



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, October 1st, 2024

12:00 p.m.

Lincoln Center

1325 Poplar St., Helena, MT 59601

And via

TEAMS

MINUTES

Attendees

Committee:

Jennifer Walsh, Committee Chair
Linda Cleatus, Trustee
Janet Armstrong, Trustee
Jeff Hindoien, Trustee
Siobhan Hathhorn, Board Chair

Others:

Josh McKay, Assistant Superintendent
Barb Ridgway, Chief of Staff
Elizabeth Kaleva, District Legal Counsel
Jane Shawn, HEA President
Janelle Mickelson, Business Manager
Rex Weltz, Superintendent
Lona Carter, Student Services Director
Candice Delvaux, Executive Assistant
Tim McMahon, Activities Director
Gary Myers, Director of Educational
Technology
Justine Alberts, Curriculum Director
Keri Mizell, Human Resources Director
Todd Verrill, Facilities Director
Karen Ogden, Communications Officer
Angela DeWolf King, Guest of the Public

I. CALL TO ORDER

The meeting was called to order at 12:01 p.m. by the Policy Committee Chair, Trustee Jennifer Walsh.

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 9.03.2024 POLICY COMMITTEE MINUTES

The Policy Committee reviewed and accepted the minutes from the September Policy Committee meeting.

V. PRESENTATION OF POLICIES FOR SECOND READING

A. Policy 5255: Disciplinary Action

The Policy Committee reviewed and discussed *Policy 5255: Disciplinary Action*. This policy is being revised to clarify that a supervisor does not have the authority to reprimand the Superintendent. Ms. Ridgway answered any questions the committee had regarding this policy. The Policy Committee determined that *Policy 5255: Disciplinary Action* would go before the full Board of Trustees for action.

B. Policy 7055: Operation and Maintenance of District Facilities

The Policy Committee reviewed and discussed *Policy 7055: Operation and Maintenance of District Facilities*. This policy is being recommended for repeal. It is redundant given that there is a District Safety Policy (Policy 7060). Since the adoption of this policy the Board has adopted an entire series of policies that address School Facilities (9000 Series). Ms. Ridgway answered any questions the committee had regarding this policy. The Policy Committee determined that *Policy 7055: Operation and Maintenance of District Facilities* would go before the Board of Trustees for action.

C. Policy 7515: Fund Balance

The Policy Committee reviewed and discussed *Policy 7515: Fund Balance*. This policy is being revised to increase the range the District maintains in the Committed General Fund Balance from 3% - 6% to 5% - 10%. The title Administrator for Business Operations has been revised to reflect the position's current title – Director of Business Services/Clerk. The Policy Committee determined that *Policy 7515: Fund Balances* would go before the Board of Trustees for action.

VI. PRESENTATION OF POLICIES FOR PERIODIC REVIEW

A. Policy 3015: Attendance and Truancy

The Policy Committee reviewed and discussed *Policy 3015: Attendance and Truancy*. The Policy Committee determined with the advice of Ms. Kaleva, Legal Counsel for the District, Montana Code Annotated citations would be added to the policy along with cross references to policies 3010 and 3141. Ms. Ridgway answered any questions the committee had regarding this policy. The Policy Committee determined that *Policy 3015: Attendance and Truancy* would go before the Board of Trustees for information.

B. Policy 3020: Education of Homeless Youth

The Policy Committee reviewed and discussed *Policy 3020: Education of Homeless Youth*. The committee determined that some of the language in the policy was outdated and changed the language on line 12 which states *welfare hotels* to be changed to *temporary housing* and changed the language on line 13 which states *the mentally ill* to be changed to *those with mental illness*. Ms. Ridgway answered any questions the committee had regarding this policy. The Policy Committee determined that *Policy 3020: Education of Homeless Youth* would go before the Board of Trustees for information.

C. Policy 3023: Education of Children in Foster Care

The Policy Committee reviewed and discussed *Policy 3023: Education of Children in Foster Care*. The committee had a robust conversation about the state funding mechanism for school districts. The committee determined that some of the language in the policy was outdated and changed the language throughout the policy that states *child welfare agency or child protective agencies* to be updated to *child protective services*. The Policy Committee determined that *Policy 3023: Education of Children in Foster Care* would go before the Board of Trustees for information.

D. Policy 3040: Search and Seizure

The Policy Committee reviewed and discussed *Policy 3040: Search and Seizure*. The Policy Committee had a robust conversation regarding the section *Vehicles Parked on School Property* on lines 67 through 82. There were no recommended changes to the policy, so the Policy Committee noted that *Policy 3040: Search and Seizure* was reviewed.

E. Policy 3045: Access to and Release of a Student During School Hours

The Policy Committee reviewed and discussed *Policy 3045: Access to and Release of a Student During School Hours*. The Policy Committee had no recommended changes to the policy and noted that *Policy 3045: Access to and Release of a Student During School Hours* was reviewed.

F. **Policy 3060: Misconduct by Students with Disabilities**

The Policy Committee reviewed and discussed *Policy 3060: Misconduct by Students with Disabilities*. The Policy Committee had no recommended changes to the policy and noted that *Policy 3060: Misconduct by Students with Disabilities* was reviewed.

The Policy Committee did not have enough time to review the following policies and determined they would be reviewed at a future Policy Committee meeting: *Policy 3075: Student Charges Fines and Fees*, *Policy 3085: Transfer of Student Records*, *Policy 3090: Receipt of Confidential Records*, *Policy 3100: Publications and Distribution or Posting of Materials*, *Policy 3105: Student Use of Buildings – Equal Access*, *Policy 3110: Concussion Management*, and *Policy 3150: Tobacco Free Schools*.

VII. **SUPERINTENDENT OR BOARD COMMENTS**

There were no further comments.

VIII. **ADJOURNMENT**

Trustee Jennifer Walsh adjourned the meeting at 1:00 p.m.