



*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

Tuesday, June 9, 2020 - 5:30 p.m.

### Notice of Online Meeting:

In compliance with the guidance of local and state health officials, the Helena Public Schools are conducting this Board of Trustees Meeting as an online meeting. This meeting will not occur at any specific location as all members will attend online.

Members of the public are able to attend by clicking here: <https://helenaschools.org/2020/06/05/board-of-trustees-meeting-11/>. We ask that all participants mute their microphone until called upon by the Board Chair for general and/or specific public comments. Upon completing public comment, please ensure that your microphone is again muted.

## 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

1. Approval of Resolution Requesting the County Elections Office to Conduct 2021 Elections for the Helena School District No. 1 (see attached)

### Helena Public Schools Board of Trustees

Luke Muszkiewicz

*Board Chair*

John E McEwen

*Trustee*

Siobhan Hathhorn

*Board Vice Chair*

Jennifer McKee

*Trustee*

Terry Beaver

*Trustee*

Sarah Sullivan

*Trustee*

Libby Goldes

*Trustee*

Jennifer Walsh

*Trustee*

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**B. Items for Consent**

1. Board of Trustees May 12, 2020, Meeting Minutes (see attached)
2. Board of Trustees May 19, 2020, Special Board Meeting Minutes (see attached)
3. Approval of Personnel Actions (see attached)
4. Approval of Warrants
5. Acknowledge Discretionary Out-of-District Tuition Agreements (see attached)
6. Approval of Out-of-District Attendance Agreements (see attached)

**C. Items for Information**

1. Summer and Fall 2020 Preview

**D. Reports**

1. Health Benefits Committee Report
2. Montana School Boards Association Report
3. Helena Education Association Report

**V. SUPERINTENDENT'S REPORT**

**VI. BOARD COMMENTS**

**VII. ADJOURNMENT**

# Board of Trustees Board Meeting

Approval of Resolution Requesting County to Conduct 2021 Elections

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## IV. NEW BUSINESS

### A. Items for Action

1. Approval of Resolution Requesting the County Elections Office to Conduct 2021 Elections for the Helena School District No. 1
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### **Background:**

Pursuant to 20-20-417, MCA, the trustees of a district may request the county election administrator to conduct certain school elections during the ensuing school fiscal year. The request must be made by a resolution of the board of trustees. Whenever the county election administrator agrees to conduct a school election, the administrator shall perform the duties imposed on the trustees and the clerk of the district for school elections and deliver to the trustees, for the purpose of canvassing the vote, the certified tally sheets and other election items needed for canvassing the vote.

### **Considerations:**

- The county election administrator has agreed to run elections scheduled for the regular election day, May 4, 2021.
- If a special election is requested, the county election administrator would want to find an agreeable date for the election and may refuse to run elections on a date that does not work for election office.
- The District must provide copies of all candidate filing forms and any ballot issue language by the candidate filing deadline.
- The county election office will run the election by district, not by precinct. Requests to run the election by precinct will not be accommodated.

### **Superintendent recommendation:**

Approve the attached resolution requesting the county to conduct 2021 elections for Helena School District No. 1.

**TRUSTEE RESOLUTION REQUESTING COUNTY CONDUCT ELECTION(S)**

BE IT RESOLVED, the Board of Trustees for School District No. 1, Lewis and Clark County, State of Montana, requests that Lewis and Clark County, State of Montana, conduct the following school elections for School District No. 1, Lewis and Clark County for fiscal year 2021:

All Elections

In accordance with 20-20-417, MCA, the county will perform the duties imposed on the trustees and the clerk of the district for school elections in 20-20-203, 20-20-313, and 20-20-401, and deliver to the trustees, for the purpose of canvassing the vote, the certified tally sheets and other items as provided in 13-15-301.

Other election duties not specified will be conducted by mutual agreement between the district clerk and the county election administrator.

\_\_\_\_\_  
Luke Muszkiewicz  
Print Name of Board Chair

\_\_\_\_\_  
Signature of Board Chair

\_\_\_\_\_  
T. Janelle Mickelson  
Print Name of Clerk

\_\_\_\_\_  
Signature of Clerk

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.



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## Board of Trustees Meeting

Tuesday, May 12, 2020 – 5:30pm

### MINUTES - DRAFT

#### ATTENDANCE

##### Attendees:

Luke Muszkiewicz, Board Chair  
Terry Beaver, Board Vice Chair  
Libby Goldes, Trustee  
Siobhan Hathorn, Trustee  
Jeff Hindoien, Trustee  
John McEwen, Trustee  
Sarah Sullivan, Trustee  
Jennifer Walsh, Trustee (absent)  
Hannah Muszkiewicz, HHS Student Representative  
Zyanne Cervantes, CHS Student Representative (absent)

Tyler Ream, Superintendent  
Josh McKay, Assistant Superintendent  
Barb Ridgway, Chief of Staff  
Stacy Collette, Human Resources Director  
Janelle Mickelson, Business Services Administrator  
Kalli Kind, Facilities Director  
Tim McMahon, Activities Director  
Sean Maharg, Special Education Administrator  
Sean Morrison, Special Education Administrator

##### Guests:

Jaime Pandis  
Jane Shawn  
Jonathon Ambarian  
Lisa Lowney  
Mollie Brandt  
Erica McMillin  
Erin Grossman  
Bob Throssell  
Beckie Smilie  
Seamus White  
Trish Klock  
Ninah Kerr  
Brett Zanto  
Sam Sullivan  
Destiny Waeckerlin  
Isaac Nehring  
Jill VanAlstyne  
Bill Kaiser  
Wynn Randall  
Karen Latka  
Melissa Romano  
Nancy Bailey  
Danielle Tielking

Lisa Cordingley  
Rick Hayes  
Carrie Mooney  
Cassidi Perkins  
Tyler Manning  
Sharron MacMillan  
Rich Whitney  
Nancy Peterson  
Megan Blake  
Madalyn Quinlan  
Lona Carter  
Jake West  
Hayley Schmitt  
Deb Jacobsen  
Chrissy Murgel  
Heidi Herbolich  
Isaiah Fehr  
Jamie Bawden  
Justine Alberts  
Ricki Thompson  
Samantha Hartwig  
Sean Logan  
Jim Fuller

#### I. CALL TO ORDER

The meeting was called to order at 5:33pm by Board Chair, Luke Muszkiewicz, and trustees recited the Pledge of Allegiance.

## II. REVIEW OF AGENDA

While reviewing the agenda, Mr. Muszkiewicz requested the Helena High School Green Club presentation be listed as Helena High and Capital High Green Clubs. He also mentioned May election results typically were canvassed at the May board meeting, but this year's results were not ready from the county.

## III. STUDENT RECOGNITIONS

Helena Education Foundation (HEF) Executive Director, Lisa Cordingley, announced the winners of the 2020 Harrison Writing Awards: Rebecca Smilie for "Yellow Canaries;" Mollie Brandt for "No One But You," and "An Ode to the Eyes that See All and Say Nothing;" and Hannah Muszkiewicz for "13 Things to See in a Chickadee." Recipients accepted their awards with their parents. Ms. Cordingley said all winning submissions will be posted to the HEF website.

## IV. PRESENTATIONS

Capital High and Helena High Green Club members presented "Ways to Green the Schools" to the board. Some ideas presented included hiring a sustainability coordinator, composting, establishing a Superintendent/student advisory board on green issues, fewer document copies, and reusable water bottles. Presenting members of the Green Clubs were Erin Grossman, Sam Sullivan, Seamus Whyte, Cassidi Perkins, Destini Waeckerlin, and Issac Nehring. Trustees expressed their appreciation for linking being greener to saving money, the crosstown collaborative efforts, and advisors Jill VanAlstyne (HHS) and Sarah Urban (CHS).

Trustee John McEwen introduced Growing Friends of Helena representative, Bob Throssell, who graciously presented a check for \$14,320 for trees at the new schools. Mr. Throssell also provided a brief history of the partnership between Growing Friends of Helena and the school district, which included planting and maintaining trees, and hosting the annual Sun Fun for kids and families.

## V. GENERAL PUBLIC COMMENT

There were no public comments.

