



Board of Trustees Meeting

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

Tuesday, October 8th, 2024 - 5:30 p.m.

Lincoln Board of Trustees Conference Room and
via TEAMS

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AGENDA

I. CALL TO ORDER /PLEDGE OF ALLEGIANCE

II. REVIEW OF AGENDA

III. PRESENTATION

A. Angel Fund Update- Janet Riis, Executive Director

IV. SUPERINTENDENT'S REPORT

V. 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.

VI. NEW BUSINESS

A. Consent Action Items

1. Personnel Actions
2. Warrants
3. Approval of FY 2024-25 Out-Of-District Attendance Agreements (Non-Resident Students Attending HPS)
4. 09.10.24 Board of Trustees Full Board Meeting Minutes

B. Items For Action

1. Approval and Ratification of the Helena Secretaries Association and Helena Public Schools Collective Bargaining Contract
2. Policy 5255: Disciplinary Action
3. Policy 7055: Operations and Management of District Facilities
4. Policy 7515: Fund Balance
5. Board of Trustees' Response to Staff Communication Regarding Administrator Compensation

C. Items For Information

1. Policy 3015: Attendance and Truancy
2. Policy 3020: Education of Homeless Youth
3. Policy 3023: Education of Children in Foster Care
4. Activities & Athletics Update-Tim McMahon, Activities Director

D. Reports

1. Student Representatives Report
2. Helena Education Association Report
3. Facilities & Technology 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
10. Parent Council Visit Report
 - Trustee Kay Satre-Helena High School

VII. UPCOMING MEETINGS

VIII. BOARD COMMENTS

IX. ADJOURNMENT

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/08/2024

Item III.

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

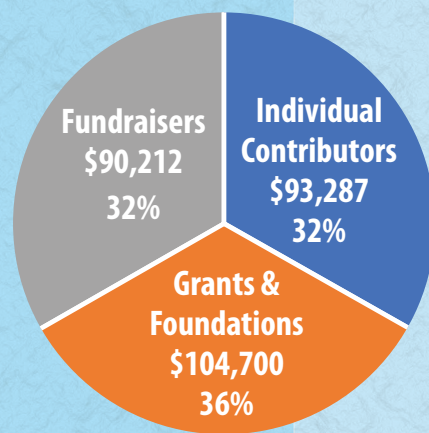
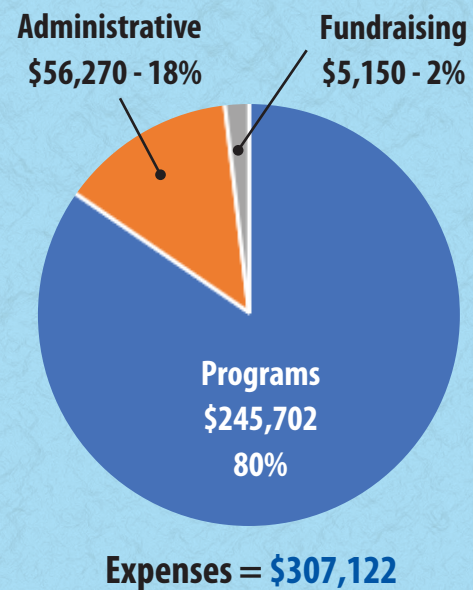
**Item Title: PRESENTATION
 A. Angel Fund Update-Janet Riis, Executive Director**

Fiscal Year 2023-24 in Review

I am very happy to report we made great strides in helping Helena area students in need during our 34th year! Some of the highlights your contributions and support have accomplished:

- \$47,978 granted to Helena-area schools to purchase much needed school supplies in bulk locally
- 909 students had new school clothes to start school and feel confident!
- 17 students were awarded post-secondary scholarships totaling \$38,000 to attend Montana colleges (10 freshmen and 7 renewals).
- 167 students received new running shoes for PE class and for playing outside.
- \$11,747 raised from our Greater Helena Gives Campaign.
- \$17,620 fundraised at our On Broadway dinner and silent auction surpassing all previous years!
- \$16,968 fundraised at our inaugural Dueling Pianos appearance! Save the date for next year!

Our 26 Angel Coordinators in the Helena School District helped students buy brand new clothes October through November through our local partners (Walmart, Old Navy, Target & TJ Maxx). With your help, The Angel Fund had another epic "Stuff the Bus" campaign this summer with on-line giving. This new approach provides much needed grants so schools can purchase exactly what they need! **THANK YOU!!**



Halstyn Stief,
Stuff the Bus Co-Chair

Halstyn worked as a Special education teacher in the Helena school district for 6 years. "Being in the position I was, I saw first hand the positive and profound impact that the Angel Fund has had on the lives of all the students in need. Between the new clothes that students get to pick out themselves to the endless school supplies needed to fit in with their peers on the first day of school; I have never been more honored to help raise money for such an impactful cause. Don't forget the scholarships that are awarded to our hardworking students pursuing higher education and the shoes provided for those that love to be active!! Because of the Helena community and the endless support we have been given, the Angel Fund is able to support so many students in need." Halstyn recently just became an Angel Fund board member, is currently Stuff the Bus Co-Chair, and is incredibly honored to be in a role to continue to support Helena students. Thank you, Helena!

Pay it forward ...

A quote from a Principal:

"The Angel Fund helps to meet the needs of my Cubs; your donations ensure that students have the tools and resources necessary to thrive in their educational journey. Having all the needed school supplies including new clothes allows for students to feel prepared and confident. I am always blown away by the generosity of the Helena community."

Sincerely,
Kellie Boedecker, Principal
Broadwater Elementary School



Steve Thennis,
Retired Helena Public
Schools Educator
Angel Fund Board Member

As the dog days of summer begin to make way for the anticipation of fall, almost 7,700 Helena area students begin their school year with great anticipation for the opportunities and hope that lie in front of them. For far too many in our community, this day also brings some unnecessary angst as they approach the new year without having their basic needs met. It was the honor of my lifetime to serve students in the Helena Public Schools for 32 years, and more recently, to serve on the Angel Fund board of directors. As an educator, I saw first-hand how even the smallest barriers negatively impacted a student's ability to succeed. As Maslow has taught us, basic needs must be met in order for students to be successful.

Thanks to the extraordinary vision of founder, Marcia Wall, her ever generous heart, and her belief in the potential of every single student, Angel Fund began to address these barriers that students in our community face. Since 1989, the Angel Fund has worked tirelessly to address these basic needs by providing school supplies, clothing, and shoes. In addition, scholarships are provided to deserving students to assist them on their educational journey.

Succeeding in life isn't always as simple as believing in yourself. We have all relied on those around us to support us in order to meet our full potential. Many students just need an added boost to achieve their goals. This is where the generosity of the Helena community comes in. The Angel Fund is tirelessly working to raise money to continue to support our Helena area students and is asking for your continued contributions. Through a direct donation to

the Angel Fund, or the highly successful "Stuff the Bus" campaign, your contributions go a long way in helping each student realize their potential by removing barriers to success.

We are grateful for the continued generosity of the Helena community. We are hopeful you will remain an ally for the students that are served in our Helena area schools. When our students thrive, our community thrives.

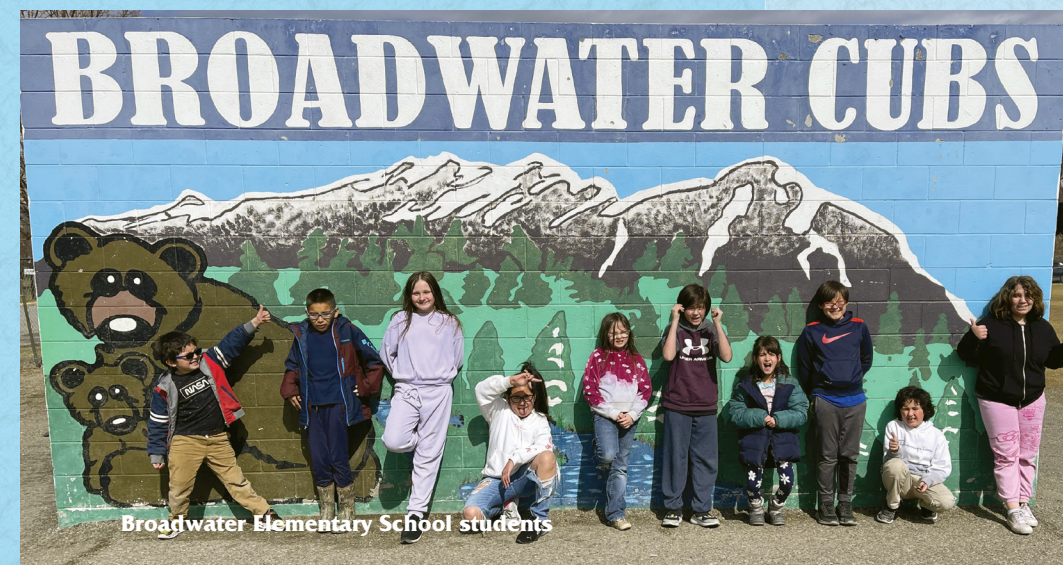
Thank you for your supporting Marcia's vision and your compassion for our students.



