



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, December 13th, 2022 - 5:30 p.m.

Lincoln Board of Trustees Conference Room and
via TEAMS

<https://teams.microsoft.com/l/meetup-join>

AGENDA

I. CALL TO ORDER /PLEDGE OF ALLEGIANCE

II. REVIEW OF AGENDA

III. SUPERINTENDENT'S REPORT

IV. 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.

V. NEW BUSINESS

A. Items For Information

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

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

C. Items for Action

1. C.R. Anderson Reroofing Bid
2. Policy 4000 Public Relations
3. Authorization of Trustees to Advocate for MTSBA's Legislative Platform in the 2023 Legislature
4. Authorization of Superintendent and/or Authorized Designees to Advocate in the 2023 Legislature

D. Reports

1. Student Representatives Report
2. Helena Education Association Report
3. Facilities & Maintenance Committee Report
4. Budget & Finance Committee Report
5. Policy Committee Report
6. Teaching & Learning Committee Report
7. Health Benefits Committee Report
8. Wellness Committee Report
9. Montana School Boards Association Report

VI. UPCOMING MEETINGS

VII. BOARD COMMENTS

VIII. ADJOURNMENT

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 12/13/2022

Item III.

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Item For Action

Reports

Item Title: Superintendent's Report

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

FROM: Mr. McKay – Mr. Cummings

RE: Assistant Superintendent Report –

DATE: December 13th, 2022

District Update:

- Elementary K-5 District Update:
 - Mr. Cummings
- Middle School & High School Update:
 - Mr. McKay

Other:

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 12/13/2022

Item IV.

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Item For Action

Reports

Item Title: General Public Comment

HELENA SCHOOL DISTRICT
Board of Trustees Meeting

Meeting Date: 12/13/2022

Item V.A.1. - A.2.

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Item For Action

Reports

Item Title: Items For Information
1. Policy 1015 Vision, Mission, and Guiding Principles
2. Policy 7009 Lease Capitalization Threshold

**Policy Background
Board of Trustees Meeting
December 13, 2022**

The following policy is presented for second reading / Action:

4000 Public Relations

The Policy Committee is in the process of conducting a general review of all policies that haven't been reviewed in the last few years. Some policies require no revision, others must be revised or totally rewritten due to changes in Montana Code or Administrative Rule and some just need minor edits.

The committee is recommending minor changes to Policy 4000 to include; eliminating redundancy and acknowledging surveys as a means to gather input from the community.

The following policies are being presented for first reading / Information:

1015 Vision, Mission and Guiding Principles

This policy has been amended to eliminate the inclusion of goals which are dynamic and regularly modified or revised. Rather the Policy Committee has recommended adding language that addresses both a mid-year and final report on the agreed upon annual goals.

7009 Lease Capitalization Threshold

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 less than \$150,000 will not be reported as a liability in the financial statement

2 SCHOOL DISTRICT ORGANIZATION

3 Goals, Vision, Mission and Guiding Principles

4 **Vision**

5 Helena Public Schools foster dynamic educational experiences that prepare all students for life.

6 **Mission Statement**

7 The Helena Public Schools educate, engage, and empower each student to maximize his or her
8 individual potential with the knowledge, skills and character essential to being a responsible
9 citizen and life-long learner.

10 This mission will be supported through the wise use of resources to meet students’ needs,
11 regardless of interests and talents. Students, families, educators and the community are
12 committed to sharing the responsibility for creating a student-centered educational community
13 that acknowledges learning as a life-long process.

14 **Guiding Principles**

- 15 • Each student enters school healthy and learns about and practices a healthy lifestyle.
- 16 • Each student learns in an intellectually challenging environment that is physically and
17 emotionally safe for students and adults.
- 18 • Each student is actively engaged in learning and is connected to the school and broader
19 community.
- 20 • Each student has access to personalized learning and to qualified, caring adults.
- 21 • Each graduate is prepared for success in college or further study and for employment in
22 a global environment.

23 **Board Goals**

24 ~~**Curriculum / Learning**— Provide relevant, integrated and meaningful learning
25 experiences for students that will prepare them for life.~~

26 ~~**Staff Support and Relationships**— Enhance the learning opportunities for students by
27 providing professional development for all employees and encouraging innovative
28 instructional practices.~~

29 ~~**Environment**— All schools and work sites will be safe and foster positive and productive
30 environments for students and staff.~~

31 ~~**Technology**— Implement technology in Helena Schools to enrich student learning and
32 deliver more efficient administrative services.~~

33 ~~**Community Partnerships**—Encourage excellence in our schools by maintaining a positive~~
34 ~~and productive relationship with parents, employers, community members and members of~~
35 ~~the higher community.~~

36 ~~**Fiscal Planning**—A budget development process is established so the allocation of~~
37 ~~resources has the greatest positive impact on the performance of students and staff.~~

38
39 Each year, the Board and Superintendent will formulate annual goals for the District that reflect the
40 District’s vision, mission and guiding principles.

41
42 The Superintendent will provide the Board with a mid-year progress update.

43
44 At the conclusion of the year, the Superintendent shall report to the Board the status of agreed upon
45 goals and the degree to which the goals have been accomplished.

46
47
48

Legal Reference:

Cross Reference:

Policy History:

Adopted on: 8.8.2011

Reviewed on: 3.2.2021

49

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 12/13/2022

Item V.B.1. - B.8.

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Item For Action

Reports

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

PERSONNEL ACTIONS

November 09, 2022 – December 13, 2022

CERTIFICATED PERSONNEL

Appointments

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>
Collins, Minjian (June)	11/28/2022	Broadwater-Kessler/Interventionist*

**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>
-------------	------------------	----------------------------	---------------

Leaves

<u>Name</u>	<u>Term</u>	<u>Location/Assignment</u>	<u>Type of Leave</u>
-------------	-------------	----------------------------	----------------------

Change in Contract

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
-------------	-------------	-----------	-----------------------

**Temporary Assignment*

CLASSIFIED PERSONNEL

Appointments

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>
Bishop, Jared	11/16/2022	HHS/Evening Custodian
Harpham, Jill	11/16/2022	Bryant/Temporary Para Educator*
Hellickson, Scott	11/07/2022	Kessler/Day Custodian
Mowery, Aurora	12/05/2022	Smith/Temporary Para Educator*
Navarrete, Alexis	11/07/2022	HHS/Career Center Resource Asst.
Smith, Tiffanie	11/28/2022	Broadwater/Temporary Para Educator*
Stephenson, Francis	12/01/2022	Capital High/Float Custodian
Webster, Caroline	12/05/2022	Jefferson/Temporary Para Educator*

**Temporary Assignment*

Terminations/Retirements

<u>Name</u>	<u>Effective</u>	<u>Location/Assignment</u>	<u>Reason</u>
Ferguson, Tauron	11/14/2022	Bryant/Temporary Para Educator	Resignation
Lange, Andrew	11/10/2022	HMS/Float Custodian	Discharge
Onder, Patricia	12/15/2022	Central/Para Educator	Resignation
Richie, Andrew	11/21/2022	CHS/Float Custodian	Discharge

Leaves

<u>Name</u>	<u>Term</u>	<u>Location/Assignment</u>	<u>Type</u>
-------------	-------------	----------------------------	-------------

SUPPLEMENTARY CONTRACT ASSIGNMENT

<u>Last Name</u>	<u>First Name</u>	<u>Position</u>	<u>School</u>
Benton	Chloe	Cheerleading-JV Coach	Helena High
Manibusan	Jacob	Wrestling-Girls Coordinator	Helena High
Skadberg	Kari	Wrestling-Girls Coordinator	Capital High

Helena School District #1

Warrants November 1 to 30th, 2022

Direct Deposits: \$3,457,586.40

Payroll Warrants: 70131356-70131402

Payroll Deduction: 69290428-69290452

Non-Check Payroll Deductions: \$5,557,711.60

Non-Check Accts Payable Deductions: \$446,972.53 **Allegiance Payment Not Included

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

Claim Warrants: 69290071-69290565

CRA Middle School Student Activity Checks: 17280-17290

HMS Middle School Student Activity Checks: 8696-8698

Capital High Student Activity Checks: 24064-24099

Helena High Student Activity Checks: 36006-36049

Cancelled Warrants: \$4,212.00

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	Missoula Elementary	Missoula, MT 59808	CR Anderson
7	Clancy Elementary	Clancy, MT 59634	Helena Middle School
9	Missoula High School	Missoula, MT 59808	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Butte High School	Butte, MT 59701	Helena High School
11	Jefferson High School	Clancy, MT 59634	Helena High School
11	East Helena K-12	Helena, MT 59602	Helena High School
11	Jefferson High School	Clancy, MT 59634	Helena High School
11	Jefferson High School	Clancy, MT 59634	Helena High School
11	East Helena K-12	East Helena, MT 59635	Helena High School
11	Jefferson High School	Montana City, MT 59634	Helena High School
11	Jefferson High School	Clancy, MT 59634	Helena High School
12	Jefferson High School	Clancy, MT 59634	Helena High School
12	Jefferson High School	Clancy, MT 59634	Helena High School

