



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