



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, February 6th, 2024

12:00 p.m.

Lincoln Center

1325 Poplar St., Helena, MT 59601

And via

TEAMS

MINUTES

Attendees

Committee:

Janet Armstrong, Committee Chair
Linda Cleatus, Committee Member
Jennifer Walsh, Committee Member
Jeff Hindoien, Committee Member

Others:

Rex Weltz, Superintendent
Barb Ridgway, Chief of Staff
Gary Myers, Director of Technology
Bea Kaleva, District Legal Counsel
Josh McKay, Assistant Superintendent
Candice Delvaux, Executive Assistant
Todd Verrill, Facilities Director
Jane Shawn, HEA President
Keri Mizell, Human Resources Director
Karen Ogden, Communications Officer
Kaitlyn Hess, Assessment & Federal Programs
Sean Maharg, Student Services Director
Tim McMahon, Activities Director
Hanna Warhank, Guest of the Public

I. CALL TO ORDER

The meeting was called to order at 12:05 p.m. by the Committee Chair, Janet Armstrong.

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 01.02.2024 POLICY COMMITTEE MINUTES

The committee reviewed and approved the 01.02.2024 Policy Committee meeting minutes.

V. PRESENTATION OF POLICIES FOR FIRST READING

A. Policy 3050: Student Discipline

The committee reviewed and discussed Policy 3050: Student Discipline. This policy has been revised to reflect House Bill 128 which prohibits the use of marijuana products (as well as tobacco products) on district/school property. "Marijuana products" are defined as those products which include but are not limited to edible products, ointments, tinctures, marijuana derivatives, marijuana concentrates, and marijuana intended for use by smoking or vaping. It also reflects the self-defense/defense of others exception to the use of physical force by a student adopted under House Bill 450. The legal references were also updated to reflect House Bill 361. The Policy Committee determined that Policy 3050: Student Discipline would go before the full Board of Trustees for information.

B. Policy 3080: Maintenance of Student Records

The committee reviewed and discussed Policy 3080: Maintenance of Student Records. This is an existing policy and legal references were updated to reflect a parent's right to access and review student records under House Bill 676 as well as a reference to MCA 52-2-211 (which was revised by Senate Bill 213) that allows for a county interdisciplinary team/school safety team to access student records. The Policy Committee determined that Policy 3080: Maintenance of Student Records would go before the full Board of Trustees for information.

C. Policy 3305: Use of Restraint or Seclusion

The committee reviewed and discussed Policy 3305: Use of Restraint or Seclusion. This is a new and recommended policy that reflects the changes in the law from HB 676 and SB 518. The policy now includes methods for parental consent for health intervention or screening. Ms. Kaleva, District Legal Counsel, recommended that rather than having this as a policy, it would be better suited as a procedure, as this is heavily regulated by federal law and is not

really a Board of Trustees issue. The Policy Committee was in agreement that Policy 3305: Use of Restraint or Seclusion would be changed from a policy to a procedure.

VI. PRESENTATION OF POLICIES FOR SECOND READING

A. Policy 3010: School Admissions: Entrance, Placement and Transfer

The committee reviewed and discussed Policy 3010: School Admissions: Entrance, Placement and Transfer. This policy has been before the full Board of Trustees for a first reading with no recommended changes. The Policy Committee had no recommended changes and determined that Policy 3010: School Admissions: Entrance, Placement and Transfer would go before the full Board of Trustees for action.

B. Policy 5000: Equal Employment Opportunity and Nondiscrimination

The committee reviewed and discussed Policy 5000: Equal Employment Opportunity and Nondiscrimination. This policy has been before the full Board of Trustees for a first reading with no recommended changes. Trustee Linda Cleatus suggested that the word *handicap* on line 14 be changed to state *disability*, and the committee agreed with the recommended change. The Policy Committee determined Policy 5000: Equal Employment Opportunity and Nondiscrimination would go before the full Board of Trustees for action.

C. Policy 5040: Personnel Records

The committee reviewed and discussed Policy 5040: Personnel Records. This policy has been before the full Board of Trustees for a first reading with no recommended changes. The Policy Committee determined that Policy 5040: Personnel Records would go before the full Board of Trustees for action.

D. Policy 5065: Evaluation of Non-Administrative Staff

The committee reviewed and discussed Policy 5065: Evaluation of Non-Administrative Staff. This policy has been before the full Board of Trustees for a first reading with no recommended changes. The Policy Committee determined that Policy 5065: Evaluation of Non-Administrative Staff would go before the full Board of Trustees for action.

E. Policy 6020: District Organization: Building Administrators & Districts Administrators

The committee reviewed and discussed Policy 6020: District Organization: Building Administrators & Districts Administrators. This policy has been before the full Board of Trustees for a first reading with no recommended changes. Trustee Jeff Hindoien suggested that in the title of the policy the word *Districts* be changed to state *District*, and the committee agreed with the recommended change. The Policy Committee determined that Policy 6020: District Organization: Building Administrators & District Administrators would go before the full Board of Trustees for action.

F. Policy 8225: Tobacco and Marijuana Free Schools

The committee reviewed and discussed Policy 8225: Tobacco and Marijuana Free Schools. This policy has been before the full Board of Trustees for a first reading with no recommended changes. The Policy Committee had a robust discussion about the difference between THC and CBD based products. After the discussion the committee determined that on line 16 the word *and* be removed and replaced with the word *based*. The committee recommended that the sentence, *This includes all days when school is not in session and all events and other activities not associated with, or sponsored by the school*, on lines 30 through 32 be removed from the policy. The Policy Committee determined that Policy 8225: Tobacco and Marijuana Free Schools would go before the full Board of Trustees for information.

VII. PRESENTATION OF POLICIES FOR THIRD READING

A. Policy 4040: School, Student, Parent, Family and Community Engagement in Education

The committee reviewed and discussed Policy 4040: School, Student, Parent, Family and Community Engagement in Education. Based on the conversation at the last Policy Committee meeting, several changes were made to this policy. The words *will continue to* were added to line 14. The words *the life of* were removed on line 15. The words *and other* and *to* were removed on line 23. On line 24 the words *students are treated equitably and* were removed and the word *they* was added. The word *their* was added to line 26, and the words *and together inform, influence, and create policies, practices, and programs* were removed on line 27. On line 49 the words *Implement strategies to* were removed and the words *The District will continue to* were added. On line 55 the words *District grievance procedure* were removed. On line 72 the words *enable* and *to participate* were removed and the words *Schools will continue to involve* were added. On lines 73 through 75 the words *through a variety of roles. For example, parents/family members should be given opportunities to provide input into District policies and volunteer time with the classrooms and school programs* were removed. On line 76 the words *School will continue* were added. On line 82 the words *If practical, provide information in a language understandable to parents* were added. Lastly, the words *Provide annual notification of* and *of the District* were removed on line 83. Trustee Janet Armstrong suggested on line 23 the words *own* as well as *and* be removed and to add the words *to* and *that*. The committee agreed with the recommended changes. The Policy Committee determined that Policy 4040: School, Student, Parent, Family and Community Engagement in Education would go before the full Board of Trustees for information.

VIII. SUPERINTENDENT OR BOARD COMMENTS

There were no further comments.

IX. ADJOURNMENT

Committee Chair, Janet Armstrong, adjourned the meeting at 12:33 p.m.