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

Running Total of Out-of-District Attendance Agreements

Grade	Address														Total	
	East Helena	Clancy	Montana City	Helena	Jefferson City	Townsend	Elliston	Basin	Glasgow	Ronan	Polson	Wolf Creek	Missoula	Butte		Out-of-State
K	3	1														4
1	2						1									3
2	1	1														2
3	1	1					1			1						4
4								1								1
5									1							2
6											1					2
7		1										1				1
8													1			1
9	5	32	6	4	3								1			51
10	1	12	1	1	1									1	1	18
11	3	13	2	1		1			1							21
12		8			2											10
	16	69	9	6	6	1	2	1	2	1	1	1	3	1	1	120

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

Discretionary:

Grade	Address	District of Attendance
K	Helena, MT 59601	Clancy Elementary
11	Helena, MT 59601	Jefferson High School
11	Helena, MT 59601	Jefferson High School

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

Grade	Cascade Elementary	Cascade High School	Clancy Elementary	East Helena K-12	Jefferson High School	Great Falls High School	Boulder Elementary	Total						
K			3	2				5						
1			2	3				5						
2			3	6				9						
3			4	5				9						
4			5	4				9						
5			3					3						
6	1		4	4				9						
7	1		3	3				7						
8	2		7	3				12						
9		4		7	1			12						
10		2		5	2			9						
11		1		1				2						
12		2		3				5						
	4	0	9	0	34	0	46	0	3	0	0	0	0	96



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.

FMP Key Stakeholders Meeting

Tuesday, November 1st, 2022

Lincoln PD Center

4:00 p.m.

MINUTES

ATTENDEES

Trustees Others

Siobhan Hathhorn, Board Chair

Luke Muszkiewicz, Trustee

Terry Beaver, Trustee

Kay Satre, Trustee

Rex Wertz, Superintendent

Barb Ridgway, Chief of Staff

Brian Cummings, Assistant Superintendent K-5

Josh McKay, Assistant Superintendent 6-12

Janelle Mickelson, Business Manager

Karen Ogden, Communications Officer

Klint Fisher, SMA Principal/Director

Philip Riedel, NAC Architecture

Tim Meldrum, SMA Principal/Partner

Ali Martin, SMA Architect

Kaelyn Clarke, SMA Director-Interior Designer

Carley Smith, SMA Marketing Coordinator

Many Members of the Key Stakeholders Group

I. CALL TO ORDER

Trustee Luke Muszkiewicz called the meeting to order at 4:06 p.m.

II. REVIEW OF AGENDA

The trustees reviewed the agenda, and no changes were made.

III. GENERAL PUBLIC COMMENT

There was no general public comment.

IV. NEW BUSINESS

A. Facilities Master Plan Discussion

Many members of the key stakeholder group came together to discuss the vision of the Helena School District Facilities Master Plan. The meeting was facilitated by SMA Architecture and Design and NAC Architecture.

The meeting began with introductions and everyone in attendance introduced themselves and their position in the Helena School District, or their position in the community of Helena. Next, the group viewed an introduction to master planning slideshow. A master plan needs assessment and prioritization, it needs community outreach and input, and the master plan needs to be developed based on consensus. The master plan is a living document that adapts to changing conditions and is a vision for the future of facilities and education. The master plan philosophy includes:

- Priority Needs
- Efficiency of Site, Facility Utilization, Construction and Funding
- Safety and Security, Technology Implications
- Life Cycle Cost Implications
- District Staffing and Administrative Implications
- District Service and Maintenance Implications
- Identify 5, 10 and 15 Year Recommendations

The key stakeholder group moved on to review the process and schedule for the facilities master plan and discussed visioning for the plan. Next, the group discussed known facility issues, needs, or conditions. That information is gathered from deferred maintenance reports, building administrator interviews, district department meetings, staff surveys, and safety and security assessments.

The key stakeholders discussed visioning framework. Visioning begins with conversation, includes key vision attributes, and is a basis for decision making. The group viewed example vision attributes. Next, the key stakeholders were divided into small groups and were asked to answer as a group two questions:

- What are the strengths and weaknesses of the current facilities?
- What is a strategic vision for the future of HSD facilities?

After robust group discussions, each individual group shared their answers with the entire key stakeholder group.

Some examples that people shared of strengths of our current facilities were:

- Community and location
- New schools have 21st century learning
- Flexibility of spaces in new schools

Some examples that people shared of weaknesses of our current facilities were:

- Poor HVAC systems
- Lack of community center for serving increased community needs
- Lack of windows and natural lights

Next, each group shared their answers to the following question. What is a strategic vision for the future of HSD facilities? Some examples included:

- Innovative, contemporary, mindful, adaptable, and flexible
- We want all schools to be places where the community wants to go
- Integrate mental health into the school system

The group concluded by discussing a timeframe for the next key stakeholder meeting.

V. BOARD COMMENTS

There were no further comments.

VI. ADJOURNMENT

The meeting was adjourned at 6:02 p.m.



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
Special Board Meeting
Thursday, November 3rd, 2022
Lincoln Campus and via Microsoft Teams
12:00 p.m.

MINUTES

ATTENDEES

Trustees Others

Siobhan Hathhorn, Chair	Rex Wertz, Superintendent
Jennifer McKee, Vice Chair	Dr. Kirk Miller, CEO of KJM Leadership Consulting
Terry Beaver, Trustee	Brian Cummings, Assistant Superintendent K-5
Kay Satre, Trustee	Josh McKay, Assistant Superintendent 6-12
	Jane Shawn, HEA President
	Karen Ogden, Communications Officer
	Joslyn Davidson, Curriculum Administrator
	Lona Carter, School Health Grant Facilitator
	Gary Myers, Director of Educational Technology
	Janelle Mickelson, Business Manager
	Keri Mizell, Human Resources Director
	Barb Ridgway, Chief of Staff
	Lisa Cordingley, HEF Director
	Becca Leaphart, HEF Deputy Director
	Moffie Funk, Guest of the Public

I. **CALL TO ORDER**

Board Chair Siobhan Hathhorn called the meeting to order at 12:01 p.m.

II. **REVIEW OF AGENDA**

The trustees reviewed the agenda, and no changes were made.

III. **GENERAL PUBLIC COMMENT**

There was no general public comment.

IV. **NEW BUSINESS**

A. **Item for Information**

1. **Education Update Report**

Dr. Kirk Miller has served Montana as a teacher, high school principal, adjunct professor, superintendent, and Education Association Executive Director during his 41 years as an educator. Dr. Miller is here today to give an update to the Board of Trustees on the current state of education in our nation and our state of Montana.

Dr. Miller began his presentation by discussing public education and stating that *“national and political agendas promoted have systemically placed public school decision-makers in situations where there is no reasonable approach that can resolve the multi-dimensional concerns given the resources (time, human, fiscal) available to our public schools.”* Dr. Miller also mentioned that *“the gravest concern is that all of the political maneuvering is fracturing the support of our local community public schools, causing significant harm to the ability to attract and retain educators and the staff necessary to continue to provide quality education opportunities for our children. This ultimately could be fatal to the operation of the public schools in your community, especially in small communities all across Montana. The closure of those schools would leave many Montana children without the opportunity for a quality education as it is very unlikely that for profit private education entities would provide a school in small communities in Montana because this would not be a good business model for these private entities. Further, the closure of a school in our rural communities is likely the folding of all that we value in our independent Montana way of life.”*

Dr. Miller gave the Board of Trustees an opportunity to provide input on these statements regarding the current state of education and the trustees and Dr. Miller had a robust discussion. The group moved on to discuss opportunities being put in place by the Montana education community including the *SAM Strategy-Promote the Value Your School Brings to the Community-*

which has been built to get the attention of local community members to rise and support the public school in their community. Dr. Miller also mentioned *“Did You Know” ...Telling Your Story of Personalized Learning and Innovations*. This is a Montana Public Education Center statewide effort to collect information about our public schools, and provides a deeper, more meaningful look at the value of our public schools.

Dr. Miller concluded his presentation by discussing Chapter 55 School Accreditation proposed changes and answered any questions the trustees had about his presentation.

V. BOARD COMMENTS

There were no board comments.

VI. ADJOURNMENT

The meeting was adjourned at 1:05 p.m.



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, November 8th, 2022

5:30 p.m.

MINUTES

ATTENDANCE – Present unless otherwise noted.

