

REGULAR MEETING, FEBRUARY 14, 2018

The trustees of Manhattan School District No. 3, high school and elementary districts, met in regular session, February 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, and Ethan Severson.

Members Absent: Kelly Duncan.

Superintendent Scott Chauvet, Principals Scott Schumacher and 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.

High school student Hannah Moreaux did a presentation to the Board on her 2017-18 first semester foreign exchange program experience in South Africa.

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:

Mike Swan made a motion to approve the following items on the Consent Agenda: Board Minutes – Regular January 9, 2018; Warrants for January 2018 as follows: Payroll 37979-38026 Total \$432,176.71, Operational Claims 76701-76749 Total \$1,148,704.36; the current Substitute Teacher list for the 2017-2018 school year; Angela Johnson – position change from high school special education paraprofessional to high school special education teaching assistant; Steve Whitney – discretionary leave request; Kaitlyn Vanderby – discretionary leave request; Levi Stiff – resignation as high school special education teaching assistant. The motion was seconded by Brand Robinson and it carried unanimously.

BOARD ACTION ITEMS:

FACILITIES BUILDING UPDATE

The Monthly Bond Project Report is attached to these Minutes and made a part hereof.

ADOPT LOGO PROPOSAL

The logo committee is currently finalizing their selections for a Manhattan School logo recommendation. The logo will be used on the new high school gym floor and will be the official logo representing the school district. Superintendent Chauvet will forward the final selections to the Board when he receives them.

APPROVE 2018-19 CALENDAR PROPOSAL

After discussion, Dennis Grue made a motion to approve the 2018-2019 School Calendar as presented. Ethan Severson seconded the motion, which carried unanimously. The approved 2018-2019 School Calendar is attached to these Minutes and made a part hereof.

APPROVE RESOLUTION FOR 2017-18 HS ADJUSTED ANB PER OPI LETTER

Ethan Severson moved to approve a resolution to recognize the funding adjustments per the OPI letter dated January 9, 2018, for the Manhattan High School District's Anticipated Unusual Enrollment Increase from 263 students to 256 students for the 2017-2018 school year. Based on the enrollment information reported in the student count for ANB in MAEFAIRS for Fall 2017, the full approved anticipated unusual enrollment increase of 263 students did not materialize. The actual ANB is 256 which is 7 students less than anticipated, therefore, funding adjustments were made to the Manhattan High School District General Fund FY2018 budget as noted in the letter. The motion was approved by Mike Swan and it carried with no dissenting votes. The OPI letter and stated funding adjustments are attached to these Minutes and made a part hereof.

ANNUAL SCHOOL ELECTION – MAY 8, 2018

The Annual School Election will be held on Tuesday, May 8, 2018. The two Trustees who are up for re-election are Dennis Grue and Kelly Duncan. Nominating Petitions for the open positions must be filed with the District Clerk by March 29, 2018, in order for the candidate's name to appear on the ballot.

Mike Swan made a motion to approve the following resolution:

BE IT RESOLVED, the Board of Trustees for Manhattan Elementary School District No. 3 and Manhattan High School District No. 3, Gallatin County, State of Montana, will hold the Annual Regular School Election on Tuesday, May 8, 2018, which date is not less than seventy (70) days after the passage of this resolution.

The election will be held by mail ballot conducted by the County Election Administrator with all qualified electors in Manhattan Elementary School District No. 3 and Manhattan High School District No. 3 participating.

The purpose of the election is to elect two (2) Trustees for a three year term from Manhattan School District No. 3.

Approval of additional levies to operate and maintain the General Fund for FY 2018-2019 in the Elementary School and in the High School will also be requested.

If it is later determined that any portion of the election is not required, the Board of Trustees authorizes Ann Heisler, school district election administrator, to cancel that portion of the election in accordance with 13-1-304 and 20-3-313, MCA.

BE IT FURTHER RESOLVED, that the clerk of Manhattan School District No. 3 is hereby directed to notify the County Election Administrator the date of holding said election, and request her to close registration and to prepare and furnish election materials as required by law.

