



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 Work Session

Tuesday, May 24th, 2022

At the Warren Elementary School Gym

2690 Old York Road, Helena, MT 59602

& Via TEAMS

Tour at 3:30 p.m. / Meeting at 4:00 p.m.

Members of the public can attend remotely by clicking the link below:

[Click here to join the meeting](#)

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.

AGENDA

- I. TOUR OF WARREN ELEMENTARY SCHOOL at 3:30pm
- II. CALL TO ORDER / PLEDGE OF ALLEGIANCE
- III. REVIEW OF AGENDA
- IV. PRESENTATION: Warren Elementary School
- V. SUPERINTENDENT'S REPORT
- VI. 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.

Helena Public Schools Board of Trustees

Luke Muszkiewicz
Trustee

Siobhan Hathhorn
Board Chair

Terry Beaver
Trustee

Kay Satre
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Lois Fitzpatrick
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Jennifer McKee
Board Vice Chair

Janet Armstrong
Trustee

Jennifer Walsh
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VII. NEW BUSINESS

A. Consent Action Item

1. Approval of the 04.26.2022 Board of Trustees Work Session Minutes

B. Item For Action

1. MOU-Tentative Agreement for Teacher Salaries 2021-2022 and 2022-2023

VIII. UPCOMING MEETINGS

IX. BOARD COMMENTS

X. ADJOURNMENT

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 05/24/2022

Item IV.

Presentation

Superintendent's Report

General Public Comment

Consent Action Item

Item For Action

Item Title: Presentation: Warren Elementary School



**Warren Elementary Board Work Session
May 2022**

Warren Elementary

- ◇ Welcome video from staff and students
 - ◇ [Welcome to Warren \(May 2022\).mp4](#)
- ◇ Warren students' music presentation

Mission Alignment

Helena Public Schools

- ◆ 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.

Warren Elementary School

- ◆ We at Warren Elementary school are committed to develop students who will be lifelong learners, academically capable, and socially responsible. Our goal is to offer a safe and secure environment for all students in order to foster their individual growth and development.
- ◆ Warren Words to Live By:
“We are kind, honest, safe, respectful, and responsible.”

Student Demographics:

Enrollment: 311

Free/ Reduced: 38%

SAC: 29

PEAK- 5



Student Demographics

Special Education Services

27 student IEP's

25 speech only IEP's

RtI speech services

504 Plans

9 students

Angel Fund & Food Pack Program

Angel Fund- 66 students

Food Pack Program: 70 (opt-in)



Warren Elementary School

Classes (3/2 Model)

- ◇ 3 kindergarten classrooms
- ◇ 3 first grade classrooms
- ◇ 3 second grade classrooms
- ◇ 2 third grade classrooms
- ◇ 2 fourth grade classrooms
- ◇ 2 fifth grade classrooms

Attendance Rates

- ◇ Year- to- date: 91%
- ◇ Parent Teacher Conference Attendance
Average (last 3 years): 98%

Dedicated Staff

- ◇ 15 classroom teachers
- ◇ 1 Title 1 teacher
- ◇ 2 Special Education teachers
- ◇ 1 Speech/ Language Pathologist
- ◇ 1 Counselor
- ◇ 1 CSCT therapist and 1 Behavior Specialist (Shodair)
- ◇ 1 Librarian
- ◇ 2 PE teachers (shared with Central and Bryant)
- ◇ 2 Music teachers (shared with Central and Bryant)
- ◇ 3 SPED paras
- ◇ .5 Title para
- ◇ 3.5 General Education paras
- ◇ 1 Edgenuity learning coach
- ◇ 1 Instructional Coach
- ◇ 1 Nurse (shared with Smith)
- ◇ 1 Administrative Assistant
- ◇ 3 SAAC staff
- ◇ 1 School Psychologist (shared with Rossiter)
- ◇ 2 Custodians
- ◇ 2 Kitchen staff
- ◇ 1 administrator



What makes Warren unique?

Our commitment to student and family relationships

- ◇ Ensure students basic needs are met each day
 - ◇ students greeted by staff each morning
 - ◇ teachers and staff in the hallways during transitions
 - ◇ commitment to student breakfast and snack
 - ◇ extra clothing on hand





