



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 Executive Committee Meeting

Tuesday, May 9th, 2023 – 11:00 a.m.

Lincoln Conference Room and Microsoft Teams

Members of the public are able to attend remotely by clicking here:

[Click here to join the meeting](#)

We ask that all participants mute their microphone until called upon by the Board Chair for general and/or specific public comments. Upon completing public comment, please ensure that your microphone is again muted.

AGENDA

- I. CALL TO ORDER /INTRODUCTIONS
 - II. REVIEW OF AGENDA
 - III. **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.*
 - IV. APPROVAL OF MINUTES
 - A. Review of 04.11.23 Executive Committee Meeting Minutes
 - V. REVIEW OF 05.09.23 BOARD MEETING AGENDA
 - VI. BOARD COMMENTS
 - VII. ADJOURNMENT
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Board of Trustees
Executive Committee Meeting
Tuesday, April 11th, 2023
Lincoln Campus and via Microsoft Teams
11:00 a.m.

MINUTES

ATTENDEES

Committee Others

Siobhan Hathhorn, Board Chair
Luke Muszkiewicz, Trustee

Rex Weltz, Superintendent
Janelle Mickelson, Business Manager
Brian Cummings, Assistant Superintendent K-5
Gary Myers, Director of Technology
Jane Shawn, HEA President
Candice Delvaux, Executive Assistant
Tim McMahon, Activities Director
Keri Mizell, Human Resources Director
Lona Carter, School Health Grant Facilitator
Joslyn Davidson, Curriculum Administrator
Todd Verrill, Facilities Director
Karen Ogden, Communications Officer
Barb Ridgway, Chief of Staff

I. CALL TO ORDER

Board Chair Siobhan Hathhorn called the meeting to order at 11:04 a.m.

II. REVIEW OF AGENDA

No changes were requested to the Executive Committee Meeting Agenda.

III. GENERAL PUBLIC COMMENT

There was no general public comment.

IV. REVIEW OF MINUTES

Minutes from the 03.14.23 Executive Committee meeting were reviewed and approved.

V. REVIEW OF THE 04.11.23 BOARD MEETING AGENDA

The committee reviewed the agenda for the 04.11.23 full Board meeting. Board Chair Siobhan Hathhorn commented. "We will meet here tonight beginning at 5:30 p.m. at the Lincoln Center. People can attend in person or online via TEAMS. The address and remote log-in information is all on the website. We will call things to order, say the Pledge of Allegiance, and review the agenda."

The Trustees will then move on to recognitions. Recognitions tonight will include recognizing the Capital High Cheer Team for the following accomplishments: 1st Place Las Vegas Crown World Class Cheerleading Competition/1st place Class AA Large Squad at Cheerfest/ and 1st Place All-Around High Point Cheer Team at Cheerfest. Next, the Board of Trustees will recognize Montana West's National Speech and Debate Association Coach of the Year, JW "Dubbz" McClintic. The Trustees will then recognize the National Speech and Debate Qualifiers from Helena High School and Capital High School. Next, the Trustees will recognize the Montana High School Boys' Soccer Player of the Year, Capital High student, Trey Moseman. The Board of Trustees will also recognize National BPA Qualifiers from Capital High School and will recognize the Capital High School team for being awarded the Silver Star Award. Next, the Trustees will recognize 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. The Trustees will also recognize the National BPA Qualifiers from Helena High School and the Helena High School BPA team for receiving the Silver Star Award. Next, the Board will recognize the Mock Trial State Champions from Helena High School as well as the State Science Olympiad gold medal winners from Helena High School. Next, the Trustees will be recognizing the NW Photographic Communications 2022-23 High School Photo Contest winners from Capital High School. The Trustees will conclude by recognizing the Presidential Award for Excellence in Mathematics and Science Teaching Program Finalists Sarah Urban from Capital High School and Megan Lane from C.R. Anderson Middle School.

After recognitions, there will be a presentation given by the Helena High Green Group and then Superintendent Rex Weltz will give his superintendent report to the Board of Trustees. After the

superintendent's report the trustees will move on to general public comment followed by new business-items for information. There will be five items for information. The first item for information will be the 2022 District Audit, which will be presented by Anthony Gerharz, Manager, for Wipfli LLP. The second item for information will be the Cancellation of the Elementary and High School Trustee Election which will be presented by Business Manager, Janelle Mickelson. The third item for information will be a Curriculum, Assessment, and Federal Programs update presented by Kaitlyn Hess, Assessment and Federal Programs. The final two items of information will be Policy 5122 Criminal Background Investigation and Policy 5610 Intellectual Property Rights, and those will both be presented by Barb Ridgway, Chief of Staff.

The trustees will move on to consent action items. The Executive Committee discussed that the personnel actions had a few clerical errors, and during the review of the agenda at this evening's board meeting, they will recommend that the personnel actions be pulled from the consent action items and added as the fourth item for action so that the board will be able to listen to the revisions and vote on the personnel actions as amended. Keri Mizell, Human Resources Director, 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.

