



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 Meeting

Ray Bjork Learning Center | 1600 8th Ave | Helena MT. 59601
Tuesday, September 10, 2019 - 5:30 p.m.

AGENDA

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE

II. REVIEW OF AGENDA

III. 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.

IV. NEW BUSINESS

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

1. Approval and Ratification of the HPS-AFSCME Custodians and Grounds Collective Bargaining Agreement (see attached)
2. Approval and Ratification of the HPS-Electricians Collective Bargaining Agreement (see attached)
3. HSD Policy 1027: Board Member Conflict of Interests (see attached)
4. HSD Policy 1030: Resignations and Other Vacancies (see attached)
5. HSD Policy 3050: Student Discipline (see attached)
6. HSD Policy 4015: Conduct on School Property (see attached)
7. HSD Policy 5020: Tobacco Products, Drug, and Alcohol-Free Workplace (see attached)
8. HSD Policy 5032: Prohibition on Aiding and Abetting Sexual Abuse (see attached)
9. HHS Water Line Replacement Award (see attached)

B. Items for Information

1. HSD Policy 3010: School Admissions (see attached)
2. HSD Policy 5256: Reduction in Force (see attached)
3. HSD Policy 7005: Revenue and Investments (see attached)

Helena Public Schools Board of Trustees

Luke Muszkiewicz
Board Chair

Terry Beaver
Vice Chair

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Trustee

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C. Consent Items

1. Board of Trustees Meeting: August 13, 2019 Minutes (see attached)
2. Approval of Personnel Actions (see attached)
3. Approval of Warrants
4. Acknowledge Discretionary Out-of-District Tuition Agreements (see attached)
5. Approval of Out-of-District Attendance Agreements (see attached)
6. Resolution to Dispose of Personal Property – Technology Surplus (see attached)

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 Board Work Session: September 24, 2019 (at Central Elementary Commons)
Next Regular Board Meeting: October 8, 2019

Board of Trustees Work Session



Approval of HPS – AFSCME Custodians and Grounds Collective Bargaining Agreement

I. NEW BUSINESS

A. Items for Action

1. Approval and Ratification of the HPS-AFSCME Custodians and Grounds Collective Bargaining Agreement.
-

Background:

Pursuant to 39-31-306, MCA, an agreement reached by the public employer and the exclusive representative must be reduced to writing and must be executed by both parties.

The HPS and AFSCME reached a tentative agreement on Thursday, June 27, 2019. AFSCME ratified the tentative agreement to the contract in July. The contract passed by a majority vote. The District negotiation team recommends ratification.

A high-level summary of the changes to the terms and conditions of the contract are noted below. Upon the Board's approval, a final copy will be made available electronically.

- Two-year agreement from July 1, 2019 – June 30, 2021
- Insurance: Increase the cafeteria contribution from \$740 to \$781 per month (this maintains single health insurance and life insurance for each employee) year one. Year two increase the cafeteria amount from \$781 to \$822. If in year two the plan does not require the additional \$41 per month, the district will contribute the amount required by the Health Insurance Committee.
- We negotiated a vacation bid process for the year – to create opportunity for better coverage and ensure staff could take time when they want – during the school term.
- We agreed to have a monthly labor management committee meeting to address any issues
- We agreed to a central maintenance personnel stipend change from .90 per hour to \$1.75 per hour.
- We also required on call time for all employees of the unit; which already guarantees 2 hours of pay; but shifts the burden to all employees and does not leave opportunity for refusal for on call.
- Removed antiquated contracting language out of the contract.
- Pay:
Year One: 8% increase: from \$14.62 starting pay to \$16.01 per hour.
Year Two: 0% increase.
- New Holiday: Martin Luther King Day
- Retirement Pay changed from \$100 per year to \$125 per year of service paid out at retirement.
- Language:
Adjusted the dues language in accordance with the Janis Lawsuit - removing the requirement for representation fee and clarifying information sources (the Union)
Added new employee orientation language which allows AFSCME representatives to talk with employees (similarly to what HEA does with teachers)

Considerations:

- AFSCME and HPS have a collaborative relationship and productive negotiations history.
- This agreement supports the directive of the Board to support our employees and address issues relative to the district budget.

Superintendent recommendation:

Approve and ratify the collective bargaining agreement as agreed upon between HPS and AFSCME.

Board of Trustees

Approval of HPS – ELECTRICIANS Collective Bargaining Agreement



I. NEW BUSINESS

A. Items for Action

2. Approval and Ratification of the HPS-Electricians Collective Bargaining Agreement.
-

Background:

Pursuant to 39-31-306, MCA, an agreement reached by the public employer and the exclusive representative must be reduced to writing and must be executed by both parties.

The HPS and the Electricians Union (IBEW), reached a tentative agreement on Thursday, September 5, 2019. The Union ratified the tentative agreement to the contract unanimously. The District negotiation team recommends ratification.

A high-level summary of the changes to the terms and conditions of the contract are noted below. Upon the Board's approval, a final copy will be made available electronically.

- One-year agreement from July 1, 2019- June 30, 2020.
- Insurance: Increase the cafeteria contribution from \$740 to \$781 per month (this maintains single health insurance and life insurance for each employee) year one
- Pay:
Electrician: \$1.06 increase in wages (\$30.53 to \$31.59) – commensurate with downtown agreements.
- New Holidays: Martin Luther King Day, President's Day, the day before or after 4th of July – (implement in 2019), and the day before or after Christmas Day.
- Language:
Added straight-8 language equivalent to the rest of the craft agreements (work 7a-3p in the summer).

Considerations:

- HPS and the Electricians have had a long-standing collaborative relationship and continue to foster that through negotiations and good communications.
- This agreement supports the directive of the Board to support our employees and address issues relative to the district budget.

Superintendent recommendation:

Approve and ratify the collective bargaining agreement as agreed upon between HPS and the Electricians Agreements.

2
3 SCHOOL DISTRICT ORGANIZATION

4
5 Board Member Conflict of Interest

6 Board members are expected to be familiar with and observe those provisions of Montana law
7 that define school board authority and govern conflict of interest. Board members shall not only
8 to adhere to all laws regarding conflict of interest, but also to be alert to situations that may have
9 the appearance of a conflict of interest and to avoid actions that might compromise himself or
10 herself or the Board. Therefore, a trustee may not:

- 11 • engage in a substantial financial transaction for the trustee’s private business
12 purpose with a person whom the trustee inspects or supervises in the course of
13 official duties;
- 14 • perform an official act directly and substantially affecting, to its economic benefit,
15 a business or other undertaking in which the trustee has a substantial financial
16 interest or is engaged as counsel, consultant, representative or agent;
- 17 • act as an agent or solicitor in the sale or supply of goods or services to the
18 District;
- 19 • have a pecuniary interest, directly or indirectly, in any contract made by the Board
20 when the trustee has more than a 10% interest;
- 21 • ~~perform an official act directly and substantially affecting a business or other~~
22 ~~undertaking to its economic detriment a business or other undertaking in~~
23 ~~which the trustee has a substantial personal interest in a competing firm or~~
24 ~~undertaking;~~
- 25 • perform an official act directly and substantially affecting to its economic benefit
26 a business or other undertaking in which the trustee either has a substantial
27 financial interest or is engaged as counsel, consultant, representative, or agent;
- 28 • be employed in any capacity by the District, except to officiate at athletic
29 competitions under the auspices of the Montana Officials Association; or
- 30 • take part in the appointment or employment of any person related or connected by
31 blood within the 4th degree or by marriage within the 2nd degree, except as
32 provided by statute.

33

34 Legal References:	<u>§ 2-2-105, MCA</u>	<u>Ethical Requirements for Public Officers and</u>
		<u>Public Employees</u>
	<u>§ 2-2-121, MCA</u>	<u>Rules of Conduct for Public Officers and Public</u>
		<u>Employees</u>
	§ 20-9-204, MCA	Conflict of interest
	§ 20-1-201, MCA	School officers not to act as agents
	§ 2-2-302, MCA	Appointment of relative to office of trust or
		emolument unlawful -- exceptions -- publication of
		notice.

43 Cross Reference:

45 Policy History:
46 Adopted on:
47 Revised on:

2.8.2011

8.6.2019 Policy Committee – 1st Reading
9.3.2019 Policy Committee – 2nd Reading

8.12.2019 Full Board – 1st Reading
9.10.2019 Full Board – 2nd Reading

2
3 SCHOOL DISTRICT ORGANIZATION

4
5 Resignations and Other Vacancies

6
7 Any elected trustee position shall be vacant whenever the incumbent:

- 8
- 9 (1) dies;
- 10 (2) resigns;
- 11 (3) moves his residence from the District, or from the nominating district in the case of
- 12 an additional trustee in a high school district;
- 13 (4) is no longer a registered elector of the District;
- 14 (5) is absent from the District for 60 consecutive days;
- 15 (6) fails to attend three consecutive meetings of the trustees without a good excuse;
- 16 (7) has been removed under the provisions of § 20-3-310, MCA; or
- 17 (8) ceases to have the capacity to hold office under any other provision of law.
- 18

19 A trustee position also shall be vacant when an elected candidate fails to qualify under the
 20 provisions of § 20-3-307, MCA. A resignation of a trustee, for whatever reason, must be
 21 submitted in writing to the Clerk of the District **and shall specify an effective date.** ~~A~~
 22 ~~resignation is effective seventy-two (72) hours after its submission unless withdrawn during~~
 23 ~~that period by the trustee in writing and delivered to the Clerk of the District.~~

24
 25 When a trustee vacancy occurs, the remaining trustees shall declare the position vacant and shall
 26 fill such vacancy by appointment. The Board may request applications from any qualified
 27 persons seeking to fill the position, and may appoint one (1) candidate to fill the position.
 28 Should the Board fail to fill a vacancy within sixty (60) days from the declaration of such
 29 vacancy, the county superintendent shall appoint, in writing, a competent person to fill such
 30 vacancy. An appointee shall qualify by completing and filing an oath of office with the county
 31 superintendent with fifteen (15) days after receiving notice of appointment and shall serve until
 32 the next regularly scheduled school election and a successor has qualified.