Angel Fund Scholarship Graduate

My name is Courtney Radke, in 2017 I was chosen to be a recipient of the Angel Fund Scholarship. This scholarship helped me to attend Helena College and pursue my dream of becoming a registered nurse. Because of Angel Fund, I was able to receive my initial degree with minimal debt which helped me to continue my education. Shortly after I began my career as an RN, I continued to further my education at MT Tech and eventually Capella University where I received my MSN. Since then, I have worked as an RN at our local hospital and a pediatric office. Currently, I am a nursing professor at Helena College. As a Helena native, I enjoy giving back to our community by providing nursing care to our ill populations and teaching the future of nursing. Soon, I will graduate with my DNP with a specialty in Educational Leadership. Thank you to Angel Fund for this scholarship, making my college experience more successful, and helping me to achieve my dreams!

—Courtney Radke



Our Mission

The Angel Fund is a nonprofit 501(c)(3) Corporation helping Helena School District children with school items including clothing, shoes, school supplies, backpacks, classroom materials, field trip fees and other required items to be successful in the classroom. The Angel Fund also awards Montana post-secondary scholarships to qualified graduates at Access to Success, CHS, HHS, PAL and EHHS based on financial need, academic success and a commitment to give back to their community.

Board of Directors

Executive Director
Janet Riis

Founder and Donor/
Grant Development
Marcia K. Wall

Board Chair
Mary Anderson

Board Vice Chair
Brian Kessler

Secretary
Susan Nimick

Treasurer
Suzanne Severin

Board Members

Sara Hayter
Nick Radley
Steve Thennis

Stuff the Bus Co-chairs

Sara Hayter
Halstyn Stief

Running for Montana's Future

Committee Chair
Domingo and Gina Zapata



Please Donate

You may designate your donation for any of our four programs:

- School Clothes
- Running Shoes
- Scholarships
- Where Needed
- Stuff the Bus



You can choose a one-time gift or set-up monthly giving: <http://www.angelfundhelena.org/>

Janet Riis, Executive Director
theangelfundmt@gmail.com * (406) 459-1889
Marcia K. Wall, Founder (406) 439-1672

"Always remember you matter, you're important and you are loved, and you bring to this world things no one else can."

—Charlie Mackesy



Your community dollars investing in our future.



P.O. Box 7436
Helena, Montana 59604



www.angelfundhelena.org

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/08/2024

Item IV.

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Item Title: Superintendent's Report

HELENA SCHOOL DISTRICT #1
OFFICE OF THE SUPERINTENDENT

To: Board Chair Ms. Siobhan Hathhorn and Board of Trustees
FROM: Mr. Wetz, Superintendent
RE: Superintendent Report
DATE: October 8th, 2024

- Recognition
 - Walk, Bike, & Roll To School Day
 - September 17th National IT Professional Day
 - October 2nd National Custodian/Maintenance Appreciation Day
 - October 6th National Coaches Day
 - October is National Principal Month
 - Thank you to Lisa Cordingley and the Helena Education Foundation for hosting “Fabulous Firsts” literacy events across the district.
 - Congratulations to our CHS and HHS National Merit Semi-Finalists!!
 - Thank you to Principal Nick Radley and the staff and students at Central Elementary School for a great Board of Trustees Work Session at Central.
 - Thank you to members of the CTE departments at both Capital and Helena High School for creating an opportunity for students to explore construction jobs and interact with members of those industries through the Digger Days Event. Special thanks to the Helena Area Chamber of Commerce, Freedom Fabrication and Excavation, Valley View Lawn and Landscape, and all the local business participants who made this event possible.
 - Fourth-graders from across the district visited the fairgrounds for a sneak peek at the pre-pow wow Demonstration Day for teachers and students. This yearly outing is part of our district’s Indian Education for All program—a day of celebration, learning and fun as students explore Native American culture.
 - Project for Alternative Learning Charter School students took their annual field trip to explore the Gates of the Mountains. Thank you, Rocky Mountain Credit Union, for making this adventure possible!

HELENA SCHOOL DISTRICT #1
OFFICE OF THE SUPERINTENDENT

- New Business
 - October 10th Steering Committee-HPS Compensation Philosophy Meeting
 - Teacher / Staff & Administration Mental Health Support Initiative
 - Adult/Community Education Focus
 - 504 Training For Principals & Administrators with Bea Kaleva
 - Official Enrollment Count
 - Statewide Health Trust Discussion
 - 2024 Fall Conference-MASS, MCASE, MACSS
 - Budget Update -

- Outreach/Meetings
 - Parent Advisory Committee
 - Teacher Advisory Committee
 - AA Superintendents
 - Lincoln Center District Updates
 - Board Leadership
 - Rotary Club
 - CMS Comp. Study
 - Hometown Helena
 - MQEC Board of Directors Meeting
 - Lifetime Sports CHS Class Fieldtrip
 - HSD/HEA Meeting
 - Cabinet & Leadership
 - TV, Print, Radio Media

- Other
 - October 17th and 18th – MFPE Educator Conferences- No School

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/08/2024

Item V.

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Item Title: General Public Comment

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/08/2024

Item VI.A.1-A.4.

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

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Item Title: Consent Action Items

1. Personnel Actions
2. Warrants
2. Approval of FY 2024-25 Out-Of-District Attendance Agreements (Non-Resident Students Attending HPS)
4. 09.10.24 Board of Trustees Full Board Meeting Minutes

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Robison					
Satre					
Hindoien					
Cleatus					
Walsh					
Armstrong					

PERSONNEL ACTIONS

September 25, 2024 – October 8, 2024

CLASSIFIED PERSONNEL

Appointments

<u>Location/Assignment</u>	<u>Name</u>	<u>Offered Salary</u>	<u>Accepted Salary</u>	<u>Start Date</u>
Four Georgians/Para Educator	Carella, Sargina	\$15.46/hr.	\$15.46/hr.	09/23/2024
CRA/Float Custodian	Kirtley, Jordyn	\$16.90/hr.	\$16.90/hr.	09/17/2024
Smith/Evening Custodian	Kirtley, Vicki	\$16.90/hr.	\$16.90/hr.	10/07/2024
Bryant/Chinese Language Interpreter	Li, Yan	\$19.03/hr.	\$19.03/hr.	09/30/2024

Terminations/Retirements

<u>Location/Assignment</u>	<u>Name</u>	<u>Reason</u>	<u>Effective</u>
Bryant/Para Educator	Zoeckler, Jordan	Resignation	10/11/2024

SUPPLEMENTARY CONTRACT ASSIGNMENT

CHS/HHS Speech and Debate	Mall, Branam	8/15/24-3/15/25	\$2,470.00
CHS/HHS Speech and Debate	Taffs, Nicholas	8/15/24-3/15/25	\$5,088.20

Helena School District #1

Warrants September 1 to 30, 2024

Direct Deposits: \$3,185,037.04

Payroll Warrants: 70131879-70131905

Payroll Deduction: 69301266-69301290

Non-Check Payroll Deductions: \$5,067,484.86

Non-Check Accts Payable Deductions: \$ 1,258,204.71

Non-Check Accts Payable Deductions- HHS Extracurricular: \$0

Claim Warrants: 69300924-69301523

CRA Middle School Student Activity Checks: 17433

HMS Middle School Student Activity Checks:

Capital High Student Activity Checks: 24723-24748

Helena High Student Activity Checks: 36705-36727

Cancelled Warrants: \$16,603.43

We certify that all warrants herein listed were prepared and previously paid for, are just and correct to the best of our knowledge, and that the board of trustees has authorized the issuance of the same.