Siobhan Hathhorn, Board Chair
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
Loreley Drees, Helena 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
Tim McMahon, Activities Director
Steve Thennis, Helena High Principal
Brett Zanto, Capital High Principal
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 and no changes to the agenda were requested.

III. RECOGNITIONS

A. 2022 All-State Honor Musicians

The Board of Trustees, Capital High Principal Brett Zanto, Capital High School Band Teacher Duane Zehr, and Assistant Superintendent Josh McKay recognized the following Capital High students who were selected to the 2022 Montana All-State Honor Music Festival:

CHS Choir

Isabel Beasley-Alto II, Leolaga Brown-Bass I, Adrianna Helfrich-Alto II, Zach Heller-Tenor II, Emily Reser-Soprano II

CHS Orchestra

Lindsay Abelin-Viola, Keiran Boyle-Violin 1, Hollis Elliot-Cello, Marren Elliot-Violin 1, Makenzie Grotbo-Violin 1, Luna Hernandez-Violin 2, Charlie Snellman-Cello, Adeline Walters-Viola

CHS Band

Meika Arensmeyer-Trombone, Connor Bushnell- French Horn

The Board of Trustees, Helena High Principal Steve Thennis, and Assistant Superintendent Josh McKay recognized the following Helena High students who were selected to the 2022 Montana All-State Honor Music Festival:

HHS Orchestra

Aine Cleary-Cello, Freya Elias-Cello, Clara Harmon-Cello, Owen McDaniel-Violin 2

HHS Choir

Lyla Ackerman-Soprano II, CJ Flugge-Bass II, Aaron French-Bass II

B. College Board National Recognition Program

The Board of Trustees, Assistant Superintendent Josh McKay, and Helena High Principal Steve Thennis recognized the following Helena High students who have been selected to the College Board National Recognition Program. These students earned this recognition because of their academic achievements in school and outstanding performance on the PSAT/NMSQT®, PSAT™ 10, and/or AP® Exams.

- Cameron Wittrock, Gabby Radley, Jeri Wilkerson, Nate Demmons, Robert Stimpson, and Sofia Hernandez.

C. MACTE Teacher of the Year

The Board of Trustees, Assistant Superintendent Josh McKay, and Capital High Principal Brett Zanto recognized Capital High Industrial Arts Teacher Eric Croft, who was named 2022 Teacher of the Year by the Montana Association for Career and Technical Education.

IV. SUPERINTENDENT'S REPORT

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

- Veteran's Day November 11th
- Fall Report – Mr. McKay
- Central Office Site Visit to Jim Darcy-Thank you Principal Jill Nyman and Staff
- Board of Trustees Work Session At Helena High School-Thank you Principal Steve Thennis and Staff
- Central Office Site Visit to Smith Elementary School-Thank you Principal Sarah Simpson and Staff
- Central Office Site Visit to C.R. Anderson Middle School-Thank you Principal Kathleen Prody and Staff
- National School Psychology Week November 7th – 11th
- Thank you to the Helena Fire Department for educating Helena Public School students about fire prevention and for taking the Capital High School Boy's AA Golf State Champions on a firetruck victory loop through town

- Thank you to our community partners Helena College and Carroll College for helping our seniors complete their FAFSA financial aid applications-a critical step on the road to college
- Thank you, Exchange Club of Helena, for holding the 25th Annual Coats for Kids Benefit at the Great Northern Hotel on Saturday, November 5th
- HSD hosted the MFPE 2022 Educator Conference here in Helena
- Thank you to Helena High’s Joanne Didriksen and Randy Hussey for their excellent work hosting the MFPE 2022 Educator’s Conference last Thursday and Friday. Helena hosted more than 900 educators from around the state, with more than 300 in 63 classrooms across the district. Thank you, Joanne, and Randy, for helping bring these opportunities to Montana educators
- Congratulations to Capital High Educator Eric Croft for his selection as MACTE Teacher of the Year
- Thank you to Helena Food Share for providing Food Packs for HPS students in need and thank you to First Interstate Bank for your generous donation to Helena Food Share
- Thank you to Lisa Cordingley, the Helena Education Foundation, and generous donors across the Helena Community. This week HEF presented its “Spark” and “Great Ideas” grants to 14 educators across the district. I was honored to join the HEF team to award the grants, which help educators bring new and innovative ideas, projects, and experiences to their students
- Congratulations to our 2022 Let’s Talk About Great Teacher’s Honorees: Tom Baty, Choir Director at Capital High; Kristin Bishop, English Teacher at Helena Middle School; Ryan Cooney, Government, History and World Cultures teacher at PAL; Joslyn Davidson, Curriculum and Instructional Resources Administrator; Chelsey Davis, Librarian at Four Georgians Elementary; Beth Douglass, math teacher at CR Anderson Middle School; Jill Downing, Title 1 Teacher at Central Elementary, Shannon McNamee, Nurse, Capital High and Buffy Smith, Computer Science Teacher at Helena High. HEF surprised the honorees at their schools with news that they’d been selected for going above and beyond for their students and schools. Congratulations and thank you to the Helena Education Foundation for this great program

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.

The Board of Trustees moved on to discuss New Business-Items for Information.

VI. NEW BUSINESS

A. Items For Information

1. Fall Enrollment Numbers
2. Policy 4000 Public Relations

1. Fall Enrollment Numbers

Mr. Josh McKay, Assistant Superintendent 6-12, reviewed fall enrollment numbers with the Board of Trustees. The trustees reviewed a fall student count chart which showed fall enrollment numbers for the fall of 2021 and the fall of 2022. The Helena School District student count occurs every year the first week in October and the first week in February. Mr. McKay mentioned that there are more students this year compared to last year. Mr. Brian Cummings, Assistant Superintendent K-5, mentioned that we are up 93 students in the elementary, but kindergarten enrollment numbers are down this year. First grade numbers are high, and the district is utilizing overflow paraprofessionals in many of the first-grade classrooms across the district. Mr. McKay mentioned that this is the first year that we do not have all East Helena High School students in our district unless they choose to attend Helena Public Schools through our out of district process. Mr. McKay concluded by mentioning that we are up eleven cohorts across the district for the first time in years, which is fantastic news. Mr. McKay answered any questions the Trustees had about the fall enrollment numbers.

The Board of Trustees moved on to review Policy 4000 Public Relations.

2. Policy 4000 Public Relations

Ms. Barb Ridgway, Chief of Staff, presented Policy 4000 Public Relations to the Board of Trustees. The Policy Committee is in the process of conducting a general review of all policies that haven't been reviewed in the last few years. Some policies require no revision, others must be revised or totally rewritten due to changes in Montana Code or Administrative Rule and some just need minor edits. The Policy Committee is recommending minor changes to Policy 4000 to include eliminating redundancy and acknowledging surveys as a means to gather input from the community.

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. 10.11.22 Full Board Meeting Minutes
6. Resolution to Dispose of Personal Property-Hoist

The Board of Trustees had a robust discussion about Helena Public School students attending other school districts such as the Clancy School District or East Helena School District and mentioned that the number of students attending other districts is quite high. The Trustees concluded the discussion by stating it would be beneficial to find out more information about why those families are choosing to attend other districts, and how we could persuade families to stay in the Helena School District.

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

Motion: Trustee Jennifer McKee moved to approve the Consent Action Items. Trustee Kay Satre seconded the motion.

Public Comment: None.

Vote: 7-0 motion carries unanimously.

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

C. Item for Action

1. Policy 3055 Student Due Process Rights

Ms. Barb Ridgway discussed Policy 3055 Student Due Process Rights. Policy 3055 Student Due Process Rights went before the full board last month and there were no changes and is before the full board tonight for approval. Ms. Ridgway answered any questions the Trustees had about Policy 3055 Student Due Process Rights.

Board Chair Siobhan Hathhorn commented. “I would entertain a motion to approve Policy 3055 Student Due Process Rights.”

Motion: Trustee Terry Beaver moved to approve Policy 3055 Student Due Process Rights as presented. Trustee Jennifer McKee seconded the motion.

Public Comment: None.

Vote: 7-0 motion carries unanimously.

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

D. REPORTS

1. Student Representatives Report

Mr. Keiran Boyle, Capital High School Student Representative for the Board of Trustees, gave his report. Capital High hosted a Capital Conversations event for parents about

current issues affecting students. Capital High recently held a shelter in place drill and a secondary evacuation drill. Capital High School has been named as a Special Olympics National Banner School which is a great honor. The school learning team is working with teachers about focusing on a positive send off and a solid close to the lesson. Mr. Boyle recognized the Capital High Educators that received Great Idea Grants from the Helena Education Foundation. The crosstown musical “Annie” is debuting on Thursday night at 6:30 p.m. at the Capital High School auditorium. Isabel Beasley was just named Helena’s Student of the Month by the Independent Record. The Key Club hosted a food drive for the Montana Food Share at Super 1 Foods and raised \$326 and 1,284 pounds of food. Mr. Boyle said the club leaders are planning on hosting a school-wide food drive. The Capital High Student Council attended the Montana Association of Student Councils Conference in Great Falls. Principal Brett Zanto was nominated as the District 3 MASC Administrator of the Year For High Schools and will be in the running for MASC Administrator of the Year For The State of Montana. Mr. Boyle recognized the Helping Helena Club and all that they do to help the Helena Community. Mr. Eric Croft, Capital High Industrial Arts Teacher, was named the 2022 Teacher of the Year by the Montana Association for Career and Technical Education. Mr. Boyle thanked Capital High Nurse Shannon McNamee for all that she does at Capital High for students.

