



**Superintendent**

Rex Weltz  
324-2001

**Business Manager**

Janelle Mickelson  
324-2040

## Board of Trustees Meeting

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

**Tuesday, April 11th, 2023**  
5:30 p.m.

### MINUTES

**ATTENDANCE – Present unless otherwise noted.**

Siobhan Hathhorn, Chair  
Jennifer McKee, Vice Chair  
Luke Muszkiewicz, Trustee  
Kay Satre, Trustee  
Terry Beaver, Trustee  
Jennifer Walsh, Trustee

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

Rex Weltz, Superintendent  
Keri Mizell, Human Resources Director  
Brian Cummings, Assistant Superintendent  
Janelle Mickelson, Business Manager  
Barb Ridgway, Chief of Staff  
Gary Myers, Director of Educational Technology  
Kaitlyn Hess, Assessment and Federal Programs  
Jane Shawn, HEA President  
Todd Verrill, Facilities Director  
Brett Zanto, Capital High Principal  
Steve Thennis, Helena High Principal  
Karen Ogden, Communications Officer  
Anthony Gerharz, Manager, Wipfli LLP  
Sue Bannon, Capital High Cheer Coach  
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 5:32 p.m. and led the Pledge of Allegiance.

## **II. REVIEW AGENDA**

The Board of Trustees reviewed the agenda. Board Chair Siobhan Hathhorn stated that under VII. New Business B. Consent Action Items, the Personnel Actions listed as item number one had a few clerical errors. The Personnel Actions will be pulled from the Consent Action Items and will become VII. New Business C. Items for Action number four. Ms. Keri Mizell, Human Resources Director, will explain what the clerical errors are, and the Trustees will be able to individually vote on the Personnel Actions as amended.

## **III. RECOGNITIONS**

### **A. 1st Place Las Vegas Crown World Class Cheerleading Competition/1st Place Class AA Large Squad at Cheerfest/1st Place All-Around High Point Cheer Team at Cheerfest**

The Board of Trustees recognized the Capital High Cheer Team for winning 1st place in the Advanced Co-Ed Show Division at the Las Vegas Crown World Class Cheerleading Competition, winning 1st place Class AA Large Squad at Cheerfest, and winning 1st Place All-Around High Point Cheer Team. Thank you to Coach Sue Bannon for all that she does for these athletes.

Congratulations to the following team members: Mikayla Irish, Abbigale Murray, Charlotte Tamol, Elena Tran, Kynzie Belcher, Teagan Clement, Kayleona Key, Annesa Smith, Etchie Smith, Isabella Yearry, Sydney Bird, Piper Claeys, Andrew Williams, Mia Brinton, Lilyan Carlson, Nyeala Herndon, David Marshall, and Jasmine Otteson.

### **B. Montana West's National Speech and Debate Association Coach of the Year**

The Board of Trustees recognized Capital High School Head Coach, JW "Dubbz" McClintic, as he was nominated and won Montana West's National Speech and Debate Association Coach of the Year.

### **C. National Speech and Debate Qualifiers-Capital High School**

The Board of Trustees recognized the following Capital High students who qualified for the National Speech and Debate Tournament. Special thanks to JW McClintic, CHS Speech and Debate Coach, for all that he does for students.

- Kathrine (Kat) Armstrong-Alternate
- Evelyn Dachs-Alternate
- Jules Davidson-Multi event
- Caitlin King-World School
- Katie Steinhoff-Multi event

**D. National Speech and Debate Qualifiers-Helena High School**

The Board of Trustees recognized the following Helena High students who qualified for the National Speech and Debate Tournament. Special thanks to Jennifer Hermanson, HHS Speech and Debate Coach, for all that she does for students.

- Layla Riggs-Congress
- Loreley Drees-Multi event
- Lucy McDonald-Garrity-Multi event

**E. Montana High School Boys' Soccer Player of the Year**

The Board of Trustees recognized Capital High student Trey Moseman who was selected as the Montana High School Boys' Soccer Player of the Year by the United Soccer Coaches. Each year, the organization selects a player of the year in each state at the high school level and this year Trey was selected for Montana. Special thanks to Stefan Wall, Boys Soccer Coach at CHS, for all that he does for these athletes.

**F. National BPA Qualifiers-Capital High School**

The Board of Trustees recognized National BPA Qualifiers from Capital High School. Special thanks to Terri Norman for her guidance. The following students qualified to compete at the 2023 National Leadership Conference in Anaheim, California.

- 1st Place: Financial Analyst Team—Abi Grotbo, Taylor Ferretti, and Brendan Miller
- 1st Place: Payroll Accounting—Brendan Miller
- 2nd Place: Payroll Accounting—Abi Grotbo
- 3rd Place: Advanced Accounting—Jack Drynan
- 5th Place: Fundamental Desktop Publishing—Caitlin King

**G. Business Professional of America Silver Star Award-Capital High School**

The Board of Trustees recognized the Capital High School BPA Team for being awarded the Silver Star Award for outstanding chapter implementation of the mission and strategies of BPA as well as the 3rd highest fundraising chapter for the Special Olympics Special Dots program with a donation to Special Olympics Montana of \$1,053.

**H. Business Professionals of America National Emerging Advisor of the Year**

The Board of Trustees recognized Helena High School BPA Advisor Buffy Smith who has been nominated by Montana Business Professionals of America for the National Emerging Advisor of the Year.

