



**Superintendent**  
Tyler Ream, Ed. D  
324-2001

**Business Manager**  
Janelle Mickelson  
324-2040

## Board of Trustees Meeting

Due to the response of COVID-19 this meeting was held virtually on Zoom as well as in person at Capital High School

**Tuesday October 13, 2020**

5:30 p.m.

## MINUTES

The Board of Trustees Meeting of the Board of Trustees was called to order by Chair Luke Muszkiewicz over the Zoom platform at 5:35 p.m.

### **ATTENDANCE – Present unless otherwise noted**

Luke Muszkiewicz, Board Chair

Siobhan Hathorn, Board Vice Chair

Sarah Sullivan, Trustee

Jennifer McKee, Trustee

Elizabeth “Libby” Goldes, Trustee

Jennifer Walsh, Trustee

Terry Beaver, Trustee

John McEwen, Trustee

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

Kalli Kind, Director of Support Services

Jane Shawn, Helena Education Association President

Pat Boles, IT Administrator

Gary Meyers, IT

Tim McMahon, Activities Director

Steve Thennis, Helena High School Principal  
Dave Thennis, CR Anderson Middle School Principal  
Brett Zanto, Capital High School Principal  
Trish Klock, Bryant Elementary School Principal  
Deb Jacobsen, Hawthorne Elementary School Principal  
Wynn Randall, Access to Success Principal  
Erin Maxwell, RBLC Principal  
Jill Nyman, Smith Elementary School Principal  
Lisa Lowney, Kessler Elementary School Principal  
Nick Radley, Four Georgian's Elementary School Principal  
Brian Cummings, Jim Darcy Elementary School Principal  
Claire Downing, HHS Student  
Mariah Mercer, CHS Student

Many Guests of the Helena School District

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chair Luke Muszkiewicz called the meeting to order at 5:33 p.m. and led the Pledge of Allegiance.

**II. REVIEW OF AGENDA**

No changes.

**III. OATH OF OFFICE FOR 2020-2021 STUDENT BOARD REPRESENTATIVES**

Claire Downing, HHS student, and Mariah Mercer, CHS student, took the oath of office in order to be a student board representative for the 2020-2021 school year for the Helena Public School Board of Trustees.

**IV. RECOGNITION**

Joan Leik was awarded the SHAPE MT Wellness Award.

**V. GENERAL PUBLIC COMMENT**

None

**VI. NEW BUSINESS**

**A. Items for Information**

1. Superintendent search planning session with Hazard, Young, Attea and Associates. The information presented by Carolyn and Jackie. Information presented to the board was for planning purposes to find the next Superintendent of Helena Public Schools. The planning calendar was overviewed along with understanding what challenges the next Superintendent might face and what kind of characteristics the next Superintendent might possess. The stakeholders need to be involved in this process, so meetings need to be set up and held with the candidates for the next Superintendent. In the coming months, the search firm will work with the board to get interview

questions completed and finalized. There should also be community and school staff involvement. The goal is to get all the stakeholder involvement completed before the November 10<sup>th</sup> meeting.

**2. Policy 5000: Equal Employment Opportunity and Non-Discrimination**

The policy was presented by Barb Ridgway, the 5000 series policies are being presented for informational purposes. The committee has completed an initial review. These existing policies are being revised because in May 2020, the Trump administration released a new rule that outlines when and how K-12 schools must respond to reports of sexual assault and harassment under Title IX, the federal law that prohibits sex discrimination for both students and staff.

**3. Policy 5005: Sexual Harassment**

The policy was presented by Barb Ridgway, the 5000 series policies are being presented for informational purposes. These existing policies are being revised because in May 2020, the Trump administration released a new rule that outlines when and how K-12 schools must respond to reports of sexual assault and harassment under Title IX, the federal law that prohibits sex discrimination for both students and staff. The rule defines sexual harassment as “unwelcome conduct on the basis of sex that is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school’s education program or activity,” a stricter definition than is used in employment law. Schools will be found in violation of Title IX if they are “deliberately indifferent” to such conduct. While discussion about the Title IX rule has largely centered on colleges and universities, the changes also affect K-12 schools.

**B. Items for Action**

**1. Approval and Ratification of the HPS-Electricians collective bargaining agreement.**

Stacy Collette presented the information to the board. The HPS and the Electricians Union, reached a tentative agreement on Tuesday, October 6, 2020. The Union ratified the tentative agreement to the contract unanimously. The District negotiation team recommends ratification. Upon the Board’s approval, a final copy will be made available electronically. There is a two-year agreement from July 1, 2020-June 30, 2022. Concerning insurance there is an increase in the cafeteria contributions each year as determined by the Health Benefits Committee. (Note, for 20-21 the rate will change from \$781 per month to \$820). It is mutually agreed Article III, Section 4, Subsection (a) will not be in effect during the term of the 2020- 2022 agreement. Electrician: \$1.00 per hour increase in wages each year (\$32.59 effective July 1, 2020 and \$33.59 effective July 1, 2021). 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. The Superintendent recommendation is to approve and ratify the collective bargaining agreement as agreed upon between HPS and the Electricians.

**Motion:** John McEwen moved to approve the Approval and Ratification of the HPS-Electricians collective bargaining agreement. Terry Beaver seconded the motion.