Chairperson _____

Business Manager _____

APPROVAL OF **FY 2024-25** OUT-OF-DISTRICT ATTENDANCE AGREEMENTS
(NONRESIDENT STUDENTS ATTENDING HELENA SCHOOL DISTRICT)

Fiscal Year 2024-25

Discretionary Attendance:

Grade	District of Residence	Address	School of Attendance
K	Trinity Elementary	Helena, MT59602	Broadwater Elementary
K	Clancy Elementary	Clancy, MT59634	Bryant Elementary
5	East Helena K-12	East Helena, MT59635	Jefferson Elementary
12	East Helena K-12	East Helena, MT59635	Helena High School
12	Jefferson High School	Clancy, MT59634	Helena High School

Mandatory Attendance:

Grade	District of Residence	Address	School of Attendance
2	Wolf Creek Elementary	Wolf Creek, MT59648	Bryant Elementary
5	Billings Elementary	Billings, MT59101	Bryant Elementary
5	Butte Elementary	Butte, MT59701	Four Georgians Elementary

**APPROVAL OF FY 2024-25 OUT-OF-DISTRICT ATTENDANCE AGREEMENTS
(NONRESIDENT STUDENTS ATTENDING HELENA SCHOOL DISTRICT)**

Running Total of FY 2024-25 Out-of-District Attendance Agreements

Address

Grade	East Helena	Clancy	Montana City	Jefferson City	Basin	Wolf Creek	Boulder	Elliston	Trinity	Chinook	Butte	Billings	Deer Lodge	Missoula	Townsend	Radersberg	Browning	Winston	Total
Pre-K	1								1										2
K	1	1				1			2										5
1	4	3							1										8
2	4					1	1	1	3										10
3	1	1								1									3
4	5	2							1										8
5	4						1		3		1	1							10
6	5							1	3		1								10
7	2	1			1														4
8	2	2				1			1				1						7
9	6	50	10											1					67
10	7	20													1	1	1		30
11	8	16	3	3															30
12	11	21	2	2												1		1	38
	61	117	15	5	1	3	2	2	15	1	2		1	1	1	2	1	1	232



Superintendent

Rex Wertz
324-2001

Business Manager

Janelle Mickelson
324-2040

Board of Trustees Meeting

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

Tuesday, September 10th, 2024
5:30 p.m.

MINUTES

ATTENDANCE – Present unless otherwise noted.

Siobhan Hathhorn, Chair
Jennifer McKee, Vice Chair
Linda Cleatus, Trustee
Jeff Hindoién, Trustee Jennifer Walsh, Trustee
Kay Satre, Trustee
Rachel Robison, Trustee
Janet Armstrong, Trustee
Charlie Snellman, Capital High School Student Representative for the Board of Trustees
Adella Harris, Helena High School Student Representative for the Board of Trustees

Rex Wertz, Superintendent
Josh McKay, Assistant Superintendent
Janelle Mickelson, Business Manager Barb Ridgway, Chief of Staff
Todd Verrill, Facilities Director
Keri Mizell, Human Resources Director
Gary Myers, Director of Educational Technology
Kaitlyn Hess, Assessment and Federal Programs
Jane Shawn, HEA President
Tim McMahon, Activities Director
Lisa Cordingley, HEF Executive Director
Jim Kerins, Communication and Management Services, LLC (CMS)
Caleb Lewis, Communication and Management Services, LLC (CMS)
Brett Zanto, Capital High School Principal
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 5:30 p.m. and led the Pledge of Allegiance.

II. REVIEW AGENDA

The Board of Trustees reviewed the agenda and Board Chair Siobhan Hathhorn stated that the agenda item: *B. Items for Action-2. Smith Elementary HVAC Design Contract* will be removed from the agenda this evening as the *Smith Elementary HVAC Design Contract* needs further review and will come before the Board of Trustees at a future date.

The Board of Trustees moved on to the recognitions portion of the agenda.

III. RECOGNITIONS

The Board of Trustees recognized the Helena Public School District staff listed below:

- 2024-2025 Fulbright Teachers For Global Classrooms Program
Congratulations to Capital High School Educator Mr. Jake Warner who has been selected for the 2024-2025 Fulbright Teachers for Global Classrooms Program, a program sponsored by the U.S. Department of State's Bureau of Educational and Cultural Affairs (ECA). As a result, Mr. Warner will attend the Global Education Symposium in Washington D.C., February 6-8. He will also attend the international field experience that is scheduled for next summer.
- 2024 Public Sector Employer Governor's Safety Achievement Award
The Helena Public Schools has been selected to receive the 2024 Public Sector Employer Governor's Safety Achievement Award. Special thanks to Mr. Neal Murray, Safety and Operations Manager, and Mr. Todd Verrill, Facilities Director for their commitment to safety in the district. The Governor's Safety Achievement Award recognizes Montana's small, medium and large employers and individuals in the public and private sectors that are committed to safety in the workplace.

The Board of Trustees moved on to hear a presentation given by Ms. Lisa Cordingley, Executive Director of the Helena Education Foundation.

IV. PRESENTATION

Helena Education Foundation-Lisa Cordingley, Executive Director

Ms. Lisa Cordingley, Executive Director of the Helena Education Foundation (HEF), shared that HEF's first full school year of programming started in September of 2002. Ms. Cordingley stated, "The Helena Education Foundation has no intention of trying to fund public education, even in part. That is the job of the local, state and federal governments through whatever system is deemed to most adequately fund education's future leaders, voters, citizens, and next-door neighbors of our communities. We believe that districts enhanced by resources beyond tax dollars are more likely to attract top teachers and result in

exceptional student learning and performance.” Ms. Cordingley shared that last spring *Pen and Ink Magazine* launched and the Harrison Award recipients shared their writing materials to a packed audience at the Holter Museum of Art. Ms. Cordingley shared details of other amazing HEF programs including Celebration of Excellence, Carnival Classic, Fabulous Firsts, StoryBook Theater, Great Ideas and Spark Grants, and Great Conversations. Great Conversations is taking place on November 20th this year has more than 30 topics including Global Economy, Dolly Parton, Forever Chemicals, MT Dialects, Cell Phones in Schools, special guest Ann Compton, and so much more. Ms. Cordingley shared “Special Projects” are a regular line item for the HEF budget now. Last year HEF was granted \$100,000 from Boeing for Industrial Tech in middle and high schools. Just last week HEF received support through a grant to invest \$65,000 in STEM kits to circulate among the elementary schools. In January and February of this school year HEF will sponsor a multitiered exploration of the impact cell phones have in our lives. From Dr. Jonathan Haight’s book, *The Anxious Generation*, to book talks, film screenings, and a few speakers for presentations—they have lots of ideas and tremendous support from teachers who have reached out to them, and they are eager to explore this topic with the community. This month HEF will mail to more than 1,400 homes their fall update, which shares not only opportunities to participate in HEF, but also features a myriad of ways community members can engage directly with our schools—such as volunteering, attending music programs, applying to substitute, working as a para or a bus driver, or serving on the Board of Trustees. Ms. Cordingley answered any questions the Board of Trustees had regarding her presentation.

The Board of Trustees moved on to hear the Superintendent Report.

V. SUPERINTENDENT’S REPORT

Superintendent Weltz gave his Superintendent Report to the Board of Trustees.

