



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 September 10, 2019 – 11:00 a.m.

MINUTES

I. ATTENDANCE

| | |
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| Luke Muszkiewicz, Board Chair | John McEwen, Trustee (not on committee) |
| Terry Beaver, Board Vice Chair | Tyler Ream, Superintendent |
| Sarah Sullivan, Past Board Chair | Stacy Collette, Human Resources Director |

II. CALL TO ORDER

Meeting was called to order at 11:08am by Chair, Luke Muszkiewicz.

III. GENERAL PUBLIC COMMENT:

None were present.

IV. APPROVAL OF 8.13.19 EXECUTIVE COMMITTEE MINUTES

No changes were requested.

V. REVIEW OF 9.10.19 BOARD MEETING AGENDA

Ms. Sullivan asked if Policy 5032 was a new policy. Mr. Muszkiewicz answered that it was not; it was first presented in May 2018. Mr. Muszkiewicz asked if there were attachments for Consent Item 3: "Approval of Warrants." Ms. Sullivan answered the item must be listed on each agenda. She added that though Ms. Janelle Mickelson (District Business Services Administrator) had the documents available for viewing, they were too cumbersome to attach.

Mr. Muszkiewicz asked if, regarding the water line replacement bid award, the Facilities Department had finished their additional research on the lowest bidder. Dr. Ream answered that Ms. Kali Kind (District Facilities Administrator) will clarify her findings at that board meeting that night.

Helena Public Schools Board of Trustees

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Board Chair

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Vice Chair

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Mr. Muszkiewicz noted the out-of-district tuition report showed 18 East Helena students have transferred into Helena as 9th graders. Dr. Ream confirmed. Mr. Beaver asked if all the out-of-district students had been approved by someone. Dr. Ream answered that they had all been approved by the specific school and by district administration. Mr. Muszkiewicz asked what the out-of-district fees were, and Dr. Ream answered they have remained unchanged since last year: \$0 at the elementary level and \$175 for high school. Mr. Beaver asked if each out-of-district 9th grader from East Helena was eligible to ride the bus into Helena. Dr. Ream answered that at this point they were able to, and that Ms. Kaleva (District Attorney) was working up a contract to include the Helena district's ability to pick up any out-of-district student from East Helena attending 10th-12th grade, and it would not exclude out-of-district 9th graders. He added that the district currently had the ability to pick up any siblings of 10th-12th graders.

Dr. Ream addressed Consent Item 6: Resolution to Dispose of Personal Property – Technology Surplus, stating it was the same bid from last month. Dr. Ream stated the previous winning bidder requested only a portion of the pallet, so the district has sent it back for rebid. Ms. Sullivan mentioned that Ms. Kind listed items for bid with “as is.” Dr. Ream confirmed, adding that a person can't test out items prior to bidding. Mr. Muszkiewicz asked for confirmation that a spouse of a district employee could bid, and Ms. Collette confirmed, adding that the bidder must disclose the relationship so there is no conflict of interest. Mr. Beaver asked if the district could refuse a bid. Ms. Collette answered that for other bids, it was awarded to the lowest competent bidder, but she would confirm the same was true with technology bids.

Mr. McEwen requested clarification on “Straight 8 Work Day.” Ms. Collette answered that under this scenario, employees would be on-site for eight hours and take a 20-minute paid lunch break. She added that it allows for employees in the summer months to adjust their work hours. Ms. Collette continued that it was using an old industry practice and applying it to the district's blue-collar units. Mr. McEwen asked which collective bargaining agreements included this practice, and Ms. Collette answered that it was included for electricians, custodians, carpenters, etc.

Mr. Beaver referenced the personnel actions and asked if additional gym coordinators have been hired. Ms. Collette answered that previous contracts were dissolved, but the district changed the middle school coordinators so they would be covered by supplemental pay. Ms Sullivan added that there will be one coordinator at CR Anderson and two who share the responsibilities at Helena Middle School.

VI. BOARD COMMENTS

None was offered.

VII. ADJOURNMENT

Meeting was adjourned at 11:32am by Mr. Muszkiewicz. The next Executive Committee meeting will be October 8, 2019.