



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

Policy Committee Meeting

Tuesday, December 9th, 2022-12:00 p.m.

Lincoln Center

1325 Poplar St., Helena, MT 59601

And via

TEAMS

MINUTES

Attendees

Committee: Others:

Luke Muszkiewicz, Committee Chair
Janet Armstrong, Committee Member
Jennifer Walsh, Committee Member

Rex Weltz, Superintendent
Janelle Mickelson, Business Manager
Josh McKay, Assistant Superintendent
Barb Ridgway, Chief of Staff
Brian Cummings, Assistant Superintendent
Candice Delvaux, Executive Assistant
Jane Shawn, HEA President
Gary Myers, Director of Educational Technology
Keri Mizell, Human Resources Director
Lona Carter, School Health Grant Facilitator
Mary Beth Linder, Guest of the Public

I. CALL TO ORDER

The meeting was called to order at 12:04 p.m. by Committee Chair, Luke Muszkiewicz.

II. REVIEW OF AGENDA

No changes were requested to the agenda.

III. GENERAL PUBLIC COMMENT

There was no general public comment.

IV. REVIEW OF THE 11.01.2022 POLICY COMMITTEE MINUTES

The committee reviewed and approved the minutes from the 11.01.2022 Policy Committee meeting.

V. PRESENTATION OF POLICIES FOR SECOND READING

A. Policy 1015: Goals, Mission, and Vision

The committee reviewed and discussed Policy 1015: Goals, Mission, and Vision. 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 addressed both a mid-year and final report on the agreed upon annual goals. The committee recommended changing the title of the policy to: *Policy 1015: Vision, Mission, and Guiding Principles*. The committee determined that Policy 1015: Goals, Mission, and Vision or newly titled Policy 1015: Vision, Mission and Guiding Principles would go to the full Board for first reading/information.

B. Policy 4000: Public Relations

The committee reviewed and discussed Policy 4000: Public Relations. 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 committee determined that Policy 4000: Public Relations would go to the full Board for review and action.

VI. PRESENTATION OF POLICIES FOR FIRST READING

A. Policy 7009: Lease Capitalization Threshold

Mrs. Janelle Mickelson, Business Manager for the Helena School District, reviewed Policy 7009: Lease Capitalization Threshold with the committee. 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. The committee determined that Policy 7009: Lease Capitalization Threshold will go to the full Board for first reading/information.

VII. PRESENTATION OF POLICIES FOR REVIEW

A. Policy 4030: Cooperative Programs with Other Districts and Public Agencies

The committee reviewed Policy 4030: Cooperative Programs with Other Districts and Public Agencies and had a robust discussion regarding the policy. This policy was adopted on 11.11.2014, and the committee discussed it would be beneficial to research if there have been any legal changes since 2014 that would affect this policy. The committee determined that Policy 4030: Cooperative Programs with Other Districts and Public Agencies would come back to the Policy Committee for further review and discussion.

B. Policy 5030: Abused and Neglected Child Reporting

The committee reviewed and discussed Policy 5030: Abused and Neglected Child Reporting. Policy 5030 mentions that: *A District employee who has reasonable cause to suspect that a student may be an abused or neglected child shall report such a case to the Montana Department of Health and Human Services and notify the Superintendent or principal that a report has been made. An employee does not discharge the obligation to personally report by notifying the Superintendent or principal. Any District employee who fails to report a suspected case of abuse or neglect to the Department of Public Health and Human Services, or who prevents another person from doing so, may be civilly liable for damages proximately caused by such failure or prevention and is guilty of a misdemeanor. The employee will also be subject to disciplinary action up to and including termination.* The committee mentioned that additional research and discussion would be beneficial for the following statement *“may be civilly liable for damages proximately caused by such failure or prevention and is guilty of a misdemeanor”*. The committee determined that Policy 5030: Abused and Neglected Child Reporting would come back to the Policy Committee for further review and discussion.

C. Policy 5035: Staff Ethics and Political Activity

The committee reviewed and discussed Policy 5035: Staff Ethics and Political Activity. Ms. Barb Ridgway, Chief of Staff, mentioned that she would check the citations for this policy and the committee discussed that there is some redundancy in the wording of the policy. The committee determined that Policy 5035: Staff Ethics and Political Activity would come back to the Policy Committee for further review and discussion. The committee also determined that Trustees and the Superintendent or designee needed to be authorized to advocate for the MTSBA’s legislative platform in the 2023 legislature.

D. Policy 5040: Personnel Records

The committee reviewed Policy 5040: Personnel Records and had a robust discussion. Ms. Barb Ridgway, Chief of Staff, and Ms. Keri Mizell, Human Resources Director, mentioned they would review the policy together and check to see if there have been any changes in the law that would affect this policy. The committee determined Policy 5040: Personnel Records would come back to the Policy Committee for further review and discussion.

E. Policy 5045: Family Medical Leave

The committee reviewed and discussed Policy 5045: Family Medical Leave. The committee determined that on lines 12 and 13 the following statement needs further research and clarification: *(as the Secretary shall, by regulation, determine)*. Ms. Barb Ridgway, Chief of Staff, and Ms. Keri Mizell, Human Resources Director, mentioned they would review the policy together, along with the citations. The committee members mentioned that subheadings in the policy would be beneficial. The committee determined Policy 5045: Family Medical Leave would come back to the Policy Committee for further review and discussion.

F. Policy 5050: Montana VEBA (Voluntary Employee Beneficiary Association) Health Benefit Plan

The committee reviewed and discussed Policy 5050: Montana VEBA (Voluntary Employee Beneficiary Association) Health Benefit Plan. Mrs. Janelle Mickelson mentioned there are currently no members of this plan. The committee determined that this policy requires further research and that Policy 5050: Montana VEBA (Voluntary Employee Beneficiary Association) Health Benefit Plan would come back to the Policy Committee for further review and discussion.

VIII. SUPERINTENDENT OR BOARD COMMENTS

There were no additional comments.

IX. ADJOURNMENT

Committee Chair, Luke Muszkiewicz, adjourned the meeting at 1:04 p.m.