community Use of School Facilities and BP 4330F Facility Use Request Form. Linsey reviewed the proposed procedures that will be implemented, as well as the interpretation of policy 4330 with regard to the facility use request form, fees charged, and insurance requirements. After discussion, Matt White made a motion to approve the revised BP 4330 and BP 4330F as proposed. Ethan Severson seconded and it carried unanimously. The approved BP 4330 and BP 4330F are attached to these Minutes and made a part hereof.

EARLY GRADUATION REQUESTS
Brand Robinson made a motion to approve the 2019-2020 early graduation requests from Caitlyn Taylor and Jack Moreaux, pending meeting all graduation requirements. The motion was seconded by Ethan Severson and it carried with no dissenting votes.

DESIGNATE LIBRARY DIRECTOR
Ethan Severson made a motion to designate Trudy Dundas as the Library Director of the Manhattan Community/School Library Board. Brand Robinson seconded the motion, which carried unanimously.

DESIGNATE AR (AUTHORIZED REP) FOR MANHATTAN SCHOOL DISTRICT
Matt White made a motion to designate Superintendent Jeff Blessum as the Authorized Representative for Manhattan School District No. 3. Brand Robinson seconded the motion and it carried unanimously.

EMPLOYMENT 2019-2020
Matt White made a motion to approve an employment contract for the 2019-2020 school year, pending a successful background check and pre-employment physical as needed, with Margaret Secrest – School Nurse. The motion was seconded by Ethan Severson and it carried with no dissenting votes.

Matt White made a motion to approve an employment contract for the 2019-2020 school year, pending a successful background check and pre-employment physical as needed, with Samuel Howell – JH Math teacher. Sam was previously Board approved as the $5^{th}/6^{th}$ grade science elementary teacher. The motion was seconded by Brand Robinson and it carried with no dissenting votes.

Brand Robinson made a motion to approve an employment contract for the 2019-2020 school year, pending a successful background check and pre-employment physical as needed, with Jean Hutchings – FT Kitchen Assistant and Chelsey Fauque – PT Kitchen Assistant. The motion was seconded by Ethan Severson and it carried with no dissenting votes.

Ethan Severson made a motion to approve an employment contract for the 2019-2020 school year, pending a successful background check and pre-employment physical as needed, with Dennis Heckel – Custodian. The motion was seconded by Matt White and it carried with no dissenting votes.

Dennis Grue made a motion to approve an employment contract for the 2019-2020 school year, pending a successful background check and pre-employment physical as needed, with Derik Didricksen – HS Assistant Football. The motion was seconded by Brand Robinson and it carried with no dissenting votes.

TRANSPORTATION

After the school district approved the purchase of one team bus during their July 9, 2019, Board meeting for $51,500, Harlow's offered a counter proposal that if the school district would purchase the two team buses at a package price of $100,000 then the current obligations through 2022 under the Harlow's owned Tiger Bus contract would go away.

After discussion, Brand Robinson made a motion to approve the purchase of the two team buses for $100,000 and remove the Tiger Bus obligations as proposed. Dennis Grue seconded the motion and it carried with 3 yes votes – Brownell, Grue, Robinson, and 2 dissenting votes – Severson, White. The quotes are attached to these Minutes and made a part hereof.

With regard to the proposed extended warranties on the two buses, the Trustees were not in favor of an extended warranty on either team bus.

Ethan Severson made a motion to appoint Superintendent Jeff Blessum and Harlow's Hal Illum to the Gallatin County Transportation Committee. Matt White seconded and it carried with no dissenting votes.

APPROVE 2019-2020 HANDBOOKS

K-4 Principal Neil Harvey reviewed the 2019-2020 proposed changes to the Manhattan K-4 Student Handbook. Matt White made a motion to approve the K-4 Student Handbook as proposed. Dennis Grue seconded the motion, which carried unanimously.

5-8 Principal Eric Fisher tabled the approval of the Manhattan 5-8 Student Handbook until the next Board meeting.

HS Principal Jason Slater reviewed the 2019-2020 proposed changes to the Manhattan High School Student Handbook. Matt White made a motion to approve the HS Student Handbook as proposed. Ethan Severson seconded the motion, which carried unanimously.

Brand Robinson made a motion to approve the increase in the activity ticket prices as proposed: Students from $45 to $50; Adults from $50 to $55; Family from $150 to $160 for a family of 4; Family from $175 to $190 for a family of 5 or more. Dennis Grue seconded the motion, which carried with no dissenting votes.

ADOPT FINAL 2019-2020 BUDGETS

Matt White made a motion to approve the 2019-2020FY Elementary School final budgets as follows: General Fund - $3,415,068.66; Transportation Fund - $253,184.84; Tuition Fund - $43,256.38; Retirement Fund - $568,000.00; Technology Fund - $22,604.48; Flexibility Fund - $6,750.24; Building Reserve Fund - $509,015.81; Debt Service Fund - $599,954.30. Dennis Grue seconded the motion and it carried with no dissenting votes.

Ethan Severson made a motion to approve the 2019-2020FY High School final budgets as follows: General Fund - $2,412,651.21; Transportation Fund - $166,648.45; Tuition Fund - $28,809.86; Retirement Fund - $381,250.00; Adult Education Fund - $22,500.00; Technology Fund - $38,189.20; Flexibility Fund - $9,654.25; Building Reserve Fund - $247,755.07; Debt Service Fund - $915,973.34. Brand Robinson seconded the motion and it carried with no dissenting votes.

The 2019-2020FY 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.

BOARD POLICIES – 3RD READING

The Board held a 3rd reading on the following policies as recommended by the MTSBA in their February 2019 Policy Notes:
Required Revisions - 1112, 1113, 1425, 1512, 1700, 2100, 2160, 2168, 3110, 3125, 3225, 4301, 4315, 4340, 4410, 5012, 5223, 5256, 8225, 8425, 8425P
Recommended Revisions - 1610, 2410P
Recommended New - 1512F, 2600, 2600P, 5120P
Deleted - 8425F
Ethan Severson made a motion to approve the proposed policies as recommended by the MTSBA in their February 2019 Policy Notes. Brand Robinson seconded, which carried unanimously. The approved policies are attached to these Minutes and made a part hereof.

BOARD INFORMATION ITEMS

19-20 GOALS AND STRATEGIC PLAN REVIEW

Superintendent Blessum will take a look at what the school district currently has in place and will make a recommendation on how to move forward at the September 2019 Board meeting.

PRINCIPALS' REPORT

K-4 Principal Neil Harvey, 5-8 Principal Eric Fisher, and High School Principal Jason Slater updated the Board on upcoming events in each of their schools, as well as the projects they have been working on to begin the 2019-2020 school year.

SUPERINTENDENT'S REPORT

Superintendent Blessum gave a report to the Board on the following topics:

1. Teachers will have 3 PIR days beginning Friday, August 23. The first day of school for the students will be Wednesday, August 28.
2. Trustees were invited and encouraged to attend the convocation on August 23**.**
3. The 2019 Common PIR day is scheduled at Manhattan School on Friday, September 27, 2019.
4. Elizabeth Kaleva is available to conduct a 2-hour Board training sometime in November.

CLAIMS
Vouchered claims for the month of August, 2019, were examined and approved for payment.

No further business appearing before the Board, Chairman Brownell adjourned the meeting at 9:35 p.m.

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

Board Approved 9/10/19