



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

May Butler Center
55 S. Rodney Ave

Tuesday, August 13, 2019 – 11:00 a.m.

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

A. June 11, 2019 Executive Committee Meeting Minutes (See Attached)

IV. REVIEW OF August 13, 2019 BOARD MEETING AGENDA (See Attached)

V. BOARD COMMENTS

VI. ADJOURNMENT

The next Executive Committee Meeting is scheduled for September 10, 2019.

Helena Public Schools Board of Trustees

Luke Muszkiewicz
Board Chair

Terry Beaver
Vice Chair

Libby Goldes
Trustee

Siobhan Hathorn
Trustee

Jeff Hindoién
Trustee

John E McEwen
Trustee

Sarah Sullivan
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Jennifer Walsh
Trustee



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Board of Trustees – Executive Committee Meeting

May Butler Center | 55 S. Rodney Ave

Tuesday June 11, 2019 – 11:00 a.m.

MINUTES - DRAFT

I. ATTENDANCE

Luke Muszkiewicz, Board Chair Tyler Ream, Superintendent of Schools
Terry Beaver, Board Vice Chair Josh McKay, Assistant Superintendent of Schools
Sarah Sullivan, Past Board Chair: Stacy Collette, Human Resources Director
excused absence

II. CALL TO ORDER

Meeting was called to order at 11:07am by Chair, Luke Muszkiewicz.

III. GENERAL PUBLIC COMMENT:

None present

IV. APPROVAL OF MINUTES

Having no changes requested, minutes were approved.

V. REVIEW OF 6-11-19 BOARD MEETING AGENDA

Mr. Muszkiewicz confirmed that this is the first time the board will be hosting student representatives in June as opposed to September – which is traditionally the first board meeting attended by the student representatives. He added that though they will be sworn in at the June 11, 2019, board meeting, they will not have to give reports. Their first reports will be at the August 13, 2019, meeting, prior to which they will meet with Superintendent Ream to meet one other and to discuss expectations for their positions. Mr. Muszkiewicz confirmed that the student representatives will be excused during any closed sessions during board meetings.

Dr. Ream reviewed the student recognitions and clarified who will be introducing each awardee. Mr. Muszkiewicz asked if there were any questions or comments regarding the student recognition and received none.

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Mr. Muszkiewicz asked for questions regarding the new business action items and received none.

Mr. Muszkiewicz requested extra copies of the multidistrict agreement be taken to the board meeting. He asked for clarification that this agreement is something that must be completed each year. Mr. Beaver inquired into how this agreement differs from prior agreements, noting that the district was previously at a 60-40 split and will now be a 65-35 split. He asked if the change in split numbers needed to be adjusted in the contractual agreement. Dr. Ream answered that while the agreement stipulates only that a split must occur, adding that it gives the district an opportunity to have a split that is most beneficial and relevant at that time. Dr. Ream agreed to ask Janelle Mickelson to clarify at the board meeting how she communicates the split to the state. Mr. Beaver asked – regarding expenditures – if the district has revenue left from the previous split, will the revenue be dispersed according to the previous split or the new one. Dr. Ream said he would ask Ms. Mickelson to address that issue during the board meeting.

Mr. Beaver questioned the Health Insurance Plan Detail 2019 -2020, specifically why the sheet showed an increase of 8% when he remembered hearing that stop loss insurance was decreasing. Ms. Collette clarified that insurance will increase an estimated 8% with the current carrier and current vendor. She added that the district did not go out for bid for the stop loss at the same time because of the extensive health insurance bid process; the committee was fatigued, however Alliant is going to bid for the Stop Loss in August and the committee will review those bids at the August 29th committee meeting and bring the recommendation to the board in September. Mr. Beaver asked for clarification that the district will wait until next year, and Ms. Collette answered that the district will review bids for Stop Loss in August. Mr. Muszkiewicz asked for a follow up to Mr. Beaver's question, inquiring what percentage of the whole cost of insurance is stop loss. Ms. Collette answered that it's relatively small – perhaps 2 to 3%.

Mr. Muszkiewicz asked (with regards to the health insurance piece) for clarification on the difference between the 1% increase described last year at this time and the 9% increase shown this year. Ms. Collette answered that the increase was smaller last year because the district "ate" the increase from its health insurance reserves. She added that the district will be able to complete a mid-year forecasting in future years to better project future increases. Mr. Beaver asked for a ballpark figure for what the district still has in reserves. Ms. Collette answered that it was 6.6%. She added that the district needs to be involved in the management and funding of the reserves. Mr. Beaver asked when the district added life insurance, and Ms. Collette answered that the district has offered life insurance for over two decades. Mr. Muszkiewicz offered appreciation for the format and research Ms. Collette puts into her supporting documents.

Mr. Beaver asked when the carpenters and electricians would finalize their contracts. Ms. Collette answered that they settled yesterday on a one-year contract. She added that the plumbers were behind on their negotiations but would settle by the end of the month.

Mr. Beaver asked for a status on the bus contract, which expires at the end of the month. Dr. Ream answered that he will consult Barb Ridgway to confirm the 2.5% increase. He added that the district did remove the activity busses from the contract and that this is the last year for the district to renew the contract before completing a public bid for the services. Mr. Beaver asked if someone was going to paint the activity busses. Dr. Ream affirmed.

Mr. Muszkiewicz inquired into the supplemental assignment – ie. coaches and directors - for personnel actions. Ms. Collette answered that she would have that information for board approval in August. Dr. Ream clarified that the two gym coordinator positions on the personnel actions had reached the end of their contracts, and the district decided not to refill those positions.

Dr. Ream added a quick follow up regarding the approval of out of district requests in relation to East Helena. According to East Helena School District's Superintendent, Ron Whitmoyer, their high school's capacity is 614.

