



*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, June 14th, 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. Montana's Nominee for the 2021 National Education Association Foundation Award for Teaching Excellence**

- Congratulations to Smith Elementary Montessori Teacher Katy Wright who was recognized in Washington D.C. and received her award as Montana's nominee for the 2021 National Education Association Foundation Award for Teaching Excellence.

**B. Capital High BPA National Leadership Conference Awards**

- Congratulations to Terri Norman and the Capital High School BPA Chapter for being recognized with a "Quality Chapter Distinction" award at the recent national conference held in Dallas.
- Congratulations to Abi Grotbo, Ryleigh Bushnell, and Madelyn Holston. Their Presentation Management Team placed 8<sup>th</sup> in the nation.

**C. Helena High BPA National Leadership Conference Awards**

- Congratulations to Samantha Humphrey, Buffy Smith, and the Helena High School BPA chapter for being awarded the Membership Explosion Award, the Quality Chapter Distinction Award and the Community Service Award at the recent national conference held in Dallas.
- Congratulations to Foster Smith who placed 5<sup>th</sup> in the nation in Java Programming.
- Congratulations to Kaden Price who placed 10<sup>th</sup> in the nation in C# Programming.

**D. 2022 SMART Schools Award**

- Congratulations to the Helena High Green Group under the leadership of Jill VanAlstyne for winning the 2022 SMART Schools Award. They are the recipients of \$2,000 which will go towards assisting other schools in securing their solar panel grants.
- Congratulations to the Capital High Green Club under the leadership of Sarah Urban for winning the 2022 SMART Schools Award. They are the recipients of \$2,000 which will go towards next year's CHS sustainability projects including greenhouse projects, upcycling, and composting.

**E. 2022 Boys Tennis Singles State Champion**

- Congratulations to Capital High's Ryan Ashley-2022 State Champion in Boys Tennis Singles. Thank you to Coach Ryan Swenson.

**F. 2022 Boys 200 Meter State Champion**

- Congratulations to Capital High's Tom Carter- 2022 State Champion in the Boys 200 Meter. Thank you to Coach Lon Carter.

**G. 2022 Boys Pole Vault State Champion**

- Congratulations to Capital High's Alex Brisko-2022 State Champion in the Boys Pole Vault. Thank you to Coach Lon Carter.

**H. 2022 Helena High School Girls Track and Field Team State Champions**

- Congratulations to Coach Zentz and his staff and the Helena High School Girls Track and Field team as they captured the 2022 State Championship in Butte.

I. 2022 Girls 400 Meter Run State Champion

- Congratulations to Helena High School's Odessa Zentz-Girls 400-Meter Run State Champion. Thank you to Coach Jesse Zentz.

II. 2022 Girls 800 Meter Run State Champion

- Congratulations to Helena High School's Odessa Zentz-Girls 800 Meter Run State Champion. Thank you to Coach Jesse Zentz.

III. 2022 100 Hurdles State Champion

- Congratulations to Helena High School's Logan Todorovich-100 Hurdles State Champion. Thank you to Coach Jesse Zentz.

IV. 2022 Girls Long Jump State Champion

- Congratulations to Helena High School's Logan Todorovich-Girls Long Jump State Champion. Thank you to Coach Jesse Zentz.

V. 2022 Girls Shot Put State Champion

- Congratulations to Helena High School's Sydney Mattfeldt-Girls Shot Put State Champion. Thank you to Coach Jesse Zentz.

VI. 2022 Boys Shot Put State Champion

- Congratulations to Helena High School's Josh Goleman-Boys Shot Put State Champion. Thank you to Coach Garza.

IV. **OATH OF OFFICE FOR 2022-2023 BOARD OF TRUSTEES STUDENT REPRESENTATIVES**

A. 2022-2023 Board of Trustees Student Representatives

1. Keiran Boyle-Capital High School Student Representative

V. **PRESENTATIONS**

1. Title and Federal Programming
2. Spring Student Achievement Data

## VI. SUPERINTENDENT'S REPORT

## VII. 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.*

## VIII. NEW BUSINESS

### A. Items For Information

1. Children's Internet Protection Act (CIPA) Compliance
2. Elementary Safety and Security Bond Spend Down

### B. Consent Action Items

1. 05.10.22 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 to Dispose of Personal Property-Technology Equipment

### C. Item for Action

1. Health Benefit Committee Premium Recommendation for Plan Year 2022-2023
2. Implementation of Quantify Health
3. Change in Benefits of Chiropractic Services
4. HPS – MFPE Secretaries Collective Bargaining Agreement
5. Elementary Retirement Fund Budget Amendment Resolution
6. Administrative Pay Scale

### 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

IX. UPCOMING MEETINGS

X. BOARD COMMENTS

XI. ADJOURNMENT

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Item III.**

Recognitions

Oath of Office

Presentations

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Items For Action

Reports

**Item Title:      Recognitions**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Item IV.**

Recognitions

Oath of Office

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**Item Title:**        **Oath of Office For 2022-2023 Board of Trustees Student Representatives**  
                                 Keiran Boyle-Capital High School Student Representative

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Item V.**

Recognitions

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**Item Title:        Presentations**  
1. Title and Federal Programming  
2. Spring Student Achievement Data



June 14, 2022

# HPS Title Programming

Kaitlyn Hess

Federal Program Coordinator



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Public Schools**

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[www.helenaschools.org](http://www.helenaschools.org)



# Introduction

- Title and Federal Programming is part of the Elementary and Secondary Education Act that was reauthorized on December 10, 2015 by the Every Student Succeeds Act
- Title Funds and federal programming funds provide additional academic support and learning opportunities to help low-achieving children master challenging curricula and meet state standards in core academic subjects.
- Provide supports and opportunities in college and career readiness for underserved students.

# Introduction

## Qualifications for Title Funding

- Number of free and reduced lunch to qualify individual schools
- Number of homeless identified in district
- Number of foster students
- Number of students in group homes/outpatient facilities
- Number of English Learner students

## Schools with over 40% Free and Reduced Lunch

- Ray Bjork
- Bryant
- Central
- Broadwater
- Rossiter
- Warren
- Smith
- Broadwater
- HMS
- HHS
- PAL

**Although, schools with over 40% of their population considered low income qualify for additional services, students district wide can benefit from the Title funding based on their status.**

## Federal Programming



### Title 1A Schoolwide

- Funds
  - All PD for the district
  - Salaries and benefits for interventionists in schools
  - Supplies for intervention
  - Administrative costs

**\$2.38M\***



### Title 1A Basic-Private/Non-Public

- HPS runs the Title program in the private/non public school
- This year:
  - Serving 55 students at HCS
  - Met quarterly to consult with school and evaluate program.
  - Supervise a title teacher at that school

**\$60K**



### Title III English Learners

- Part-time district EL Coordinator
- 30 students K-12
- Home Language Survey for all new students
- Administer WIDA test to each student. Monitor and consult for needs
- Provide translators and tutors
- PD around diversity, inclusion, and multi cultural education

**\$3500**  
Consortium with Harlowton



### Title 1D Neglected and Delinquent

- Funds generated by Margaret Stewart Homes
- Transitions program in each high school
- Getting students enrolled in a 5-day window.
- Combine funds with Title 1A to support more students in foster and group home settings

**\$10,100**



### Other

- McKinney Vento (part-time district Homeless liaison)
- American Recovery Program 1 and 2
- Carl Perkins-CTE
- Targeted Schools Instruction
- Foster Care Programming

**\$500,000**

\* All numbers are approximate and vary year to year based on enrollment



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@HelenaSchoolDistrict



**Helena**  
**Public Schools**

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**Rex Weltz, Superintendent**

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(406) 324-2026

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June 14, 2022

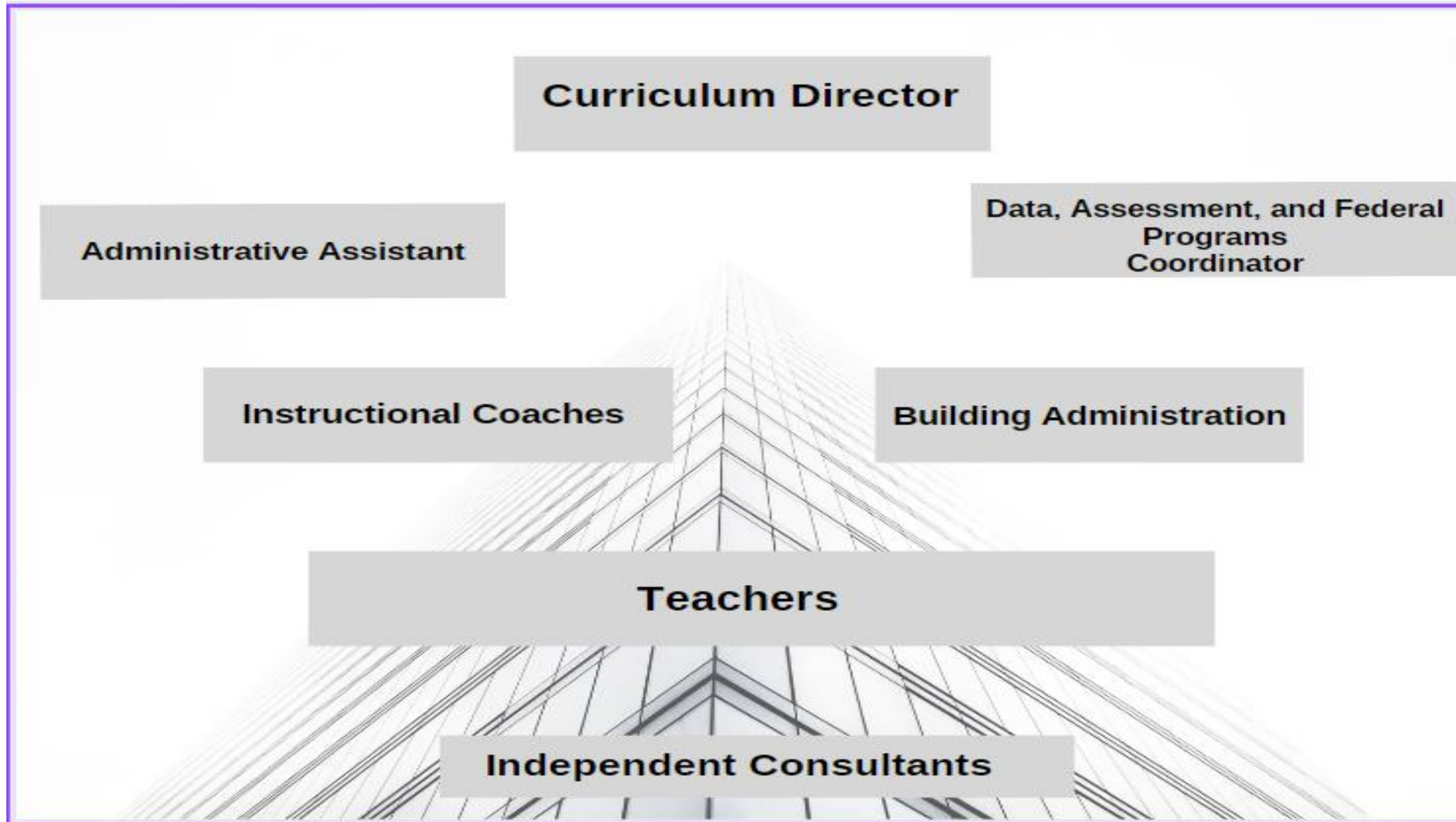
# Spring Student Achievement Data

KAITLYN HESS, HELENA PUBLIC SCHOOLS

1



# Curriculum, Instruction, and Assessment Department



# HPS Continuous Improvement Cycle

Action Plan with goals



1. What is it we want all student to know and be able to do?
2. How will we know if they learn it?
3. How will we respond when some students do not learn?
4. How will we extend the learning for students who are already proficient?

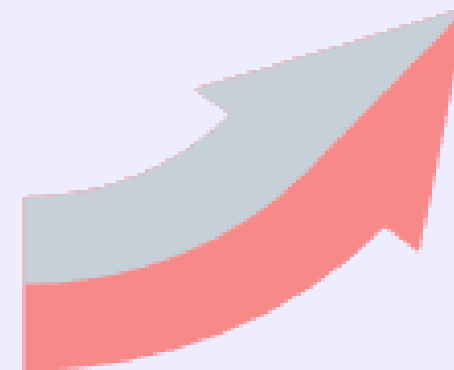
Student Data



Instructional Framework



Instructional Rounds





# Criterion Referenced Versus Norm Referenced Assessments

Norm-Referenced Assessments (i.e.CogAT)	Criterion-Referenced Assessments (I.E. iReady,SBAC, ACT, Acadience)
Provide information on how the performance of an individual compares with that of others.	Provide Information on how the individual performed on some standard of objective.
Individual's standing is compared with that of others.	Allow users to interpret what an individual can do without the performance of others.
Percentile rank (bell curve) is obtained to determine the relative standing in a norm group.	Designed to measure the result of instruction.

- Students are scored according to their own individual performance on individual standards.
- We can use the results to determine gaps in instructional programming and through the CIC continue to improve upon instructional programming so that students have a better opportunity to learn standards and build upon skills.

# Spring Assessments

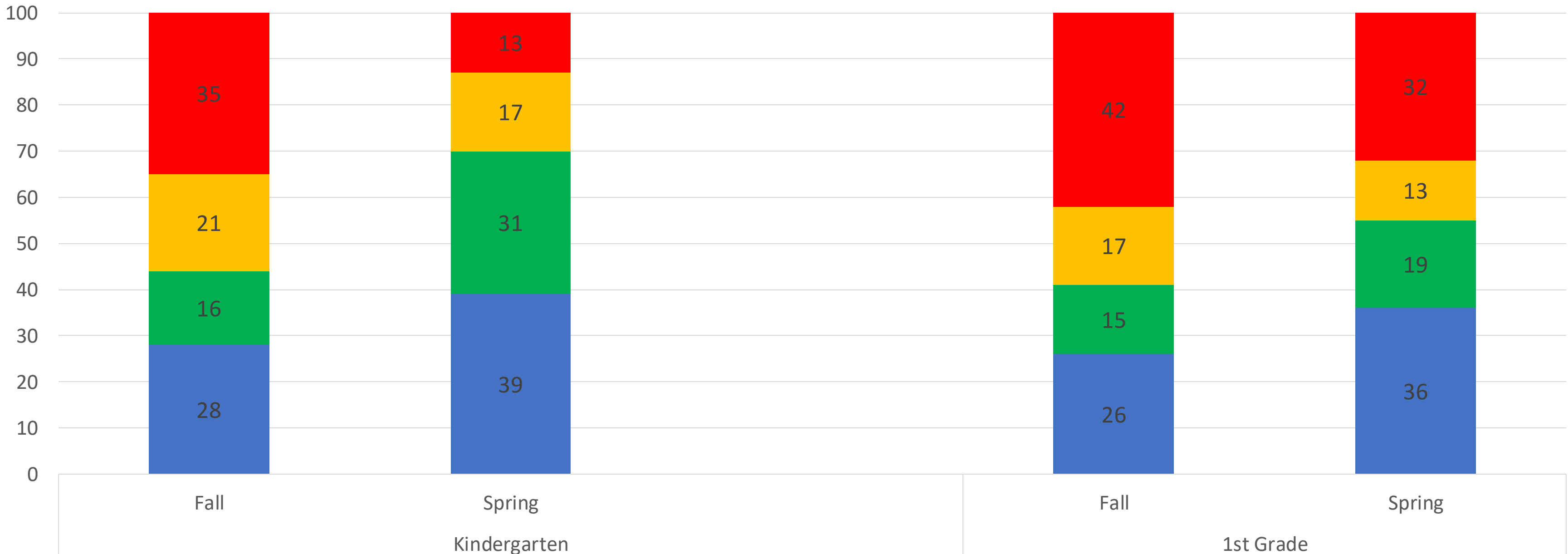
Assessment	Dates	Completion Rates
ACT	April 12th	Approximately 95% at each school
Multi-State Alt/Alt Montana Science	March 14-April 29	95%
Smarter Balance and Montana Science	April 25-May 13 <sup>5</sup>	95% or above on all tests in all grades
iReady	May 15-27	K-5 98% 6-8 93% 9-10 80%

# Grades K-5 Spring Assessments

6

# Grades K-1 Acadience (Reading)

Percent

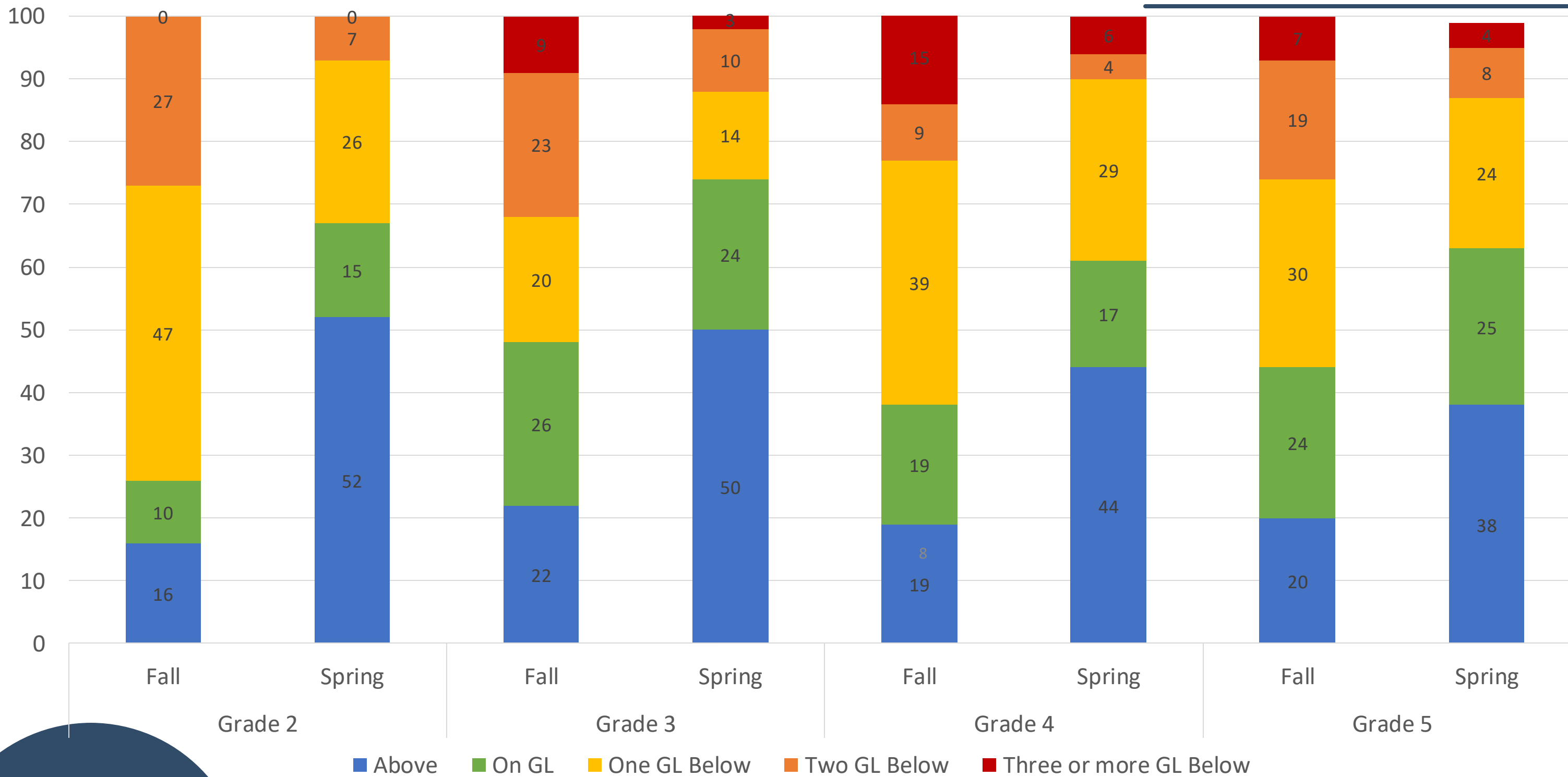


Above benchmark and at benchmark combined are the total number of students proficient on grade level standards.

- **Well Below Benchmark** Likely to need intensive support
- **Below Benchmark** Likely to need strategic support
- **At Benchmark** Likely to need core support
- **Above Benchmark** Likely to need core support and enrichment

# iReady Reading Grades 2-5

Percent



- **Mid On-Grade or Above**  
Students who have met the minimum requirements for the expectations of college- and career-ready standards in their grade level.
- **Early On-Grade**  
Students who have only partially met these grade-level expectations.
- **1 Grade Below**  
Students placed one year below grade-level.
- **2 Grades Below**  
Students placed two years below grade-level.
- **3+ Grades Below**  
Students placed three or more years below grade-level.

# iReady Grades 1-5 National Norms and National Placement Distribution Comparison – Reading



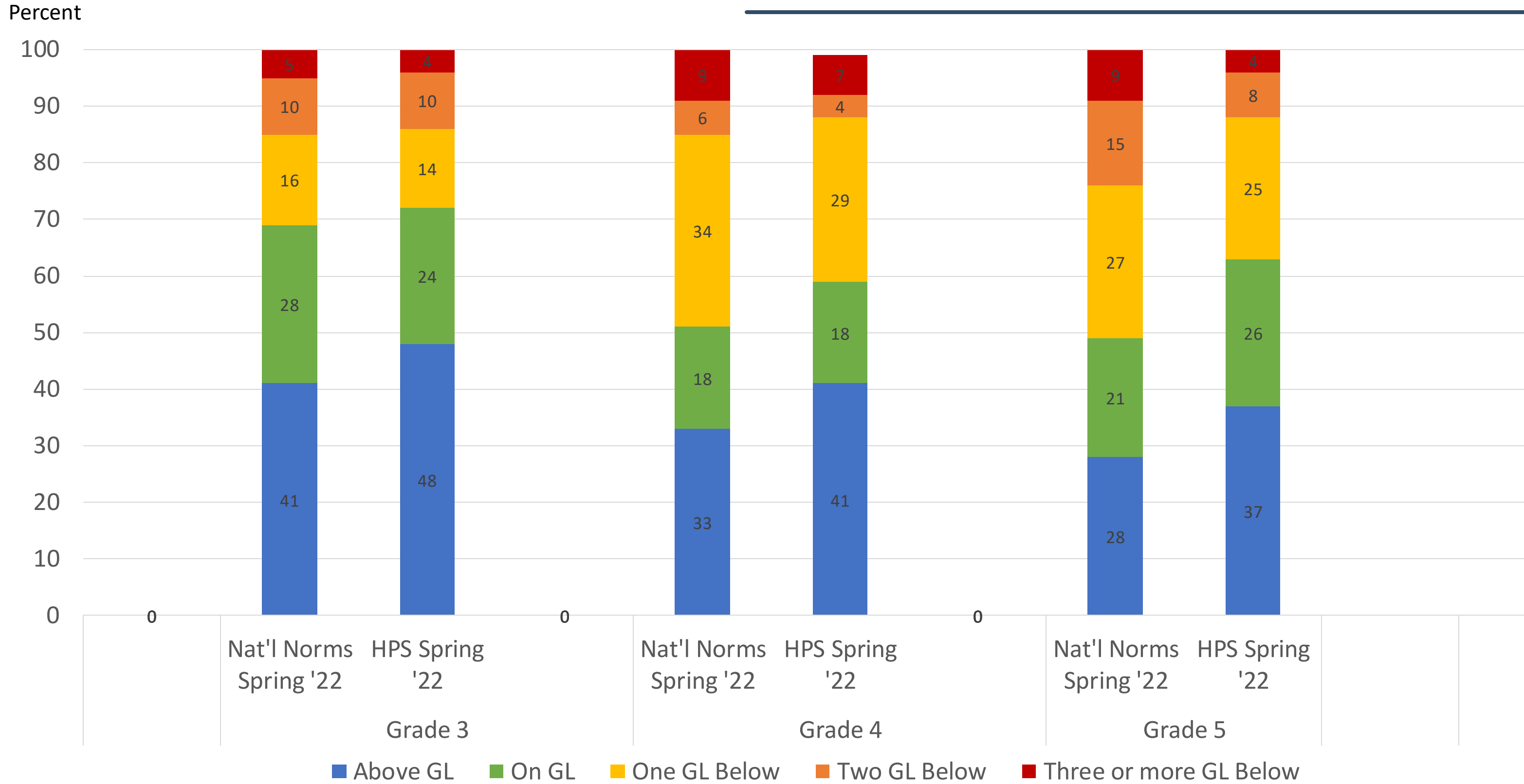
**Mid On-Grade or Above**  
Students who have met the minimum requirements for the expectations of college- and career-ready standards in their grade level.