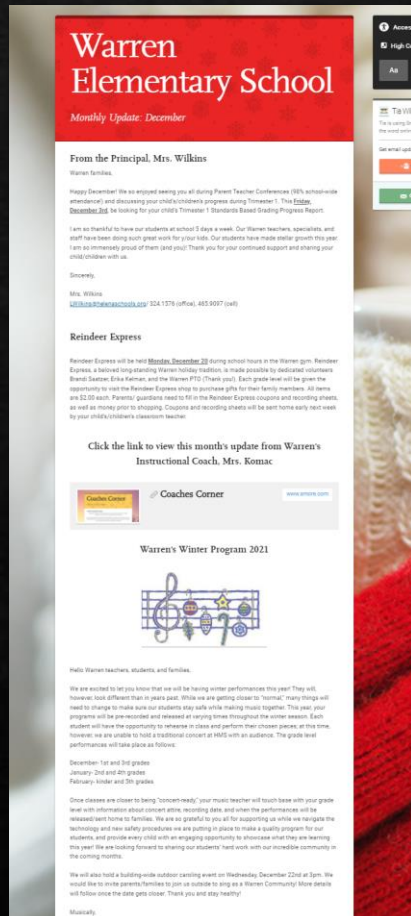
Family Engagement

Home Visit's

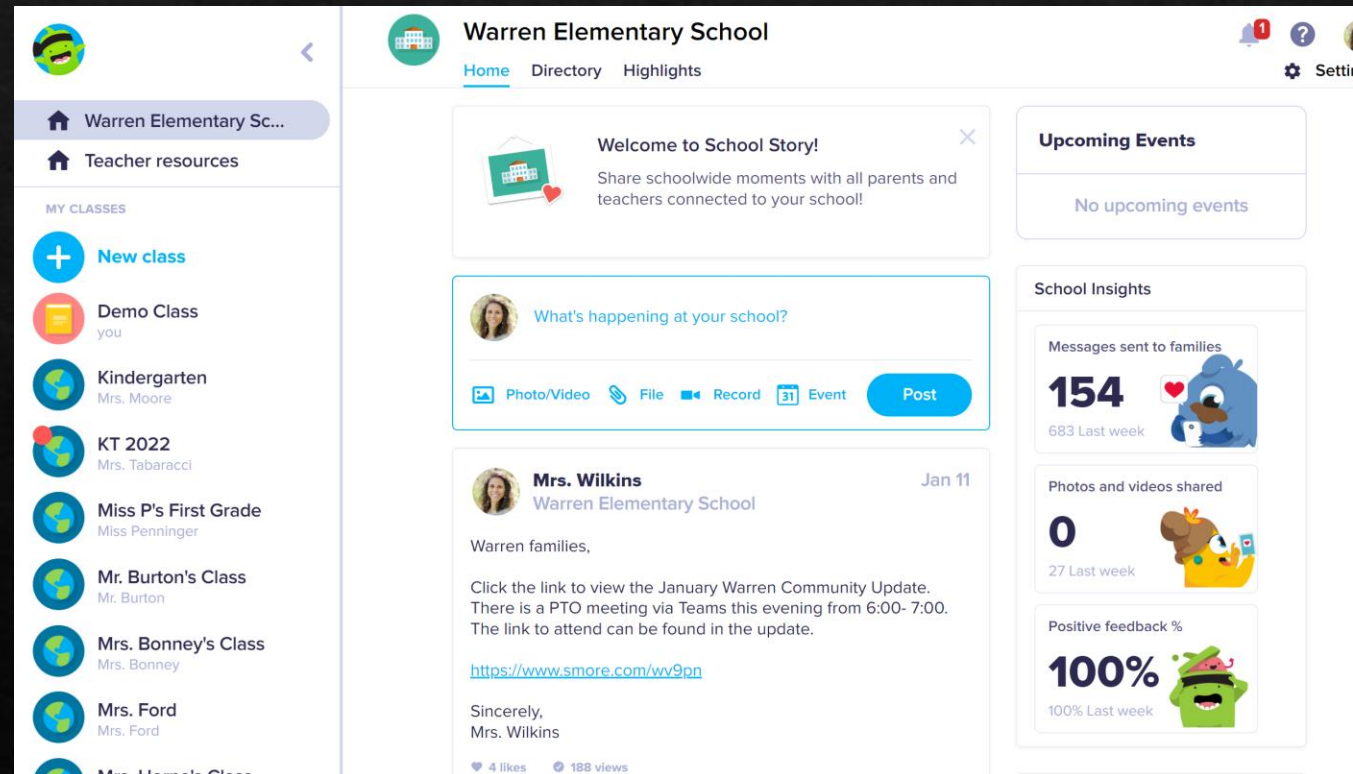


Communication

❖ Monthly Community Newsletters



❖ Class Dojo



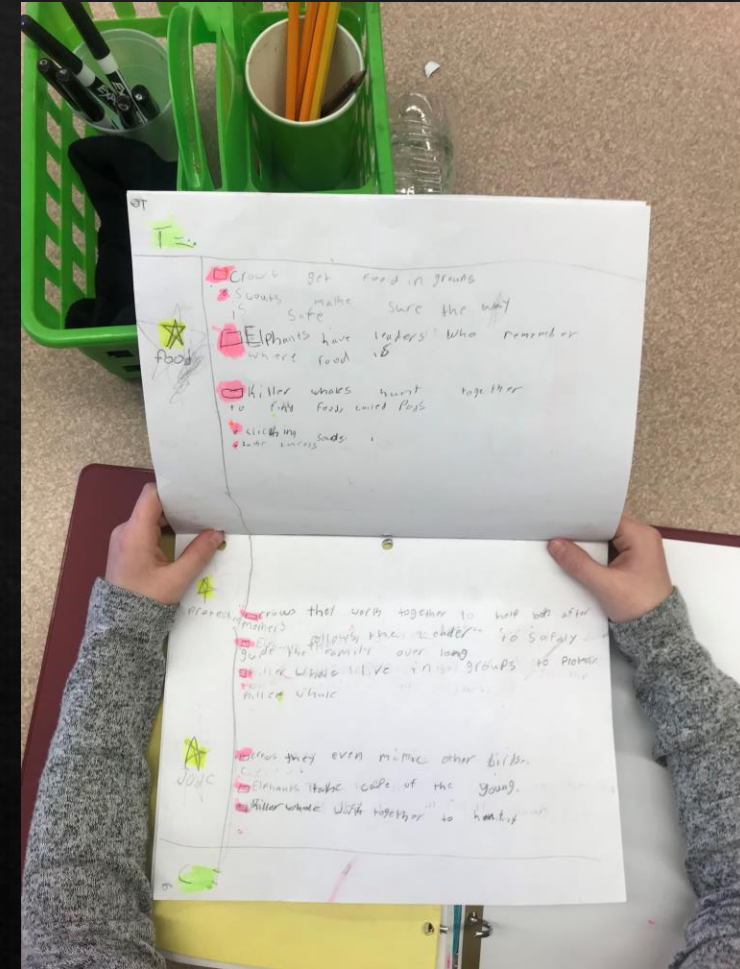
At Warren we believe every child deserves an education tailored to meet their individual needs

TIME	Kindergarten	1st	2nd	3rd	4th	5th
8:40	R Special	ELA	K Special	ELA	ELA (2)	ELA (4)
9:10	T Special	ELA	M Special	ELA	ELA	ELA
9:40	M Special	ELA (push 5)	F Special	ELA (push 3)	ELA	ELA
10:10 - 10:30	Recess (10:10-10:35)					
10:35	ELA (push 8)	O Special	ELA	S Special	Math	Math
11:05	ELA	P Special	ELA	M Special	Math	Math
11:35	ELA	H Special	ELA (push 5)		Math (push 1)	Math (push 1)
12:15- 1:00	K-2 Lunch (12:15 Lunch/12:40 Recess/1:00 To Class)					
12:15-1:00	3rd, 4th, and 5th Lunch (12:20 recess 12:40 lunch, 1:00 to class)					
1:05	Math (push 7)	Math	Math	Math	Science/ Social Studies/Art	
1:40	Math	Math (push3)	Math (push 4)	Math (push2)		
	Recess 2:15	Recess 2:15	Recess 2:15	Recess 2:15	1:40- Bon. Special	K Special
2:40	Science/ Social Studies/Art	Science/ Social Studies/Art	Science/ Social Studies/Art	Science/ Social Studies/Art	2:10-Bur. Special	M Special



We believe in school-wide consistency and collaboration

- ◆ Daily agendas posted
- ◆ Warren Road Map aligned to HSD Instructional Framework
- ◆ Identified areas of growth and focus in ELA and Math
- ◆ Grade-level teams
 - ◆ Weekly PLC's, pacing guides, progress monitoring, etc.



RtI Academics

ELA and Math

Tier 1- 80 % or above

- Building-wide intervention groups
- Monthly progress monitoring: iReady, unit assessments, diagnostics and/or screeners, classroom observations

Tier 2- 15%

- Building-wide intervention groups
- Monthly progress monitoring: iReady, unit assessments, diagnostics and/or screeners, classroom observations
- Reteach time, Title 1 support/ pullout/ push-in
- PAST Assessment and Vocabulary / Journey's Diagnostic, fluency, Dolch sight words, Number Sense Screener
- Students receive extra support based off identified reading and/or math deficits areas

Tier 3- 5%

- Building-wide intervention groups
- Monthly progress monitoring: iReady, unit assessments, diagnostics and/or screeners, classroom observations
- Reteach time, Title 1 support/ pullout/ push-in
- PAST Assessment and Vocabulary / Journey's Diagnostic, fluency, Dolch sight words, Number Sense Screener
- Students receive extra support based off identified reading and/or math deficits areas
- A-Team
 - Possible further evaluations

RtI Behavior and/or Social/Emotional

Tier 1

- Building-wide universals stated school-wide daily
- Weekly recess meetings
- Second-Step lessons taught by school counselor
- Monthly Student recognition parade