## VI. NEW BUSINESS

### A. Items for Action

#### 1. Approval of Elementary Tuition Fund Budget Amendment

District Business Services Administrator, Janelle Mickelson provided an overview of the budget amendments listed in Items for Action 1-3 to the board. At the April 28, 2020, work session, the board passed a resolution for the budget amendments. The amendments listed for action were the result of that resolution.

Ms. Sullivan moved to approve the Elementary Tuition Fund Budget Amendment. Ms. Goldes seconded the motion. There was neither board nor public comment. The motion passed unanimously.

#### 2. Approval of the High School Tuition Fund Budget Amendment

Ms. Sullivan moved to approve the High School Tuition Fund Budget Amendment. Mr. McEwen seconded the motion. There was neither board nor public comment. The motion passed unanimously.

3. Approval of High School General Fund Budget Amendment  
Ms. Hathhorn moved to approve the High School General Fund Budget Amendment. Mr. McEwen seconded the motion. There was neither board nor public comment. The motion passed unanimously.

4. Approval of the CHS Security Upgrade Bid  
District Facilities Manager Kali Kind provided an overview of the Capital High School (CHS) security update bid. Her recommendation was to select Abraham Construction. Dr. Ream added that, with the completion of this project, all schools will have received safety and security upgrades prior to the first day of school, which satisfies the last bond. Mr. McEwen asked for the funding source for the project. Ms. Kind answered funds first came from the permissive levy and then from the building reserve fund.

Mr. Beaver moved to approve the CHS Security Upgrade Bid. Mr. McEwen seconded the motion. There was neither board nor public comment. The motion passed unanimously.

5. Policy 1900: Temporary COVID-19  
District Chief of Staff, Barb Ridgway, described the change to this policy – adopted on April 28, 2020, as based on Montana School Boards Association (MTSBA) recommendations to remove the June 30, 2020, termination date.

Mr. McEwen moved to approve Policy 1900. Ms. Goldes seconded the motion. There was neither board nor public comment. The motion passed unanimously.

6. Policy 1906: Student Instruction  
Ms. Ridgway told the board of updates to this policy, also adopted on April 28, 2020, which included reference to Article X, Section 1 of the Montana Constitution to better support the use of offsite learning.

Ms. Goldes moved to approve Policy 1906. Ms. Hathhorn seconded the motion. There was neither board nor public comment. The motion passed unanimously.

7. Policy 9002: Facilities Master Plan  
Ms. Ridgway described the board's third reading of this policy as changes to language for additional clarity. Mr. Muszkiewicz asked for confirmation that the Facilities Committee would review the master plan annually before presenting it to the board. Ms. Ridgway confirmed that would be the process.

Mr. McEwen moved to approve Policy 9002. Ms. Goldes seconded the motion. There was neither board nor public comment. The motion passed unanimously.

8. Policy 9210: Site Acquisition  
Ms. Ridgway described revisions to this policy as clarification of language.

Mr. McEwen moved to approve Policy 9210. Mr. Beaver seconded the motion. There was neither board nor public comment. The motion passed unanimously.

9. Policy 9232: Educational Specifications

Ms. Ridgway clarified for the board that language from former Policy 9055 had been absorbed into Policy 9232.

Ms. Goldes moved to approve Policy 9232. Ms. Sullivan seconded the motion. There was neither board nor public comment. The motion passed unanimously.

B. **Items for Consent**

Ms. Sullivan moved to approve the consent items. Mr. Beaver seconded the motion. There was neither board nor public comment. The motion passed unanimously.

C. **Items for Information:** Update on Developing Graduation Plans for the Class of 2020

Dr. Ream presented information to the board regarding two plans for graduation. The preferred option allowed families to attend – two tickets per graduate – and would include two ceremonies for all graduates at each school. This plan allowed for social distancing in accordance with local health department guidelines. Dr. Ream said the primary concerns expressed both by the district and local health officials were getting people into and out of the stands pre and post ceremony and potential gathering in the parking lot after each ceremony. In this scenario, all attendees would be required to wear masks and would need a ticket and a health screening form to enter. The dates for these graduations will be June 5 for Access to Success and the Project for Alternative Learning (PAL) and June 6 for HHS and CHS.

Dr. Ream continued to say there was backup plan for ceremonies that would include fewer than 50 graduates and would require seven or eight ceremonies over multiple days. Dr. Ream added that even the smaller ceremonies would be limited to two tickets per graduate and would be subject to the same social distancing requirements.

Dr. Ream outlined a few additional aspects of the ceremonies as follows:

- Non-ticket holders would not be able to observe ceremonies from outside the fence; personnel would be on site to assist with that.
- A strict cleaning process would occur between ceremonies.
- People would not be allowed on campus without a ticket.
- Health screening forms would be available prior to the ceremonies, and family members would be encouraged to bring completed forms along with their tickets.
- People may not gather on field of on property post-ceremony.

Mr. Muszkiewicz voiced his appreciation for the highly collaborative planning. Mr. McEwen asked if there was a plan to control any trading of tickets. Dr. Ream answered that Helena doesn't have a large enough venue to assign seats, so it was something the district couldn't control. Ms. Hathorn asked why there would be two times for each school. Dr. Ream answered there were two plans in plan to keep as many options on the table. Ms. Sullivan asked if there would be speakers at the ceremonies. Dr. Ream answered there would be, but speakers would give abbreviated speeches. Ms. Goldes asked about graduates who have health issues. Dr. Ream replied that those students required individual care and attention and they were working with those individual families. Student Representative, Hannah Muszkiewicz, asked if divorced parents each would receive two tickets. Dr. Ream answered there were two



tickets per graduate, so those issues would have to be worked out as a family. Ms. Muszkiewicz asked how graduates would practice each ceremony. Dr. Ream answered that they were putting together digital practices. Ms. Hathhorn addressed the board's student representatives and asked how students were feeling. Ms. Muszkiewicz replied that considering the situation a month ago, these options sounded amazing. She voiced her appreciation for the hard work that had gone into the planning.

#### D. Reports

1. Budget & Finance Committee Report  
Trustee Jeff Hindoien reported to the board that, at the last committee meeting, an update on the year-to-date budget was presented along with multi-year budget projections. Mr. Muszkiewicz asked if the committee had discussed the fiscal impacts of COVID-19 on school districts. Mr. Hindoien replied that the district needed to be prepared for the effects COVID-19 will have on the state general fund.
2. Policy Committee Report  
Ms. Goldes reported that the committee continues to need more policies related to COVID-19 and facilities. She expressed her appreciation for her fellow committee members, Ms. Ridgway, and district attorney, Elizabeth Kaleva.
3. Facilities & Maintenance Committee Report  
Mr. Beaver reported that the committee hadn't met in April or May. He noted that the absence of students in schools has allowed construction to start earlier on safety and security projects slated for the summer months. Ms. Sullivan asked if any consideration had been given to how all district buildings would be utilized. Mr. Beaver answered that would be discussed at future meetings.
4. Teaching & Learning Committee Report  
Ms. Sullivan reported the committee has been working with grading in the fourth quarter. Elementary students will receive progress reports with more detailed feedback, and middle school/high school students will be working off the traditional grading scale with an option for a pass/fail/incomplete. Ms. Hathhorn added the district was working to address learning gaps over the summer.
5. Health Benefits Committee Report  
Mr. McEwen reported utilization of the plan was down in the first six months of 2020, but the cost of claims was up. He said gene therapy had been added to the plan, and the committee was considering adding hearing aids, which likely would be brought before the board at a later date.
6. Montana School Boards Association Report  
Mr. Muszkiewicz told the board the MTSBA annual meeting would take place June 11, 2020, as an online meeting. On the annual meeting's agenda was the potential ratification of the legislative agenda and election of officers. Other discussions would include cost of living adjustments and how they affect student funding.

7. Helena Education Association (HEA) Report  
HEA President, Jane Shawn, told the board that teachers were appreciative of the support they've been receiving from parents. HEA members have valued the effort the district is dedicating to establishing several scenarios for school in the fall. Helena Educator of the Year and Para-Educator of the Year will be voted on next week. 23 HEA members attended the MFPA annual meeting. Negotiations have been an ongoing concern for teachers.
8. HHS / CHS Student Representatives Report  
Ms. Muszkiewicz reported a lot of engagement between schools and students during remote learning.