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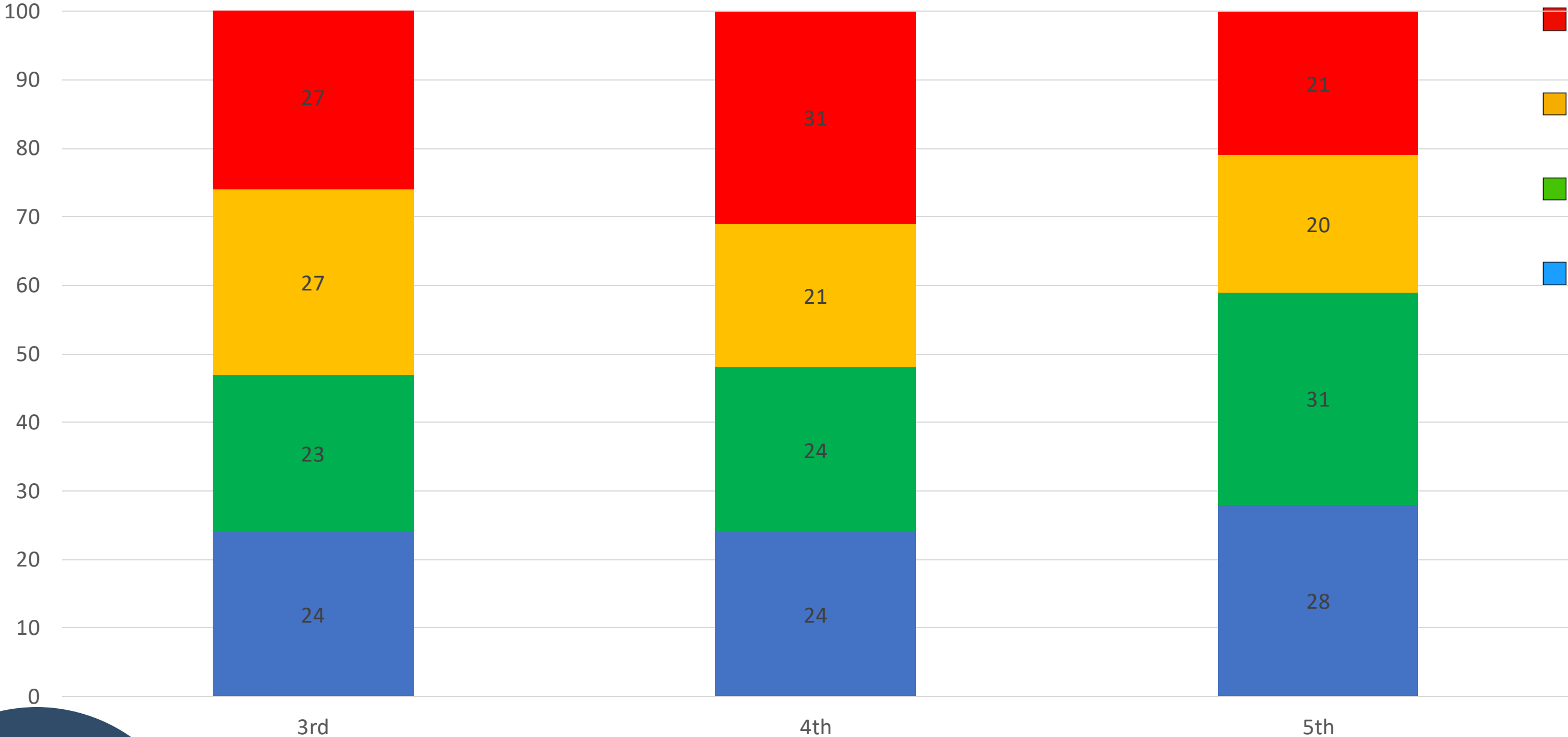
**3+ Grades Below**  
Students placed three or more years below grade-level.



# 2022 SBAC Grades 3-5 ELA



Percent



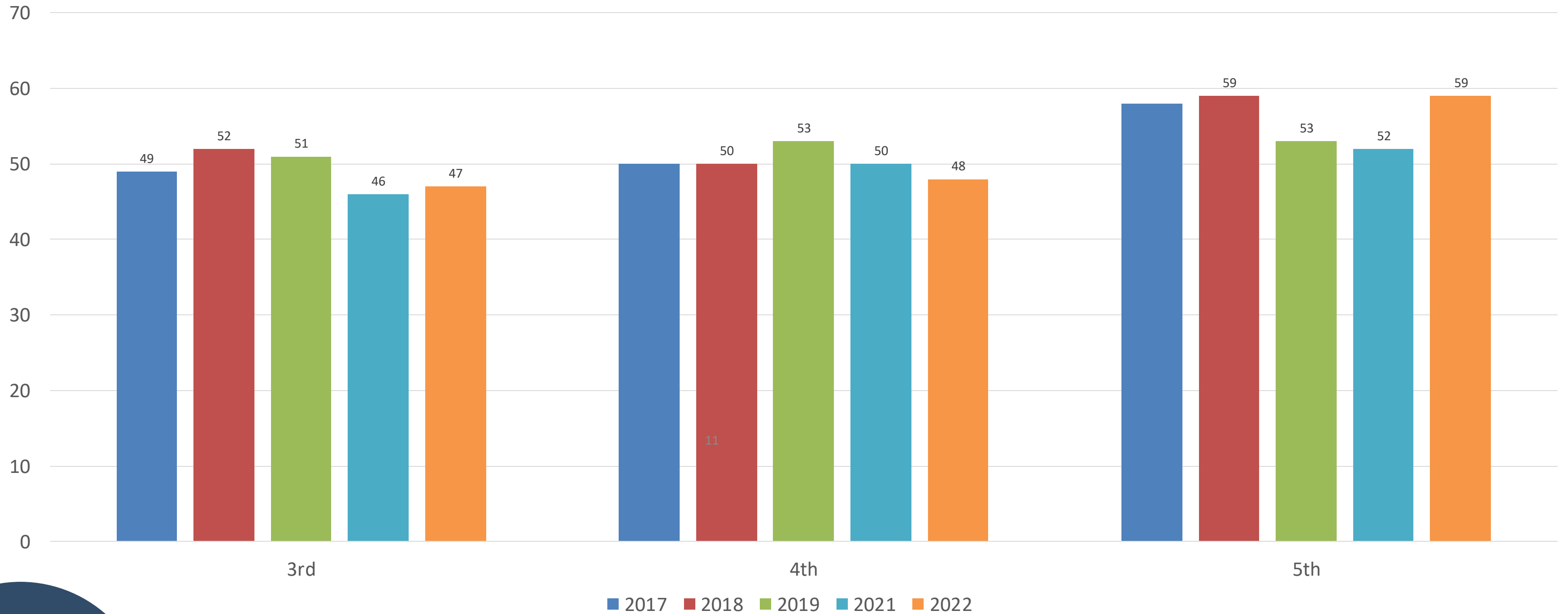
**Performance Levels**

- **%Level 1 (2114-2366):**  
The student has not met the achievement standard and needs substantial improvement to demonstrate the knowledge and skills in English language arts/literacy needed for likely success in future coursework.
- **%Level 2 (2367-2431):**  
The student has nearly met the achievement standard and may require further development to demonstrate the knowledge and skills in English language arts/literacy needed for likely success in future coursework.
- **%Level 3 (2432-2489):**  
The student has met the achievement standard and demonstrates progress toward mastery of the knowledge and skills in English language arts/literacy needed for likely success in future coursework.
- **%Level 4 (2490-2623):**  
The student has exceeded the achievement standard and demonstrates advanced progress toward mastery of the knowledge and skills in English language arts/literacy needed for likely success in future coursework.

# SBAC Grades 3-5 ELA Longitudinal Trend Data



Percent Proficient

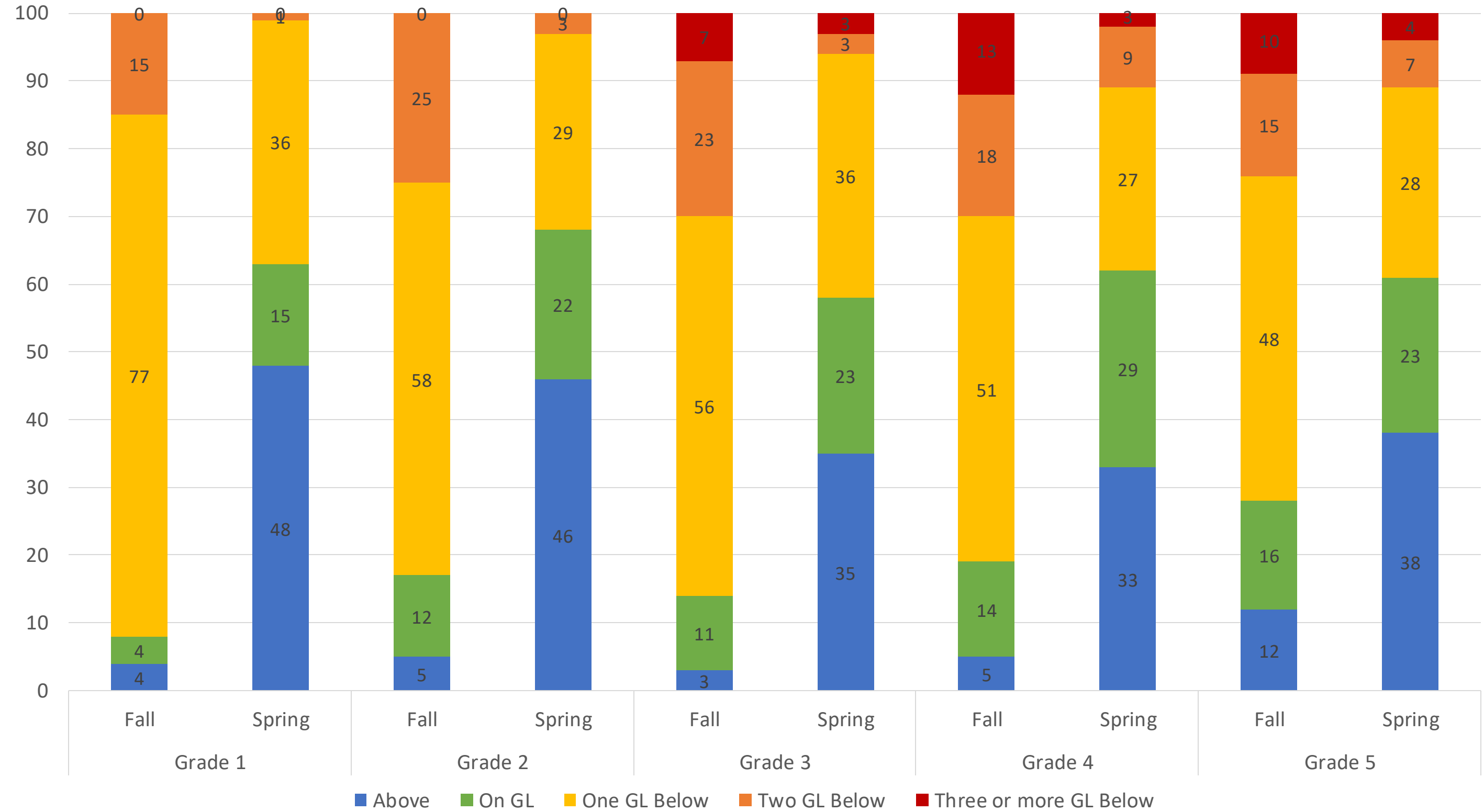




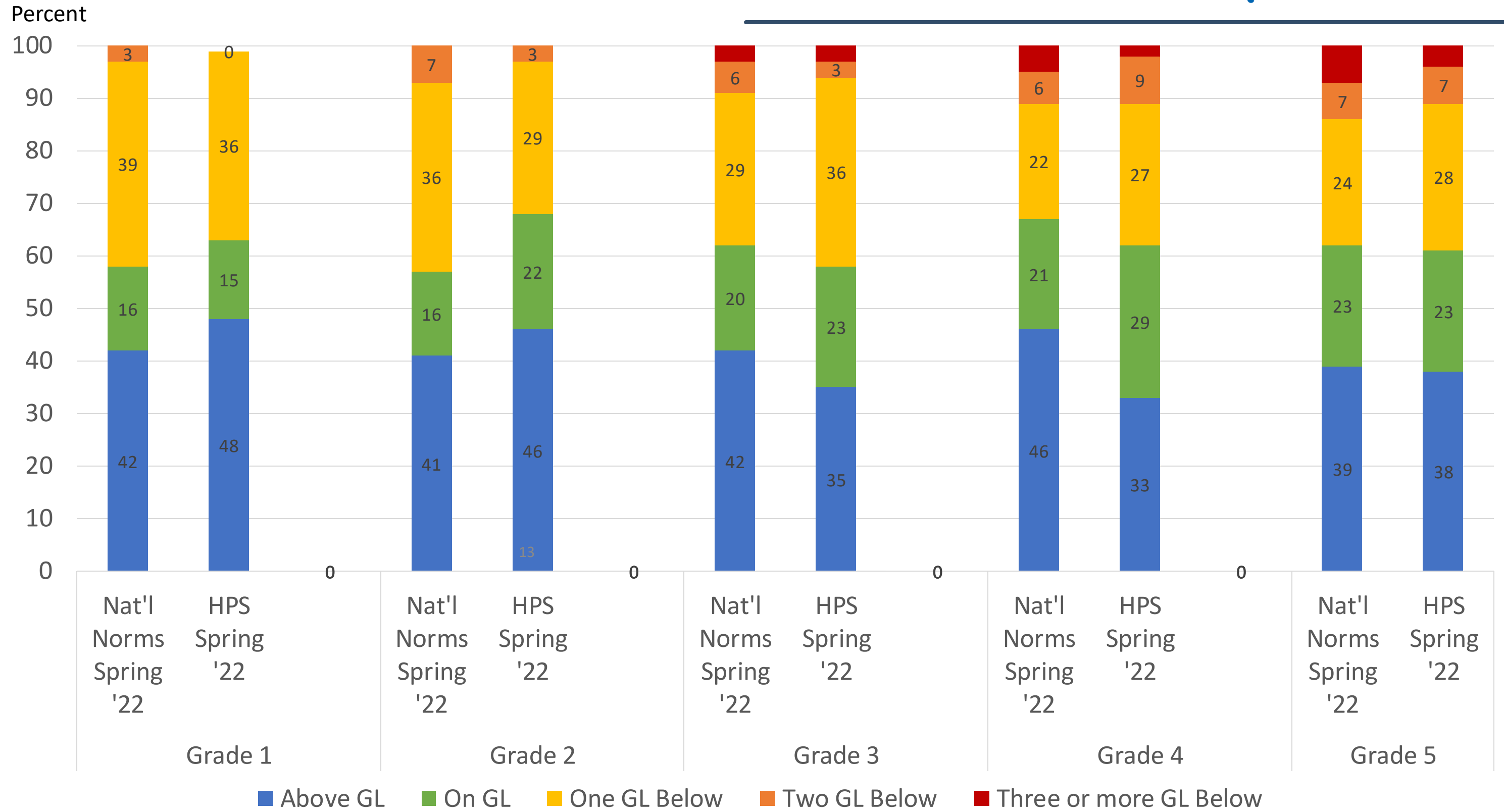
# iReady Math Grades 1-5

Percent

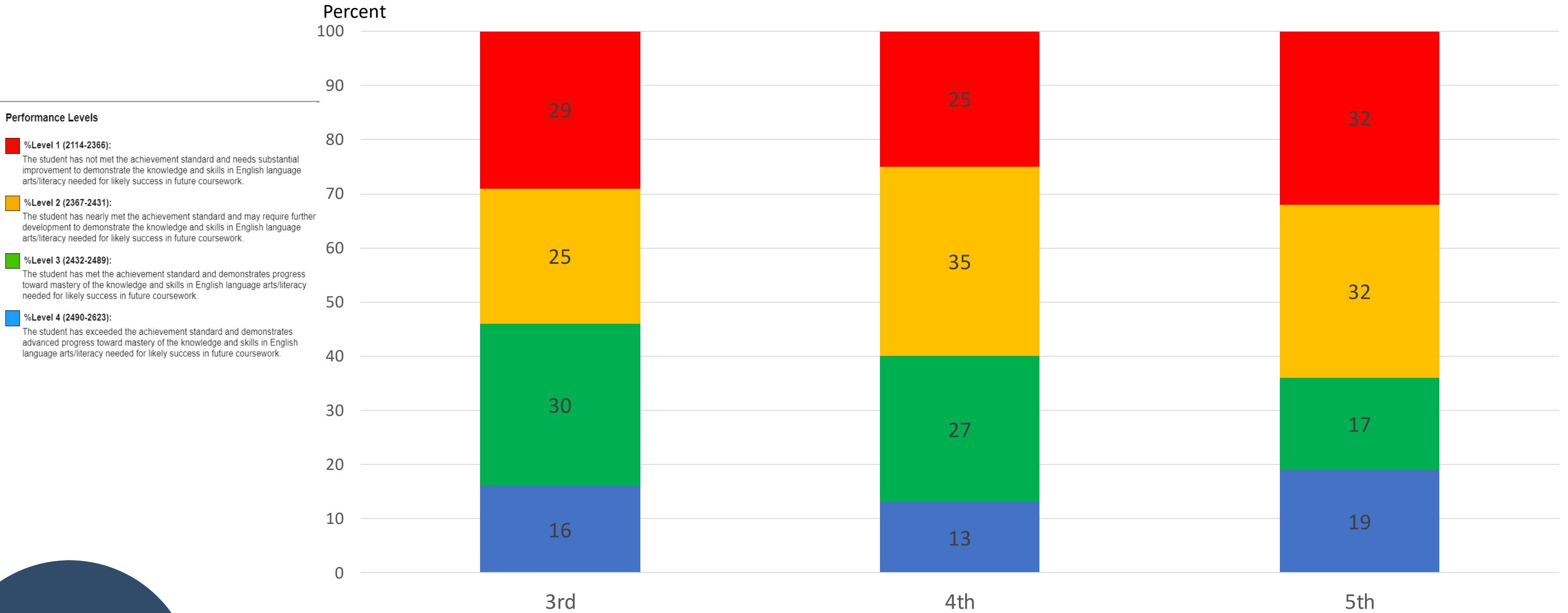
- **Mid On-Grade or Above**  
Students who have met the minimum requirements for the expectations of college- and career-ready standards in their grade level.
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# iReady Grades 1-5 National Norms and National Placement Distribution Comparison – Math

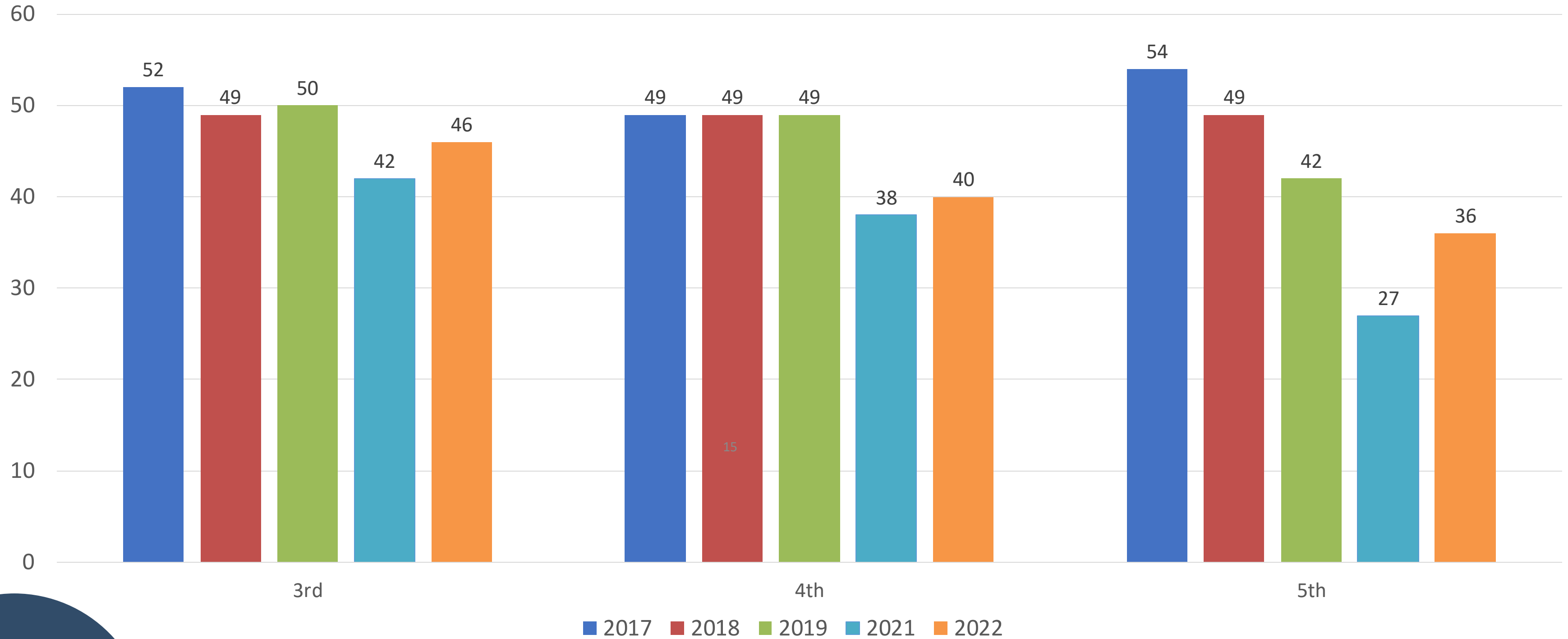


# 2022 SBAC Grades 3-5 Math



# SBAC Grades 3-5 Math Longitudinal Trend Data

Percent Proficient

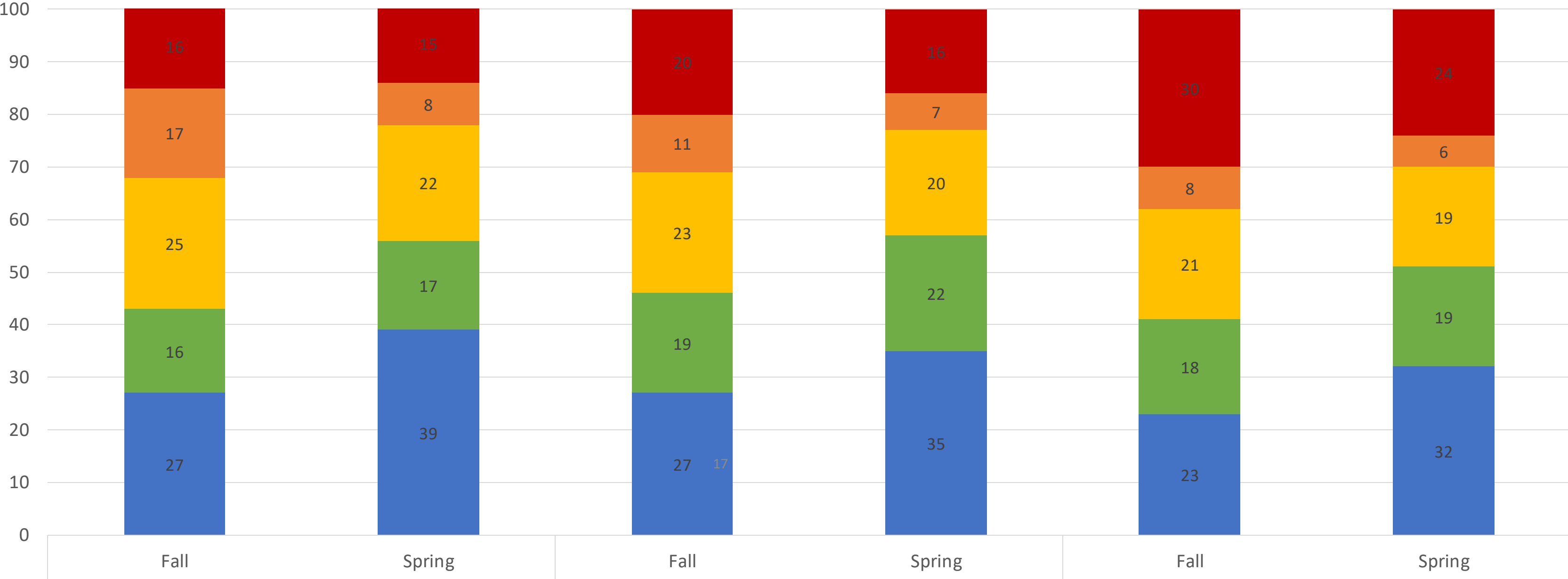


# Grades 6-8 Spring Assessments

# iReady Reading Grades 6-8



Percent



■ Above ■ On GL ■ One GL Below ■ Two GL Below ■ Three or more GL Below

**Mid On-Grade or Above**  
Students who have met the minimum requirements for the expectations of college- and career-ready standards in their grade level.