**Public Comment:** None

**Board Comment:** None.

**Vote:** 7-0 The motion carried

2. Policy 3000: Equal Educational Opportunities Policy

Barb Ridgway presented the information to the board. The 3000 series policies are being presented for action. The Policy Committee has completed two reviews. This policy is to go back to the Policy Committee to gain further clarification on gender identification. No Motion.

3. Policy 3005: Bullying, Intimidation, Harassment, Hazing Prevention and Reporting

Barb Ridgway presented the information to the board. The 3000 series policies are being presented for action. The Policy Committee has completed two reviews.

**Motion:** John McEwen moved to approve Policy 3005: Bullying, Intimidation, Harassment, Hazing Prevention and Reporting. Siobhan Hathorn seconded the motion.

**Public Comment:** None

**Board Comment:** None.

**Vote:** 7-0 The motion carried

4. Approval of Metrics-Based Phasing Model

Dr. Tyler Ream, Superintendent, presented the information to the board. To make the best possible phase-by-phase decisions for our schools, the Helena public Schools has worked to develop a set of COVID-19 related metrics to help inform forthcoming phasing decisions. As this is an actively evolving pandemic, monitored and utilized metrics are expected to remain dynamic and ever evolving. That noted, the Helena Public Schools remain committed to utilizing local health metrics as part of our data-informed decision-making processes. In considering approval, the Board of Trustees is potentially agreeing with the methodology and use of metrics, in general. The Board is not being asked to approve specific metrics or thresholds as, as noted above, those are expected to remain active and evolving. The Superintendent recommends that the Helena Public Schools Board of Trustees vote to adopt the use of a health metrics model to inform school phasing decisions related to the 2020/2021 school year. Following the Board of Trustees' 9/22/2020 the

next steps include continuing to explore and refine potential metrics in concert with partner health professionals/organizations and considering feedback pertaining to drafted measures and potential implementation.

**Motion:** Siobhan Hathhorn moved to approve the approval of Metrics-Based Phasing Model, as presented. Libby Goldes seconded the motion.

**Public Comment:** None

**Board Comment:** None

**Vote:** 7-0 The motion carried

### **C. Consent Action Items**

1. September 8, 2020 Board of Trustees Minutes Meeting Minutes
2. October 1, 2020 Board of Trustees Special Board Meeting Minutes
3. Approval of Personnel Actions
4. Approval of Warrants
5. Acknowledgement of out-of-district attendance agreements
6. Approval of out-of-district attendance agreements

**Motion:** Libby Goldes moved to approve the Consent Action Items. Sarah Sullivan seconded the motion.

**Public Comment:** None

**Board Comment:** None

**Vote:** 7-0 The motion carried.

### **D. Reports**

#### **1. Policy Committee Report**

Libby Goldes reported that the policies that came to the meeting is what was discussed at the last meeting. Trustee Goldes thanked the members of the committee. They will continue to work with Bea on those policies.

#### **2. Teaching and Learning Committee Report**

Sarah Sullivan reported that the committee discussed topics to go on the calendar. Those topics included mental health, technology, possible changes to classes at the high school depending on enrollment numbers. Updated on the shift from letter grades to standard grade basis in grades K-5.

#### **3. Budget and Finance Committee Report**

John McEwen reported that the committee looked at the monthly report, supplied by Janelle, to see how closely they are adhering to the budget. Enrollment trend analysis and technology, and activities budgets will be looked at closer. They are tracking COVID expenditures as well as the long-term budget.

#### **4. Health Benefits Committee Report**

John McEwen reported that the committee considered to do quotations on the stop loss contract. There will be an increase by 50% to the stop-loss contract. On a monthly basis, as needed, the committee is reviewing the COVID benefit.

**5. Negotiations Update Report**

Stacy Collette thanked the negotiations team. The collective bargaining language is complete. They are still working on the salary matrix for the teachers.

**6. Montana School Boards Association Report**

Luke Muszkiewicz pointed out some and encouraged the others to take advantage of the opportunities through MTSBA. Delegate assembly will be Friday Nov 6<sup>th</sup> from 10am-1pm. This is being held virtually.

**7. Helena Education Association Report**

Jane Shawn thanked the board for their decision in sending the policy back to review and change the language. The educator conferences will be held virtually. Educators continue to express concerns of the amount of workload that they have. They are overwhelmed. Employees are having a hard time.

**VII. SUPERINTENDENT'S REPORT**

Dr. Ream asked Stacy Collette to join him to walk through the staffing numbers. Thanked the staff for their hard work. The staffing response was reviewed on how they continue to respond to the work that is needed in the classroom to try to maintain in-person learning for Helena Public Schools. There have been over 101 employees since August 26<sup>th</sup> in a state of isolation or in quarantine. The model supports a flexible employee engagement. We continue to recruit substitutes and hire staff to fill in for our full-time employees. We leverage our substitutes to ensure student coverage and afford teachers and paras much needed time off to recover and take care of personal business. Being in a state of emergencies, we have contacted the National Guard to help with staffing, but we are competing with fires. We are trying to be as creative as possible.

**VIII. BOARD COMMENTS**

None.

**IX. ADJOURNMENT**

There being no other topics for future meetings and no public comment on issues not on the agenda, the meeting adjourned at 9:24 p.m. The next Regular Board Meeting will be held on November 10, 2020.

Respectfully submitted,

Luke Muszkiewicz, Chair

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Jessica Evans, Recording Secretary

Date