**VII. SUPERINTENDENT'S REPORT**

Dr. Ream expressed his appreciation for outgoing trustee, Jeff Hindoien, and the exiting student representatives, Zyanne Cervantes and Hannah Muszkiewicz.

**VIII. BOARD COMMENTS**

Trustees voices their gratitude of the service by the outgoing student representatives and Mr. Hindoien.

**IX. ADJOURNMENT**

The meeting was adjourned at 8:32pm by Mr. Muszkiewicz. The next Board Meeting will be June 9, 2020.



*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 – Special Board Meeting

Tuesday, May 19, 2020 – 12:00pm

### MINUTES

#### ATTENDANCE

Luke Muszkiewicz, Board Chair	Tyler Ream, Superintendent
Terry Beaver, Board Vice Chair	Josh McKay, Assistant Superintendent
Libby Goldes, Trustee	Barb Ridgway, Chief of Staff
Siobhan Hathhorn, Trustee	Stacy Collette, Human Resources Director
John McEwen, Trustee	Janelle Mickelson, Business Services Administrator
Sarah Sullivan, Trustee	Pat Boles, Technology Administrator
Jennifer Walsh, Trustee	Lona Carter, Jefferson Elementary Principal
Jennifer McKee, Trustee Elect	Katrina Chaney, Lewis & Clark County Schools Superintendent

#### I. CALL TO ORDER

The meeting was called to order at 12:02pm by Board of Trustees Chair, Luke Muszkiewicz.

#### II. REVIEW OF AGENDA

There were no requested changes to the board agenda.

#### III. GENERAL PUBLIC COMMENT

No public comments were offered.

#### IV. NEW BUSINESS

A. Items for Information: Canvass of Election Results, Oath of Office for 2020-2021 Elected Trustees, Reorganization of the Board of Trustees, Appointment of Clerk

Ms. Mickelson provided an overview of the election results in several documents as follows:

1. A document showing of the 33,741 ballots issued, about half were returned
2. Results from the Trinity District
3. Unofficial election results for which action was required by the board
4. The passage of the levies and the canvassing and declaration of election results to be approved and signed by the board of trustees

Ms. Mickelson added that after approval of the certifications, an oath of office would be given to elected trustees by County Superintendent, Katrina Chaney, and results would be sent to the County Superintendent's office.

Mr. Muszkiewicz voiced his appreciation for Ms. Chaney attending the meeting to administer oaths of office and clarified two items requiring votes by the board: canvass election results for the elementary district, and canvass election results for the high school district.

Ms. Sullivan moved to canvass the results for the elementary district. Mr. McEwen seconded the motion. There were neither public nor board comments. The motion passed unanimously.

Ms. Sullivan moved to canvass the results for the high school district. Ms. Hathhorn seconded the motion. There were neither public nor board comments. The motion passed unanimously.

Ms. Chaney offered her congratulations to elected trustees and administered oaths of office to Luke Muszkiewicz, Jennifer Walsh, and Jennifer McKee.

Logistics for signing of respective canvass documents were established.

Ms. Sullivan provided an overview of the board's recommendations on reorganization. Ms. Sullivan moved to install Luke Muszkiewicz as board Chair. Ms. Goldes seconded the motion. There were neither public nor board comments. The motion passed unanimously.

Ms. Sullivan moved to install Siobhan Hathhorn as board Vice Chair. Ms. Goldes seconded the motion. There were no public comments. Ms. Goldes voiced her appreciation to Mr. Beaver for his service as Vice Chair and to Ms. Hathhorn for agreeing to serve as Vice Chair. The motion passed unanimously.

Mr. Muszkiewicz referenced committee assignments and said information would be sent that afternoon for trustees to review and consider on which committees they would like to serve.

Mr. Muszkiewicz noted the summer meeting schedule would include a board work session on May 26, a board meeting on June 12, and a board retreat on July 14 (8:30am – 4:00pm). He added that while all committee meetings were scheduled to meet the first week in June – which was the week of Graduation, committee chairs should work with Dr. Ream to reschedule their respective meetings.

Mr. Muszkiewicz outlined board priorities as follows:

1. Assess district priorities and set goals for the 2020-2021 school year
2. Formalize board procedures and incorporate into a board manual

## **V. BOARD COMMENTS**

Mr. McEwen asked for clarification on the board taking action on just two items. Mr. Muszkiewicz clarified there had been two items requiring action: one for each election – elementary and high school.

Mr. McEwen asked if the Budget Committee would have an opportunity to review the fiscal year's budget prior to board approval at the August Board Meeting. Mr. Muszkiewicz answered all committees were scheduled to meet prior to August's Board Meeting and added the Budget Committee could determine if additional meetings were necessary.

Mr. McEwen asked if trustees would be involved in graduation ceremonies. Dr. Ream answered the plan was to include trustees, but no one would be on the stage. Trustees would be able to view graduates as they exit the stage from a location to the right of the stage.

## **VI. ADJOURNMENT**

The Special Board Meeting was adjourned by Board of Trustees Chair, Luke Muszkiewicz, at 12:43pm.

**PERSONNEL ACTIONS**  
May 12, 2020 – June 9, 2020

**CERTIFICATED PERSONNEL**

**Appointments**

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Salary</u>
Hayes, Taylor	8/24/2020	Bryant/Grade 4	\$41,047
Moore, Molly	8/24/2020	Warren/Kindergarten	\$55,449

*\*Temporary Contract: Contract expires at the discretion of the District or 6/10/2021 whichever occurs first.*

**Terminations/Retirements**

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Reason</u>
Fredericks, Lexi	6/11/2020	PAL/English	Resignation
Kessler, Brian	6/30/2020	HHS/Assistant Principal	Resignation

<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>
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*\*Temporary Assignment*

**CLASSIFIED PERSONNEL**

**Appointments**

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Salary</u>
Osborne, Trevor	06/15/2020	MBC/Student Information Specialist	\$49,105

*\*Temporary Assignment*

**Terminations/Retirements**

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Reason</u>
Baerlocher, Kristie	06/10/2020	Bryant-Broadwater/IEFA Tutor	Resignation
Birmingham, Cristin	06/10/2020	Jefferson/Temporary Para Educator	Temporary
Carroll, Barbara	06/30/2020	Rossiter-Hawthorne/SACC Site Mgr.	Layoff
Cassidy, Catherine	06/10/2020	Broadwater/Temporary Academic Tutor	Temporary
Cronin, Jacob	06/10/2020	PAL e-NET/Para Educator	Resignation
Damiano, Kimberly	06/10/2020	Broadwater/Temporary Para Educator	Temporary
Davis, Debra	06/30/2020	Rossiter/SACC Site Manager	Layoff