**I. National BPA Qualifiers-Helena High School**

The Board of Trustees recognized National BPA Qualifiers from Helena High School. Special thanks to Samantha Humphrey and Buffy Smith for their guidance. The following students qualified to compete at the 2023 National Leadership Conference in Anaheim, California.

- Foster Smith: 1st Java Programming, 1st Python Programming & 1st C++ Programming
- Titan Russell: 1st Network Administration using Cisco, 2nd Computer Network Technology
- Kaden Price: 1st C# Programming & 5th Java Programming
- Cooper Cross: 2nd C++ Programming, 4th Python Programming & 4th Java Programming
- Matthew Roberts: 2nd Java Programming
- Nolan Verrill: 2nd C# Programming
- Khalil Elias: 3rd Java Programming
- Kaden Price, Foster Smith, Nolan Verrill & Titan Russell: placed in the top 10, nationally, in the Software Engineer Virtual Event and will learn of the placing at the National Conference.

**J. Business Professional of America Silver Star Award-Helena High School**

The Board of Trustees recognized the Helena High BPA team for receiving the Silver Star of Professionalism award for the 10th year in a row. The Montana Association Silver Star Award for Chapter Development is designed to award those Business Professionals of America chapters who actively implement the mission and strategies of the organization.

**K. Mock Trial State Champions**

The Board of Trustees recognized the Helena High Baker Team for winning the 2023 Mock Trial State Championship. Congratulations to Melaina Kloberdanz, Robert Stimpson, Wyatt Gant, Jaydn Rutenbur, Grace Kantorowicz, Layla Riggs, Riley Walsh, and Ethan Taylor. Congratulations to the Helena High Shea Team for being awarded Mock Trial State Championship Runner-Up. Congratulations to Mia Taylor, Owen McDaniel, Caili Lowney, Kenzi Phattavong, and Aine Cleary. Special thanks to Kacey Askin for all his guidance.

**L. State Science Olympiad**

The Board of Trustees recognized the following Helena High students that were awarded Gold Medals at the State Science Olympiad:

Forestry: Robert Stimpson and Paul Reeves

Rocks and Minerals: Annika Nehring and Emily McAnally

Anatomy: Paisely Karlin and Wyatt Gant

Congratulations to the Helena High Science Olympiad team for placing 4th overall. Thank you to the HHS Science Olympiad Advisors David McKim and Claire Pichette for all that they do for these students. Special thanks to educators Christine Thennis, Julie Ladd, Jamie O'Malley, and Tyler Hollow for everything that they do to support students and the Science Olympiad.

**M. NW Photographic Communications 2022-23 High School Photo Contest**

The Board of Trustees recognized the following Capital High Students who were finalists in the NW Photographic Communications 2022-23 High School Photo Contest:

Generations by Olivia Dewey, Capital High School, Helena, Montana  
American Welder by Raelynn Staley, Capital High School, Helena, Montana  
Sweets and Sass by Emma Allred, Capital High School, Helena, Montana  
Bokeh by J. D. Reighard, Capital High School, Helena, Montana

The top-ten finalist’s photographs were printed, matted, and framed for exhibition in the NWC SinClair gallery January through March. Special congratulations to Olivia Dewey who took first place overall and Raelynn Staley who took second place overall. Thank you to Capital High Photography Teacher Genevieve Anderson for all that she does for these incredible students.

**N. Presidential Award for Excellence in Mathematics and Science Teaching Program Finalist**

The Board of Trustees recognized Sarah Urban who has been selected as a Montana state-level finalist in the Presidential Award for Excellence in Mathematics and Science Teaching Program. Sarah is one of six Math and Science teachers selected in the state for this prestigious award and is now a candidate for the state Presidential Award.

**O. Presidential Award for Excellence in Mathematics and Science Teaching Program Finalist**

The Board of Trustees recognized Megan Lane who has been selected as a Montana state-level finalist in the Presidential Award for Excellence in Mathematics and Science Teaching Program. Megan is one of six Math and Science teachers selected in the state for this prestigious award and is now a candidate for the state Presidential Award.

**IV. PRESENTATION**

Helena High Green Group

The Board of Trustees viewed a presentation from the Helena High Green Group and advisors Claire Pichette and Jill Van Alstyne. Seven members of Helena High’s Green Group Student Club visited Japan through a special opportunity with the country’s Kakehashi, or “bridge,” cultural exchange program. The Green Group is dedicated to finding solutions to local and global environmental concerns and is learning how Japan is addressing these issues in visits with local, regional and national government officials. The students’ itinerary included everything from making a traditional Japanese lunch with host families to visiting the Imperial Palace and Mount Fuji. The Kakehashi program aims to give participants an enhanced understanding of Japanese economics, society, history, culture, politics, and diplomatic policies. The exchange program is funded entirely by the Japanese federal government. The HHS Green Group is joined by students from Lebanon High School.