33

34 Legal Reference:	§ 2-16-502, MCA	Resignations
	§ 20-3-307, MCA	Qualification and oath
	§ 20-3-308, MCA	Vacancy of trustee position
	§ 20-3-309, MCA	Filing vacated trustee position – appointee qualification and term of office

39
40 Cross References:

41
42 Policy History:

43 Adopted on: 2.8.2011
 44 Revised on:
 45

2
3 STUDENTS

4
5 Student Discipline

6
7 Students are expected to conduct themselves within the bounds set by the Board and the
8 administrative regulations set forth by the Superintendent. Consideration for the rights and well-
9 being of others, cooperation with all members of the school community and respect for oneself and
10 others are the basic principles guiding student behavior.

11
12 The primary responsibility for student discipline within the school rests with the Principal. The
13 primary responsibility for the maintenance of discipline within the classroom lies with the individual
14 classroom teacher. Corporal punishment shall not be used. Corporal punishment does not include
15 reasonable force as needed to maintain safety for students, staff, or other persons, or for the purpose
16 of self-defense or defense of property.

17
18 Disciplinary action may be taken against any student in violation of the Student Code of Conduct.
19 Disciplinary action may range from conferring with a teacher to expulsion from school. Continued
20 infractions will have a cumulative effect in terms of disciplinary action.

21
22 These grounds stated above below for disciplinary action apply whenever a student’s conduct is
23 reasonably related to school or school activities, including, but not limited to the circumstances set
24 forth below:

- 25 · On, or within sight of, school grounds before, during, or after school hours or at any other
- 26 time when school is being used by a school group;
- 27 · Off school grounds at a school-sponsored activity or event or any activity or event that bears
- 28 a reasonable relationship to school;
- 29 · Travel to and from school or a school activity, function, or event;
- 30 · Anywhere if conduct may reasonably be considered to be a threat or an attempted
- 31 intimidation of a staff member, an interference with school purposes or an educational
- 32 function, a threat to the safety and welfare of the student population, or conduct that
- 33 detrimentally effects the climate or efficient operations of the school.

34
35 A student is in violation of the Student Code of Conduct if the student engages in any inappropriate
36 behavior, including but not limited to:

- 37
- 38 · Using, possessing, distributing, purchasing, or selling tobacco **products, ~~or~~ vapor products,**
- 39 **or alternative nicotine products** (tobacco includes, but is not limited to, cigarettes, cigars,
- 40 snuff, smoking tobacco, smokeless tobacco, ~~alternative nicotine product~~, or any other
- 41 tobacco or nicotine innovation);
- 42 · Using, possessing, distributing, purchasing, or selling alcoholic beverages **including**
- 43 **powdered alcohol or any other alcohol innovation.**
- 44 · Using, possessing, distributing, purchasing, or selling illegal drugs or controlled substances,
- 45 including medical marijuana, look-alike drugs, and drug paraphernalia.

- 46 · Using, possessing, controlling, or transferring a weapon in violation of the “Possession of a
- 47 Weapon in a School Building” section of this policy.
- 48 · Using, possessing, controlling, or transferring any object that reasonably could be considered
- 49 or used as a weapon.
- 50 · Disobeying directives from staff or disobeying rules governing student conduct.
- 51 · Using violence, force, coercion, intimidation or other comparable conduct toward anyone or
- 52 urging other students to engage in such conduct.
- 53 · Causing or attempting to cause damage to, or stealing or attempting to steal, school property
- 54 or another person’s property.
- 55 · Engaging in any activity that constitutes an interference with school purposes or an
- 56 educational function or any other disruptive activity.
- 57 · Unexcused absenteeism.
- 58 · Misconduct of any sort on any means of District transportation.
- 59 · Hazing or bullying, including cyberbullying.
- 60 · Forging any signature or making any false entry or attempting to authorize any document
- 61 used or intended to be used in connection with the operation of a school.

62

63 *Gun Free Schools*

64

65 The Board is obligated to expel **for a definite period of time of at least one (1) calendar year** any

66 student who uses, possesses, controls, or transfers a firearm. The Board hereby authorizes the

67 Superintendent to modify the disciplinary action on a case-by-case basis **including implementing**

68 **lower levels of discipline that do not include a recommendation for expulsion.**

69

70 *Possession of a Weapon in a School Building*

71

72 The District will refer to law enforcement any person who possesses, carries, or stores a weapon in a

73 school building, except as provided below. For the purposes of this section only, “school building”

74 means all buildings owned or leased by the District that are used for instruction or for student

75 activities; "weapon" means any type of firearm, a knife with a blade 4 or more inches in length, a

76 sword, a straight razor, a throwing star, nun-chucks, brass or other metal knuckles, or any other

77 article or instrument possessed with the purpose to commit a criminal offense. The Board may grant

78 persons advance permission to possess, carry, or store a weapon in a school building. All persons

79 who wish to possess, carry, or store a weapon in a school building must request permission of the

80 Board at a regular meeting. The Board has sole discretion in deciding whether to allow a person to

81 possess, carry, or store a weapon in a school building.

82

83 Legal References:

84	§ 16-11-302, MCA	Definitions
85	§ 20-1-220, MCA	Use of tobacco products in public school building or on public
86		school property prohibited
87	§ 20-4-302, MCA	Discipline and punishment of pupils
88	§ 20-5-202, MCA	Suspension and Expulsion
89	§ 45-8-361, MCA	Possession of a weapon in school building
90	§ 45-8-317, MCA	Exceptions
91	§§ 50-46-301 et seq., MCA	Montana Marijuana Act

92 20 USC §§ 7101 et seq. Safe and Drug-Free Schools & Communities Act
93 20 USC § 7961 Gun-Free requirements

94

95 Cross References:

96

97 Policy History:

98 Adopted on: 3.26.2013

99 Revised on: 8.15.2017

100

101

2
3 SCHOOL/COMMUNITY RELATIONS

4
5 Conduct on School Property

6
7 In addition to prohibitions stated in other District policies, no person on school property shall:

- 8
- 9 . Injure or threaten to injure another person;
- 10 . Damage another’s property or that of the District;
- 11 . Violate any provision of the criminal law of the state of Montana or town or
- 12 county ordinance;
- 13 . Smoke or otherwise use a tobacco product, ~~or~~ vapor products, or alternative
- 14 nicotine product (tobacco includes, but is not limited to, cigarettes, cigars, snuff,
- 15 smoking tobacco, smokeless tobacco, ~~alternative nicotine product~~, or any other
- 16 tobacco or nicotine innovation);
- 17 . Consume, possess, or distribute alcoholic beverages including powdered alcohol
- 18 or any alcohol innovations, illegal drugs, including medical marijuana, or
- 19 possess dangerous weapons at any time;
- 20 . Impede, delay, or otherwise interfere with the orderly conduct of the District’s
- 21 educational program or any other activity occurring on school property;
- 22 . Use vulgar or obscene language or gestures;
- 23 . Disregard the directives of school officials or security personnel;
- 24 . Enter upon any portion of school premises at any time for purposes other than
- 25 those which are lawful and authorized by the Board; or
- 26 . Violate other District rules and regulations.
- 27

28 “School property” means within school buildings, in vehicles used for school purposes, or on
29 owned or leased school grounds. These regulations are in effect year round, and during all
30 District extra or co-curricular activities. District administrators will take appropriate action as
31 circumstances warrant, up to an including recommending that the individual violating this policy
32 be denied access to District property. If a recommendation is made to the Board to deny access
33 to District property to an individual, that individual will be notified of date, time and place of the
34 meeting of the Board as well as of the specific allegations to be presented to the Board.

35
36 Legal References:

37 § 16-11-302, MCA	Definitions
38 § 20-1-206, MCA	Disturbance of school
39 § 20-1-220, MCA	Use of tobacco products in public school building or on 40 public school property prohibited
41 § 45-8-361, MCA	Possession of a weapon in a school building
42 §§ 50-46-301 et seq., MCA	Montana Marijuana Act
43 20 USC §§ 7101 et seq.	Safe and Drug Free Schools & Communities Act

44
45 Cross References:

46
47 Policy History:

48 Adopted on: 12.9.2014
49 Revised on:

2
3 PERSONNEL

4
5 **Tobacco Product, Drug, and Alcohol Free Workplace**

6
7 All District workplaces are **tobacco product**, drug and alcohol **product** free. All employees are
8 prohibited from:

- 9
- 10 · **Smoking or otherwise using a tobacco product, vapor product, or alternative**
- 11 **nicotine product (tobacco includes, but is not limited to, cigarettes, cigars,**
- 12 **snuff, smoking tobacco, smokeless tobacco, or any other tobacco or nicotine**
- 13 **innovation) while on District premises or while performing work for the**
- 14 **District;**
- 15 · Unlawfully manufacturing, dispensing, distributing, possessing, using, or being under
- 16 the influence of a controlled substance while on District premises or while performing
- 17 work for the District; and
- 18 · Distributing, consuming, using, possessing, or being under the influence of alcohol
- 19 while on District premises or while performing work for the District.
- 20

21 **Nothing herein prohibits an employee from using a smoking cessation product on school**

22 **property. Upon prior notice and approval by a building administrator, a teacher or other**

23 **employee may possess a tobacco product, vapor product, or alternative nicotine product in a**

24 **classroom or otherwise on school property as part of a lecture, demonstration, or educational**

25 **forum concerning the risks associated with the use of a tobacco product, vapor product, or**

26 **alternative nicotine product.**

27

28 For purposes of this policy, a controlled substance is one that is not legally attainable, being used in

29 a manner other than as prescribed, legally obtainable but has not been legally obtained or referenced

30 in federal or state controlled-substance acts. For purposes of this policy, a controlled substance

31 includes medical marijuana. Any employee must notify his or her supervisor of his or her

32 conviction under any criminal drug statute, for a violation occurring on District premises or while

33 performing work for the District, no later than five (5) days after such conviction.