Ford, Jane	06/17/2020	PAL/Temporary Secretary	Temporary
Garrison, Theresa	06/10/2020	Smith/Temporary Para Educator	Temporary
Hamlin, Barbara	06/10/2020	Central/Temporary Sped Para Educator	Temporary
Hauck, Tonya	06/10/2020	Smith/Temporary Para Educator	Temporary
Kroenke, Angelika	06/30/2020	Kessler-Jefferson/SACC Site Manager	Layoff
Laramore, Gabrielle	06/10/2020	Jefferson/Temporary Para Educator	Temporary
Linn, Tina	06/30/2020	Jim Darcy/SACC Para Educator	Layoff
Maleski, Theresa	06/10/2020	Kessler/Temporary Para Educator	Temporary
Mathiason, Emily	06/10/2020	Smith/Para Educator	Retirement
Merrill, Jamie	06/30/2020	Jefferson/SACC Site Manager	Layoff
Montgomery, Flavia	06/10/2020	Bryant/Temporary Para Educator	Temporary
Morley, Susana	06/10/2020	Broadwater/Temp. Sped Para Educator	Temporary
O'Brien, Shaun	06/30/2020	Warren/SACC Para Educator	Layoff
Oppedahl, Matthieu	06/10/2020	Jefferson/Temporary Sped Para Educator	Temporary
Parman, Tana	06/10/2020	Kessler/Temporary Para Educator	Temporary
Peterman, Barbara	06/30/2020	Jefferson/SACC Para Educator	Layoff
Roehm, Kimberly	06/10/2020	RBLC/Temporary Para Educator	Temporary
Roope, Amber	06/10/2020	Hawthorne/Temp. Sped Para Educator	Temporary
Schnaderbeck, Margaret	06/10/2020	Bryant/Temporary Para Educator	Temporary
Schultz, Heather	06/10/2020	Bryant/Temporary Sped Para Educator	Temporary
Seliskar, Candace	06/30/2020	Central/SACC Site Manager	Layoff
Simkins, Jylian	06/30/2020	Central-Broadwater/SACC Site Manager	Layoff
Soule, Susan	06/10/2020	Central/Temporary Para Educator	Temporary
Synness, Timothy	06/10/2020	Bryant/Temporary Sped Para Educator	Temporary
Tommerup, Kelsey	06/10/2020	Jefferson/Temporary Para Educator	Temporary
Watkins, Bradi	06/10/2020	RBLC/Temporary Para Educator	Temporary
Watson, Elizabeth	06/10/2020	Jefferson/Temporary Para Educator	Temporary
Webster, Shiela	06/10/2020	Kessler/Temporary Sped Para Educator	Temporary
Wei, Pamela	06/10/2020	HMS/Temporary Academic Tutor	Temporary
Zebrun-Gero, Liese	06/30/2020	Four Georgians/SACC Site Manager	Layoff

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

**Discretionary:**

Grade	District of Attendance
9	Jefferson High School
10	Jefferson High School
11	Jefferson High School

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	3				3
4	2				2
5	2				2
6	4				4
7	5				5
8	2				2
9				2	2
10				3	3
11				5	5
12				3	3
					39



APPROVAL OF OUT-OF-DISTRICT ATTENDANCE AGREEMENTS  
(NONRESIDENT STUDENTS ATTENDING HELENA SCHOOL DISTRICT)

Grade	District of Residence	Address	School of Attendance
12	Jefferson High School	Jefferson City	Capital High School
12	Jefferson High School	Jefferson City	Capital High School
12	Jefferson High School	Winston	Townsend K-12

Running Total of Out-of-District Attendance Agreements

Grade	Address									Total
	East Helena	Clancy	MT City	Jefferson City	Boulder	Elliston	Avon	Winston	Out of State	
K	3					1				4
1										0
2										0
3	1									1
4										0
5	1									1
6	2									2
7		1								1
8		1								1
9	18	52	2	2			1			75
10	1	38	3	1	1					44
11	2	25	7							34
12	1	18	13	3	1			1	2	39
	29	135	25	6	2	1			2	202



# Summer and Fall 2020 Preview

*Helena Public Schools*

*June 9, 2020*



# 2020: *In Reflection*



As a school district and community, Helena collectively rose to the challenge by transitioning to a completely remote services environment in roughly 72 hours

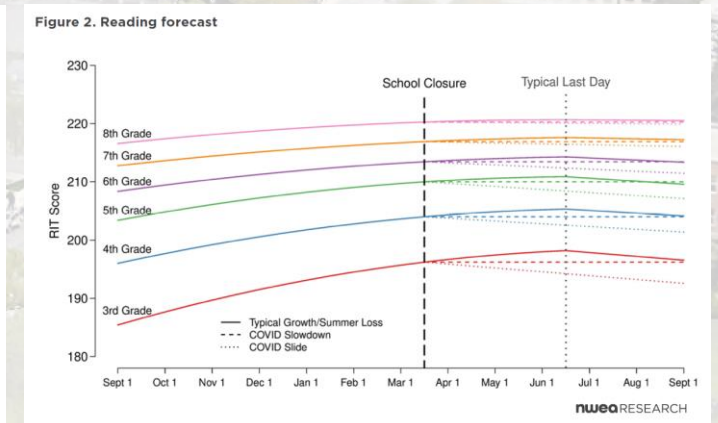
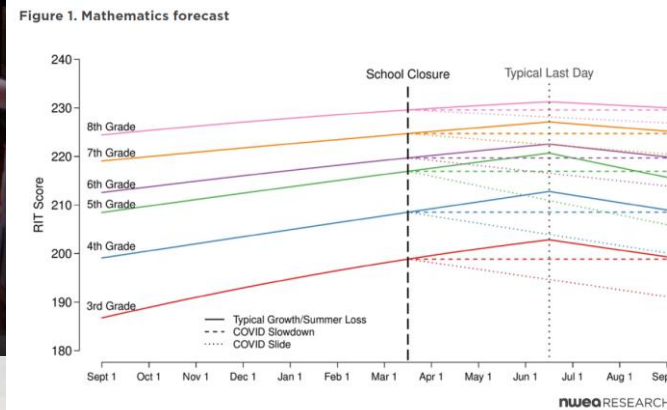
Since that time, community health indicators related to COVID-19 exposure and infections have remained comparatively low in Lewis & Clark County (18 known positive cases to date)

*Any discussion related to the spring of 2020 should deservedly begin with a sincere expression of appreciation for every student, parent, and employee associated with the Helena Public Schools*

# 2020: In Reflection

Remote learning, while necessary when faced with a public health crisis, does not provide students or teachers with the environment needed for optimal teaching, learning and student services.

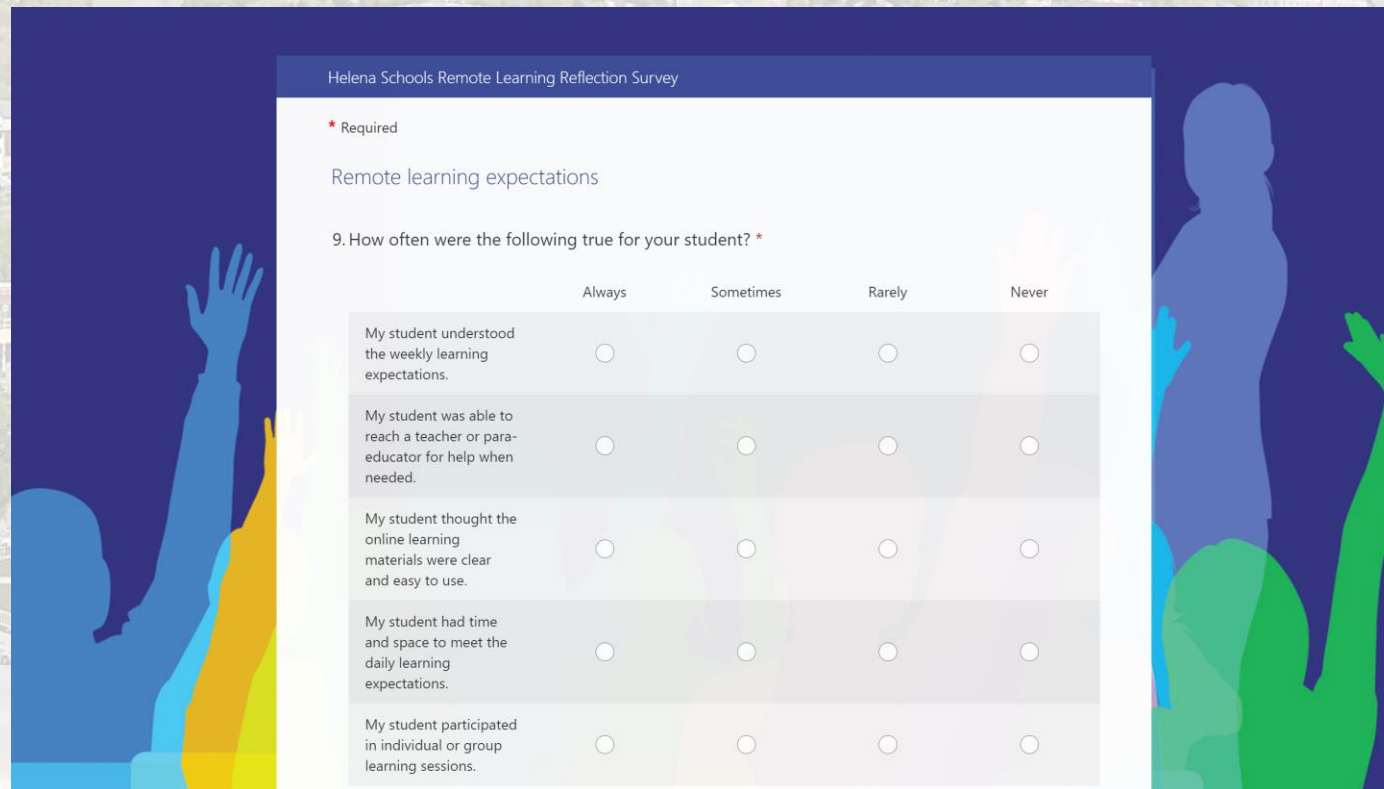
Preliminary research suggests students nationwide will return to school in the fall with roughly 70% of learning gains in reading relative to a typical school year, and less than 50% in math (source: [NWEA](https://www.nwea.org/))