Tier 2

- Principal/Teacher/Student meeting
- Goal setting/ Behavior plan
- Student paired with a Warren staff member
- Check-in-Program- Daily check-in, weekly goals monitored and celebrated weekly (forms go home)
- Zones of Regulation group
- Peer support group/ Small group role play
- Extra “check-ins” with the school counselor
- Modified recess / principal / staff “helpers”/ Meaningful Work program
- CSCT program consideration
- 6-10 absences per quarter

Tier 3

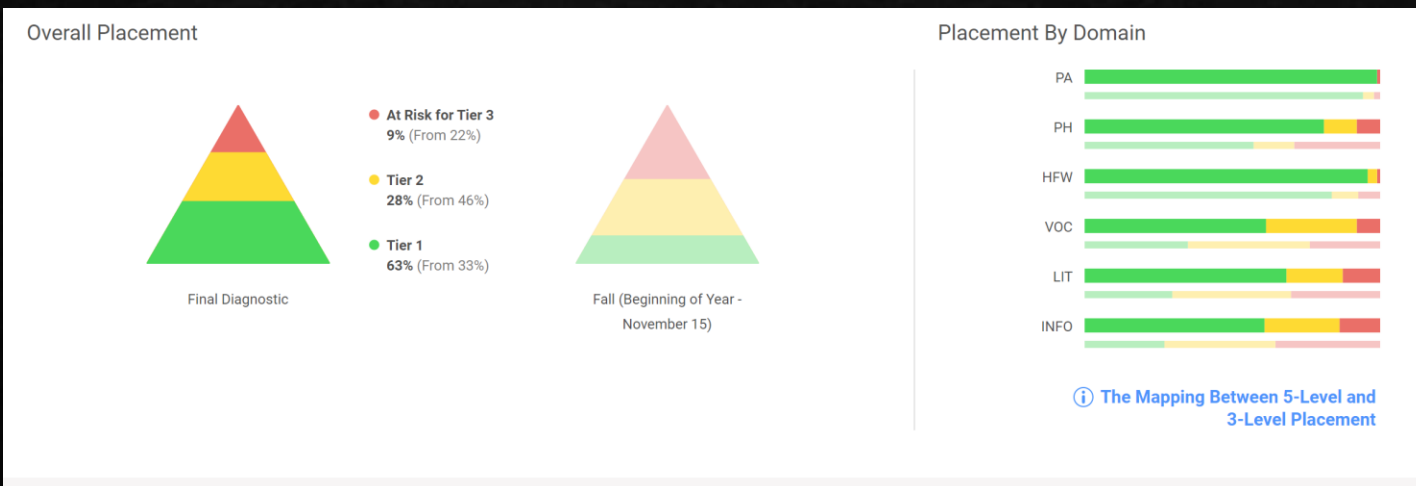
- Principal/Parent meeting
- Goal Setting and behavior plan
- Goals communicated to families weekly
- Check-in Program -Daily check-in, weekly goals monitored and celebrated weekly (forms go home)
- Behavior Plan
- Peer Support Group
- Structured recess / principal / staff “helpers”/ Meaningful Work program
- Set “check-ins” with the school counselor
- CSCT program consideration
- Principal Check-In
- Over 10 absences per quarter

Growth Mindset!

◇ iReady Reading

◇ 21-22 Fall- Winter data

◇ 20-21 Fall- Spring data

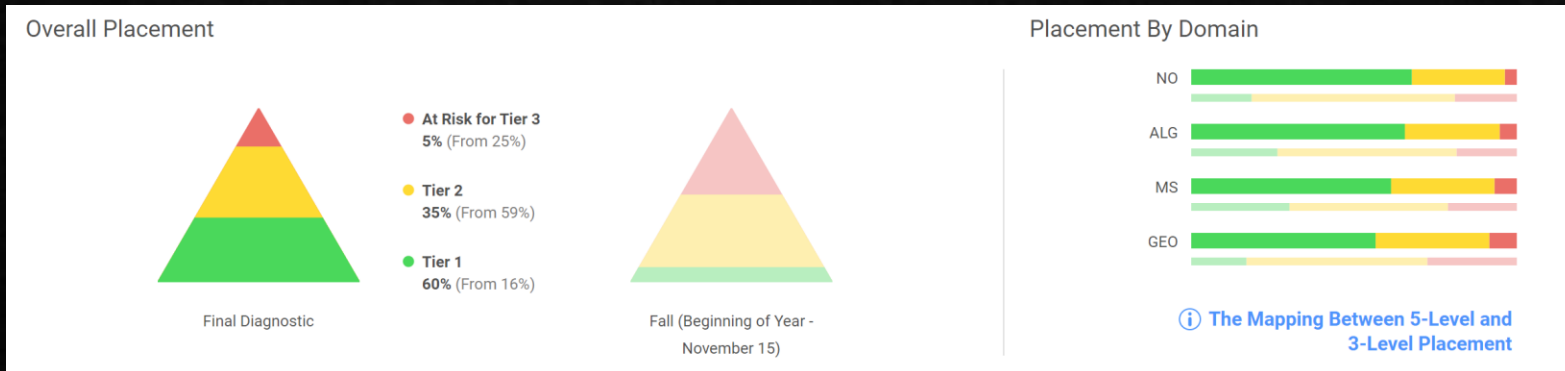
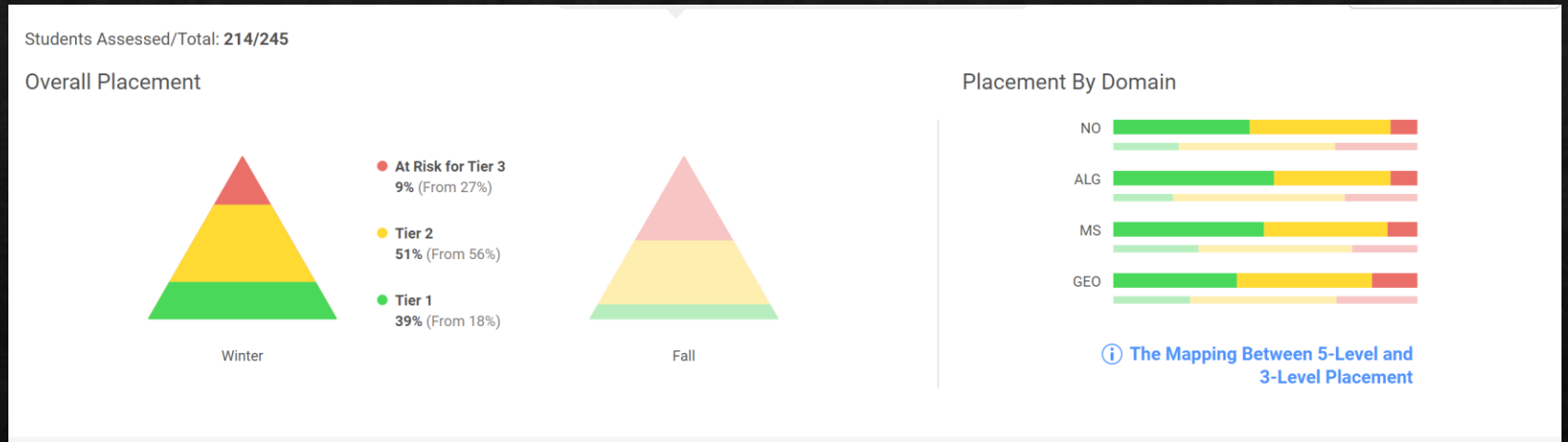


Growth Mindset!

