



*The Helena Public Schools educate, engage, and empower each student to maximize his or her individual potential with the knowledge, skills and character essential to being a responsible citizen and life-long learner.*

## Board of Trustees – Executive Committee Meeting

Tuesday, September 22, 2020 – 11:00am

May Butler Center Conference Room and Microsoft Teams

**Notice:** In accordance with State and Local health guidance/regulations, physical attendance at this meeting will be limited to 6 individuals. All in-person attendees must wear a mask/face covering at all times and remain safety distanced from anyone not residing within the same place of residence. All other attendees are encouraged to attend the meeting via Microsoft Teams and/or email your public comment to [boardoftrustees@helenaschools.org](mailto:boardoftrustees@helenaschools.org) prior to the start of the meeting.

Members of the public are able to attend by clicking here: <https://helenaschools.org/event/board-of-trustees-executive-committee-meeting-9-22-2020/>. 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
- II. **GENERAL PUBLIC COMMENT:** *This is the time for comment on public matters that are not on the agenda. Public matters do not include any pending legal matters, private personnel issues or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order. The Board cannot enter into a discussion during General Public Comment.*
- III. **APPROVAL OF MINUTES**  
September 8, 2020, Executive Committee Meeting Minutes (see attached)
- IV. **REVIEW OF SEPTEMBER 22, 2020, BOARD WORK SESSION AGENDA** (see attached)
- V. **BOARD COMMENTS**
- VI. **ADJOURNMENT**

### Helena Public Schools Board of Trustees

Luke Muszkiewicz  
*Board Chair*

Siobhan Hathhorn  
*Board Vice Chair*

Terry Beaver  
*Trustee*

Libby Goldes  
*Trustee*

John E McEwen  
*Trustee*

Jennifer McKee  
*Trustee*

Sarah Sullivan  
*Trustee*

Jennifer Walsh  
*Trustee*



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## Board of Trustees – Executive Committee Meeting

Tuesday, September 8, 2020

# MINUTES - DRAFT

### ATTENDEES

#### *Committee Others*

Luke Muszkiewicz, Chair	Tyler Ream, Superintendent
Siobhan Hathhorn, Vice Chair	Josh McKay, Assistant Superintendent
Sarah Sullivan, Past Chair	Barb Ridgway, Chief of Staff
<i>(excused absence)</i>	Stacy Collette, Human Resources Director
Libby Goldes, Trustee	Joslyn Davidson, Curriculum & Instruction Administrator
	Janelle Mickelson, Business Services Administrator
	Tim McMahon, Activities Director

#### I. CALL TO ORDER

Board Chair, Luke Muszkiewicz, called the meeting to order at 11:06am.

#### II. REVIEW OF AGENDA

No changes were requested to the committee meeting agenda.

#### III. GENERAL PUBLIC COMMENT

No public comments were offered.

#### IV. APPROVAL OF MINUTES

Minutes from the previous Executive Committee meeting were approved.

#### V. REVIEW OF SEPTEMBER 8, 2020, BOARD MEETING AGENDA

Mr. Muszkiewicz clarified the board meeting would occur in person and via Zoom and provided an overview of the set up and procedures.

Mr. Muszkiewicz listed the evening's Items for Consent, on which the committee had no questions.

Mr. Muszkiewicz referenced the two policies for information – Policy 3000 and Policy 3005, and Ms. Ridgway provided context for that changes to the policies, which were the result of significant changes at the federal level separating sexual harassment from abuse and assault. She provided the committee with an overview of those changes and how they will affect procedures within the district. Ms. Ridgway told the committee similar policies would be brought before the board at a future meeting pertaining to staff.