# 2020: In Reflection

## Feedback Loops:

A mix of qualitative and quantitative feedback loops including a remote learning specific survey for parents will help us better understand our challenges and successes this spring.



Helena Schools Remote Learning Reflection Survey

\* Required

Remote learning expectations

9. How often were the following true for your student? \*

	Always	Sometimes	Rarely	Never
My student understood the weekly learning expectations.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My student was able to reach a teacher or para-educator for help when needed.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My student thought the online learning materials were clear and easy to use.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My student had time and space to meet the daily learning expectations.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My student participated in individual or group learning sessions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



Summer 2020

# Summer 2020:

## *Anticipated Summer Start Dates:*

### Special Education:

- Extended School Year:
  - Scheduled for our traditional time frame of July 13<sup>th</sup> through 31<sup>st</sup>
  - Monday through Thursday (partial days)
  - As a school district, we are planning through a variety of instructional delivery scenarios:
    - Remote
    - Blended
    - In-person driven by student needs and in accordance with health and safety protocols
- Transition to Fall 2020 School Year:
  - Students' individual education programs (IEPs) will be tailored for each child considering their current levels of performance upon return to and in-person school environment.
  - Services needed will be collaboratively determined by IEP teams once progress monitoring has occurred in an in-person environment. This includes discussions regarding possible compensatory services and potential amendments to IEPs.

# Summer 2020:

## *Anticipated Summer Start Dates:*

### Summer School (HS Credit Recovery):

- July 1<sup>st</sup> to July 29<sup>th</sup>
  - 2-hour classes, online (LIVE) classes or in-person classes (final decision by 6/22)
  - Registration Deadline is June 29<sup>th</sup> ([Registration Link](#))
  - Contact: Mr. Schlepp, (406) 324-2205

### Transition Academic Programming:

- Need-specific options for summer academic programming are being considered/designed for early August
  - Potential dates include August 3<sup>rd</sup> through August 14<sup>th</sup>
  - Need-Based Programming:
    - Focused on rising student entering transition years (K, 6<sup>th</sup> and 9<sup>th</sup>)
    - “Jumpstart” opportunities designed to focus on essential academic content



# Summer 2020:

## *Anticipated Summer Start Dates:*

### Adult Education:

- July 1st - Case Management and HiSET Testing.
- August 3<sup>rd</sup> - Adult Education Teachers Return

### Drivers Education:

- Winter Drivers Education courses are currently being completed - Only the drive portion remained as classes were remotely taught
- Summer Drivers Education class registration has started with classes scheduled to begin on June 24<sup>th</sup> - Blended model of instruction will be utilized

High School Athletics: Optional summer activities may begin June 15<sup>th</sup>

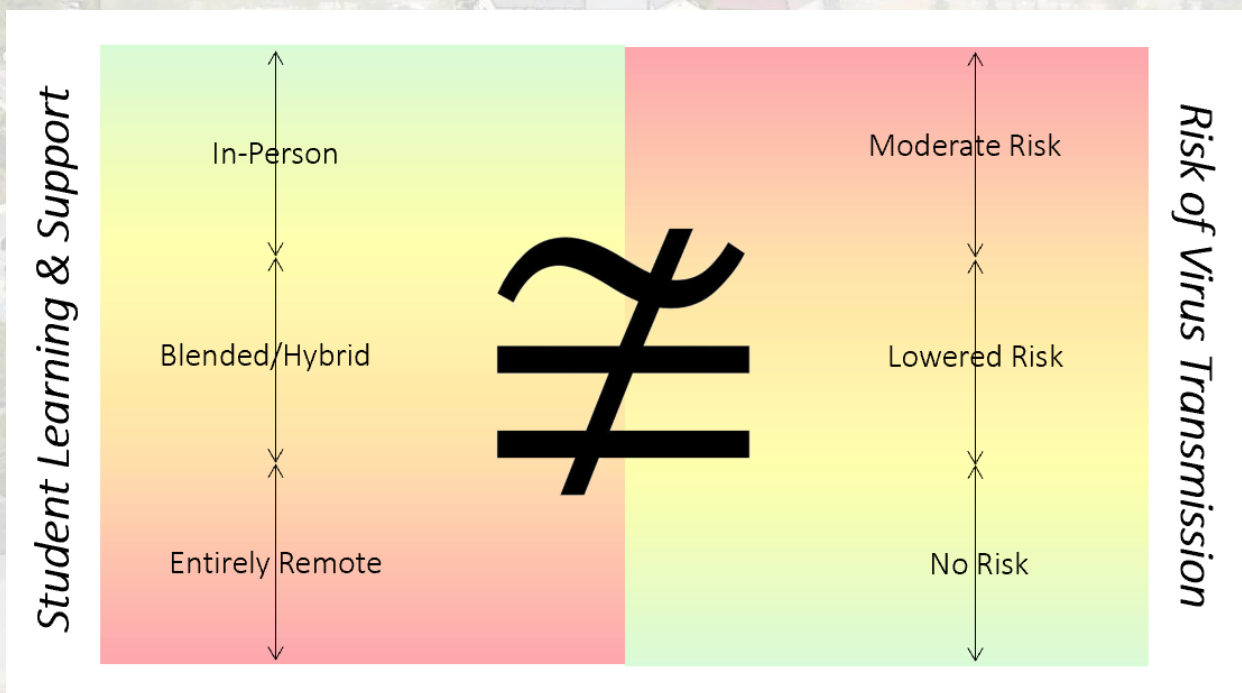


# Preparing for Fall 2020

# 2020/21 Planning

## *The Challenge of Incongruent Options:*

Essentially, what is generally best from a health/risk standpoint is generally incongruent with the optimal environment for teaching, learning and student support services



Therefore, our collective opportunity involves developing models and protocols that amplify learning/support services while reducing the risk of virus transmission

# 2020/21 Planning

Q: *Will students return to school, as normal, in the fall?*

A: Our target is to return, in-person, in the fall but decisions in that regard are dependent on numerous dynamic, external factors.