◇ iReady Math

◇ 21-22 Fall- Winter data

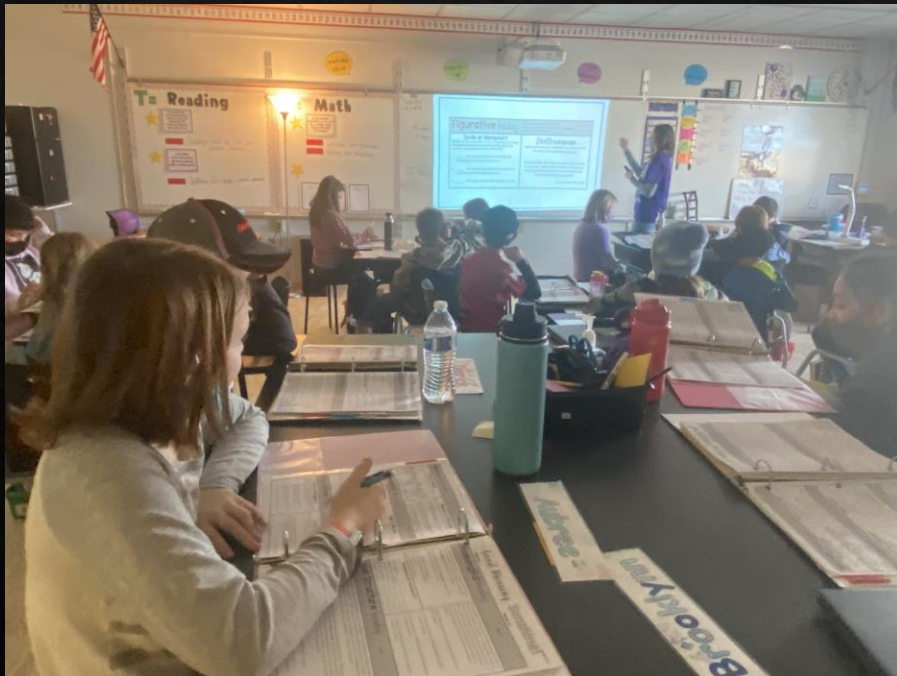
◇ 20-21 Fall- Spring data



How can we educators grow to better meet our students needs?

◇ ELA 21-22 SY Focus:

◇ vocabulary and comprehension instruction



◇ Math 21-22 SY Focus:

◇ number sense instruction



Warren 21-22 Roadmap



T. 1- AGENDAS & STUDENT ENGAGEMENT

TRY: Agendas

- > First focus is to try implementing agendas for whole group ELA & Math
- > Experiment with ways to present agendas to find what works best for you!
- > Optional: visit other classrooms to see their posted agendas/ Connect with Ashley if you have questions

T. 2 FOCUSING ACTIVITIES & S.E.

TRY: Focusing Activities

- > Try implementing into whole group ELA & Math
- > Experiment with different kinds of focusing activities (review skills previously taught, build background knowledge, introduce new skill, etc.)
- > Optional: Visit other classrooms to watch the beginning of their whole group lessons to gather ideas / Connect with Ashley on focusing activities ideas for ELA & Math

DO: Agendas

- > Implementing/fine-tuning
- > Adding additional "I can statements" to agendas for academic areas with multiple standards being taught
- > Referring to agenda throughout the lesson to make agendas meaningful to kids
- > Begin collecting data on agendas with the Warren Walkthrough Tool

T. 3 EXIT TICKETS & S.E.

TRY: Exit tickets

- > Try implementing into whole group ELA & Math
- > Experiment with different kinds of exit tickets to check for understanding
- > Optional: visit other classrooms to watch teachers wrap up their lessons/ Connect with Ashley on exit ticket ideas for ELA & Math
- > Will be our "Do" for the Fall of 2022

DO: Focusing Activities

- > Implementing/fine-tuning
- > Adding focusing activities to agendas?
- > Adding focusing components to the walkthrough tool and begin collecting data on focusing Agendas



ACT: Agendas

- > Agendas implemented across ELA, Math, Science, and Writing
- > Continue collecting data on Agendas with the walkthrough tool

Instructional Coach

Instructional Framework	PLCs	WIN Groups	SLT Meetings
<ul style="list-style-type: none"> • Building wide trimester goals based off district roadmap • Working on implementing framework in chunks (Deep not wide) • Weekly meetings focusing on our students, data, and trimester goals • Focus on how we can support our students by supporting our teaching staff (staff climate) • Map out each week/month 	<ul style="list-style-type: none"> • Weekly focus is on student needs (flexibly groups) • Whole School PLCs once a month: topics reflect needs from walkthrough tool and SLT meeting discussions. • Meetings with Paras/teachers • Weekly coach's meetings (coaches PLC) • Focus on our school needs and how this looks for Warren • Collaborate on Whole School PLC planning and Trimester Focus 	<ul style="list-style-type: none"> • Side by side teaching/coaching • Finding materials to match student/group needs • Data collection guides WIN group instruction <ul style="list-style-type: none"> • *I-ready/Acadience /Phonics Diagnostic • Finding a "Just right group" for ALL kids to reach a year of growth! • PDSAs 	<ul style="list-style-type: none"> • Celebrate areas we as a staff shine and focus on areas of growth, collaboration, and alignment to meet needs of our kids. • Teachers guide our SLT meetings and drive resources that come out of meetings • Work towards building wide consistency <ul style="list-style-type: none"> • (Vertical alignment documents for ELA, Writing, Math)

Trimester 1: Posted Agendas

 Team Bean's Agenda 

T=Reading T=Math T=Science

- ★ Phonics
 - o, l, ck
- ★ Sight Words
 - would, our, her, she, now, today
- ★ Grammar
 - what is a Statement?

★ -/+ in 10

- circle drawings
- use fingers
- math mountains
- fact families
- counting on
- subitizing!

★ Plant & Animal Superpowers

- What do sunflowers do when we aren't watching?
- Read Aloud Story

T=Writing

- ★ Personal Narrative
 - Brainstorming
 - events
 - memories

T= Kindergarten WIN Math Group

- ★ **Focusing Activity**
 - Read Agenda
 - Number sense, show me the number in manipulatives
- ★ **I can name and say the numbers 1-10** **Focus: 8**
 - Practice naming and writing numbers 1-10
 - Monday + Tuesday: 1-5
 - Mon: writing the numbers
 - Tues: number bonds within 5
 - Wednesday-Thursday: 6-10
- ★ **I can identify shapes: Square, Circle, Triangle, Rectangle**
 - Practice tracing/writing and naming

G= Review numbers and shapes + reread agenda

READING GROUP AGENDA

T = I can read words with short vowels.

- ★ Short vowels a, e, i, o, u
 - phonemic awareness
 - high frequency words
 - little, like, had, go, next, around, after, their, walked, saw
 - blending words
 - decodable text

Progress Towards Goal

EOY Walkthrough Tool: Full implementation of agendas in K-5 classrooms
Goal: Continue focusing on agendas and routinely referring to them throughout lesson

Trimester 2: Focusing Activities

Focusing Activities open a new learning loop by preparing a student for the lesson or activity.

