



## Board of Trustees – Executive Committee Meeting

Tuesday, May 10th, 2022 – 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 04.12.22 Executive Committee Meeting Minutes
- V. REVIEW OF 05-10-22 BOARD MEETING AGENDA
- 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*



## Board of Trustees – Executive Committee Meeting

Tuesday, April 12th, 2022

11:00 a.m.

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# MINUTES

## ATTENDEES

*Committee      Others*

Luke Muszkiewicz, Chair  
Siobhan Hathhorn, Vice Chair  
Jennifer McKee, Committee Member

Rex Weltz, Superintendent  
Barb Ridgway, Chief of Staff  
Stacy Collette, Human Resources Director  
Gary Myers, Director of Educational Technology  
Brian Cummings, Assistant Superintendent  
Josh McKay, Assistant Superintendent  
Rob Brewer, Facilities Manager  
Janelle Mickelson, Business Office Administrator  
Joslyn Davidson, Curriculum Director  
Candice Delvaux, Executive Assistant  
Jane Shawn, HEA President

### I. CALL TO ORDER

Board Chair, Luke Muszkiewicz, called the meeting to order at 11:03 a.m.

### II. REVIEW OF AGENDA

No changes were requested to the Executive Committee Meeting Agenda.

### III. GENERAL PUBLIC COMMENT

There was no public comment.

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

Minutes from the 03.08.22 Executive Committee meeting were reviewed and approved.

#### **V. REVIEW OF THE 04.12.22 BOARD MEETING AGENDA**

The committee reviewed the agenda for the 04.12.22 full Board meeting. Board Chair Luke Muszkiewicz commented. We will meet here tonight beginning at 5:30 p.m. at the Lincoln Center. People can attend in person or online via TEAMS. The address and remote log in information is all on the website. We will call things to order, say the Pledge of Allegiance, review the agenda, and move on to some exciting recognitions. Principal Steve Thennis and Principal Brett Zanto will be here this evening to help introduce the students being recognized. After recognition we will look to Superintendent Weltz to give his Superintendent Report, followed by General Public Comment.

We will then move on to New Business-Items for Information. We have a first reading for three policies: 1. Policy 2005 School Year, Calendar, and Day; 2. Policy 3070 Administration of Medication; and 3. Policy 7061 Public Health Emergency. Mrs. Barb Ridgway will introduce those policies tonight. We will then move on to our Five-Year General Fund Budget Forecast. Mrs. Janelle Mickelson will present that to us tonight. This has been presented already to the Budget and Finance Committee and will be presented to the full Board this evening. Mrs. Mickelson will then introduce Anthony Gerharz regarding the 2021 District Audit. Mrs. Mickelson commented that Mr. Gerharz would not be able to present until 7:30 p.m. Board Chair Muszkiewicz discussed that some agenda items may have to be moved around this evening so that Mr. Gerharz would be able to present at 7:30 p.m., and Mr. Muszkiewicz would make everyone aware of that at the beginning of the Board meeting.

Board Chair Muszkiewicz commented. After that I will consider a motion for our Consent Action Items. We will then consider three individual Items for Action. The first one is "Approval of the Finalized K-12 Information Literacy-Library Media Curriculum". Mrs. Joslyn Davidson will introduce that to the Board tonight. Mrs. Davidson commented that there would be two librarians at the Board meeting tonight to answer any questions. Board Chair Muszkiewicz commented. We will then move on to "Approve the Engagement of SMA Architecture and Design to Develop a Comprehensive Long-Range Facilities Master Plan Pending Successful Contract Negotiations for Services". Ms. Stacy Collette will present that to the Board tonight. Lastly, we will review the "Approval of Qualified Bidder for C.R. Anderson Lighting Project." Ms. Stacy Collette and Mr. Rob Brewer will introduce that tonight to the full Board.

Board Chair Muszkiewicz commented. We will move on to Reports and Jane Shawn will be presenting the Helena Education Association Report. The Budget and Finance Committee Report will be presented by Trustee John McEwen. The Teaching and Learning Committee Report will be

presented by Trustee Jennifer McKee. The Policy Committee Report will be presented by Trustee Libby Goldes. The Facilities and Maintenance Committee Report will be presented by Board Vice Chair Siobhan Hathhorn. The Health Benefits Committee Report will be presented by Trustee John McEwen. The Wellness Committee Report will be presented by Trustee Jennifer Walsh. The Montana School Boards Association Report will be presented by Board Chair Luke Muszkiewicz. The Student Representatives Report will be given by the student representatives Eliza Lay and Rylie Schoenfeld.

Board Chair Muszkiewicz commented. A new agenda item has been added titled Upcoming Meetings. This is to give a preview of what meetings are coming up in the next month or two. We will plan on having our May 10<sup>th</sup> meeting with this existing Board, and then scheduling a special meeting on May 17<sup>th</sup> to canvas the election results, reorganize the Board, and appoint a Chair, Vice Chair, and Clerk. We will follow that with our Board Work Session on May 24<sup>th</sup> at Warren Elementary. In June we will have a regular Board meeting on June 14<sup>th</sup>. We do not hold Work Sessions in June, July, and August when school is out of session. In July, we typically hold a full day Board Retreat, but we do not hold our usual full Board meeting on the second Tuesday of the month. We do not typically hold any committee meetings in July. In August we will hold our regular full Board meeting. We may hold a Budget and Finance Committee in August so they can review the budget before the full Board adopts it.