Loreley Drees, Helena High School Student Representative for the Board of Trustees, gave her report. Ms. Drees congratulated the 2022 All-State honor musicians from both high schools and the Helena High School students who were selected to the College Board National Recognition Program. The Key Club is making a tree for the Festival of Trees and the theme of the tree is keys. The Key Club will be donating sanitation supplies to the YWCA. The NHS club meets once a month, and the students are required to have 20 hours a month of volunteer hours and 6 hours a month in club hours. Many students from Capital High School and Helena High School volunteered at the Teacher’s Convention in October. Ms. Drees gave an update on sports, the speech and debate team, and the Science Club at Helena High School. Ms. Drees recognized Helena High students that were recipients of the AP Scholar Awards and recognized Rotary Exchange Club and MBI winners for this month. Ms. Drees mentioned that the crosstown musical “Annie” is debuting on Thursday night at 6:30 p.m. Ms. Drees concluded by informing the board that some students will be headed to the AA Choir Festival on Monday and Tuesday in Missoula.

2. Helena Education Association Report

Jane Shawn, President of the Helena Education Association, gave the Helena Education Association Report. Helena saw about 1,000 educators from around the state attend the MFPE Educator Conference. Ms. Jessica Reynolds, Speech, and Language Pathologist at Rossiter Elementary, was a Jim McGarvey Scholar, which means that she focused her sectionals on local, state, and national union issues. Ms. Shawn mentioned that the third Climate and Culture meeting occurred yesterday and that it was a great session that focused on shame and being empathic leaders and listeners. Ms. Shawn said that it was great to visit with teachers during site visits to the schools. Ms. Shawn was invited along with fifteen other female union leaders from around the state to tour the Capitol, have

brunch, and visit with Randi Weingarten, President of the American Federation of Teachers, about issues that are important to women union leaders.

3. Facilities and Maintenance Committee Report

Trustee Luke Muszkiewicz was not in attendance; therefore, Board Chair Siobhan Hathhorn presented the Facilities and Maintenance Committee Report to the Board of Trustees. At the Facilities and Maintenance Committee meeting Klint Fischer with SMA Architects gave an update on the Facilities Master Plan. Mr. Fischer also mentioned the Facilities Master Plan Key Stakeholder meeting that took place on November 1st. Mr. Fischer plans on meeting with our Food Service Director, Activities Director, and Facilities Director to review the deferred maintenance plan to get a better understanding of the needs in the district that can be incorporated into the facilities master plan. Board Chair Hathhorn mentioned that the Facilities and Maintenance Committee discussed the 7th Avenue Gym building. Mr. Todd Verrill, HSD Facilities Director, has been working with DEQ regarding remediation that needs to be done in the building. Board Chair Hathhorn mentioned there was an update on the Jim Darcy and Rossiter wells and a discussion on the building reserve voted levy.

4. Budget and Finance Committee Report

Trustee Janet Armstrong gave the Budget and Finance Committee Report. The committee discussed fall enrollment numbers, the general budget shortfall, and the overall budget shortfall. Trustee Armstrong mentioned that our budget consists of 97% dedicated to salaries and benefits while utilities is 4% which adds up to more than our budget (101%). Hence the need to find ways to lower the budget. The Budget and Finance Committee also discussed a proposed elections timeline.

5. Policy Committee Report

Trustee Luke Muszkiewicz was not in attendance; therefore, Trustee Janet Armstrong presented the Policy Committee Report to the Board of Trustees. The Policy Committee reviewed Policy 3055 Student Due Process Rights, and Policy 1015 Goals, Mission and Vision. The Policy Committee recommended that board goals be removed from Policy 1015 because goals would be better classified under procedure rather than policy. The committee recommended that language be added to Policy 1015 to address a mid-year as well as an annual review of district goals and strategic priorities that are developed each year. The Policy Committee also reviewed and discussed Policy 2016 Human Sexuality Instruction and Policy 4000 Public Relations.

6. Teaching & Learning Committee Report

Board Vice Chair Jennifer McKee gave the Teaching and Learning Committee Report to the Board of Trustees. The committee discussed grade level meetings. The district typically holds grade level meetings twice a year. Grade level meetings are a crucial means of communication and an opportunity for teachers to have a voice in decisions or conversation about things that are going on in the district. It is also an opportunity for the district to provide different types of professional development that we can ensure will be

consistent across the grade levels. The Trustees and committee members were provided with the opportunity to observe the 1st Grade Level Meeting in the Professional Development Center and watch the administrators, coaches, and teachers in action.

7. Health Benefits Committee Report

Trustee Kay Satre presented the Health Benefits Committee Report to the Board of Trustees. Trustee Satre mentioned that there is new leadership for the Health Benefits Committee and John Burke is the Chair and Shannon McNamee is Vice Chair. The committee reviewed the overall financials of the health plan from the past year and the plan had around a 1.2-million-dollar loss for the year. That amount was projected because last year the committee was notified that costs would go up about 18% and they opted for a 7% premium increase. The committee has been discussing ways to keep the plan healthy and offset some of those losses. The committee is expecting some upcoming compliance costs as well.

8. Wellness Committee Report

Assistant Superintendent Brian Cummings and Byrant Principal Trish Klock presented the Wellness Committee Report to the Board of Trustees. The Harvest of the Month Program is going very well in the schools. Mr. Cummings said they are discussing coming up with a nutrition curriculum that would go along with the Harvest of the Month Program and would showcase the program to all educators. The Wellness Committee is brainstorming ideas for the well-being of teachers and staff such as a yoga activity after school. Chloe Lundquist, SNAP-Ed Instructor for Lewis and Clark County attended the last meeting and discussed ways to enhance and educate the community about SNAP benefits. The breakfast count in schools is down so the committee is discussing how to offer breakfast to more students. The Kid Pack Program is being expanded across Montana and they are hoping to add more Montana made food items and more nutritious items into the Kid Packs. There has been conversation about long term facility planning and how a district kitchen with incorporated CTE activities could be beneficial for the district. SMA Architects will be meeting with Sodexo Manager Robert Worthy and will take a tour of the current kitchen facilities.

Principal Klock discussed the physical activity side of the Wellness Committee. The group discussed physical activity standards for kids which talks about recess, physical activity during the day, and making sure we are providing opportunities for our kids to be active. Bryant Elementary will be hosting a Sports Night to see if they can get kids interested in trying different sports and activities.

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 Chair Siobhan Hathhorn reviewed upcoming meetings with the Board of Trustees.

- November 29th at 11:00 a.m.-Board of Trustees Work Session-Smith Elementary
- December 5th, Noon-Facilities and Maintenance Committee-Lincoln Center
- December 6th, Noon-Policy Committee-Lincoln Center
- December 7th, Noon-Teaching and Learning Committee-Lincoln Center
- December 13th, Executive Committee-11:00 a.m.-Lincoln Center
- December 13th, Budget Committee 12:00 p.m.-Lincoln Center
- December 13th, Full Board Meeting 5:30 p.m.-Lincoln Center

VIII. BOARD COMMENTS

Trustee Terry Beaver recognized Loreley Drees, Helena High School Student Representative for the Board of Trustees, for performing a wonderful rendition of the national anthem at the crosstown football game.

Loreley Drees, Helena High School Student Representative for the Board of Trustees, stated that she admires and appreciates the effort that the community of Helena has made in making sure that everyone has food and clothing through various community outreach programs.

Trustee Janet Armstrong said she really appreciates the community of Helena and their strong civic duty and healthy and respectful discussion of ideas.

IX. ADJOURNMENT

Board Chair Siobhan Hathhorn adjourned the meeting at 7:34 p.m.

Candice Delvaux, Recording Secretary

Date



TO: MTSBA Board of Directors
 FROM: Lance Melton, Executive Director
 RE: Dues Revenue Estimate for FY2024
 DATE: July 6, 2022

Pursuant to the MTSBA Bylaws, below is a dues revenue estimate for the fiscal year beginning July 1, 2023.

Requested Action: The MTSBA Board of Directors is requested to approve the FY24 dues revenue estimate for presentation to our members for their approval through electronic ballot.

