



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 – Policy Committee Meeting

Tuesday, November 02, 2021

MINUTES

Attendees

Committee: Others:

Libby Goldes, Committee Chair
John McEwen, Committee Member
Janet Armstrong, Committee Member

Rex Wertz, Superintendent
Josh McKay, Assistant Superintendent
Barb Ridgway, Chief of Staff
Brian Cummings, Assistant Superintendent
Stacy Collette, Human Resources Director
Elizabeth Kaleva, District Counsel
Jane Shawn, HEA President
Janelle Mickelson, Business Manager
Luke Muszkiewicz, Board Chair

I. CALL TO ORDER

The meeting was called to order at 12:06 pm by Committee Chair, Libby Goldes.

II. REVIEW OF AGENDA

No changes were requested to the agenda.

III. GENERAL PUBLIC COMMENT

There was no public comment.

IV. REVIEW OF THE 09.07.2021 POLICY COMMITTEE MINUTES

The committee reviewed and approved the minutes from the 09.07.2021 committee meeting.

V. PRESENTATION OF POLICIES FOR SECOND READING/REVIEW

A. Policy 2016: Human Sexuality Instruction

The committee discussed that this is now a required policy that has had one reading before the full board with no changes. The committee asked that on line 34, the word diseases be changed to infections. The committee discussed how broad this topic can be, and how mindful teachers and staff must be about this topic, especially when they are planning a lesson. The committee agreed to send Policy 2016: Human Sexuality Instruction to the full board for review.

B. Policy 3000: Equal Educational Opportunities

The committee discussed that there have been no changes since the first reading that was brought before the full board. No changes were made to the policy, and the committee agreed to send Policy 3000: Equal Educational Opportunities to the full board for review.

C. Policy 3022: Children of Military Families

The committee discussed that this is a federal law, and it is the intention of the District to remove barriers to educational success imposed on children of military families transitioning to and from school because of frequent moves and/or deployment of a parent on active duty in the regular Armed Forces, National Guard, or Reserves. No changes were made to the policy and the committee agreed to send Policy 3022: Children of Military Families to the full board for review.

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

Policy 5000 is an existing policy in the personnel chapter that is required by state law. Lines 25 and 26 were added to speak to the issue of the COVID vaccine. No changes were made to the policy and the committee agreed to send Policy 5000: Equal Employment Opportunity and Non-Discrimination to the full board for review.

E. Policy 5100: Breastfeeding in the Workplace

The committee reviewed Policy 5100. No changes were made to the policy and the committee agreed to send Policy 5100: Breastfeeding in the Workplace to the full board for review.

F. Policy 7062: Outdoor Air Quality

The committee reviewed Policy 7062. This is a new policy from DEQ, and the District has been following the guidelines of this policy already. No changes were made to the policy and the committee agreed to send Policy 7062: Outdoor Air Quality to the full board for review.

VI. PRESENTATION OF POLICIES FOR FIRST READING

A. Policy 1085: Uniform Complaint Policy

This is an existing policy that has been rewritten in part because the timelines were very restrictive. The language from lines 4 through 25 remains the same. The committee then reviewed the different levels in the policy. The committee determined that it should be added that all days means calendar days. The committee determined that on line 40 it should be added the complaint will be filed with Human Resources. On lines 46 and 47 the committee determined it would remove "Human Resources Administrator's receipt of the complaint" and add a period after the word days on line 46. Lines 49 and 50 were changed from "if the complainant has reason to believe the administrator's or supervisor's decision was made in error" to now read "if the complainant

disagrees with the findings of the administrator or supervisor”. That same language would be changed on line 77 and line 93 to the new language. On line 53 the word “receipt” was added before administrator. On line 83, “or Supervisor”, was removed. On lines 106 and 107 the following language was removed “(2) appoint an appeals panel of not less than three trustees to hear the appeal and make a recommendation to the Board”. The committee determined that they would remove the language on line 73 and line 90, “(3) engage an outside investigator” and that language would be moved up to Level 2. The committee determined that it is important to have an administrative procedure document to share anytime there is an investigation or a grievance, or any kind of dispute such as this. The committee determined that Policy 1085: Uniform Complaint Policy would not be moved to the full board at this time.

B. Policy 3050: Student Discipline

This is an existing policy with the addition of language based on new statute related to gun free schools. Lines 63 through 70 state that the Board is obligated to expel for a definite period of at least one (1) calendar year any student who uses, possesses, controls, or transfers a firearm. The Board hereby authorizes the Superintendent to modify the disciplinary action on a case-by-case basis, including eliminating the requirement for expulsion. The administrator may immediately suspend a student if, prior to a hearing, there is cause to believe the student brought a firearm to school or possessed a firearm at school. The student may not be expelled unless the trustees find that the student knowingly brought a firearm to school or possessed a firearm at school. There were no changes made to the policy and the committee determined that Policy 3050: Student Discipline would be sent to the full board for review.

C. Policy 7063: Indoor Air Quality

This is a required, new policy from DPHHS. The committee determined that no changes would be made, and Policy 7063: Indoor Air Quality would be sent to the full board for review.

D. Policy 7064: Water Supply and Wastewater

This is a new policy required by DEQ. The committee determined that no changes would be made, and Policy 7064: Water Supply and Wastewater would be sent to the full board for review.

VII. SUPERINTENDENT OR BOARD COMMENTS

No further board comments were offered.

VIII. ADJOURNMENT

Committee Chair, Ms. Goldes, adjourned the meeting at 1:14 p.m.