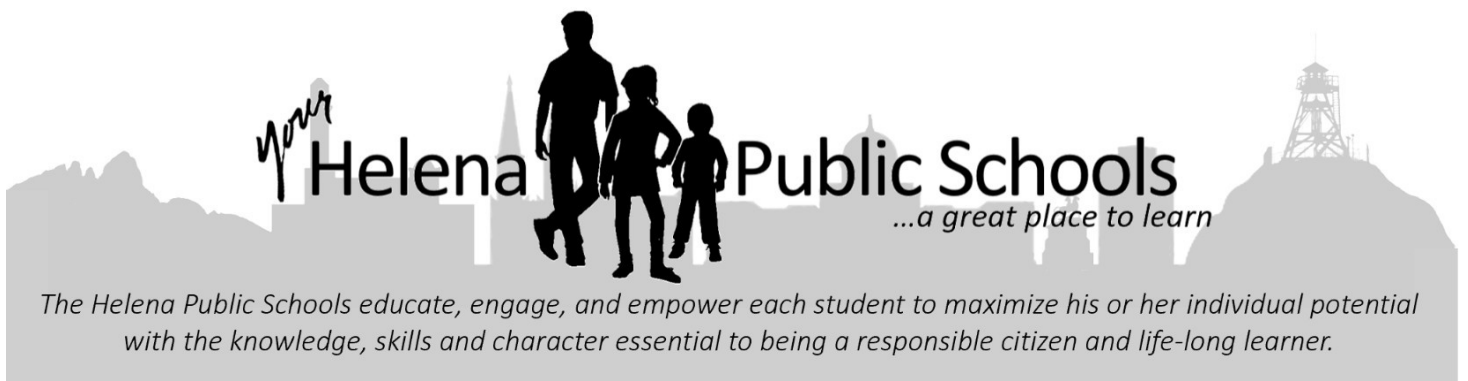
Board Chair Muszkiewicz commented. We will conclude the Work Session meeting tonight with Board Comments and Adjournment.

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

There were no further comments.

#### **VII. ADJOURNMENT**

The meeting was adjourned at 11:26 a.m.



## Board of Trustees Meeting

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

Tuesday, May 10th, 2022 - 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. **RECOGNITIONS**

#### A. **Special Education Lifetime Achievement Award**

Congratulation to Capital High School's Assistant Principal Walt Chancy who is the recipient of the Special Education Lifetime Achievement Award from the Montana Council for Exceptional Children.

#### B. **Helena Education Foundation Harrison Writing Awards**

Congratulations to the following Helena Education Foundation Harrison Writing Award winners:

- Ella Shropshire from Capital High School. Ella wrote "Aino Beside the Boulder".
- Rebecca Smilie from Capital High School. Rebecca wrote "The Iron Giant" and "The Chrysalis".
- Elinor Goehring from Helena High School. Elinor wrote "The Lovers' Cinquain".

#### C. **HOSA-Future Health Professionals Montana State Leadership Conference Champions**

Congratulation to the following students from Capital High School who placed at Gold Level at the HOSA State Leadership Conference.

- RaeAnn Lowen- Gold (Behavior Health)
- Karter Arensmeyer- Gold (Pharmacy Science)

- Ella Simpson- Gold (Surgery Tech)

#### **D. State Science Olympiad Champions**

Congratulations to the following Capital High State Science Olympiad champion:

- Anna Gates-1<sup>st</sup> in Cell Biology

Congratulations to the following Helena High State Science Olympiad champions:

- Paul Reeves and Annika Nehring-1<sup>st</sup> in Environmental Chemistry
- Sandra Schuele and Jeri Wilkerson-1<sup>st</sup> in Remote Sensing
- Izzy Kosena and Jeri Wilkerson-1<sup>st</sup> in Wright Stuff

#### **E. State SkillsUSA Champions**

Congratulations to the following SkillsUSA state champions from Helena High School:

- Tithen FitzGerald-1<sup>st</sup> Place in Intermediate Drafting and 1<sup>st</sup> Place in Job Skill Demo.
- Maddox Schuller-1<sup>st</sup> Place in Power Equipment

#### **F. Montana National Center for Women and Information Technology Aspirations in Computing State Contest**

Congratulations to the following Montana NCWIT state winners from Helena High School:

- Sierrah Paul
- Laurel Maronick

### **IV. SUPERINTENDENT'S REPORT (See Attached)**

### **V. GENERAL PUBLIC COMMENT**

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**VI. NEW BUSINESS**

**A. Items for Information**

1. Administrative Contracts Title 20
2. Administrative Contracts Title 2

**B. Consent Action Items**

1. 04.12.22 Board Meeting Minutes
2. Personnel Actions
3. Warrants
4. Out-Of-District Attendance Agreements (Non-Resident Students Attending HPS)
5. Out-Of-District Attendance Agreements (Helena Students Attending Other Districts)
6. Resolution Requesting County to Conduct 2023 Elections

**C. Items for Action**

1. Finalized K-5 Music Curriculum
2. High School General Fund Budget Amendment
3. Meal Price Increases
4. CHS/HHS HVAC Duct Cleaning Bid
5. Kessler Sewer Easement
6. Policy 2005 School Year, Calendar, and Day
7. Policy 3070 Administration of Medication
8. Policy 7061 Public Health Emergency
9. Policy 1900 Temporary Covid-19 Policy
10. Policy 1901 Emergency Policy and Procedures
11. Policy 1902 Academic Variance Alternative Grading
12. Policy 1905 Student, Staff and Community Health and Safety Needs
13. Policy 1906 Student Instruction
14. Policy 1907 School District Declaration of Emergency
15. Superintendent's Contract

**D. 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

VII. UPCOMING MEETING

VIII. BOARD COMMENTS

IX. LITIGATION STRATEGY SESSION-CLOSED

*The Board will meet in a closed (executive) session with its attorney to discuss pending litigation.*

X. ADJOURNMENT

Next Regular Board Meeting: June 14<sup>th</sup>, 2022