Dr. Anthony Fauci

Director of the National Institute of Allergy and Infectious Diseases

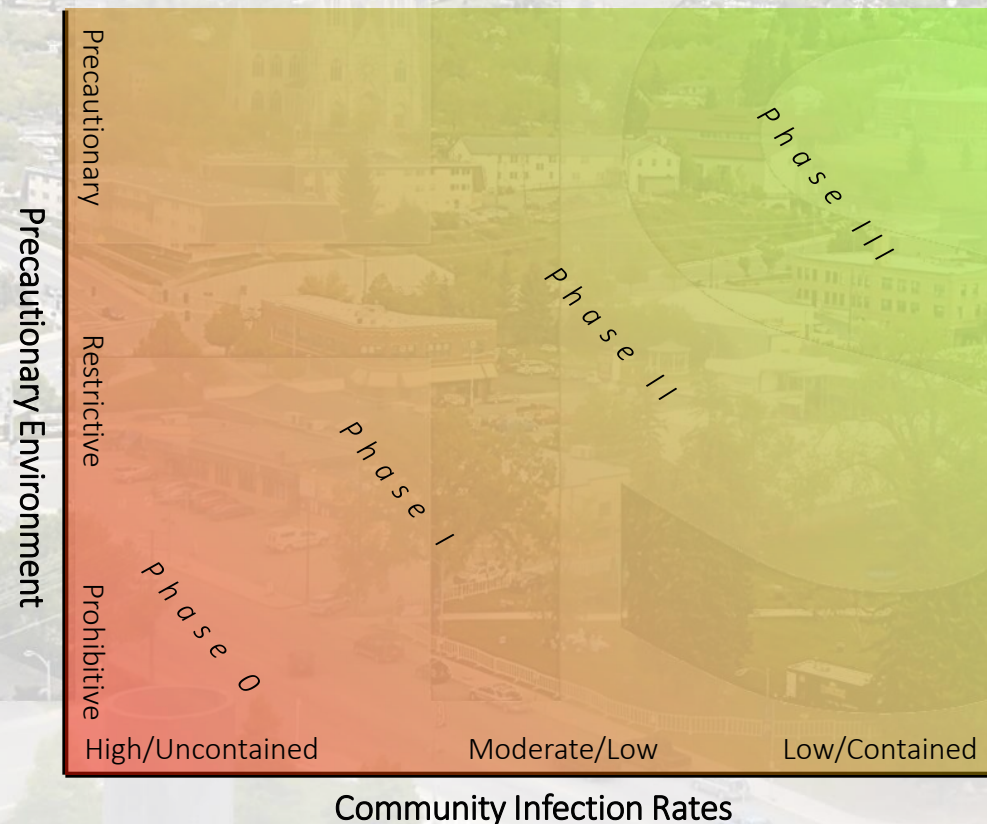
June 6<sup>th</sup>, 2020 Interview w/ CNN

“When you talk about children going back to school and their safety, it really depends on the level of viral activity in the particular area that you're talking about.”

“In some situations there will be no problem for children to go back to school. In others, you may need to do some modifications. Modifications could be breaking up the class so you don't have a crowded classroom, maybe half in the morning, half in the afternoon, having children doing alternate schedules.”

# 2020/21 Planning

Predicting our local health conditions several months out remains a challenging task best satisfied through the development of multifaceted plans




All developed plans must adhere to local, state and national precautionary guidance as the presence of COVID-19 is expected to remain until consistent treatments or vaccines have been developed/deployed

Hybrid options between full-open and total-close are required as such models are designed to minimize the risk of exposure during times of moderate-to-high uncontained community impact

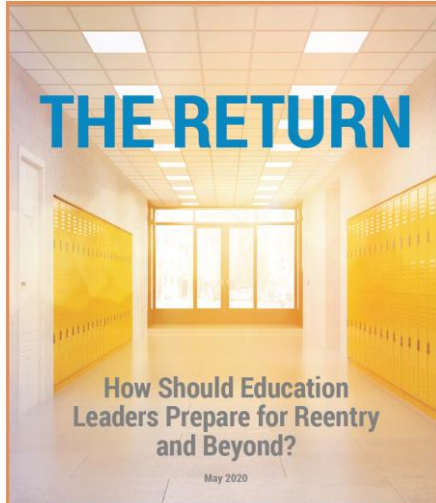
# 2020/21 Planning

Over the past several weeks, numerous pieces of guidance have been released that pertain to the reopening of schools in the fall.



## A PLAN TO SAFELY REOPEN AMERICA'S SCHOOLS AND COMMUNITIES


Guidance for imagining a new normal for public education, public health and our economy in the age of COVID-19



## THE RETURN

### How Should Education Leaders Prepare for Reentry and Beyond?

May 2020



### CDC Activities and Initiatives Supporting the COVID-19 Response and the President's Plan for Opening America Up Again

May 2020

Centers for Disease Control and Prevention (CDC)

Coronavirus Disease 2019 (COVID-19) Response



## Framework for reopening schools

April, 2020

Global school closures in response to the COVID-19 pandemic present an unprecedented risk to children's education, protection and wellbeing. The United Nations Secretary-General António Guterres recently called on governments and donors to prioritize education for all children, including the most marginalized, and the Global Education Coalition was established to support governments in strengthening distance learning and facilitating the reopening of schools.

While we do not yet have enough evidence to measure the effect of school closures on the risk of disease transmission, the adverse effects of school closures on children's safety, wellbeing and learning are well documented. Interrupting education services also has serious, long-term consequences for economies and societies such as increased inequality, poorer health outcomes, and reduced social cohesion. In many countries, data on virus prevalence is incomplete and decision makers will need to make their best assessments in a context of incomplete information and uncertainty. National governments and partners must simultaneously work to promote and safeguard every child's right to education, health and safety, as set out in the Convention on the Rights of the Child. The best interest of the child must be paramount.

Across countries leaders are grappling with difficult and uncertain trade-offs as they consider easing lockdowns. This framework serves to inform the decision-making process on when to reopen schools, support national preparations and guide the implementation process, as part of the overall public health and education planning processes. Contextualization and continuous adaptation are necessary in order to respond to local conditions and meet each child's learning, health and safety needs.

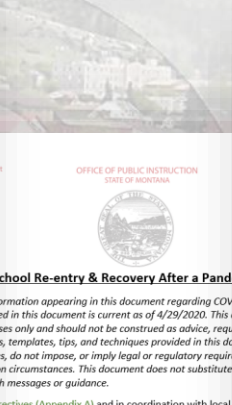
c) business environment  
d) Social, Emotional and Behavioral

As the school reopens the EOP team can monitor the progression through the three distinct phases.

Why is this monitoring critical? Because the virus does not move, people move. The biggest challenge in getting back to normal is the people movement. Threats may come from neighboring counties, and when travel restrictions have been lifted, neighboring states and countries. Remember this phrase, "Zero new growth in cases does not mean zero risk." We encourage schools to remain vigilant in maintaining their highest emergency response measures.

The three progressive phases are the following:

a) Phase 1: Limiting the number of students present in school building.



## School Re-entry & Recovery After a Pandemic

April, 2020


Information appearing in this document regarding COVID-19 contained in this document is current as of 4/29/2020. This document is for informational purposes only and should not be construed as advice, requirements, templates, tips, and techniques provided in this document are for informational purposes only. This document does not substitute for local health messages or guidance.

For Directives (Appendix A) and in coordination with local public health officials to announce the process for recovery, the school district work plan may begin the preparations for the reopening of schools. This plan should include after-school programs and summer learning programs. Plans for these programs will appear in green font.

With the opening of our buildings and welcoming students back, schools must take safety precautions to ensure the health of their students, staff, and community. In the Governor's orders, re-entry of students can also be contingent on current CDC guidelines and other safety measures to prevent the spread of COVID-19.

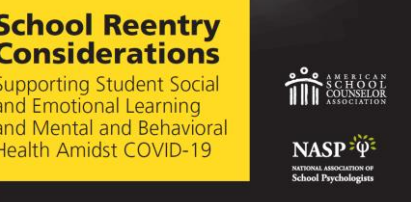
It is recommended that you reestablish your schools/districts Emergency Operations Plan (EOP) and assign a lead for the EOP in the following areas:

- Programming
- Structural Environment



## School Reentry Considerations

### Supporting Student Social and Emotional Learning and Mental and Behavioral Health Amidst COVID-19



# 2020/21 Planning

State level guidance is in development with several ongoing taskforces working to provide Montana-specific recommendations to school districts

The Office of Public Instruction (OPI) has released a phased model for reopening schools along with a draft [document](#) that provides information for districts to consider in relation to 1) Academic Programming, 2) Physical & Structural Environment, 3) Business Environment, and 4) Social, Emotional and Behavioral Support Services



## The 3 Phases of Re-opening Schools

Following school closures for COVID-19, schools have a lot to consider as they work to safely bring students back this year. The Governor outlined a three phase plan for re-opening Montana, which also applies to schools:

