



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, September 13th, 2022
5:30 p.m.

MINUTES

ATTENDANCE – Present unless otherwise noted.

Siobhan Hathhorn, Board Chair
Jennifer McKee, Vice Chair
Luke Muszkiewicz, Trustee
Kay Satre, Trustee
Lois Fitzpatrick, Trustee
Terry Beaver, Trustee
Jennifer Walsh, Trustee
Janet Armstrong, Trustee

Keiran Boyle, Capital High School Student Representative for the Board of Trustees
Loreley Drees, Helena High School Student Representative for the Board of Trustees

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
Kaitlyn Hess, Federal Program Coordinator
Jane Shawn, HEA President
Tim McMahon, Activities Director
Todd Verrill, Facilities Director
Karen Ogden, Communications Officer

Many guests of the public as well as Helena School District staff

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Board Chair Siobhan Hathhorn called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

II. REVIEW AGENDA

The Board of Trustees reviewed the agenda. Board Chair Siobhan Hathhorn discussed that tonight and going forward the Student Representatives Report would be the first report under the Reports section of the agenda.

III. PRESENTATIONS

A. Threat Assessment

Helena School District Psychologists Sarah Greenwood, Kinzie Swandal, Trisha Burkhart, Alexandria Weisberg, and Cara Heath gave a presentation on the Helena School District Threat Assessment process. The psychologists defined what a threat is, what the ultimate goals are when conducting a threat assessment, and what the district has done in the past to address threats. Helena Public Schools leadership initiated a review of current practices in the district as well as an analysis of what the research is saying about best practices for schools. The top five priorities resulting from the review conducted were: evidence-based practices/model, universal process throughout the district, universal forms throughout the district, extensive bank of interventions and support-monitoring plans, and training. The Helena School District Psychologists answered any questions the trustees had about the presentation.

B. Angel Fund

Janet Riis, Angel Fund Director, and Marcia Wall, Founder of Angel Fund, gave a presentation on Angel Fund. The Angel Fund is a nonprofit 501(c) (3) Corporation that began in 1989. The Angel Fund helps Helena School District children with necessary school items including clothing, shoes, school supplies, backpacks, classroom materials, field trip fees and other related school items to be successful in the classroom. The Angel Fund also awards Montana post-secondary scholarships to deserving graduates at Access to Success, Capital High School, Helena High School, and Project for Alternative Learning based on academic success, financial need and a commitment to give back to their community. Ms. Riis shared that Angel Fund has now grown into four different programs including helping students with clothing, the Running for Montana's Future Program, the Stuff the Bus Program, and the scholarship program. Ms. Riis concluded by sharing how people can donate to the Angel Fund program and informing the board of upcoming fundraising events. Ms. Riis and Ms. Wall concluded by answering any questions the trustees had about the Angel Fund program.

IV. SUPERINTENDENT'S REPORT

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

- Welcome Back to All Staff and Students
- Welcome Facilities Director – Mr. Verrill
- Recognition of Rob Brewer
- Welcome New Staff Members to The District
- National Substitute Appreciation Week September 5th – 9th
- National IT Professional Day September 20th
- Welcome Back HSD Staff & Family Tailgate Party August 26th-Thank you to Marty Schuma & Dick Anderson Construction, Lisa Cordingley & the Helena Education Foundation, and Robert Worthy and staff at Sodexo
- Congratulations to Hawthorne Elementary Principal Justine Alberts who is among those to receive the annual “20 Under 40” recognition from the Helena Independent Record
- Congratulations to Jake Warner, CHS Math and Robotics teacher: selected as a 2023 Montana Teacher of the Year Finalist
- Congratulations to Coach Jesse Zentz who has been honored as Track and Field Coach of the Year
- Congratulations to our school nurses-Nationally Board Certified
- Thank you: STARBASE Fort Harrison who partnered with Helena Public Schools to serve Camp Asension students this summer
- Thank you to Janet Ries, Executive Director of Angel Fund, the Stuff the Bus Committee, and our amazing community partners who generously donated towards the Stuff the Bus Grants. Over \$57,000 in grants were awarded to schools to help provide schools supplies for students in need
- Thank you to the Helena Education Foundation and Lisa Cordingley for their Fabulous Firsts program and Carnival Classic
- Central Office Site Visit-Kessler & Starbase. Thanks to Principal Thatcher and her staff

Superintendent Weltz moved on to discuss new business in his report including:

- Start-Up of the 2022-2023 School Year
- Central Administration & Board of Trustees Welcome Tour August 29th and 30th
19 sites in 1.5 days
- Central Office Site Visits – Change
- Climate and Culture
- Board Work Session – Change-during the school day, see schools in action, eat lunch with staff and students
- Transportation – First Student Driver Shortage Update
- Free and Reduced Lunch Application Campaign
- SEC Security Audit – End of September – 2 Days

- HEA – HSD Steering Committee – Culture and Climate Strengthening-Dare to Lead – Brene Brown Training
- The Future of Smart – Book Study-Trustees welcome to participate
- Preliminary Attendance Numbers
- Official Fall Count Date 1st Monday of October

Superintendent Wetz concluded his Superintendent Report by discussing his various outreach and meetings in the community including HEA, HEF, Radio, Hometown Helena, City meeting with Central Elementary Community at Central Elementary, Rotary, MCEL Conference, and MASS Conference.

That concluded the Superintendent Report portion of the agenda. The Trustees moved on to General Public Comment.

V. GENERAL PUBLIC COMMENT

There was no general public comment.

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. Technology Projects Update
2. Policy 2015 Curriculum Development, Content and Assessment Practices
3. Policy 2135 K-12 Online Learning Policy
4. Policy 3010 School Admissions
5. Policy 3070 Administration of Medication

1. Technology Projects Update

Mr. Gary Myers, Technology Administrator, gave the Board of Trustees and Superintendent Wetz an update on technology projects in the district and discussed applications projects, network projects, safety and security projects, student information system/databases, and building improvements and systems updates. Mr. Myers concluded by answering any questions the trustees had about technology projects.

2. Policy 2015 Curriculum Development, Content and Assessment Practices

Ms. Barb Ridgway, Chief of Staff, discussed Policy 2015 Curriculum Development, Content and Assessment Practices. This is an existing policy with additions on lines 34 through 37 which states: *The District will provide gifted and talented coursework. The District will*

provide structured support and assistance to teachers in identifying and meeting the diverse student needs of gifted and talented students and a framework for considering a full range of alternatives for addressing student needs. Ms. Ridgway proceeded to answer questions the trustees had about Policy 2015.

3. Policy 2135 K-12 Online Learning Policy

Ms. Barb Ridgway, Chief of Staff, discussed Policy 2135 K-12 Online Learning Policy. This policy has been revised to clarify students can be charged a reasonable fee for online courses or activities not required for graduation. However, if the district does not pay for the course, it can't be included in the ANB calculation. Ms. Ridgway proceeded to answer any questions the trustees had about Policy 2135.

4. Policy 3010 School Admissions

Ms. Barb Ridgway, Chief of Staff, discussed Policy 3010 School Admissions. This is an existing policy which has been revised to establish that children of military families who are being relocated to Montana must be allowed to enroll prior to the arrival of student records or the establishment of residency. An additional revision clarifies that students who have graduated from high school but are not yet 19 years of age and have experienced an educational disruption may enroll to seek access to curriculum to advance to postsecondary education. Ms. Ridgway proceeded to answer any questions the trustees had about Policy 3010.

5. Policy 3070 Administration of Medication

Ms. Barb Ridgway, Chief of Staff, discussed Policy 3070 Administration of Medication. This is an existing policy which has been revised to reflect the availability and potential use of naloxone (Narcan) in our two middle schools, two high schools, and PAL. This policy will be amended in the next Policy Committee meeting because the nurses came to the decision that naloxone should be available in all our schools K-12.

That concluded Items For Information. The Board of Trustees moved on to review the Consent Action Items.

B. Consent Action Items

1. Personnel Actions
2. Warrants
3. Out-Of-District Attendance Agreements (Non-Resident Students Attending HPS)
4. 08.08.22 Special Board Meeting Minutes
5. 08.09.22 Full Board Meeting Minutes

Board Chair Siobhan Hathhorn commented. "At this point I would entertain a motion to approve our Consent Action Items."

Motion: Trustee Terry Beaver moved to approve the Consent Action Items. Trustee Jennifer Walsh seconded the motion.

Public Comment: None.

Vote: 7-0 motion carries. Trustee Luke Muszkiewicz abstained from voting.

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

C. Items for Action

1. Approval and Ratification of the HPS-HEA Para Educator Collective Bargaining Salary Agreement for 2022-2023

Superintendent Rex Weltz reviewed the HPS-HEA Para Educator Collective Bargaining Salary Agreement for 2022-2023 with the Board of Trustees and answered any questions they had about the agreement. Superintendent Weltz's recommendation was for the trustees to approve and ratify the Para Educator salary matrix as agreed upon between HPS and HEA.

Board Chair Siobhan Hathhorn commented. "I would entertain a motion to approve the HPS-HEA Para Educator Collective Bargaining Salary Agreement for 2022-2023."

Motion: Board Vice Chair Jennifer McKee moved to approve the HPS-HEA Para Educator Collective Bargaining Salary Agreement for 2022-2023 as presented.

Trustee Kay Satre seconded the motion.

Public Comment: None.

Vote: 8-0 motion carries unanimously.

2. Approval and Ratification of the HPS-Craft Council (Plumbers, Pipefitters, and Mechanic) Collective Bargaining Agreement for 2022-2023

Superintendent Rex Weltz reviewed the HPS-Craft Council (Plumbers, Pipefitters, and Mechanic) Collective Bargaining Agreement for 2022-2023 with the Board of Trustees and answered any questions they had about the agreement. Superintendent Weltz's recommendation was for the trustees to approve and ratify the collective bargaining agreement as agreed upon between the HPS and the Craft Council (Plumbers, Pipefitters, and Mechanic).

Board Chair Siobhan Hathhorn commented. "At this point I would entertain a motion to approve the HPS-Craft Council (Plumbers, Pipefitters, and Mechanic) Collective Bargaining Agreement for 2022-2023."

Motion: Board Vice Chair Jennifer McKee moved to approve the HPS-Craft Council (Plumbers, Pipefitters, and Mechanic) Collective Bargaining Agreement for 2022-2023. Trustee Luke Muszkiewicz seconded the motion.

Public Comment: None.

Vote: 8-0 motion carries.

That concluded Items for Action, and the Board of Trustees moved on to Reports.

D. REPORTS

1. Student Representatives Report

Keiran Boyle, Capital High School Student Representative for the Board of Trustees, gave his report. Mr. Boyle discussed that iReady testing occurred last Wednesday and Thursday for freshman through junior grades. While that occurred, the seniors met and discussed college and post-high school readiness with the school counselors. Assemblies occurred for each grade level for the first time in two years. The new Vice Principal, Mr. Morris, was introduced during the assemblies. Current enrollment is over 1,430 students, which is an all-time high for Capital High School. On Monday, September 12th there was a PLC kick-off at Capital High. There have been three safety drills since the beginning of the school year at Capital High School. The following students have been selected to the College Board National Recognition Program. Brendan Miller, Brynn Jankowski, Madison Burda, Maren Elliott, Paul Mousel, Selah Frederickson, and Zachary Heller. On November 10th through the 12th and November 17th through the 19th the crosstown musical, Annie, will be held at Capital High School. Auditions were held last week and 32 of the 50 students that are participating in the musical are from Capital High School. Open house is this Thursday, athletics are going well, and there are over 22 curricular clubs and about 9 non-curricular clubs happening this year. Homecoming Week is September 26th through the 30th at Capital High School.

Loreley Drees, Helena High School Student Representative for the Board of Trustees, gave her report. Ms. Drees discussed that iReady testing also occurred at Helena High for freshman through juniors. The seniors met with school counselors to discuss post-secondary options, and the upcoming college fair at Carroll College, as well as internships and vocational opportunities. Ms. Drees discussed that she would like to bring the first Cultural Club to Helena High School and that this week is Homecoming Week at Helena High School. Ms. Drees concluded by mentioning a number of students were disappointed that certain courses were dropped at Helena High School.

2. Helena Education Association Report

Jane Shawn, President of the Helena Education Association, gave the Helena Education Association Report. Since the beginning of the school year Ms. Shawn has been able to

visit all the buildings and talk to teachers, paras, and administrators. The para educator bargaining team worked extremely hard with the district administrators to come to a tentative agreement for salaries, and the paras voted to ratify that agreement 100%. Ms. Shawn said they appreciate the board's approval and ratification as well. Ms. Shawn has joined district administration for central office site visits and debriefs the following day. Ms. Shawn loves the new format of site visits which empowers teachers to have open dialogue and for administrators to hear what they are saying. Ms. Shawn said she appreciates it when she hears board members and administration acknowledge that the heat is a problem in the buildings in the summer and beginning of the school year, how difficult it is for everyone, and for beginning to think of long-term solutions. Ms. Shawn is greatly looking forward to beginning work with the district's Climate and Culture Committee.

3. Budget & Finance Report

Trustee Janet Armstrong gave the Budget and Finance Committee Report. At the Budget and Finance meeting the committee reviewed a draft version of *A Citizen's Guide to the Helena School District 2022-2023 Budget*. The document gives a basic overview of the budget process. The committee also discussed the timing of levy elections, and which levies the district could potentially run. The committee also discussed technology and security and the upcoming district safety assessment.

4. Teaching & Learning Committee Report

Board Vice Chair Jennifer McKee gave the Teaching and Learning Committee Report. At the Teaching and Learning Committee meeting the committee reviewed a draft *Curriculum, Instruction, and Assessment Guide*. The guide provides an overview of curriculum, teaching, and learning and reviews how it happens, where it comes from, what it is trying to do, and how we constantly improve.

5. Policy Committee Report

Trustee Luke Muszkiewicz gave the Policy Committee Report. Trustee Muszkiewicz discussed that Helena School District's legal counsel helps the district stay informed and up to date with changes in state and federal law, along with updates from the Montana School Boards Association. The policy committee had a good discussion with HSD district principals about alternative course enrollment. The committee discussed the issue of full-time students taking required courses from alternative providers (e.g., homeschool, online, etc.). Requests have been made to have courses taken from alternative providers count toward graduation even if the course is offered by HPS. General consensus was that students who are enrolled fulltime must take Helena School District courses and alternative courses of their choosing will only count towards graduation if a request is pre-approved by the principal and the course is not offered by HPS. The committee determined that the topic of alternative course enrollment would require further discussion by the committee.

6. Facilities & Maintenance Committee Report

Trustee Luke Muszkiewicz gave the Facilities and Maintenance Committee Report. The Facilities and Maintenance Committee has met twice since the last full board meeting. A special meeting was held in August with SMA Architecture that was focused on kicking off the process to update the Facilities Master Plan. At the September Facilities and Maintenance Committee Meeting SMA Architecture gave an update on the Facilities Master Plan process. The committee discussed how we will engage staff, administration, and members of our community in that process. SMA Architecture will give an update on the Facilities Master Plan at the monthly Facilities and Maintenance Committee meeting. At the September meeting the committee also discussed the progress made on building, maintenance, technology, and security projects. The committee reviewed the bond spend down summary and the upcoming district security assessment taking place at the end of September.

7. Health Benefits Committee Report

Trustee Kay Satre gave the Health Benefits Committee report. The committee discussed the renewal of the district's stop loss insurance. The committee was joined by a representative from Allegiance who discussed various stop loss options with the committee. The committee voted to renew the stop loss insurance at a cost of \$33,000 as opposed to \$225,000.

8. Wellness Committee Report

There was no Wellness Committee report given.

9. Montana School Boards Association Report

Trustee Luke Muszkiewicz gave the Montana School Boards Association Report. Trustee Muszkiewicz attended the Montana Legislature Education Interim Committee meeting at the Montana Capitol. Trustee Luke Muszkiewicz, Scott Walter, and Executive Director Lance Melton with the Montana School Boards Association attended representing elected trustees. The four areas focused on at the meeting were proficiency-based learning, teacher retention, career and technical education, and early childhood education. Trustee Luke Muszkiewicz recognized Charles Fox, Helena High student, who is the student representative on the Board of Public Education. Trustee Muszkiewicz mentioned that there will be a back-to-school legal primer that will take place here in Helena on September 20th. The Montana Conference for Educational Leadership is coming up in Missoula from October 19th through October 21st. The MTSBA Delegate Assembly will take place on October 21st and will focus on final ratification of the MTSBA legislative platform, and discussion of upcoming bills in anticipation of the legislative session.

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

VII. UPCOMING MEETINGS

Board Chair Siobhan Hathhorn reviewed upcoming meetings with the Board of Trustees. On Thursday, September 15th there will be a Special Board of Trustees meeting at 11:00 a.m. at the Lincoln Center. This meeting will be a trustee orientation and trustees will have the opportunity to meet department leaders and staff from every department at the central administration office. On September 27th there will be a Board of Trustees Work Session meeting at Jim Darcy Elementary at 11:15 a.m.

VIII. BOARD COMMENTS

Trustee Luke Muszkiewicz discussed that if anyone is interested in a COVID-19 booster there will be a variety of vaccine clinics in the area and mentioned the dates and times those clinics would take place.

Board Vice Chair Jennifer McKee mentioned how excellent the Helena School District system is and how excited people are to have their children enter the Helena School District.

That concluded Board Comments.

IX. ADJOURNMENT

Board Chair Siobhan Hathhorn adjourned the meeting at 8:58 p.m.

Candice Delvaux, Recording Secretary Date