Refresher Regarding How MTSBA Dues are Calculated:

The MTSBA bylaws include a dues formula that is based on total current spending by each member three years preceding the year to which the dues apply. The lag between the year of spending vs. the year of dues to which such spending applies is to ensure that we are relying on audited data submitted by OPI to the National Center for Education Statistics.

The dues formula is largely sensitive to each member’s local funding, providing a decrease in dues when a member’s expenditures drop from year to year and providing an increase in each year when a member’s expenditures rise. If a member’s spending places them in one of the floors, caps or flat rates, the dues for such member change according to the total percentage change in expenditures by all members in the applicable year.

The percentage by which total current spending of all members increased from FY20 to FY21 (ESSER funds removed from the total of both years) was 1.13% (\$19,377,800 increase in total current spending). That inflation factor has been applied to all floors, caps and flat rates as well as to spending thresholds as required by the Bylaws.

The following is a chart that identifies the various assessment rates, floors, caps and flat rates as they would be set in the bylaws after member approval. The chart below is in an adjusted form as specified in the Bylaws and is presented for your consideration and approval.

FY24 Proposed Dues Formula - Dues Effective July 1, 2023				
FY21 Spending Low	FY21 Spending High	Assessment	Floor	Cap
\$0	\$397,028	Flat Rate	\$403	\$403
\$397,029	\$2,390,975	0.14%	\$403	\$2,638
\$2,390,976	\$4,769,362	0.11%	\$2,638	\$4,457
\$4,769,363	\$7,067,083	0.09%	\$4,457	\$5,483
\$7,067,084	\$11,174,351	0.08%	\$5,483	\$7,247
\$11,174,352	Above Floor, not 1 of 7 largest	0.06%	\$7,247	\$14,171
Seven Largest Members	Flat Rate	Flat Rate	\$19,874	\$19,874
Coop Members	Flat Rate	Flat Rate	\$817	\$817

Estimated Dues Revenue Required by the MTSBA Bylaws:

The MTSBA Bylaws provide that I am to “*estimate the financial impact of the formula above upon projected revenue from regular voting member dues for the Corporation in the subsequent year. In making such estimate, the Executive Director shall adjust the floors, caps and flat rates by the same percentage that spending of the membership overall has changed.*”

Once the revenue estimate is complete, it is subject to approval by the MTSBA Board of Directors. Once approved by the MTSBA Board, the dues revenue estimate is presented to the members for their approval.

For purposes of estimating the dues revenue for FY2024, I have used OPI’s data set for total current spending for FY2021, which reflects an increase in total current spending by our members of 1.13% from FY20-21:

- FY20 Total Current Spending = \$1,720,070,700
- FY21 Total Current Spending = \$1,739,448,500
- Growth in Total Current Spending, \$\$, FY20-21 = \$19,377,800
- Growth in Total Current Spending, %, FY20-21 = 1.13%

Pursuant to the Bylaws, I have estimated the impact of this growth on our existing dues formula by adjusting the floors, caps, flat rates and spending classifications by 1.13% and by applying the Bylaws-adjusted formula to total current spending of the members from FY21.

On the basis of these referenced calculations, I estimate that MTSBA dues revenue would increase under the adjusted formula by approximately \$16,551, from \$1,074,587 in FY23 to \$1,091,138 in FY24.

1. The increase in dues represents approximately 0.32% of MTSBA’s budgeted revenues for FY23 and this increase, if approved, will help MTSBA meet the inflationary costs of operation in FY24 and continue to provide expanded dues based services to our members.
2. This projected increase represents estimated membership dues revenue growth of 1.54% and is based on 100% member retention and no member consolidating, dissolving, or quitting between now and FY24.
3. Provided that we experience average growth in overall revenues from FY23 to FY24, I estimate that the FY24 dues will represent approximately 21% of overall revenues.

Placing Dues in Context:

The large majority, 79% of what we do, is funded through revenues other than dues. At approximately 21% of our \$5.2 million overall budget, our dues are among the lowest in the nation in terms of the percentage of revenues.

We have approximately \$1.7 million in expenses that don’t generate any revenues for MTSBA, and dues help pay for programs that do not generate revenues but that provide tremendous value for our members. Examples of the categories of expense that do not generate revenues include the cost of operating the MTSBA Board and engaging in COSSBA, member outreach, the cost of

owning and operating the building, advocacy before the Legislature and Congress and the cost of corresponding staff that do not generate revenues but who provide valuable services that are core to our Mission. We make up the several hundred thousand dollar gap between dues revenue and non-revenue generating expenses through fees generated by voluntary member selection of MTSBA services, royalties, and contracts with our Insurance Programs that provide our members with access to extensive fee-free services, all of which have been extensively documented and transparently outlined to our members in the membership value infographic.

If you have any questions, please let me know. We will be working with the MTSBA Officers to determine how best to seek your approval of this dues revenue estimate, which will occur either through a Zoom meeting of the board or an electronic ballot, at the discretion of the officers.

Thank you in advance for reviewing this memo and let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Lance Melton", with a stylized flourish at the end.

Lance Melton, Executive Director

Let your MTSBA membership take you to new heights!

Membership in MTSBA is how your board can MAXIMIZE RESOURCES, IMPROVE BOARD PERFORMANCE and provide the BEST GOVERNANCE possible to your community!

The average annual savings available to each MTSBA member through participation in MTSBA programs and premium savings in our members-only insurance programs is **over \$25,000 per year.** That amounts to savings by our members of approximately \$8 million each year. Year after year!

Rocket forward with your knowledge from these resources!

Dues-based Professional Consultation

MTSBA staff fielded over **7,000 legal, HR, labor and policy calls** over last year.

MTSBA provided services worth \$1,225,000 to members without any charge beyond membership dues. Average district savings over \$4,000 annually!

MTSUIP member access to the Montana Education Law Reporter

Detailed articles and forms on topics about school leadership, school law, finance and policy. The MELR is a great resource for everyone on your district's leadership team!

50+ hours of FREE training opportunities available to MTSBA members!

Mark your calendars to attend these trainings or watch them through our video option:

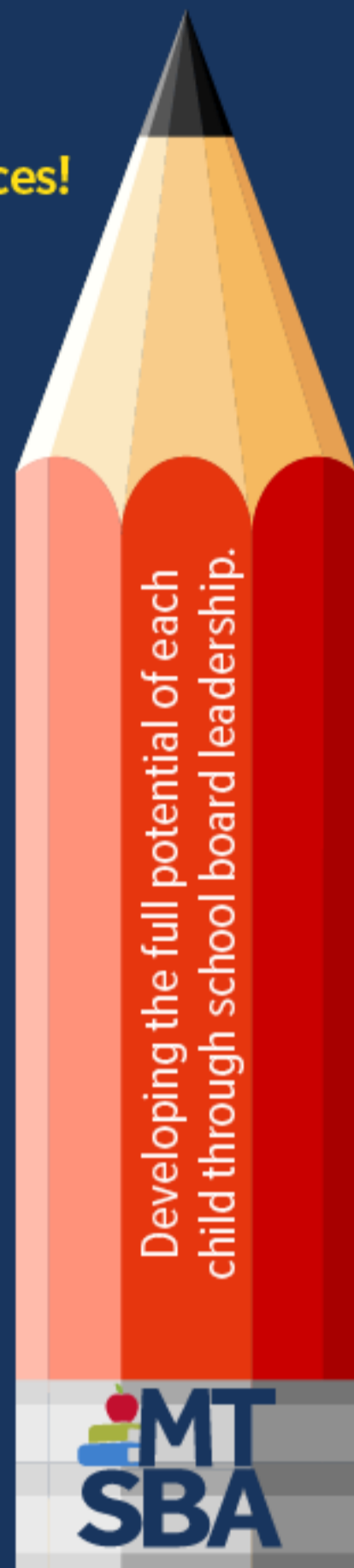
- HR Symposium - No fee for MTSUIP members
- School Budget Symposium - No fee for MTSUIP members
- Employment Hot Topic Training - No fee for MTSUIP members
- Leadership Summit - No fee for MTSBA members
- Summer Symposium - Sponsored by ISBC, no fee for MTSBA members
- Back-to-School Legal Primer - No fee for MTSUIP members
- School Safety, Security and Innovations Symposium - No fee for MTSBA members
- Learn and Lead! Video Training Resources - No fee for MTSBA members. Videos available at mtsba.org

MTSBA Publications:

Take a moment and look at the following publications that have a wealth of information for those making the tough decisions:



- Monthly eLert
 - Daily Dispatches
 - Question of the Week
 - Courtroom to Boardroom
 - Policy Notes
 - Connect2MTSBA Online Community
- Find them on mtsba.org



Fuel your district with valuable savings from MTSBA

Fuel your involvement through engaged and united advocacy!