In T2, we began experimenting with various focusing activities that were engaging and meaningful to student achievement.

In T3, we added focusing activities to our walkthrough tool. (See picture attached)

7	anonymous	Heggerty
10	anonymous	Overview of article
13	anonymous	Fluency timings
14	anonymous	Fluency timing
18	anonymous	Sight word game
23	anonymous	Mystery number

Progress Towards Goal:

EOY Walkthrough Tool: Current Progress on beginning of lessons observed: 100%
implementation

Trimester 3: Exit Tickets

An exit ticket closes the learning loop! Our goal is to:

- Try out exit tickets in classrooms and WIN groups*
- Experiment with a variety of exit tickets to collect information you need to determine student growth and close the learning loop*
- Connect with others to gather exit ticket ideas!*

Progress Goal:

EOY Walkthrough Tool: Not collecting data for Exit Tickets yet.

This will be added to our walkthrough tool this Fall.

School Leadership Teams

- ❖ ELA and Writing
- ❖ Math and Science
- ❖ Student and Family Engagement



ELA and Writing

Warren Writing Vertical Alignment

Kindergarten	1 st Grade	2 nd Grade
TOPIC	TOPIC	TOPIC
*FACT	*FACT	*FACT
-SIGNIFICANT DETAIL	-SIGNIFICANT DETAIL	-SIGNIFICANT DETAIL
CONCLUSION	CONCLUSION	CONCLUSION

3 rd Grade	4 th Grade	5 th Grade
TOPIC	TOPIC	TOPIC
*FACT	*FACT	*FACT
-SIGNIFICANT DETAIL • SUPPORTING DETAIL	-SIGNIFICANT DETAIL • SUPPORTING DETAIL	-SIGNIFICANT DETAIL • SUPPORTING DETAIL • SIGNIFICANT DETAIL • SUPPORTING DETAIL
*FACT	*FACT	*FACT
-SIGNIFICANT DETAIL • SUPPORTING DETAIL	-SIGNIFICANT DETAIL • SUPPORTING DETAIL	-SIGNIFICANT DETAIL • SUPPORTING DETAIL • SIGNIFICANT DETAIL • SUPPORTING DETAIL
CONCLUSION	*FACT	*FACT
	-SIGNIFICANT DETAIL • SUPPORTING DETAIL	-SIGNIFICANT DETAIL • SUPPORTING DETAIL • SIGNIFICANT DETAIL • SUPPORTING DETAIL
	CONCLUSION	CONCLUSION

Warren Writing Goals

K-5 Yearly Focus

- Sentence Mastery
- Working through Writing Units with Support

K-2 Thinking Charts

- Circle Charts
- Tree Charts
- Thinking Game

3-5 Thinking Charts

- Two Column Notes
- Tree Charts
- T-Charts
- Thinking Game



Building Number Sense K-5

- ◆ Number Sense Screeners- Fall and Winter
 - ◆ Includes an interview portion and written portion
 - ◆ Whole group routines:
 - ◆ Place value talk, math fact fluency, reading numbers, etc.
 - ◆ Interventions using various number sense manipulatives are used during small math group time:
 - ◆ Pattern blocks, Cuisenaire rods, number line work, dice games, dominoes, and base 10 blocks
 - ◆ Oral counting, both forwards and backwards
 - ◆ Math vocabulary discussion (greater than, less than, equal to, add subtract, plus, and minus)

Number Sense Activities By Grade Level		
Kindergarten	1 st Grade	2 nd Grade
5 Minute Routine Ideas <ul style="list-style-type: none"> - Same but different - Which one doesn't belong? - Tell me all you can - Notice and Wonder - Where's the Math? Ideas for items listed above: <ul style="list-style-type: none"> - Focus on familiar pictures (not related to math first) - Move into math concepts: Numbers 1-5 in all visible ways to represent those numbers (ten frames, dice, deck of cards, rekenreks, base ten blocks, etc.) - Shapes (2D & 3D/ pattern blocks) - Measurement (comparing familiar objects like pencils, bears, rulers, etc.) 	5 Minute Routine Ideas: <ul style="list-style-type: none"> - Same but different - Which one doesn't belong? - Tell me all you can - Notice and Wonder - Where's the Math? Ideas for items listed above: <ul style="list-style-type: none"> - Focus on familiar pictures (not related to math first then add math) - Move into math concepts: Numbers 1-20 in all visible ways to represent those numbers (ten frames, dice, deck of cards, rekenreks, base ten blocks, etc.) - Shapes (2D & 3D/ pattern blocks) - Measurement (comparing familiar objects like pencils, 	5 Minute Routine Ideas: <ul style="list-style-type: none"> - Same but different - Which one doesn't belong? - Tell me all you can - Notice and Wonder - Where's the Math? Ideas for items listed above: <ul style="list-style-type: none"> - Focus on familiar pictures (not related to math first then add math) - Move into math concepts: Numbers 1-20 first in all visible ways to represent those numbers (ten frames, dice, deck of cards, rekenreks, base ten blocks, etc.) then into 1-100 - Shapes (2D & 3D/ pattern blocks) - Measurement (comparing

Student Engagement

- ◆ Mighty Manners (Tootles)
 - ◆ Monthly Parade
- ◆ Student Council
- ◆ One book
- ◆ Warren Word
- ◆ Reading challenge
- ◆ PAX-Peaceful and Productive Classes
- ◆ 5th grade celebration
- ◆ Tutoring
- ◆ Music performances
- ◆ School jobs
- ◆ Buddy classes
- ◆ Check-in program



Supportive Community

- ◆ 29- parent volunteers during non-Covid years- looking forward to having volunteers back in the building!
- ◆ 35 donations to families over the holiday's
- ◆ PTO- meets bi-monthly
 - ◆ Open House
 - ◆ Walk-to-School Day
 - ◆ Taco John's
 - ◆ Reindeer Express
 - ◆ 100th day Sundae
 - ◆ Spring Fundraiser
 - ◆ Field Day
 - ◆ Warren BBQ



