

REGULAR MEETING, AUGUST 14, 2018

The trustees of Manhattan School District No. 3, high school and elementary districts, met in regular session, August 14, 2018, 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, Mike Swan, Ethan Severson, and Matt White.

Superintendent Scott Chauvet, High School Principal Jason Slater, 5-8 Principal Scott Schumacher, 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

High School Principal Jason Slater 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.

CONSENT AGENDA

Dennis Grue made a motion to approve the following items on the Consent Agenda: Board Minutes – Regular July 10, 2018; July 2018 Payroll Warrants 38327-38345 \$87,957.61, payroll warrant voided 38150 replaced with 38326 dated 4.30.18 \$1,321.91, July 2018 Claims Warrants 77245-77272 \$144,812.79, July 2018 Student Activities 25194-25195 \$623.87; the current Substitute Teacher list for the 2018-2019 school year; and the Disposal of Records exceeding required retention schedule. The motion was seconded by Brand Robinson and it carried unanimously. The approved Records Destruction Document (RM88) No. 2017-18 (2), and the approved warrant and check listings are attached to these Minutes and made a part hereof.

BOARD ACTION ITEMS

FACILITIES BUILDING UPDATE

The Ribbon cutting ceremony and Open House of the new facilities will begin at 2 p.m. with tours and ice cream until 4 p.m. on Saturday, August 18, 2018. Karen Hedglin said that the project is currently on schedule and will be ready for the start of school.

EMPLOYMENT 2018-2019

Superintendent Chauvet made a request to table the approval of the OT/PT Sped Contracted Services with Rock Creek Teletherapy as the school is currently in negotiations with them.

Mike Swan moved to approve employment contracts (pending a successful fingerprint background check, and pre-employment physical if required) for the 2018-2019 school year with the following: Dani Holgate – Teacher’s Aide/Kitchen/Custodian, JH Asst Volleyball coach; Andrea Rice – from 1.0 FTE to .4 FTE Student Activities Clerk; Mary Christiaens - .6 FTE Accounts Payable Clerk; Lisa Grevious – from Secretary to 5-12 Lead Secretary; Hayley Moon – from Secretary to 5-12 Assistant Secretary; and Mikal Jones – Custodian. Matt White seconded the motion, which carried with no dissenting votes.

APPROVE 2018-2019 HANDBOOKS

K-4 Principal Neil Harvey went over the proposed changes (as of now) to the K-4 Handbook. With the move of grades 5-8 to the new wing, there may be additional changes to the K-4 Handbook that will need to be addressed as the year progresses. It was noted that the handbook needs a written statement that the document is currently a work in progress. After discussion, Dennis Grue moved to approve the K-4 Handbook as proposed, with the expectation that additional changes will need to be made, and the handbook will be brought back to the Board at their October meeting for approval of any additional changes. The motion was seconded by Rob Brownell and it carried unanimously.

5-8 Principal Scott Schumacher went over the proposed changes (as of now) to the 5-8 Handbook. With the move of grades 5-8 to the new wing, there may be additional changes to the 5-8 Handbook that will need to be addressed as the year progresses. It was noted that the handbook needs a written statement that the document is currently a work in progress. After discussion, Mike Swan moved to approve the 5-8 Handbook as proposed, with the expectation that additional changes will need to be made, and the handbook will be brought back to the Board at their October meeting for approval of any additional changes. The motion was seconded by Dennis Grue and it carried unanimously.

High School Principal Jason Slater went over the proposed changes (as of now) to the High School Handbook. With the move of grades 5-8 to the new wing, there may be additional changes to the High School Handbook that will need to be addressed as the year progresses. It was noted that the handbook needs a written statement that the document is currently a work in progress. After discussion, Ethan Severson moved to approve the High School Handbook as proposed, with the expectation that additional changes will need to be made, and the handbook will be brought back to the Board at their October meeting for approval of any additional changes. The motion was seconded by Brand Robinson and it carried unanimously.

The 2018-2019 Staff Handbook was tabled as it is currently under review for any revisions needed.

INCREASE EXTRA MILK PRICE FROM \$0.25/each to \$.50/each

Brand Robinson moved to increase the price of an extra milk or cold lunch milk from \$0.25 to \$0.50 each. Dennis Grue seconded the motion, which carried with no dissenting votes.

SELECT COKE OR PEPSI SERVICE BID

Superintendent Chauvet made a recommendation to the Board to accept the Beverage Contract from Lehrkinds Coca-Cola as proposed for four years (8/14/18-6/30/2022), with the right to renew the contract for one additional two year term (7/1/2022-6/30/2024). After discussion, Ethan Severson made a motion to approve the proposed contract with Lehrkinds Coca-Cola. The motion was seconded by Mike Swan and it carried unanimously. The approved contract is attached to these Minutes and made a part hereof.

ADOPT FINAL 2018-2019 BUDGETS

Dennis Grue made a motion to approve the 2018-2019FY Elementary School final budgets as follows: General Fund - \$3,233,506.48; Transportation Fund - \$249,829.75; Tuition Fund - \$41,944.15; Retirement Fund - \$460,000.00; Technology Fund - \$26,281.62; Flexibility Fund - \$6,641.95; Building Reserve Fund - \$455,903.24; Debt Service Fund - \$587,950.00. Mike Swan seconded the motion and it carried with no dissenting votes.

Brand Robinson made a motion to approve the 2018-2019FY High School final budgets as follows: General Fund - \$2,301,876.81; Transportation Fund - \$164,888.13; Tuition Fund - \$28,560.28; Retirement Fund - \$364,250.00; Adult Education Fund - \$22,500.00; Technology Fund - \$48,366.95; Flexibility Fund - \$9,499.23; Building Reserve Fund - \$219,622.32; Debt Service Fund - \$904,550.00. Ethan Severson seconded the motion and it carried with no dissenting votes.

The 2018-2019FY 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.

PRINCIPALS' REPORT

K-4 Principal Neil Harvey, 5-8 Principal Scott Schumacher, 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 2018-2019 school year.

Principal Jason Slater distributed the Manhattan School District Walking Track procedures to the Board. The walking track procedures are attached to these Minutes and made a part hereof.

SUPERINTENDENT'S REPORT

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

1. Superintendent Chauvet and High School Principal Slater attended an excellent SAM leadership conference at the end of July.
2. Superintendent Chauvet reviewed and updated the five goals areas of the schools strategic plan. These 2018-2019 goals will continue to be reviewed with the Board periodically throughout the school year and updated as necessary. The Superintendents 2018-2019 goals are attached to these Minutes and made a part hereof.
3. The school district held its first Proactive Coaching Training workshop and the administration will continue to support additional trainings in the future as it was very well received.

CLAIMS

Vouchered claims for the month of August, 2018, were examined and approved for payment.

No further business appearing before the Board, Chairman Brownell adjourned the meeting at 8:40 p.m.

Robert Brownell, Chairman

ATTEST: _____
Ann Heisler, District Clerk

Approved September 11, 2018