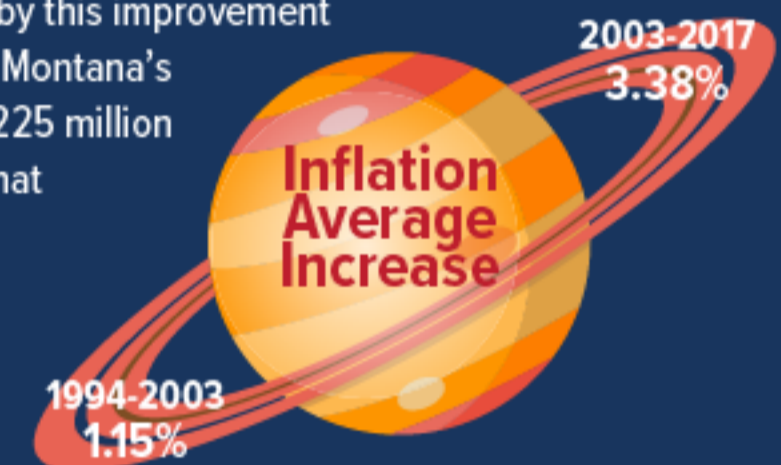
MTSBA advocacy ensures our members have the resources and tools needed to engage communities, strengthen local public schools, improve student achievement and maximize the potential of each child.

Join in the efforts by attending caucus meetings, the annual meeting and take part in the resolution process that builds MTSBA's advocacy platform!

MTSBA's successful advocacy has powerful value!

Inflation Trend: Through the 2003 enactment of § 20-9-326, MCA, which MTSBA drafted and passed into law, the 15+ year history of financial neglect was resolved. The change has been dramatic, with the average annual increase of 1.15% from 1994-2003 replaced with an average annual increase of 3.38% from 2003-2017.

The change reflected by this improvement is dramatic, providing Montana's public schools with \$225 million per year more than what they would have had if the 1991-2003 trend continued through present day.



\$70 million additional funding in recent years from MTSBA advocacy efforts in drafting and passing legislation:

\$35 million 2013 SB 175 Basic Entitlement Per School Unit	\$13 million 2013 SB 191 Special Education Tuition Levy	\$22 million 2017 SB 307 Major Maintenance
--	---	--

\$37.5 million Total Annual District Property Tax Relief directly attributable to recent bills conceived, drafted and passed from MTSBA advocacy efforts.

MTSBA members receive discounts on fee-based member services delivered by our professional, knowledgeable staff. Over 100 years combined knowledge in the services we provide!



- Human Resource Services
- Labor Relation Services
- Legal Services
- Policy Services
- Strategic Planning Services
- Superintendent Search Services
- Training Services

High Octane Value and Savings Exclusively Available Through MTSBA Membership:

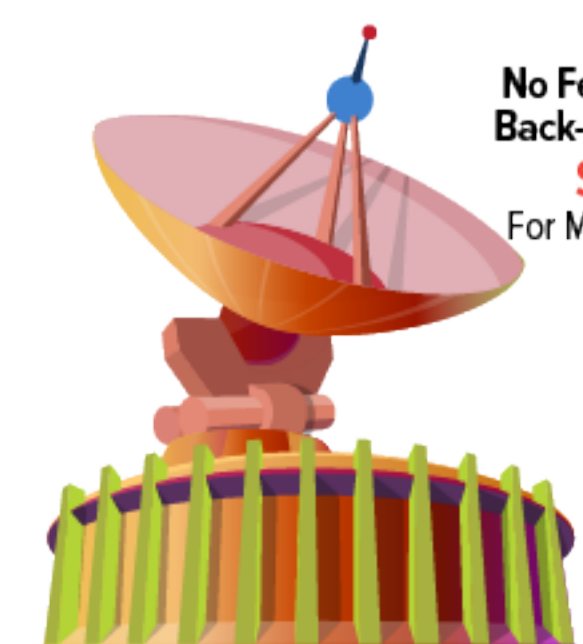
- No Fee MSGIA P&C Annual Training**
Savings: **\$1,250**
For participating districts in the P&C Risk Pool
- No Fee MSGIA Online Training**
Savings: **\$625**
Required by state and/or federal law
- No Fee MSGIA WC Asbestos Inspection**
Savings: **\$4,500**
Provides asbestos inspection every three years (required by law)
- No Fee MSGIA P&C Contract Review**
Savings: **\$400**
For participating districts in the P&C Risk Pool
- No Fee MSGIA Pre-Employment Physical Program**
Savings: **\$500**
- No Fee MTSUIP Sponsored HR Symposium**
Savings: **\$875**
For MTSUIP member districts
- No Fee MTSUIP Sponsored School Finance & Budget Symposium**
Savings: **\$875**
For MTSUIP member districts
- No Fee MTSUIP Sponsored Hot Topic Employment Training**
Savings: **\$875**
For MTSUIP member districts
- No Fee MTSUIP Sponsored Back-to-School Legal Primer**
Savings: **\$875**
For MTSUIP member districts
- No Fee MTSUIP Sponsored MELR Access**
Savings: **\$800**
For MTSUIP member districts

Navigating the unknown for our members: Invaluable
We appreciate the loyalty and devotion of our members!

Interested in knowing more specific numbers for savings your school district enjoys each year? **Contact Wendy Brenden, w Brenden@mtsba.org** for a custom report of the incredible value of your school board's membership in MTSBA.

MTSBA
Montana School Boards Association

IGNITE mtsba.org



**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 12/13/2022

Item V.C.1.

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Item For Action

Reports

Item Title: **Item For Action**
 1. C.R. Anderson Reroofing Bid

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

Todd J. Verrill

Director of Facilities
1201 Boulder Ave.
Helena, MT 59601
(406) 324-1734
tverrill@helenaschools.org

Helena School District Board of Trustees

1325 Poplar St.
Helena, MT 59601-0939
boardoftrustees@helenaschools.org

5 December 2022

Dear Helena School District Board of Trustees,

I respectfully request the board of trustees award the C.R. Anderson Middle School Roof Replacement Project to Summit Roofing. The project will replace approximately 29,250 square feet of roof in four sections (see attached diagram) with an average age of 21.5 years. The facilities office received bids from four contractors, and Summit Roofing submitted the lowest proposal at \$683,870.00 (see attached Cushing Terrell memo and bid tabulation worksheet). Summit Roofing has a very strong history of completing quality work for the district and I am confident they will continue to do so with this project. They will complete this roof project in the summer of 2023 before the start of the 23-24 school year.

Sincerely,

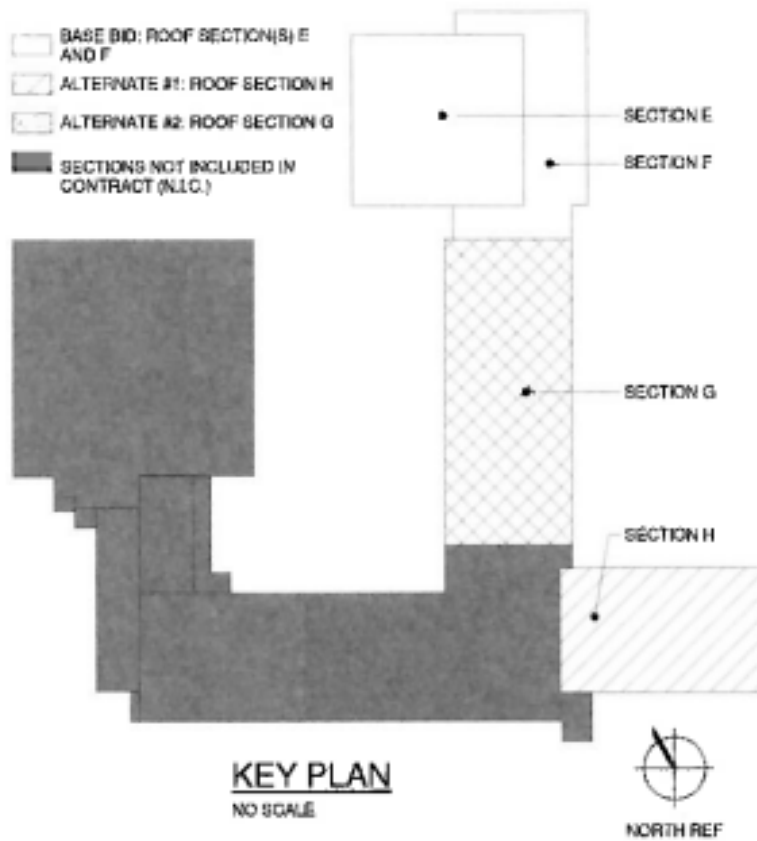


Todd J. Verrill

Attachments

1. C.R. Anderson Middle School Roof Diagram
2. Memorandum dated: 23 November 2022, Award Recommendation

Attachment 1: C.R. Anderson Middle School Roof Diagram



**Cushing
Terrell.**

MEMORANDUM

Date: November 23, 2022

To: Helena Public Schools
Attn: Todd Verrill
1201 Boulder Avenue
Helena, MT 59601

From: Cushing Terrell

RE: Award Recommendation
CR Anderson Middle School – Roof Replacement Project

To whom it may concern.

