

REGULAR MEETING, FEBRUARY 14, 2017

The trustees of Manhattan School District No. 3, high school and elementary districts, met in regular session, February 14, 2017, 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, Mike Swan, and 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. Manhattan Schools Rotary Student of the Month for January 2017, Thomas Carlson, was recognized by the Board.

Our Food Service Manager, Shawna Longie, was congratulated and recognized by the Board for all of her hard work and efforts in the kitchen and being awarded a \$5,000 National School Lunch Program Equipment Assistance Grant.

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 January 10, 2017, Special January 26, 2017; and the current Substitute Teacher list for the 2016-2017 school year. The motion was seconded by Steve Heersink and it carried unanimously.

BOARD ACTION ITEMS:

FACILITIES BUILDING UPDATE

Karen Hedglin, Manhattan School Owner's Rep, gave the Board an update on our building bond project. Dick Anderson Construction has submitted an Early Work Amendment Number Two, which has been approved, for the express purpose of constructing the construction access road.

The final set of construction drawings are currently out for bid with subcontractors for Dick Anderson Construction and due in on February 28, 2017. The road construction will begin February 27; the construction trailers will be onsite on March 1; and the groundbreaking is scheduled for 2 pm on March 9, 2017.

After discussion, Dennis Grue moved to approve the monthly bond report and the Gaston Engineering Contract to complete Materials Testing and Inspection Services on the Manhattan High School Addition and Elementary School Renovation. Mike Swan seconded, which carried with no dissenting votes. The Gaston Engineering Contract is attached to these Minutes and made a part hereof.

PERSONNEL

Steve Heersink made a motion to approve the following employments contracts for the 2016-2017 school year, pending a successful background check: George Vossen – F/T Custodial helper, Lacey Thompson – F/T Custodial helper, and Michelle Mayo – 3/7 Elementary JH Teacher. Kelly Duncan seconded the motion and it carried with no dissenting votes.

Mike Swan made a motion to approve an employee request for an unpaid personal leave of absence received from Vickie Westervelt. The motion was seconded by Brand Robinson and it carried unanimously.

ANNUAL SCHOOL ELECTION – MAY 2, 2017

The Annual School Election will be held on Tuesday, May 2, 2017. The two Trustees who are up for re-election are Mike Swan and Steve Heersink (HS Trustee only and must live in the Amsterdam School District No. 75). Nominating Petitions for the open positions must be filed with the District Clerk by March 23, 2017, in order for the candidate's name to appear on the ballot.

Dennis Grue made a motion to approve the following resolution:

BE IT RESOLVED, the Board of Trustees for Manhattan Elementary School District No. 3, Gallatin County, State of Montana, will hold the Annual Regular School Election on Tuesday, May 2, 2017, 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 participating.

The purpose of the election is to elect one (1) Trustee for a three year term from Manhattan School District No. 3.

Approval of additional levies to operate and maintain the General Fund for FY 2017-2018 in the Elementary 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.

Kelly Duncan seconded the motion, which carried unanimously.

Brand Robinson made a motion to approve the following resolution:

BE IT RESOLVED, the Board of Trustees for Manhattan High School District No. 3, Gallatin County, State of Montana, will hold the Annual Regular School Election on Tuesday, May 2, 2017, 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 High School District No. 3 participating.

The purpose of the election is to elect one (1) Trustee for a three-year term from Manhattan High School District No. 3 and residing in the Amsterdam School District No. 75.

Approval of additional levies to operate and maintain the General Fund for FY 2017-2018 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.
Steve Heersink seconded the motion, which carried unanimously.

BOARD POLICY UPDATES – 3RD READING

The Board held a 3rd Reading on the following policies:

New Policies – 7225 Crowd Funding; 8205 Meal Charge Policy; 8210 Procurement Policy for School Food Purchases. Revised Policies – 2510 School Wellness. Steve Heersink moved to approve the new and revised Board Policies as presented. The motion was seconded by Mike Swan and it carried with no dissenting votes. The approved policies 7225, 8205, 8210, and 2510 are attached to these Minutes and made a part hereof.

APPROVE 2017-2018 CALENDAR PROPOSAL

After discussion, Steve Heersink made a motion to approve the 2017-2018 School Calendar as presented. Kelly Duncan seconded the motion, which carried unanimously. The approved 2017-2018 School Calendar is attached to these Minutes and made a part hereof.

BOARD INFORMATION ITEMS: SPRING ENROLLMENT COUNT

On the OPI Spring enrollment count date of February 6, 2017, the Elementary School K-6th grade had 300 students; the Junior High School 7th -8th grade had 140 students; and the High School had 237 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.

SUPERINTENDENT'S REPORT

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

1. There are several upcoming school events and everyone was encouraged to attend – February 24 – PTO Bingo Chili; March 2 – Beef Assembly; March 15 – Kitten Beat;

March 21 – JH Band Festival at Manhattan School; April 21 – Foundation Banquet;
April 28 – Tiger Beat; May 9-11 - Farm Fair.

2. The gym floor is in need of repair.
3. The Groundbreaking for our building bond project will be on March 9, 2017, at 2 p.m.
4. All employees at the school have changed their email address from @manhattan.k12.mt.us to @mhstigers.org. See the school website for full email addresses for all staff.

SUPERINTENDENT EVALUATION – Executive Session

Chairman Brownell determined that the matter of the Superintendent’s Evaluation involves individual privacy and public disclosure would not be in the best interest of the Superintendent. He called an Executive Session at 8:20 p.m.

Following Executive Session, Chairman Brownell reconvened the meeting at 9:44 p.m. Kelly Duncan made a motion to offer Superintendent Scott Chauvet an additional two (2) years to his existing contract. The motion was seconded by Steve Heersink and it carried unanimously.

CLAIMS

Vouchered claims for the month of February, 2017, were examined and approved for payment.

No further business appearing before the Board, Chairman Brownell adjourned the meeting at 9:45 p.m.

Robert Brownell, Chairman

ATTEST: _____
Ann Heisler, District Clerk

Board Approved March 14, 2017