**Phase 1:** Limiting the number of students present in school building

**Phase 2:** Full capacity but limiting number of activities to allow for continued social distancing

**Phase 3:** Near full capacity and full operations but with continued vigilance in health and safety best practices.

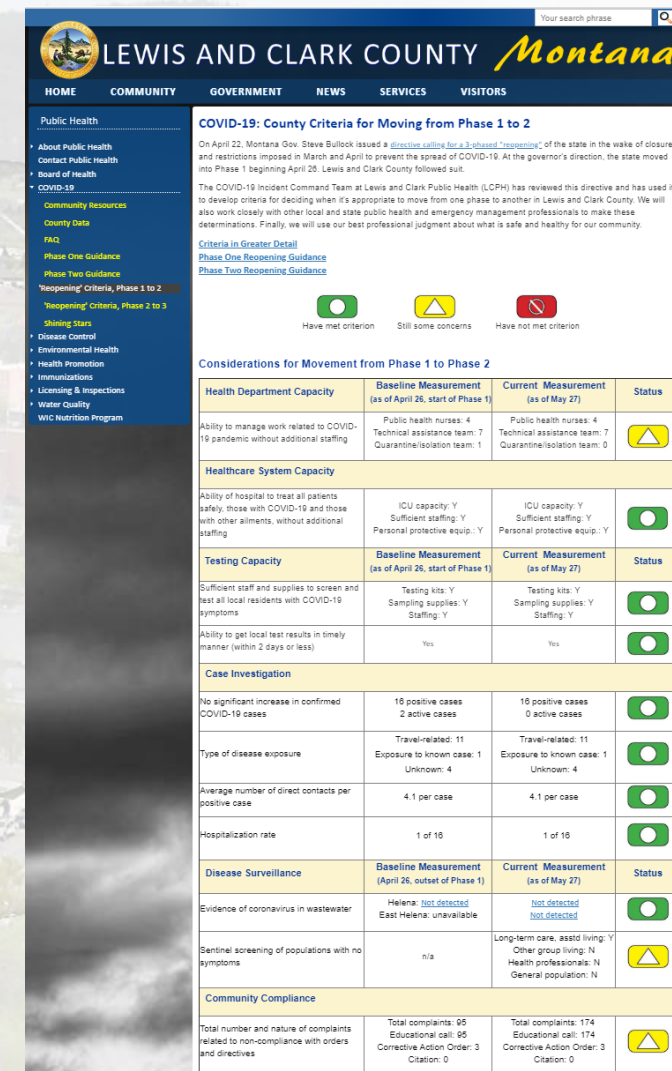
Phased reopening criteria aligns with state level orders associated with the [Reopening the Big Sky](#) plan.

# 2020/21 Planning

Over the past three months, locally-developed resources have been created that will continue to aid our efforts in preparing for the fall

Lewis & Clark Public Health maintains a [public dashboard](#) that actively monitors county-wide criteria for moving between phases

Resources that are specific to Helena and Lewis & Clark County are helpful in our understanding of real-time metrics associated with community health



The screenshot shows the Lewis and Clark County Montana COVID-19 dashboard. It includes a navigation menu on the left with categories like Public Health, Community Resources, and Disease Control. The main content area is titled 'COVID-19: County Criteria for Moving from Phase 1 to 2' and contains a table of metrics. The table has columns for 'Baseline Measurement (as of April 26, start of Phase 1)', 'Current Measurement (as of May 27)', and 'Status'. The status column uses icons: a green circle for 'Have met criterion', a yellow triangle for 'Still some concerns', and a red circle with a slash for 'Have not met criterion'.

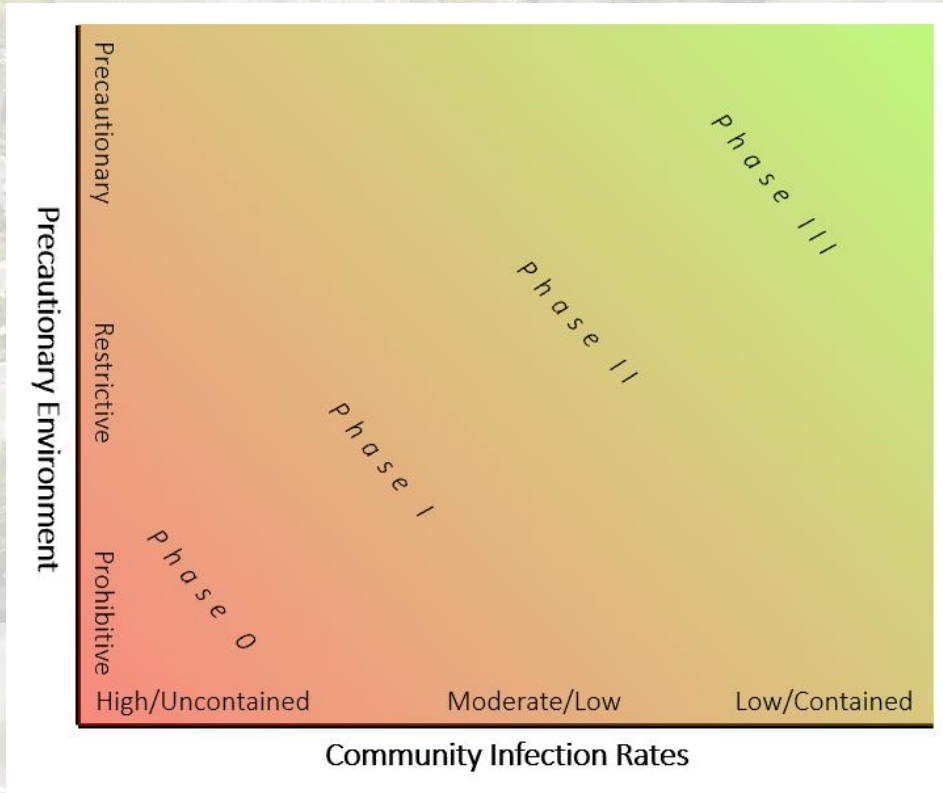
	Baseline Measurement (as of April 26, start of Phase 1)	Current Measurement (as of May 27)	Status
<b>Health Department Capacity</b>			
Ability to manage work related to COVID-19 pandemic without additional staffing	Public health nurses: 4 Technical assistance team: 7 Quarantine/isolation team: 1	Public health nurses: 4 Technical assistance team: 7 Quarantine/isolation team: 0	Still some concerns
<b>Healthcare System Capacity</b>			
Ability of hospital to treat all patients safely, those with COVID-19 and those with other ailments, without additional staffing	ICU capacity: Y Sufficient staffing: Y Personal protective equip.: Y	ICU capacity: Y Sufficient staffing: Y Personal protective equip.: Y	Have met criterion
<b>Testing Capacity</b>			
Sufficient staff and supplies to screen and test all local residents with COVID-19 symptoms	Testing kits: Y Sampling supplies: Y Staffing: Y	Testing kits: Y Sampling supplies: Y Staffing: Y	Have met criterion
Ability to get local test results in timely manner (within 2 days or less)	Yes	Yes	Have met criterion
<b>Case Investigation</b>			
No significant increase in confirmed COVID-19 cases	16 positive cases 2 active cases	16 positive cases 0 active cases	Have met criterion
Type of disease exposure	Travel-related: 11 Exposure to known case: 1 Unknown: 4	Travel-related: 11 Exposure to known case: 1 Unknown: 4	Have met criterion
Average number of direct contacts per positive case	4.1 per case	4.1 per case	Have met criterion
Hospitalization rate	1 of 16	1 of 16	Have met criterion
<b>Disease Surveillance</b>			
Evidence of coronavirus in wastewater	Helena: <u>not detected</u> East Helena: unavailable	<u>not detected</u> <u>not detected</u>	Have met criterion
Sentinel screening of populations with no symptoms	n/a	Long-term care, assisted living: Y Other group living: N Health professionals: N General population: N	Still some concerns
<b>Community Compliance</b>			
Total number and nature of complaints related to non-compliance with orders and directives	Total complaints: 66 Educational call: 66 Corrective Action Order: 3 Citation: 0	Total complaints: 174 Educational call: 174 Corrective Action Order: 3 Citation: 0	Still some concerns



# 2020/21 Planning

## *Building a “Brick to Click” Framework for Returning*

To plan for every conceivable scenario, we must consider full-open, full-close and hybrid models in-between that provide a blend of services.



