



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.

Board of Trustees – Executive Committee Meeting

Tuesday, April 28, 2020 – 11:00 a.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 Executive Committee Meeting as an online meeting. This meeting will not occur at any specific location as all members will attend online.

Members of the public can 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_ZTA2ZWZmMWQtMjc1Mi00NDcwLThjMWItMTA1YzE3MDVhY2Yw%40thread.v2/0?context=%7b%22id%22%3a%22f4b4f9cd-c417-4e65-8143-10d0fe789053%22%2c%22oid%22%3a%22c065943b-e7ea-4ff8-ad53-8851a166377b%22%7d

AGENDA

I. CALL TO ORDER

- II. **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.*

III. APPROVAL OF MINUTES

April 14, 2020, Executive Committee Meeting Minutes (see attached)

Helena Public Schools Board of Trustees

Luke Muszkiewicz
Board Chair
Jeff Hindoién
Trustee

Terry Beaver
Vice Chair
John E McEwen
Trustee

Libby Goldes
Trustee
Sarah Sullivan
Trustee

Siobhan Hathhorn
Trustee
Jennifer Walsh
Trustee

IV. REVIEW OF APRIL 28, 2020, BOARD WORK SESSION AGENDA (see attached)

V. BOARD COMMENTS

VI. ADJOURNMENT

The next Executive Committee Meeting is scheduled for May 12, 2020.



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Board of Trustees – Executive Committee Meeting

Tuesday, April 14, 2020 – 11:00 a.m.

MINUTES - DRAFT

ATTENDANCE

Luke Muszkiewicz, Board Chair	Libby Goldes, Trustee
Terry Beaver, Board Vice Chair	John McEwen, Trustee
Sarah Sullivan, Past Board Chair	Tyler Ream, Superintendent
	Josh McKay, Assistant Superintendent
	Barb Ridgway, Chief of Staff
	Stacy Collette, Human Resources Director
	Janelle Mickelson, Business Services Administrator
	Gary Myers, Education Technology Coordinator
	Joslyn Davidson, Curriculum Administrator
	Rene Cloninger, member of the public

I. CALL TO ORDER

The meeting was called to order at 11:00am by Chair, Luke Muszkiewicz.

II. GENERAL PUBLIC COMMENT

No public comments were offered.

III. APPROVAL OF MINUTES

The minutes from the March 24, 2020, Executive Committee meeting were approved.

IV. REVIEW OF THE APRIL 14, 2020, BOARD MEETING AGENDA

Dr. Ream described the only change to the Remote Services Action Plan as adjustments to the grab and go meal services to align with what the governor asked. Dr. Ream praised the work of Barb Ridgway and Robert Worthy for adding two pick up locations in the Helena valley. Mr. Muszkiewicz agreed that the additional sites will increase availability for the community.

Mr. McEwen requested Stacy Collette highlight the hiring process for principals and teachers during the evening's board meeting, specifically mentioning new hires, transfers, and an overview of each process. Ms. Collette agreed, and detailed the interview process for the two principals and multi-

stepped with the final interviews including secretaries, administrators, teachers, and community members. She continued that teachers had been hired to replace retirements, resignations, and transfers, and that only employees with a signed letter of intent were listed on the personnel actions.

No decisions presently have been made regarding grading, but the decision was trending towards the traditional GPA structure with an option for students to choose a credit or no credit on each class. Middle school grading likely will align with the high schools. Elementary schools likely will have a remote learning feedback report, which will be used as a road map for the next year's teachers. The focus for the fourth quarter at the elementary level will be standards-based instruction. Dr. Ream added senior students who were on track to graduate prior to the school closure will still graduate.

Dr. Ream said that decisions regarding graduation were at the discretion of each school district. Currently, multiple plans were being developed, ranging from a traditional in-person ceremony to a fully digital ceremony, to a hybrid of the two. Those plans would be implemented based on the current situation, the orders/advisories in place, and the health and safety of the community. Dr. Ream said the district will honor the graduates in the present, whether it's a live, digital, or hybrid ceremony. Though there is no formal timeline, a decision will need to be made at least four weeks prior to the event.

Ms. Collette outlined a few changes to the health plan. Testing for COVID-19 and the doctor visit for the test now will be covered under the plan. Additionally, telemedicine options have been opened to employees, including mental health services.

Mr. Muszkiewicz said the following reports will be given: Montana School Boards Association, Helena Education Association, the student representatives' reports, and the Superintendent's Report.

Mr. Muszkiewicz asked when committee meetings will resume. Dr. Ream answered they will continue at least via Teams in May.

V. BOARD COMMENTS

Mr. Beaver asked if partners could cancel their contracts for next school year. Dr. Ream answered the district was providing funding for all staffing so the partners could keep their staffing as full as whole as possible in the event school open soon. Ms. Mickelson added, per contractual obligations, those partners could terminate their contracts with a certain days' notice, but based on the work by the district, those relationships have been strengthened.

Mr. McEwen asked for the following updates at the board meeting: 7th Ave. Gym, labor contracts, Vigilante Parade, the ability for a partial opening for hands-on learning. Dr. Ream answered those updates would be given as part of the Superintendent's Report, along with an update on the Cares Act funding.

Ms. Sullivan asked about staff morale. Dr. Ream answered it varies from person to person on a daily basis.

Ms. Goldes asked for the impact if the community is unable to pay their taxes. Ms. Mickelson answered there has been discussion about the consequences if taxes are due later than May, but she didn't believe that was a route the governor wanted to take.

VI. ADJOURNMENT

Meeting was adjourned at 12:05pm by Mr. Muszkiewicz. The next Executive Committee Meeting will be April 28, 2020.



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Board of Trustees Work Session

Tuesday, April 28, 2020

Meeting at 4:00 p.m.

Notice of Online Meeting:

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AGENDA

- I. CALL TO ORDER / PLEDGE OF ALLEGIANCE
- II. REVIEW OF AGENDA
- III. PRESENTATION: 2019 District Audit: Anthony Gerharz, Manager, Wipfli LLP (see attached)
- IV. GENERAL PUBLIC COMMENT

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V. NEW BUSINESS

A. Items for Action

Finance Related Items:

1. Elementary Tuition Fund Budget Amendment Proclamation (see attached)
2. High School Tuition Fund Budget Amendment Proclamation (see attached)
3. High School General Fund Budget Amendment Proclamation (see attached)
4. Elementary Interfund Loan Resolution (see attached)
5. High School Interfund Loan Resolution (see attached)

Bid Award Items:

6. Award Food Service Management Contract to Sodexo

Policy – COVID – 19 Policies for Adoption:

7. Policy 1900 - Temporary COVID-19 Policy - Revised (see attached)
8. Policy 1901 - Emergency Policy and Procedure – New (see attached)
9. Policy 1904 - Use of Transportation Funds – Revised (see attached)
10. Policy 1906 – Student Instruction – New (see attached)
11. Policy 1907 – School District Declaration of Emergency – New (see attached)

General/Operational Items:

12. District Reopening/Closure Planning and Recommendation
13. Declaration of an Unforeseen Emergency

B. Items for Consent

1. Approval of the 3.24.2020 Board of Trustees Work Session Minutes (see attached)

C. Items for Information

1. Update on Developing Graduation Plans for the Class of 2020

VI. SUPERINTENDENT’S REPORT

VII. BOARD COMMENTS

VIII. ADJOURNMENT

The next Board of Trustees Work Session has been scheduled for Tuesday, May 26, 2020.