**Early On-Grade**  
Students who have only partially met these grade-level expectations.

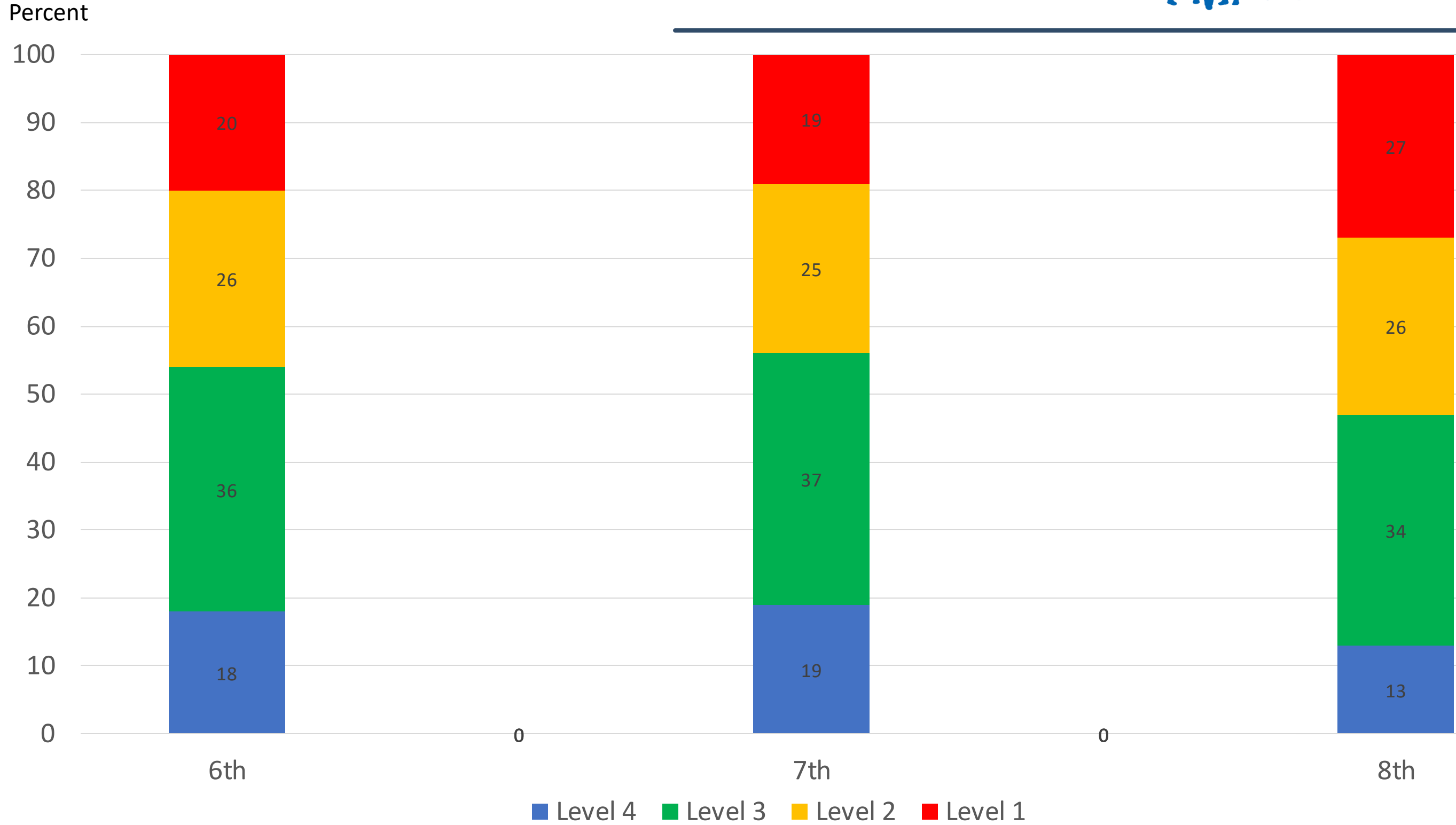
**1 Grade Below**  
Students placed one year below grade-level.

**2 Grades Below**  
Students placed two years below grade-level.

**3+ Grades Below**  
Students placed three or more years below grade-level.

# SBAC 6-8 ELA Spring 2022

- Performance Levels**
- **%Level 1 (2114-2366):**  
The student has not met the achievement standard and needs substantial improvement to demonstrate the knowledge and skills in English language arts/literacy needed for likely success in future coursework.
  - **%Level 2 (2367-2431):**  
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# SBAC Grades 6-8 ELA Longitudinal Trend Data

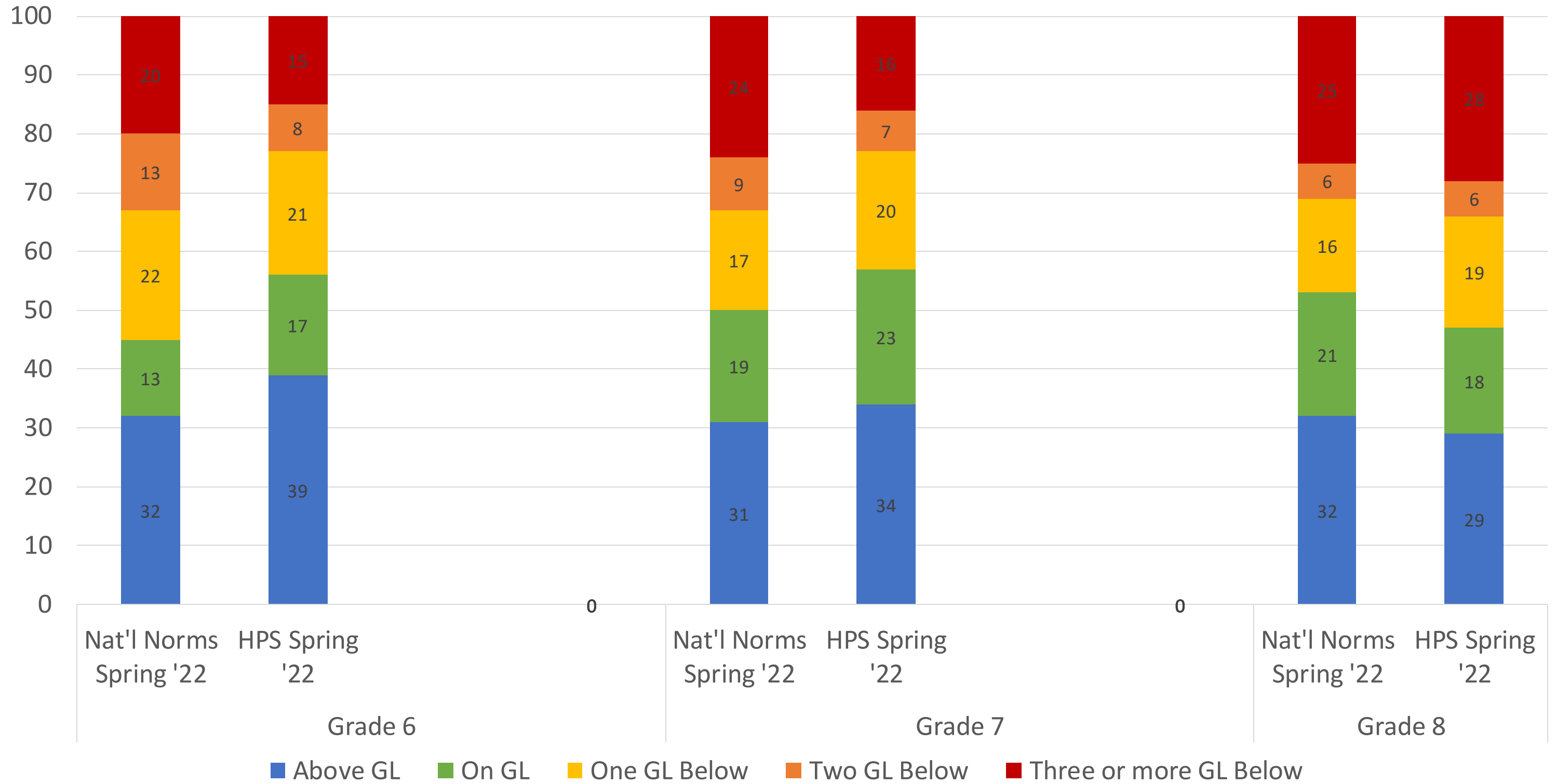




# iReady Grades 6-8 National Norms and National Placement Distribution Comparison – Reading

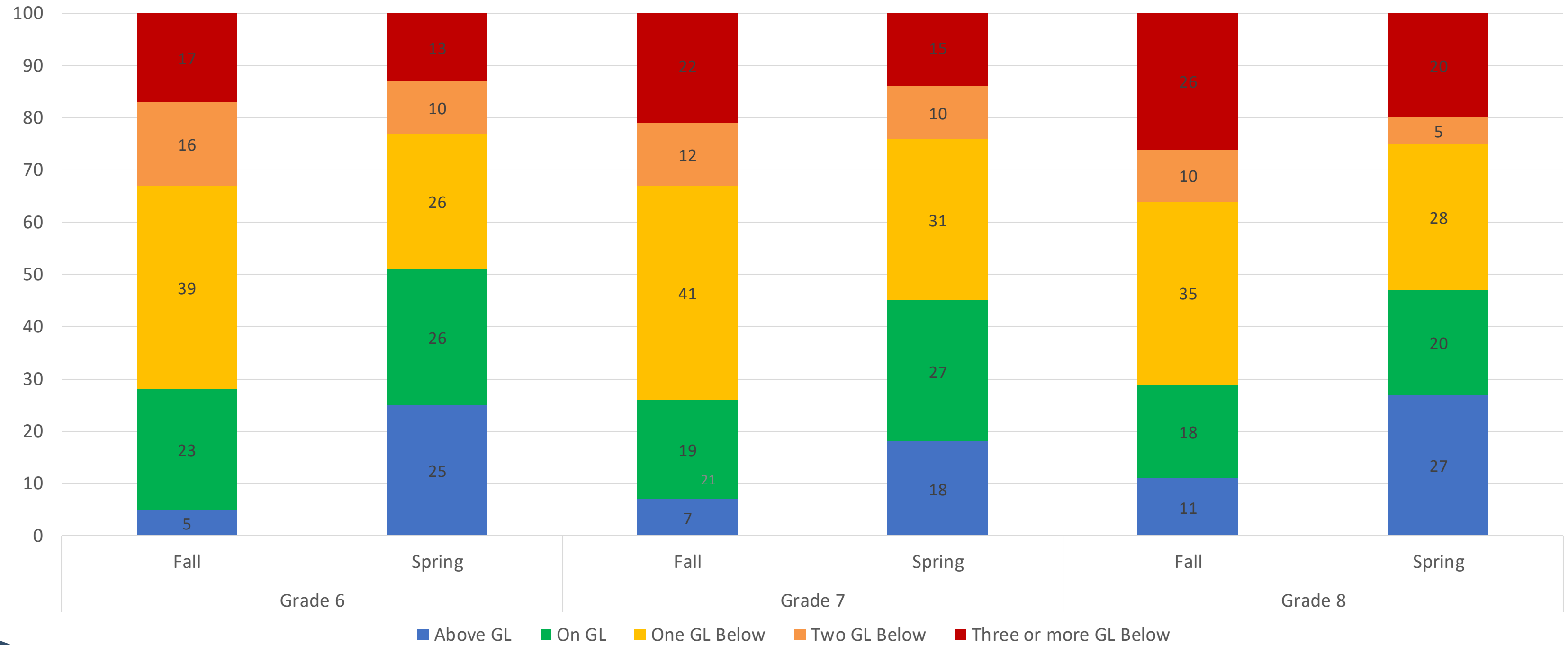
Percent

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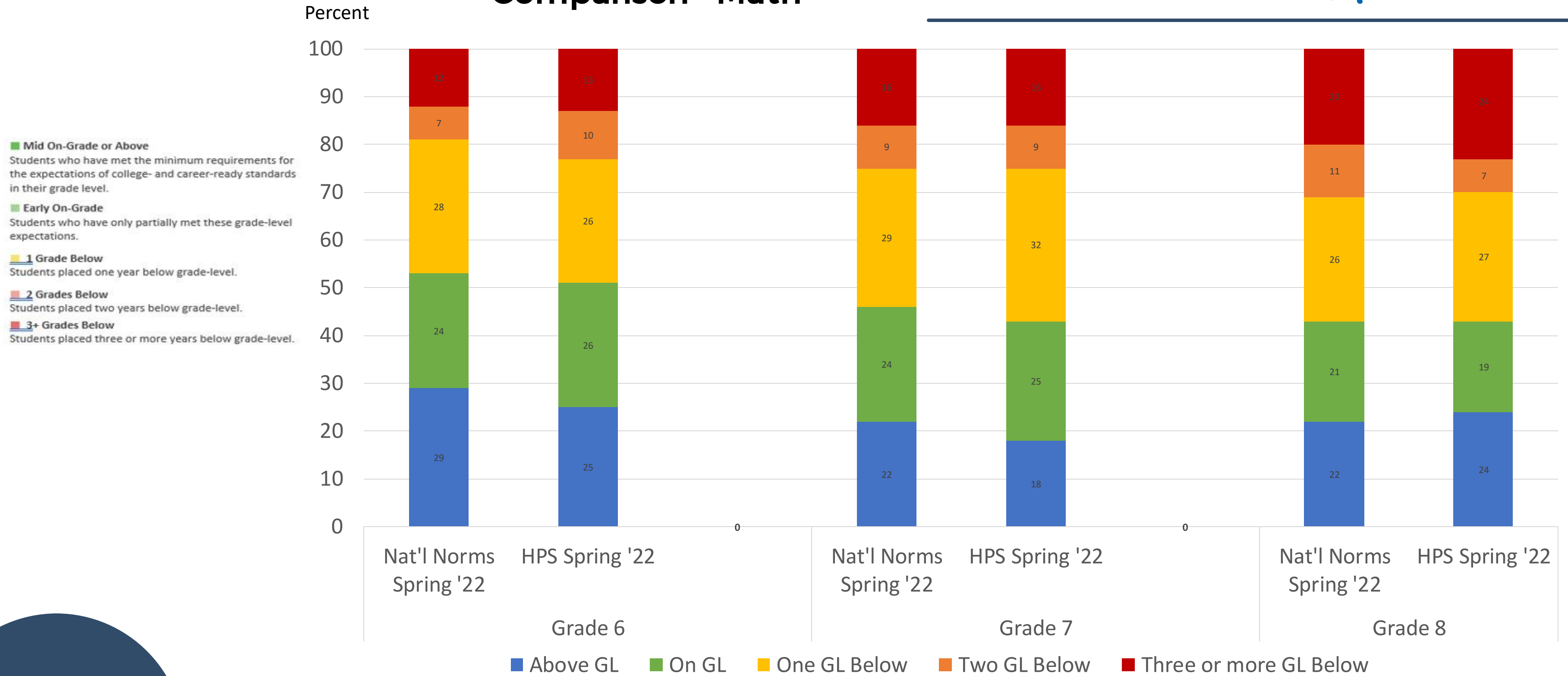


# iReady Math Grades 6-8

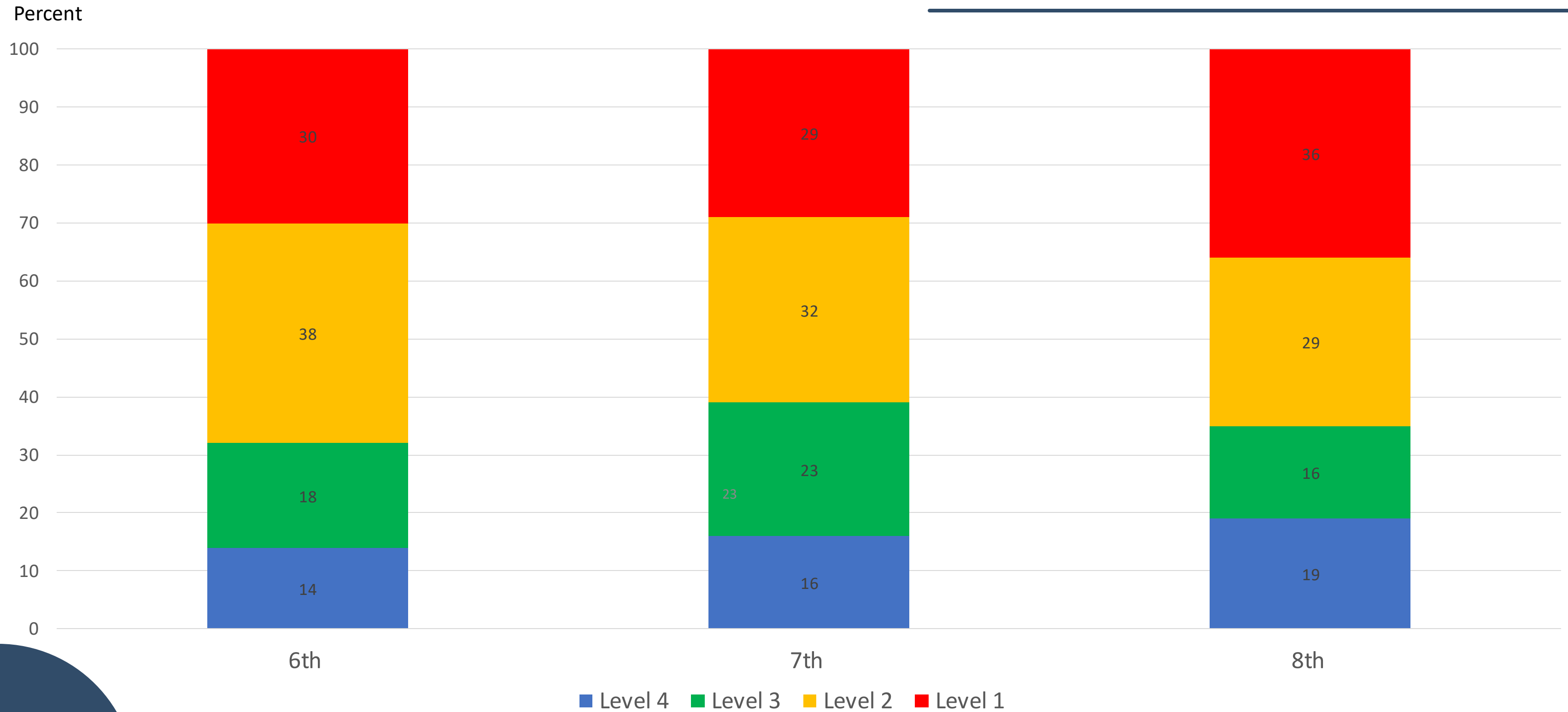
Percent



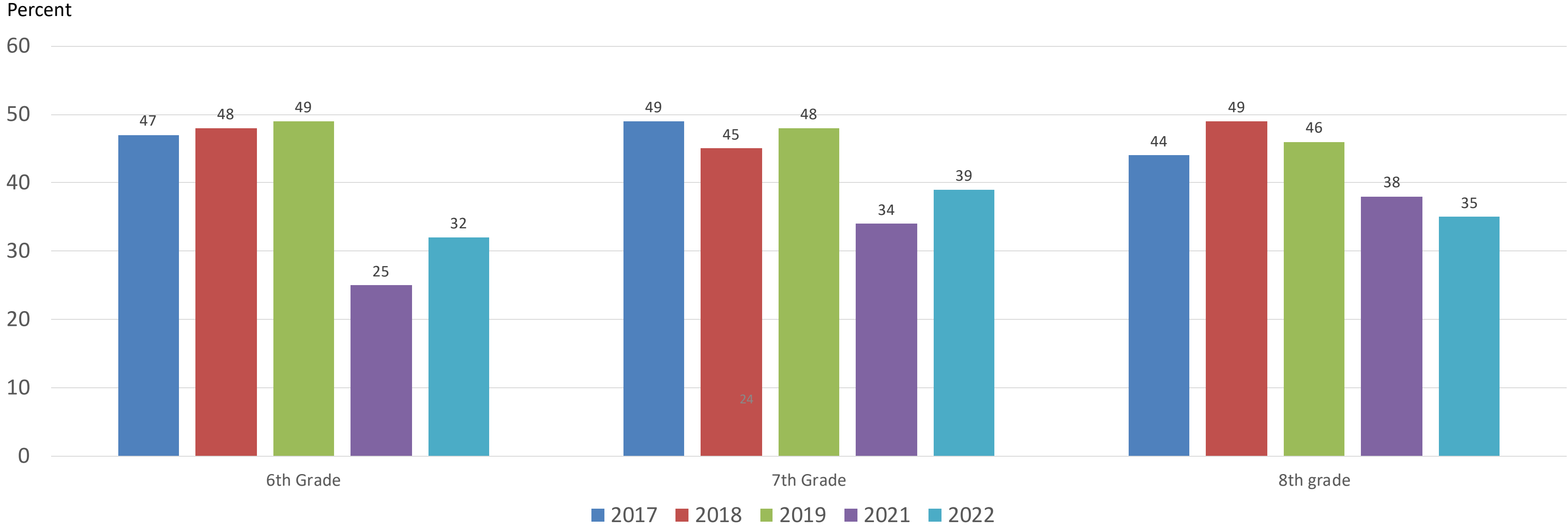
# iReady Grades 6-8 National Norms and National Placement Distribution Comparison – Math