The trustees will then review the items for action. The first item for action will be: Declare Trustee Position Vacant and Consider Approval of Procedure for Filling the Trustee Vacancy which will be presented by Janelle Mickelson, Business Manager. The second item for action will be the CHS and HHS CTE Roof Re-Coating Bid which will be presented by Todd Verrill, Facilities Director. The third item for action will be Policy 5030 Abused and Neglected Child Reporting which will be presented by Barb Ridgway, Chief of Staff. The last item for action will be personnel actions which will be presented by Keri Mizell, Human Resources Director.

The trustees will conclude the board meeting by hearing reports, and discussing upcoming meetings followed by adjournment.

VI. BOARD COMMENTS

There were no board comments.

VII. ADJOURNMENT

The meeting was adjourned at 11:24 a.m.



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Board of Trustees Meeting

Lincoln Center | 1325 Poplar St. | Helena MT. 59601

Tuesday, May 9th, 2023 - 5:30 p.m.

Lincoln Board of Trustees Conference Room and
via TEAMS

[Click here to join the meeting](#)

AGENDA

I. CALL TO ORDER /PLEDGE OF ALLEGIANCE

II. REVIEW OF AGENDA

III. RECOGNITIONS

A. HOSA Future Health Professional State Conference Winners

Congratulations to the following Capital High students who were 1st Place Gold Medal winners at the HOSA Future Health Professional State Conference:

- Charlie Snellman in Medical Spelling, Microbiology
- RaeAnn Lowen in Nursing Assisting
- Keiran Boyle in Surgical Technician
- Karter Arensmeyer in Pharmacology and Heredity
- (Team event) Adam Grasmick, Rebecca Thomas, and Ellie Mercer in Creative Problem Solving

Special thanks to HOSA advisors Tanner Duncan and Kendra Kurokawa for everything they do to support students.

B. Helena Education Foundation Harrison Writing Awards

Congratulations to the following Helena Education Foundation Harrison Writing Award winners:

- "Engine and Annie" - Cecilia Kolar HHS
- "People Watching" - Alli Christensen HHS

- "Love in a Live Oak" - Robert Stimpson HHS
- "Dancing in the Moonlight"- Wyatt Gant HHS

Special thanks to Lisa Cordingley, Executive Director of the Helena Education Foundation, and Jason Loble, HEF Board member and Chair of the Harrison Committee, for all that they do to support these amazing writers.

C. **State SkillsUSA Leadership Conference Winner**

Congratulations to Capital High Student Evan Wright who won Gold in Pin Design at the State SkillsUSA Leadership Conference. Special thanks to Eric Croft who helped host the State SkillsUSA Leadership Conference that was held at Capital High School and Helena College.

D. **Great Northern Dance Competition Winners**

Congratulations to the HHS Dance Team as they captured 1st place in the Great Northern Dance Competition. Thanks to Coach Lexsey Carpenter for all that she does to encourage and support students. Congratulations to the following 1st Place Champions:

- Meleya Anderson
- Rebecca Gruber
- Eve Monforte
- Grace Rainey
- Natalie Zimmerman

E. **Montana Coaches Association Hall of Fame**

Congratulations to Capital High School Boys Track Coach Lon Carter who has been selected to join the Montana Coaches Association Hall of Fame in July.

F. **Alma Smith Jacobs Diversity, Equity, and Inclusion Award**

Congratulations to Broadwater Elementary Librarian Marla Unruh, who has received the new Alma Smith Jacobs Diversity, Equity, and Inclusion Award from the Montana Library Association. The award is named for the groundbreaking Great Falls librarian who, in 1973, became the first woman and the first African American to serve as Montana's State Librarian. Congratulations Marla!!

IV. SUPERINTENDENT'S REPORT

V. GENERAL PUBLIC COMMENT

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VI. NEW BUSINESS

A. Items For Information

1. School Health Administrator Update
2. Policy 2120: Wellness
3. Policy 7080: District, School, Student Group Fundraising

B. Consent Action Items

1. Warrants
2. Out-Of-District Attendance Agreements (Non-Resident Students Attending HPS)
3. Out-Of-District Attendance Agreements (Helena Students Attending Other Districts)
4. 04.11.23 Full Board Meeting Minutes
5. 04.26.23 FMP Key Stakeholder Meeting Minutes
6. 05.02.23 Special Board Meeting Minutes

C. Items for Action

1. Approval of Resolution Requesting County to Conduct 2024 Elections
2. Policy 5122: Criminal Background Investigation
3. Policy 5610: Intellectual Property Rights
4. Appoint MTSBA Municipal Director
5. Personnel Actions

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

VII. BOARD COMMENTS

VIII. ADJOURNMENT