## V. SUPERINTENDENT'S REPORT

Superintendent Rex Weltz gave his report to the Board of Trustees. The information presented included:

- Recognition
  - School Librarian Appreciation Day April 4<sup>th</sup>, 2023
  - National Assistant Principal Week April 3<sup>rd</sup>- April 7<sup>th</sup>, 2023
  - Paraprofessional Appreciation Day April 5<sup>th</sup>, 2023
  - National Volunteer Recognition Week April 17<sup>th</sup>- April 21<sup>st</sup>, 2023
  - Congratulations to HHS Student Robert Stimpson who presented his research on Learning Bias at the Montana Tech Regional Science Fair and was awarded the American Psychological Association Award for his research.
  - Administrator Update
  - National Administrative Professional's Day April 26<sup>th</sup>, 2023
  - Helena Education Foundation's Distinguished Students and our Distinguished Educators. Thank you to Helena Education Foundation's Lisa Cordingley and Becca Leaphart for this amazing opportunity for students and educators.
  - Charlotte, of Central Elementary School, was selected as the Grand Champion of the "2023 Sodexo Future Chefs Challenge." Thank you to Robert Worthy, Sodexo Manager, for organizing this event for students.
  - HHS Cheer Squad as they captured 3<sup>rd</sup> place in AA small group at Cheer Fest. Congratulations to our CHS Cheer Squad that we recognized tonight for their accomplishments.
  - Congratulations to Rossiter Educator Kim Ziska-KMTX February Teacher of the Month
  - Helena High Tech Math Class Student Ben Bingham took first place in the crosstown Balsa-wood bridge building contest. Thank you to our community volunteer Russ Lay, with Morrison-Maierle engineers, and HHS Math Teacher Jonathan Driggers for making this event possible.
  - Board Work Session March 21<sup>st</sup> at C.R. Anderson Middle School-Thank you to Principal Kathleen Prody, Assistant Principal Sol Jones, Assistant Principal Eric Peterson, and Staff.
  - Broadwater Elementary School celebrated their 130<sup>th</sup> birthday on March 24<sup>th</sup>, 2023.
  
- New Business
  - Helena Public Schools Retirement Celebration
    - May 24<sup>th</sup>, 4:30 p.m. Central Elementary School
  - ACT Day-April 11<sup>th</sup>
  - Student Rep/Superintendent Q & A
  - HSD School Based Health Community Collaboration Meeting
  - Staffing Progressing across the District

- Safety Updates
  - District Wide 911 Communication Safety Check Update
  - Jeremy Bullock Safety Conference in Helena
  - Bond Funds Spenddown Update
  - After Action Review – CHS incident
  - Recruitment for Next Year-Student Representatives
- Outreach/Meetings
  - Budget & Facilities Community Outreach Presentations:
    - Facilities Director Todd Verrill
      - Helena Area Chamber of Commerce
      - Sunrise Rotary
      - Kiwanis Club
      - Helena Rotary
      - Helena Kiwanis
      - Hometown Helena
      - News - IR
  - Staff forums 3x
  - Budget Recommendation Consensus Committee – Update
  - 2023 MASS Spring Conference
  - MQEC Board of Directors Meeting
  - Public Education Day Event
  - Hometown Helena
  - Chamber of Commerce
  - Budget Strategic Work Meetings
  - Cabinet & Leadership
  - Board Leadership
  - HEF Executive Committee
  - Teacher Advisory Meeting
  - Parent Advisory Committee
  - AA Superintendents
  - HEF
    - Executive Meeting
    - Board Meeting
  - HEA President/Superintendent Meeting
  - Rotary Club

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

## VI. GENERAL PUBLIC COMMENT

Ms. Phyllis Dolan Gilreath gave general public comment. Ms. Gilreath is a Helena High School graduate. Ms. Gilreath came here tonight to discuss Ray Bjork and stated that closing Ray Bjork is a disservice to the community and the programs that are established there. The programs housed at Ray Bjork work well together to benefit the students and the parents. Ms. Gilreath asked if the schools that these students will be relocated to have age-appropriate playgrounds. Ms. Gilreath stated that with increasing and declining populations at various schools, why don't we look at balancing the population by readjusting boundaries and getting rid of some of the buildings such as Hawthorne, May Butler, and the Front Street Learning Center. Ms. Gilreath stated that it is a great program at Front Street Learning Center, but it can be moved to a different location. Ms. Gilreath said if the Ray Bjork students are relocated their class sizes would increase, and teachers are concerned with how they will teach more students, especially when some students need more attention. Ms. Gilreath expressed her concern that when she picked up her grandson at C.R. Anderson Middle School, she noticed the gym door on the side of the building was open and we need to make sure our buildings are secured.

Ms. Miranda Parisi gave general public comment. Ms. Parisi is a Trailhead Teacher at Central Elementary and has also taught at Ray Bjork Learning Center. Ms. Parisi stated that during her fourteen years at Ray Bjork she had the amazing opportunity to witness the positive effects an early intervention program has on students with disabilities. Since Ray Bjork opened in 2008, the Ray Bjork team has studied research-based evidence and modified their procedures and models to match those that have proven successful. Ms. Parisi stated that preschool children need a home base where they can access the whole package. Ray Bjork's unique population receives speech and language, occupational and physical therapies, there is a teacher for the visually impaired, there is CSCT, and highly qualified early intervention special education teachers. Ms. Parisi stated that they make sure they provide such services in the correct setting. Ray Bjork has spent several years ensuring that their students have the appropriate infrastructure, including playground equipment, toileting equipment, furniture, and accessibility for the size and physical needs of their students. Ms. Parisi stated that closing Ray Bjork uproots a community. Why add to the caseloads of the elementary school specialists when they are already overtaxed? Ms. Parisi concluded by stating that by taking away our home base of Ray Bjork, our community's special education preschool and early intervention services will dissolve. Ms. Parisi stated that we are reducing access to quality early intervention services, leading to a drastic decrease in the quality of life of children, families, and school staff. We as a district need to do a better job prioritizing early intervention services and educating our colleagues on the significance of early intervention.