The Gallatin County Election Administrator is further instructed to submit a written mail ballot plan to the office of the Montana Secretary of State in a timely manner and to publish and post notice of the election in a manner and at the times required by law, and to appoint a sufficient number of judges and to conduct the election as required by law.

Brand Robinson seconded the motion, which carried unanimously.

EMPLOYMENT 2018-2019

The Board tabled the hiring of the administration for the 2018-2019 school year until next month.

Mike Swan moved to approve a coaching contract with Charli Chapman as HS Head Volleyball coach for the 2018-2019 school year. The motion was seconded by Ethan Severson, which carried with no dissenting votes.

REQUEST TO OPEN NEGOTIATIONS WITH MEA

Superintendent Chauvet reported to the Board that he received a letter from the Manhattan Education Association (MEA) requesting their desire to open negotiations for the Collective Gaining Agreement for the 2018-2019 and the 2019-2020 school years.

STUDENT WORK STUDY REQUEST

After discussion, Mike Swan made a motion to approve the proposed language change in the high school student handbook under Work Experience regarding a student work study request. Ethan Severson seconded the motion and it carried unanimously. The approved language change is attached to these Minutes and made a part hereof.

Dennis Grue moved to approve the work study request from Danya VanDyke as proposed. The motion was seconded by Brand Robinson, which carried unanimously.

BOARD POLICIES – REVISED

Ethan Severson made a motion to approve the revised policies 4330 Community Use of School Facilities and 4330F School Facilities/Grounds Use and Liability Release Agreement as proposed. Dennis Grue seconded and it carried with no dissenting votes.

Mike Swan made a motion to approve the revised policy 5430 Volunteers as proposed. Brand Robinson seconded the motion and it carried unanimously.

Brand Robinson made a motion to approve the revised policy 7400 Credit Card Use as proposed. Ethan Severson seconded the motion, which carried with no dissenting votes.

Ethan Severson moved to approve the Manhattan Schools 504-ADA Handbook as proposed. The motion was seconded by Mike Swan, which carried unanimously.

Approved Board policies 4330, 4330F, 5430, 7400, and the Manhattan Schools 504-ADA Handbook are attached to these Minutes and made a part hereof.

BOARD INFORMATION ITEMS:

DISCUSS ADMINISTRATION TRANSITION, 5TH GRADE MOVE, AND OPEN HS PRINCIPAL POSITION

The Board had a discussion regarding the possible change in the number of principal positions at the district. Currently, the school has two Principals (K-8 and 9-12) and it is being proposed to add another principal position to have a total of three Principals (K-4, 5-8, 9-12) beginning next school year.

Along with the additional principal position, it is being recommended to move the 5th grade classrooms to the new junior high wing currently under construction on the end of the existing high school. The new wing would then include grades 5-8 if the recommendation is approved.

The Board discussed the pros and cons of the proposed 5th grade move, along with the additional principal position. The Board will make a final decision at the March meeting.

SPRING ENROLLMENT COUNT

On the OPI Spring enrollment count date of February 5, 2018, the Elementary School K-6th grade had 335 students; the Junior High School 7th -8th grade had 122 students; and the High School had 255 students. Total district enrollment is 712 students.

PRINCIPALS' REPORT

Principals Scott Schumacher and Neil Harvey updated the Board on recent and upcoming events in each of their schools, as well as the projects they have been working on.

HS Principal Neil Harvey did an educational vaping update to raise awareness of what vaping is and how we are handling the issue at our school district.

SUPERINTENDENT'S REPORT

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

1. The Belgrade News will be publishing articles written by Superintendent Scott Speaks on various topics of interest.
2. As the building project is getting closer to the April move, the staff is encouraged to stay calm and not panic. There will be support and help during the classroom move, and we will get through it together.
3. An open house will be scheduled in August or September for the community to see the completed building project.

CLAIMS

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

No further business appearing before the Board, Chairman Brownell adjourned the meeting at 9:15 p.m.

Robert Brownell, Chairman

ATTEST: _____
Ann Heisler, District Clerk

Board Approved March 13, 2018