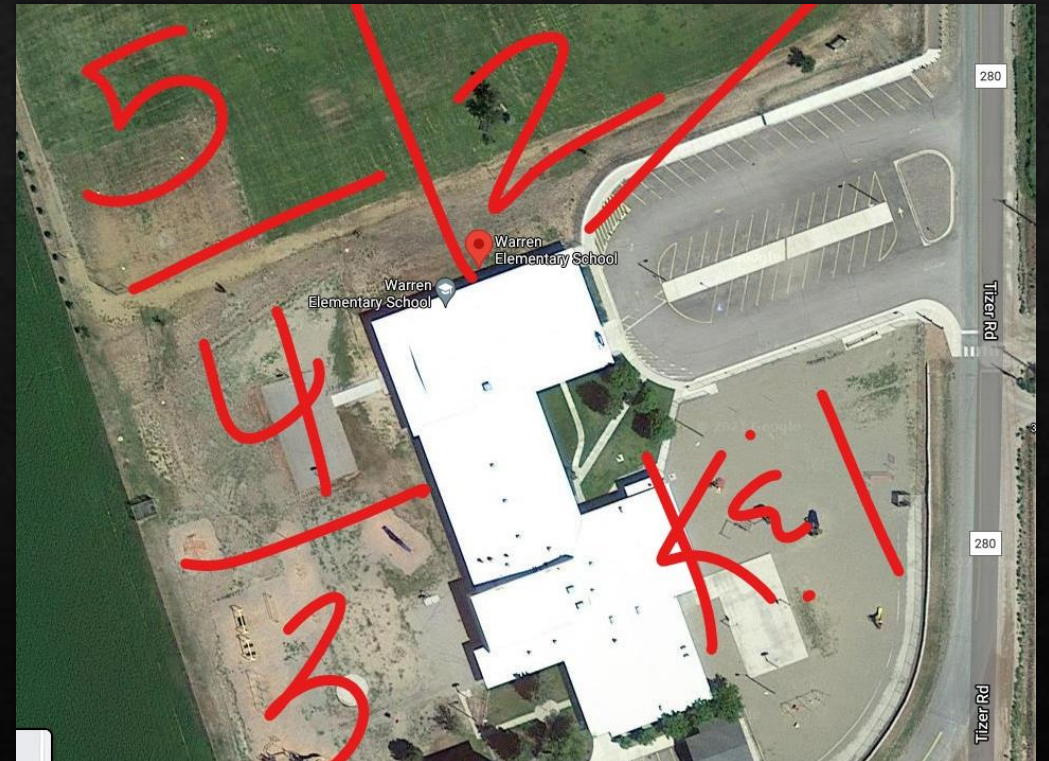
Social/Emotional Monthly Focus

- ❖ September- Identify feelings
- ❖ October- Making Choices
- ❖ November- Friendships and Healthy Relationships
- ❖ December and January- Empathy and Compassion
- ❖ February- Conflict Resolution
- ❖ March- Coping Skills and Resilience
- ❖ April- Character Development and Goal Setting
- ❖ May- Transitions and Stress Management



Recess

- Zones
 - classes assigned to zones
- Safety meetings every Monday
- Entering the building
- Positive Results from this routine
 - less behavior issues



Library

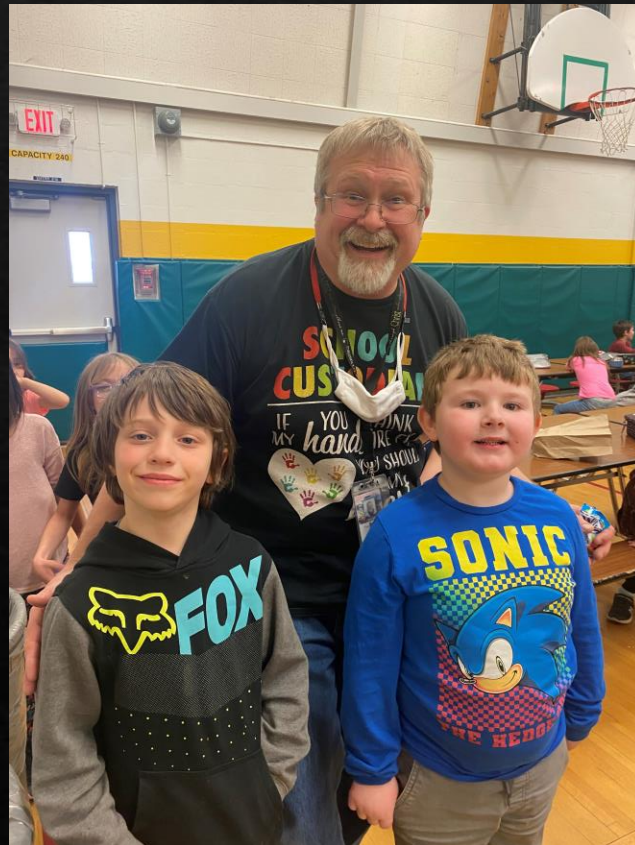
Goals

- **Collection:** engaging nonfiction, quality K-2 reading, mentor texts, diversity and social justice, begin genre-fying the fiction section
- **Skills:** encouraging a LOVE of reading, implement new library standards, increase multi-media usage
- **Clubs:** Art Club, Reading Clubs, STEM Club



Campus Pride

- ◇ Updates
- ◇ Daily Routines
- ◇ Community



Closing

◆ Questions



**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 05/24/2022

Item V.

Presentation

Superintendent's Report

General Public Comment

Consent Action Item

Item For Action

Item Title: Superintendent's Report

HELENA SCHOOL DISTRICT #1
OFFICE OF THE SUPERINTENDENT

To: Board Chair Ms. Siobhan Hathhorn and Board of Trustees

FROM: Mr. Wetz, Superintendent

RE: Superintendent Report –

DATE: May 24th, 2022

- Recognition –
 - Principal Tia Wilkins and the staff at Warren Elementary School
 - Congratulations to Chelsey Davis, librarian at Four Georgians Elementary, and Ben Racicot, para educator at Jim Darcy. Chelsey and Ben were selected by the Helena Education Association membership as Educator and Para Educator of the Year.
 - Congratulations to Mrs. Thea Seacreeze from Broadwater Elementary who was chosen as the 105.3 KMTX April Teacher of the Month.
 - Congratulations to Terri Norman and the CHS BPA Chapter for being recognized with a “Quality Chapter Distinction” as the recent national conference held in Dallas. Capital High School BPA chapter was also recognized for Quality Chapter Distinction. Congratulations to the Capital High BPA students that competed at Nationals.
 - Congratulations to our Capital High and Helena High students who received Superior and Excellent Ratings at the MHSA State Music Festival May 6th-7th
 - Capital High School welcomed its 2022 National Honor Society inductees on May 3rd.
 - Congratulations to Samantha Humphrey and Buffy Smith with the Helena High BPA Chapter. They were awarded the Membership Explosion Award, the Quality Chapter Distinction Award, and the Community Service Award. Congratulations to the Helena High BPA students that competed at Nationals.
 - Grad Walk Week-Graduating seniors visited their previous elementary schools and were cheered on by current students and staff
 - Congratulations to Mary Guzynski a fifth grader at Smith Elementary School who is the statewide winner of the National Missing Children’s Poster Contest.

- New Business
 - HEA - HSD Bargaining Tentative Agreement
 - Reception With Director of Support Services Candidates May 19th

HELENA SCHOOL DISTRICT #1
OFFICE OF THE SUPERINTENDENT

- Administration Meeting at Lincoln Center May 23rd
 - iReady Assessments
 - Retirement Celebration May 25th at Central 4:30 p.m.

- Outreach/Meeting
 - AA Superintendents
 - HEA
 - HEF
 - Parent Advisory

- Other

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 05/24/2022

Item VI.