That concluded general public comment and the Board of Trustees moved on to Items for Information.



## VII. NEW BUSINESS

### A. Items For Information

#### 1. 2022 District Audit: Anthony Gerharz, Manager, Wipfli LLP

Ms. Janelle Mickelson, Business Manager for Helena Public Schools, stated that school districts our size must have an annual financial audit. The firm that audits us is Wipfli, and Anthony Gerharz, who is a Manager for Wipfli, was the lead auditor this year.

Mr. Anthony Gerharz, Manager, Wipfli LLP, stated that they issued an unmodified opinion on the audit report which means that the financial statements and the numbers within can be relied upon and that they are free of material misstatements. As part of the audit, they also did a Federal Compliance audit and looked at our ESSER funding and school food funding, and there were no findings and no issues.

Ms. Mickelson recognized Ms. Michelle Schweyen, Accountant for the Helena Public Schools, for everything that she does to assist with the audit.

#### 2. Cancellation of Trustee Election

- a. Elementary Trustee Election
- b. High School Trustee Election

Ms. Janelle Mickelson stated that pursuant to 20-3-313, MCA, whenever the number of candidates filing for vacant positions or filing a declaration of intent to be a write-in candidate is equal to or less than the number of positions to be elected, the election administrator may cancel the election.

#### Considerations:

- Two positions in the elementary were up for re-election and the lone high school position was up for re-election.
- Linda Cleatus and Jennifer McKee filed for the two elementary positions and there were no write-in candidates.
- Jennifer Walsh filed for the high school position and there were no write-in candidates.
- The number of candidates that filed a nomination petition equaled the number of open trustee positions and no declarations of intent to be a write-in-candidate were filed. Therefore, The County Election Administrator cancelled both the elementary and high school trustee election and provided notices.
- Trustees will be elected by acclamation at the May 16th Board of Trustees Meeting and Katrina Chaney, County Superintendent of Schools, will administer the oath of office to trustees.

### 3. Curriculum, Assessment, and Federal Programs Update

Ms. Kaitlyn Hess, Assessment and Federal Programs, gave an update on Curriculum, Assessment, and Federal Programs to the Board of Trustees. Ms. Hess began by discussing Instructional Professional Development including:

- Joy-Into Reading and the Literacy Grant in schools
- Yolanda-Modeling writing and training coaches on opinion writing
- Michelle-Math standards alignment, modeling manipulatives, number sense, and fluency in classrooms

Ms. Hess discussed that the district is transitioning into a new reading program called “*Into Reading*” which will be rolled out district-wide this fall. All the products that are needed for the “*Into Reading*” curriculum have been purchased and sent to schools. Ms. Hess discussed grade level meetings where the groups modeled Math games and manipulatives, and teachers shared out the “*Into Reading*” pilot, along with standards-based grading updates. During the standards-based grading updates the groups did a deeper dive into what they need to know from the program, and they had an opportunity to talk with each other about what’s working, what’s not, and lastly, they put together the pacing guides for the modules. Those guides will then be given to the Standards Based Grading Task Force, and they will integrate those into the progress reports. Ms. Hess reviewed the content area curriculum development in 6-12 Social Studies and 6-12 Science. The 6-12 Social Studies standards are entirely new, and there were new 6-12 Science standards implemented a few years ago. The teachers have been working on revamping the Social Studies Curriculum with these new standards for over three years. During this time the teachers have reviewed what the standards look like, what do they look like in action, and what do they look like as you are building out scope, sequence, and pacing guides.

Ms. Hess reviewed summer professional development that will include K-5 “*Into Reading*” training, K-5 Math-Fluency and Manipulatives, 6-12 curriculum work, Conscious Discipline, Jeremy Bullock Safe Schools, new teacher orientation, and content area curriculum in 9-12 ELA at CHS, 6-12 Social Studies, and CTE. Teachers are very excited about Conscious Discipline professional development. They really love this K-12 program for behavior management and social and emotional learning in the classroom. The Jeremy Bullock Safe Schools Summit moved from Butte to Helena and will take place at Central Elementary this year. Ms. Hess stated that we tried to be really intentional with our professional development this summer and offer teachers opportunities that align with our strategic priorities and goals.

Ms. Hess reviewed assessments with the Board of Trustees. Spring state assessments include: WIDA (12/3-2/28), CogAT (3/13-24), Alternative Assessments (3/13-4/13), ACT-April 11<sup>th</sup>, SBAC (4/24-5/5 Elementary, 5/8-5/19 Middle School). The WIDA assessment is for our multilingual learners (EL/ML). The CogAT assessment is given to all second-grade students and the Alternative assessments are given to our special education students. The ACT assessment is for 11<sup>th</sup> grade students and will be all online this year. Ms. Hess stated there is a 95% participation rule regarding assessments which means that 95% of the students in our district must complete the spring assessments. The district spring benchmark will be (5/15-5/26) and includes Acadience, Universal Number Sense Screener, and iReady.