Mr. Muszkiewicz listed the reports slated to be given. He referenced the MTSBA report and told the committee the association has released its draft legislation resulting from the annual meeting. He agreed to send that information to trustees. Dr. Ream asked if MTSBA was adopting any view around hold harmless ANB. Mr. Muszkiewicz responded there had been a separate resolution pre-COVID-19 to move the ANB average from three to five years. There had not been a formal discussion around incorporating hold harmless ANB as part of the legislation and added the primary purpose of the legislation was to aid school districts whose loss of enrollment was a separate issue from COVID-19 specific enrollment loss. Mr. Muszkiewicz agreed to obtain a comment prior to the board meeting from MTSBA regarding the issue. Ms. Hathhorn requested clarification that the current ANB average was three years and if the idea was to extend the average to five years. Dr. Ream replied moving to a five-year average would help take the statistical significance out of this year. He added it could also help to take the average from the previous three years and apply it to the 20-21 school year rather than taking actuals from the year. Mr. Muszkiewicz asked if there had been any discussion around this topic with SAM (School Administrators of Montana). Dr. Ream replied it had been discussed among AA superintendents who had expressed concern as to how ANB would be factored.

Dr. Ream agreed to provide a quick back to school efforts report as part of the Superintendent's Report. He also will share some metrics established with the local health professionals and provide details – as a draft – on how those metrics will affect future phasing decisions. Mr. Muszkiewicz asked if Dr. Ream would like trustee feedback on the metrics. Dr. Ream said he would request feedback during the report.

Mr. Muszkiewicz referred to board comments and told the committee he planned on acknowledging principals for touring trustees around their schools. He added he also planned on offering thanks to the community for helping get the virus under control.

## **VI. BOARD/SUPERINTENDENT COMMENTS**

Ms. Hathhorn referenced the out-of-district tuition agreements and asked the district to work on ways to improve enrollment. Dr. Ream asked Ms. Mickelson if the presented numbers were cumulative or just reflective of one month. Ms. Mickelson replied this was the first year out-of-district enrollment numbers had been sent by the East Helena district, so the numbers were skewed from previous years. She added she would need numbers for next year in order to make a

comparison on whether the numbers were large or small. Ms. Mickelson said cumulative numbers were 226 going out-of-district and 80 (so far) coming into the district. She added the majority of agreements typically were not received until later in the fall; those that already had been received are likely students who wanted to participate in fall sports. Ms. Hathhorn requested the board look at those figures in October or November. Mr. McKay responded that most students transferring out of the district are location-based. Dr. Ream added it ties back to the conversation around Helena High and Helena Middle School – both of which are a long way from the growth in the Helena Valley. Ms. Hathhorn clarified her intent was to keep those issues on the radar rather than to request immediate action.

## **VII. ADJOURNMENT**

The meeting was adjourned at 11:30am.



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## Board of Trustees Work Session

Tuesday, September 22, 2020

Kessler Elementary School (2420 Choteau Ave.) and via Microsoft Teams

Tour at 3:30 p.m. / Meeting at 4:00 p.m.

**Notice:** In accordance with State and Local health guidance/regulations, physical attendance at this meeting will be limited to 30 individuals. All in-person attendees must wear a mask/face covering at all times and remain safety distanced from anyone not residing within the same place of residence. All other attendees are encouraged to attend the meeting via Microsoft Teams and/or email your public comment to [boardoftrustees@helenaschools.org](mailto:boardoftrustees@helenaschools.org) prior to the start of the meeting.

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## AGENDA

- I. TOUR OF KESSLER ELEMENTARY SCHOOL at 3:30pm
- II. CALL TO ORDER / PLEDGE OF ALLEGIANCE
- III. REVIEW OF AGENDA
- IV. PRESENTATION: Kessler Elementary School (see attached)
- V. GENERAL PUBLIC COMMENT

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**VI. NEW BUSINESS**

**A. Items for Consent**

1. Approval of May 26, 2020, Board Work Session Minutes (see attached)
2. Acknowledge Discretionary Out-of-District Tuition Agreements (see attached)
3. Approval of Out-of-District Attendance Agreements (see attached)

**B. Item for Information**

1. Metrics-based Phasing Protocol

**VII. SUPERINTENDENT'S REPORT**

**VIII. BOARD COMMENTS**

**IX. ADJOURNMENT**

Next Board Work Session: Tuesday, October 28, 2020, at Four Georgians Elementary School.