- Recognition
 - o Welcome New Educators!
 - o Thank you to Valley Bank, Lisa Cordingley and the Helena Education Foundation and Jane Shawn, and the Helena Education Association for sponsoring the 2024 New Educator Orientation and to our community partners for welcoming our new educators. Special thanks to Barb Ridgway, Allison Balboni, Jane Shawn, Lisa Cordingley, and Becca Leaphart for all their efforts in organizing the event.
 - o Congratulations to Broadwater Elementary Kindergarten Teacher Kyla Owen for securing a prestigious \$24,000 technology grant to help the district implement AI safely and effectively in the classroom.
 - o Congratulations to Broadwater Elementary Montessori Teacher Jodi Delaney who is entering her eighth year as a participant in the Montana Historical Society’s “Teacher Leader in Montana History” program, which enhances the teaching of our state’s rich history.
 - o Congratulations to Capital High Educator Jim Weber who recently found out that the SME Education Foundation is offering Capital High School a Sustainability Award in the amount of \$5,000 for the purpose of providing continued support for SME PRIME related manufacturing and engineering educational opportunities to secondary students during the 2024-25 academic year.

- o Special thanks to Jane Shawn, Maria Foot, Jake West, and Barb Ridgway for all their efforts in making the new educator/mentor program a success.
 - o Thank you to the Helena Police Department and Angel Fund for purchasing shoes for local kids through Running for Montana’s Future (RFMTF).
 - o Thank you to Lisa Cordingley and the Helena Education Foundation for hosting the 2024 Carnival Classic.
- New Business
 - o Enrollment Cleanup – District
 - o KinderSprouts Start Up Update – Bryant/Rossiter
 - o Charter Schools Start Up Update
 - o Health Trust Update
 - o CMS Comp Study
 - o Shared Governance District Wide Training
 - o Helena Public Schools-Cellphone Conversations
 - Outreach/Meetings
 - o Board of Health Meeting
 - o Board Leadership
 - o Rotary Club
 - o Kiwanis Club
 - o CMS Comp. Study
 - o Hometown Helena
 - o Cabinet & Leadership
 - o All Administrators Meetings
 - o TV, Print, Radio Media
 - o SPH – Sponsorship
 - o 2024 Annual Presentation of the Community Health Improvement Plan
 - Other
 - October 17th and 18th – Educator Conferences- No School

That concluded the Superintendent’s Report portion of the agenda. Superintendent Weltz answered any questions the trustees had about his Superintendent Report. The Board of Trustees and Board of Trustees High School Representatives had a robust discussion about cell phones in schools. The trustees moved on to hear general public comment.

VI. GENERAL PUBLIC COMMENT

There was no general public comment, and the Board of Trustees moved on to review the Consent Action Items.

VII. NEW BUSINESS

A. Consent Action Items

1. Personnel Actions
2. Warrants
3. Approval of FY 2024-25 Out-Of-District Attendance Agreements (Nonresident Students Attending Helena School District)
4. Acknowledge FY 2024-25 Out-Of-District Attendance Agreements (Helena Resident Students Attending Other School Districts)
5. 07.24.24 Board of Trustees Summer Retreat Minutes
6. 08.06.24 Board of Trustees Special Board Meeting Open Session Minutes
7. 08.06.24 Board of Trustees Special Board Meeting Closed Session Minutes
8. 08.13.24 Board of Trustees Full Board Meeting Minutes
9. Resolution To Dispose of Personal Property- Benwell FP-12 4-Post Hoist
10. Resolution To Dispose of Personal Property-Outdated & Obsolete Curricular Resources

Board Chair Siobhan Hathhorn commented, “At this point I would entertain a motion to approve the Consent Action Items as presented.”

Motion: Trustee Jennifer McKee moved to approve the Consent Action Items as presented. Trustee Janet Armstrong seconded the motion.

Public Comment: None.

Vote: 8-0 motion carries unanimously.

That concluded the Consent Action Items. The Board of Trustees moved on to review the Items for Action.

B. Items for Action

1. Policy 3410: Student Health/Physical Screenings Examination

Ms. Barb Ridgway, Chief of Staff, presented the action item *Policy 3410: Student Health/Physical Screenings Examination* to the Board of Trustees. This policy has been revised to clearly establish that the District will not conduct physical examinations without parental consent unless ordered to do so by a court or there is concern for the health or safety of the student or others is in question. Ms. Ridgway answered any questions the trustees had regarding this policy.

Board Chair Siobhan Hathhorn commented, “At this point I would entertain a motion to approve *Policy 3410: Student Health/Physical Screenings Examination* as presented.”

Motion: Trustee Jennifer McKee moved to approve *Policy 3410: Student Health/Physical Screenings Examination* as presented. Trustee Kay Satre seconded the motion.

Public Comment: None.

Vote: 8-0 motion carries unanimously.

2. ~~Smith Elementary HVAC Design Contract~~

During the review of the agenda this evening Board Chair Siobhan Hathhorn stated that the agenda item: *B. Items for Action-2. Smith Elementary HVAC Design Contract* will be removed from the agenda this evening as the *Smith Elementary HVAC Design Contract* needs further review and will come before the Board of Trustees at a future date.

3. ESSER Funds Spend Down 2024 Report

The Board of Trustees reviewed the 2024 ESSER Funds Spend Down Report and had a robust discussion about ESSER funds. In 2024 we had around \$280,000 of ESSER funds remaining which had to be spent down to zero. The report shows that ESSER funds were spent on Title I chrome carts for instruction, iReady, recoding of two HS employees, SPED program (CRA) curriculum support, Tier 2 Curriculum, Side By Side Consulting, summer curriculum, YAM, Handwriting Without Tears, tools for instruction/math lessons/printing, middle school (SIMS) writing material, a charger, summer school salaries benefits, ESY transportation costs, and indirect costs. The Board of Trustees and Superintendent Weltz had a robust discussion about the Office of Public Instruction (OPI) allocating \$1.5 million in federal Elementary and Secondary School Emergency Relief (ESSER) funds to Montana teachers for math and reading projects and the fact that OPI partnered with DonorsChoose, a 501 (c) (3) charitable non-profit, to offer \$500 direct grants to all K-12 public school teachers in Montana, and out of every grant given DonorsChoose receives fifteen percent. Superintendent Weltz answered any questions the Board of Trustees had regarding the 2024 ESSER Funds Spend Down Report.

Board Chair Siobhan Hathhorn commented, “At this point I would entertain a motion to approve the *2024 ESSER Funds Spend Down Report* as presented.”

Motion: Trustee Linda Cleatus moved to approve the *2024 ESSER Funds Spend Down Report* as presented. Trustee Jennifer McKee seconded the motion.

Public Comment: None.

Vote: 8-0 motion carries unanimously.

That concluded the Items for Action, and the Board of Trustees moved on review the Items For Information.

C. Items for Information

1. Compensation Philosophy

Mr. Jim Kerins with Communications Management Services, LLC (CMS) gave a presentation to the Board of Trustees about the Compensation Philosophy that his firm has been asked to help develop for the Helena Public School District. Mr. Kerins reviewed his agenda which included the topics of: *Value of a Compensation Philosophy, Defining HPS’s Preliminary Compensation Philosophy, Classification and Pay System Discussion, and Next Steps*. Mr.

Kerins stated according to the Society of Human Resource Management, “*A compensation philosophy is simply a formal statement documenting [the organization’s] position about employee compensation. It explains the “why” behind employee pay and creates a framework for consistency. Employers use their compensation philosophy to attract, retain, and motivate employees.*” The compensation philosophy will drive decisions through the classification plan design process. It is important to articulate a pay philosophy and have stakeholder buy-in from the outset. Mr. Kerins shared factors to consider when developing the compensation philosophy:

Market Competitiveness

- **Benchmarking:** Compare compensation levels with those of similar organizations and regions to ensure competitiveness.
- **Industry Standards:** Consider prevailing wage rates and benefits packages in the public and private sectors, specifically in equivalent school districts.
- **Do we want to lead, match, or lag the market?** Being a market leader means that you pay more for your jobs than your competitors to gain an advantage or to attract talent away from its competitors. Matching the market is paying roughly the same as competitors.

Mr. Kerins stated that the compensation philosophy is not going to be so limiting that it will interfere with employees right to collective bargaining, in fact, it should support collective bargaining efforts. Mr. Kerins stated that the components of a compensation philosophy must have internal equity and defensibility which means that classification and pay systems must conform with the *Federal Equal Pay Act of 1963* and *Montana Code Annotated 39-3-194*. These legal obligations will be major considerations in defining HPS’s classification and pay system.

