

**REGULAR MEETING, SEPTEMBER 13, 2016**

The trustees of Manhattan School District No. 3, high school and elementary districts, met in regular session, September 13, 2016, at 7:30 p.m. in the High School Activities Room. Chairman Brownell called the meeting to order.

Members Present: Rob Brownell, Dennis Grue, Steve Heersink, Brand Robinson, and Kelly Duncan.

Members Absent: Mike Swan.

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.

**PUBLIC COMMENT**

Chairman Brownell read the public comment statement, and asked for public comment on any non-agenda items. Elle Olsztyn thanked the Board for their support in attending the Hugh O'Brian Youth Leadership seminar (HOBY). She talked about her experiences and what she learned about herself. Dave Hebner extended an invitation to join the Town of Manhattan for an open house on Wednesday, September 21, 2016, at 7:00 p.m. in the Town Meeting Room to discuss Transitional Zoning.

**CONSENT AGENDA**

Brand Robinson made a motion to approve the following items on the Consent Agenda: Board Minutes – Regular August 18, 2016; the current Substitute Teacher list for the 2016-2017 school year; Classified staff contract renewals for the 2016-2017 school year as follows: Laura Lee Harvey – Concessions helper, Jordan Harler – Concessions helper; approval of Volunteer HS Football Coach Derek Didriksen. The motion was seconded by Steve Heersink and it carried unanimously.

**BOARD ACTION ITEMS:**

**FACILITIES BUILDING UPDATE**

Karen Hedglin gave the Board an update on our building bond project. The project is currently in final design development with the design to go to Dick Anderson Construction (DAC) in the next few days. DAC will then have approximately 3 weeks to complete the cost estimate with prequalified sub-contractors. Karen is scheduled to hold design review sessions with the staff on September 15 & 16 in each teacher's lounge at designated times. The community is invited to a design review session on Saturday, September 17, from 10 a.m. to noon in the Manhattan Community Library. Project budget information will be presented and discussed in the October Board report.

After discussion, Dennis Grue made a motion to approve the design contract with Slate Architecture, Inc. for the Manhattan School Classroom/Gym Addition + Elementary Renovation Project as proposed in the amount of \$1,287,550.00, which includes all architecture and engineering fees. The motion was seconded by Steve Heersink and it carried unanimously. The Slate design contract is attached to these Minutes and made a part hereof.

**BOND ISSUE FINANCING UPDATE**

Bridget Ekstrom, D.A. Davidson & Co., reviewed the successful bond issuance results from the September 12, 2016, sale of \$7,300,000 bonds in the Manhattan Elementary District and \$8,825,000 bonds in the Manhattan High School District. The Elementary District issued all of its authorized Bonds and the High School District will issue its Bonds in two stages to take advantage of bank qualified status, which is given to small issuers of bonds in amounts less than \$10 million in a calendar year. Of the authorized amount of \$12,400,000 for the High School District, the first issue was completed in the amount of \$8,825,000. The High School District anticipates issuing the remaining authorized Bonds (up to \$3,575,000) in 2017, which allows the debt service levies to be phased in on the tax rolls. The term of the tax-exempt Bonds is 20-years with a final maturity on July 1, 2036. Our school district was very pleased with the strong local bank and local investor participation. The bond money proceeds will be received into our Building Funds at closing on September 22, 2016. Also, as part of the financing process, the school district received a credit rating of "A+" from Standard & Poor's rating service, which was an upgrade from the last credit rating received in 2012 of "A". The Bond Purchase Agreement, signed on September 12, 2016, at 12:30 p.m. by the Bond Financing Committee, is attached to these Minutes and made a part hereof.

Kelly Duncan moved to approve the Manhattan Elementary School District No. 3 "RESOLUTION RELATING TO \$7,300,000 GENERAL OBLIGATION SCHOOL BUILDING BONDS, SERIES 2016; FIXING THE FORM AND DETAILS, MAKING COVENANTS WITH RESPECT THERETO, AUTHORIZING THE EXECUTION AND DELIVERY AND LEVYING TAXES FOR THE PAYMENT THEREOF". Dennis Grue seconded the motion, which carried with no dissenting votes. The Manhattan Elementary School District CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE is attached to these Minutes and made a part hereof.

Brand Robinson moved to approve the Manhattan High School District No. 3 "RESOLUTION RELATING TO \$8,825,000 GENERAL OBLIGATION SCHOOL BUILDING BONDS, SERIES 2016; FIXING THE FORM AND DETAILS, MAKING COVENANTS WITH RESPECT THERETO, AUTHORIZING THE EXECUTION AND DELIVERY AND LEVYING TAXES FOR THE PAYMENT THEREOF". Steve Heersink seconded the motion, which carried with no dissenting votes. The Manhattan High School District CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE is attached to these Minutes and made a part hereof.

**PERSONNEL**

Dennis Grue made a motion to approve a Classified staff employment contract for the 2016-2017 school year with Michael McAuliffe as Custodial helper. The motion was seconded by Kelly Duncan and it carried unanimously.

Superintendent Chauvet presented a classified staff salary schedule to the Board that will not be tied to the teacher's base or any teacher salary percentage increases. It will be a separate hourly wage schedule and will stand on its own. With the exception of the kitchen staff, all other classified staff will remain at their previously approved hourly wage for the 2016-2017 school year, and will be placed on the new schedule on the step closest to their current hourly rate and then move down one step beginning with the 2017-2018 school year. They will be placed on the new schedule based on their 2016-2017 hourly rate; not on their years of experience. Kitchen staff will be placed on the new schedule for the 2016-2017 school year and will receive the hourly wage increases as proposed. Kitchen helpers will receive no less than \$12.66/hour and the Assistant Cook will receive her current hourly rate plus an additional \$1.00/hour.

The substitute teacher pay was also proposed to be increased from \$80/day to \$90/day. Based on 7 hours/day, this is \$12.86/hour.

Kelly Duncan moved to approve the classified staff salary schedule as proposed and the substitute teacher pay at \$90/day. Steve Heersink seconded, and it carried with no dissenting votes.

**AMSTERDAM STUDENT ATTENDANCE AGREEMENTS 2016-2017**

Brand Robinson made a motion to approve the Amsterdam Student Attendance Agreements for the 2016-2017 school year as proposed, which includes 29–7<sup>th</sup> graders and 27–8<sup>th</sup> graders. Steve Heersink seconded the motion, which carried unanimously. The list of Amsterdam student names with an approved Student Attendance Agreement for the 2016-2017 school is attached to these Minutes and made a part hereof.

**BOARD INFORMATION ITEMS:  
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.

Current enrollment numbers are 437 students in Grades K-8, which includes 296 in K-6 and 141 in 7-8; and 240 students in Grades 9-12.

The PTO Fun Run is scheduled the week of homecoming on Friday, September 30, 2016.

**SUPERINTENDENT'S REPORT**

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

1. MCEL is scheduled for October 19-21 in Billings. All trustees are invited and encouraged to attend.
2. Timeclocks have been installed and seem to be working well.
3. The Tiger Bus is down as it is in for repair work from hitting a deer.
4. The school district will begin using a Parent/Guardian Extra-Curricular Concern Form. All parental concerns are welcome; protocol and chain of command will be followed.
5. Head Cook Shawna Longie extended a special thank you to Trustees for approving the hourly wage increase for her kitchen staff.

**CORRESPONDENCE**

**CLAIMS**

Vouchered claims for the month of September, 2016, were examined and approved for payment.

No further business appearing before the Board, Chairman Brownell adjourned the meeting at 9:00 p.m.

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Robert Brownell, Chairman

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

**Board Approved October 11, 2016**