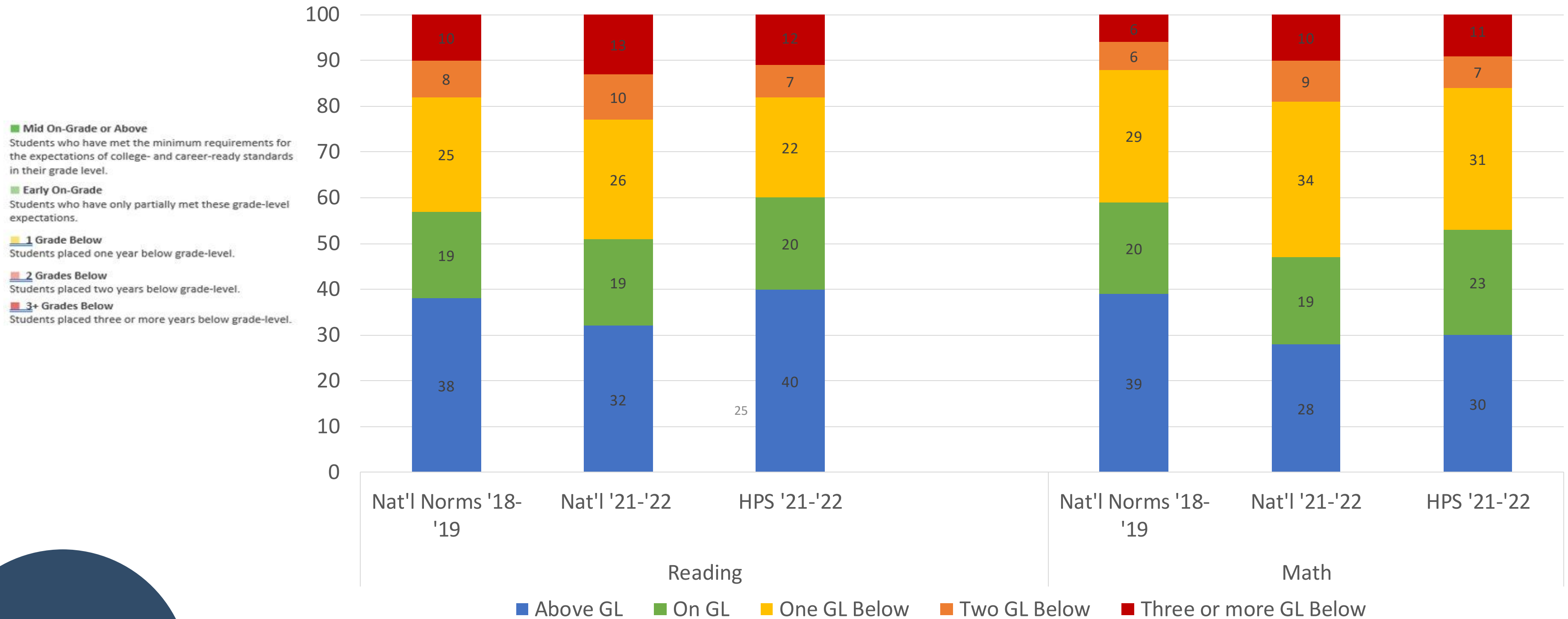
# SBAC 6-8 Math Spring 2022



# SBAC Grades 6-8 Math Longitudinal Trend Data

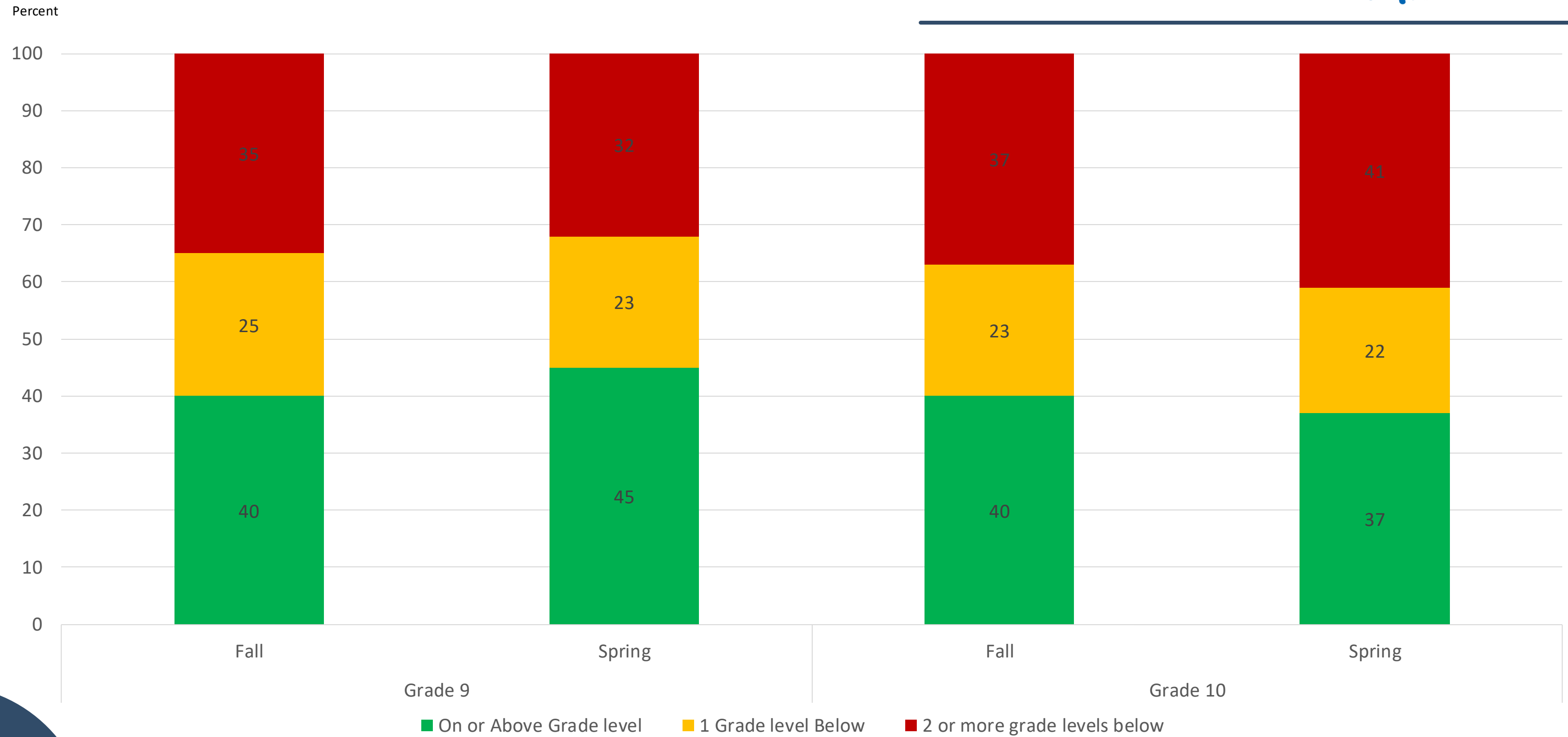


# iReady Grades 1-8 National Norms and National Placement Distribution Comparison



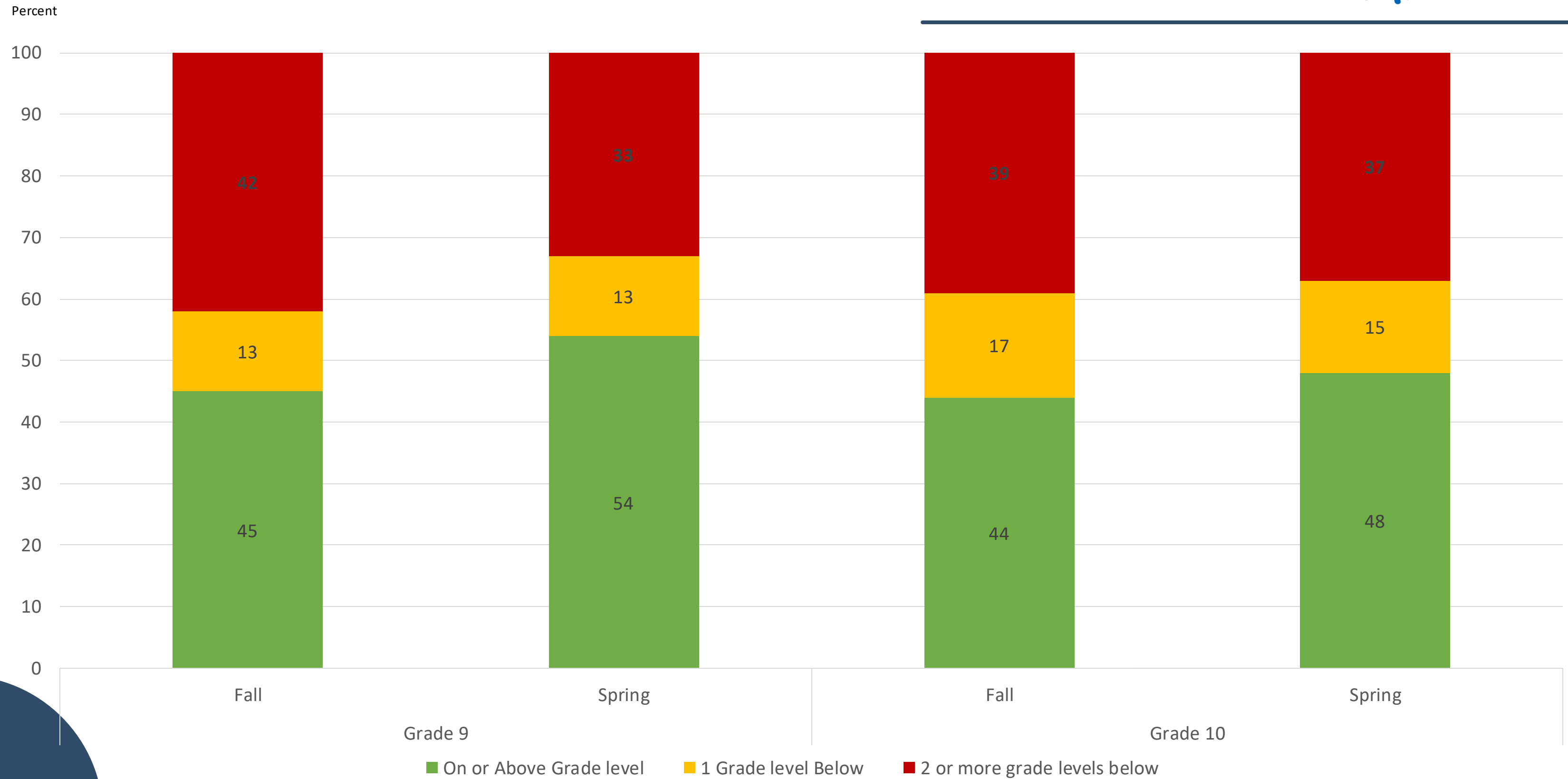
# Grades 9-11 Spring Assessments

# iReady Reading Grades 9-10





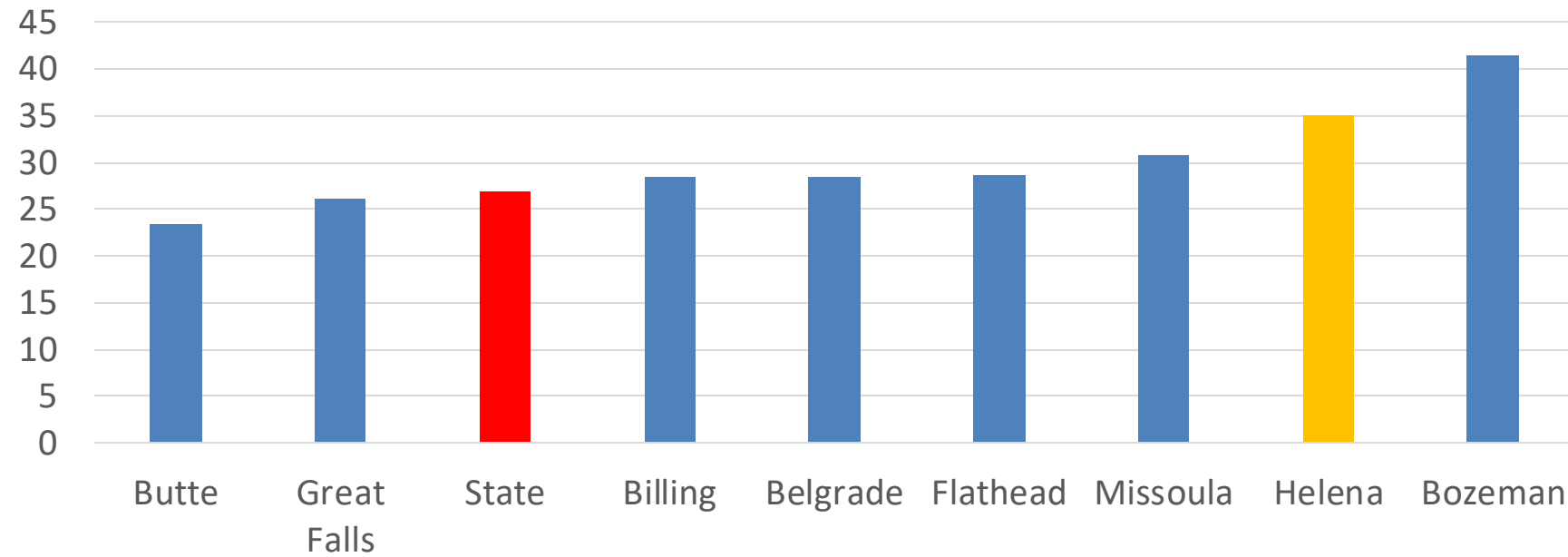
# iReady Math Grades 9-10



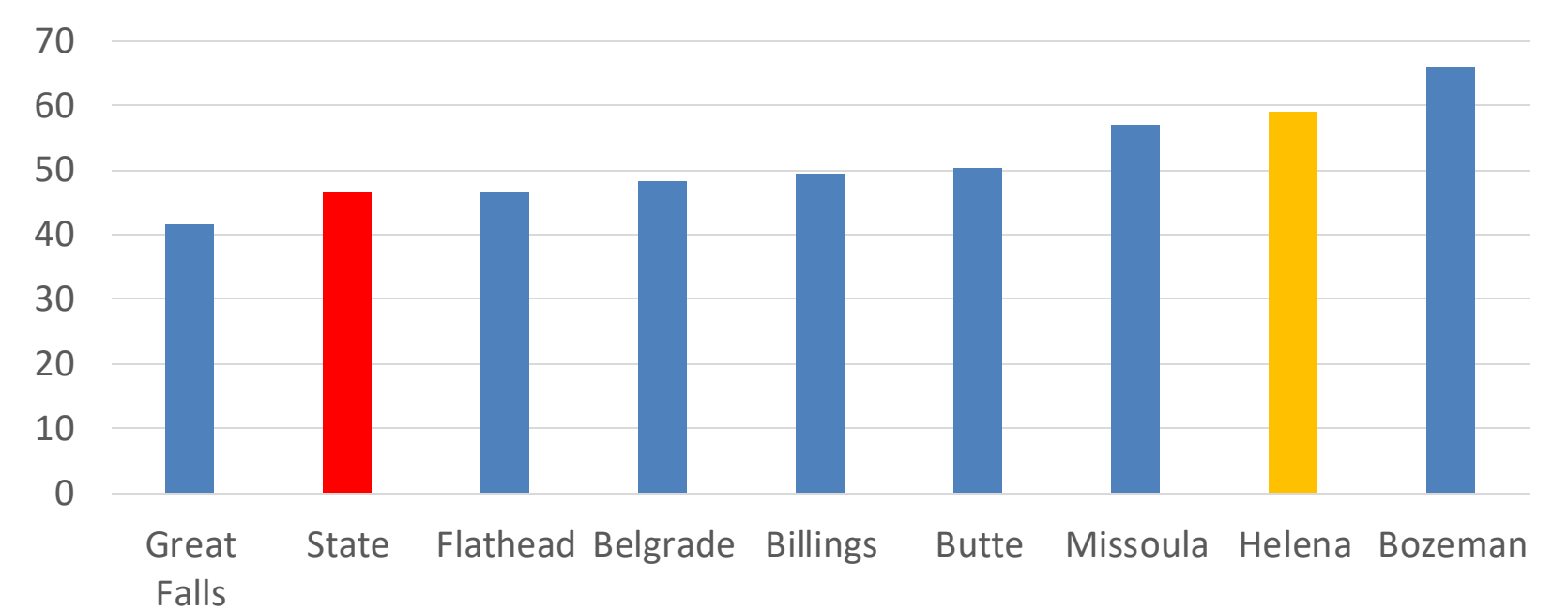
# ACT Spring 2021 Montana AA High Schools



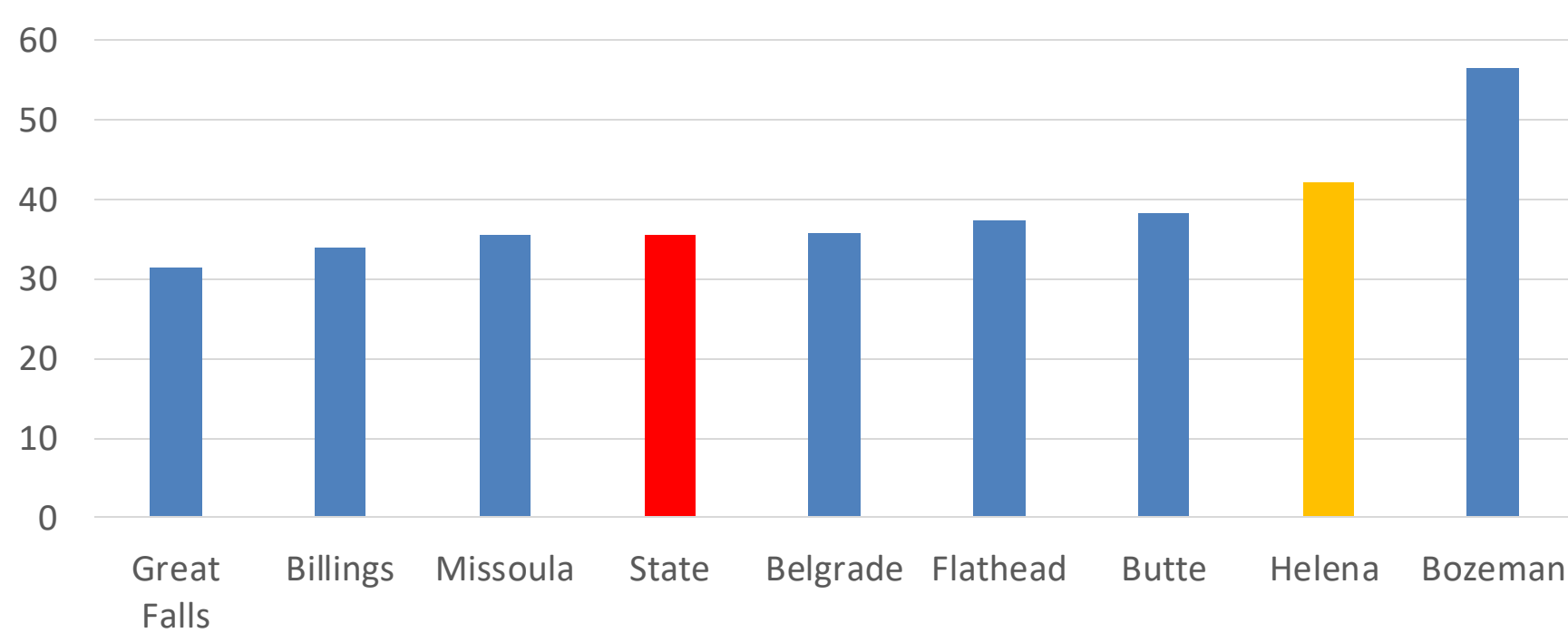
ACT Spring 2021 Math AA-% Meeting Benchmark



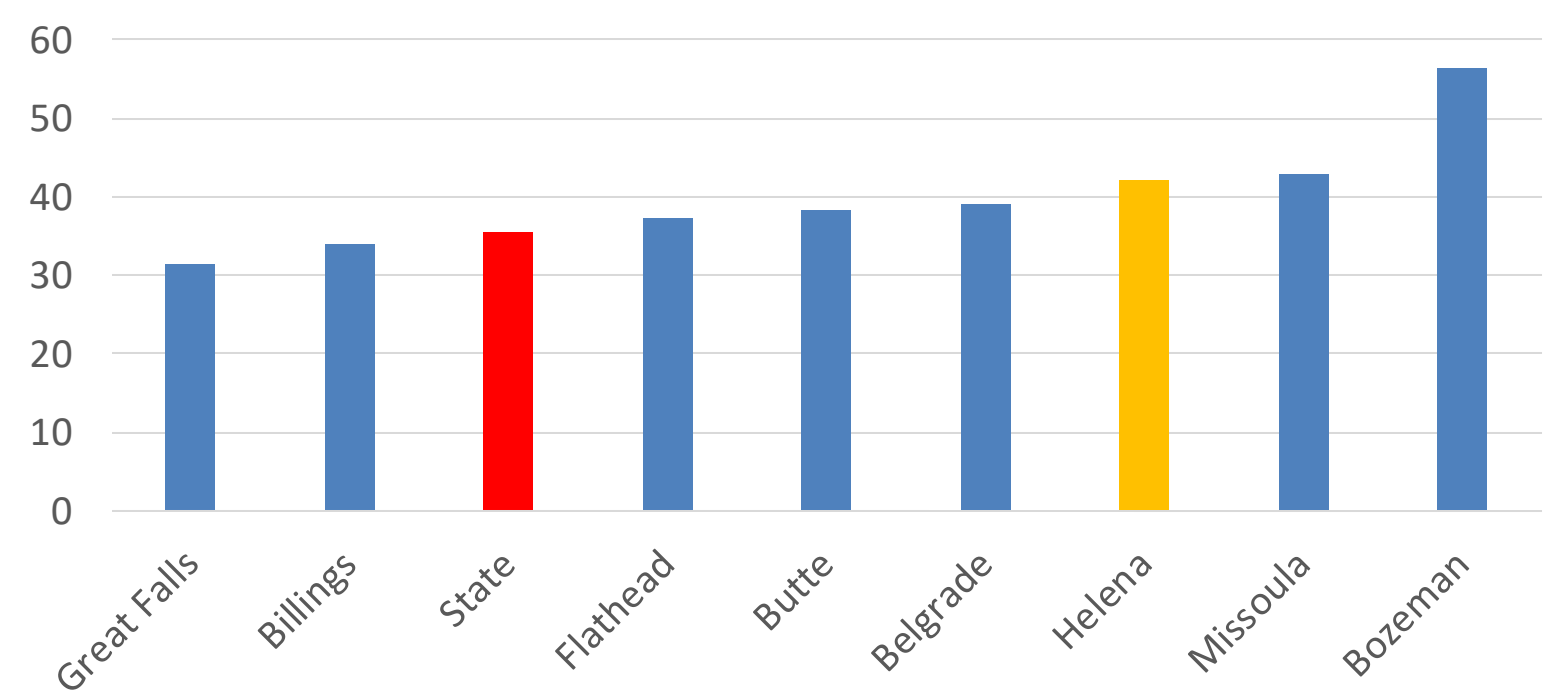
ACT Spring 2021 English-% Meeting Benchmark



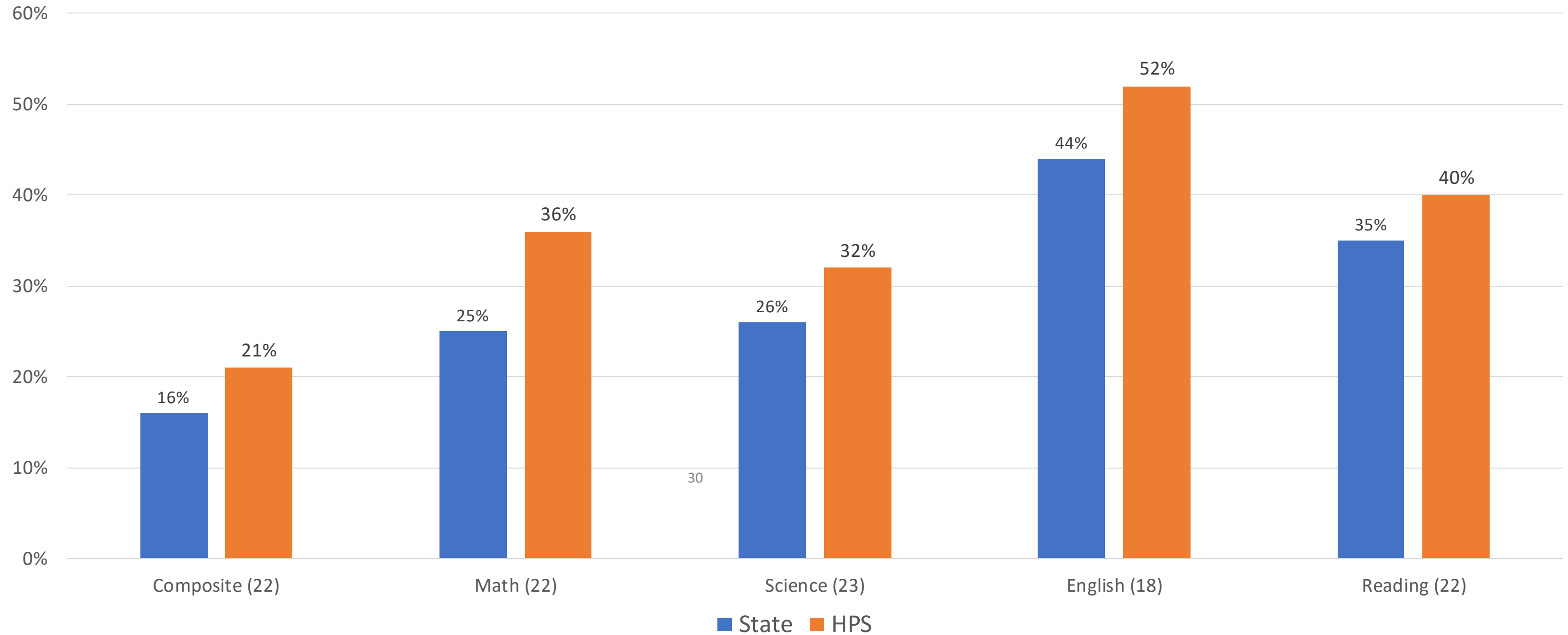
ACT Spring 2021 Reading-% Meeting Benchmark



