



Superintendent
Tyler Ream, Ed.D
324-2001

Business Manager
Janelle Mickelson
324-2040

Policy Committee Meeting

May Butler Center
55 South Rodney

Tuesday April 2, 2019

Noon – 1:00 p.m.

MINUTES

Committee:

Luke Muszkiewicz, Committee Chair/Trustee

Sanjay Talwani, Trustee

Terry Beaver, Trustee

Others:

Sarah Sullivan, Board Chair

Tyler Ream, Superintendent

Josh McKay, Assistant Superintendent

Barb Ridgway, Chief of Staff

Elizabeth “Bea” Kaleva, Attorney

I. INTRODUCTIONS

Committee Chair, Luke Muszkiewicz, called the meeting to order at 12:04 p.m.

II. REVIEW OF AGENDA

No changes.

III. GENERAL PUBLIC COMMENT

No public comment.

IV. REVIEW MARCH 4, 2019 BOARD POLICY MEETING MINUTES

No changes.

V. PRESENTATION OF POLICIES FOR FIRST REVIEW:

A. 5122 Criminal Background Investigations

Stacy Collette started the discussion giving a general outline about how the background checks are completed and how the employee is tracked in the system. After “we want to make an offer of employment...we do an electronic background check procedure through the Department of Justice by submitting fingerprints, identification...if it is successful online, we get a report back through a secure folder...if there are no felonies or

convictions in the last 10 years...we proceed and enter them in on a contract...we do this with staff, volunteers, and contractors...". Luke Muszkiewicz asked about the contractors. "Anyone who is on an active school site, we do background checks", stated Stacy Collette. Sanjay Talwani asked, "what happens if something comes up...what is the level of discretion?" Bea Kaleva stated, "Essentially it's whatever the District determines poses a danger to the safety and welfare of the children...as long as we are consistent amongst groups of people...the HR department sets that tone with direction from the Board." Extensive discussion about what the HR department considers acceptable and not acceptable. "If we are hiring someone in the Business department, sometimes we do credit checks and sometimes we do an even more extensive background check on people, depending on what the position...we are qualified to background and fingerprint check substitutes as well...", stated Bea Kaleva. A "verifiable form of identification" is the language that should be used in the procedure. "Our policy application is strict about chaperones...we have background checked them...", Stacy Collette stated. "The policy doesn't state what we do if there is a hit...", Sanjay stated. "The Department of Justice directs that part...", stated Stacy. "When Principals and Administrators talk about this, we need to make sure parents know the difference between showing up for a bake sale, or being unsupervised with children...", stated Sanjay. We need to make sure "unsupervised" is in any kind of communication with parents and volunteers. "When you have a registered sex offender, we say "no"...", stated Bea. "Should we add "overnight" to the policy?", asked Sanjay. Assistant Superintendent Josh McKay pointed out that it's important that our staff knows who has had a background check and who hasn't because those who haven't cannot be with a child unsupervised, so "why not do background checks on everyone so they don't have to worry about it?". Discussion about how to keep parents involved if a background check doesn't get approved. Luke asked, "Do keys get handed out before a background check?". "Once a background check is passed, we let the administration know and then keys will be given...", stated Stacy. "We have a standard policy that we use for everyone...", Bea stated. "Do we have the guarantee in the policy that the procedures are doing what they need to do [based on the hiring process]...", Luke asked. "When we took a look at the hiring process and the internal procedures...we have made some progress on things that we need to look as hiring managers...we also give people opportunity to address any issues that they might have had upfront...". The only change to this particular policy is the "social security card change" per Barb Ridgway. This is just about the criminal background investigation policy and we have talked about the entire hiring process policy, but the committee will take a look at the other hiring policy as well. The hiring process policy 5125 will be brought back to review at the next policy meeting. This particular policy is okay to go to the full board.

B. 2333 Participation in Commencement Exercises

This is a new policy. "This comes up frequently to recognize the fact that you cannot tell American Indian heritage students that they cannot wear cultural tribal regalia...are we going to review and tell students what they can or cannot say before the commencement...if we do review, they cannot say anything God related...if we do not, they can say just about anything...that is what the ninth circuit says...If you want me to review the speech for grammar and not content, we can, and then we can put in the commencement program that the speeches

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were not reviewed to eliminate anyone being offended...”, stated Bea. “They are competing at Capital High School for commencement speeches, so they are reviewed...but do the reviewers know what they can or cannot say”, Luke asked. “Our Principals do review the speeches”, per Assistant Superintendent Josh McKay. Someone can thank God, but they cannot talk about their faith in their speech. Can we just change “may” to “will review and will revise” on line 20 and 21. This will be moving forward to the full board.

VI. PRESENTATION OF POLICIES FOR SECOND REVIEW:

None.

VII. CONTINUE REVIEW OF POLICY MANUAL – SERIES 2000 and 3000:

None.

VIII. SUPERINTENDENTS’ REPORT

None.

IX. ADJOURNMENT

Committee Chair Muszkiewicz adjourned the meeting at 1:00 p.m.

NEXT MEETING:

June 7, 2019 – May Butler Center

Noon – 1:00 p.m