34

35 In order to make employees aware of dangers of drug and alcohol abuse, the District will endeavor

36 to:

- 37
- 38 · Provide each employee with notice of the District drug- and alcohol-free workplace
- 39 policy;
- 40 · Enlist the aid of community and state agencies with drug and alcohol informational
- 41 and rehabilitation programs, to provide information to District employees; and
- 42 · Inform employees of available drug and alcohol counseling, rehabilitation, reentry,
- 43 and any employee-assistance programs.
- 44

45 An employee who violates this policy may be subject to disciplinary action, including termination.

46 Should District employees be engaged in the performance of work under a federal contract or grant,
47 or under a state contract or grant of \$5,000 or more, the Superintendent will notify the appropriate
48 state or federal agency from which the District receives contract or grant moneys of an employee's
49 conviction, within ten (10) days after receiving notice of the conviction

50
51 Legal References: 20 USC 7101 Safe and Drug Free Schools & Community Act
52 **§ 20-1-220, MCA** **Use of tobacco products in public school**
53 **building or on public school property**
54 **prohibited**
55 § 50-46-101 *et al.*, MCA Montana Medical Marijuana Act
56 10.57.601a, ARM Definition of Immoral Conduct

57
58 Cross References:

59
60 Policy History:

61 Adopted on: 8.12.2013

62 Revised on:

63

2
3 PERSONNEL

4
5 Prohibition on Aiding and Abetting Sexual Abuse

6
7 The District prohibits any individual who is a school employee, **trustee, officer,** contractor, or
8 agent from assisting a **current or former** school employee, contractor, or agent in obtaining **a**
9 new **job employment** who knows or has probable cause to believe that such person engaged in
10 sexual misconduct regarding a minor or student in violation of law. Assisting a person in
11 obtaining **a new job employment** does not include the routine transmission of administrative or
12 personnel files.

13 This prohibition does not apply if the information giving rise to probable cause:

- 14 1. Has been properly reported to a law enforcement agency with jurisdiction over the
- 15 alleged misconduct and any other authorities required by federal, state or local law,
- 16 including, but not limited to Title IX; and
- 17 2. One of the following three circumstances has occurred:
 - 18 a. the matter has been officially closed or the prosecutor or police with jurisdiction
 - 19 over the alleged misconduct has investigated the allegations and notified school
 - 20 officials there is insufficient information to establish probable cause that the
 - 21 school employee, contractor, or agent **engaged committed or attempted,**
 - 22 **solicited, or conspired to commit the violation of local, state, and/or federal**
 - 23 **law involving in sexual misconduct regarding** a minor or student **in violation**
 - 24 **of law;**
 - 25 b. the school employee, contractor, or agent has been charged with, and acquitted or
 - 26 otherwise exonerated of the alleged misconduct; or
 - 27 c. the case or investigation remains open and there have been no charges filed
 - 28 against or indictment of the school employee, contractor, or agent more than four
 - 29 years from the date the information was reported to law enforcement.

30
31
32 Legal References: §§ 8038, 8556 Every Student Succeeds Act

33
34 Title IX, 20 U.S.C. 1681 et seq.
35 § 20-4-110, MCA Letter of reprimand, suspension, revocation, and denial
36 of certificate
37 §45-5-501, MCA et seq. Definitions
38 §41-3-101, MCA et seq. Declaration of Policy
39 Senate Bill 132

40
41
42 Cross References:

43
44 Policy History:

45 Adopted on: 5.28.2018

46 Revised on:

8.6.2019 Policy Committee – 1st Reading
9.3.2019 Policy Committee – 2nd Reading

8.12.2019 Full Board – 1st Reading
9.10.2019 Full Board – 2nd Reading



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Engineers and Land Surveyors

3530 Centennial Drive, Helena, MT 59601 | phone: 406-442-8594 | fax: 406-442-8557
851 Bridger Drive, Suite 1, Bozeman, MT 59715 | phone: 406-522-8594 | fax: 406-522-9528
2223 Montana Ave., Suite 201 Billings, MT 59101 | phone: 406-601-4055 | fax: 406-601-4062

Public Bid Opening

Project Name: HELENA HIGHT WATER SERVICE REPAIRMENT Location Bid Opening: HSD FACILITIES
 Project Number: 1200-02319 Time of Bid Opening: 3:30 PM
 Project Location: HELENA Bid Opening Date: 8/12/19

Bidder (Name)	Bid Security	Address Addendums	Bid Price	
1) <u>MJD CONCRETE</u>	<u>YES - MARKET</u>	<input checked="" type="checkbox"/>	<u>\$ 168,750⁰⁰</u>	<u>CORP.</u>
2) <u>MT UNDERGROUND</u>	<u>YES - LIBRARY</u>	<input checked="" type="checkbox"/>	<u>\$ 182,592⁰⁰</u>	<u>CORP.</u>

ATTENDANCE:
 GREG WIRTH - STAHLY
 ROB BREWER - HSD
 MANTY LOGAN - MJD CONCRETE

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address):

MJD CONTRACTING LLC
12 Ponderosa Road
Clancy, MT 59634

SURETY (Name and Address of Principal Place of Business):

Markel Insurance Company
4521 Highwoods Parkway
Glen Allen, VA 23060

OWNER (Name and Address):

Helena School District No. 1
1201 Boulder Avenue
Helena, MT 59601

BID

Bid Due Date: August 12th, 2019

Description (Project Name and Include Location): Helena High School Water Service Replacement

BOND

Bond Number: MJD081219

Date (Not earlier than Bid due date): August 12th, 2019

Penal Sum Ten Percent

(Words)

\$ 10.00%

(Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

MJD CONTRACTING LLC(Seal)

Bidder's Name and Corporate Seal

By: Marty Logan
Signature

Marty Logan
Print Name

Managing Member
Title

Attest: [Signature]
Signature

Secretary
Title

SURETY

Markel Insurance Company (Seal)

Surety's Name and Corporate Seal

By: Dale J. Anderson
Signature (Attach Power of Attorney)

Dale J. Anderson
Print Name

Attorney-In-Fact
Title

Attest: [Signature]
Signature

Customer Service Agent
Title

Note: Above addresses are to be used for giving any required notice. Provide execution by any additional parties, such as joint venturers, if necessary.

Markel Insurance Company

LIMITED POWER OF ATTORNEY

Know All Men by These Presents, That MARKEL INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Illinois, and having its principal administrative office in Glen Allen, Virginia, does by these presents make, constitute and appoint

Timothy G Lightbourne, Dale J Anderson, Stephani L Cordeiro, Dianne Meinhardt

its true and lawful Attorney-in-fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings of other instruments or contracts of suretyship to include waivers to the conditions of contracts and consents of surety for, providing the bond penalty does not exceed

Fifty Million and 00/100 Dollars (\$50,000,000.00)

and to bind the Company thereby as fully and to the same extent as if such bond were signed by the President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution of the Board of Directors of Markel Insurance Company:

RESOLVED, that the President, any Senior Vice President, Vice President, Assistant Vice President, Secretary, Assistant Secretary or Assistant Treasurer shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for on behalf of the Company, subject to the following provisions:

Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Secretary.

FURTHER RESOLVED, that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached.

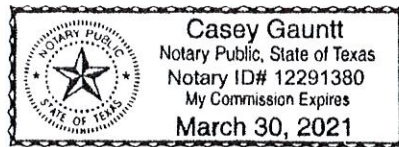
In Witness Whereof, MARKEL INSURANCE COMPANY has caused these presents to be signed by its Senior Vice President, and its corporate seal to be hereto affixed this 2nd day of July, 2019.

Commonwealth of Virginia
Henrico County

MARKEL INSURANCE COMPANY

By: [Signature]
Robin Russo, Senior Vice President

On this 2nd day of July, 2019 before me personally came Robin Russo, to me known, who being by me duly sworn, did depose and say that he resides in Henrico County, Virginia, the he is Senior Vice President of MARKEL INSURANCE COMPANY, the company described in and which executed the above instrument; that he knows the seal of said Company; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said Company; and that he signed his name thereto by like order.



By: [Signature]
Casey Gauntt, Notary Public

I, Richard R. Grinnan, Vice President and Secretary of MARKEL INSURANCE COMPANY, do hereby certify that the above and foregoing is true and correct copy of a Power of Attorney, executed by said Company, which is still in full force and effect; and, furthermore, the resolutions of the Board of Directors, set out in the Power of Attorney are in full force and effect.

Given under my hand and the seal of said Company at Glen Allen, Virginia this 12th day of August, 2019.

By: [Signature]
Richard R. Grinnan,
Vice President and Secretary

Any instrument issued in excess of the penalty stated above is totally void and without any validity. 2610001

For verification of the authority of this Power you may call (713) 812-0800 on any business day between 8:30 AM and 5:00 PM CST.

**SECTION 00300
BID FORM**

PROJECT IDENTIFICATION:

HELENA HIGH SCHOOL WATER SERVICE REPLACEMENT
HELENA SCHOOL DISTRICT NO. 1

THIS BID SUBMITTED TO:

HELENA SCHOOL DISTRICT NO. 1
ATTN: KALLI KIND
1201 BOULDER AVENUE
HELENA, MT 59601

- 1.01 The undersigned Bidder proposes and agrees if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents, to perform and furnish all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.
- 2.01 Bidder accepts all of the terms and conditions of the Advertisement or Invitation to Bid, and Instructions to Bidders, including without limitations those dealing with the disposition of Bid Security. This Bid will remain subject to acceptance for sixty (60) days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.
- 3.01 In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:
 - A. Bidder has examined and carefully studied the Bidding Documents, other related data identified in the Bidding Documents, and the following Addenda, receipt of all which is hereby acknowledged:

Addendum No.	Addendum Date
<u> 1 </u>	<u> 8-8-19 </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

- B. Bidder has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work
- C. Bidder is familiar with and is satisfied as to all federal, state and local Laws and Regulations that may affect cost, progress, and performance of the Work.