Ms. Hess moved on to review federal programs including Targeted Support Grant Awards, private/non-public spring outreach, new transitions classroom at HHS, and homeless data for the district. The Targeted Support Grant was awarded to three of our elementary schools:

Broadwater, Byrant, and Smith. It is based on their spring assessment scores and having a subpopulation that scored less than five percent of the state. The grant money awarded is put towards helping that subpopulation group.

Ms. Hess discussed the private/non-public spring outreach. Part of our federal funding includes Title 1-A: Improving Basic Programs, which goes towards private/non-public schools in our community. Every March we send out notices to individual home schools and private schools offering them to participate in our title programming. The only school that showed interest this year was Helena Christian School, so we assist them with their Title program.

Ms. Hess discussed the new Transitions classroom at Helena High School. The teacher for that classroom has anywhere from two to ten students a period. Most of those students are credit deficient due to being in foster or group homes. The teacher is working to set up personalized learning programs for them to get the credits they need to get back on track for graduation. We are piloting the Edgenuity Program for this Transitions classroom. We are hoping to hire a transitions teacher for Capital High School next year, so that there will be a Transitions classroom at each high school. Ms. Hess concluded her presentation by discussing the new Sheltered Curriculum pilot at Helena High School for our EL/ML students.

#### 4. Policy 5122 Criminal Background Investigation

Ms. Barb Ridgway presented Policy 5122 Criminal Background Investigation to the Board of Trustees. This is an existing policy that has been revised to clarify who is required to have a comprehensive criminal background investigation to include fingerprinting. It further clarifies that volunteers who have unsupervised access to District students will also be required to submit to a comprehensive background investigation. Student teachers from a Montana accredited teacher education program who have completed a fingerprint-based background check no more than six months prior to their student teaching start date may have the results sent to the District. However, student teachers from a program outside of Montana must agree in writing to a comprehensive background investigation to include fingerprinting. New language was added on lines 25 through 28 which states, *“Employees and volunteers have the responsibility to notify the District as soon as possible if they are arrested, charged with a crime, or served a restraining order. The District will take appropriate action, up to and including termination, if upon notification it is determined the criminal activity impacts the individual’s continued employment or ability to volunteer.”*

#### 5. Policy 5610 Intellectual Property Rights

Ms. Barb Ridgway presented Policy 5610 Intellectual Property Rights to the Board of Trustees. This policy was developed at the request of the Helena Education Association and establishes intellectual property rights when materials which are original are developed using public resources. It defines how intellectual property is dealt with when created within the scope of the employee’s responsibilities, outside the scope of the employee’s responsibilities or a combination of the two. It further defines the relationship between the District and the employee should the District choose to purchase the materials. The following new language was added on lines 92 through 106 which states, *“An employee who receives royalties or compensation on the sale of materials and/or other forms of intellectual property to the District, must divide royalties and/or net pro*

*rata profits to an approved charity as defined if:*

1. *The sale of the materials and/or other forms of intellectual property exceeds twenty-five hundred dollars (\$2,500.00) annually, or*
2. *The employee receives a pro rata share of payment of account on sales of materials and/or other forms of intellectual property that exceeds twenty-five hundred dollars (\$2,500.00) annually.*
3. *The amount that is to be donated in the royalties and/or net pro rata profits on any sales exceeds twenty-five hundred dollars (\$2,500.00).*

*If the royalties and/or net pro rata profits exceed twenty-five hundred dollars (\$2,500.00) annually the following distribution shall apply:*

- *50% to employee*
- *40% to District*
- *10% to Helena Education Foundation”*

That concluded the 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. 03.14.23 Full Board Meeting Minutes

Board Chair Siobhan Hathhorn reminded the trustees that under item B. Consent Action Items, item number one, Personnel Actions, had a few clerical errors. The Personnel Actions will be pulled from the Consent Action Items and will become C. Items for Action number four. Ms. Keri Mizell, Human Resources Director, will explain what the clerical errors are, and the Trustees will be able to individually vote on the Personnel Actions as amended.

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

**Motion:** Trustee Luke Muszkiewicz moved to approve the Consent Action Items two through four. Trustee Jennifer McKee 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. Declare Trustee Position Vacant and Consider Approval of Procedure for Filling the Trustee Vacancy

Ms. Janelle Mickelson, Business Manager, presented the action item: 1. Declare Trustee Position Vacant and Consider Approval of Procedure for Filling the Trustee Vacancy to the Board of Trustees.

Pursuant to 20-3-308(a), MCA, an elected trustee position is vacant whenever the incumbent dies. In accordance with 20-3-309, MCA, whenever a trustee position becomes vacant, the remaining members of the trustees shall declare the position vacant and shall appoint, in writing, within 60 days, a competent person as a successor. If the trustees do not make the appointment within the 60-day period, the county superintendent shall appoint, in writing, a competent person as a successor.

Considerations:

Trustee Lois Fitzpatrick, who served on the Board of Trustees for nearly a year, was a courageous advocate for education. She was strong in her convictions and an inspiration to us all. She will be missed.