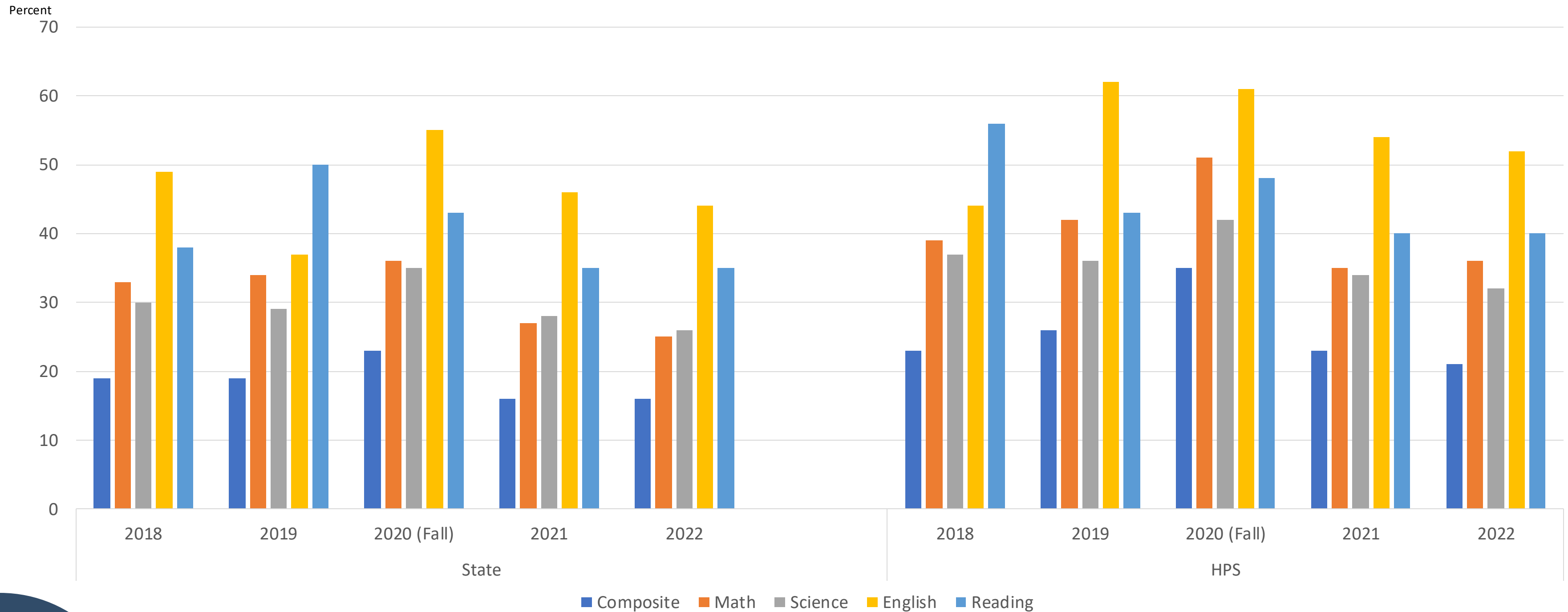
ACT Spring 2021 Science-% Meeting Benchmark



# Spring 2022 ACT-% Meeting Benchmark



# ACT Trends-% Meeting Benchmark





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@HelenaSchoolDistrict



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**Rex Weltz, Superintendent**

[rweltz@helenaschools.org](mailto:rweltz@helenaschools.org)

(406) 324-2026

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Item VI.**

Recognitions

Oath of Office

Presentations

Superintendent's Report

General Public Comment

Items for Information

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**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. Weltz, Superintendent*

*RE: Superintendent Report –*

*DATE: June 14th, 2022*

- Recognition –
  - Congratulations to our 2022 graduates
  - Flag Day
  - Memorial Day- We would like to honor and thank our U.S. military personnel who have died while serving in the United States armed forces.
  - Principal Tia Wilkins and the staff at Warren Elementary School-Board Work Session
  - Central Office Site Visit To Central-Thanks to Principal Nick Radley and Staff
  - Central Office Site Visit To Bryant-Thanks to Principal Trish Klock and Staff
  - Congratulations to our amazing retirees
  - Congratulations to Mr. Eric Croft, Industrial Arts Teacher from Capital High School who was selected as the KMTX 105.3 May Teacher of the Month.
  - Congratulations to HEA Educator of the Year Chelsey Davis, Librarian at Four Georgians Elementary
  - Congratulations to HEA Para Educator of the Year Ben Racicot, Para Educator at Jim Darcy
  - Congratulations to Ms. Herbolich's fourth grade class at Rossiter Elementary, which took up their teacher's challenge to read 1 million words each this school year and had an elegant Millionaire Luncheon
  - Congratulations to Helena High welding teachers Cindy Galbavy and Jake Spearson and their students on hosting their 17th Annual Metal Sculpting Show
  - Congratulations to the Helena High Green Group under the leadership of Jill VanAlstynne for winning their 4<sup>th</sup> SMART Schools Award. They are the recipients of \$2,000 which will go towards assisting other schools in securing their solar panel grants.
  - Congratulations to the Capital High Green Club under the leadership of Sarah Urban for winning the 2022 SMART Schools Award. They are the recipients of \$2,000 which will go towards next year's CHS

sustainability projects including greenhouse projects, upcycling, and composting.

- Congratulations to our high school band, choir, and orchestra students who performed in the State Musical Festival that was hosted at Helena High. Many students received superior and excellent ratings in many different performance categories and groups.
  - Tom Kain and his Welding 1 students made benches for Mount Helena
  - Thanks to the Helena High Science Seminar and AP Environmental studies classes for volunteering their time at the Helena Food Share. They built 400+ emergency food packs for families.
  - Congratulations to Helena High's Brooklyn Anderson who was awarded the JMG Chairman's Recognition Award for April
  - Congratulations to Coach Zentz and his staff and the Helena High School Girls Track and Field team as they captured the 2022 State Championship in Butte
- 
- New Business
    - Facilities Director – Hire
    - Assistant Principals – HHS & CRA
    - Continuation of Lead Testing
    - Safety Security Audit
    - Bond Money Spend Down
    - Professional Development – Monday/Tuesday/Wednesday
    - Planning Grant for Mental Health Services
    - Retreat Planning
    - Human Resource Director Hiring Update
    - AA Superintendent/Assistant Superintendent Summit
- 
- Outreach/Meeting
    - HEA
    - HEF
    - Kiwanis
    - Parent Advisory
    - Teacher Advisory Council
- 
- Other



**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Item VII.**

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**Item Title:      General Public Comment**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Item VIII.A.**

Recognitions

Oath of Office

Presentations

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Items For Action

Reports

**Item Title:        Items For Information**

1. Children's Internet Protection Act (CIPA) Compliance
2. Elementary Safety and Security Bond Spend Down

## Board Children's' Internet Protection Act (CIPA) Compliance Update

CIPA requirements include the following three items:

1. We must have an internet safety policy in place.
  - Board Policy 2070 specifically addresses student electronic services
  - This information is referenced in all student handbooks in the form of the student Acceptable Use Policy (AUP), which is posted on the district website:
    - <https://helenaschools.org/handbooks/>
  - Board Policy 5090 specifically addresses staff electronic services
  - This policy is referenced in the Employee Handbook, which is posted on the district website:
    - <https://41ucju4djrhu40k5hl1v1qbk-wpengine.netdna-ssl.com/wp-content/uploads/2021/08/2021-2022-HPS-Employee-Handbook.pdf>
2. We must have a technology protection measure in place. This refers specifically to our “filter.”
  - Our filter blocks sites, ads, frames, etc that include content that is either “adult” or “unknown.” In practice, this includes obscene images, child pornography, and other content that may be “harmful” to minors (For example, Reddit, Snapchat, TikTok, mature, alcohol, drugs, gambling, porn, suspicious forums, security, violence, unknown, parked, spam, ads, and games are all blocked).
  - Additionally, in accordance with our student use agreement, student email and chat conversations are not considered private, and can be incorporated into disciplinary decisions. We have blocked chat features for students who use them inappropriately at the request of any building administrators.
  - In addition to our filtering we also work with administrators and teachers to further restrict available software in accordance with any student individualized education plans (IEP's) or specific behavior plans.
  - These policies include all of our devices regardless of what network they are connected to, and also include any private devices that connect to our network.
  - We also have a process in place where teachers and staff can request access to sites that are filtered. In the case of “unknown” content, this happens very quickly. In the case of “adult” content we work with the teacher to craft specific exceptions on a case-by-case basis so we maintain CIPA compliance.

3. We have to maintain a record of having notified the board in an open, public meeting of the safety policy and protection measure.

Questions/Comments?

## Proposed Elementary Safety and Security Bond Spend Down (Work Completed by December 31, 2022)

### Broadwater

#### Access Control:

- 1 Door Controller
- 4 New Fob Doors

#### Video Surveillance:

- 7 90-degree Cameras
- 2 180-degree Cameras
- 1 Network Switch

### Bryant

#### Access Control:

- 2 New Fob Doors

#### Video Surveillance:

- 6 90-degree Cameras
- 6 180-degree Cameras
- 1 Network Switch

### Central

#### Access Control:

- 1 New Fob Door

#### Video Surveillance:

- 5 90-degree Cameras
- 2 180-degree Cameras
- 1 Network Switch

### CR Anderson

#### Access Control:

- 7 New Fob Doors
- 25 Door Buzzers

#### Video Surveillance:

- 17 90-degree Cameras
- 2 180-degree Cameras
- 1 Network Switch

### Four Georgians

#### Access Control:

- 1 Door Controller
- 2 New Fob Doors
- 11 Door Buzzers

#### Video Surveillance:

- 6 90-degree Cameras
- 2 180-degree Cameras
- 1 Network Switch

### Hawthorne

#### Access Control:

- 1 Door Controller
- 2 New Fob Doors

#### Single Point of Entry:

- Exterior Door Replacements (Per Rob)

#### Video Surveillance:

- 2 90-degree Cameras
- 2 180-degree Cameras
- 1 Network Switch

### Helena Middle School

#### Access Control:

- 3 New Fob Doors
- 28 Door Buzzers

#### Video Surveillance:

- 5 90-degree Cameras
- 3 180-degree Cameras
- 1 Network Switch

### Jefferson

#### Access Control:

- 1 Door Controller
- 2 New Fob Doors

#### Video Surveillance:

- 9 90-degree Cameras
- 4 180-degree Cameras
- 1 Network Switch

### Jim Darcy

#### Access Control:

- 2 New Fob Doors

#### Video Surveillance:

- 8 90-degree Cameras
- 2 180-degree Cameras
- 1 Network Switch

#### Other Facilities/Site Work:

- Fencing (Per Rob)

### Kessler

#### Video Surveillance:

- 1 90-degree Camera
- 1 Network Switch

## **Ray Bjork**

### Video Surveillance:

- 2 180-degree Cameras
- 1 Network Switch

## **Rossiter**

### Access Control:

- 1 Door Controller
- 1 New Fob Door
- 22 Door Buzzers

### Single Point of Entry:

- Exterior Door Replacements (Per Rob)

### Video Surveillance:

- 7 90-degree Cameras
- 6 180-degree Cameras
- 1 Network Switch

## **Smith**

### Access Control:

- 4 New Fob Doors

### Video Surveillance:

- 3 90-degree Cameras
- 3 180-degree Cameras
- 1 Network Switch

## **Warren**

### Access Control:

- 1 Door Controller
- 3 New Fob Doors
- 12 Door Buzzers

### Video Surveillance:

- 4 90-degree Cameras
- 4 180-degree Cameras
- 1 Network Switch

## **Miscellaneous**

### Video Surveillance:

- 20 Glass Camera Domes
- 10 Spare 90-degree Cameras

### Access Control:

- 5 LifeSafetyPower Boards

## **Notes:**

Each school that has only one MX8 controller is to receive an additional controller.

Network switches need to be installed where there is not currently enough switch capacity to support the access controller and/or cameras.

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Items VIII.B1 through B.6**

Recognitions

Oath of Office

Presentations

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Item For Action

Reports

**Item Title:      Consent Action Items**

1. 05.10.22 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 to Dispose of Personal Property-Technology Equipment

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



**Superintendent**  
Rex Weltz  
324-2001

**Business Manager**  
Janelle Mickelson  
324-2040

## Board of Trustees Meeting

Lincoln Center  
1325 Poplar St., Helena, MT 59601  
And on TEAMS

**Tuesday, May 10th, 2022**  
5:30 p.m.

### MINUTES

**ATTENDANCE – Present unless otherwise noted.**

Luke Muszkiewicz, Board Chair  
Siobhan Hathhorn, Vice Chair  
Elizabeth “Libby” Goldes, Trustee  
John McEwen, Trustee  
Terry Beaver, Trustee  
Jennifer McKee, Trustee  
Jennifer Walsh, Trustee  
Janet Armstrong, Trustee

Rylie Schoenfeld, Helena High School Representative  
Eliza Lay, Capital High School Representative

Rex Weltz, Superintendent  
Josh McKay, Assistant Superintendent  
Brian Cummings, Assistant Superintendent  
Janelle Mickelson, Business Manager  
Barb Ridgway, Chief of Staff  
Gary Myers, Technology Administrator  
Joslyn Davidson, Curriculum Administrator  
Rob Brewer, Maintenance Manager  
Jane Shawn, HEA President  
Brett Zanto, Capital High School Principal  
Steve Thennis, Helena High School Principal  
Walt Chancy, Assistant Principal Capital High School  
Lisa Cordingley, Helena Education Foundation Executive Director

Many guests of the public as well as Helena School District staff, students, and their families



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

Board Chair Luke Muszkiewicz called the meeting to order at 5:31 p.m. and led the Pledge of Allegiance.

## **II. REVIEW AGENDA**

Board Chair Luke Muszkiewicz commented. “We will be moving our Student Representative Reports up on the agenda, after the last item for recognition. This is Eliza and Rylie’s last meeting as Student Representatives, so we would like to say a few nice words about them at that time as well. We also have two Trustees who are concluding their term with the Board of Trustees, Trustee Libby Goldes and Trustee John McEwen. This will be their last Board meeting with us and so when we get to Board Comments, we will be saying a few words in recognition of their service. After that we are having a closed session with our District counsel to review a variety of legal items. We get through every public component before we do that. We will then come out of closed session simply to adjourn the meeting.”

## **III. RECOGNITION**

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

Capital High School Principal Brett Zanto commented. “Good evening. Thank you for taking the time here this evening to recognize Mr. Walt Chancy. It's my pleasure to not only introduce him but also just to help recognize his receiving of the Special Education Lifetime Achievement Award from the Montana Council for Exceptional Children. What are just a few of the items he's been involved in that would help him be the recipient of such an award? He has had years of unwavering support of both students and staff alike at Capital High School, and his overseeing and involvement with the Special Education Department at Capital High. He has helped oversee the implementation of multiple tier one, tier two, and tier three supports for all students at Capital High. He has also been involved in overseeing the Montana Behavioral Initiative, and the MTSS team. Maybe six or seven years ago, after receiving for many years silver status and gold status, we were finally able to receive the platinum status. It may have been the first time a AA high school in the state of Montana reached platinum status and I know it was because of his efforts in overseeing that process. There is no doubt he is very deserving of such an honor. At this time, Mr. Chancy, if you can come forward.”

Capital High School Assistant Principal Walt Chancy commented. “This journey started over thirty years ago with Special Education. Although I was in the profession a lot longer than that, I really learned about Special Education at that time. I have to share this recognition with all the special educators that I've worked with in Helena, and especially many of you may remember, Dolores Slovarp. She is the person who really introduced me to inclusion, differentiated instruction, and coteaching. If it were not for her, I would not be standing here so I have to share that with her. Thank you so much. It's been a journey and I've loved every second of it. Thank you very much.

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

Helena Education Foundation Executive Director, Lisa Cordingley, commented. “Thank you. We are delighted to be here. I've brought a guest, Jason Loble, who is a member of the HEF Board of Directors, and he is the chair of the Harrison Selection Committee. Every piece of writing that is submitted to Pen and Ink Magazine is also eligible to be considered for a Harrison Award, and they are blinded when they come to us, so we don't know until after the selections have been made who the recipients are. Tonight, we are here to present the award which also carries with it a stipend that is endowed by Dr. Lee Harrison. The endowment has done so well that this year we were able to increase the stipend by one hundred dollars for each of the students. Their gift from us is \$350 and their works will appear in Pen and Ink Magazine which I had the advantage of reviewing today in its proof form at Allegra and it is beautiful. We will have a launch party for Pen and Ink at the Holter Museum on May 24<sup>th</sup> at 5:30 p.m. So, without further ado, I would like to invite up Ella Shropshire, Elinor Goehring, and Rebecca Smilie.”

Rebecca Smilie commented. “I am a senior at Capital High School. I want to thank the Board of Trustees and the Helena Education Foundation for encouraging young people to write. I know for me personally; it's made a difference to be acknowledged for my writing. I'd like to thank my English teachers in high school for encouraging me to better my writing, and my parents and my brother for always supporting me. Thank you.”

Ella Shropshire commented. “I would like to thank all of you for making this possible. This means a lot to me. I would also like to thank my English teachers, but especially my creative writing teacher who inspired me to go further into my poetry. I'd like to thank my whole family- my mother, my brother, and my father especially, because he has always encouraged me to keep writing and will review my poetry sometimes. Thank you to everyone.”

Elinor Goehring commented. “I am a senior at Helena High School. I'd like to thank all of you and Pen and Ink for always being a place where I can channel my writing every year of high school whether I get published or not. It feels special this year to receive this award and a publication. I'd like to recognize my mom, Jennifer Goehring. After this I will be attending Hollins University in Roanoke, Virginia to study English and Dance.”

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

Principal Brett Zanto commented. “I want to thank Mr. Duncan for all his efforts in working with students outside the confines of the classroom-before school, at lunch, and after school-to help prepare them for the state HOSA competition. It's great to see students being able to compete and excel in areas that they may be going into after they graduate from high school. I think it continues to go with our mantra in our school District that we are producing students that are both college and career ready. It's just great for students to be able to put those talents on display, and fortunately, we have some state champions So, Mr. Duncan, welcome.”

Mr. Tanner Duncan, HOSA Advisor, commented. “Thank you, Mr. Zanto, Mr. Wertz, and the Board of Trustees. Before I recognize the students that performed exceptionally well at the State

Leadership Conference in Billings, I think I should share a little bit more about HOSA as a chapter. HOSA is the future health professionals in the Helena community. We embrace leadership skills; and we have outreach and connections with community members whether it be current health care professionals or individuals in assisted living homes. We also do community service projects, and we are currently working to get a blood drive at Capital High School. On top of all of that, we develop strong professional health science skills, and we take those skills to the State Leadership Conference. We had three students this year that that took gold. 17 of our 19 students that we took over there brought home medals. Two students were not able to be here tonight, Karter Arensmeyer who earned Gold in Pharmacy Science and RaeAnn Lowen who earned Gold in Behavior Health. Here tonight we have Ella Simpson who earned Gold in Surgery Tech.”

Ella Simpson commented. “I’m a sophomore at Capital High and I just want to thank you guys for setting this up and Mr. Duncan for his enthusiasm with teaching us, helping us contribute to our community and all the opportunities that he provides for us.”

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

Board Chair Luke Muszkiewicz commented. “We would like to congratulate Capital High State Science Olympiad champion Anna Gates who placed first in Cell Biology. I would like to introduce Helena High Principal Steve Thennis who will introduce our Helena High champions.”

Principal Steve Thennis commented. “Good evening, members of the Board. It is a pleasure to be here. Science Olympiad is the premier science competition in the United States and Helena High School has a long history of success in Montana, boasting many team champions and individual champs. Coach Clair Pichette has been an integral part of the team's success for many years, giving her time and talent to our very talented students. In 2017 Ms. Pichette received the National Presidential Award for Excellence in Science and Math Teaching.”

Ms. Clair Pichette commented. “Thanks, Mr. Thennis and thanks for having us here tonight. Hello to the whole Board and Mr. Beaver especially, who used to be my science teacher. I would like to reiterate what Mr. Duncan said that this really is a team effort. Science Olympiad is a team of 15 students that we can take with us to state and one of the big benefits this year was it was in person again. We competed online last year and the year before, but this year we got to go in person. Izzy, Sandra, and Jeri have been on a team now for three years. They are all juniors, and they are three of our gold medalists this year. We were not able to have Paul Reeves and Annika Nehring join us tonight-they placed gold in Environmental Chemistry.”

Jeri Wilkerson commented. “Izzy and I won gold in Wright Stuff which is a competition where you build a plane out of wood and plastic that is powered by a rubber band and then you see how long it can fly. Ours lasted two minutes and five seconds. We won gold by a pretty decent margin. The other event Sandra and I did together was Remote Sensing. It's a test and you study and create a binder full of information about climate processes and you interpret satellite images from real government satellites of the earth, and we won gold for that.”

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

Principal Steve Thennis commented. “SkillsUSA is a partnership of students and teachers in industry to ensure a skilled workforce. It serves students preparing for careers in trade, technical and skilled services occupations including health occupations. A highly active student club, these students get an opportunity to compete against their peers from across the state. Under the guidance of Miss Ronie Robertson, students in this area are highly competitive. When she isn't preparing students for SkillsUSA events you can find Ms. Robertson digging somewhere in a car as she teaches our Auto Tech, Auto Two and Auto Three courses.”

Ms. Robertson commented. “Thank you all for having us. I am the automotive teacher at Helena High School as well as the SkillsUSA advisor. For those of you who are not aware of what SkillsUSA is, it is a vocational club mainly embodying the students in the shops-so auto, welding, and drafting. The motto of the club is *preparing for leadership in the world of work*. This year, the state SkillsUSA competition was held in Helena for the first time ever, I think. It went off wonderfully. Students competed in both skilled competitions as well as leadership competitions. Our students overall and our club in general performed exemplary-they did a fantastic job. Two of our students with us here tonight placed gold. We have Maddox Schuller who placed first in Power Equipment Technology, also referred to as Small Engines. We have Tithen FitzGerald who placed first in Job Skill Demonstration, as well as Intermediate Technical Drafting. They can tell you more about the competitions.”

Tithen FitzGerald commented. “I placed first place in Job Skill Demo which is where we get up in front of a panel of judges. You get to choose what you're demonstrating, but it has to be related to the trade industry in some way. I showed how to set up a drafting board and the borders on it, and I won that. I also went to Intermediate Technical Drafting and drew a multiangular vice for that competition.”

Maddox Schuller commented. “I won Power Equipment also referred to as Small Engines, which is usually what is in things like your lawn mowers. It was a lot of identification of parts and failure analysis and figuring out what was wrong with it. I would like to thank my mom for everything she helps me with.”

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

Principal Steve Thennis commented. “The NCWIT Award for Aspirations and Computing was created to promote the computing aspirations of young women, introduce them to leadership opportunities in the field, and generate visibility for women's participation in technology fields. Winners are acknowledged for their outstanding aptitude and interest in technology and computing, leadership ability, academic history, and plans for post-secondary education. Under the guidance of Mrs. Buffy Smith, our Computer Science teacher extraordinaire, there have been 26 young women as winners in this competition throughout her very esteemed career. So, at this point, I will introduce Mrs. Buffy Smith.”

Mrs. Buffy Smith commented. “We have two winners here today. The first one is Sierrah Paul.

She moved to Helena and joined Helena High two years ago and she's been in my Computer Science class both years. It sounds like it's easy for these girls to win this award, but it's not. They had 3,500 high school students fill out the award and they gave seven of the awards to Montana girls and these are two of them, and she has won the last two years. Then we have Laurel Maronick and she's been in my computer science class for the last four years. She won honorable mention her freshman year and she's been an award winner for the last three years.”

Sierrah Paul commented. “I would like to thank my mom who is here with me today and I would also like to thank Mrs. Smith. I will be attending Montana State for Computer Science and Photography.”

Laurel Maronick commented. “Hello, I'm Laurel. I brought my father Rick, my mother Laurie, and my sister Reagan. I'm going to Seattle University next year to study Computer Science. Thank you as well to Mrs. Smith.”

The Board of Trustees moved on to Student Representative Reports.

