



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, January 4th, 2022
Lincoln Center
1325 Poplar St., Helena, MT 59601
And via
TEAMS

MINUTES

Attendees

Committee: Others:

Libby Goldes, Committee Chair
John McEwen, Committee Member

Rex Weltz, 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
Karen Ogden, Communications Officer
Gary Myers, Education Technology Director
Candice Delvaux, Executive Assistant
Jonna Schwartz, Instructional Coach
Heidi Friedlander-Keaster, Guest of the Public
Robyn, Guest of the Public

I. CALL TO ORDER

The meeting was called to order at 12:07 p.m. 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 12.07.2021 POLICY COMMITTEE MINUTES

The committee reviewed and approved the minutes from the 12.07.2021 committee meeting.

V. PRESENTATION OF POLICIES FOR THIRD READING/REVIEW

A. Policy 1085: Uniform Complaint Policy

The committee reviewed the changes that were made to Policy 1085: Uniform Complaint Policy at the December 7th meeting. The committee also discussed if calendar days should be changed to school days throughout the entire policy. They also mentioned possibly adding language that would be applicable during the summer break. An example could be “if a complaint is filed during the summer months or a complaint extends into summer months, we will follow business days as opposed to school days, or at the discretion of the Administration.”

Ms. Jonna Schwartz, Instructional Coach, commented that changing calendar days to school days would extend the time in this process.

Ms. Jane Shawn, HEA President, asked if we change calendar days to school days, could we change it from thirty days to fifteen days to shorten the time in the process.

The committee discussed the possibility of changing thirty calendar days to become fifteen school days at certain places in the policy. The committee then discussed that deadlines requiring District action in this procedure may be extended for reasons related but not limited to the District’s retention of legal counsel and District investigatory procedures, and that additional timelines may be waived with the agreement of both parties.

Ms. Jonna Schwartz suggested that on line 43 a comma be added after the word complaint and that on line 70 the word administrator be changed to administrator’s. Ms. Schwartz also voiced her concern regarding the number of days the District has to complete various investigations and she does not understand why communication in the District takes so long. Ms. Schwartz commented regarding the Uniform Grievance Process Form, and she pointed out that the form doesn't have any sections or any blanks that denote when during the investigation, the appropriate Administrator would reach out to the person who complained or to the person who's accused and provide them with any kind of appropriate and general

type of update. Ms. Schwartz commented that the policy does not mention the word retaliation and that there isn't a clause that says that complainants are advised about or spoken to about retaliation and what to do if they feel they're experiencing retaliation for having filed a complaint. The committee discussed the possibility of adding language about retaliation to the policy and possibly adding verbiage regarding notifications to both parties involved to the Uniform Grievance Process Form.

The committee determined that Policy 1085: Uniform Complaint Policy would not go to the full Board, and the committee would review this policy again in February at the next Policy Committee meeting.

B. Policy 3050: Student Discipline

The committee discussed Policy 3050: Student Discipline. In response to concerns about the vagueness of the language related to drugs, both legal and illegal, the committee discussed the language that was added on lines 44 through 51 in Policy 3050: Student Discipline. Other changes that were discussed at the last committee meeting were reflected on lines 71 through 73. The committee determined that Policy 3050: Student Discipline would be sent to the full Board.

C. Policy 7063: Indoor Air Quality

The committee moved on to discuss Policy 7063: Indoor Air Quality, which is a new required policy. The committee determined that Policy 7063: Indoor Air Quality would be sent to the full Board.

D. Policy 7064: Water Supply and Wastewater

The committee then reviewed Policy 7064: Water Supply and Wastewater and determined that the policy would be sent to the full Board.

E. Policy 7060: School Safety

The committee moved on to review Policy 7060: School Safety. This is a recommendation to incorporate safety measures that are included in 1905 into our standard, existing safety policy 7060. The committee discussed the possibility of adding some introductory language to the policy, as well as possibly changing some of the language on lines 60 through 65. The committee also discussed about potentially adding additional language on lines 67 through 71 regarding the timeline of announcing face coverings. The committee determined that Policy 7060: School Safety would come back to the committee for review and would not go to the full Board at the next Board meeting.

F. Policy 3417: Communicable Diseases

The committee reviewed Policy 3417: Communicable Diseases. Policy 3417 provides more safety protocols and specifically addresses communicable disease. The committee discussed some examples of a communicable disease. The committee also discussed potentially removing some of the language on lines 22 through 25. The committee determined that Policy 3417: Communicable Diseases would be sent to the full Board.

- G. Policy 5230: Prevention of Disease Transmission
The committee then discussed Policy 5230: Prevention of Disease Transmission. The committee discussed potentially removing some of the language on lines 20 through 23. The committee determined that Policy 5230: Prevention of Disease Transmission would be sent to the full Board.
- H. Policy 1020: School Board Elections
The committee then discussed Policy 1020: School Board Elections. Policy 1020 is an existing policy that had additional language added on lines 34 through 36. The committee discussed the election process and what has been done in the past. The committee discussed the possibility of adding additional language regarding Montana law on line 34 and determined that Policy 1020: School Board Elections would return to the Policy Committee for review and would not be sent to the full Board.
- I. Policy 1080: School Board Policy
The committee reviewed Policy 1080: School Board Policy which had a citation legal reference addition. The committee deemed that the Policy does not need to go to the full Board for a citation addition, and that the change would be made.
- J. Policy 2085: Graduation Requirements
The committee moved on to discuss Policy 2085: Graduation Requirements. During the last legislative session there was new language added that talks about individual students who have suffered an educational disruption. For the purposes of this policy “educational disruption” means a disruption experienced during grades nine through twelve caused by homelessness, involvement in the child welfare system or juvenile justice system, a medical or mental health crisis, or another event considered a qualifying educational disruption by the District. The committee determined that Policy 2085: Graduation Requirements would be sent to the full Board for review.
- K. Policy 4025: Accommodating Individuals with Disabilities
The committee reviewed Policy 4025: Accommodating Individuals with Disabilities. This is an existing policy with additional language that was added on lines 8 and 9 which states “Covid-19 vaccine status will not be used as a basis to deny or allow equal opportunity to education”. The committee determined that Policy 4025: Accommodating Individuals with Disabilities would be sent to the full Board for review.
- L. Policy 5080: Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
The committee reviewed Policy 5080: Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers. This is an existing policy with additional language that was added on lines 52 through 55 which states, “tests conducted by authorized federal, state, or local officials will fulfill post-accident testing requirements, provided they conform to applicable legal requirements and are obtained by the District. Breath tests will validate only the alcohol test and cannot be used to fulfill controlled substance testing obligations”. Additional language was also added on lines 162 through 175 regarding the information that

is reported to the Commercial Driver's License Drug and Alcohol Clearinghouse. The last portion of the policy had additional language added on lines 191 through 195. The committee determined that Policy 5080: Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers would be sent to the full Board for review.

M. Policy 9035: Capital Assets

The committee reviewed Policy 9035: Capital Assets. This is an existing policy with additional language that was added on lines 18 and 19 which states, "the District will identify anticipated improvements or projects in any resolution required to pass a permissive levy". The committee determined that Policy 9035: Capital Assets would be sent to the full Board for review.

VI. SUPERINTENDENT OR BOARD COMMENTS

There were no additional comments.

VII. ADJOURNMENT

Committee Chair, Ms. Goldes, adjourned the meeting at 1:15 p.m.