Mr. Kerins reviewed a few sample compensation philosophy statements from Saint Paul Public Schools, Houston Independent School District, the University of Iowa, the Montana Legislative Branch, and the City of Missoula. Next, Mr. Kerins reviewed compensation philosophy related excerpts from the July 24th, 2024, School Board discussion regarding compensation. The excerpts do not represent any formal position or statement for the compensation philosophy. Rather, they represent ideas the board may wish to discuss during the compensation philosophy development exercise. Some of the topics the Board of Trustees discussed were concerns about pay, compression, concerns about equity across all occupations, and concerns about how we compensate our leaders.

Next, Mr. Kerins shared compensation philosophy considerations from the August 15th, 2024, Staff Representative Work Session regarding compensation philosophy considerations. Mr. Kerins stated that staff representatives and the Union were very upfront that all employee groups should benefit from wage adjustments and that they were concerned about standardized and equitable pay adjustments. They were also concerned about compression, and they talked about how it may be demotivating for administrative staff that we don't have pay ranges, and we don't have a mechanism for kind of moving those people's wages through.

Next, Mr. Kerins stated that in the spring of 2023, the Helena School District convened a diverse group of nearly 40 stakeholders with the purpose of examining the district budget and

making recommendations for potential reductions. The committee examined several sources of information to create “budget value statements.” The purpose of these statements was to capture goals and objectives that could be used to evaluate potential budget reduction ideas. Mr. Kerins pointed out budget value statements number four and five: 4. *Foster financial sustainability with a budget that is economically responsible, supported, and informed by the needs and aspirations of our community. (Short title: sustainability)* 5. *Recruit and retain the highest quality staff through recognition of accomplishments, quality training, robust support, and market compensation. (Short title: staff)*. Mr. Kerins answered any questions the trustees had regarding the presentation up to this point and there was a robust discussion about wage compression, annual salaries, daily rates, number of days worked in a year, equitability across all employee groups, administrators that may work a dual role such as part-time administrator and part time teacher, flexibility options for staff members, and economic conditions.

Mr. Kerins and the Board of Trustees had a more robust discussion about market competitiveness and discussed the Houston Independent School District compensation position which states, “*Compensation Position: For non-teacher, central administration, and business support positions, HISD targets compensation at market competitive levels for which HISD competes for talent. Compensation for teachers and school-based administrators is targeted at the top quartile for large urban Region IV school districts and the school districts surrounding the greater Houston area.*” The trustees also discussed that it is important that we remain fiscally solvent while remaining competitive and that the message we project to the community about our district is something that we are actually capable of.

Next, Mr. Kerins shared the salary survey participants which included Belgrade School District, Billings School District, Bozeman School District, Butte School District, Great Falls School District, Kalispell School District, Missoula School District, Carroll College, City of Helena, Lewis and Clark County, Montana Executive Branch, Montana Legislative Branch, Montana Judicial Branch, Montana State Fund, and St. Peter’s Hospital. Mr. Kerins shared additional factors to consider when developing the compensation philosophy:

Budgetary Constraints:

- Fiscal Health: Align compensation with HPS’s financial capacity and long-term fiscal health.
- Sustainability: Ensure that compensation policies are sustainable over the long-term without leading to budget deficits.
- Affordability concerns will influence where we want to be regarding the market. We need to think about the cost of the compensation program to the organization versus the need to attract and/or retain talent.

Equity and Fairness:

- Internal Equity: Ensure pay equity among employees performing similar work or with similar responsibilities.
- Is the overall program defensible and perceived by employees as fair? Are the programs the organization offers fair, competitive and in line with the compensation philosophy and policies?

Employee Retention and Attraction:

- Retention Strategies: Offer competitive pay and benefits to retain experienced and skilled employees.
- Talent Attraction: Create appealing compensation packages to attract top talent from diverse backgrounds.

Total Compensation Package:

- Benefits: Include comprehensive benefits such as health insurance, retirement plans, paid leave, and other perks.
- Non-Monetary Rewards: Consider work-life balance, professional development opportunities, and career advancement.

Legal and Regulatory Compliance:

- Labor Laws: Adhere to federal, state, and local labor laws and regulations.

Collective Bargaining:

- Union Agreements: Comply with collective bargaining agreements if applicable. Support collective bargaining efforts. The Compensation Philosophy will serve as a guidepost and will articulate the district's management interests but will not limit or otherwise affect employees' ability to collectively bargain.

Internal hierarchy and wage infrastructure:

- What is the appropriate relationship between the highest-paid teacher and the entry rate for a principal? Pay differentials should reflect the increased responsibilities and leadership expectations of principals while maintaining fairness.

Merit:

- Implement pay structures that recognize experience with and contributions to HPS's goals. Provide opportunities for salary increases based on merit (e.g., experience and education).

Public Perception and Accountability:

- Transparency: Ensure transparency in compensation practices to build trust and accountability.
- Public Perception: Consider the public's perception of school district compensation and address concerns about fairness and efficiency.

Economic Conditions:

- Economic Environment: Adapt compensation policies to reflect current economic conditions, such as inflation rates and employment levels.
- Cost of Living: Consider the local cost of living when determining appropriate compensation levels.

Organizational Goals and Strategic Alignment:

- Strategic Objectives: Align compensation policies with HPS’s strategic goals and objectives.
- Workforce Planning: Consider future workforce needs and how compensation can support strategic workforce planning.

Stakeholder Input:

- Employee Feedback: Solicit and consider input from employees regarding compensation and benefits.
- Community Input: Engage with community stakeholders to understand their expectations and concerns.

After all the information presented this evening, the Board of Trustees determined they would like a Steering Committee to be formed, and with the assistance of Communications Management Services, LLC (CMS), would develop the compensation philosophy for the district. Mr. Kerins answered any questions the Board of Trustees had regarding the information presented this evening.

2. **Annual Safety and Security Report**

Mr. Gary Myers, Director of Educational Technology, and Mr. Todd Verrill, Facilities Director, shared the Annual Safety and Security Report with the Board of Trustees and reviewed the information listed below:

CYBERSECURITY

- Updated Cybersecurity Incident Response Plan
- Attended tabletop training exercises for Cybersecurity response
- Migrated staff to 16 character, CISA-compliant passwords
- Updated half of district wireless access points to Wi-Fi 6 devices
- Implemented BrightArrow parent, staff, and student messaging system
- Conducted numerous “phishing” campaigns for staff detection training

OTHER TECHNOLOGY / SECURITY

- Provided training for new administrators and secretaries on access control and cameras
- Conducted yearly audit of doors and buzzers to ensure system integrity
- UPS battery audit for access systems
- Trained building administrators on scheduling door lock/unlock system

SAFETY & SECURITY SYSTEMS

- Added 21 new keyless entry points and 40 cameras at various schools
- Upgraded to InformaCast Fusion for rapid distribution of emergency notifications
- “Red” phone staff training completed (HHS, CHS, BRY). Planning to expand to the middle schools this year
- Quarterly tests of automated security systems and emergency dial codes. All systems functioned as expected
- New hallway security doors and quiet rooms for Bryant SPED

DRINKING WATER SAFETY

- Schools are in compliance with State and Federal standards for water quality
- Started drinking water sampling for lead in April. All schools complete except CHS, HHS, CRA, HMS, BRY, CEN. The sampling deadline is December 2024
- Replaced Warren chlorination system. New chemical pumps and analytical instruments ensure water quality
- Replaced old sink fixtures and drinking fountains with new DEQ reimbursement

FIRE AND MEDICAL SAFETY

- All buildings passed Fire Marshal inspections for 2023-2024
- Abraham Construction completed fire escape repairs and upgrades on six staircases at HMS, HHS, and CHS
- Fire extinguisher training with custodians, summer 2023 and 2024
- Installed 19 AEDs (donated by HPD). Worked with HSD nurses to develop SOP for inspections and training

GENERAL SAFETY

- New playground structure installed at Hawthorne. Old structure was unsafe
- Completed annual playground inspections. Trained custodial staff and conducted weekly playground safety inspections throughout the school year
- Both high schools passed inspections by Montana Department of Labor

TRAINING AND EDUCATION

- All schools completed their required practice emergency drills for the year which included 4 fire drills and 4 others.
- Conducted monthly new employee safety training
- Certified 50+ HSD employees in AED and CPR resuscitation
- District Crisis Procedure Manual updated and renamed Emergency Operations Plan (EOP)
- Participating in Local Emergency Planning Committee (LEPC), and MCRT with Lona Carter

SECURE ENVIRONMENT CONSULTANTS (SEC) REPORT (Executive Summary Points)

- The district has put forth effort in developing and executing safety and security plans, and it currently provides a generally safe and secure environment for its staff and students
- SEC strongly recommends the district continue to pursue safety levy funding as the current state of security is desperately in need of updates
- The district has done a remarkable job of maintaining a safe and secure environment despite a lack of ability to make significant investments in improvements
- SEC commends the district on its strategy to enhance existing physical security measures and to expand on both safety and security related equipment and emergency protocol training regimens

SAFETY AWARD

Helena Public Schools has been selected to receive the 2024 Governor’s Safety Achievement Award.

