



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 – Policy Committee Meeting

May Butler Center | 55 S. Rodney Ave

Thursday, February 13, 2020

MINUTES

Committee:

Libby Goldes, Committee Chair
Terry Beaver, Committee Member
John McEwen, Committee Member

Others:

Tyler Ream, Superintendent
Josh McKay, Assistant Superintendent
Barb Ridgway, Chief of Staff
Stacy Collette, Human Resources Director
Kalli Kind, Facilities Director
Elizabeth Kaleva, Attorney
Jane Shawn, HEA President

I. CALL TO ORDER / INTRODUCTIONS

The meeting was called to order at 12:00pm by Committee Chair, Libby Goldes.

II. REVIEW OF AGENDA

There were no requested changes to the agenda.

III. GENERAL PUBLIC COMMENT

There was no public comment.

IV. REVIEW OF 01.07.2020 POLICY COMMITTEE MINUTES

There were no requested changes.

V. PRESENTATION OF POLICIES FOR SECOND REVIEW

A. Policy 9000: Facility Goals

According to Ms. Ridgway, the only change to this policy was the deletion of the word “aggressive.”

Mr. Beaver questioned how Line 19 pertains to the old Warren School and questioned its benefit to children. Ms. Kind answered that, though it was on the registry of historic buildings, it was not a building in which staff or students should be. She said she will be locking it up to ensure no one enters it.

Ms. Goldes suggested adding within the Facilities Series the Facilities Department's ability to periodically review to determine if buildings are being used for the benefit of children, and if not, to determine what should be done with them.

Ms. Ridgway recommended adding an additional bullet point in Policy 9001 allowing those decisions to be made. Ms. Kind added that all buildings, not just schools, were encompassed in her regular building assessments of roofs, boilers, etc. Ms. Goldes recommended the committee view procedures that align with those policies.

Mr. Beaver asked why we were keeping buildings like the old Warren School if Policy 9000 required buildings be used for the benefit of children. Ms. Kaleva clarified that "for the benefit of children" had a wide interpretation; there is no further statutory guidance on it.

Ms. Kaleva added additional clarification that the language in the policy mirrored that in statute. Ms. Ridgway confirmed the statutory reference should be 20.6.602.

Mr. Beaver requested the addition of "security" to Lines 20-21. The committee concurred.

The policy will be presented to the full board for a second reading.

B. Policy 9001: Facility Planning

Ms. Ridgway provided an overview of the policy and listed changes since the first reading as:

- The addition of "the evolving" to the first bullet point
- The addition of community input and historical factors to bullet point one
- The addition of regulations and building codes to the second bullet point

Ms. Goldes asked if there was a standard operating procedure for when repairs are made on buildings. Ms. Kind answered that the Facilities Department's priorities are warm, safe, dry, and accessible. She added that all repairs are based on the age of the building and the urgency of the repair.

Ms. Goldes recommended adding a bullet point regarding ongoing assessment of buildings per current procedures.

Ms. Kind referenced the inclusion of community input and asked if the community had input on how district buildings were to be maintained. Ms. Goldes clarified inclusion of that language was regarding community input at the board level to maintain transparency.

Mr. McEwen requested the addition of maintaining value engineering and existing building design. Ms. Kind said that was included in current procedures. Ms. Ridgway clarified the additional bullet point as "utilization of lifecycle costing and value engineering in the design of new facilities and the maintenance and operation of existing facilities to achieve optimal initial cost along with long-term operating efficiencies."

The committee discussed whether the additions placed a greater burden on the district. It was decided to send this policy to the board, with changes, for a second reading.

VI. PRESENTATION OF POLICIES FOR FIRST REVIEW

A. Policy 9002: Facilities Master Plan

Ms. Ridgway stated, after a brief discussion at the last committee meetings, questions arose regarding the length of time required to establish a master plan. Mr. McEwen asked if a three-year plan was too ambitious. Ms. Kind questioned whether the master plan was an external document that would include bonds or whether it was a master plan at the district facilities level. She continued she couldn't project projects over a three-year period based on ongoing assessments. Dr. Ream added the master plan was meant to be dynamic to allow for urgent projects.

Dr. Ream suggested changing "completed" in Line 16 to "assessed and evaluated." Ms. Goldes recommended changing "priority" to "a listing of."

Ms. Ridgway referenced Line 9 and recommended stating a rolling plan instead of a master plan. Ms. Goldes read the proposed revision as "The master plan will cover a three-year period and will include, at a minimum, the following."

The committee agreed to forward this policy to the board for a first reading.

B. Policy 9350: District-Wide Asbestos Plan

Ms. Ridgway said that, along with lead, there is a new law requiring districts to have a policy regarding asbestos. Ms. Kaleva added it's a federal law, with funding attached, outlining if an asbestos is found, it must be remedied.

The committee agreed to forward this policy to the board for a first reading.

C. Policy 9210: Site Acquisition

Ms. Ridgway prefaced this as a first review of a new policy regarding how the district acquires sites. Ms. Kind provided clarification that if land is contiguous to current property, the policy does not apply. If the property is not contiguous to existing school district property, the purchase must receive voter approval.

Ms. Kind referenced property the county would like to gift the district. She asked if that instance, or one similar need be included in this policy. Ms. Kaleva answered it was covered under the donation/gifting policy already established. She provided additional clarification that the existing gifting policy pertained to the passive reception of gifts, while Policy 9210 pertained to the affirmative purchase of sites.

The committee agreed to forward this policy to the board for a first reading.

D. Policy 9232: Educational Specifications

Ms. Kaleva referenced the non-discrimination policy as it pertains to Policy 9232. She added clarification that as it relates to this policy, facilities must be comparable for genders per Title IX. Ms. Kind added that all buildings also are required to comply to code. Ms. Goldes requested removing language after “statutory requirements,” striking Lines 17-20.

The committee agreed to forward this policy to the board for a first reading.

VII. SUPERINTENDENT’S REPORT / BOARD COMMENTS

Mr. McEwen asked if district representatives have provided comments on Montana Administrative Rules meetings. Ms. Kaleva answered that she has attended. Ms. Ridgway answered she watches them, and district officials have attended meetings and are occasionally asked to provide input.

VIII. ADJOURNMENT

Committee Chair, Ms. Goldes, adjourned the meeting at 1:07pm.

Next Meeting: March 3, 2020 | MBC Conference Room