By design, the rigor of safety protocols will vary from our everyday “new norm” of social distancing and minimized contact to hybrid models that intentionally limit class sizes

While not aligned with the Reopening the Big Sky plan, “Phase 0” is associated with local or state stay-at-home orders which will necessitate the physical closure of school facilities

## *“Brick to Click” Framework for Returning*

Intensity of Remote Services

Intensity of Precautionary Restrictions

### Phase III: Return to Normal Local/State Operations

- Near/full capacity with full operations
- General health/safety protocols

### Phase II: Modified Local/State Operations (gatherings of more than 50 people)

- Near/full capacity with modified operations
- Limited number of general activities/gatherings to allow for maximum distancing

### Phase I: Restricted Local/State Operations (gatherings of more than 10 people)

- Limited number of students present in classrooms/school buildings
- Blended, remote services in place for all students

### Phase 0: Local or State Stay-at-Home Order

- Facilities are physically closed
- Completely remote service environment

# 2020/21 Planning

## In Addition: Ongoing Digital Platform

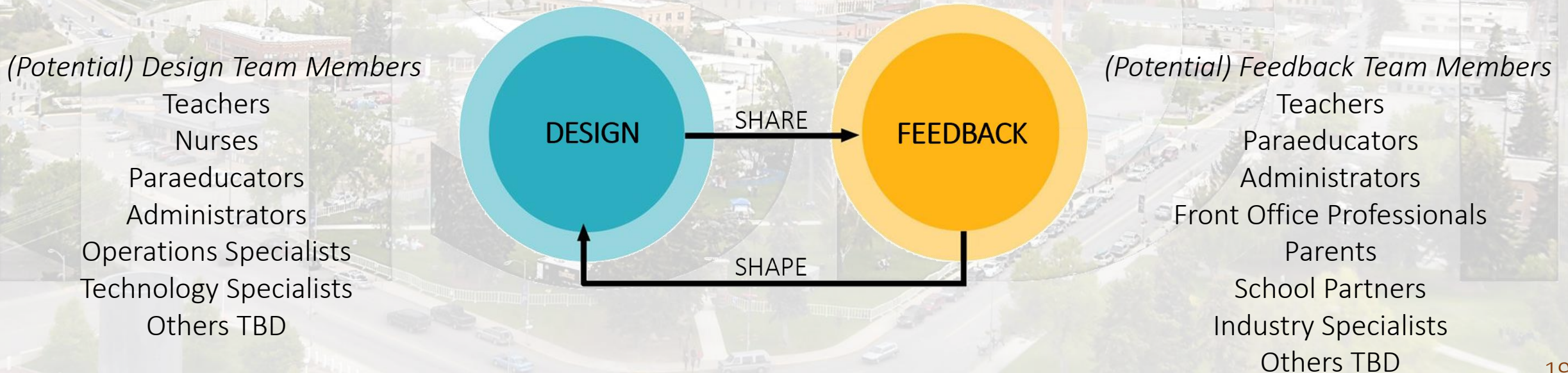
- In order to meet the ongoing needs of students who are unable to return physically to school, an ongoing digital course of instruction must be designed/offered
- Digital instruction may be fulltime (year-long) or temporary (short-term) based on specific student and/or family needs
  - Students should remain enrolled in their home school and class for the year but are likely to interact with multiple teachers in the remote environment
  - Students may be able to virtually attend and complete specific classes
  - Additional positions are an anticipated need (School Emergency Relief Fund/CARES funding)

# 2020/21 Planning

## Design Considerations / Feedback Loops:

Representative teams will work together in an iterative, design/feedback process to fully develop models and protocols associated with each phase

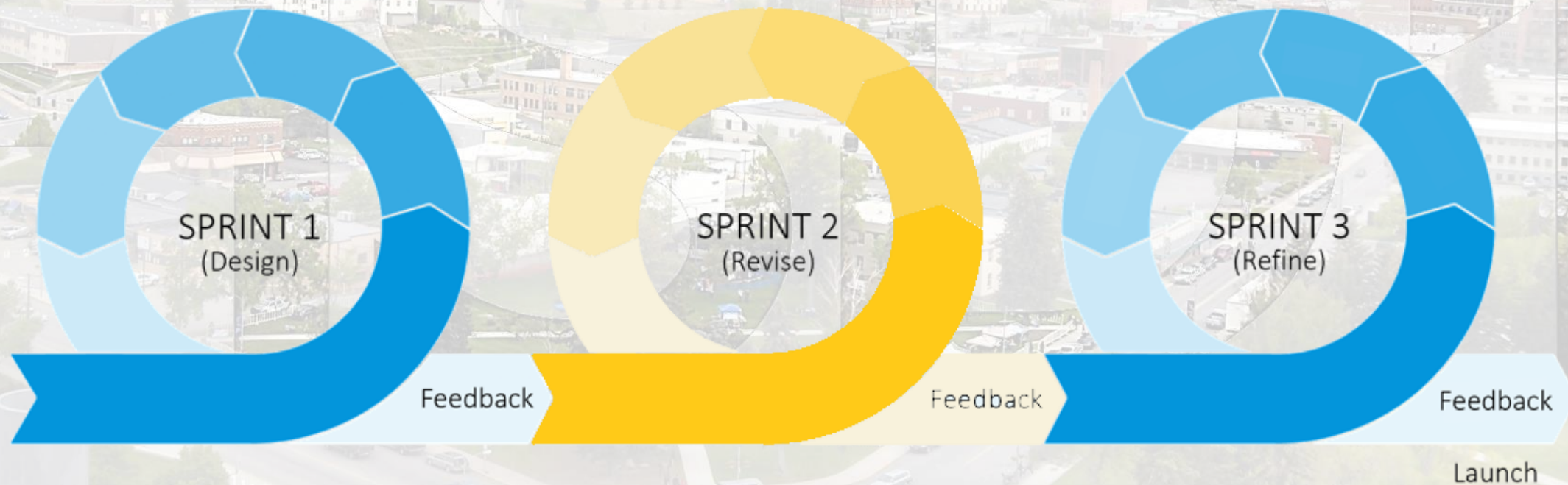
- SHARE: A smaller Design Team will work together to create and refine a design
- SHAPE: A larger Feedback Team will serve as a vital partner in providing ongoing insight



# 2020/21 Planning

## Design Considerations / Feedback Loops:

- Teams will aim to complete three sprints on/before July 31<sup>st</sup>
- Sprints involve both 1) design work, followed by, 2) a larger feedback session which will inform revisions or refinements for the next sprint



# 2020/21 Planning

## (DRAFT) Design Considerations / Feedback Loops:

FACILITIES TEAM	Focused on the health and safety needs of each school/facility
HEALTH/WELLNESS TEAM	Focused on proactive and responsive health practices/protocols
INSTRUCTION TEAM	Focused instructional programming including in-person, blended and remote learning
SCHOOL OPERATIONS TEAM	Focused on phase-specific school structures, programs and practices
TECHNOLOGY TEAM	Focused on supporting the technology-specific needs of all work teams
PROFESSIONAL LEARNING TEAM	Focused on professional learning needs including pre-opening trainings
STUDENT SUPPORT TEAM	Focused on general and phase-specific student support services
BUSINESS FUNCTIONS TEAM	Focused on ongoing and emergency business functions by phase

# 2020/21 Planning

## *In 78 Days...*

- We must collectively develop multiple, functional models aligned with state and local phases that provide for (relatively) seamless transitions as community health needs arise
- We must identify students and employees who are unable to physically return for the 2020/2021 school year and provide, if possible, aligned accommodations
- We must enhance our remote service platforms and functions to build upon the successes and challenges of this spring
- We must rethink, redesign, train and implement enhanced school and district operations that ensure minimal risk for our students, employees and families
- We must collectively and seamlessly work with our students, families and employees to ensure that every conceivable need has been recognized and addressed
- We must design a “new norm” environment for business services (internal processes, community use, etc.)
- **We must adhere to our priority of safety and health in all forthcoming decisions**



Your

Helena

Public Schools

...a great place to learn