



## Board of Trustees – Executive Committee Meeting

Tuesday, December 14th, 2021 – 11:00 a.m.

Lincoln Conference Room and Microsoft Teams

Members of the public are able to attend remotely by clicking here:

<https://teams.microsoft.com/l/meetup-join>

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.

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### AGENDA

- I. CALL TO ORDER /INTRODUCTIONS
- II. REVIEW OF AGENDA
- III. **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.*
- IV. **APPROVAL OF MINUTES**
  - A. Review of 11.09.21 Executive Committee Meeting Minutes (See Attached)
- V. **REVIEW OF 12-14-21 BOARD MEETING AGENDA (See Attached)**
- VI. **BOARD COMMENTS**
- VII. **ADJOURNMENT**

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### Helena Public Schools Board of Trustees

Luke Muszkiewicz  
*Board Chair*

Siobhan Hathhorn  
*Vice Chair*

Libby Goldes  
*Trustee*

Terry Beaver  
*Trustee*

Janet Armstrong  
*Trustee*

John E McEwen  
*Trustee*

Jennifer McKee  
*Trustee*

Jennifer Walsh  
*Trustee*



*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, November 09th, 2021

11:00 a.m.

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# MINUTES-DRAFT

### 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
	Barb Ridgway, Chief of Staff
	Karen Ogden, Communications Officer
	Joslyn Davidson, Curriculum Director
	Rob Brewer, Maintenance Manager

### I. CALL TO ORDER

Board Chair, Luke Muszkiewicz, called the meeting to order at 11:02 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 10.12.21 Executive Committee meeting were reviewed and approved.

#### **V. REVIEW OF THE 11.09.21 BOARD MEETING AGENDA**

The committee reviewed the agenda for the 11.09.21 full board meeting. Board Chair Luke Muszkiewicz commented. The meeting will be held in the Capital High Auditorium and 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. Trustee John McEwen will not be attending tonight. We will be recognizing 22 students that represented Capital and Helena High at the All-State Music Festival in band, choir, and orchestra. We have worked with Mr. Zach Harris, the Director of those programs, to set up the recognition for tonight. The students will be attending in person if they are able. Some of the students who are not able to attend in person have provided a video recording that will be played at the board meeting tonight. The students that are attending in person can walk up to the podium and introduce themselves and what instrument they play.

Mr. Muszkiewicz commented. We will then move on to the Superintendent's Report, and after that general public comment. We may need to think about ways to make it more clear about the difference between general public comment and action item specific general public comment. We will then move on to new business. We have several items for information and the first will be a presentation on enrollment. Then we will move on to first readings for the following policies: 3050: Student Discipline, 7063: Indoor Air Quality, and 7064: Water Supply and Wastewater. After that I will consider a motion to approve the consent action items. In consultation with Rex, we decided to flip the order of these and do consent action items first before individual action items so that if Trustees want to pull any item from the consent action items we can do that and move it to individuals items for consent if necessary. We will then move on to individual items for action. We have six individual policies up for a second reading. We will also consider a bid to reroof Jefferson. Ms. Stacy Collette, Human Resources Administrator, commented. If there are any technical questions tonight about the bid to reroof Jefferson, Rob Brewer or myself will be available to answer those.

Mr. Muszkiewicz commented. We will then move on to our reports. Mr. McEwen John will not be present at the meeting tonight, so Mr. Beaver will be giving the Budget and Finance Committee Report. Ms. Collette will provide the Health Benefits Committee Report. Trustee Jennifer Walsh has served as our board representative on the Wellness Committee, and she has asked if she could start giving a monthly report. We look forward to Trustee Walsh giving that report tonight.

**VI. BOARD COMMENTS**

There were no further comments.

**VII. ADJOURNMENT**

The meeting was adjourned at 11:20 a.m.



*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 Meeting

Lincoln Center | 1325 Poplar St. | Helena MT. 59601

Tuesday, December 14th, 2021 - 5:30 p.m.

Lincoln Board of Trustees Conference Room and  
via TEAMS

<https://teams.microsoft.com/l/meetup-join>

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### AGENDA

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

**II. REVIEW OF AGENDA**

**III. SUPERINTENDENT'S REPORT (See Attached)**

**IV. GENERAL PUBLIC COMMENT**

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**V. NEW BUSINESS**

**A. Consent Action Items (See Attached)**

1. Approval of 11.09.21 Board Meeting Minutes
2. Approval of Personnel Actions
3. Approval of Warrants
4. Approval of Out of District Attendance Agreement
5. Acknowledgment of Out of District Attendance Agreements

**B. Reports**

1. Helena Education Association Report
2. Budget & Finance Committee Report
3. Teaching & Learning Committee Report
4. Policy Committee Report
5. Facilities & Maintenance Committee Report
6. Health Benefits Committee Report
7. Wellness Committee Report
8. Montana School Boards Association Report
9. Student Representatives Report

**VI. BOARD COMMENTS**

**VII. ADJOURNMENT**

Next Regular Board Meeting: January 11<sup>th</sup>, 2022

HELENA SCHOOL DISTRICT #1  
OFFICE OF THE SUPERINTENDENT

*To: Board Chair Mr. Muszkiewicz and Board of Trustees*

*FROM: Mr. Weltz, Superintendent*

*RE: Superintendent Report*

*DATE: December 9th, 2021*

- Recognition –
  - Helena Middle School– Work Session
  - Rossiter Elementary Site Visit
  - Four Georgians Site Visit
  - Mr. Weber - Boeing Tour
  - Shodair-Educator Gathering
  - Zach Heller, junior at Capital High School-Eagle Scout Project in Remembrance of Veterans
  - Capital High School Science and Green Clubs -Created trees for Intermountain Festival of Trees
  - Mr. Helseth and CR Anderson Middle School Choir Performance at Lincoln
  - Mr. Harris and the Capital High School Orchestra
    - Performance via Zoom for Hometown Helena Thursday Morning
  - Business Office – Annual audit process
  
- New Business
  - Vaccination Clinic
    - Second Round for ages 5 – 11
    - Bryant Elementary-Saturday December 11<sup>th</sup> 9 a.m.-2 p.m.
  - Kindergarten Registration for Fall 2022-opens January 4<sup>th</sup> at 8 a.m. at neighborhood elementary schools
  - Family & Staff Survey – Initiated Dec 6<sup>th</sup>
  - Special Education Program Review – In Process
  - Masking Update – Mask Optional K-8 returning from winter break.
  
- Outreach/Meeting
  - HEF
  - AA Superintendents
  - HEA

HELENA SCHOOL DISTRICT #1  
OFFICE OF THE SUPERINTENDENT

- Teacher Advisory
  - Parent Advisory
  - Cabinet Pre-Evaluation Meetings
  - Media Opportunities
  - Lewis and Clark Board of Health
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- Other
    - HAPPY HOLIDAYS – Please take some time for self and family over the holiday season.