### Student Representative Reports

Eliza Lay, Capital High School Representative, commented. “We had almost 50 floats registered in the Vigilante Parade from Capital High and there was a lot of positive comments from the community regarding the parade. AP testing started last week and runs through the end of this week. On Thursday, our School Leadership Team will meet with Deb Hunsaker, a Literacy Consultant, all day to review the instructional framework, discuss data from instructional rounds, discuss data pertaining to the current literacy goals, and finally begin planning and brainstorming ideas for next year. We will also be completing instructional rounds of classroom observations with her as well. Next week, on May 17<sup>th</sup> and 18<sup>th</sup>, all ninth and tenth graders will be participating in the spring iReady assessment; Tuesday will be math, and Wednesday will be reading. On Wednesday the 18<sup>th</sup>, seniors will be participating in the annual grad walk and will be excused at the beginning of the testing time to get their cap and gown and board a bus headed to their respective Elementary School. This is an event that a lot of graduating students, their parents, and former teachers enjoy. Recently, on Arbor Day at Capital High, in conjunction with Growing Friends and the city of Helena, students from third and fourth period classrooms helped plant trees along the student parking lot, and they did a great job. The Musical Comedy Murders of 1940 recently ended in a series of performances from the Capital high drama department. We had a lot of community members, students, parents, and staff attend one of the six shows. It was great to see such interest. As a member of the show, I would just like to say it was a ton of fun, and it was the best show I ever did.”

Rylie Schoenfeld, Helena High School Representative, commented. “We've been pretty busy in the last month. Last Friday we also had a number of students participate in the Vigilante parade-whether that was building a float, marching in the band, or both. Last weekend we also had a number of band, choir, and orchestra students participate in the State Music Festival hosted by Helena High. Many students received superior and excellent ratings in many different performance categories and groups. Currently, we are in the process of hiring a new Assistant Principal to replace Mrs. Stephanie Thennis, who will surely be missed, and we thank her for her years at Helena High. We are also currently finalizing plans for graduation to be held on June 4<sup>th</sup>

at Nelson stadium. Also upcoming are the state meets and tournaments for our spring sports. On Thursday we will be holding our first indoor assembly in three years honoring our spring sports and numerous clubs. Coming up, our theater crew will be putting on their screenplay, God's Favorite. Last, but not least, we had 30 students and their selected educators recognized at the Celebration of Excellence.”

Board Chair Luke Muszkiewicz commented. “I just want to thank you both for your service on this Board. You have always brought a great attitude to these meetings. You've always brought interesting, comprehensive, relevant reports that help us understand what's going on in our high schools. You usually aren't the first to make a comment during discussions but there's been several moments throughout the year where one of you has spoken up and made an insightful comment that truly helped redirect this Board's discussion to where it really needs to go-and that is what is best for students. That is why you are here, and it is one of the most important traditions that we have on this Board is to have two student representatives like yourselves. Your mere presence on this Board keeps us focused on what's important. Thank you very much for your service. We do have a plaque for each of you to commemorate your service on the Board.”

That concluded Recognitions and Student Representative Reports. The Board of Trustees moved on to listen to the Superintendent Report given by Superintendent Rex Weltz.

#### **IV. SUPERINTENDENT’S REPORT**

Superintendent Rex Weltz began his Superintendent Report with Recognition and discussed the following topics:

- Teacher Appreciation Week
- Mother’s Day
- Thank you to Student Board Representatives, Trustee Libby Goldes and Trustee John McEwen
- Thank you to our School Nurses
- Friday, May 6<sup>th</sup>, was U.S. School Lunch Hero Day in honor of our food services workers
- Dr. Wynn Randall and the Rossiter Elementary Staff-Board Work Session
- Vigilante Day Parade-thanks to students, staff, Facilities Department, and City of Helena
- Congratulations to the HEF Grant Award Recipients. Thank you to the Helena Education Foundation and the HEF Director Lisa Cordingley
- Kessler Elementary-Central Office Site Visit
- Jim Darcy Elementary-Central Office Site Visit
- Angel Fund
- High School Production of The Musical Comedy Murders of 1940
- Youth Electrum 2022 Student Art Showcase at the Holter Museum
- Thank you to Growing Friends of Helena, students, and staff in the District, and volunteers in the community for the Arbor Day Planting Event at Capital High and Helena High on Friday, April 29<sup>th</sup>
- Congratulations to Christina Sieminski who was inducted into the UM Western Educators Hall of Fame last weekend in recognition of her phenomenal dedication to education

Superintendent Weltz moved on to discuss New Business in his report including:

- Planning For Graduation
- AP Testing
- Principal Candidate Meetings
- AA Assistant Superintendents at Lincoln Center-April 29<sup>th</sup>
- Helena School Board Student Representative Selection Process
- HEA-HSD Bargaining
- Student Board Representative Process Update
- The Greater Helena Gives Campaign Begins May 5<sup>th</sup>
- Budget and Admin Pay Matrix

District Counsel, Ms. Bea Kaleva, discussed the process of reviewing the Admin Pay Matrix, including looking at the market analysis, reviewing the admin pay schedule, and communicating with similar AA Districts.

Superintendent Wertz concluded his Superintendent Report by discussing his various outreach and meetings in the community including AA Superintendent meetings, Hometown Helena, HEA, HEF, HEF-Executive Committee, Parent Advisory Council, Cabinet meetings, Lewis and Clark Health Meeting, Lewis and Clark Board of Health, and meeting with the media.

That concluded the Superintendent Report portion of the agenda.

## **V. GENERAL PUBLIC COMMENT**

Board Chair Luke Muszkiewicz commented. “We will now move on to 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 discussion during general public comment. So, as we discussed before, we'll go ahead and start with people who are here with us in person who would like to give public comment.”

Elizabeth Hale, who lives in Helena and has been a teacher, commented. “I wanted to read you a statement I made at the county commission meeting today because I was over at the election office when the votes were being counted for the school Trustees. I was in the room with windows which looked into the room holding the ESS machines-they counted the ballots. This was in the basement of the city and county building on Election Day, May 3rd, 2022, at about 5 p.m. I saw the ESS employee hold up her handheld device-larger and thicker than my large sized iPhone-in front of the southern ESS machine. She held the device so that it was about one or two feet in front of the machine screen. Then she touched the screen of her handheld with her fingers to input information. Soon she turned purposely to give me a big smile and walked out of the ESS machine room and through the room where the ballot envelopes were being opened. Around the same time, the County Treasurer and Election Clerk-Amy Reeves-turned to me and gave me a big grin. Neither of these women turned to give me a big smile before or after this. I was observing in that space from 11:00 a.m. to 11:45 a.m. and from 4:00 p.m. to 5:40 p.m. The ESS contracts stipulate that an ESS employee must be in the room while their machines count our votes. However, we don't know how our votes are being altered, how the machine is counting, or the source code of the machine. Thus, no election we can have can be justifiably certified.

We are extremely upset that the wishes of voters are being snuffed out by those skewing election outcomes and controlling our machines, affecting the health and well-being of members of our community, state, and nation. This mistreatment has been taking place across the USA, where ESS voting machines are used. More than 30,000 ESS machines with handheld devices have been distributed across our nation. We're just upset because we're losing the freedom and American values for which so many Americans have lost their limbs and lives. We're just concerned that these machines are being used when important decisions are made for our community.”

Hedi Friedlander commented online via TEAMS. “The reason for my comment today is actually baseball. I'd like to see if you guys are going to present as a new board action item or put it on the agenda for baseball. It looks like East Helena voted to have it. I know you have to get with Mr. McMahon, but that's just something that we would like to see as a community. Congratulations to the new school Board members-one with 37% of the vote out of 41,000 voters. So, about 8,000 people out of 41,000. That's just very disheartening. I hope to see baseball put on the agenda for the next meeting.”

That concluded the General Public Comment portion of the agenda. The Board of Trustees moved on to discuss New Business-Items for Information.

## **VI. NEW BUSINESS**

### **A. Items For Information**

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

Ms. Bea Kaleva, District Counsel, went over the Administrative Contracts Title 20 and Administrative Contracts Title 2 with the Board of Trustees and discussed the differences between the two contracts regarding certification, termination, benefits, and procedures.

That concluded Items for Information. The Board of Trustees moved on to Consent Action Items.

### **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

Board Chair Luke Muszkiewicz commented. “At this point I would entertain a motion to approve our Consent Action Items.”



**Motion:** Trustee Libby Goldes moved to approve the Consent Action Items. Board Vice Chair Siobhan Hathhorn seconded the motion.

**Public Comment:** None.

**Vote:** 8-0 motion carries unanimously.

That concluded Consent Action Items. The Board of Trustees moved on to review Items for Action.

### **C. Items for Action**

#### 1. Finalized K-5 Music Curriculum

Central Principal, Nick Radley, commented. “Thank you, Board of Trustees. I’ve had the pleasure of working with the K-5 Elementary Music team over the last five or six years. I just want to present a little bit of background going into the adoption of what is hopefully our new Music Curriculum. In June of 2014, the National Coalition of Core Arts Standards released new national standards for various areas including music. The Office of Public Instruction in conjunction with Montana teachers adopted these national standards for the state of Montana, and then adopted them at the State Board of Public Education in 2006. Shortly after that, our teachers worked together to kind of bridge the gap between what our curriculum was and what the new standards were by creating “*I can...*” statements, which was consistent with the language we were using in our other curricular areas. In 2019 the team K-5 sat down to finish the work, and then COVID hit, so that brought us to this school year. Starting this year, the K-5 music team sat down, went through the standards, brought the “*I can...*” statements in, and came up with a completed document in March of 2022. Our K-5 music teachers, specifically Abby and Jennifer, presented to the Teaching and Learning Committee on April 6th, with a follow-up Q&A session on May 4th, and on behalf of District music teachers we are requesting Board approval of the finalized K-5 Music Curriculum for the Helena School District. I have been able to see the awesome work that the K-5 music educators have put together in my 12 years in the District, and what they’ve done with this document has made it accessible for all. It is a great piece of work.”

Mrs. Joslyn Davidson, Curriculum Administrator, commented. “Nick has worked so hard with that group. To be honest if he hadn’t been there, facilitating a lot of it, keeping the conversation alive, we probably wouldn’t be here right now. I’m really proud of the work they’ve done, and he’s done an amazing job helping.”

Trustee Jennifer McKee commented. “I thought this was an extraordinary process. This is taking the fullness of language acquisition, the fullness of music as its own discipline and integrating it at age kindergarten throughout and it’s just extraordinary.”

Board Vice Chair Siobhan Hathhorn commented. “I just want to thank the music teachers that helped put this together. I think it’s going to make our instruction even better. Thank you so much.”

Abby Nyhof, music teacher, commented. “I want to say a big thank you to both Nick Radley and Joslyn Davidson for all their support throughout this process. I will say one of the big shifts in this curriculum over our previous document is it follows best practice in terms of teaching music

literacy that is reading and writing music notation to young children. It follows a language acquisition model where students experience sound before they see the notation, which is the same way we learn language. We learn to say the words and make the sounds before we learn what they look like. So that's a big shift from our previous document and should show great results in our students."

Trustee Libby Goldes commented. "This certainly was impressive having looked through it and all the different areas for each grade and how it builds on each other and the various materials and sources that you relied on. Very impressive. I can only imagine the amount of time that went into this collaboration. Does this have budget considerations? Are there new materials or things that will be needed to help you implement this curriculum?"

Ms. Davidson commented. "There are some, and I knew this was going to come to fruition at some point this year so we pre-planned for that and I worked back with Janelle, and we will be able to get those."

Trustee John McEwen commented. "Do the children get introduced to a variety of instruments, and do they learn anything about music history? Do you spend time on singing music repertoires?"

Ms. Nyhof commented. "I would say one of our biggest teaching tools are instruments that are part of the Orff Schulwerk approach which was created by Carl Orff. He created a line of instruments specifically for the elementary music classroom-they are xylophones, glockenspiels, and metallophones. They are pitched instruments that play about an octave and a half scale. The bars can be removed to scaffold the instruction so that it is easier for them to play, and the success level is immediate. You know, if a student can grasp a mallet and hit the bar, they can effectively make a sound, so we use those instruments in K-5 very extensively. We introduce the ukulele in some buildings, but we don't all have access to those to the same extent, but those are wonderful as a harmonic instrument and students can use them to accompany their own singing. We introduce the recorder typically in fourth or fifth grade as a precursor to their more advanced music instruction in middle school. The recorder works on breath support, finger dexterity, as well as note reading in the treble clef. Repertoire varies throughout the year. We use a lot of traditional folk songs because of their simplicity and their staying power. Our programs do focus significantly on repertoire. I would say we do address some music history, but our priority is hands on music making experiences in the elementary school. It's more likely to be incidental that we may move to a piece and then let the students know that this piece is from George Gershwin who lived in the early 1900s and was an American composer. Then we might move to the piece and experience some artwork along with the piece."

Trustee John McEwen commented. "What happens to students who get private lessons, in guitar, piano or flute for example. Do they get bored in class?"

Ms. Nyhof commented. "What we are doing is very different than an individualized piano instruction where they're getting that one-on-one attention. We don't do much piano class in elementary music. So, playing a xylophone is a different experience, than playing the piano. Playing the recorder and folk dancing is very different. I certainly have found that those students for me become leaders and role models in the class. They're able to help and assist their peers. When it gets to time for recorder, it's really difficult for me to go around and check fingers in an

efficient fashion. Those students who step up or show that prior knowledge are very helpful in assisting their peers and assisting in that process.”

Board Chair Luke Muszkiewicz commented. “I would entertain a motion to approve the Finalized K-5 Curriculum.”

**Motion:** Trustee Jennifer McKee moved to approve the Finalized K-5 Music Curriculum as presented. Trustee Jennifer Walsh seconded the motion.

**Public Comment:** None.

**Vote:** 8-0 motion carries unanimously.

## 2. High School General Fund Budget Amendment

Mrs. Janelle Mickelson commented regarding the High School General Fund Budget Amendment. “Before you is a resolution to amend the high school general fund budget. At the last meeting you proclaimed the need, at this meeting you are being asked to actually approve the general fund budget amendment for the high school. The amount of the amendment is \$231,691 and the financing source for the budget amendment is tuition receipts from East Helena High School.”

Board Chair Luke Muszkiewicz commented. “At this point I would entertain a motion to approve the High School General Fund Budget Amendment.”

**Motion:** Trustee Jennifer Walsh moved to approve the High School General Fund Budget Amendment. Trustee John McEwen seconded the motion.

**Public Comment:** None.

**Vote:** 8-0 motion carries.

## 3. Meal Price Increases

Mr. Robert Worthy commented regarding Meal Price Increases. “Thank you. Since COVID hit, we've actually served a little over 2 million meals out of our schools. The high average the last two months has been about 7,00 meals a day. We have been going through about \$10,000 a month in just sacks for the food. Last month I spent \$191,000 in food costs in 18 days, and the month before that was over \$200,000. The problem is food cost and delivery fees are getting higher, but we're also getting subbed a lot because the items we want to get are not available. The items they substitute with are usually more expensive. So, talking about prices, we haven't had to change them for two years, because they were free due to the waivers. During COVID we were doing food outreach programs, and food packs. We were doing all kinds of things to get more food to families, and it was a huge success, but families have not had to pay for food for two years. So, we're looking at the costs of where we used to be, compared to where we need to be. In 2019, student breakfast K-12 cost \$1.45. That was pretty low even at that time. I've been calling around to other states and a lot of them are going somewhere from \$1.60 to over \$2.00 because the price of meals is so high. We are looking to charge \$2.00. In 2010 for K-5 student lunch, it was \$2.70, and for 6-12 lunch it was \$2.80. The proposed 2022-2023 price for K-5 student lunch is \$2.90 and 6-12 student lunch is \$3.00.”

Ms. Ridgway, Chief of Staff, commented. “We are beginning a campaign to inform families to fill out the information (free and reduced lunch forms) and to articulate that this is going to be a significant change. I mean, two years is a long time. So, we’ve started and will continue to inform, to publicize, to push out on social media, and we will work with the press. We will have to continue to do it throughout the summer and into the fall. We are working with our principals as well to get the message out to families that this is a significant change.”

Mr. Worthy commented. “We’ll be doing some different flyers in our lunch program to remind families to fill out the free and reduced forms, because our summer program starts on June 13<sup>th</sup>. It’s a good thing to also remind families if they were to get direct certified through other assistance programs, along with filling out the free and reduced lunch application, it creates a bigger number for our Community Eligibility program, so we get all schools free. If they get direct certified, it can help us get the whole school lunch for free for up to four years.

Ms. Ridgway, Chief of Staff, commented. “The free and reduced numbers help establish what our title allocation is from the federal government. So, the more we qualify the more likely we are to at least maintain or possibly increase our Title I finding which is significant.”

Board Chair Luke Muszkiewicz commented. “At this point I would entertain a motion to approve the Meal Price Increases.”

**Motion:** Board Vice Chair Siobhan Hathorn moved to approve the Meal Price Increases. Trustee Jennifer Walsh seconded the motion.

**Public Comment:** None.

**Vote:** 8-0 motion carries unanimously.

#### 4. CHS/HHS HVAC Duct Cleaning Bid

Mr. Rob Brewer, HSD Maintenance Manager, discussed the CHS/HHS HVAC Duct Cleaning Bid. Invitations to bid were published in the Helena Independent Record on April 17<sup>th</sup>, April 20<sup>th</sup>, and April 24<sup>th</sup> with complete bid packets available on April 18<sup>th</sup>. A pre-bid walk through was scheduled for April 26<sup>th</sup>. Sealed bids were accepted until 12:00 p.m. on April 29<sup>th</sup>. We had one bidder. The successful bidder for Capital High was HVAC Power Vac, LLC for a total bid of \$129,000. The successful bidder for Helena High was HVAC Power Vac, LLC for a total bid of \$109,000. Work would begin around June 10<sup>th</sup> with an estimated completion date of August 29<sup>th</sup>. We are in the range of what we would expect to pay for this size of a project. Every elementary (except for the new schools Bryant, Central, and Jim Darcy), both middle schools and PAL, have had their HVAC systems cleaned over the last 19 months.

Trustee Jennifer McKee commented. “Can you walk me through why we clean the ducts, and what is coming out of the ductwork?”

Neal Murray, Safety and Operations Manager, commented. “We have seen everything from fruit, feathers, pencils, paper, and primarily dust and hair. They don't look like the shiny silver vents that they should be. This company has specialized duct scrubbing equipment that gets all 360 degrees of these ducts, vents, and all the heating elements and cleans it practically spotless.”

Trustee Jennifer Walsh commented. “Is there any kind of routine maintenance or suggested next times that these cleanings should happen?”

Mr. Brewer commented. “We change the filters three times a year on all the uninvents and the air handlers itself. That is a maintenance that we can perform. We should build it into our budget to make sure we are cleaning the HVAC ducts probably every 10 to 15 years in the buildings.”

Board Chair Luke Muszkiewicz commented. “At this point I would entertain a motion regarding this recommendation.”

**Motion:** Trustee John McEwen moved to approve the CHS/HHS HVAC Duct Cleaning Bid. Trustee Libby Goldes seconded the motion.

**Public Comment:** None.

**Vote:** 8-0 motion carries unanimously.

##### 5. Kessler Sewer Easement

Mr. Rob Brewer commented regarding the Kessler Sewer Easement. “The documents you have in front of you are asking for approval of the Kessler Sewer Easement. We have a letter from Ryan Leland, Public Works Director, stating if ever needed they (the city) will relocate the easement at their costs. They will bore under our parking lot, any and all damages at any time they will be liable for, and they will start no earlier than June 20<sup>th</sup> and no later than August 26<sup>th</sup>. If we ever decide to build there, the city will have to reroute at their expense.”

Trent Scheuer, Utilities Maintenance Superintendent for the City of Helena, and Jamie Clark, City Engineer for the City of Helena, introduced themselves to the Board of Trustees and Superintendent Weltz.

Board Vice Chair Siobhan Hathhorn discussed that the Kessler Sewer Easement was brought twice for discussion to the Facilities and Maintenance Committee.

Trent Scheuer commented. “Our desire with this is to save our taxpayers and actually your taxpayers as well a significant amount of money.”

Jamie Clark and Trent Scheuer discussed the details of the project, as well as the expected maintenance and costs associated with the project. They mentioned that there should be zero disturbance to the parking lot at Kessler.

Board Chair Luke Muszkiewicz commented. “At this point I would entertain a motion regarding this recommendation.”

**Motion:** Trustee John McEwen moved to approve the Kessler Sewer Easement. Board Vice Chair Siobhan Hathhorn seconded the motion.

**Public Comment:** None.

**Vote:** 8-0 motion carries unanimously.

The Board moved on to review the action items regarding policy on the agenda. Board Chair Luke Muszkiewicz discussed that if the Board would like, it would be appropriate to consider a motion to rescind all six of the 1900 policies at once.

6. Policy 2005 School Year, Calendar, and Day

Mrs. Barb Ridgway commented. “Policy 2005 School Year, Calendar, and Day came before you last month and has come before the Policy Committee three times. There have been no changes since you last saw this policy.”

Board Chair Luke Muszkiewicz commented. “At this point I would consider a motion.”

**Motion:** Trustee Libby Goldes moved to approve Policy 2005 School Year, Calendar, and Day. Trustee Janet Armstrong seconded the motion.

**Public Comment:** None.

**Vote:** 8-0 motion carries unanimously.

7. Policy 3070 Administration of Medication

Mrs. Barb Ridgway commented. “Policy 3070 Administration of Medication had two readings with the Policy Committee, and this is the second time it is coming before the full Board. There have been no changes since you last saw this policy, and this has been reviewed by all our nurses.”

Board Chair Luke Muszkiewicz commented. “At this point I would entertain a motion regarding Policy 3070.”

**Motion:** Board Vice Chair Siobhan Hathhorn moved to approve Policy 3070 Administration of Medication. Trustee John McEwen seconded the motion.

**Public Comment:** None.

**Vote:** 8-0 motion carries unanimously.

8. Policy 7061 Public Health Emergency

Mrs. Barb Ridgway commented. “We have discussed Policy 7061 Public Health Emergency at length over the last few meetings. It did go back to the Policy Committee and there are two changes on line six and seven. We removed the language *highly fatal*, and we added to line seven *a chemical or biological toxin*.”

Board Chair Luke Muszkiewicz commented. “At this point I would entertain a motion.”

**Motion:** Trustee John McEwen moved to approve Policy 7061 Public Health Emergency. Trustee Jennifer Walsh seconded the motion.

**Public Comment:** None.

**Vote:** 8-0 motion carries unanimously.

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

Mrs. Barb Ridgway commented regarding the 1900 series of policies. “These policies were adopted to be temporary policies based on emergency declaration and that emergency declaration will end at the end of June-as should these policies.

Board Chair Luke Muszkiewicz commented. “At this point I would entertain a motion to rescind the 1900 series of policies.”

**Motion:** Trustee Libby Goldes moved to rescind the 1900 series of policies, which includes Policies 1900, 1901, 1902, 1905, 1906, and 1907. Trustee Janet Armstrong seconded the motion.

**Public Comment:** None.

**Vote:** 8-0 motion carries unanimously.

#### 15. Superintendent’s Contract

Board Chair Luke Muszkiewicz reviewed and discussed Superintendent Weltz’s proposed contract with the Trustees.

Trustee Libby Goldes commented. “I am very pleased to see this three-year contract. I remember being told that one of the best success measures for a District is the length of term of its superintendent. I also was told that in the state of Montana, the average duration of a superintendency was two years. So, we have a lot of things to do-we have student success measures that we'd like to increase, we need to look at our facilities options, and there are budgetary considerations-and to have a superintendent who is here and has shown a commitment to working on these areas for our district, and who has gotten to know us is really a strong point in our favor. To have somebody who is interested and willing to stay I think is important, and it gives the Board an opportunity to learn how to work with that superintendent, and to have the best communication possible. I'm looking forward to seeing all the great things that the District will be accomplishing under Superintendent Weltz’s leadership.”

Trustee Janet Armstrong commented. “I would just like to second what Trustee Goldes said especially since we've talked quite often about the end of ESSER funds and the fiscal cliff. It's crucial to have our superintendent stay in place. I think part of the reason we're in this is because we have had a lot of turnover, and so in order to go through the next couple of years, I'm just very

appreciative that we have a multiyear contract and I think it'll be beneficial for us.”

Trustee Jennifer McKee commented. “My oldest child isn't even old enough to drive and I think that you are the fourth or fifth superintendent to serve while she has been in the Helena Public Schools. All of those people have brought strengths, they have made the District better, and they have pushed us down the road, but the constant disruption hasn't served students as well as continuity would have. I'm thankful that you want to be here. I remember my first couple of months on the Board, former Trustee Sarah Sullivan said that the best thing that a Board can do is hire someone you can trust and then trust them. I think you fit the bill.”