Mr. Myers and Mr. Verrill answered any questions the Board of Trustees had regarding the Annual Safety and Security Report.

3. Policy 5255: Disciplinary Action

Ms. Ridgway presented for information to the Board of Trustees *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 Board of Trustees had regarding *Policy 5255: Disciplinary Action*.

4. Policy 7055: Operations and Management of District Facilities

Ms. Ridgway presented for information to the Board of Trustees *Policy 7055: Operations and Management of District Facilities*. This policy is being recommended for repeal. It is redundant given that there is a District Safety 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 Board of Trustees had regarding *Policy 7055: Operations and Management of District Facilities*.

5. Policy 7515: Fund Balance

Ms. Ridgway presented for information to the Board of Trustees *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. Ms. Ridgway answered any questions the Board of Trustees had regarding *Policy 7515: Fund Balance*.

The Board of Trustees moved on to hear Reports.

D. REPORTS

1. Student Representatives Report

Ms. Adella Harris, Helena High School Student Representative for the Board of Trustees, gave her Student Representative Report. Ms. Harris commented, “September at Helena High is always kicked off with the hum of the first week buzz, the excitement of Friday night lights, and homework. As students adjust to their new schedules and teachers and staff welcome them

with warm faces, our Bengal community is ready for the 2024-2025 school year. Big thank you to Mrs. Lunnion, Mrs. Lindgren, and Mrs. Walsh for another successful Bengal Beginnings Day. Each teacher brought an incredible amount of energy to welcome the Class of 2028 to Helena High and helped us start our school year off on an exciting note. Recently, Principal Brian Kessler was approached by one of our students who was hoping to find a way to build stronger connections between HHS students and those in our elementary schools on the East Side. From this, the Bengal Buddies program was born! We look forward to the growth of this club which will start to build ways for our high school students to spend time in our East Side elementaries, reading with students, forming a pen pal connection, engaging with kids at recess, and building the pride and excitement of becoming a Bengal one day. Through the great work of our school-based occupational therapist, Mrs. Marty Verrill, a grant has allowed us to open our resiliency lab this year. This lab space will allow for group training for both students and staff to work through coping strategies, resiliency work, and building a cooperative space for all to utilize when support is needed. Through this grant, we will also concentrate on using Heart Math Heart Rate Monitors. These heart rate monitors will help track student heart rates and be a visual representation for the students, when they are in a heightened state. The monitors will demonstrate how the various coping strategies help the students regulate and be able to work through tough situations. We would like to give a shoutout to our Indian Education Tutor, Ms. Terri Johnson, for the work she has been putting in the past few weeks. She has been in the process of meeting with the Office of Public Instruction, Helena Indian Alliance, Department of Labor and Industry, Helena Education Foundation, and more. Her goal is to continue building connections with these outside agencies to find ways to help our Native students find success and connection in school and to build awareness for all students in our building. There is a very exciting project brewing within this group that we will be excited to share more about at a later meeting once everything has been finalized. If you know our Bengals, you know they are always involved. Students who are part of the HHS choir sang the national anthem at the kickoff white out football game. Our year after year incredible pep band will make their first debut of the year at our homecoming football game and assembly the week of the 16th. Class of 2025 senior girls will be meeting Wednesday the 18th in a local park to spend time celebrating senior year together while they paint senior jeans for the homecoming game and assembly the following Friday. Lady and men Bengals soccer team face the Flathead Braves this upcoming Friday the 13th at Sibel Fields. Our golf team is hard at work competing two days a week across Montana upholding the Bengal name. The team is hosting the Helena Invite Tournament this Thursday and Friday. The lady's volleyball team faces Kalispell this Friday and Saturday. Bengals Cross Country hosts the biggest Helena invite of the season on October 10th at Bill Roberts Golf Course. It is a 7v7 meet where each of the top 7 varsity runners from the girls' and boys' teams have their own race against the other top competitors in the AA schools. This meet acts as a preview of the state meet for our Bengal runners. On top of keeping the competition on their toes, each and every one of these teams is busy fundraising for equipment and travel costs. If you are close with a Bengal athlete, we encourage you to seize the opportunity to support their passion and donate to their success! As for the current events within the school building: September 10th and 12th are our first major school-wide testing days. Freshmen and Sophomore students are taking their MAP assessments, while our juniors are getting practice through our online ACT Prep tests. September 17th will be our inaugural Open House and Block Party at HHS. Thanks to the excitement and desire of our staff to want to build an event that can help bring families to the building, we are attempting something new this year that will involve food trucks and games, a chance for parents to meet and interact with their student's teachers,

complete with a pep rally closing. We will highlight our fall teams, student musicians, and other clubs throughout the night. Everyone is invited to stop by and check out the great things we have going on at HHS! Lastly, and might I place an emphasize on most importantly, September is for homecoming at Helena High. The Student Council has been working class after class to make the week of the 16th special. The week will start with a dress up theme for students each day. On Friday, the students will meet for the first student council assembly of the year to highlight our sports teams, high achieving students, and new teachers. The festivities will continue when our Bengal football players take on the Hellgate Knights at our annual homecoming football game, where students will pack the stand dressed in Bengal gear. Student council members will be outside both entrances with spirit stations to guarantee Bengal fans are decked out to cheer the players onto victory. Lastly the week will end with our second Helena High homecoming dance on Saturday the 21st. September is certainly not a slow start for Bengal Country, and we wouldn't want it any other way.” Ms. Harris answered any questions the Board of Trustees had regarding her report.

Mr. Charlie Snellman, Capital High School Student Representative for the Board of Trustees, gave his Student Representative Report. Mr. Snellman commented, “Capital High is off to yet another strong start! All classes have begun to pick-up pace after the review of course materials, syllabuses, and expectations. Most clubs have already met for the first time and will continue to get acquainted with new leaders and new members this week. I can already tell that this year will be ground-breaking and astronomically successful! CHS had its first instance of “intervention time” yesterday. Intervention time is a dedicated allotment of time that occurs every Monday between 2nd and 3rd periods. It is designed to provide targeted support and enrichment for all students. More specifically, all teachers will work closely with students to address specific areas of difficulty and provide enrichment opportunities to dive deeper into subjects of interest or more advanced topics. All freshmen will have a dedicated teacher/staff mentor that will take attendance and check-in with Capital’s youngest Bruins to help with any academic troubleshooting. The goal of intervention time is to improve overall academic performance on various assessments by addressing learning gaps and reinforcing key concepts. Academic performance will be evaluated considering skills that teachers determine essential during Monday PLC time discussions. For safety purposes, CHS held the first evacuation drill last Friday to the primary evacuation area – Northwest Park, which (despite the name) is located southeast from the main entrance to the school. This week we will be practicing the “shelter in place” drill and next week the “lock in place” drill. CHS HOSA officers are working on installing two enhanced Stop the Bleed stations that contain life-saving materials like tourniquets and gauze - a project that will help staff be better equipped to handle an incident of excessive bleeding. One kit will be placed in the main foyer directly adjacent to the AED and the other will be placed at a convenient location in the CTE building/shops. In the activities realm, CHS has already been particularly successful this year. So far, Bruin cross country has competed twice in preseason meets with a team of about 55 total runners. Bruin boys’ soccer is off to a positive start and only two games have been played thus far but we won them both by scores of 3-0 and 10-0. CHS is in the top two of the Western Conference currently and have a big game this Friday at home against Glacier who has always played us competitively. Bruin ladies’ soccer is also off to a great start, tied for 2nd in the Western Conference, and they have not lost a game yet! CHS Football has only played non-conference games thus far, with a record of 1-1. The first conference game is this Friday! While not at practice or the weight room, football athletes can be seen getting involved in small fry football, helping coach and mentor

younger athletes. At the annual Carnival Classic event on Sunday, CHS was well-represented among curricular and extracurricular clubs and activities like HOSA, STUCO, Key Club, Theater, orchestra, and football. The highlight of the event featured CHS football players and thespians performing their best Zumba moves on the Memorial Park band shell stage. On behalf of the staff and students at Capital High, we are excited to continue our fun and productive school year!” Mr. Snellman answered any questions the Board of Trustees had regarding his report.

