



*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, December 14th, 2021

11:00 a.m.

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# MINUTES

## ATTENDEES

*Committee*      *Others*

Luke Muszkiewicz, Chair	Rex Weltz, Superintendent
Siobhan Hathhorn, Vice Chair	Gary Myers, Director of Educational Technology
Jennifer McKee, Committee Member	Brian Cummings, Assistant Superintendent
	Stacy Collette, Human Resources Administrator
	Janelle Mickelson, Business Office Administrator
	Joslyn Davidson, Curriculum Director
	Jane Shawn, HEA President

### I. CALL TO ORDER

Board Chair, Luke Muszkiewicz, called the meeting to order at 11:05 a.m.

### II. REVIEW OF AGENDA

No changes were requested to the Executive Committee Meeting Agenda.

### III. GENERAL PUBLIC COMMENT

No public comment was offered.

#### **IV. REVIEW OF MINUTES**

Minutes from the 11.09.21 Executive Committee meeting were reviewed and approved.

#### **V. REVIEW OF THE 12.14.21 BOARD MEETING AGENDA**

The committee reviewed the agenda for the 12.14.21 full board meeting. Board Chair Luke Muszkiewicz commented. This is our last full board meeting of 2021. The meeting will be held in the Lincoln Center Board of Trustees Conference Room at 1325 Poplar St. The meeting will begin at 5:30 p.m. Staff and members of the public are welcome to attend in person or online via TEAMS. The log in information for the TEAMS meeting is on the agenda itself and is also accessible on our website.

The committee discussed the capacity for the Lincoln Board of Trustees Conference Room is 83 people. The Superintendent Conference Room will be used as an overflow room if the Board of Trustees Conference Room reaches capacity. The meeting will be streamed for guests in the overflow room. To provide space, comfort, and social distancing for guests in the Board of Trustees Conference Room, 40 people will be invited into the room, and anything past that number, the additional guests would be invited to view the meeting from the Superintendent Conference Room. The committee mentioned that the new Lincoln Center signs were installed on the buildings.

Mr. Muszkiewicz commented. We will then move on to the Superintendent's Report, and after that general public comment. Then we will review the consent action items and lastly our reports. Trustee Jennifer McKee was unable to attend the December Teaching and Learning Committee Meeting, so Siobhan Hathhorn, Vice Chair, will be giving the Teaching and Learning Report at tonight's meeting.

#### **VI. BOARD COMMENTS**

There were no further comments.

#### **VII. ADJOURNMENT**

The meeting was adjourned at 11:17 a.m.