Board Vice Chair Siobhan Hathhorn commented. “I think it's perfect timing that this comes right on the heels of sunsetting the 1900 series of our policies, like it or not, there has been a lot of focus on COVID. I'm excited to approve the superintendent contract and get back to doing what we do which is educate kids and making sure we have a healthy budget. I think those would be my two main things. I look forward to supporting you in those endeavors and having some time on your plate to get those things going and well instituted in a reasonable amount of time.”

Board Chair Luke Muszkiewicz commented. “At this point I would entertain a motion regarding my recommendation to the Board.”

**Motion:** Board Vice Chair Siobhan Hathhorn moved to approve Superintendent Weltz's Contract as presented. Trustee Jennifer Walsh seconded the motion.

**Public Comment:** None.

**Vote:** 8-0 motion carries unanimously.

That concluded Items for Action. The Board of Trustees moved on to Reports.

## **D. REPORTS**

### **1. Helena Education Association Report**

Jane Shawn, President of the Helena Education Association, commented. “Last night, Glen Wall and I had a wonderful evening at the HEF Celebration of Excellence dinner. HEA hosted a table with distinguished student Kyler Smith and his distinguished educator who also happens to be his mom, Buffy Smith. Glen and I sat with the whole Smith family-mom, dad, three boys and the fiancé. All three of the boys have been distinguished students. It was quite fun, and we had a really good time with such a nice family. 34 teachers were nominated for HEA's Educator of the Year, and 29 paras were nominated for HEA's para educator of the year. These represented 128 separate nominations from our membership. Per our bylaws, eight educators and six para educators will be on the official ballot. Voting will take place next Wednesday and Thursday, and the 2022 educator and para educator of the year will be recognized on Friday, May 20<sup>th</sup>. Para educator bargaining is set to begin on Monday May 16<sup>th</sup>, and teacher bargaining is continuing tomorrow at 4 p.m.”

### **2. Budget & Finance Committee Report**

Trustee John McEwen commented. “There was no meeting in April, so I have nothing to



report.”

3. Teaching & Learning Committee Report

Trustee Jennifer McKee commented. “We met last Wednesday and heard a wonderful presentation about standards-based grading from Principal Wilkins, Principal Carter, and Principal Alberts. It was comprehensive and we had a great conversation. We have started to transition to it in grades K-5 and the transition will continue. It will change the way that communication occurs right now between schools and families. There will actually be much more of it so that families get a chance to touch base and see where their kids need improvement and where they don't need improvement. It was a great presentation.”

4. Policy Committee Report

Trustee Libby Goldes commented. “We met on May 3<sup>rd</sup>, and all our policies except for one that we considered came to the Board today either for approval or for termination. Policy 3010 School Admissions will be coming to you later.

5. Facilities & Maintenance Committee Report

Committee Chair Siobhan Hathhorn commented. “The two issues that we mainly discussed were brought to the Board-that would be the sewer easement at Kessler and the HVAC at both of the high schools. We are still in the RFQ negotiating process for our Facilities Master Plan, and the Kaleva Law Firm is negotiating a price and coming up with some options for us and we're waiting for that to come forward.”

6. Health Benefits Committee Report

Trustee John McEwen commented. “The Health Benefits Committee meeting has been postponed until the end of May. Yesterday a subcommittee met to look at an arrangement with a chiropractic firm to come up with a better deal for employees. That subcommittee report will go before the full committee at the end of May. We also received some information about plan design changes such as changing deductible, copays, and maximum out of pocket in order to save money.”

7. Wellness Committee Report

Trustee Jennifer Walsh commented. “We met on April 20th, and we welcomed two new members. Principal Tia Wilkins and Principal Trish Klock are joining our Wellness Committee for Nutrition and Physical Activity. We have met a couple of times with them, and the team and it's been wonderful. We have two subcommittees- there's a physical activity piece and a nutrition piece. One of the common themes that continuously comes around at the physical activity meeting is recess and taking that away as a disciplinary action. That happened when I grew up and it still happens. It's super important that we get our kids out at recess time. To step away from curriculum and relieve stress. We have also been talking about an increase in obesity. I have seen a couple of different articles pop up

that this is a nationwide movement, which was really neat to hear. I look forward to further conversations and bringing that to the Board. Something else exciting is we're trying to get our high school athletes into our elementary schools. We talked about for third through fifth grades-the high school students would come in and work with the kids, be role models for the kids, and get them active. For the nutrition side, we had a very robust conversation with Robert Worthy. We discussed that food will not be free in the fall and some ideas about what communication might look like to make sure that families are aware of that. Robert had mentioned there were some opportunities to use some funds to do things like replace trays and those kinds of things that make a difference for our children. It's going to be a very exciting fall and I look forward to all the things to come."

8. Montana School Boards Association Report

Board Chair Luke Muszkiewicz commented. "There are three upcoming opportunities. The MTSBA new Trustee orientation will start on May 17<sup>th</sup>. It will be three, 2-hour sessions, on May 17<sup>th</sup>, May 24<sup>th</sup>, and May 31<sup>st</sup>. I'm happy to report that both of our incoming Trustees-that we will swear in next week-have both signed up for that. For those of us who are already on the Board, I think it's still a great opportunity to learn some of the basics of good boardsmanship. You can sign up for that yourself through the MTSBA website. Those sessions are live via ZOOM, but they are also recorded so you can watch them later if that is more convenient. On Thursday, June 9<sup>th</sup>, we'll have the MTSBA Annual Meeting. This will be from 1:00 p.m. to 4:30 p.m. I would like some Trustees to consider joining me for that. That will be both in-person and virtual. Basically, what that is, for those of you who joined in the delegate assembly, it's kind of similar to that. It's the final hurdle that all of our legislative advocacy proposals need to go through to be solidified into our legislative platform. So, it's very important in that regard and just a good opportunity to learn about some of the dynamics in the legislature and what we anticipate in the next session. We'll also hold elections for new MTSBA leadership. I will step down as a current president and move into my role as past president. We're going to hold a social outing for any attendees, and it's going to be a trip to the Gates of the Mountains with a catered dinner and boat tours. I think that kicks off at around 5:30 p.m. or 6:00 p.m., but if you register for that meeting, then you can elect that as an optional thing to do, and you are welcome to bring a guest. On Friday, June 10<sup>th</sup>, MTSBA will hold its School Board Leadership Training from 8:30 a.m.- 4:00 p.m. and it will be in-person or virtual. There are some great professional development opportunities ahead and some important governance responsibilities in the annual meeting."

That concluded the Reports portion of the agenda. The Board of Trustees moved on to discuss Upcoming Meetings.

## **VII. UPCOMING MEETINGS**

Board Chair Luke Muszkiewicz commented regarding upcoming meetings. "This is obviously a time of transition as we say goodbye to Trustee Goldes and Trustee McEwen, we prepare to certify our election results, and welcome incoming Trustees, Lois Fitzpatrick and Kay Satre. That will occur at a special board meeting next Tuesday, May 17<sup>th</sup> at 5:30pm. I'm going to ask that you arrive at 5:00 p.m. so that we can take Board photos. At the meeting, the first step is to canvass the

election results and that is something that this existing Board does. Once we canvass the election results, we will go ahead and swear in our two new Trustees. I presume that County Superintendent Chaney will be able to join us and administer the oath. Once those new Trustees are sworn in, they take a seat and they're members of the Board. The next step will be reorganizing our Board which really will entail the Board appointing a Chair, Vice Chair, and then the District Clerk. There will be a general public comment period, but it's just intended to be a short meeting to do the important work of canvassing our election results and swearing in our new Trustees. We have two of our Trustees who are current committee chairs who are retiring from the Board, so there's going to be some shuffling of committees. The incoming chair will slot those new Trustees into their committee assignments, and then we'll have some decisions to make around who our next committee leadership will be. So we hope to get that done in the two to three weeks following that reorganization of the board. So hopefully we can meet in our new committees in June. On May 24<sup>th</sup>, we'll hold our final work session of the academic year at Warren. After that we will have our regular Board meeting in June. We will send an email out about our July summer Board retreat.”

## **VIII. BOARD COMMENTS**

Each Board of Trustee, and Superintendent Wertz, individually thanked Trustee Libby Goldes and Trustee John McEwen in great detail for their years of incredible service and dedication as Trustees for the Helena Public School District. Trustee Libby Goldes and Trustee John McEwen were presented with a plaque in recognition of their service on the Board.

Trustee Jennifer McKee commented. “We had a public comment about the integrity of this last election, and I just didn't want it to go unaddressed. The authority that all of us have and that every elected representative in our country has, is borrowed from the public and that authority comes from elections and they are the bedrock of our democracy. When that is questioned, I just think it needs to be noted that democracies are destroyed by cynicism and our elections are secure.”

## **IX. LITIGATION STRATEGY SESSION-CLOSED**

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

The Board entered closed session at 9:47 p.m.

Board Chair Luke Muszkiewicz reentered open session at 11:04 p.m.

## **X. ADJOURNMENT**

Board Chair Luke Muszkiewicz adjourned the meeting at 11:04 p.m.

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Candice Delvaux, Recording Secretary      Date

**PERSONNEL ACTIONS**  
May 11, 2022 – June 14, 2022

**CERTIFICATED PERSONNEL**

**Appointments**

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Salary</u>
Chapman, Lauren	08/29/2022	Capital High/Social Studies	\$54,333.00*
Clancy, Regan	08/29/2022	Capital High/English	\$40,000.00*
Conley, Jean	08/29/2022	Smith/Special Education	\$52,692.00*
Dearborn, Tasha	08/29/2022	Capital High/Mathematics	\$56,000.00*
Frankino, Jenna	08/29/2022	Helena High/Health-PE	\$40,000.00*
Heaton, Catherine	05/24/2022	Helena High/Library	\$299.47/day*
Jatkowski, Darlene	08/29/2022	Capital High/Special Education	\$54,588.00*
Jones, Jason	08/29/2022	Capital High/Health-PE	\$64,333.00*
Knudsen, Lauren	08/29/2022	Central/Grade 2	\$40,000.00*
Krantz, Taelyr	05/24/2022	Helena High/Mathematics	\$213.90/day*
Loveridge, Robert	08/29/2022	CR Anderson/Band .33 FTE	\$19,030.11*
Peterson, Eric	07/01/2022	CR Anderson/Assistant Principal	\$96,500.00
Sechrist, Laurie	08/29/2022	Capital High/English	\$47,667.00*
TeNyenhuis, Julie	07/01/2022	Helena High/Assistant Principal	\$98,646.03
Thennis, Leslee	06/07/2022	Rossiter/Grade 1	\$422.74/day*

\*Temporary Contract: Contract expires at the discretion of the District or 6/10/2023, whichever occurs first.

**Terminations/Retirements**

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Reason</u>
Arbizzani, Mallory	06/10/2022	Helena High/Special Education	Resignation
Flannigan, Jheri	06/09/2022	Rossiter/Special Education	Resignation
Heaton, Catherine	06/10/2022	Helena High/Library	Temporary
Kragt, Mariah	06/06/2022	Kessler/Grade 2	Resigned
Krantz, Taelyr	06/10/2022	Helena High/Mathematics	Temporary
Thennis, Leslee	06/09/2022	Rossiter/Grade 1	Temporary
Ueland, Rachel	06/09/2022	Jefferson-Hawthorne/SLP	Resignation

**Leaves**

<u>Name</u>	<u>Term</u>	<u>Location/Assignment</u>	<u>Type of Leave</u>
Berry, Kristin	2022-2023	HMS/Science	LOAWOP
Hoffman, Heidi	2022-2023	Jim Darcy/Grade 5	LOAWOP
Leaphart, Rebecca	2022-2023	CHS/English	LOAWOP
Shields, Martel	2022-2023	Central/Grade 2	LOAWOP
Stankowiak, Sarah	2022-2023	Central/Special Education-FLS	LOAWOP

**Change in Contract**

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
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\*Temporary Assignment

**CLASSIFIED PERSONNEL**

**Appointments**

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Salary</u>
Verrill, Todd	09/01/2022	Director of Support Services	\$118,000.00

*\*Temporary Assignment*

**Terminations/Retirements**

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Reason</u>
Barber, Evan	06/09/2022	Bryant/Para Educator	Resignation
Butler, Jessica	07/28/2022	Central/Para Educator-Sign Lang. Int.	Resignation
Fister, Eddie	06/07/2022	Bryant/Day Custodian	Resignation
Gordon, Elizabeth	06/09/2022	Jefferson/Para Educator	Resignation
Gulbertson, Brianna	06/09/2022	HHS/Para Educator	Resignation
Hamper, Corissa	06/09/2022	Hawthorne/Para Educator	Resignation
Hoffmann, Leah	05/19/2022	RBLC/Para Educaator	Termination
Jenson, Amy	06/08/2022	Facilities/Administrative Secretary	Resignation
Judd, Lynn	05/20/2022	CHS/Para Educator	Termination
Knudsen, Lauren	06/09/2022	Bryant/Para Educator	Resignation
Laramore, Gabrielle	06/09/2022	Jefferson/Para Educator	Resignation
Lowney, Edward	06/09/2022	CRA/IEFA Tutor	Resignation
McGurn, Christopher	05/10/2022	Smith/Custodian	Resignation
Means, Amber	06/09/2022	HMS/Custodian	Resignation
Montiel, Amador	05/27/2022	IT/Help Desk Technician	Resignation
Parry, McKenzie	05/25/2022	Central/SACC Para Educator	Resignation
Solan, Tifeny	06/09/2022	Four Georgians/Para Educator	Resignation
Talia, Jaime	06/09/2022	Four Georgians/Para Educator	Resignation
Williams, Michael	06/10/2022	HMS/Custodian	Resignation
Young, Ruger	06/09/2022	Jefferson/SACC Para Educator	Resignation

**Leaves**

<u>Name</u>	<u>Term</u>	<u>Location/Assignment</u>	<u>Type</u>
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**SUPPLEMENTARY CONTRACT ASSIGNMENTS**

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Salary</u>
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Helena School District #1

Warrants May 1 to 31, 2022

Direct Deposits: \$3,308,160.41

Payroll Warrants: 70131190-70131244

Payroll Deduction: 69287115-69287142

Non-Check Payroll Deductions: \$5,298,751.97

Non-Check Accts Payable Deductions: \$1,961,359.30

Non-Check Accts Payable Deductions- HHS Extracurricular: \$0

Claim Warrants: 69286690-69287279

CRA Middle School Student Activity Checks: 17253-18262

HMS Middle School Student Activity Checks: 8685-8690

Capital High Student Activity Checks: 23918-23956

Helena High Student Activity Checks: 35825-35876

Cancelled Warrants: \$15,317.03

We certify that all warrants herein listed were prepared and previously paid for, are just and correct to the best of our knowledge, and that the board of trustees has authorized the issuance of the same.

Chairperson \_\_\_\_\_

Business Manager \_\_\_\_\_

APPROVAL OF OUT-OF-DISTRICT ATTENDANCE AGREEMENTS  
(NONRESIDENT STUDENTS ATTENDING HELENA SCHOOL DISTRICT)

Grade	District of Residence	Address	School of Attendance
6	Sun River Valley Elementary	Simms, MT	CR Anderson
9	Jefferson High School	Clancy, MT	Helena High School
9	Jefferson High School	Clancy, MT	Capital High School
10	Jefferson High School	Clancy, MT	Helena High School
10	Jefferson High School	Clancy, MT	Helena High School
10	East Helena K-12	East Helena, MT	Helena High School
10	East Helena K-12	East Helena, MT	Helena High School
10	East Helena K-12	Helena, MT	Helena High School
11	East Helena K-12	East Helena, MT	Helena High School
11	Jefferson High School	Clancy, MT	Helena High School
11	Jefferson High School	Clancy, MT	Helena High School
11	Jefferson High School	Clancy, MT	Capital High School
11	Jefferson High School	Clancy, MT	Capital High School
11	East Helena K-12	Helena, MT	Helena High School
12	Jefferson High School	Clancy, MT	Helena High School
12	Jefferson High School	Clancy, MT	Helena High School
12	Jefferson High School	Montana City, MT	Helena High School
12	Jefferson High School	Clancy, MT	Helena High School





ACKNOWLEDGE OUT-OF-DISTRICT ATTENDANCE AGREEMENTS  
(HELENA RESIDENT STUDENTS ATTENDING OTHER SCHOOL DISTRICTS)

**Discretionary:**

Grade	Address	District of Attendance
9	Helena, MT 59601	Jefferson High School
9	Helena, MT 59601	Jefferson High School
9	Helena, MT 59601	Jefferson High School
9	Helena, MT 59601	Jefferson High School
9	Helena, MT 59601	Jefferson High School
9	Helena, MT 59601	Jefferson High School
10	Helena, MT 59601	Jefferson High School
11	Helena, MT 59601	Jefferson High School
12	Helena, MT 59601	Jefferson High School
12	Helena, MT 59601	Jefferson High School
12	Helena, MT 59601	Jefferson High School
12	Helena, MT 59601	Jefferson High School

Running Total of Acknowledged Out-of-District Attendance Agreements  
(Helena Resident Students Attending Other School Districts)

Grade	East Helena K-12	Lincoln K-12	Townsend K-12	Cascade Public Schools	Clancy Elementary	Missoula High School	Jefferson High School	Great Falls High School	Total
K					2				2
1					4				4
2					5				5
3					5				5
4					5				5
5					4				4
6					4				4
7					5				5
8				5	2				7
9				2			11		13
10							1		1
11				3			7	3	13
12							6		6
	0	0	0	10	36	0	25		74

HELENA SCHOOL DISTRICT NO., LEWIS AND CLARK COUNTY  
RESOLUTION TO DISPOSE OF PERSONAL PROPERTY

WHEREAS, the trustees of any district have the power and the responsibility to hold in trust all real and personal property of the District for the benefit of the schools and children of the district, and;

WHEREAS, the trustees of any district have the authority to determine that certain personal property of the District is or is about to become abandoned, obsolete, undesirable, or unsuitable for the school purposes of the district pursuant to Mont. Code Ann. § 20-6-604, and;

WHEREAS, the District owns items of personal property consisting of Smart Boards and

WHEREAS, the Board of Trustees of Helena School District No. 1 desires to sell or dispose of such technology equipment because they are abandoned, obsolete, undesirable or unsuitable for school purposes;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Helena School District No. 1, Lewis and Clark County, Montana, shall sell or otherwise dispose of the technology equipment identified below:

<b>One Pallet Containing:</b>		
<b>Item</b>	<b>Model</b>	<b># Of items</b>
Smartboard	SB680	10
Smartboard	M600 DVIT	2
Smartboard	SB660	2
Smartboard	Misc	1

The items may be viewed at Helena Middle School Warehouse, located at 1010 Idaho Ave, Helena, MT, June 30, 2022, between the hours of 1:00 pm and 2:00 pm. Please call Education Technology Administrator, Gary Myers at (406) 324-2028 for more information. Purchased by pallets, not individually. Purchasing parties are responsible for the pickup or shipping of purchased pallets no later than July 14, 2022. Interested parties must submit sealed bids to the Helena School District #1 Business Office, 1325 Poplar Street, Helena, MT 59601 by 3:00 pm on July 7, 2022. The exterior of all bid envelopes or packages must clearly state: **Sealed Bid for Surplus Technology Equipment.** In the event that no bids are received for an item listed above, the District will dispose of the item(s) in any manner deemed appropriate.

This Resolution shall not become effective for 14 days. Upon expiration of the 14-day period, the Superintendent of the District shall effectuate the sale or disposal of the above-described property. Money realized from the sale of any of the above-identified items shall be credited to the technology funds.

Adopted this \_\_\_\_ day of \_\_\_\_\_ 2022.

By: \_\_\_\_\_

Chairperson, Board of Trustees

**DISTRICT CLERK CERTIFICATION:**

I attest the above-referenced signature of the Chairperson of the Board of Trustees, and further certify as follows \_\_\_\_\_ made the motion to approve this RESOLUTION TO DISPOSE OF PERSONAL PROPERTY and \_\_\_\_\_ seconded the motion; the following Trustees voted in favor of the motion:

\_\_\_\_\_  
\_\_\_\_\_; the following Trustees voted against \_\_\_\_\_; and the following Trustees were absent: \_\_\_\_\_.

By: \_\_\_\_\_

Janelle Mickelson, District Clerk

Helena School District No. 1

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Items VIII. C1.**

Recognitions

Oath of Office

Presentations

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Item For Action

Reports

**Item Title:      Item For Action**

1. Health Benefit Committee Premium Recommendation for Plan Year 2022-2023

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

# Board of Trustees Meeting

Health Benefit Committee Premium Recommendation for Plan Year 2022-2023



## VIII. NEW BUSINESS

### C. Items for Action

#### 1. Health Benefit Committee Premium Recommendation for Plan Year 2022-2023

#### Background:

- **Expenditure PY 22-23 with 4% Inflation** – This PDF shows what our Expenses for the Insurance are expected to be for the Plan Year 2022-2023. The trend (inflation) numbers we got from Allegiance and Alliant (Consultant Group) was Medical 6.25% to 6.5%, Dental 3.1% and Vision 1.7%. The Committee voted on a 4% Medical, 2% Dental, 2% Vision trend (inflation) percentage increase based on our group size and historically we've ran a little bit lower than the national trend numbers. With that said, with our current Premiums, we are projected to lose \$2,189,039.
  
- **Final Calcs for Prem Percentage Increase-Breakeven** – This PDF shows what it would take to cover the \$2,189,039, which would be a 20.48% Premium Increase. This would only get us to breakeven and not lose anymore money from our Unreserves.
  
- **Numbers Crunched with Historical Data** – This PDF shows a lot of data that will show where our Unreserves will be. As a reminder, our Unreserves is the money we have to spend to maintain the Health Plan, we **cannot** touch the Reserves due to law. Typically, we want to see the Unreserves around \$3 million or higher to maintain solvency. If we have a bad year, we typically can see a \$500,000 to \$1 million decrease in our Unreserves. A really bad month can also do that, which we saw last August and September 2022. At the end of the 2016 Plan Year our Unreserves were at \$7,432,149.97. That was pretty high due to an amazing couple years we had. Therefore, the Health Benefit Committee decided to eat into that by absorbing some of the Premium Increases over the years to help our Teachers, Paras, Maintenance, Administrators and every other group of our Plan. Right now, at the end of April 2022 our Unreserves are at \$3,344,408.72 which is the lowest it's been at this point of the Plan Year in over a decade. In looking at this PDF you will see:
  - ✓ The left box shows the Percentage of Premium Increase, what we would lose in our Unreserves. Remember, we need a 20.48% Premium Increase to breakeven. Starting with 10% we would lose \$1.1 million in Unreserves and ending with 15% we would lose \$586 in Unreserves
  - ✓ The middle box shows what our Unreserves would be after the loss incurred by not doing a 20.48% increase.
  - ✓ The right box shows what our Unreserves would be after each percentage loss plus our average of Unreserves lost in the last 5-6 months of the Plan Year. From 2016 – 2020 Plan Years, we typically lost about \$619,648.47 in the last 5 to 6 months in Unreserves due to paying more in claims.
    - Quick Info: Typically our Plan runs ok in the first 6 months because employees are still hitting their deductibles and max out of pockets. The last 6 months we take losses because once our employees hit their deductibles and max out of pockets (Max OOP) then our Plan pays a lot more on each claim.
    - Also, if our Unreserves get under \$2 million then there is potential to do a **mid-year premium increase** (to help offset costs so we don't go belly-up) that would cost the employee's more out of their paychecks. We haven't done one in over 2 decades. As I've told the Health Benefit Committee, 1 bad month we could lose up to \$1 million in Unreserves. We have to account for that, or a mid-year premium increase will be likely at some point. That's why I struggle to see the Unreserves get below \$3 million.

- ***EE Outlook with 15% Increase***– This PDF shows the difference the employees will see in comparison to the current Plan Year we are in. You will see that the Standard Employee Only plan (on the right), they would see (\$41) which is an increase compared to this year. However, the Standard Employee Plus Spouse would see a \$36 decrease which they would have to pay for out of their check. The Employee (EE) plus Spouse and EE plus Family plans cost more because the Spouse is an additional **adult life**. We give a discount of about 10%-11% for the Spouse in the calculations.

As you can see, the Health Benefit Committee had a very hard decision to make to maintain the viability of our Health Plan and ensure it continues. With the 20.48% increase needed, the Health Benefit Committee voted to do a 15% Premium increase and absorb the \$586,000 loss to our Unreserves. The Committee has also implemented a program that is projected to save our Health Plan about \$200,000+ for the next Plan Year to help reduce costs. The Committee also knows, that there will most likely be no Benefit Dollar increase in the 2023-2024 and 2024-2025 Plan Years due to the Benefit Dollar increase this year. With that said, the Committee is looking at other feasible options for the next Plan Year to reduce costs such as possible Plan restructure and other programs. We thank you for your time and welcome any questions you may have.

