



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, March 1st, 2022
Lincoln Center
1325 Poplar St., Helena, MT 59601
And via
TEAMS

MINUTES

Attendees

Committee: Others:

Libby Goldes, Committee Chair	Rex Weltz, Superintendent
John McEwen, Committee Member	Josh McKay, Assistant Superintendent
Janet Armstrong, Committee Member	Elizabeth Kaleva, District Counsel
	Barb Ridgway, Chief of Staff
	Brian Cummings, Assistant Superintendent
	Stacy Collette, Human Resources Director
	Candice Delvaux, Executive Assistant
	Jane Shawn, HEA President
	Janelle Mickelson, Business Manager
	Karen Ogden, Communications Officer
	Gary Myers, Education Technology Director
	Joslyn Davidson, Curriculum Administrator
	Heidi Keaster-Friedlander-Guest of the Public

I. CALL TO ORDER

The meeting was called to order at 12:01 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 02.01.2022 POLICY COMMITTEE MINUTES

The committee reviewed and approved the minutes from the 02.01.2022 committee meeting.

V. PRESENTATION OF POLICIES FOR FOURTH READING/REVIEW

A. Policy 1085: Uniform Complaint

The committee reviewed Policy 1085: Uniform Complaint. Ms. Barb Ridgway, Chief of Staff, commented. This Policy had a first reading with the Full Board in February and there were no questions or changes. Trustee Libby Goldes suggested some possible changes to the Policy. Trustee Goldes commented. I think we should add the word “that” on line 18 after the word requires. I suggest we remove the dash and the comma on line 18. On lines 35 through 37 it seems to me that the definitions of business, calendar, and school days are muddled. The committee discussed the definitions of business, calendar, and school days and decided it would reduce confusion by removing lines 35 through 37. The committee discussed the section, Level 2: Building Administrator-section 3. The committee discussed the possibility of removing section three on lines 65 and 66 and changing the word thirty to fifteen throughout the policy where the number of days was changed to 15. The committee discussed line 85 and discussed the possibility of adding the words “any relevant documents” after the word complaint. There were no further comments regarding the policy and the committee determined Policy 1085: Uniform Complaint would be sent to the Full Board for approval.

VI. PRESENTATION OF POLICIES FOR THIRD READING/REVIEW

A. Policy 1020: School Board Elections

The committee reviewed Policy 1020: School Board Elections. There were no changes to the policy, and the committee determined that Policy 1020: School Board Elections would go to the full Board for review.

B. Policy 7060: School Safety

The committee reviewed Policy 7060: School Safety. Ms. Ridgway commented. Both John and Luke made suggestions to this policy, and I will walk through Luke’s suggestions first.

The changes occur on lines 51 through 87. Luke's recommendation is that we keep the original heading, *Face Coverings as Personal Protective Equipment*, and that we retain lines 53 through 55. He suggests that we strike the lines 57 through 81, and that we keep lines 83 through 87 but strike the words "or recommended" on line 84. Everything else would remain the same. The committee discussed the sentence stating "*the Board shall review the District safety or emergency operations plan periodically and update the plan as determined necessary by the Trustees based on changing circumstances pertaining to school safety.*" The committee discussed the term *periodically* is very broad and they would mention that to the full Board. The committee determined that Policy 7060: School Safety would go to the full Board for review.

VII. PRESENTATION OF POLICIES FOR SECOND READING/REVIEW

A. Policy 5025: Employment and Assignment

The committee discussed Policy 5025: Employment and Assignment. This policy had a first reading before the full Board in February and there were no changes or questions. The committee determined that Policy 5025: Employment and Assignment would be sent to the Full Board for review.

B. Policy 7025: Extra and Co-Curricular Funds

The committee discussed Policy 7025: Extra and Co-Curricular Funds. This is a new policy as a result of Senate Bill 72, and it has had a first reading with the full Board and there were no questions or changes. The committee discussed the last paragraph, *the Board directs the administration to follow the Student Activity Funding Accounting in establishing accounting procedures for administration of student extra- and co-curricular funds and will appoint a fund administrator.* The committee determined that Policy 7025: Extra and Co-Curricular Funds would be sent to the full Board for review.

VIII. PRESENTATION OF POLICIES FOR FIRST READING

A. Policy 2005: School Year, Calendar and Day

The committee reviewed Policy 2005: School Year, Calendar, and Day. Ms. Ridgway commented. The change here is the addition of language that addresses Saturday School. The language states, *in emergencies, including during reasonable efforts of the Trustees to make up aggregate hours of instruction lost during a declaration of emergency by the Trustees under Section 20-9-806, MCA, pupil instruction may be conducted on a Saturday when it is approved by the Trustees. Pupil instruction may be held on a Saturday at the discretion of a school district for the purpose of providing additional pupil instruction beyond the minimum aggregate hours of instruction required in Section 20-1-301, MCA, provided student attendance is voluntary.* In reviewing this, the other thing that became evident, is that we have had some changes in school holidays that also needs to be addressed. School holidays is a result of 20-1-305 which lists specific holidays on days in which we cannot have instruction. For other holidays, such as federal holidays, we are not obligated to close our school for those. The committee determined that Policy 2005: School Year, Calendar, and Day needed to come back to the policy committee for further discussion.

B. Policy 3010: School Admissions

The committee determined they would discuss Policy 3010: School Admissions at the next policy committee meeting.

IX. SUPERINTENDENT OR BOARD COMMENTS

There were no additional comments.

X. ADJOURNMENT

Committee Chair, Ms. Goldes, adjourned the meeting at 1:02 p.m.