Her passing created a vacant trustee position and the need to declare a vacant position on the Board of Trustees. Once the resolution to declare a vacant position is passed, the proposed advertisement will be published in the Independent Record and posted on the District website.

Interested parties will submit letters of application to the Helena School District Clerk by April 28, 2023. The board of trustees will interview all applicants and appoint the selected candidate to the Board on May 2<sup>nd</sup>, 2023. The selected candidate will be administered the oath of office and seated on the Board at a Special Board Meeting on May 16<sup>th</sup>. Whoever is appointed to this position will serve a one-year term, and then this position will become open again for election for a one-year term assuming there are no changes in legislature.

Superintendent recommendation:

Adopt the resolution and begin the appointment process.

Board Chair Siobhan Hathhorn commented. "I would entertain a motion to Declare the Trustee Position Vacant and Consider Approval of Procedure for Filling the Trustee Vacancy as presented."

**Motion:** Trustee Luke Muszkiewicz moved to approve Declaring the Trustee Position Vacant and Consider Approval of Procedure for Filling the Trustee Vacancy as presented. Trustee Kay Satre seconded the motion.

**Public Comment:** None.

**Vote:** 6-0 motion carries unanimously.

## 2. CHS and HHS CTE Roof Re-Coating Bid

Mr. Todd Verrill, Facilities Director, presented the CHS and HHS CTE Roof Re-Coating Bid to the Board of Trustees. Mr. Verrill is requesting the Board of Trustees award the Capital High School and Helena High School Shop Roof Coating and Repair Projects to Driear Painting, Inc. The projects will involve the following:

### Capital High Shop

- Repair previously coated 8,471 square feet (sf) of roof
- Clean, prime, and coat 15,563 sf of roof
- Cost: \$99,161.80 Helena High Shop
- Clean, prime, and coat 22,076 sf of roof
- Cost: \$141,360.00

The application of the new liquid acrylic elastomeric coating system will include a 20-year manufacturer's warranty. The facilities office received a bid from Driear, Inc. with a proposal of \$240,521.80. Another bid arrived after the 11:00 a.m. deadline but we could not consider it as an acceptable submittal. Driear Painting, Inc. will complete this roof project in the summer of 2023 before the start of the 23-24 school year.

Mr. Verrill did some additional research on Driear Painting, Inc. as requested by the Facilities and Maintenance Committee. Mr. Verrill looked at two of their projects that were completed here in town, and stated Driear Painting, Inc. was highly recommended.

Board Chair Siobhan Hathhorn commented. "I would entertain a motion to approve the CHS and HHS CTE Roof Re-Coating Bid as presented."

**Motion:** Trustee Jennifer McKee moved to approve the CHS and HHS CTE Roof Re-Coating Bid as presented. Trustee Luke Muszkiewicz seconded the motion.

**Public Comment:** None.

**Vote:** 6-0 motion carries unanimously.

## 3. Policy 5030 Abused and Neglected Child Reporting

Ms. Barb Ridgway, Chief of Staff, presented Policy 5030 Abused and Neglected Child Reporting to the Board of Trustees. The Policy Committee reviewed this policy during their ongoing review of the 5000 Series. The committee clarified who are mandatory reporters, the definition of child abuse, the penalty for not reporting and stated the Superintendent shall provide access to educational resources. Language was added on lines 7 and 8 that clarifies who a contractor is and states, "*third party contractors providing service to students, volunteer, student teacher or student nurse*". The word *volunteer* on line 7 was removed because we cannot compel a volunteer to report, and the words *may be* on lines 31 and 32 were changed to *is*. The language on lines 32 and 33 was revised and now states, "*All District employees are responsible for reporting regardless of whether or not another employee has made a report.*" Ms. Ridgway stated that per

her conversation with DPHHS, it is important that every employee calls and reports, even if another employee has already done so, because sometimes DPHHS gets different information from different reporters.

Board Chair Siobhan Hathhorn commented. “I would entertain a motion to approve Policy 5030 Abused and Neglected Child Reporting.”

**Motion:** Trustee Kay Satre moved to approve Policy 5030 Abused and Neglected Child Reporting as presented. Trustee Jennifer McKee seconded the motion.

**Public Comment:** None.

**Vote:** 6-0 motion carries unanimously.

#### 4. Personnel Actions

The Board of Trustees moved on to review the Personnel Actions presented by Ms. Keri Mizell, Human Resources Director. Ms. Mizell stated that there were minor clerical errors found in the personnel actions. There were three locations that were identified as TBD and those should now be updated to state Student Services Center (SSC). There were two assignments that were identified as Resource and those should be updated to Special Education to be consistent with the other assignments. Lastly, there is one location of Bryant that needs to be updated to Student Services Center as that is also part of Special Education.

Board Chair Siobhan Hathhorn commented. “I would entertain a motion to approve the Personnel Actions as amended.”

**Motion:** Trustee Luke Muszkiewicz moved to approve the Personnel Actions as amended. Trustee Terry Beaver 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,

gave her report. Ms. Drees recognized the Helena High School Cheer Team for placing third at Cheerfest. Ms. Drees mentioned that spring sports are going well, and a Helena High student has been nominated for National Softball Girl of the Week. There was ACT testing today and AP classes are preparing for the AP tests next month. Ms. Drees recognized the Helena High School valedictorians and salutatorians. Some students will be participating in the District Music Festival and the Vigilante Day Parade will be Friday, May 5<sup>th</sup>.

