



The Helena Public Schools educate, engage, and empower each student to maximize his or her individual potential with the knowledge, skills and character essential to being a responsible citizen and life-long learner.

Special Meeting of the Board of Trustees

Friday, March 27, 2020

Meeting at 12:00 p.m.

Notice of Online Meeting:

In compliance with the guidance of local and state Health Officials, the Helena Public Schools are conducting this Board of Trustees Work Session as an online meeting. This meeting will not occur at any specific location as all members will attend online.

Members of the public are able to attend by clicking on the below link. We ask that all participants mute their microphone until called upon by the Board Chair for general and/or specific public comments. Upon completing public comment, please ensure that your microphone is again muted.

This meeting will take place using Microsoft Teams. However, participants need only to click on the below link to join the meeting from any internet enabled device.

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MzZIYTZiNjQtNzE3My00MjYxLTlYjgtNjQyNGRlZmVjMmRk%40thread.v2/0?context=%7b%22Tid%22%3a%22f4b4f9cd-c417-4e65-8143-10d0fe789053%22%2c%22Oid%22%3a%22c065943b-e7ea-4ff8-ad53-8851a166377b%22%7d

AGENDA

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE

II. REVIEW OF AGENDA

III. GENERAL PUBLIC COMMENT

This is the time for comment on public matters that are not on the agenda. Public matters do not include any pending legal matters, private personnel issues or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order. The Board cannot enter into a discussion during General Public Comment.

IV. NEW BUSINESS

A. Items for Action

1. Consideration and Action on HSD Policy 1900: Temporary COVID-19 Policy (see attached)
2. Consideration and Action on HSD Policy 1901: Use of Transportation Funds (see attached)
3. Consideration and Action on the District's Remote Services Action Plan for Submission to the Governor's Office

V. ADJOURNMENT

Helena Public Schools Board of Trustees

Luke Muszkiewicz
Board Chair
Jeff Hindoiem
Trustee

Terry Beaver
Vice Chair
John E McEwen
Trustee

Libby Goldes
Trustee
Sarah Sullivan
Trustee

Siobhan Hathhorn
Trustee
Jennifer Walsh
Trustee

1 **Helena School District**

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3 **COVID-19 EMERGENCY POLICIES**

1901

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5 Use of Transportation Funds During Periods of School Closure

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7 Pursuant to guidance issued from the Office of Public Instruction, the Board of Trustees
8 authorizes the following expenditures of its FY20 budgeted transportation funds that are in
9 addition to traditionally authorized expenditures. The expenditures below are, as noted in OPI
10 guidance, transportation services which provide instructional services to students.

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- 12 • Transportation of food and meals used in nutritional programs.
 - 13 • Purchase of equipment to ensure food safety.
 - 14 • Providing accessibility to student services for remote learning.
 - 15 • Providing instructional materials to students, including but not limited to internet service
16 adequate to allow students to effectively access curriculum during periods of school
17 closure.
 - 18 • Cost of instructional materials, supplies, and software licenses.
 - 19 • Costs of technological equipment needed for offsite/remote instruction and study
20 purchased by the school district and loaned to students without such equipment.
 - 21 • Cost of online study.
 - 22 • Costs of providing services to students with an IEP or a plan adopted pursuant to section
23 504 of the 1973 Rehabilitation Act.
 - 24 • Costs of time off or repurposed time for staff normally paid from the transportation fund.
 - 25 • Costs to contractors of transportation services.
- 26

27 *Cost Guidelines*

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29 The Board of Trustees authorizes the Superintendent to exercise professional judgment and
30 discretion as to the necessity, quality and amount of all expenses referenced below. Aggregate
31 costs of items below are to remain within the budget limits adopted by the Board of Trustees for
32 the FY20 transportation budget, including any budget amendments adopted by the board of
33 trustees prior to the completion of FY20.

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- 35 • Any costs consistent with costs under normal operation, including costs referenced in any
36 contract to which the district is a party.
 - 37 • Actual costs of delivering meals to students at locations authorized by any and all waivers
38 of regular rules for school nutrition programs that have been adopted by the United States
39 Department of Agriculture or the Office of Public Instruction.
 - 40 • Any costs consistent with and necessary to comply with an IEP or section 504 plan.
 - 41 • Actual costs of equipment, software and service necessary to bridge digital divides or
42 provide a quality learning environment for students, including:
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- Equipment necessary to provide wi-fi in a student’s home, including any equipment qualifying for discount under the federal E-Rate program;
- Equipment necessary to allow students to effectively participate in offsite instruction with an emphasis on ensuring opportunities for real time interactions, collaboration, and effective engagement in the learning process by students.
 - Equipment purchased under this section may include any combination deemed necessary and appropriate by the Superintendent, including but not limited to mobile devices, tablets and laptops.
 - Equipment purchased under this section shall become and remain the property of the district and shall be provided to students through a loan/checkout service developed by the Superintendent.
- Software to ensure a safe and appropriate online learning experience by students of the district.
- Internet service at an adequate bandwidth to ensure full and effective use of instruction delivery and interaction methods employed by the district as part of its offsite learning program.
 - If there are multiple internet service providers in the community, the board authorizes the superintendent to choose either a single provider or to allocate/rotate selection from among all providers in the community meeting minimum bandwidth and other safety and quality standards deemed necessary and appropriate by the superintendent.

Cross Reference: 2135 K-12 Online Learning
 2070 Network Information and Communication
 7065 Contracts with Third Parties Affecting Student Records
 7520 Data Governance
 High School Student / Parent Handbook
 Middle School Student/ Parent Handbook
 Elementary Student / Parent Handbook

Legal Reference: Section 20-10-101(5), MCA – Transportation

Policy History:
Adopted on:
Reviewed on:
Revised on:
Terminated on: