



Superintendent

Rex Wertz
324-2001

Business Manager

Janelle Mickelson
324-2040

Board of Trustees Meeting

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

Tuesday, December 13th, 2022

5:30 p.m.

MINUTES

ATTENDANCE – Present unless otherwise noted.

Jennifer McKee, Vice Chair
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

Keri Mizell, Human Resources Director
Josh McKay, Assistant Superintendent
Brian Cummings, Assistant Superintendent
Janelle Mickelson, Business Manager
Barb Ridgway, Chief of Staff
Gary Myers, Director of Educational Technology
Joslyn Davidson, Curriculum Director
Karen Ogden, Communications Officer
Jane Shawn, HEA President
Todd Verrill, Facilities Director
Lona Carter, School Health Grant Facilitator
Trish Klock, Principal of Bryant Elementary School
Justine Alberts, Principal of Hawthorne Elementary School
Many guests of the public as well as Helena School District staff

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Board Vice Chair Jennifer McKee called the meeting to order at 5:32 p.m. and led the Pledge of Allegiance.

II. REVIEW AGENDA

The Board of Trustees reviewed the agenda and no changes to the agenda were requested.

III. SUPERINTENDENT'S REPORT

Superintendent Rex Wertz was not in attendance, therefore, Assistant Superintendent Josh McKay and Assistant Superintendent Brian Cummings presented Superintendent Wertz's report to the Board of Trustees. The information presented included:

- Recognition –
 - November was National Native American Heritage Month and schools across the district honored our First Peoples student, staff, and community members.
 - Thank you to Principal Trish Klock, and the staff and students at Jim Darcy for hosting a Veteran's Day Program to honor our Veterans.
 - Congratulations to staff and students for their crosstown production of "Annie".
 - Central Office Site Visit to Warren Elementary School-Thank you Principal Tia Wilkins and Staff.
 - Central Office Site Visit to Hawthorne Elementary School-Thank you Principal Justine Alberts and Staff.
 - Board Work Session-Smith Elementary School. Thank you to Principal Sarah Simpson and Staff.
 - Central Office Site Visit to Rossiter Elementary School-Thank you Principal Wynn Randall and Staff.
 - Central Office Site Visit to Four Georgians Elementary-Thank you Principal Sean Morrison and Staff.
 - Thank you to our HPS Facilities and Maintenance Team for their hard work removing snow around the District to keep us operating and safe.
 - Congratulations to Mrs. Madisen Burton from Four Georgians Elementary School who was the 105.3 KMTX September Teacher of the Month.
 - Congratulations to Capital High student Isabel Beasley who was named Helena's Student of the Month by the Independent Record.
 - Thank you to HPS bus driver Theresa Forgey Loney for starting the idea of a "Bus Box" filled with gloves and hats for bus riders in need. Thank you to Transportation Routing Specialist Drew Van Fossen who worked to expand this idea to all routes thanks to help from private donations.
 - Congratulations to PAL teacher Ryan Cooney who was granted a \$400 scholarship from the World Affairs Council to take three students to EconoQuest Conference in Bozeman. Congratulations to PAL Senior Ashton Thompson, Nova Charlton, and

Adam Rea on earning the opportunity to participate in this excellent learning opportunity.

- Congratulations to our HHS and CHS debate competitors for their great performance at the “Queen City Rumble Speech and Debate Tournament”.
- Thank you to our CHS Band, Cheer Team, and Dance Team for performances at the AA State Football Championship.
- Thank you to Director Robert Holter, Choreographer Laura Brayko, Musical Directors Thomas Baty and Molly Kohoutek and Orchestra Conductor Zach Harris and students for the musical production of “Annie”.
- Congratulations to Capital High Principal Brett Zanto who was nominated as the District 3 MASC Administrator of the Year for High School.
- Congratulations to the Capital High 2022 State Football Champions. Special thanks to Coach Kyle Mihelish, his assistant coaches, the managers, and Athletic Trainer Shawn Ruff for all that they do in guiding and supporting these amazing athletes.
- Thank you to the many teachers, coaches, directors, advisors, and other staff members that make our extracurricular experiences possible.
- Thank you to all our volunteers from parents, grandparents, guardians, aunts, and uncles that volunteer in classrooms, on field trips, and at speech and debate tournaments and so much more.
- Thank you to community organizations that donate staff time and facilities to bring our students educational experiences outside the classroom.
- Thank you to the Holter Museum of Art. For at least 16 years, the Holter has hosted every third-grade class in the district for annual field trips.
- Congratulations to Central Elementary Principal Nick Radley who is the Montana Music Educator Association’s 2022 Outstanding School Administrator.
- Thank you to our students involved in the many clubs across Capital High School and Helena High School that help the Helena Community.
- Thank you to all the volunteers that helped at the 2022 “City of Gold Speech and Debate Tournament” on December 2nd and 3rd at Capital High School and Carroll College. Congratulations to those that participated in the tournament.
- Thank you to Helena Public Schools students and staff that created some amazing trees for the Intermountain Festival of Trees.
- Thank you to the Carroll College Women’s Basketball Team for hosting elementary and middle school students from across the district at their game against Willamette University on November 21st. Carroll offered the field trip through the National Association of Intercollegiate Athletics (NAIA) Champions of Character program, which aims to help kids build positive character traits through involvement in sports.
- Thank you to Angel Fund for hosting *Angel Fund’s On Broadway Night* on December 5th. The Angel Fund helps well over 1,000 students each school year with back-to-school clothes, warm coats, athletic shoes, school supplies and scholarships. On Broadway donated 50 percent of proceeds to The Angel Fund, and the evening included a silent auction.

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

IV. GENERAL PUBLIC COMMENT

Ms. Heidi Friedlander gave general public comment. Ms. Friedlander is a parent of three children in the Helena Public School District. Ms. Friedlander expressed the importance of equity across all schools in the district. Ms. Friedlander said schools should have equity of teachers and staff, students, education, and food. Ms. Friedlander stated that a snack program is greatly needed for the students at Bryant Elementary. Ms. Friedlander concluded by stating that Bryant needs to retain the teachers that are already there and add additional teachers and staff to help students with their educational needs.

That concluded general public comment. The Board of Trustees moved on to discuss New Business-Items for Information.

V. NEW BUSINESS

A. Items For Information

1. Policy 1015 Vision, Mission, and Guiding Principles
2. Policy 7009 Lease Capitalization Threshold

1. Policy 1015 Vision, Mission, and Guiding Principles

Mrs. Barb Ridgway, Chief of Staff, presented Policy 1015 Vision, Mission, and Guiding Principles to the Board of Trustees. This policy has been amended to eliminate the inclusion of goals which are dynamic and regularly modified or revised. The Policy Committee is recommending that the original title of the policy: *Policy 1015: Goals, Mission, and Vision* be renamed: *Policy 1015: Vision, Mission, and Guiding Principles*. The Policy Committee has also recommended adding language that addresses both a mid-year and final report on the agreed upon annual goals.

The Board of Trustees moved on to review Policy 7009 Lease Capitalization Threshold.

2. Policy 7009 Lease Capitalization Threshold

Mrs. Janelle Mickelson, Business Manager, presented Policy 7009 Lease Capitalization Threshold to the Board of Trustees. Governmental Accounting Standards Board Statement 87 Leases (GASB 87) establishes a single model for lease accounting based on the principle that leases are financings of the right to use an asset. GASB 87 applies to leases of capital assets-including buildings, land, vehicles and equipment. For the District's purposes any assets with a present value of less than \$150,000 will not be reported as a liability in the financial statement.

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. Out-Of-District Attendance Agreements (Helena Students Attending Other Districts)
5. 11.01.22 Facilities Master Plan Key Stakeholders Meeting Minutes
6. 11.03.22 Special Board Meeting Minutes
7. 11.08.22 Full Board Meeting Minutes
8. MTSBA FY24 Dues Revenue Estimate

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

Motion: Trustee Jennifer Walsh moved to approve the Consent Action Items. Trustee Janet Armstrong seconded the motion.

Public Comment: None.

Vote: 6-0 motion carries unanimously.

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

C. Items for Action

1. C.R. Anderson Reroofing Bid

Mr. Todd Verrill, Facilities and Maintenance Director, presented the C.R. Anderson Reroofing Bid to the Board of Trustees. The project will replace approximately 29,250 square feet of roof in four sections with an average of 21.5 years. The facilities office received bids from four contractors, and Summit Roofing submitted the lowest proposal at \$683,870.00. Summit Roofing has a very strong history of completing quality work for the district and they will complete this roof project in the summer of 2023 before the start of the 23-24 school year.

Board Vice Chair Jennifer McKee commented. “I would entertain a motion to approve the C.R. Anderson Reroofing Bid.”

Motion: Trustee Kay Satre moved to approve the C.R. Anderson Reroofing Bid as presented. Trustee Terry Beaver seconded the motion.

Public Comment: None.

Vote: 6-0 motion carries unanimously.

2. Policy 4000 Public Relations

Mrs. Barb Ridgway presented Policy 4000 Public Relations to the Board of Trustees. The Policy Committee is recommending minor changes to Policy 4000 Public Relations to include; eliminating redundancy and acknowledging surveys as a means to gather input from the community.

Board Vice Chair Jennifer McKee commented. "I would entertain a motion to approve Policy 4000 Public Relations."

Motion: Trustee Janet Armstrong moved to approve Policy 4000 Public Relations as presented. Trustee Kay Satre seconded the motion.

Public Comment: None.

Vote: 6-0 motion carries unanimously.

3. Authorization of Trustees to Advocate for MTSBA's Legislative Platform in the 2023 Legislature

Mrs. Janelle Mickelson presented to the Board of Trustees the action item: Authorization of Trustees to Advocate for MTSBA's Legislative Platform in the 2023 Legislature.

Board Vice Chair Jennifer McKee commented. "I would entertain a motion to approve the Authorization of Trustees to Advocate for MTSBA's Legislative Platform in the 2023 Legislature."

Motion: Trustee Kay Satre moved to approve the Authorization of Trustees to Advocate for MTSBA's Legislative Platform in the 2023 Legislature as presented. Trustee Lois Fitzpatrick seconded the motion.

Public Comment: None.

Vote: 6-0 motion carries unanimously.

4. Authorization of Superintendent and/or Authorized Designees to Advocate in the 2023 Legislature

Mrs. Janelle Mickelson presented to the Board of Trustees the action item: Authorization of Superintendent and/or Authorized Designees to Advocate in the 2023 Legislature.

Board Vice Chair Jennifer McKee commented. "I would entertain a motion to approve the Authorization of Superintendent and/or Authorized Designees to Advocate in the 2023 Legislature."

Motion: Trustee Lois Fitzpatrick moved to approve the Authorization of Superintendent and/or Authorized Designees to Advocate in the 2023 Legislature as presented. Trustee Jennifer Walsh seconded the motion.

Public Comment: None.

Vote: 6-0 motion carries unanimously.

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

D. REPORTS

1. Student Representatives Report

Ms. Loreley Drees, Helena High School Student Representative for the Board of Trustees, was not in attendance at the Board Meeting; therefore, Mr. Keiran Boyle, Capital High School Student Representative for the Board of Trustees, gave the report on behalf of Ms. Drees. Winter sports have started and clubs have also been very active. Helena High's Green Group is working on a sustainability plan, NHS is working on tutoring and helping around the community, Key Club is going to ring bells for the Salvation Army and wrap gifts for children in need, Science Club is preparing for the Science Olympiad and Bowl, Mock Trial is working on this year's criminal case, Speech and Debate is towards the middle of their season, and Spanish Club (a new club at HHS) has been making ornaments. Student achievements include Senator Tester's military academy nominations for HHS seniors Paisley Karlin, Joseph Seliskar, and Charles Fox.

Mr. Keiran Boyle, Capital High School Student Representative for the Board of Trustees, gave his report. Clubs at Capital High School have also been very busy. NHS is hosting a food drive and a Toys for Tots drive. BPA is sponsoring a giving tree for presents for families of CHS students, and CHS parents donated over \$2,500 for holiday food cards and for support of the Bruin Pantry. Mr. Boyle mentioned various CHS holiday performances happening around the community. There were around 40 students who showed up for CHS's hour of code lunch. Mr. Boyle discussed AP exam information, and what the CHS School Leadership Team is working on.

2. Helena Education Association Report

Ms. Jane Shawn, President of the Helena Education Association, gave the Helena Education Association Report. Ms. Shawn mentioned that there are many holiday programs happening across the district. HEA had over 120 members participate in the bargaining survey. HEA members will meet after winter break to review the survey data and prepare to bargain. Ms. Shawn thanked Communications Officer Karen Ogden, Superintendent Rex Weltz, and others who helped send out timely communication regarding swatting calls last week. Ms. Shawn said that teachers were informed in a timely and complete manner, and she appreciates the great communication from the district administration. Ms. Shawn concluded by mentioning that there are many new board-certified teachers and several who have maintained or renewed their certificates, and she will announce those names at the January Board meeting.