Mr. Keiran Boyle, Capital High School Student Representative for the Board of Trustees, gave his report. Mr. Boyle mentioned that some of the CHS students will also be attending the District Musical Festival, and there was ACT testing today which went very smoothly. Capital High has been hosting Bruin Talks where seniors and juniors go into freshman classrooms at the end of second period and will give freshman students advice and tips to help make high school easier for them. The Bruin Talks are aimed at increasing the amount of social and emotional support for those freshmen students and creating direct connections with juniors and seniors and have been very successful. Mr. Boyle shared that incoming freshman toured the school, viewed different presentations, and went to a club and activity fair. There was a PLC meeting in the auditorium on April 3<sup>rd</sup> and they were really focusing on instructional framework at CHS. There will be a Youth Electrum at the Holter Museum where art students from Helena are going to have their artwork in the Holter. This coincides with the release date for Pen and Ink Literary Magazine. Mr. Boyle and Superintendent Weltz participated in a question-and-answer video session and discussed the budget shortfalls in the district.

## 2. Facilities and Maintenance

Trustee Luke Muszkiewicz gave the Facilities and Maintenance Committee Report. The Facilities and Maintenance Committee was given a facilities and maintenance update of projects from the last thirty days, current projects, projects for the next twelve months, and other projects. Trustee Muszkiewicz thanked Facilities and Maintenance Director Todd Verrill and his team for all their hard work that was completed over the spring break. Trustee Muszkiewicz expressed his appreciation for the approach the district is taking with safety and security because not only do we have the practices in place and on paper, but we also test them and practice them. At the meeting the committee was given a Facilities Master Plan Update from SMA Architecture. SMA has completed Phase One which included surveying and collecting information about our buildings and cataloging the various deficiencies and deferred maintenance issues that are outstanding. SMA will be moving to Phase Two which will include different options and decisions points around each of our buildings, and there will be a Facilities Master Plan Key Stakeholders Meeting on Wednesday, April 26<sup>th</sup> from 4:00 p.m. to 6:00 p.m.

## 3. Helena Education Association Report

Ms. Jane Shawn, President of the Helena Education Association, gave the Helena Education Association Report. HEA has provided explanatory materials regarding the levy to all their members and have distributed over 100 yard signs. MFPE's annual conference is this weekend, and a portion of Friday afternoon will be spent at the



legislature, and they will be participating in a pro-public education rally at 12:30 p.m. on the steps of the Capitol. Also in the legislature, House Bill 332, which would create a statewide health insurance pool for K-12 employees has been revived and will be heard in the Senate Education Committee tomorrow. HEA supports this bill, as does MFPE. Bargaining for the teachers' CBA continues tomorrow with an all-day session at MTSBA. They are still considering language proposals, and they have not tackled any waver/benefit issues yet. Ms. Shawn is writing up the biographies of the 2023 Helena Public Schools retirees, and she loves doing this because she gets to read them at the yearly retirement celebration.

4. Budget and Finance Committee Report

Trustee Janet Armstrong was not in attendance at the Board meeting; therefore, Trustee Luke Muszkiewicz gave the report on her behalf. The Budget and Finance Committee reviewed the budget to actual reports for the elementary general fund and high school general fund. At this time last year, we had about six percent remaining in the elementary general fund and right now we have about four percent remaining. We currently have around five percent remaining in the high school general fund and that is one or two percentage points lower than it has been in the past for both the elementary and the high school general funds. This may require us to dip into the interlocal funds before the year is completed. The committee also discussed the possibility of having an updated five-year budget forecast in mid to late May that takes into consideration the election results and some of the work to mitigate the budget deficit that is ongoing right now. The committee reviewed the ESSER Funding Update. The CRRSA-State Emergency Relief Fund II (ESSER II) will likely be completely spent by June 30th and the deadline to spend the money is in September, so we are fine there. We may have a small remaining balance in the ARP-State Emergency Relief Fund II (ESSER III) depending on what happens with the elementary general fund. The Budget and Finance committee reviewed the 2022 District Audit. School districts our size must have an annual financial audit. Our auditor is Wipfli, and we had an unqualified opinion which means we had a clean audit and there were no findings.

5. Teaching & Learning Committee Report

Trustee Jennifer McKee gave the Teaching and Learning Committee Report. The Teaching and Learning Committee was given a Curriculum, Assessment, and Federal Programs Update which the full board viewed tonight. Trustee McKee stated that for the upcoming school year, the Teaching and Learning Committee time slot may be replaced with the Budget Consensus Committee. Ms. McKee is thinking of ways to still incorporate the work of the Teaching and Learning Committee because it is such great work and so important. Trustee Luke Muszkiewicz agreed and suggested that the Budget and Finance Committee time slot may be a better place to discuss the Budget Consensus Committee. Trustee Kay Satre agreed with Trustee McKee and Trustee Muszkiewicz that she would be very sorry to lose access to Teaching and Learning Committee information. Superintendent Weltz agreed that he does not want to lose the Teaching and Learning Committee, and we can continue to explore other options for the Budget Consensus Committee.

