



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 as well as in person at
Capital High School

Tuesday November 10, 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 Microsoft Teams platform at 5:40 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- absent, excused
Jennifer Walsh, Trustee
Terry Beaver, Trustee
John McEwen, Trustee
Claire Downing, HHS Student Board Representative
Mariah Mercer, CHS Student Board 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
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

Many Guests of the Helena School District

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Luke Muszkiewicz called the meeting to order at 5:40p.m. and led the Pledge of Allegiance.

II. REVIEW OF AGENDA

Pull the minutes from October 13, 2020, they will be presented during the December Board of Trustees Meeting.

III. GENERAL PUBLIC COMMENT

None

IV. NEW BUSINESS

A. Items for Action

1. Approval of School Psychologist Evaluation Tool

Stacy Collette presented the information to the board. In accordance with the Collective Bargaining Agreement between the Helena Education Association and the Helena Public Schools, Article XIV – Teacher Evaluation, 14.1 (2) “The Labor/Management Committee shall make recommendations for revisions of the Teacher Evaluation document to the HEA Board of Directors and the District’s Board of Trustees for approval. The Labor/Management Committee shall be allowed to adjust the working and structure of the teacher evaluation document if the original intent and philosophy remain intact. All changes made in the Teacher Evaluation document will be reviewed with the Board of Trustees and the HEA Board of Directors on an annual basis”. For years, other licensed staff have been evaluated with the teacher rubric, and many of the components did not match the scope and functionality of their positions. Beginning in 2016, the other licensed staff began modifying their

evaluations to align with their own professional standards for their specific occupation. On November 4, 2020, the Labor Management Committee reviewed and approved the School Psychologists Evaluation rubric. The contract calls for the Board of Trustees to vote and approve this evaluation tool. Due to timing, the HEA Board of Directors will vote on this tool November 17th. This item rests with the District Board of Trustees for consideration for approval. The changes to the evaluation rubrics include; Standards of practice with national certification entity. Explicit measures to determine proficiency level and development opportunities. Comment sections for administrators and staff for a robust conversation relative to performance and goal setting. HEA and HPS have worked collaboratively to determine successful performance measures for all staff through the Labor Management Committee. Unique to Helena, and indicative of our collaborative relationship, we have created evaluation rubrics which are specific to the disciplines represented. School Psychologists across the district have contributed both standards of measure, and professional requirements as well as relationship to student engagement for the betterment of the district as they serve students. These documents support the directive of the Board and philosophy to support our employees. The Superintendent recommends that the new evaluation rubrics as written.

Motion: Sarah Sullivan moved to approve the School Psychologist Evaluation Tool. John McEwen seconded the motion.

Public Comment: None

Board Comment: None.

Vote: 8-0 The motion carried

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

The policy was presented by Barb Ridgway. This policy has been reviewed by the Policy Committee twice and to the full board once. As noted previously, this policy is 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.

Motion: Sarah Sullivan moved to approve Policy 5000. John McEwen seconded the motion.

Public Comment: None

Board Comment: None.

Vote: 8-0 The motion carried

3. Policy 5005: Sexual Harassment

The policy was presented by Barb Ridgway. This policy has been reviewed by the Policy Committee twice and to the full board once. As noted previously, this policy is 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.

Motion: Sarah Sullivan moved to approve Policy 5005. Terry Beaver seconded the motion.

Public Comment: None

Board Comment: None.

Vote: 8-0 The motion carried

B. Consent Action Items

1. October 13, 2020 Board of Trustees Minutes Meeting Minutes
2. Approval of Warrants
3. Approval of out-of-district attendance agreements

Motion: Sarah Sullivan moved to approve the Consent Action Items as presented. John McEwen seconded the motion.

Public Comment: None

Board Comment: None

Vote: 7-0 The motion carried.

C. Items for Information

1. Technology Department Update

Gary Myers presented the information to the board. The staff in the technology department has consisted of ten people in the last twenty years. In order to support the mission of the district there should be staffing increases. Comparable districts have 12-30 tech staff. There has been a daily consistent user increase from 1,000 to 9,000, and staffing increase would help with the support ticket volume and Help Desk. Immediate needs include hiring additional tier 1 support staff, department secretary, a revision of salary matrix in order to retain and support staff and establishing a new department organization chart.