Presentation

Superintendent's Report

General Public Comment

Consent Action Item

Item For Action

Item Title: General Public Comment

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 05/24/2022

Item VII.A.1

Presentation

Superintendent's Report

General Public Comment

Consent Action Item

Item For Action

Item Title: Approval of the 04.26.22 Board of Trustees Work Session Minutes

Board Action	1st Motion	Second	Aye	Nay	Other
Muszkiewicz					
Hathhorn					
Beaver					
Satre					
McKee					
Fitzpatrick					
Walsh					
Armstrong					



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 Work Session Minutes

Tuesday, April 26th, 2022 | Tour at 3:30 / 4:00pm | Rossiter Elementary and via TEAMS

MINUTES

ATTENDEES

<i>Trustees</i>	<i>Others</i>
Luke Muszkiewicz, Board Chair	Rex Weltz, Superintendent
Siobhan Hathhorn, Vice Chair	Josh McKay, Assistant Superintendent
Terry Beaver, Trustee	Barb Ridgway, Chief of Staff
John McEwen, Trustee	Janelle Mickelson, Business Services Administrator
Jennifer McKee, Trustee	Robert Brewer, Facilities Manager
Janet Armstrong, Trustee	Karen Ogden, Communications Officer
Jennifer Walsh, Trustee	Brian Cummings, Assistant Superintendent
	Gary Myers, Director of Educational Technology
	Wynn Randall, Principal of Rossiter Elementary
	Joslyn Davidson, Curriculum Administrator
	Tim McMahon, Activities Administrator
	Jane Shawn, HEA President
	Many Rossiter Staff Members

I. TOUR OF ROSSITER ELEMENTARY SCHOOL

II. CALL TO ORDER/ PLEDGE OF ALLEGIANCE

Board Chair Luke Muszkiewicz called the meeting to order at 4:01 p.m. and led the Pledge of Allegiance.

III. REVIEW OF AGENDA

Board Chair Luke Muszkiewicz reviewed the agenda with the Board of Trustees and there were no changes to the agenda.

IV. PRESENTATION:

Rossiter Elementary Principal, Wynn Randall, began with a Power Point presentation which he presented to the Trustees. Principal Randall commented. The mission of Rossiter Elementary School is to challenge and empower each student to respect themselves and others and become successful lifelong learners in a safe and positive environment. The Rossiter Crown Jewels inspire students to be safe, honest, kind, responsible, and respectful. If the students are seen being safe, honest, kind, responsible, or respectful, they can earn a Crown Jewel from a staff member, which is then put into a bin. The staff does drawings and removes names from the bin, and those students can earn prizes.

Principal Randall discussed the classrooms and staff at Rossiter Elementary:

- 21 general education classrooms:
 - 4 Kindergarten
 - 4 First
 - 4 Second
 - 3 Third
 - 3 Fourth
 - 3 Fifth

- Staff:
 - 21 classroom teachers
 - 2 Special Education educators
 - 1 Counselor
 - 1 Librarian
 - 1 Music & PE
 - 1 SLP
 - .5 Nurse-split with Jim Darcy
 - .5 School Psychologist-split with Warren
 - 8.25 Paraeducators-3 SPED, 5 General Education, 3 hr. overage
 - 1 day and 1.5 evening custodian
 - 2.5 Food Service Staff
 - 3 SACC employees
 - 1 Administrator
 - 2 Administrative Assistants
 - 1 Instructional Coach
 - 1 Title Teacher

Principal Randall discussed the student demographics at Rossiter:

- Enrollment in 2020-2021
 - 424-Students Enrolled (Includes one 5th grade Edgenuity student)
- Average Daily Attendance Percentage 89.94%
- Conference Attendance
 - NA% In November
 - 91% in March

- Student subgroups:
 - Individualized Education Plans-79 students-18%
 - Speech/Language-65 students-15%
 - Speech Only-30 students-7%
 - Resource-48 students-11%
 - Resource only-14 students-3%
 - 6 students with a 504-1.5%
 - 3 students who attend PEAK-less than 1%
 - Free and Reduced (2019-2020)-41%
- Student Enrollment: K-5 424/486 for 2021-2022
 - 70 open seats at Rossiter
 - Will transition from a 4/3 model
 - Three 2nd grade classrooms

Principal Randall commented regarding next year at Rossiter. All carpet will be removed this summer and those rooms will have tile/linoleum installed. They will be moving 13 of their 21 classrooms and creating a primary area in two pods, and an intermediate area in the library pod. Principal Randall commented regarding benchmark assessment. This year WIN time was introduced at Rossiter, and Rossiter also has an Instruction Coach, and the school has reviewed instructional framework, performance and skills assessments, and standard-based grading. Principal Randall discussed the K-1 Acadience Benchmark Assessment results for the beginning of the year and the middle of the year with the Trustees. Next, Principal Randall reviewed the iReady data-from fall to winter benchmark, and performance by domain with the Trustees.

Principal Randall discussed the School Leadership Team at Rossiter that meets every Tuesday to discuss data and curriculum and building climate and culture. Principal Randall commented. We are part of the PAX program, and we are working on whole school implementation. Almost 50% of the Rossiter staff is trained. Our goal for 2022-2023 is to have 75% of the staff trained, and at least one teacher per grade level trained.

Principal Randall concluded his presentation by discussing the return to normal this year. Rossiter 5th graders were able to attend their annual ski trip, 4th graders went on their annual ice fishing trip, and students from C.R. Anderson Middle School were able to visit Rossiter and give an orchestra presentation. We did our first practice Governor's Cup run this afternoon. Our students practice running a mile here at school, and then they sign up to run the Governor's Cup with the Governor. Principal Randall commented. It has been a great first year and I have enjoyed it immensely. This is an amazing staff at Rossiter. They work incredibly hard and always want to do what is best for kids. I am so proud of what they have accomplished this year with data, connections, and the community feel.

Luke Muszkiewicz, Board Chair, commented. Thank you so much Principal Randall for the presentation, and I appreciate the staff who are here tonight.

Trustee John McEwen commented. Is your average daily attendance high or low?

Principal Randall replied. What I saw within the District is that Rossiter is on the low end of the average. Other schools are sitting at 90 to 91 percent.

Trustee Janet Armstrong commented. If Rossiter is sitting on the low end of the average for daily attendance, have you figured out why you may be lower?

Principal Randall responded. I don't know for sure why it may be lower, but I do know what we are doing to address the attendance issue. We are building connections with the parents, making phone calls, and the staff is making sure the students feel welcome.

Trustee Jennifer McKee commented. Thank you so much to you and your staff for all that you do.

Board Vice Chair Siobhan Hathorn commented. Your kindergarten data looks amazing, and your grades three through five growth is outstanding. I thought it was interesting that your measurement and data in geometry is pretty high for performance by domain, but I am a little concerned that your number and operations and algebra and algebraic thinking data is lower. Is this something that you are focusing on in your WIN groups?

Principal Randall responded. Yes, that is on our radar. This is our first year doing WIN groups and we are primarily focusing on ELA. We are still fine tuning that component, but as we move forward, I would like to see a hybrid model with the ELA and the Math in our WIN groups.

Board Vice Chair Siobhan Hathorn commented. In reviewing the performance by domain, you have great growth in reading, but your phonics is not super high. That is an area of concern.

Principal Randall responded. That is one of the areas that are focusing heavily on in the WIN groups.

Trustee Terry Beaver commented. We have a problem with tardiness in the middle schools, and it carries over into the high schools. Do you have an idea of what your percentage of tardy students is?

Principal Randall replied. I do not know what our percentage is, but I do know we have a tardy issue. I make a lot of phone calls, and we want to try to make our morning component more enticing to get students here.