- D. Bidder has carefully studied all (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site (except Underground Facilities) which have been identified in the Special Provisions as provided in paragraph 4.02 of the General Conditions, and (2) reports and drawings of a Hazard Environmental Condition, if any, which has been identified in the Special Provisions as provided in paragraph 4.06 of the General Conditions.
 - E. Bidder has obtained and carefully studied (or assumes responsibility for having done so) all additional or supplementary examinations, investigations, explorations, tests, studies and data concerning conditions (surface, subsurface and Underground Facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents to be employed by Bidder, and safety precautions and programs incident thereto.
 - F. Bidder does not consider that any further examinations, investigations, explorations, tests, studies or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
 - G. Bidder is aware of the general nature of the Work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
 - H. Bidder has correlated the information known to Bidder, information and observations obtained from visits to the Site, reports and drawings identified in the Bidding Documents, and all additional examinations, investigations, explorations, tests, studies and data with the Bidding Documents.
 - I. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Engineer is acceptable to Bidder .
 - J. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.
- 4.01 Bidder further represents that this Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from

bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.

The Bidder certifies that no official of the Owner, Engineer or any member of such officials immediate family, has direct or indirect interest in the pecuniary profits or Contracts of the Bidder.

- 5.01 The Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

TOTAL LUMP SUM BASE BID NUMBER ONE

Sum of One hundred sixty eight thousand
seven hundred fifty 00/100 Dollars (\$ 168,750)
(Price in written words)

- A. The OWNER reserves the right to reject any or all bids.
- 6.01 Bidder agrees that the Work will be substantially completed and competed and ready for final payment in accordance with 14.07 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work within the times specified above, which shall be stated in the Agreement.
- 7.01 The following documents are attached to and made a condition of the Bid:
- A. Required Bid security in the amount of 10% of the maximum Bid price including alternates, if any, and in the form of a Bid Bond identified in the Instructions To Bidders.
- 8.01 The terms used in this Bid with the initial capital letters have the meanings indicated in the Instructions To Bidders, General Conditions, and the Supplementary Conditions.

SUBMITTED on August 12, 20 19.

Montana Contractor's Registration # (if any) 248582.

Employers Tax ID No. 83-3435089.

If BIDDER is:

An Individual: _____
(Name Typed or Printed)

By _____
(Individual's Signature)

Doing business as _____

Business Address: _____

Phone No.: _____ FAX No.: _____

A Partnership: _____
(Partnership Name)

By _____
(Signature)

_____ (Name Typed or Printed)

Business Address: _____

Phone No.: _____ FAX No.: _____

A Corporation: MJD Contracting, LLC
(Corporation Name)

State of Incorporation: MT

Type (General Business, Professional, Service, Limited Liability): _____

By: Marty Logan - Marty Logan
(Signature of person authorized to sign)

Title: Managing Member

Attest: [Signature]
(Signature)

Business Address: 12 Ponderosa Rd - Clancy, MT 59634

Phone No.: 406-461-2342 FAX No.: Please email

Date of Qualification to do Business Is: 2/5/19



A Joint Venture: Each Joint Venture Must Sign

Joint Venturer Name: _____
(Name)

By: _____
(Signature of Joint Venture Partner)

Name: _____
(Name, printed or typed)

Title: _____

Business Address: _____

Phone No.: _____ FAX No.: _____

Joint Venturer Name: _____
(Name)

By: _____
(Signature of Joint Venture Partner)

Name: _____
(Name, printed or typed)

Title: _____

Business Address: _____

Phone No.: _____ FAX No.: _____

Address of Joint Venture for Receipt of Official Communication:

Address: _____

Phone No.: _____ FAX No.: _____

(Each Joint Venture must sign. The manner of signing for each individual, partnership and corporation that is a party to the joint venture should be in the manner indicated above.)

END OF SECTION

2
3 STUDENTS

4
5 School Admissions

6
7 *Age*

8
9 No pupil may be enrolled in the kindergarten or first grade whose 5th ~~or 6th~~ birthday does not occur
10 on or before September 10 of the school year in which child registers to enter school. A parent may
11 request a waiver of the age requirement. All waivers are ~~in~~ at the discretion of and subject to the
12 approval of the Board. ~~A student who meets the 6-year-old requirement to enter 1st grade, but~~
13 ~~who has not completed a kindergarten program, will be tested and placed at the discretion of~~
14 ~~the administration.~~ No pupil may be enrolled in the District if that pupil has reached his or her 19th
15 birthday on or before September 10 of the school year in which the child registers to enter school. A
16 student may request A waiver of the age limitation, ~~which~~ must be reviewed and approved by the
17 Board in an executive session.

18
19 *Entrance – Identity and Immunization*

20
21 Students enrolling in the District for the first time must present a birth certificate or other reliable
22 proof of identity and age within 40 days, as well as proof of residence, and immunization from
23 disease as required by Montana. Students who are homeless, in foster care, or are the child of a
24 military family are entitled to immediate enrollment regardless of presentation of the required
25 documentation. If the parent of the student does not provide proof of identification within 40 days,
26 the District shall notify the Missing Children Information Program and a local law enforcement
27 authority of the fact that no proof of identity has been presented for the child. Nonresident students
28 shall be admitted when required by law or as permitted by District policy. A student who transfers
29 from one school district to another may photocopy immunization records in the possession of the
30 school of origin. The District shall accept the photocopy as evidence of immunization. ~~Within 30~~
31 ~~days after a transferring pupil ceases attendance at the school of origin, the District should have the~~
32 ~~original immunization records.~~ Within 30 days after a student transfers out of a school and enrolls in
33 a new school, the original school should have sent the original immunization records to the new
34 school in which the student has newly enrolled.

35
36 ~~When a parent signs and files with the District, prior to the commencement of attendance each~~
37 ~~school year, a notarized affidavit on a form prescribed by the State of Montana stating that~~
38 ~~immunization is contrary to the religious tenets and practices of the parent. Immunization of the~~
39 ~~student seeking to attend in the District will not be required prior to attendance.~~

40
41 Parents who choose not to immunize their child based on religious tenets or personal practices must
42 annually submit to the District a signed and notarized affidavit on the form prescribed by the State of
43 Montana. The form must be presented to the District prior to the child’s first day of attendance. The
44 statement must be maintained as part of the student's immunization records. The District will also
45 accept medical exemptions as required by law.

47 *Placement*

48
49 The goal of the District shall be to place students at levels and in settings that will enhance the
50 probability of student success. Developmental testing, together with other relevant criteria,
51 including but not limited to, health, maturity, emotional stability, and developmental disabilities,
52 may be considered in the placement of all students. Final disposition of all placement decisions rests
53 with the Principal subject to review by the Superintendent. ~~and the Board.~~ If a student is assigned to
54 a school in the District outside of the adopted school boundaries applicable to that student, this
55 decision is subject to the District's Uniform Grievance Procedure. Upon completion of these
56 procedures, the Board's decision regarding the assignment is final.

57
58 *Transfer Students*

59
60 Resident students seeking to transfer to a District school will be admitted and placed pursuant to the
61 terms of this policy. The District will request the student's records from the prior school district
62 prior to making any final decision on placement.

63
64 Elementary students shall be placed at their current grade level on a probationary basis for a period
65 of two weeks. Should any doubt exist with the teacher and/or Principal as to grade and level
66 placement of the student, the student shall be subject to an educational assessment to determine
67 appropriate grade and level placement

68
69 High school students shall be placed according to the number of credits earned in their previous
70 accredited school districts, subject to Montana Accreditation Rules and Standards and local alternate
71 procedures for earning credit.

72
73

74 Legal References:	§ 1-1-215, MCA	Residence -- rules for determining
75	§ 20-5-101, MCA	Admittance of child to school
76	§ 20-5-403, MCA	Immunization requirements
77	§ 20-5-404, MCA	Conditional attendance
78	§ 20-5-405, MCA	Medical or religious exemption
79	§ 20-5-406, MCA	Immunization record
80	§ 20-5-502, MCA	Enrollment by caretaker relative -- residency --
81		affidavit
82	§ 20-7-117, MCA	Kindergarten and preschool programs
83	§ 44-2-511, MCA	School enrollment procedures for missing children
84	10.55.701, ARM	Board of Trustees
85	10.55.906, ARM	High School Credit

86
87 Cross References:

88 <u>Policy 1085</u>	Uniform Grievance Procedure
89 <u>Policy 1065</u>	<u>Board Meetings</u>

90 Policy History:

91 Adopted on: 2.12.2013
92 Revised on: 10.8.2013

1 **Helena Public Schools**

2
3 **PERSONNEL**

5256

4
5 Reduction in Force

6
7
8 The Board has exclusive authority to determine the appropriate number of employees. A
9 reduction in employees may occur as a result of but not be limited to changes in the education
10 program, staff realignment, changes in the size or nature of the student population, financial
11 considerations, or other reasons deemed relevant by the Board.

12
13 The Board will consider in no particular order all or some of the following criteria in determining
14 order of dismissal when it reduces staff or discontinues some type of educational service:

- 15
- 16 • performance evaluations,
 - 17 • staff needs,
 - 18 • seniority,
 - 19 • experience inside and outside the district,
 - 20 • professional development,
 - 21 • curricular or industry knowledge,
 - 22 • endorsements and/or certifications, and / or
 - 23 • other reasons it deems relevant.
- 24

25 For any employees covered by a collective bargaining agreement the Board will follow the
26 procedure stated in the current CBA when considering a reduction in force. ~~for staff covered by a~~
27 ~~collective bargaining agreement.~~

28
29 Cross Reference: 5250 Non-Renewal of Employment/Dismissal from Employment

30
31 Legal Reference: § 20-4-206, MCA Notification of nontenure teacher reelection –
32 acceptance – termination

33
34 Policy History:

35 Adopted on:

36 Reviewed on:

37 Revised on:

2
3 OPERATIONAL SERVICES

4
5 Revenue and Investments

6
7 The Superintendent is responsible for making all claims for property tax revenue, state aid,
8 special state funds for specific programs, federal funds, and categorical grants when such grants
9 may assist in improving the educational program. The County Treasurer is the depository and
10 custodian of all District funds except as provided by law and by agreement between the County
11 Treasurer and the Board.