Board Chair Luke Muszkiewicz called for a break in the meeting at 6:50pm. The meeting was resumed at 7:03pm. The Superintendent Search Update was moved to after reports.

D. Reports

1. Policy Committee Report

Trustee McEwen gave the policy committee report. The committee met, two of the policies that the group met on, came to the board tonight. There are more policies that are being worked on, currently.

2. Teaching and Learning Committee Report

Trustee Sullivan gave the report; the committee had the same presentation that Gary gave to the board tonight.

3. **Budget and Finance Committee Report**
Trustee McEwen gave the report; the committee reviewed Gary's presentation and we reviewed the expenditures from the general fund. The committee went over the census report, as the main effort of the meeting. This is conducted in October and February.
4. **Health Benefits Committee Report**
Trustee McEwen gave the report; the committee looked at the end of the plan year. The plan finished well with the expenditures this year compared to last year, has decreased.
5. **Negotiations Update**
Stacy Collette reported that the negotiations presented the HEA teachers with a proposal to consider an exploration of an alternate plan. Employees are reviewing this to possibly transfer to a traditional plan. They will continue until coming to a settlement.
6. **Montana School Boards Association Report**
Will be pushed to the Board Work Session on November 17.
7. **Helena Education Association Report**
Jane Shawn reported that HEA is excited that they have reached a conclusion on the school psych evaluation tool. They appreciate the Board approving that evaluation. Jonna Schwartz is the new Treasurer. Bargaining is on-going. Both parties have agreed, on principal, with the traditional steps and lane technique, but there are still many things that need negotiated. Thanked Jackie and Carolyn for their hard work on the Superintendent Search.
8. **Student Board Representative Report**
Claire Downing, HHS, reported that the teachers and students are really working on increasing their communication. The survey focused on how online schooling is going with the workload and communication with their teachers. Students are struggling with staying organized and staying motivated at home, along with time management.
Mariah Mercer, CHS, highlighted their student council election and success amongst the student body in academic, athletics, and choir. Three national merit semi-finalists at CHS – scoring very high on the PSAT. NHS is offering tutor students. CHS is trying to help mental health of both staff and students.

ITEMS FOR INFORMATION (continued)

Superintendent Search Update – Leadership Profile, Desired Characteristics, and Survey Summary

Jackie and Carolyn presented the information to the board. They thanked everyone that has been involved in the process. In the first group 133 people participated and the other groups were significant as well. The community really thinks that the strengths that have come from the current superintendent, Dr. Ream, are rigorous high-quality education, wide variety of

program offerings, student performance at high levels. The teacher and staff quality strengths are valued for their strength, expertise, commitment, dedication to success of students. All staff is seen as student-centered. Pride in Helena's ability to attract the "best for Montana" with strong building administrators. The parents and community value Superintendent Ream's involvement and is supportive with a true sense of community with a small-town feel, while remembering that many employees are former students, and the community attracts supporters of public education. There has been kudos given to the District on the COVID19 response. The issues and concerns are financial challenges that the district is facing, negotiations impact, loss of enrollment due to East Helena High School. There are also facilities issues; old facilities needing repaired or replaced. There needs to be a future bond for construction. Other challenges are communication with more communication and more impact from central office. Board governance is another issue with not understanding the roles and responsibility; not being unified. A concern revolves around the Superintendent turn-over in recent years. Desired Characteristics range from experience, communication skills, community engagement, leadership, relationship builder with strong communication skills. They want someone who is student centered. Applicants will be screened if there are recommendations for Helena School District.

V. SUPERINTENDENT'S REPORT

The District meets weekly with the County Health Department. The data is what begins the conversation to set the precedent for any decisions that will be made for the school district and if the schools should be closed. Dr. Ream reviewed metrics from national and guideline considerations. We did not phase-up because we were warned by the health partners to not phase. The local professionals were correct for late September early October. If the county health team warns us that the schools need to be closed, it will be on something the district has to do, not what the district wants to do. We are hoping to continue to have school in the phase one model.

VI. BOARD COMMENTS

Thanks to the technology crew for helping run the meeting as smooth as possible.

VII. ADJOURNMENT

There being no other topics for future meetings and no public comment on issues not on the agenda, the meeting adjourned at 9:26 p.m.

Respectfully submitted,

Luke Muszkiewicz, Chair

Jessica Evans, Recording Secretary

Date