2. **Helena Education Association Report**

There was no Helena Education Association Report this evening.

3. **Facilities & Technology Committee Report**

Trustee Jeff Hindoien gave the Facilities & Technology Committee Report. Trustee Hindoien commented, “Madam Chair, we met yesterday and as part of that meeting, we had the presentation and same safety and security report that was presented to the full board this evening. So, we went through that for a portion of our meeting, but we also had a separate technology update from Mr. Myers who noted that for September we started off the school year with a systemwide outage that we were able to resolve quickly and got things up and running. We went through a list of some of the things they've been doing in September. We have had to redeploy some of the Chromebook carts from the elementary to the middle school because, bluntly, not passing the tech levy has put us in that space with our hardware. The side effect of that is that there are fewer Chromebooks available in the elementary so now we are going to see more difficulty as far as getting through the standardized testing pieces that require those devices. The other thing we talked about is again not having the resources available to keep the hardware inventory rolling over. We’re now getting into a space as we move forward, we're going to have more and more devices that are just too old to continue to update and they're just going to be dropping off and out of the inventory. It is just a recognition of some of the realities we already talked about why we went out for a tech levy in the first place. The second portion of the meeting was Mr. Verrill providing us a very nice PowerPoint on all the extensive work that was done over the course of the summer, and I'd encourage everybody to go look at that. It's not until you sit through one of those meetings that you really realize and see the pictures and see the stats about how much work gets done by facility staff during that brief window of time when students aren't in the schools. We had multiple partial roof projects, the solar project at Bryant, and tons of work done in multiple elementaries and at both middle schools. Mr. Verrill touted about how many bathroom remodels were done that look brand new, and we also talked about the emergency exit stairs that were part of safety work that was done over the course of the summer. It was a great overview of everything that has been done over the course of the summer.” Trustee Hindoien answered any questions the Board of Trustees had regarding his report. Trustee Janet Armstrong asked if we have procedures in place for when there is lightning occurring outside during sports, and Mr. Tim McMahon discussed the procedures in place that the Helena Public Schools has for when there is lightning occurring during outside sports.

4. **Budget and Finance Committee Report**

Trustee Janet Armstrong gave the Budget and Finance Committee Report. Trustee Armstrong stated that the Board of Trustees was presented the ESSER Spend Down Report this evening which is what the Budget and Finance Committee discussed.

5. **Policy Committee Report**

Trustee Jennifer Walsh gave the Policy Committee Report. Trustee Walsh commented, “We had a great productive first meeting which was nice because it was concise and so we were able to get through the agenda and I think we were pretty effective in having the appropriate conversations for those. There were a couple that I wanted to pull out. The couple that we had today for information and for acting on, I'm going to kind of skip through those, but a couple of the fun ones were managing some of the communication type things. Talking about specifically email communication, when an email is deleted what does it look like for storage and when does it actually just come off everything so that we're not just completely clogging up all of our systems and so there were a lot of discussions about what that looks like and just kind of keeping in mind that we were developing the policy and then, of course, our awesome administration team was going through and actually taking care of the procedure process for that. I also liked the idea of when we looked at 7055 that we were looking for those redundancies, which I'm really hoping to continue and really make awareness of because oftentimes there's wording that's kind of this and kind of that. So, making sure that we're getting rid of those that are being addressed and oftentimes multiple other policies which don't necessarily need to be standalone. We did have conversations about drones, which also was pretty fun. There was a lot of questions about how that's defined, and drones have been an issue around public spaces, parks and that sort of thing, and it ventured out even further to say because we have the airport then those parameters expand out even further. Then we were talking about things like student privacy and being photographed. I think we did a pretty good job of looking through that, being thorough and then also looking at the school closure policy, we were making sure that we had a lot of good information surrounding what that looks like if we were to consider a school closure. It was inclusive of many things like with weather and some of the other stuff that might also mean that we need to have a school closure, but then also more of that permanency type thing too, when we must have notices and hearings and to me it felt very clear on what it looked like. Then finally, the 8100 Transportation Policy, is one we're trying to look at to see how can we expand and broaden the definition of the school to home because we have a lot of gaps when we're talking about moving like facility to facility or school to a program and then back to school and some of the challenges that come around with funding and things that are related to that.” Trustee Walsh answered any questions the Board of Trustees had regarding her report. The Board of Trustees and Superintendent Wertz had a robust discussion about transportation funding.

6. **Teaching & Learning Committee Report**

Trustee Kay Satre gave the Teaching & Learning Committee Report. Trustee Satre commented, “So we met on September 4th, and we did three main things during that meeting. First, we heard from Justine Alberts, who is our new Curriculum and Instruction Director, and Kaitlyn Hess who is our Data Assessment and Federal Programs Director about what to expect at our monthly Teaching and Learning committee meetings. Trustee McKee has always encouraged more of us to attend those because we get a good look at some of the nuts and

bolts that are going on in central activity in our district, and how teaching and learning is happening. Then they took us through a review of the district's seven main student achievement goals for the school year. Five of the goals are focused on skills in reading and math and they'll be tracked by a variety of assessments, given at first, third and seventh grade. Another goal focuses on eleventh grade ACT benchmarks and the last goal focuses on reducing suicidality across K-12. Overall literacy instruction will continue to be a key focus in the district, but math, it seems like it's moving into the foreground with the Eureka 2 curriculum adoption in K-5. Justine and Kaitlyn also presented the action plans that are in place to facilitate these goals for the district. They listed action plans for four main areas. The first one focused on instructional systems like school leadership teams, professional learning communities, and WIN groups. The second of those zoomed into thinking about how to make PLCs and WIN groups more effective and what I noticed about all the discussion in those two action plans was just emphasis on collaboration, communication being consistent across schools, across buildings, within buildings and then effectiveness. Two other focal points in the plans were community and family engagement and student belonging and safety. Then we heard briefly from the two TOSAs (Teachers On Special Assignment) Ashlie Buresh and Kayla Lunnon. They talked a little bit about how they're going to work across all facets of the district with central admin, principals, school leadership teams, professional communities, Math Instructional Coach Melissa Romano and the teachers. They are going to be the boots on the ground to enable progress on all the major teaching and learning goals. We concluded the meeting with the discussion of assessment tools. There was a little bit of talk about the benchmarking that had already happened the first days of school in reading and math. Then there was a review of the assessment tools that the district will be using this year: Acadience for grades K-1 reading, iReady for reading and math for grades 1-8, and then a new assessment tool called MAST for grades 9-10. Kaitlyn and Justine offered encouraging news that they felt like MAST had been improved over the summer since it's rollout last year. They also explained that the district would be continuing to use these other assessments, which marks student growth as opposed to the MAST assessment which kind of takes more of a look at a particular group of skills and knowledge. The hope is that we will be able to consolidate our testing with MAST once MAST adds on or is able to also incorporate tools that measure student learning growth. The last thing I wanted to do was just to acknowledge that earlier it was mentioned all the work that goes on during the summertime, it seemed like there was a lot of summer planning and professional development work that was put into motion by our curriculum and assessment people. It was shared that over 100 elementary teachers did summer professional development on Eureka 2, so that is pretty awesome. Thanks for all the good work here." Trustee Satre answered any questions the Teaching and Learning Committee had regarding her report. Ms. Kaitlyn Hess, Assessment and Federal Programs, gave a recap of the EL (English Learners) Community Night that Therese Tucker, EL Coordinator, hosted this evening.