12
13 *Investments*

14
15 The Board shall either direct the County Superintendent to invest its funds or establish an
16 independent investment account as provided by law. In addition, the Board may choose to
17 participate in an investment pool as provided by law. All decisions regarding the investment of
18 District funds shall be made by the Board, after receiving financial information from the
19 Superintendent and public input.

20
21 *Gifts and Endowments*

22
23 The Board may accept gifts, endowments, legacies, and devises subject to the lawful conditions
24 imposed by the donor. Except where otherwise specified by the donor, the Board may deposit
25 the gift, legacy, devise, or proceeds in any budgeted or nonbudgeted fund and may thereafter
26 transfer any portion of the gift, legacy, devise, or proceeds to any other fund at the Board’s
27 discretion. The Board may transfer any previously donated funds deposited into an endowment
28 fund along with any accumulated interest to any other budgeted or nonbudgeted fund and may
29 spend such funds at the discretion of the Board unless restricted by the donor. In the event the
30 donor has specified or imposed any conditions for the gift, legacy, or devise, the Board shall
31 deposit the gift, legacy, devise, or proceeds into an endowment fund. Neither the Board nor the
32 Superintendent will approve any gifts that are inappropriate.

33
34 *Advertising as Revenue*

35
36 The Board may choose to enhance its revenue through a variety of District approved marketing
37 activities, including but not limited to advertising, corporate sponsorship, signage, etc. These
38 opportunities are subject to certain restrictions as approved by the Board on a case by case basis.
39 Advertising or corporate sponsorship opportunities from the tobacco or alcohol industry will not
40 be considered or approved. All sponsorship contracts will allow the District to terminate the
41 contract at least on an annual basis if it is determined that it will have an adverse impact on
42 implementation of curriculum or the educational experience of students.

43
44 Legal References: § 20-6-702, MCA Funding for K-12 school districts

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§ 20-9-235, MCA	Authorization for school district investment account
§ 20-9-212, MCA	Duties of county treasurer
§ 20-9-604, MCA	Gifts, legacies, devises and administration of endowment fund
10.10.306, ARM	Bank Accounts or Other Repositories
10.10.611, ARM	Establishment of Investment Accounts
10.10.625, ARM	Investment Pools

Cross References:

Policy History:

Adopted on:

Revised on:



Superintendent
Tyler Ream, Ed. D
324-2001

Business Manager
Janelle Mickelson
324-2040

Board of Trustees Meeting

Ray Bjork Learning Center
1600 8th Avenue

Tuesday August 13, 2019
5:30 p.m.

MINUTES

The Board of Trustees Meeting of the Board of Trustees was called to order by Chair Luke Muszkiewicz at the Ray Bjork Learning Center, 1600 8th Avenue, Helena, Montana at 5:30 p.m.

ATTENDANCE – Present unless otherwise noted.

Luke Muszkiewicz, Board Chair
Terry Beaver, Board Vice Chair
Sarah Sullivan, Trustee – Excused
Jeff Hindoien, Trustee
Elizabeth “Libby” Goldes, Trustee
Jennifer Walsh, Trustee
Siobhan Hathhorn, Trustee
John McEwen, Trustee
Hannah Muszkiewicz, 2019-2020 Helena High School Representative
Zyanne Cervantes, 2019-2020 Capital High School Representative

Dr. Tyler Ream, Superintendent
Josh McKay, Assistant Superintendent
Janelle Mickelson, Business Manager
Barb Ridgway, Chief of Staff
Stacy Collette, Human Resources Administrator
Sean Maharg, Special Education Administrator
Sean Morrison, Special Education Administrator
Tim McMahan, Activities Administrator
Kalli Kind, Facilities Administrator
Pat Boles, Technology Administrator

Guests:

Lisa Cordingley, Helena Education Foundation
Steve Thennis, Principal Helena High School
MaryAnn McMahon, Helena High School
Trish Klock, Bryant Elementary School Principal
Linda Paull, Helena High School
Tyler Manning, Helena Independent Record

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Luke Muszkiewicz called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

II. REVIEW OF AGENDA

Item For Action #5 Approval of HHS Water Line Replacement Bid Award will be removed from the agenda at this time.

III. EDUCATOR RECOGNITIONS

- A. Principal Steve Thennis introduced MaryAnn McMahon, Helena High School teacher. Ms. McMahon is a Montana state-level finalist for the Montana Professional Teaching Foundation's Presidential Awards of Excellence in Mathematics and Science Teaching (PAEMST). She is one of 6 teachers selected in the state.
- B. Jacob Warner, Capital High School teacher, was not present at the meeting. This recognition will be done at a later time.
- C. Principal Steve Thennis introduced Helena High School teacher Linda Paull. Ms. Paull was awarded the SHAPE Montana Award. SHAPE Montana recognizes the outstanding individuals dedicated to students in their field of health education, physical education, lifetime fitness, recreational activities and dance. This is the organizations highest recognition.

IV. GENERAL PUBLIC COMMENT

None

V. NEW BUSINESS

A. Items for Action

- 1. Certify the Trustee's Financial Summary – Elementary FY 2018-2019
Janelle Mickelson, Business Manager, spoke regarding the annual financial report that is required to be submitted to the Office of Public Instruction.
Motion: John McEwen moved to certify the Trustee's Financial Summary for the Elementary FY 2018-2019. Jeff Hindoien seconded the motion.
Public Comment: None
Board Comment: Libby Goldes stated that she appreciated all of the work done on this report and is looking forward to having a better understanding of what money is going into each school location. Luke Muszkiewicz asked for a reminder of the timeline for the audit. Janelle Mickelson stated that our Auditors are due on sight in December and the report will need to be submitted by March 31, 2020. Luke Muszkiewicz asked if there was anything

that appeared to be a significant difference in budget versus actual. Janelle Mickelson stated that the High School Debt Service Fund is overspent. This is the only fund you can do this in. You do not know what the numbers will be until they are provided, so it is difficult to budget.

Vote: 6-0 The motion carried. Trustee Jennifer Walsh did not vote as this is an Elementary District item.

2. Certify the Trustee’s Financial Summary – High School FY 2018-2019

Motion: Siobahn Hathhorn moved to Certify the Trustee’s Financial Summary for the High School District FY 2018-2019. Libby Goldes seconded the motion.

Public Comment: None

Board Comment: None

Vote: 7-0 The motion carried.

3. Approval of Final Budget FY 2019-2020 – Elementary

Janelle Mickelson, Business Manager, presented the Budget Summary that highlighted the increases in salaries and benefits representing over \$2 million. Taxable values went up approximately 7% which coincides with the total levies and budget increases. Janelle stated that she was concerned about the technology levy. She does not believe in the future that the levy will cover all of the needs of the district. The Board may want to consider running a technology levy, however there is a 10-year max. The building reserve levy only has 4 years left on it. There was an extensive discussion from the Board members regarding individual items on the budget.

Motion: John McEwen moved Approval of Final Budget FY 2019-2020 for the Elementary District. Jeff Hindoien seconded the motion.

Public Comment: None

Board Comment: Luke Muszkiewicz thanked Janelle for the budget and summary. He also thanked former Trustee Tyler Emmert and Trustee Jeff Hindoien for their leadership and work on putting together the projections. Luke Muszkiewicz also mentioned that it was a courageous task for Superintendent Ream to have taken on in his first year and thanked everyone involved.

Vote: 6-0 The motion carried. Trustee Jennifer Walsh did not vote as this is an Elementary District item.

4. Approval of Final Budget FY 2019-2020 – High School

Motion: John McEwen moved Approval of Final Budget FY 2019-2020 for the High School District. Siobhan Hathhorn seconded the motion.

Public Comment: None

Board Comment: None

Vote: 7-0 The motion carried.

B. Items for Information

1. HSD Policy 1027: Board Member Conflict of Interests
Barb Ridgway presented a first reading of Policy 1027. She stated that these are all revisions to existing policies. The revisions allow more description. Jeff Hindoien asked Barb to double check the wording on MCA 2-2-105 to make sure it aligns with the policy.
2. HSD Policy 1030: Resignations and Other Vacancies
Barb Ridgway presented a first reading on Policy 1030. This policy will have a change to the effective date of the resignation.
3. HSD Policy 3050: Student Discipline
Barb Ridgway presented a first reading on Policy 3050. This policy will provide clarification on tobacco products, alternative nicotine products and powdered alcohol products. There will also be added language to the Gun Free Schools section of the Policy.
4. HSD Policy 4015: Conduct on School Property
Barb Ridgway presented a first reading on Policy 4015. This policy will also provide clarification on tobacco products and add powdered alcohol.
5. HSD Policy 5020: Tobacco Products, Drug, and Alcohol-Free Workplace
Barb Ridgway presented a first reading on Policy 5020. This also provides clarification on tobacco and alcohol.
6. HSD Policy 5032: Prohibition on Aiding and Abetting Sexual Abuse
Barb Ridgway presented a first reading on Policy 5032. Language will be added to align with new legislation.

C. Consent Action Items

1. Board of Trustees Work Session 5/28/2019 Minutes
 2. Board of Trustees Meeting 6/11/19 Minutes
 3. Board of Trustees Special Meeting 6/25/19 Minutes
 4. Board of Trustees Retreat 7/10/19 Minutes
 5. Board of Trustees Special Meeting 7/19/19 Minutes
 6. Approval of Personnel Actions
 7. Approval of Warrants
 8. Acknowledge Discretionary Out-of-District Tuition Agreements
 9. Approval of Out-of-District Attendance Agreements
 10. Approval of FP-15 Tuition Report for Students in Day Treatment
 11. Approval of State-Paid Tuition Agreements for Students Placed in Group Homes during the 2018-2019 School Year.
 12. Resolution to Dispose of Personal Property – Athletic Uniforms
 13. Resolution to Dispose of Personal Property – Quilting Machine
 14. Resolution to Dispose of Personal Property – Technology Surplus
- Motion:** Libby Goldes moved to approve the Consent Action Items. Jeff Hindoien seconded the motion.
- Public Comment:** None
- Board Comment:** None
- Vote:** 7-0 The motion carried.