The CR Anderson Middle School Roof Replacement Project for the summer of 2023 bid on November 23, 2022. The contractor that provided the school district with the lowest bid to perform the work was Summit Roofing. Summit Roofing their bid was \$109,756 lower than the next low bid. There were 5 qualified roofing contractors that bid on this project.

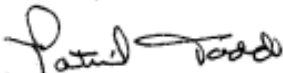
The project consists of removing the existing 20+ year old roofing systems on the school over both gyms and classroom space totaling approximately 29,151 square feet and replacing the roof with a new, fully adhered single ply roofing system with a 20 yr. NDL (No Dollar Limit) Warranty.

Cushing Terrell believes the submitted low bid falls in line with current pricing even with the material volatility currently being seen throughout the roofing marketplace. Cushing Terrell is also confident in Summit Roofing ability to successfully perform the work of the project in accordance with the Construction Documents.

It is Cushing Terrell's recommendation that the school district award the contract for the Roof Replacement Project at CR Anderson Middle School to Summit Roofing, Inc. in the amount of \$683,870.00. if the budget allows.

Please see attached official bid tabulation sheet.

Sincerely,



Patrick Todd
Associate / Roofing & Building Envelope Specialist

cushingterrell.com

Cushing Terrell

BID TABULATION

HELENA PUBLIC SCHOOLS

**Project: CR Anderson Middle School
2023 Roof Replacement Project**

Project Ref: HPS22_AND_RR

**Date: 11/23/2022
Location: District Facilities Office
Time: 11:00 AM MDT**

CONTRACTOR	Red'd 10% Bid Bond	Rec'd. Add. # 1	Base Bid Roof section E, F	Alternate # 1 Section H	Alternate # 2 Section G	Total
Ace Roofing <small>Contractor Registration # 161199</small>	X	X	\$355,419.00	\$ 216,080.00	\$ 296,792.00	\$868,291.00
Metal Works of MT <small>Contractor Registration # 8192</small>	x	x	\$298,328.00	\$ 208,502.00	\$ 287,820.00	\$794,650.00
Summit Roofing <small>Contractor Registration # 55897</small>	X	X	\$279,230.00	\$ 168,665.00	\$ 235,975.00	\$683,870.00
C&C of the pacific <small>Contractor Registration # 260917</small>	X	X	\$517,050.00	\$ 213,400.00	\$ 341,950.00	\$1,072,400.00
CentiMark Corp. <small>Contractor Registration # 31442</small>	X	X	\$299,993.00	\$ 204,079.00	\$ 289,554.00	\$793,626.00
Cushing Terrell			\$ 260,400.00	\$ 166,500.00	\$ 215,250.00	\$ 642,150.00

HELENA SCHOOL DISTRICT
Board of Trustees Meeting

Meeting Date: 12/13/2022

Item V.C.2.

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Item For Action

Reports

Item Title: **Item For Action**
 2. Policy 4000 Public Relations

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

**Policy Background
Board of Trustees Meeting
December 13, 2022**

The following policy is presented for second reading / Action:

4000 Public Relations

The Policy Committee is in the process of conducting a general review of all policies that haven't been reviewed in the last few years. Some policies require no revision, others must be revised or totally rewritten due to changes in Montana Code or Administrative Rule and some just need minor edits.

The committee is recommending minor changes to Policy 4000 to include; eliminating redundancy and acknowledging surveys as a means to gather input from the community.

The following policies are being presented for first reading / Information:

1015 Vision, Mission and Guiding Principles

This policy has been amended to eliminate the inclusion of goals which are dynamic and regularly modified or revised. Rather the Policy Committee has recommended adding language that addresses both a mid-year and final report on the agreed upon annual goals.

7009 Lease Capitalization Threshold

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 less than \$150,000 will not be reported as a liability in the financial statement

1 **Helena Public Schools**

2
3 **COMMUNITY RELATIONS**

4000

4
5 Public Relations

6
7 The District will maintain an interchange of information with the public to enable the Board and staff to
8 assess the needs of the schools and the community. The District will provide a means for members of the
9 public to obtain information about District activities and to provide the public with a reasonable
10 opportunity to participate in the decisions of the Board.

11
12 The Superintendent will establish and maintain a communication program within the school system
13 ~~district~~ and with the public. This program will include, but not be limited to, providing for news releases
14 at appropriate times, inviting/requesting media coverage of District programs and events, maintaining
15 regular direct communications between schools and the citizens they serve, assisting staff and the Board
16 in improving their skills and understanding in communicating with the public.

17
18 ~~The Board will enhance the value of public awareness of and participation in education issues by~~
19 ~~participating in training and informational meetings in regard to the public's right to know and right of~~
20 ~~participation. The District may solicit community opinion through parent organizations, parent teacher~~
21 ~~conferences, open houses, and other events or activities which may bring staff and citizens together.~~

22
23 ~~To assist in the public's involvement,~~ The District will solicit community opinion to ensure that the ideas,
24 interests and concerns are considered in the decision-making processes. Community opinions may come
25 from a variety of sources, including, but not limited to: (a) parent organizations, parent-teacher
26 conferences, open houses; (b) advocacy, non-profit, parent or community-based organizations; (c)
27 business, civic and non-governmental organizations; (d) other educational organizations,(e) any
28 established school related communication committees, (e) surveys, and (f) other events or activities
29 which may bring the members of the Board or staff and the public together.

30
31
32 Legal Reference: Art. II, Sec. 8, Montana Constitution - Right of participation
33 Art. II, Sec. 9, Montana Constitution - Right to know

34
35 Policy History: 6.10.2014

36 Adopted on:

37 Revised on:

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 12/13/2022

Item V.C.3.

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Item For Action

Reports

Item Title: Item For Action

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

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



2023 Legislative Platform

ADOPTED BY THE MTSBA MEMBERSHIP - JULY 2022

The Development of MTSBA's 2023 Legislative Platform

Our 2023 Legislative Session Platform has been proposed and adopted by member trustees, each of whom have enjoyed a wide range of opportunities to influence and shape our legislative priorities throughout the last year.

From member surveys, opportunities to submit resolutions for consideration by the membership, participation in the K-12 Vision Project, MTSBA's Delegate Assembly, multiple hybrid gatherings, and the right to deliberate and vote on each proposal following the Annual Meeting, our trustees have actively driven the focus for our 2023 Legislative Session Platform.

About Our Members

Over 1,400 elected trustees in Montana volunteer nearly 750,000 hours each year in pursuit of increased student achievement, taking on complex and sometimes controversial challenges with no compensation whatsoever.

Our members oversee the employment of over **20,000 public employees** who educate, support, transport, supervise, feed and protect the safety of over **150,000 children**, in virtually every community in the state, every day of the week throughout the school year.

Our members' annual **volunteer contributions are equivalent to 360 FTE positions provided free of charge** each year, providing taxpayers millions in savings each year compared to what those positions would cost if filled by paid employees.

Elected trustees **collaborate in full partnerships with students, parents, educators, and community members** to develop the full potential of each child.

MTSBA's Member-Adopted Principles and Guidelines provide a framework of effective governance for school districts throughout Montana and provides directives to MTSBA's Advocacy Team to pursue a legislative framework through which elected school boards can best exercise supervision and control of public education as provided in Article X, Section 8 of the Montana Constitution.



Principal 1: MTSBA must advocate for adequate, rational funding for schools, sufficient to allow school districts to meaningfully comply with and provide an education worthy of the definition of the basic system of free quality schools in 20-9-309, MCA.



Principal 2: MTSBA must advocate for preservation of decision-making at the local, community level and for an understanding and adherence to the separate and proper roles of elected school boards, the Legislature and the executive branch (i.e., Governor, Board of Public Education, State Superintendent).



Principal 3: MTSBA must work to provide adequate and equitable funding so that local boards can provide student access to programs and services.



Principal 4: MTSBA must work to provide adequate funding for and state-wide commitment to Indian Education for All. MTSBA must recognize the negative impact that concentrated poverty can have on cultural preservation and pride and advocate for legislation to address and mitigate these negative impacts, including but not limited to advocacy for resources to address poverty, such as Impact Aid legislation.



Principal 5: MTSBA must:

1. Oppose vouchers, tuition tax credits, and other forms of proposed direct or indirect support for sectarian education that MTSBA believes violates Article X, Section 6 of the Montana Constitution.
2. Advocate for continued support of religious freedom.