3. Facilities and Maintenance Committee Report

Trustee Luke Muszkiewicz was not in attendance; therefore, Facilities Director Todd Verrill presented the Facilities and Maintenance Committee Report to the Board of

Trustees. The Facilities and Maintenance Committee met on December 5th and began the meeting with a Facilities Master Plan Update from SMA Architecture + Design. After the update from SMA, Mr. Verrill presented the C.R. Anderson Roof Project Bid to the Facilities and Maintenance Committee. Next, Mr. Verrill gave a facilities projects update from the last thirty days and Mr. Neal Murray, Safety and Operations Manager for the Helena School District gave a safety and security projects update. Mr. Verrill also highlighted the November facilities work order count, and discussed current projects and projects planned over the next 12 months. The meeting was concluded by Mr. Verrill discussing the Secure Education Consultants assessment report update.

4. Budget and Finance Committee Report

Trustee Janet Armstrong gave the Budget and Finance Committee Report. At the meeting the Budget and Finance Committee reviewed the budget to actual reports for the elementary general fund and high school general fund. The committee discussed any known future impacts to the budget. Mrs. Janelle Mickelson, Business Manager for the Helena School District, is waiting to see the impact of the rate increases from NorthWestern Energy. The committee discussed that there were no major changes to the HS ANB numbers and the next count will take place in February 2023. The committee concluded the meeting by discussing the possibility of calling for the high school general fund levy in the spring when the Trustees call for the election, with the option of cancelling the high school general fund levy before the ballot is certified if it turns out the levy is not needed.

5. Policy Committee Report

Trustee Luke Muszkiewicz was not in attendance at the board meeting; therefore, there was no report given.

6. Teaching & Learning Committee Report

The December Teaching and Learning Committee Meeting was cancelled; therefore, no report was given.

7. Health Benefits Committee Report

Trustee Kay Satre presented the Health Benefits Committee Report to the Board of Trustees. At the meeting the committee discussed whether or not to do an RFP for the 2023-2024 plan year to ensure that the plan includes the most up to date and cost saving opportunities. That might include exploring options other than the self-funding that we currently have for the plan and the committee determined that the topic needs further discussion. The committee continues to explore different cost-saving measures, and some of those measures have been producing nicely and have saved the plan over \$90,000 on pharmacy costs. The Wellness Subcommittee is working to identify incentives to promote fitness and health, as well as tracking overall numbers related to health screenings of members and looking at the costs of those screenings. The district's Allegiance representative gave the committee a year-end summary report.

8. Wellness Committee Report

Bryant Principal Trish Klock gave the Wellness Committee Report to the Board of Trustees. The Physical Activity Subcommittee has started working on a document titled *Student Norms for Physical Activity*. The document has information about student norms for recess, P.E., and getting students more involved in physical activity. The document also lists some of the things we want as a standard for every student in the district.

Assistant Superintendent Brian Cummings gave an update on the Nutrition Subcommittee to the Board of Trustees. The Harvest of the Month program is still going strong. Mr. Cummings mentioned how much the district appreciates the partnership it has with Helena Food Share. Robert Worthy, Sodexo Manager, is coming up with ideas to give students some new, healthy, and nutritious food choices.

9. Montana School Boards Association Report

Trustee Luke Muszkiewicz was not in attendance; therefore, there was no Montana School Boards Association Report given.

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

VII. UPCOMING MEETINGS

Board Vice Chair Jennifer McKee reviewed upcoming meetings with the Board of Trustees.

- January 3rd at noon-Policy Committee Meeting
- January 4th at noon-Teaching and Learning Committee Meeting
- January 9th at noon-Facilities and Maintenance Committee Meeting
- January 10th at 11:00 a.m.-Executive Committee Meeting
- January 10th at noon-Budget and Finance Committee Meeting
- January 10th at 5:30 p.m.-Full Board Meeting
- January 24th at 11:00 a.m.-Board of Trustees Work Session at Ray Bjork Learning Center

VIII. BOARD COMMENTS

Board Vice Chair Jennifer McKee, Trustee Janet Armstrong, and Trustee Kay Satre thanked everyone for a great year and expressed their appreciation to the Helena School District team.

IX. ADJOURNMENT

Board Vice Chair Jennifer McKee adjourned the meeting at 6:54 p.m.

Candice Delvaux, Recording Secretary Date