**Helena School District No. 1 Health Benefit Plan 2022 Premium Analysis  
For 2022-2023 Claims Paid and Expense Adjustments for Inflation**

	Inflation Rate	10/1/20-3/31/21	A.) 10/1/21-3/31/22	Costs to Plan Adjusted for Inflation	Adjusted Admin. Costs Per Participant	B.) Last Plan Year 10/01/20 - 9/30/21	Costs to Plan Adjusted for Inflation	Adjusted Admin. Costs Per Participant	C.) Last 12 months 4/01/21 - 3/31/22	Costs to Plan Adjusted for Inflation	Adjusted Admin. Costs Per Participant	D.) Average of A,B,C
		(six months)	(annualized)									
<b>Administrative Expenses</b>												
Allegiance	2.00%	\$151,342	\$302,685	\$308,738	\$328	\$181,385	\$185,012	\$197	\$241,284	\$246,110	\$257	
Stop Loss Premiums	8.00%	\$779,019	\$1,558,037	\$1,682,680	\$1,790	\$869,611	\$939,180	\$999	\$1,215,298	\$1,312,521	\$1,396	
Wellness Program	Budgeted \$	\$41,843	\$83,687	\$83,687	\$89	\$226,688	\$226,688	\$241	\$257,121	\$257,121	\$274	
Utilization review	2.00%	\$11,291	\$22,581	\$23,033	\$25	\$22,581	\$23,033	\$25	\$22,581	\$23,033	\$24	
<b>Total Administrative Costs</b>			<b>\$1,966,990</b>	<b>\$2,098,138</b>	<b>\$2,232</b>	<b>\$1,300,265</b>	<b>\$1,373,913</b>	<b>\$1,462</b>	<b>\$1,736,284</b>	<b>\$1,838,785</b>	<b>\$1,951</b>	
<b>Expenses Paid by STANDARD Plan</b>												
Medical Including Prescription	4.00%	\$784,498	\$1,568,996	\$1,631,756		\$2,037,014	\$2,118,495		\$1,787,396	\$1,858,892		
Dental	2.00%	\$41,716	\$83,432	\$85,101		\$80,063	\$81,664		\$87,118	\$88,860		
Vision	2.00%	\$0	\$0	\$0		\$0	\$0		\$0	\$0		
<b>Total Claims</b>		<b>\$826,214</b>	<b>\$1,652,428</b>	<b>\$1,716,856</b>		<b>\$2,117,077</b>	<b>\$2,200,159</b>		<b>\$1,874,514</b>	<b>\$1,947,752</b>		
Administrative Costs based on # of Participants				\$671,851			\$439,944			\$587,113		
<b>Total Estimated Costs to Plan</b>					<b>\$2,388,707</b>			<b>\$2,640,103</b>			<b>\$2,534,865</b>	<b>\$2,521,225</b>
<b>Expenses Paid by PREMIUM Plan</b>												
Medical Including Prescription	4.00%	\$4,066,011	\$8,132,022	\$8,457,303		\$7,983,349	\$8,302,683		\$9,102,578	\$9,466,681		
Dental	2.00%	\$174,986	\$349,972	\$356,971		\$340,999	\$347,819		\$359,590	\$366,782		
Vision	2.00%	\$24,460	\$48,920	\$49,898		\$60,245	\$61,450		\$54,690	\$55,784		
<b>Total Claims</b>		<b>\$4,265,457</b>	<b>\$8,530,914</b>	<b>\$8,864,173</b>		<b>\$8,384,593</b>	<b>\$8,711,952</b>		<b>\$9,516,858</b>	<b>\$9,889,247</b>		
Administrative Costs based on # of Participants				\$1,426,288			\$933,968			\$1,246,395		
<b>Total Estimated Costs to Plan</b>					<b>\$10,290,460</b>			<b>\$9,645,920</b>			<b>\$11,135,642</b>	<b>\$10,357,341</b>
<b>Estimated Expenses Paid by Both Plans</b>												
Medical Including Prescription	4.00%	\$4,850,509	\$9,701,018	\$10,089,059		\$10,020,363	\$10,421,178		\$10,889,974	\$11,325,573		
Dental	2.00%	\$216,702	\$433,404	\$442,072		\$421,062	\$429,483		\$446,708	\$455,642		
Vision	2.00%	\$24,460	\$48,920	\$49,898		\$60,245	\$61,450		\$54,690	\$55,784		
<b>Total Claims</b>		<b>\$5,091,671</b>	<b>\$10,183,342</b>	<b>\$10,581,029</b>		<b>\$10,501,670</b>	<b>\$10,912,111</b>		<b>\$11,391,372</b>	<b>\$11,836,999</b>		
Administrative Costs based on # of Participants				\$2,098,138			\$1,373,913			\$1,833,508		
<b>Total Estimated Costs to Plan</b>			<b>\$12,150,332</b>		<b>\$12,679,168</b>	<b>\$11,801,935</b>		<b>\$12,286,023</b>	<b>\$13,127,656</b>		<b>\$13,670,507</b>	<b>\$12,878,566</b>
<b>Estimated Increase in Costs to Plan</b>					<b>\$528,836</b>			<b>\$484,089</b>			<b>\$542,851</b>	

Premium Revenue Based on 3/31/22 Enrollment	Monthly	Annual	D.) AVERAGE				
			A.) 10/1/20-3/31/21	B.) 10/01/19-9/30/20	C.) 4/01/20-3/31/21	D.) AVERAGE	
Premium Plan	\$664,793	\$7,977,511					
Standard Plan	\$226,001	\$2,712,015					
<b>Annualized Total</b>			<b>\$10,689,527</b>	<b>\$12,679,168</b>	<b>\$12,286,023</b>	<b>\$13,670,507</b>	<b>\$12,878,566</b>
<b>Estimated Income or (Loss)</b>				<b>-\$1,989,641</b>	<b>-\$1,596,497</b>	<b>-\$2,980,980</b>	<b>-\$2,189,039</b>
				<b>-18.61%</b>	<b>-14.94%</b>	<b>-27.89%</b>	<b>-20.48%</b>

W/out Annualization

\$13,003,111

-\$2,313,584

% Gain/Loss in Fund

<b>FINAL CALCULATIONS</b>	<b>A.) 10/1/21-3/31/22 Annualized</b>	<b>B.) Last Plan Year 10/1/2020 – 9/30/2021</b>	<b>C.) Last 12 Months 4/1/2021 – 3/31/2022</b>	<b>D.) Average</b>
Amount Needed Based off 4% Medical Increase	\$ 12,679,168	\$ 12,286,023	\$ 13,670,507	\$ <b>12,878,566</b>
Premium Revenue Based on 3/31/22 Enrollment(NO INCREASES)	\$ 10,689,527	\$ 10,689,527	\$ 10,689,527	\$ <b>10,689,527</b>
Balance Needed	\$ 1,989,641	\$ 1,596,497	\$ 2,980,980	\$ <b>(2,189,039)</b>
	18.61%	14.94%	27.89%	<b>-20.48%</b>



Unreserves 4/30/22

**\$3,344,408.72**

**Premium Increase Impact to Unreserves under 20.5%**

Percentage	Loss
10%	\$1,100,000
11%	\$1,000,000
12%	\$906,000
13%	\$799,000
15%	\$586,000



Unreserves After
\$2,244,409
\$2,344,409
\$2,438,409
\$2,545,409
\$2,758,409

Unreserves After Avg Decrease
\$1,624,760
\$1,724,760
\$1,818,760
\$1,925,760
\$2,138,760

Year	March Unreserves	September Unreserves	Amount Gained/Lost
16	\$7,067,556.50	\$7,432,149.97	-\$364,593.47
17	\$7,285,245.38	\$6,479,365.27	\$805,880.11
18	\$6,461,110.53	\$5,239,378.44	\$1,221,732.09
19	\$5,884,643.15	\$4,833,780.00	\$1,050,863.15
20	\$4,806,645.15	\$4,422,284.68	\$384,360.47
		<i>Avg amount decreased</i>	<b>\$619,648.47</b>

2021-2022				2022-2023 With 15% Increase in District Contribution and 15% Increase in Premium Amount				
STANDARD Plan	Premium Amount	District Contribution	EE Out-of-Pocket	STANDARD Plan	Premium Amount	District Contribution	EE Out-of-Pocket	Diff
Employee Only	\$572	\$843	\$271	Employee Only	\$658	\$969	\$311	(\$41)
Employee Plus Spouse	\$1,083	\$843	(\$240)	Employee Plus Spouse	\$1,245	\$969	(\$276)	\$36
Employee Plus Children	\$675	\$843	\$168	Employee Plus Children	\$776	\$969	\$193	(\$25)
Employee Plus Family	\$1,182	\$843	(\$339)	Employee Plus Family	\$1,360	\$969	(\$390)	\$51
Medicare Self	\$244	\$0	(\$244)	Medicare Self	\$281	\$0	(\$281)	\$37
Medicare Spouse	\$244	\$0	(\$244)	Medicare Spouse	\$281	\$0	(\$281)	\$37

2021-2022				2022-2023 With 15% Increase in District Contribution and 15% Increase in Premium Amount				
PREMIUM Plan	Premium Amount	District Contribution	EE Out-of-Pocket	PREMIUM Plan	Premium Amount	District Contribution	EE Out-of-Pocket	Diff
Employee Only	\$838	\$843	\$5	Employee Only	\$963	\$969	\$6	(\$1)
Employee Plus Spouse	\$1,585	\$843	(\$742)	Employee Plus Spouse	\$1,822	\$969	(\$853)	\$111
Employee Plus Children	\$966	\$843	(\$123)	Employee Plus Children	\$1,111	\$969	(\$142)	\$18
Employee Plus Family	\$1,711	\$843	(\$868)	Employee Plus Family	\$1,968	\$969	(\$998)	\$130
Medicare Self	\$357	\$0	(\$357)	Medicare Self	\$411	\$0	(\$411)	(\$54)
Medicare Spouse	\$357	\$0	(\$357)	Medicare Spouse	\$411	\$0	(\$411)	(\$54)

\* With every % in Premium Increase, it will take the same % Contribution increase to cover the Single Premium and Life Insurance

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Items VIII. C2.**

Recognitions

Oath of Office

Presentations

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Item For Action

Reports

**Item Title:      Item For Action**  
2. Implementation of Quantify Health

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

# Board of Trustees Meeting

## Implementation of Quantify Health

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### VIII. NEW BUSINESS

- C. Items for Action
    - 2. Implementation of Quantify Health
- 

#### Background:

The Health Benefit Committee voted to implement **Quantify Health**. One of the biggest drivers of healthcare costs are high cost claims over \$100,000. Quantify Health is a company that goes through these large claims and targets any incorrect billing. Unfortunately, many times the Plan is billed for usage of items that were not used, or incorrect quantities. Sometimes there are even services that are charged that were not used. Quantify Health makes sure to correct these charges so the Plan is not overbilled.

- ✓ *An example would be:* A member has a knee surgery done for \$38,532. Quantify Health will go through the billing and make sure there are not any extra charges than what was actually serviced or used.
- ✓ *Another example would be:* The hospital bills a member for 48 hours of a ventilator usage in a 24 hour period

In the last year, our Health Plan spent over \$1.9 million on high cost claims. Quantify Health estimates that \$306,032 were overcharges that they could've save the Health Plan. The cost to implement Quantify Health is 30% of the savings they give us, but not to exceed \$79,000. This means that the District's Health Plan would've netted a \$227,032 savings at a minimum. If Quantify Health could not save us any money, then they would receive \$0. This was an easy choice for the Health Benefit Committee to approve to help contain the rapid rising costs of Health Insurance.

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Items VIII. C3.**

Recognitions

Oath of Office

Presentations

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Item For Action

Reports

**Item Title:      Item For Action**  
3. Change in Benefits of Chiropractic Services

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



HSD Benefits  
1325 Poplar St  
Helena, MT 59601

**CHIROPRACTIC BENEFITS:**

- ✓ *Current Office Visit Benefits:* Plan pays \$25 and members pays the rest, max of 35 visits
- ✓ *Change in Office Visit Benefits for 10/1/2022:* Plan pays up to \$50 and members have a \$25 co-pay, max of 25 visits. Anything above \$75 is member balance billing.

Thanks,

***Richard Franco***

Human Resource Benefits Manager  
Helena Public School District #1  
Ph: 406-324-2008  
Fax: 406-324-2015

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Items VIII. C4.**

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**Item Title:      Item For Action**

4. HPS – MFPE Secretaries Collective Bargaining Agreement

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

# Board of Trustees Meeting

Approval of HPS – MFPE Secretaries Wage Agreement for 2022-2023

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## VIII. NEW BUSINESS

### C. Items for Action

#### 4. Approval and Ratification of the HPS-MFPE Secretaries Wage Agreement for 2022-2023

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#### **Background:**

Pursuant to 39-31-306, MCA, an agreement reached by the public employer and the exclusive representative must be reduced to writing and must be executed by both parties.

The HPS and MFPE reached a tentative agreement on wages for the 2022-2023 contract term on Thursday, June 2, 2022. The MFPE ratified the tentative agreement on wages to the contract, Tuesday, June 7, 2022. The District negotiation team recommends ratification.

A summary of the changes to the terms and conditions of the contract are noted below. Upon the Board's approval, a final copy will be made available electronically.

- Pay:  
Effective July 1, 2022: 2.5% increase: from \$17.54 per hour starting pay to \$17.98 per hour (\$0.44) for a Grade 2 and from \$18.20 per hour starting pay to \$18.66 per hour (\$0.46) for a Grade 3. The cost for this increase is \$100,221.
- HPS employs 49 10-month secretaries (Grade 2) and 15 12-month secretaries (Grade3)

#### **Considerations:**

- HPS and MFPE have a collaborative relationship and a productive negotiations engagement this year.
- This agreement supports the directive of the Board to support our educators and staff and address issues relative to the district budget.
- The term of this wage agreement is one year from July 1, 2022, to June 30, 2023.

#### **Superintendent recommendation:**

Approve and ratify the collective bargaining agreement as agreed upon between HPS and MFPE.



**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Items VIII. C5.**

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**Item Title:      Item For Action**

5. Elementary Retirement Fund Budget Amendment Resolution

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

# Board of Trustees Meeting

## Elementary Retirement Fund Budget Amendment Resolution

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### VIII. NEW BUSINESS

#### C. Items for Action

##### 5. Elementary Retirement Fund Budget Amendment Resolution

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#### **Background:**

Pursuant to 20-9-165, MCA, following the trustees' proclamation of a need for a budget amendment and proper notice to the public of their intent, trustees must meet to consider and adopt the budget amendment. The meeting must be open to the public, and any taxpayer in the district has the right to appear and be heard. If at the meeting a majority of the trustees present find that there is sufficient need for a budget amendment, the trustees may make and adopt a final budget amendment, setting forth fully the facts constituting the need for the budget amendment.

#### **Considerations:**

- As a result of additional employer payroll costs resulting from unanticipated and unforeseen increased salaries negotiated by the Helena School District and the Helena Education Association, the district's budget for the retirement fund does not provide sufficient financing to properly maintain and support the district for the entire current school fiscal year.
- The dollar amount of the budget amendment is \$400,000.
- The financing source for the budget amendment is operating reserves in the elementary retirement fund.
- Public notice was provided in the Independent Record (the newspaper that gives notice to the largest number of people of the district) on June 8<sup>th</sup> and 9<sup>th</sup>, 2022.

#### **Superintendent recommendation:**

Approve of the attached budget amendment resolution to the Elementary School District No. 1 retirement fund and direct the clerk to submit copies of the resolutions to the county superintendent and the superintendent of public instruction.

**BUDGET AMENDMENT RESOLUTION  
HELENA ELEMENTARY SCHOOL DISTRICT NO. 1  
LEWIS AND CLARK COUNTY**

At a special meeting of the board of trustees of the Helena School District No.1, Lewis and Clark County, Montana, held June 7, 2022, at 12:00p.m. (noon) at The Lincoln Center Board Room, 1325 Poplar St., Helena, Montana 59601, the following resolution was introduced:

WHEREAS, the trustees of the Helena Elementary School District No.1, Lewis and Clark County, Montana, have made a determination that that as a result of additional employer payroll costs resulting from unanticipated and unforeseen increased salaries negotiated by the Helena School District and the Helena Education Association, the district’s budget for the retirement fund does not provide sufficient financing to properly maintain and support the district for the entire current school fiscal year; and

WHEREAS, the trustees have determined that an amendment to the Helena Elementary School District No. 1 retirement fund budget in an amount \$400,000 is necessary under the provision of Section 20-9-161(6), MCA; for the purpose of financing the unanticipated and unforeseen increase in employer payroll costs; and

WHEREAS, the anticipated source of financing the budget amendment expenditures shall be operating reserves in the retirement fund;

THEREFORE BE IT RESOLVED that the Board of Trustees of the Helena Elementary District No.1, Lewis and Clark County, Montana, proclaims a need for an amendment to the Elementary School District No. 1 retirement fund budget for fiscal year 2022 in the amount of \$400,000 is necessary under Section 20-9-161 (6), MCA, for the purpose identified above, and;

BE IT FURTHER RESOLVED that the Board of Trustees of the Helena School District No.1, Lewis and Clark County, Montana, met at 5:30p.m. at the Lincoln Center Board Room, 1325 Poplar Street, Helena, Montana 59601 on June 14, 2022, for the purpose of considering and adopting the budget amendment.

Siobhan Hathhorn  
Chairperson

\_\_\_\_\_  
Signature of Chairperson

\_\_\_\_\_  
Date

T. Janelle Mickelson  
District Clerk

\_\_\_\_\_  
Signature of District Clerk

\_\_\_\_\_  
Date

DATE BUDGET AMENDMENT WAS ADOPTED: June 14, 2022

List all budget amendment expenditure line items and amounts:

114.1XX.1XXX.2XX	\$280,957
114.1XX.21XX.2XX	\$18,961
114.1XX.222X.2XX	\$16,322
114.210.1XXX.2XX	\$1,877
114.280.1XXX.2XX	\$61,796
114.280.21XX.2XX	\$11,036
114.329.1XXX.2XX	\$290
114.360.1XXX.2XX	\$5,262
114.365.1XXX.2XX	\$1,367
114.610.1XXX.2XX	\$898
114.650.1XXX.2XX	\$1,234

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Items VIII. C6.**

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**Item Title:      Item For Action**  
6. Administrative Pay Scale

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

# Board of Trustees Meeting

## Administrative Pay Scale

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### VIII. NEW BUSINESS

- C. Items for Action
    - 6. Administrative Pay Scale
- 

#### **Background**

In late 2020/early 2021, the district began a comparative analysis of administrator salaries within the AA school districts in Montana. Those findings were presented to the Budget & Finance Committee in February and March, 2021, and confirmed that our district administrator salaries had fallen behind most of our AA peer districts. In June, 2021, a new administrator pay matrix was implemented under the authority of the Superintendent, retroactive to July 1, 2020. In the months following, it came to the Board's attention that many of these administrator salaries were too high in comparison with our AA peer districts. The Superintendent worked with the Kaleva Law Firm to conduct a new comparative analysis and recommend a revised administrator pay scale for both existing administrators and newly hired administrators that was competitive with our AA peer districts. This new analysis took into consideration contract days, annual salaries, and daily rates to formulate an accurate market comparison. In addition, it is our intention to reevaluate the administrator pay scale on a regular basis as we do with other staff to ensure that we remain competitive and that we are making appropriate cost of living adjustments in line with state funding.

#### **Considerations**

- 1) The Helena Public Schools Administrator Pay Scale is attached.
- 2) Effective July 1, 2022, current administrators employed as of June 30, 2022, will be paid according to the 2022-2023 Current Staff Pay Scale and their salaries will be frozen until they are no longer higher than those specified in the New Hire Pay Scale.
- 3) Effective July 1, 2022, new administrators hired after June 30, 2022, will be paid according to the 2022-2023 New Hire Pay Scale.
- 4) AA district administrator salary comparisons are based upon data from the Kaleva Law Firm as of May 6, 2022.

#### **Superintendent Recommendation**

Approve the attached Administrator Pay Scale effective July 1, 2022.

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**Helena Public Schools Admin Pay Scale - Revision: 2022-06-10**

	2021-2022 Pay Scale			2022-2023 Current Staff Pay Scale				2022-2023 New Hire Pay Scale				2021-2022 AA	
	Days	Salary	Daily	Days	Salary	Daily	Change	Days	Salary	Daily	Change	Min Sal	Max Sal
Teacher (Max Salary)	187	\$84,245.00	\$450.51	187	\$86,351.13	\$461.77	\$2,106.13	187	\$86,351.13	\$461.77	\$2,106.13	-	-
ES Principal (Max Salary)	217	\$111,000.00	\$511.52	217	\$111,000.00	\$511.52	\$0.00	217	\$105,250.00	\$485.02	-\$5,750.00	\$89,600.00	\$128,268.00
MS Asst Principal (Max Salary)	217	\$109,474.00	\$504.49	217	\$109,474.00	\$504.49	\$0.00	217	\$104,000.00	\$479.26	-\$5,474.00	\$89,101.00	\$107,008.00
MS Principal (Max Salary)	260	\$132,000.00	\$507.69	240	\$121,846.00	\$507.69	-\$10,154.00	240	\$117,000.00	\$487.50	-\$15,000.00	\$104,373.48	\$121,889.00
HS Asst Principal (Max Salary)	217	\$109,474.00	\$504.49	217	\$109,474.00	\$504.49	\$0.00	217	\$105,245.00	\$485.00	-\$4,229.00	\$92,735.00	\$117,826.00
HS Principal (Max Salary)	260	\$140,000.00	\$538.46	250	\$134,615.00	\$538.46	-\$5,385.00	250	\$122,500.00	\$490.00	-\$17,500.00	\$105,445.00	\$130,271.00
Dir of Activities	260	\$147,351.00	\$566.73	230	\$130,350.00	\$566.74	-\$17,001.00	240	\$115,000.00	\$479.17	-\$32,351.00	\$88,000.00	\$122,850.00
Dir of SpEd	260	\$147,352.00	\$566.74	230	\$130,350.00	\$566.74	-\$17,002.00	230	\$115,000.00	\$500.00	-\$32,352.00	\$94,441.00	\$124,451.00
Dir of Curriculum	260	\$152,529.00	\$586.65	230	\$134,929.00	\$586.65	-\$17,600.00	230	\$115,000.00	\$500.00	-\$37,529.00	\$88,932.00	\$122,850.00
Dir of Facilities	260	\$152,529.00	\$586.65	-	-	-	-	260	\$118,000.00	\$453.85	-\$34,529.00	\$82,000.00	\$125,000.00
Dir of IT	260	\$136,997.00	\$526.91	260	\$125,000.00	\$480.77	-\$11,997.00	260	\$118,000.00	\$453.85	-\$18,997.00	\$72,270.00	\$122,850.00
Dir of HR	260	\$151,320.00	\$582.00	-	-	-	-	260	\$118,000.00	\$453.85	-\$33,320.00	\$92,762.00	\$131,575.00
Dir of Finance	260	\$156,000.00	\$600.00	260	\$131,000.00	\$503.85	-\$25,000.00	260	\$125,000.00	\$480.77	-\$31,000.00	\$85,689.86	\$131,575.00
ES Asst Sup	260	\$139,880.00	\$538.00	240	\$129,120.00	\$538.00	-\$10,760.00	260	\$130,000.00	\$500.00	-\$9,880.00	\$114,058.00	\$138,786.00
HS Asst Sup	260	\$153,920.00	\$592.00	240	\$142,080.00	\$592.00	-\$11,840.00	260	\$130,000.00	\$500.00	-\$23,920.00	\$114,058.00	\$138,786.00
Chief of Staff	260	\$156,000.00	\$600.00	240	\$144,000.00	\$600.00	-\$12,000.00	260	\$130,000.00	\$500.00	-\$26,000.00	-	-
Sup	260	\$172,500.00	\$663.46	260	\$172,500.00	\$663.46	\$0.00	260	\$172,500.00	\$663.46	\$0.00	\$160,000.00	\$184,050.00

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 06/14/2022

**Item VIII.D1 through D9.**

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**Item Title:        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