D. Reports

1. Budget & Program Committee Report

Trustee Jeff Hindoien reported that the Budget Committee had the opportunity to review the budget documents presented in advance of the meeting tonight. Their next focus will be on the retirement incentive. The next meeting will be held on September 6, 2019.

2. Policy Committee Report

Trustee Libby Goldes reported that the Committee met on August 6. They were able to review 7 policies for review. There are new laws with the conclusion of the Legislative Session so some minor changes may be needed. Six of the policies reviewed were presented for first reading tonight. The final policy will need further work. The next meeting will be held on September 3.

3. Facilities & Maintenance Report

Board Vice Chair Terry Beaver reported that the Committee has not met. The next meeting will be scheduled in September.

4. Teaching & Learning Committee Report (TLC)

Dr. Tyler Ream spoke regarding this new committee. They will meet the first Wednesday of the month at Noon. The first meeting will be held on September 4 and the committee will review the priority work from the Board Retreat.

5. Health Benefits Committee Report

Trustee Libby Goldes stated there was nothing to report at this time.

6. Montana School Boards Association Report

Board Chair Luke Muszkiewicz reported that he went to Washington DC with the full MTSBA Board and met with Senator Tester, Senator Daines and Representative Gianforte. A survey of membership has been done to gauge what topics are on the radar. The due date to submit open resolutions for the statewide platform is the end of September.

7. Helena Education Association Report

Jane Shawn, HEA President, was not present. There is no report at this time.

8. Student Representative Reports

Hannah Muszkiewicz, Helena High School Representative, spoke about her goals for the upcoming school year. She would like to see increased mental health awareness and advocacy within the schools.

Zyanne Cervantes, Capital High School Representative, spoke about the need for there to be feminine product dispensers in the bathrooms for middle school and above. She would also like to work with the district regarding equality district wide.

Board Chair Luke Muszkiewicz thanked the Student Representatives for attending both summer meetings and stated that he looks forward to their input this upcoming school year.

VI. SUPERINTENDENT'S REPORT

Dr. Tyler Ream reported that there is a buzz around the community as we approach the opening of the three new schools. He thanked Janelle and the finance team for their work on the budget. It is a 12-month process with 6 months of intensive work. The convocation on Monday, August 26th will be different this year. Most of the educators would like to go straight to their classrooms to start getting ready for the year. There will be an opportunity for staff to tour the three new schools in the afternoon that day instead. The parking resolution on 7th Avenue has been approved by the City of Helena.

Kalli Kind, Facilities Administrator, spoke regarding the bond update. All three schools are finishing up with landscaping. There is just touchup work to be done from here on out. The safety and security updates are being finalized by Abraham Construction at Broadwater and Smith Elementary Schools.

Kalli Kind also spoke about other projects throughout the District. The library from Jim Darcy has been relocated to Warren. A mobile classroom has been moved to Kessler. There have been three roofing jobs taking place over the summer at Capital High School, Rossiter and Smith Elementary Schools. The boiler has been replaced at Four Georgians. Four Georgians and Rossiter had ceiling fans placed in classrooms. The Hawthorne retaining wall has been repaired. There is approximately \$1.5 Million in reserve projects that are coming to a close. The Helena High School water main bid is in the vetting process. Kalli hopes to have the Bid Award at the next Board meeting.

There will be three ribbon cutting ceremonies at the new schools. These will take place on August 23rd. The ceremony will be held at Jim Darcy at 3:00, Bryant at 4:00, Central at 5:00 and concluding with the naming and dedication of the Jack Copps Library at Central Elementary School. On Saturday, August 24th, there will be community open houses from 9 am-4 pm at each of the new schools.

Board Chair Luke Muszkiewicz thanked Kalli and her team for all of their hard work. Trustee John McEwen asked about community use of the 7th Avenue Gym. Dr. Ream stated that it is a functional workspace currently but that the District would be happy to work with organizations seeking the space. Trustee Terry Beaver asked about remaining contingency funds on the new buildings, to which Kalli stated that there are no funds remaining at Bryant and Jim Darcy, but potentially could be around \$10,000 remaining for Central. Kalli also stated that there are no more large ticket items outstanding.

VII. BOARD COMMENTS

Trustee Libby Goldes stated that the District Calendar was available in the Independent Record today. She enjoyed reading the alumni pieces that were written by Barb Ridgway.

VIII. ADJOURNMENT

There being no other topics for future meetings and no public comment on issues not on the agenda, the meeting adjourned at 7:16 p.m. The next Regular Board Meeting will be held on September 10, 2019.

Respectfully submitted,

Luke Muszkiewicz, Chair

Angie Ford, Recording Secretary

Date

DRAFT

PERSONNEL ACTIONS
August 14, 2019 – September 10, 2019

CERTIFICATED PERSONNEL

Appointments

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Salary</u>
Amestoy, Johannah	08/26/2019	HHS/Resource	\$39,697*
Conradt, Kevin	08/26/2019	HHS-CHS/American Govt	\$57,449*
Everts, Cindy	09/23/2019	ABE/.16 FTE Career Counselor	\$7,245.42
Kloker, Tara	08/27/2019	PAL/.60 Counselor	\$26,497.26
Sampson, Jenni	08/26/2019	HMS/.33 FTE SS/Science Teacher	\$18,958.17*
Steffan, Kayla	08/26/2019	Jim Darcy/Grade Two	\$55,449*
Robertson, Quinci	10/21/2019	Smith/Grade Four	\$224.32/day*
Gaub, Sondra	10/21/2019	Broadwater/Grade Four-Five	\$234.90/day*
Everett, Maggi	10/21/2019	Rossiter/Music	\$231.47/day*
Strong, Katie	10/21/2019	CHS/English	\$210.04/day*
Robertson, Quinci	02/27/2020	Smith/Grade Four	\$224.32/day*

*Temporary Contract: Contract expires at the discretion of the District or 6/10/2020 whichever occurs first.

Terminations/Retirements

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Reason</u>
Brothers Tillinger, Tina	10/25/19	Jim Darcy/Grade Four	Resignation

Leave

<u>Name</u>	<u>Term</u>	<u>Location/Assignment</u>	<u>Type of Leave</u>
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Change in Contract

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Furlong, Coby	1.00 FTE	1.16 FTE	9/03/2019*
Osborne, Mildred	.33 FTE	1.0 FTE	8/26/2019*
Schoenfeld, Christa	.50 FTE	1.0 FTE	8/26/2019*

**Temporary Assignment*

CLASSIFIED PERSONNEL

Appointments

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Salary</u>
Allen, Barda	08/26/2019	HHS/Para Educator	\$13.65/hr.
Clark, Sharon	08/26/2019	Warren/Academic Tutor-Para Educator	\$15.85/hr.
DeBree, Cindy	08/26/2019	Rossiter/SACC Para Educator	\$12.23/hr.
Gould, Chelsea	08/26/2019	Four Georgians/Para Educator	\$12.49/hr.
Hauck, Tonya	08/26/2019	Smith/Temporary Para Educator	\$12.49/hr.*
Madden, Maureen	08/26/2019	CHS/Para Educator	\$14.96/hr.
Markuson, Zoe	08/26/2019	Rossiter/SACC Para Educator	\$12.23/hr.
McRae, Kristy	08/26/2019	CRA/Para Educator	\$12.79/hr.
Mitchell, Katherine	08/26/2019	Smith/Para Educator	\$13.91/hr.
Montgomery, Flavia	08/26/2019	Bryant/Temporary Para Educator	\$15.78/hr.*
Nelson, Dwight	08/26/2019	CRA/e-NET Tutor	\$16.59/hr.
Oppedahl, Matthieu	08/26/2019	Jefferson/Para Educator	\$13.09/hr.
Ponder, Linda	08/26/2019	Jim Darcy/SACC Para Educator	\$14.66/hr.
Reynolds, Christy	08/26/2019	SSC/Behavior Interventionist Para	\$15.36/hr.
Sampson, Jenni	08/26/2019	HMS/Temporary Para Educator	\$14.66/hr.*
Scanlon, Molly	07/16/2019	Four Georgians/Day Custodian	\$14.82/hr.
Smith, Laura	08/26/2019	Rossiter/Para Educator	\$14.66/hr.
Valvoda, Teri	08/26/2019	RBLC/Para Educator	\$14.96/hr.
Vandine, Susan	08/26/2019	Smith/SACC Site Manager	\$14.71/hr.
Watkins, Bradi	08/26/2019	RBLC/Temporary Para Educator	\$13.91/hr.*
Watne, Kelly	08/26/2019	Bryant/Para Educator	\$14.66/hr.
Wagenman, Danielle	08/26/2019	Bryant/Para Educator	\$13.98/hr.
Weber, Amy	08/26/2019	Four Georgians/Para Educator	\$12.49/hr.
Young, McKinley	08/23/2019	Jefferson SACC Para Educator	\$13.35/hr.