Luke Muszkiewicz, Board Chair, commented. I appreciate the conversation about attendance and tardiness. It is something that I think we should talk more about at the Board level. Principal Randall, I appreciate all that you and your staff are doing to engage with parents and entice students, but so much of this is beyond your control. I wanted to give a shout out to Rossiter because it seems that this school has always had some neat

special events over the years, including what you have done around Native American Heritage Month, and Field Day. Thank you for those events that build culture and engage families. The Trustees would love to attend these events. You mentioned you had one student enrolled in the Edgenuity program. It seems like that is still an important offering for us to be able to provide to some of our students and families. Any thoughts on that?

Principal Randall responded. I think it is a good program within its elements, but you don't have the community and relationship piece that you would get from being in school.

Board Vice Chair Siobhan Hathhorn commented. It seems like over the years you get a lot of Jim Darcy overflow. Are you still having that?

Principal Randall responded. We do not have final numbers yet. In August, I can tell you for sure where we are at. Right now, we are not seeing any overflow, but the numbers will continue to come in over the summer.

Brian Cummings, Assistant Superintendent of K-5, commented. Before COVID we were overflowing, and there was so much growth at that time north of Lincoln Road. This year we had over 600 kindergartners, which is a pretty big number. That is why Jim Darcy and Rossiter really filled up. Right now, we are watching the numbers very closely. Jim Darcy currently has 76 kindergartners enrolled for next year, and Rossiter has around 44 kindergartners enrolled for next year. The numbers are lower, but we haven't had a lot of people move into the North Valley like we were used to.

That concluded the Presentation portion of the agenda.

V. SUPERINTENDENT'S REPORT

Superintendent Rex Weltz discussed recognition in his Superintendent Report which included recognizing Anna Alger, Pam Murnion, and Jennifer Loomis for their grants awarded by the Helena Education Foundation. Superintendent Weltz continued with his recognition:

- Dr. Wynn Randall and the Rossiter Elementary Staff
- Capital High School-Central Office Site Visit
- Helena High School-Central Office Site Visit
- Administrative Assistant's Day
- On April 21st the State Champion Capital High School Boys Basketball team were honored with a celebratory fire truck ride through town. HPS is grateful to Assistant Fire Chief Mike Chambers and the City of Helena Fire Department for honoring our student athletes.
- Congratulations to our Helena Public Schools musicians who earned top ratings at the District Music Festival.
- Congratulations to Ella Shropshire and Rebecca Smilie from Capital High School who are recipients of the Helena Education Foundation Harrison Writing Award.

- Congratulations to the HPS Transportation Department for being recognized in two national publications: School Bus Fleet Magazine and School Transportation News. I want to thank Tom, Drew, Christine, and Crystal for their work every day to ensure HPS is a leader in the school transportation field.
- Congratulations to our Capital High SkillsUSA students who placed at the recent State SkillsUSA competition.
- Capital High School's chapter of HOSA-Future Health Professionals attended the Montana HOSA State Leadership Conference on April 5th and 6th in Billings. The conference consisted of competitive events, workshops/symposia, and networking with over 300 students from schools around the state. Congratulations to those students who excelled in their competitive events.
- The Capital High Science Olympiad Team recently took 2nd place at the state Science Olympiad competition. Congratulations to their team and top placing students in the events.
- Congratulations to our high school students that were inducted into the National Honor Society on April 21st.

Superintendent Weltz moved on to the New Business portion of his Superintendent Report and discussed the upcoming Vigilante Day Parade on May 6th, Helena School Board Rep applications are due May 6th, HEA-HSD bargaining continues, and ongoing discussions with First Student.

Superintendent Weltz concluded his Superintendent Report by discussing his meetings and outreach within the community including meeting with the AA Superintendents, HEA, HEF, HEF-Executive Committee, Parent Advisory, Cabinet, Lewis and Clark Health, Rotary Club, and meeting with the media.

The Trustees discussed the bonus for First Student drivers, the impact of the bonus, and what the driver shortage will look like in the fall.

That concluded the Superintendent Report portion of the agenda.

VI. GENERAL PUBLIC COMMENT

There was no public comment offered.

VII. NEW BUSINESS

A. Consent Action Items

1. Approval of the 03.22.2022 Board of Trustees Work Session Minutes
2. Resolution to Dispose of Personal Property-Table Saws
3. Resolution to Dispose of Personal Property-Plasma Cutter Table

Luke Muszkiewicz, Board Chair, commented. I would entertain a motion for the Consent Action Items.

Motion: Trustee John McEwen moved to approve the Consent Action Items as presented. Trustee Jennifer McKee seconded the motion.

Public Comment: None.

Vote: 7-0 motion carries unanimously.

B. Items for Action

1. High School General Fund Budget Amendment Proclamation

Mrs. Janelle Mickelson reviewed the High School General Fund Budget Amendment Proclamation with the Trustees.

Luke Muszkiewicz, Board Chair, commented. I would entertain a motion regarding this action item.

Motion: Board Vice Chair Siobhan Hathorn moved to approve the High School General Fund Budget Amendment Proclamation as presented. Trustee Terry Beaver seconded the motion.

Public Comment: None.

Vote: 7-0 motion carries unanimously.

VIII. UPCOMING MEETINGS

Luke Muszkiewicz, Board Chair, commented. Our next regular Board meeting will be on Tuesday, May 10th. We will hold a special meeting on May 17th at 5:30 p.m. where we will swear in Trustees, reorganize the Board, vote on Chair and Vice Chair, and appoint a Clerk. On May 24th we will have our final Work Session of the year at Warren Elementary.

IX. BOARD COMMENTS

There were no further comments.

X. ADJOURNMENT

The meeting was adjourned at 5:20 p.m.

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 05/24/2022

Item VII.B.1

Presentation

Superintendent's Report

General Public Comment

Consent Action Item

Item For Action

Item Title: MOU-Tentative Agreement for Teacher Salaries for 2021-2022 and 2022-2023

Board Action	1st Motion	Second	Aye	Nay	Other
Muszkiewicz					
Hathhorn					
Beaver					
Satre					
McKee					
Fitzpatrick					
Walsh					
Armstrong					

Memorandum of Understanding

Helena Public Schools and Helena Education Association



Tentative Agreement for Teacher Salaries 2021-2022 and 2022-2023

BACKGROUND: The Collective Bargaining Agreement between the Helena Education Association and the Helena School District was opened in November of 2021 for the purpose of negotiating salary only.

The Helena Public Schools and the Helena Education Association Agreement to following terms:

- 1) All educators will receive a 1.5% salary increase for the 2021-2022 school year, retroactive to the beginning of the year.
 - a. The increase will be applied to each cell on the matrix, including “ghost cells.”
 - b. The payment will be included as a lump sum on the June paycheck (June 16, 2022), with appropriate taxes, retirement, etc. being withdrawn from the increase.
- 2) For the 2022-2023 school year, the educator salary matrix will be revised upward by 2.5% to each cell on the matrix, including “ghost cells.”
- 3) The 2022-2023 matrix is attached.
- 4) Both the Helena School District Board of Trustees and the Helena Education Association Membership must ratify this agreement for it to go into effect.

SIGNED:

Siobhan Hathhorn, Board Chair

Jane Shawn, HEA President

Date ratified by the Board of Trustees: _____

Date ratified by the Helena Education Association: _____

