

## **REGULAR MEETING, FEBRUARY 9, 2021**

The trustees of Manhattan School District No. 3, high school and elementary districts, met in regular session, February 9, 2021, at 7:00 p.m. in the High School Activities Room and via Zoom. Chairman Brownell called the meeting to order.

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

Superintendent Brian Ayers, High School Principal Jason Slater, 5-8 Principal Eric Fisher, K-4 Principal Neil Harvey, Clerk Ann Heisler, and Executive Assistant Jamie Heaps were present throughout the entire proceedings. Guests attending the meeting in person 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.

Tigers of the Month 5-8 students Makenna Hutchings, Ella Heppner, Paige Hill, Gavyn Ortman, Colton Robins, Dani Jo Larson, Ruthanne Bowen, and Sophia Stewart were recognized and congratulated by the Board.

Rotary high school student of the month Hunter Perrin and Kristin McCormick were recognized and congratulated by the Board.

Recognition of the Speech & Drama team who placed 3<sup>rd</sup> in speech and 4<sup>th</sup> in drama at state, with three state champions: Shayla Shea – Impromptu Speaking, Daisy Thibeault – Mime, and Grace Simser – Informative Speaking. Coaches are Becky Frank and Julie Frank.

## **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**

Ethan Severson made a motion to approve the following items on the Consent Agenda: Board Minutes – Regular January 12, 2021; January 2021 Payroll Warrants 39570-39600, \$540,316.77; January 2021 Claims Warrants 79412-79466, \$217,749.89; January 2021 Student Activities Checks 26334-26372, 26411, \$5,152.21; the current Substitute Teacher and Volunteer list for the 2020-2021 school year; Coaching contract with Samarie Goodman – Assistant JH Girls Basketball; Discretionary leave request from Caroline Bark, May 19-24, 2021, for a total of 4 days; Resignation from Virginia Davis as part-time Custodian, Resignation from Mikal Jones as Head JH Track coach, Resignation from Rosa Thompson as part-time Kitchen Aide. The motion was seconded by Mike Swan and it carried with no dissenting votes. The approved warrant and check listings, the approved substitute teacher and volunteer list, are attached to these Minutes and made a part hereof.

## **BOARD ACTION ITEMS**

### **2020-2021 EMPLOYMENT**

Mike Swan made a motion to approve an employment contract for the 2020-2021 school year, pending a successful background check, with Steve McCormick as Drivers Education Instructor. The motion was seconded by Rob Brownell, which carried unanimously 6-0.

## **2020-2021 EMPLOYEE HANDBOOKS**

Brand Robinson made a motion to approve the proposed 2020-2021 Certified Employee Handbook. Mike Swan seconded and it carried with no dissenting votes.

Ethan Severson made a motion to approve the proposed 2020-2021 Classified Employee Handbook. Mike Swan seconded the motion and it carried with no dissenting votes.

## **2021-2022 ADMINISTRATION**

Brand Robinson moved to approve the following Principal employment contracts for the 2021-2022 school year: Neil Harvey as K-4 Principal for 207 days; and Eric Fisher as 5-8 Principal for 212 days. Mike Swan seconded the motion, which carried unanimously.

Mike Swan moved to approve the following Principal employment contract for the 2021-2022 school year: Jason Slater as High School Principal for 217 days. Ethan Severson seconded the motion, which carried unanimously.

## **2021-2022 SCHOOL CALENDAR**

After discussion, Ethan Severson made a motion to approve the 2021-2022 school calendar as presented. Brand Robinson seconded the motion, which carried with no dissenting votes. The approved 2021-2022 school calendar is attached to these Minutes and made a part hereof.

## **ANNUAL SCHOOL ELECTION – MAY 4, 2021**

The Annual School Election will be held on Tuesday, May 4, 2021. The two Trustees who are up for re-election are Dennis Grue and Matt White. Nominating Petitions for the open positions must be filed with the District Clerk by March 25, 2021, in order for the candidate's name to appear on the ballot.

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 4, 2021, 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.

Mike Swan moved to approve the trustee election and additional levies to operate and maintain the General Fund and the Technology Fund for FY 2021-2022 in the Elementary School. Brand Robinson seconded and it carried with no dissenting votes.

Ethan Severson moved to approve the trustee election and additional levies to operate and maintain the General Fund and the Technology Fund for FY 2021-2022 in the High School. Brand Robinson seconded the motion and it carried with no dissenting votes.

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 of the date of holding said election, and request the clerk to close regular 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.

#### **BOARD INFORMATION ITEMS**

##### **SPRING ENROLLMENT COUNT – FEBRUARY 1, 2021**

On the OPI Spring enrollment count date of February 1, 2021, the Elementary K-4 School had 233 students; the 5-8 School had 240 students; and the High School had 241 students plus two approved early graduates. Total district enrollment is 714 plus two early graduate students.

##### **MEA REQUEST TO OPEN NEGOTIATIONS**

Superintendent Ayers 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 2021-2022 school year.

##### **BOARD POLICY UPDATES – FIRST READING**

The Board held a first reading on the following policies: 3123 Attendance Policy-Truancy, 3310 Student Discipline, 4315 Visitor and Spectator Conduct, 4332 Conduct on School Property, 5223 Personal Conduct, 5226 Drug-Free Workplace.

##### **PRINCIPALS' REPORT**

K-4 Principal Neil Harvey, 5-8 Principal Eric Fisher, and High School Principal Jason Slater updated the Board on upcoming events and athletic/activities in each of their schools, projects they have been working on, remote learning, enrollment, honor roll, and driver's education.

##### **SUPERINTENDENT'S REPORT**

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

1. Thank you to the administrative team and district office staff for all of their support.
2. The building committee will meet on March 17<sup>th</sup> to prioritize projects.
3. The superintendent's office is working on our human resources to have more consistent processes and procedures.

##### **CLAIMS**

Vouchered claims for the month of February 2021, were examined and approved for payment.

No further business appearing before the Board, Chairman Brownell adjourned the meeting at 8:30 p.m.

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Robert Brownell, Chairman

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

**Board Approved 3/9/2021**