**Temporary Assignment*

Terminations/Retirements

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Reason</u>
Dupie, James	9/01/2019	CRA/Custodian	Resigned
Griffin, Robert	9/17/2019	Jefferson/Custodian	Resigned
Gross, Barbara	8/26/2019	Kessler/Para Educator	Resigned
Heitt, Sarah	8/20/2019	Warren/Academic Tutor-Para Educator	Resigned
Kuney, Tina	6/06/2019	CRA/Temporary Para Educator	Resigned
Kuntz, Linda	8/16/2019	Bryant/Para Educator	Resigned

Sublette, Adrienne	8/16/2019	HHS/Para Educator	Resigned
Walking Child, Leila	8/26/2019	Rossiter/IEFA Academic Tutor	Resigned
Cummins, Micha	6/06/2019	Rossiter/Temporary Para Educator	Temporary
Kroll, Amanda	6/06/2019	Jim Darcy//Temporary Para Educator	Temporary
Latka, Karen	6/06/2019	Rossiter/Temporary Para Educator	Temporary
Luster, Renee	6/06/2019	Jim Darcy/Temporary Para Educator	Temporary
Nelson, Linda	6/06/2019	Smith/Temporary Para Educator	Temporary

Leaves

<u>Name</u>	<u>Term</u>	<u>Location/Assignment</u>	<u>Type</u>
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SUPPLEMENTARY CONTRACT ASSIGNMENTS

<u>Last Name</u>	<u>First Name</u>	<u>Assignment</u>	<u>Location</u>	<u>Amount</u>
Blaz	Tyson	Activities Coordinator .66 Stipend	Helena Middle	\$5,400.
Hogan	Anthony	Activities Coordinator .33 Stipend	Helena Middle	\$2,700.
Hogan	James	Football Asst Coach	Capital High	\$3,554.
Parish	Heath	Newspaper	Capital High	\$1,719.
Pilon	James	Wrestling Asst Coach	Helena High	\$3,548.
Urban	Sarah	Cross Country Asst Girls	Capital high	\$1,000.
Sheridan	Kelly	Activities Coordinator	CR Anderson	\$8,100.

ACKNOWLEDGE OUT-OF-DISTRICT ATTENDANCE AGREEMENTS
(HELENA RESIDENT STUDENTS ATTENDING OTHER SCHOOL DISTRICTS)

Discretionary:

Grade	District of Attendance
K	Clancy
7	Clancy

Running Total of Acknowledged Out-of-District Attendance Agreements
(Helena Resident Students Attending Other School Districts)

Grade	Clancy	Cascade PS	Townsend K-12	Jefferson HS	Total
K	1				1
1	4				4
2	3				3
3	1				1
4	2				2
5	2				2
6	3				3
7	4				4
8	2				2
9					0
10					0
11					0
12					0
					22

HELENA SCHOOL DISTRICT NO. 1, LEWIS AND CLARK COUNTY
RESOLUTION TO DISPOSE OF PERSONAL PROPERTY

WHEREAS, the trustees of any district have the power and the responsibility to hold in trust all real and personal property of the District for the benefit of the schools and children of the district, and;

WHEREAS, the trustees of any district have the authority to determine that certain personal property of the District is or is about to become abandoned, obsolete, undesirable, or unsuitable for the school purposes of the district pursuant to Mont. Code Ann. § 20-6-604, and;

WHEREAS, the District owns items of personal property consisting of computers, no hard drives included, and other technology equipment.

WHEREAS, the Board of Trustees of Helena School District No. 1 desires to dispose of computers because they are abandoned, obsolete, undesirable or unsuitable for school purposes;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Helena School District No. 1, Lewis and Clark County, Montana, shall sell or otherwise dispose of the computers and technology equipment identified below:

- **Pallet #1**

HP 14 G3 Chromebook (Energy Star) (Purchased FY 2015/16) - QTY 231

HP 14 G1 Chromebook (Purchased FY 2014) - QTY 118

No chargers included

- **Pallet #2**

HP 14 G3 Chromebook (Energy Star) (Purchased FY 2015/16) - QTY 150

HP 14 G1 Chromebook (Purchased FY 2014) – QTY 155

No chargers included

- **Pallet #3**

HP 14 G3 Chromebook (Energy Star) (Purchased FY 2015/16) - QTY 295

Panasonic Digital Mixer WJ-MX50

No chargers included

- **Pallet #4**

HP 14 G3 Chromebook (Energy Star) (Purchased FY 2015/16) - QTY 240

HP 14 G1 Chromebook (Purchased FY 2014) – QTY 4

No chargers included

- **Pallet #5**

HP 14 G3 Chromebook (Energy Star) (Purchased FY 2015/16) - QTY 146

HP 14 G1 Chromebook (Purchased FY 2014) – QTY 25

No chargers included

- **Pallet #6**

HP 14 G3 Chromebook (Energy Star) (Purchased FY 2015/16) - QTY 117

HP 14 G1 Chromebook (Purchased FY 2014) – QTY 140

No chargers included

- **Pallet #7**

HP 14 G3 Chromebook (Energy Star) (Purchased FY 2015/16) - QTY 92

HP 14 G1 Chromebook (Purchased FY 2014) – QTY 122

No chargers included

- **Pallet #8**

HP 14 G3 Chromebook (Energy Star) (Purchased FY 2015/16) - QTY 142

HP 14 G1 Chromebook (Purchased FY 2014) – QTY 92

No chargers included

- **Pallet #9**

HP Z210 Minitower Workstation (Energy Star) – QTY 63

Hard Drives have been pulled from all units

- **Pallet #10**

HP Z210 Minitower Workstation (Energy Star) – QTY 11

Hp Monitor- QTY 4

Hard Drives have been pulled from all units

- **Pallet #11**

Apple IBook A1005 – QTY 3

Apple IBook M6497- QTY 25

Apple Computer A1181- QTY 7

Apple Computer 41134- QTY 1

Alpha Smart Pro Keyboard- QTY 26

Alpha Smart 2000 Keyboard- QTY 4

HP Laserjet 1150 Printer- QTY 1

HP 1702 Monitor- QTY 6

HP 1706 Monitor- QTY 2

Dell Monitor- QTY 1

HP 1502 Monitor- QTY 1

Compaq 1825 Monitor- QTY-3

Alcatel Phone 4010- QTY 27

Hard Drives have been pulled from all units

May or may not include appropriate chargers or power adapters

- **Pallet #12**

HP EliteDesk G1 Base Model – QTY 30

HP EliteDesk G1 Base Model Slim- QTY 1

JVC DVD Player- QTY 1

Toshiba VHS/DVD Player- QTY 1

Toshiba SDKV550 VHS/DVD Player- QTY 1

Epson Doc Cam ELPDC105- QTY 1

Epson PowerLite 83 Projector- QTY-2

HP S1933 Monitor- QTY 1

HP 1702 Monitor- QTY 10

HP 2520G-24-PoE Networking Switch- QTY 2

HP 2910AL-24G-PoE+ Networking Switch- QTY 3

6 Apple Mac Keyboards

HP LA2205WG Monitor- QTY 1

Apple Mac Monitor Silver- QTY 1

Apple Mac Monitor White- QTY 1

HP L2045W Monitor- QTY 1

Hard Drives have been pulled from all units

May or may not include appropriate chargers or power adapters

- **Pallet #13**

CalComp InterWrite Mobi IP501- QTY 5

Epson PowerLite 83 Projector- QTY 3

Epson EPDC11 Doc Cam- QTY 1

HP LP2065 Monitor- QTY 1

HP Probook 4520 Notebook PC- QTY 18

Teletronic 64200 Alarm- QTY 2

HP Revolve 810- QTY 1

Dell PP18L Laptop- QTY 1

HP EliteDesk 800 G1 Small Form Model- QTY 4

Alcatel Omni PCX Communications Server- QTY 2

Alcatel Omni PCX 4400 Communications Server- QTY 2

Alcatel 4073 GS + bases Phone- QTY 39

Alcatel Easy Reflexes Phone- QTY 6

Alcatel Lucent Phone- QTY 1

HP 9650 DeskJet Printer- QTY 1

Hard Drives have been pulled from all units

May or may not include appropriate chargers or power adapters

- **Pallet #14**

HP Compaq dx2200 MicroTower- QTY 18

Epson 2450 Photo Driver- QTY 1

Kodak RFS 3570 scanner- QTY 1

HP DVD 200i Writer- QTY 1

Kingston KND 1610TX Switch- QTY 1

Hard Drives have been pulled from all units

May or may not include appropriate chargers or power adapters

- **Pallet #15**

Cisco Catalyst 4510 R Switch WS-X4548-GB-RJHS- QTY 8

Cisco Catalyst 4510 R Switch WS-X4516-10GE Supervisor Engine V-10GE- QTY

Protron PDV-288 Portable DVD Player- QTY 1

HP 2335 Monitor- QTY 1

Peavy Audio Mixer M58000- QTY 2

Philips DVP5140137 DVD Player- QTY 1

Kodak Easy Share Z8615 IS Camera- QTY 1

Panasonic DVD- S27 DVD Player- QTY 1

48 Volt DC Battery

Shure Brothers Inc. L4-V- QTY 1

Marantz DV4300/U16- QTY 1

JVC HR-A591U VCR- QTY 2

Toshiba D-R5 DVD Recorder- QTY 1

Kodak Carousel Slide Projector 600- QTY 1

Kodak Carousel Slide Projector 4600- QTY 1

Turnx Egg Incubator- QTY 1

4035 Alcatel Phone- QTY 20

4090M Alcatel Phone- QTY 2

4010 Alcatel Phone- QTY 3

Portable Screen- QTY 1

JVC Digital Camera GR- DVL500U- QTY 1

Sony DVD Player SLV-D350P- QTY 1

Magnavox DV200MW8- QTY 4

Samsung DVD V9800- QTY 1

Sony DVD Player SLV-0201P- QTY 1

Sony DVD Player SLV-0300P- QTY 1

Panasonic DMR-EZ17- QTY 1

Pioneer DVD Player DV-393-5- Qty 1

Shure L4-CG- QTY 1

Shure L4-AH- QTY 1
Panasonic DVD S-27- QTY 1
Sony DVP 5300- QTY 1
Audiotechnica 600 Series UHF Wireless System- QTY 2
Audiotechnica 200 Series UHF Wireless System- QTY 1
Telex Pro True Diversity Receiver- QTY 1
Sony SCD-CE595 Audio Player- QTY 1
Epson H376A Projector- QTY 2
HP L1706 Monitor- QTY 1
Gateway KAV60 Laptop- QTY 1
HP EliteDesk 800- QTY 1
Epson Perfection V30 Scanner- QTY-1
Hard Drives have been pulled from all units
May or may not include appropriate chargers or power adapters