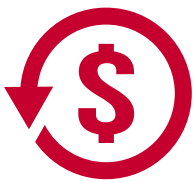
Principal 6: MTSBA must understand, respect, and equitably balance the interests of its member school boards while ensuring that the voices of all its members are heard and acknowledged in MTSBA's advocacy.

Our members have adopted a series of priorities for the 2023 Legislative Session that will guide our efforts. Our members have passed resolutions calling on MTSBA to:



Analyze and resolve gaps between the vision for success of each person under Article X and the reality of present laws and circumstances. Key areas of focus for the 2023 Session include:

- 1. Preserve Previous Progress attained through MTSBA Member resolutions in previous legislative sessions.**
- 2. Ensure a structure of shared authority among Elected School Boards, the Legislature, the Board of Public Education and State Superintendent and the Executive Branch that matches the intent of Montana's constitutional framers.**
 - a. MTSBA shall increase awareness among public policy makers and the public regarding the interrelationships and shared obligations of the Montana Legislature, the Board of Public Education, the State Superintendent and Elected School Boards for ensuring a constitutionally-compliant system of public education that develops the full potential of each person. The people of Montana have commissioned and assigned responsibilities to each of these groups to ensure that the peoples' goal of developing the full potential of each person is within reach. Cooperation and mutual respect are key obligations of all involved.**
 - b. MTSBA shall identify and seek changes to all laws that are inconsistent with the intent of the people in adopting Article X of the Montana Constitution, ensuring codification of proper roles and scope of authority for all branches of government sharing a duty of fidelity to fulfilling the goals and guarantees afforded children under Article X of the Montana Constitution.**



Create a university tuition reimbursement fund administered by the Office of Public Instruction to increase the supply of dual credit certified teachers in Montana's public schools.



Include funding for Synchronous Distance Learning courses as part of K-12 BASE Aid to encourage multi-district cooperation in offering such courses to students throughout Montana.



Broaden opportunities for taxpayers to earn tax credits for support of innovative education programs and expand the definition of innovative education programs to include capital expenditures that foster innovation in Montana's public schools.

Our members have also endorsed the funding priorities of the K-12 Vision Project for the 2023 Legislature.

The K-12 Vision Group is a collaborative effort of MASBO, MFPE, MREA, MQEC, MTSBA, and SAM. The membership of the group is structured around MTSBA's Caucuses – A, B, C, AA, IE, and ISBC. For each of the Caucuses, there are three trustees, two administrators, one business manager, and one teacher.



The K-12 Vision Project validates and supports the intersecting legislative priorities of the advocacy organizations partnering in the Montana Public Education Center by addressing the following critical issues:

- Support initiatives and proposals that advance the interests of public schools and students as described in our vision and goals;
- Provide adequate and equitable resources and support to meet the needs of special education students;
- Preserve and ensure previously established funding and support to schools, including but not limited to, GTB phase-in, inflation application to K-12 base aid, and NRD payment;
- Pursue the implementation of formula-based early childhood education;
- Expand opportunities to meet the needs of students from low-income backgrounds;
- Support recruitment and retention of excellent educators & staff;
- Ensure the health and safety of students in every Montana school;
- Properly support high quality school conditions and infrastructure;
- Fulfill the constitutional promise of a quality education to ensure opportunity for every child in Montana; and
- Oppose any proposal that supports private nonreligious or parochial schools through direct or indirect means that would infringe on the constitutional rights described in Article X of the Montana Constitution.

The K-12 Vision Project also recognizes and embraces key advocacy initiatives that are necessary to achieve its goals and envisioned future and supports advocacy for the components of a well-rounded education needed to achieve the Peoples' goal to develop the full potential of each person. Examples of initiatives necessarily implicated by our five year goals for student success include:

- Codification of sustainable, formula-based early childhood education;
- Expansion of support for gifted and talented education, including a focus on increasing availability of advanced placement and dual credit courses throughout the state; and
- Increasing awareness of the importance of courses that are outside the assessment content areas but that are necessary to fully develop the educational potential of each person, including music, art, physical education, technology, career and technical education.

Key Sources of Authority for MTSBA



MTSBA Core Values:

Visionary Leadership - We embrace vision and innovation in all that we do, continually adapting to the changing needs, wants and preferences of our members.

Advocacy - We advocate for EACH child in EVERY public school in Montana.

Empowered School Boards - We empower community-engaged, elected school boards in their Constitutional mission to develop the full potential of each child.

Member-Centric - We understand, respect and balance the interests of each of our members.

Constitutional Guardian - We guard and defend all Article X constitutional guarantees for each child.

American Indian Peoples and Tribes - We help our members preserve the history and cultural integrity of American Indian Peoples and Tribes.



MTSBA sees the world through the eyes of the elected trustee and dedicates its programs and services to helping school boards develop the full potential of each child in every public school in Montana.



MTSBA operates from a nonpartisan orientation in all that it does, determining its support for and opposition to proposals on the basis of alignment with strategic/member adopted priorities, and without regard to the positions of political parties regarding such proposals.



MTSBA is driven by its strategic planning and related processes and tightly aligns all that it does to the plan. We fully integrate strategy into everything that the board and staff do.



MTSBA generates its success through the leadership of fully-engaged, knowledgeable and selfless directors who work for the benefit of, are committed to understanding and who are devoted to equitably balancing and fulfilling the interests of all member districts. These directors set aside the specific interests of their own school district and understand their obligation to serve all school districts in fulfilling the potential of each child in every public school.



MTSBA works for the collective benefit of its members, striving to create clarity and consensus regarding its key initiatives and exercising fairness and balance in addressing the diverse needs of our members.



MTSBA executes its strategy through advocacy, services and innovation, demonstrating visionary leadership in and striving for excellence in all that we do.



MTSBA guards the constitutional guarantees afforded children in Article X of the Montana Constitution, including:

- Opportunities for each child to fulfill her/his educational potential;
- The right of each child to access a basic system of free quality schools in every Montana community, adequately and equitably funded;
- The right of Montanans to the separation of church and state and an assurance against direct or indirect aid to parochial education;
- A balanced structure of checks and balances between elected school boards, the Board of Public Education and the Legislature; and
- A commitment to education regarding the preservation of American Indian culture.



MTSBA operates with Transparency and Trust, providing our members with ready access and an open invitation to observe and hold us accountable for conducting ourselves in a manner that is consistent with our principles and to measure our successes and failures in the context of our adherence to the norms of behavior that have been defined and adopted by the MTSBA Board of Directors and its member school boards throughout the state.

**MTSBA's
Advocacy Team**



Lance Melton
Executive Director
lmeiton@mtsba.org
(406) 439-2180 c



Debra Silk
Associate Executive
Director/General
Counsel
dsilk@mtsba.org
(406) 439-3520 c



Emily Dean
Director of
Advocacy
edean@mtsba.org
(406) 431-7389 c



Kris Goss
Director of Policy
Services/
Senior Counsel
kgoss@mtsba.org
(406)459-6518 c



Jule Walker
Field Services Specialist
jwalker@mtsba.org
(406) 971-5666



Shawn Bubb
Director of Insurance
Services
sbubb@mtsba.org
(406) 439-7958 c



Kevin Bartsch
Assistant Director
WC Pool Operations
kbartsch@mtsba.org
(406) 475-5069 c

2022-23 MTSBA Board of Directors



**Scott
Walter**
President
Region 11
East Helena Trustee



**Tom
Billteen**
President-Elect
Butte
Municipal Director



**Sue
Corrigan**
Vice President
Kalispell
Municipal Director



**Luke
Muszkiewicz**
Immediate
Past President
Helena
Municipal Director



**Barb
Riley**
Region 1
Columbia Falls Trustee



**Curtis
Smeby**
Region 2
Havre Trustee



**Paul
Finnicum**
Region 3
Culbertson Trustee



**Kelley
Dey**
Region 4
Sidney Trustee



**Rick
Cummings**
Region 5
Cascade Trustee



**Charlee
Thompson**
Region 6
St. Regis Trustee



**Gayle
Venturelli**
Region 7
Anaconda Trustee



**Shaun
Scott**
Region 8
Townsend Trustee



**Krystal
Zentner**
Region 9
Bridger Trustee



**Dick
Cameron**
Region 10
Ashland Elementary
Trustee



**Jennifer
Hoffman**
Billings
Municipal Director



**Gary
Lusin**
Bozeman
Municipal Director



**Mark
Finnicum**
Great Falls
Municipal Director



**Arlene
Walker-Andrews**
Missoula
Municipal Director

Director positions currently open:
Indian School Board Caucus Chairperson and Vice Chair person

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 12/13/2022

Item V.C.4.

Superintendent's Report

General Public Comment

Items for Information

Consent Action Items

Item For Action

Reports

Item Title: Item For Action

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

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