Mr. Beaver inquired into the 3rd early kindergarten applicant. Mr. McKay answered that the school team recommended not to accept that applicant into kindergarten, but the parents would still like to speak before the board in a closed session. Mr. Muszkiewicz read from the policy that "All waivers are in the discretion of the board subject to the conditions stated in the student handbook." He asked for clarification whether a denial of a waiver should also go before the board or just acceptance of a waiver. Mr. McKay answered that the policy states that only accepted applicants must be brought before the board. Mr. Muszkiewicz asked for clarification around the process of these waivers and added that he didn't want to set a precedent for allowing any parents who disagree with an administrative decision to be able to request a closed session with the board. Dr. Ream likened it to a reinstatement of a student previously expelled, in which case a decision is voted on by the board based on administrative recommendation – the final decision comes from the board. Mr. Muszkiewicz clarified that the process is to enter a closed session with the parents with whatever they provide as background information, then enter an open session with the administrative recommendation in which the board can either vote in favor of or against the waiver. Dr. Ream mentioned that the policy may need to be cleaned up to account for the confusion surrounding the process. Mr. Muszkiewicz concurred and added that any change to the procedure should first be examined in the policy committee.

Mr. Muszkiewicz said that the entire board will be present at the June 11 board meeting except for Sarah Sullivan and Jeff Hindoin. He asked who will give the budget committee report in Mr. Hindoin's absence, and Dr. Ream offered. Mr. Muszkiewicz added that Kalli Kind will give an update on the new schools, and it was agreed that the update will be given during the facilities committee report.

Mr. Muszkiewicz asked Dr. Ream if he will give a superintendent's report, and Dr. Ream said he will not.

Mr. Muszkiewicz requested that the date listed on the agenda for the next executive board meeting be changed to the correct date of August 13, 2019.

VI. BOARD COMMENTS

None offered

VII. ADJOURNMENT

Meeting was adjourned at 12:07pm by Mr. Muszkiewicz. The next Executive Committee Meeting will be 8/13/19.



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Board of Trustees Meeting

Ray Bjork Learning Center | 1600 8th Ave | Helena MT. 59601
Tuesday, August 13, 2019 - 5:30 p.m.

AGENDA

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE

II. REVIEW OF AGENDA

III. EDUCATOR RECOGNITIONS

- A. **Mary McMahan (HHS):** Montana state-level finalist for the Montana Professional Teaching Foundation's Presidential Awards for Excellence in Mathematics and Science Teaching (PAEMST)
- B. **Jacob Warner (CHS):** Montana state-level finalist for the Montana Professional Teaching Foundation's Presidential Awards for Excellence in Mathematics and Science Teaching (PAEMST)
- C. **Linda Paull (HHS):** SHAPE Montana Award: The SHAPE Montana Awards recognize the outstanding individuals dedicated to students in our field. They serve as an inspiration for our members to continue in pursuit of excellence as professionals in Health Enhancement, Physical Education, and its allied fields

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V. NEW BUSINESS

A. **Items for Action** (*The Board of Trustees will accept Public Comment on the following items*):

- 1. Certify the Trustee's Financial Summary - Elementary FY 2018-2019 (see attached)
- 2. Certify the Trustee's Financial Summary - High School FY 2018-2019 (see attached)
- 3. Approval of Final Budget FY 2019-2020 - Elementary (see attached)
- 4. Approval of Final Budget FY 2019-2020 - High School (see attached)
- 5. Approval of HHS Water Line Replacement Bid Award

B. **Items for Information**

- 1. HSD Policy 1027: Board Member Conflict of Interests (see attached)
- 2. HSD Policy 1030: Resignations and Other Vacancies (see attached)
- 3. HSD Policy 3050: Student Discipline (see attached)
- 4. HSD Policy 4015: Conduct on School Property (see attached)

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5. HSD Policy 5020: Tobacco Products, Drug, and Alcohol-Free Workplace (see attached)
6. HSD Policy 5032: Prohibition on Aiding and Abetting Sexual Abuse (see attached)

C. Consent Items

1. Board of Trustees Work Session May 28, 2019 Minutes (see attached)
2. Board of Trustees Meeting June 11, 2019 Minutes (see attached)
3. Board of Trustees Special Meeting June 25, 2019 Minutes (see attached)
4. Board of Trustees Retreat July 10, 2019 Minutes (see attached)
5. Board of Trustees Special Meeting July 19, 2019 Minutes (see attached)
6. Approval of Personnel Actions (see attached)
7. Approval of Warrants
8. Acknowledge Discretionary Out-of-District Tuition Agreements (see attached)
9. Approval of Out-of-District Attendance Agreements (see attached)
10. Approval of FP-15 Tuition Report for Students in Day Treatment (see attached)
11. Approval of State-Paid Tuition Agreements for Students Placed in Group Homes During the 2018-19 School Year (see attached)
12. Resolution to Dispose of Personal Property – Athletic Uniforms (see attached)
13. Resolution to Dispose of Personal Property – Quilting Machine (see attached)
14. Resolution to Dispose of Personal Property – Technology Surplus

D. Reports

1. Budget & Finance Committee Report
2. Policy Committee Report
3. Facilities & Maintenance Committee Report
4. Teaching & Learning Committee Report
5. Health Benefits Committee Report
6. Montana School Boards Association Report
7. Helena Education Association Report
8. HHS / CHS Student Representatives Report

VI. SUPERINTENDENT'S REPORT

VII. BOARD COMMENTS

VIII. ADJOURNMENT

Next Regular Board Meeting: September 10, 2019

Next Board Work Session: September 24, 2019 (at Central Elementary)