- **Pallet #16**

Plantronics 900 MHZ Amplifier Headset- QTY 12
Epson Touch Unit- QTY 1
Alcatel 4010 Phone- QTY 11
Alcatel 4039- QTY 1
Alcatel 4019- QTY 1
Epson EMP-83H Projector- 5
Asus Eee PC- QTY 1
HP Mini - 17
e-Instruction Clickers- QTY 33
HP JetDirect ew2400 wireless print servers- QTY 1
Sony 700X SteadyShot- QTY 1
DCR-TRV280 Camcorder- QTY 1
DRX-830UL-T External DVD Drive- QTY 1
Casio EX-Z90 Camera- QTY 1
Philips Go Gear Vibe MP3- QTY 3
Toshiba Color TV A26- QTY-2
Sanyo Pro UltraX Projector- QTY 1
MAC OSX Server- QTY 1
Canon ZR40 Camcorder- QTY 1
Canon ZR10 Camcorder- QTY 3
JVC Everio GZ-MG37U Camcorder- QTY 1
Cisco 2600 XM Router- QTY 3
Catalyst 2950 Series Switches- QTY 3
Cisco 2801 Router- QTY 1
AudioTronics 300T Record Player- QTY 2

Peavy Portable Sound System - QTY 1

Peavy Stereo Amp- QTY 1

Hard Drives have been pulled from all units

May or may not include appropriate chargers or power adapters

- **Pallet #17**

APC Smart VPS 1000- QTY 2

iPod SET- QTY 1

Dell 2100 MP Projector- QTY 1

HP Z210 Workstation-QTY 1

Sanyo ProX Projector- QTY 2

Epson PowerLite Projector- QTY 12

Toshiba Data Projector- QTY 1

Sanyo PLC-SU07N Projector- QTY 3

Epson PowerLite 62C Projector- QTY 1

JVC DVD/VHS- QTY 1

Renaissance Receiver- QTY 2

HP EliteDesk- QTY 2

HP Docking Station- QTY 3

Epson ELPDCU1 Doc Camera- QTY 5

Epson DC105 Doc Camera- QTY 5

Dell Inspiron 1501- QTY 6

HP ProBook 4510s- QTY 2

HP Chromebook 14 G4 - QTY 1

HP ProBook 440 G3

MacBook Pro- QTY 14

Compaq x6325- QTY 2

HP Pavilion dv1000- QTY 1

HP 1502 Monitor- QTY 1

Apollo Roadrunner RR-Mr4 Hard Drive Cases QTY 40

HP EliteDesk 800- QTY 2

HP Dock Station- QTY 1

Alcatel 4010 Phone- QTY 11

Alcatel 4035 Phone- QTY 3

Alcatel 4039- QTY 1

Hard Drives have been pulled from all units

May or may not include appropriate chargers or power adapters

- **Pallet #18**

HP 14 G3 Chromebook (Energy Star) (Purchased FY 2015/16) - QTY 149

HP 14 G1 Chromebook (Purchased FY 2014) – QTY 120

HP L1706 Monitor- QTY 1
No Chargers Included

- **Pallet #19**

HP 14 G3 Chromebook (Energy Star) (Purchased FY 2015/16) - QTY 167
HP 14 G1 Chromebook (Purchased FY 2014) – QTY 94
HP LaserJet P3105 Printer- QTY 1
HP Q5963A Printer - QTY
No Chargers Included

- **Pallet #20**

HP EliteDesk 8300- QTY 45
Hard Drives have been pulled from all units

- **Pallet #21**

HP EliteDesk 8300- QTY 48
Hard Drives have been pulled from all units

- **Pallet #22**

Telephone Access Module- QTY 2
Epson Projector- QTY 1
Epson PowerLite X17- QTY 8
Omni PCX Enterprise- QTY 2
Apple Monitor- QTY 1
Epson PowerLite x27 Projector- QTY 1
Alcatel Telephone- QTY 4
Sharp UX1100 Fax Machine- QTY 1
May or may not include appropriate chargers or power adapters

The items may be viewed at Helena Middle School Warehouse, located at 1010 Idaho Ave, Helena, MT, September 20th, 2019 between the hours of 1:00 pm and 2:00pm. Please call Pat Boles 406-431-4487 for more information. Purchased by pallets, not individually, except for the charging cart. These units are sold as is and are in various working states from poor/non-working to good working. Purchasing parties are responsible for the pickup or shipping of purchased pallets no later than October 4th, 2019. Interested parties must submit sealed bids to the Helena School District #1 Business Office, 55 S. Rodney, Helena, MT 59601 by 3:00 p.m. on September 26th, 2019. The exterior of all bid envelopes or packages must clearly state: Sealed Bid for Surplus Technology Equipment. In the event that no bids are received for an item listed above, the District will dispose of the item(s) in any manner deemed appropriate.

This Resolution shall not become effective for 14 days. Upon expiration of the 14-day period, the Superintendent of the District shall effectuate the sale or disposal of the above-described property. Money realized from the sale of any of the above-identified items shall be credited to the elementary and high school miscellaneous funds as deemed appropriate.

Adopted this 10th day of September, 2019.

By: _____

Chairperson, Board of Trustees

DISTRICT CLERK CERTIFICATION:

I attest the above-referenced signature of the Chairperson of the Board of Trustees, and further certify as follows: _____ made the motion to approve this RESOLUTION TO DISPOSE OF PERSONAL PROPERTY and _____ seconded the motion; the following Trustees voted in favor of the motion: _____; the following Trustees voted against: _____; and the following Trustees were absent: _____

By: _____

Janelle Mickelson, District Clerk

Helena School District No. 1

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

Trustee	Term
Luke Muszkiewicz, Board Chair	2017-2020
Terry Beaver, Board Vice Chair	2018-2021
Sarah Sullivan, Past Chair	2018-2021
Libby Goldes	2019-2022
Siobhan Hathhorn	2019-2022
Jeff Hindoién	2017-2020
John McEwen	2019-2022
Jennifer Walsh	2017-2020

at a Glance

Student Representatives

Representative	Term
Zyanne Cervantes, CHS	2019-2020
Hannah Muszkiewicz, HHS	2019-2020

Superintendent

Dr. Tyler Ream

BOARD OF TRUSTEES 2019-2020



Policy Committee

1st Tuesday of each month

COMMITTEE MEMBERS

Libby Goldes, Chair
Terry Beaver
John McEwen



Budget Committee

1st Friday of each month

COMMITTEE MEMBERS

Jeff Hindoién, Chair
John McEwen
Sarah Sullivan



Executive Committee

Occur each Tuesday prior to a Board Meeting or Work Session

COMMITTEE MEMBERS

Luke Muszkiewicz, Chair
Terry Beaver, Vice Chair
Sarah Sullivan, Past Chair



Teaching & Learning Committee

1st Wednesday of each month

COMMITTEE MEMBERS

Sarah Sullivan, Chair
Libby Goldes
Siobhan Hathhorn

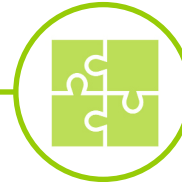


Facilities/Maintenance Committee

1st Monday of each month

COMMITTEE MEMBERS

Terry Beaver, Chair
Jeff Hindoién
Siobhan Hathhorn



Other Representation

MTSBA Municipal Director
Luke Muszkiewicz

Health Benefits Committee Representative
Libby Goldes

Bond Committee Representatives
Libby Goldes, Jeff Hindoién

Board of Trustees Meetings

BOARD OF TRUSTEES MEETINGS 2019-2020

Board Meetings Ray Bjork Learning Center | 5:30pm



Tuesday, August 13, 2019	Tuesday, December 10, 2019	Tuesday, April 14, 2020
Tuesday, September 10, 2019	Tuesday, January 14, 2020	Tuesday, May 12, 2020
Tuesday, October 8, 2019	Tuesday, February 11, 2020	Tuesday, June 9, 2020
Tuesday, November 12, 2019	Tuesday, March 10, 2020	

Budget Committee Meetings May Butler Center | 12:00pm

Friday, August 2, 2019	Friday, December 6, 2019	Friday, April 3, 2020
Friday, September 6, 2019	Friday, January 10, 2020	Friday, May 1, 2020
Friday, October 4, 2019	Friday, February 7, 2020	Friday, June 5, 2020
Friday, November 1, 2019	Friday, March 6, 2020	



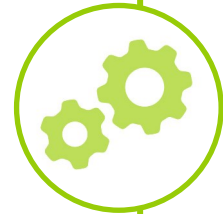
Facilities/Maintenance Committee Meetings May Butler Center | 12:00pm



Monday, September 9, 2019	December 2, 2019	March 2, 2020
October 7, 2019	January 6, 2020	April 6, 2020
November 4, 2019	February 3, 2020	May 4, 2020

Policy Committee Meetings May Butler Center | 12:00pm

Tuesday, August 6, 2019	Tuesday, December 3, 2019	Tuesday, April 7, 2020
Tuesday, September 3, 2019	Tuesday, January 7, 2020	Tuesday, May 5, 2020
Tuesday, October 1, 2019	Tuesday, February 4, 2020	Tuesday, June 2, 2020
Tuesday, November 5, 2019	Tuesday, March 3, 2020	



Teaching & Learning Committee Meetings May Butler Center | 12:00pm



Wednesday, September 4, 2019	Wednesday, December 4, 2019	Wednesday, April 1, 2020
Wednesday, October 2, 2019	Wednesday, January 8, 2020	Wednesday, May 6, 2020
Wednesday, November 6, 2019	Wednesday, February 5, 2020	Wednesday, June 3, 2020
	Wednesday, March 4, 2020	

Board Work Sessions 3:30pm tour of school | 4:00pm meeting

Tuesday, September 24, 2019 Central School	Tuesday, January 28, 2020 Ray Bjork Learning Center	Tuesday, April 28, 2020 Helena Middle School
Tuesday, October 22, 2019 Bryant School	Tuesday, February 25, 2020 Kessler School	Tuesday, May 26, 2020 Four Georgians School
Tuesday, November 19, 2019 Jim Darcy School	Tuesday, March 24, 2020 Warren School	