6. Policy Committee Report

Trustee Luke Muszkiewicz gave the Policy Committee Report. Trustee Muszkiewicz thanked Ms. Barb Ridgway, Chief of Staff, for everything that she does with the ongoing review of policies and facilitating those discussions. The Policy Committee reviewed Policy 2120 Wellness, Policy 5122 Criminal Background Investigation, Policy 5610 Intellectual Property Rights, Policy 5030 Abused and Neglected Child Reporting, and Policy 5070 Disciplinary Action.

7. Health Benefits Committee Report

Trustee Kay Satre gave the the Health Benefits Committee Report. Trustee Satre recognized Mr. Rich Franco, Human Resources Benefits Manager, for all the work he does with the Health Benefits Committee and various subcommittees. Trustee Satre stated the committee is looking at ways to target and improve specific health outcomes for our members and to lower claims in the cost of the plan as well as analyzing information and setting premiums for this upcoming year. The committee voted to approve a Wellness Budget and they decided to raise the wellness incentive from \$100 to \$200 to get more people to participate in wellness screenings. If they could get more participation in the wellness screenings it could prevent bigger health issues for those individuals and it could save the plan money from bigger claims and costs. The committee received trend percentage numbers from Alliant, our Plan Consultant, and from Allegiance, our provider, and every year at this time they look at trend percentage numbers to help calculate premiums for the next plan year. The committee is exploring medical percentage increases of five percent and six percent, dental increases of three and four percent, and vision increases of two, three, and four percent. The Health Benefits Committee is hoping to vote on premium increases at the April 27<sup>th</sup> meeting, so they can bring a recommendation to the full Board of Trustees on May 9<sup>th</sup>. The committee is working with Alliant on point solutions to help reduce costs to the plan. They are looking at life insurance and long-term disability options for employees and the hope is that they will save close to \$30,000 in life insurance and long-term disability by moving to a new carrier. The committee is also looking at an employee assistance program. The hope is with the money saved from the life insurance and disability new carrier; they can get a more robust EAP program that can help our members more effectively. The committee is also looking at a program for muscular and skeletal claims, as well as diabetes management.

8. Wellness Committee Report

Mr. Brian Cummings, Assistant Superintendent K-5, gave the Wellness Committee Report. Mr. Cummings stated that the Nutrition Subcommittee met today, and the focus right now is working on the Wellness Policy. The committee is working on creating a healthy snacks campaign. The Charlie Cart Project and the Montana Harvest of the Month program are going very well in our schools. Ms. Trish Klock, Byrant Principal, gave an

update on the Physical Activity Subcommittee. Ms. Klock stated there will be one more joint meeting with both subcommittees next week and the final Physical Activity Subcommittee meeting will be in May and they will be setting their goals for the next school year.

9. Montana School Boards Association Report

Trustee Luke Muszkiewicz gave the Montana School Boards Association Report. Trustee Muszkiewicz stated that the legislature is still in session. Trustee Muszkiewicz expressed his appreciation to the people with MTSBA, The Coalition of Advocates for Montana's Public Schools, and MFPE who are spending a lot of time in the Capitol advocating on the behalf of public education. Trustee Muszkiewicz stated that bills to watch right now are HB 774 by Representative Hopkins. Essentially, it's a proposal to require all elections to occur during the general election in November as opposed to May on even numbered years. Other bills to track are HB 549 by Representative Anderson and HB 562 by Representative Vinton. HB 549 proposes a charter school system subject to the same oversight and regulations as Montana's existing public schools. HB 562 offers one that would operate outside those boundaries. HB 566 by Representative Anderson would clarify the opt-out for sexual instruction. The final bill to track is HB 352 by Representative Barker that would provide targeted interventions to support 3rd grade reading proficiency. Trustee Muszkiewicz stated that people can join Think Tank Thursdays at noon online to get updates on the legislative session. MTSBA will be hosting a new trustee training in person or online beginning May 16<sup>th</sup>. There will be three total trainings on different dates which will cover different topics. Trustee Muszkiewicz stated these are great trainings for current and new trustees.

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.

- Tuesday, April 25<sup>th</sup>, 11:00 a.m., Work Session, Location TBD
- Monday, May 1<sup>st</sup>, 12:00 p.m., Facilities and Maintenance Committee Meeting, Lincoln Center
- Tuesday, May 2<sup>nd</sup>, 12:00 p.m., Policy Committee Meeting, Lincoln Center
- Tuesday, May 2<sup>nd</sup>, 5:30 p.m., Special Board Meeting, Lincoln Center
- Tuesday, May 9<sup>th</sup>, 11:00 a.m., Executive Committee Meeting, Lincoln Center
- Tuesday, May 9<sup>th</sup>, 12:00 p.m., Budget and Finance Committee Meeting, Lincoln Center
- Tuesday, May 9<sup>th</sup>, 5:30 p.m., Full Board Meeting, Lincoln Center
- Tuesday, May 16<sup>th</sup>, 5:30 p.m., Special Board Meeting, Lincoln Center
- Tuesday, May 23<sup>rd</sup>, 11:00 a.m., Work Session, Kessler Elementary

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

**VIII. BOARD COMMENTS**

There were no board comments.

**IX. ADJOURNMENT**

Board Chair Siobhan Hathorn adjourned the meeting at 10:26 p.m.

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Candice Delvaux, Recording Secretary      Date