7. **Health Benefits Committee Report**

Trustee Kay Satre gave the Health Benefits Committee Report. Trustee Satre commented, "We met August 29th and there was a pretty singular focus to this meeting, which was the renewal of our stop loss insurance, which is the insurance that our plan purchases. It basically takes over paying for claims after any individual on our plan has hit \$175,000 in claims. The committee had a presentation from Rob who is our Allegiance Rep, and we looked at several bids for our renewal. We decided to change our coverage from Unum to TMHCC. Our stop

loss insurance renewal is costing our plan more because a number of our members had very high claims over the past several years. So, moving our stop loss insurance to this other company would result in an overall 20% increase as compared with the 48% increase if we stayed with Unum. We had a good discussion about whether having stop loss insurance made financial sense because we have to pay around \$1.6 million for that stop loss insurance out of our plan. We discussed if our losses from high claims actually amount to the 1.6 million cost of premium, and guided by Allegiance and by Rich, we determined it does given high-cost treatments are becoming increasingly available and the fact that we don't have a deep enough unreserves account to offset unexpected but possibly very high cost. The unreserves at the end of June were at 1.7 million, so our unreserves account is not flush. We briefly raised the question of how people were responding to all the significant changes we made to the plan last year, and Rich said that we are still in open enrollment period and we are going to know more about what people are going to do with their plan when they come back to school. Rich said he had conversations with a few people who said they went to try and find other options and they came back and said what we are offering is less expensive than other options even though it has changed. Rich's office also sent out a health question survey to members which had been suspended during COVID, and I just think it's important to note that the survey is not about collecting individual data, but it's really for helping us get a sense of high need areas from our membership as a whole that we might want to target for additional support. We have identified some of those areas, but it helps us to know our people are self-reporting more concerns about mental health, diabetes, and other kinds of issues. Rex has said the state health trust discussion will be on Thursday of this week, so stay tuned on that topic.” Trustee Satre answered any questions the Trustees had regarding her report.

8. **Wellness Committee Report**

There was no Wellness Committee report this evening.

9. **Montana School Boards Association Report**

Board Chair Siobhan Hathhorn stated that the Montana School Boards Association is working on getting some delegates to work in the 2025 legislature and they have several people that are interested.

10. **Parent Council Visit Reports**

There was no Parent Council Visit Reports this evening.

That concluded the Reports portion of the agenda. The Board of Trustees moved on to review upcoming meetings and final board comments.

VIII. UPCOMING MEETINGS

Board Chair Siobhan Hathhorn reviewed upcoming meetings with the Board of Trustees.

- Wednesday, September 18th, Board of Trustees Staff Orientation, 10:45 a.m., Lincoln Center
- Tuesday, September 24th, Board of Trustees Work Session, Central Elementary, 11:30 a.m.

- Tuesday, October 1st, Policy Committee Meeting, 12:00 p.m., Lincoln Center
- Wednesday, October 2nd, Teaching & Learning Committee Meeting, 12:00 p.m., Lincoln Center
- Monday, October 7th, Facilities & Technology Committee Meeting, 12:00 p.m., Lincoln Center
- Tuesday, October 8th, Budget & Finance Committee Meeting, 12:00 p.m., Lincoln Center
- Tuesday, October 8th, Full Board Meeting, 5:30 p.m., Lincoln Center

IX. BOARD COMMENTS

There was a brief conversation regarding if the Student Representatives can attend Board of Trustees Committee meetings if their schedules allow and there were no further board comments after that.

X. ADJOURNMENT

Board Chair Siobhan Hathhorn adjourned the meeting at 8:40 p.m.

Candice Delvaux, Recording Secretary

Date

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/08/2024

Item VI.B.1

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Item Title: Item For Action

1. Approval and Ratification of the Helena Secretaries Association and Helena Public Schools Collective Bargaining Contract

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Robison					
Satre					
Hindoien					
Cleatus					
Walsh					
Armstrong					

Board of Trustees

Approval of HPS – Secretaries Collective Bargaining Agreement

VI. NEW BUSINESS

B. Items for Action

1. Approval and Ratification of the Helena Secretaries Association and Helena Public Schools Collective Bargaining Contract
-

Background:

Pursuant to MCA 39-31-306, an agreement reached by the public employer and the exclusive representative must be reduced to writing and must be executed by both parties.

The Helena School District and the Helena Secretaries Association Local #8500 of the Montana Federation of Public Employees (MFPE) reached a tentative agreement on July 30, 2024. The Secretaries ratified the tentative agreement to the contract on September 13, 2024 and notified us on September 19, 2024. The District negotiation team recommends ratification.

The three (3) year agreement was open for language and wages for July 1, 2024, through June 30, 2027, with an agreement for annual wage reopeners. A summary of the conditions of the contract are noted below. Upon the Board's approval, a final copy will be made available electronically.

- The District shall continue to contribute to the employee cafeteria plan an amount of \$1,031.90 per month/\$12,382.80 per benefit year for 12-month staff and \$1,238.28 per month/\$12,382.80 per benefit year for 10-month staff.
- A one and a half percent (1.5%) increase in each cell of the salary schedule for the 2024-2025 fiscal year. The Grade II base wage increases from \$18.16 to \$18.43 per hour and the Grade III base wage increases from \$18.85 to \$19.13 per hour. Grade I on the salary schedule to be removed.
- Allowance for all secretaries to have the option to have vacation credits in excess of 130 hours cashed out once per year to be paid in June.
- Seniority will be calculated based on an employee's length of continuous service with the District, not the employee's assigned department.
- The total estimated salary cost of this settlement is approximately \$28,088 for the 2024-2025 fiscal year.

Considerations:

- HPS and the Secretaries have a collaborative relationship and productive negotiations history.
- This agreement supports the directive of the Board to support our staff members and address issues relative to the district budget.

Superintendent recommendation:

Approve and ratify the collective bargaining agreement as agreed upon between HPS and the Secretaries.

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/08/2024

Item VI.B.2

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Item Title: **Item For Action**
2. Policy 5255: Disciplinary Action

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Robison					
Satre					
Hindoien					
Cleatus					
Walsh					
Armstrong					

**Policy Background
Board of Trustees Meeting
October 8, 2024**

The following policies are being presented for Action:

5255 Disciplinary Action

This policy is being revised to clarify that a supervisor does not have the authority to reprimand the Superintendent.

7055 Operations and Management of District Facilities

This policy is being recommended for repeal. Since the adoption of this policy the Board has adopted an entire series of policies that address School Facilities (9000 Series).

7515 Fund Balance

The 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 Business of Business Services / Clerk.

The following policies are being presented for Information:

3015 Attendance and Truancy

Montana Code Annotated citations were added. Cross references to policies 3010 and 3141 were also added.

3020 Education of Homeless Youth

Outdated language was updated.

3023 Education of Children in Foster Care

Outdated language was updated.

The following policies were reviewed by the Policy Committee, and it was determined no changes were needed.

3040 Search and Seizure

3045 Access to and Release of Students During School Hours

3060 Misconduct by Students with Disabilities

2 **PERSONNEL**

3 Disciplinary Action

4 District employees who fail to fulfill their job responsibilities or to follow reasonable directions
5 of their supervisors, or who conduct themselves on or off the job in ways that affect school
6 operations, may be subject to discipline. Behavior, conduct, or action that may call for
7 disciplinary action or dismissal includes but is not limited to reasonable job-related grounds
8 based on a failure to satisfactorily perform job duties, disruption of the District’s operation, or
9 other legitimate reasons.

10 Discipline will be reasonably appropriate to the circumstance and will include but not be limited
11 to a supervisor’s right to reprimand an employee. ~~and~~ The Superintendent, building principal or
12 supervisor have the right to suspend an employee, without pay, or to impose other appropriate
13 disciplinary sanctions. Disciplinary sanctions, including all forms or reprimands, will be
14 documented and placed in the employees personnel file accordance with Policy 5040. In
15 accordance with Montana law, only the Board may terminate an employee or non-renew
16 employment.

17 The Superintendent or designee is authorized to immediately suspend a staff member, with or
18 without pay, and recommend retention or termination of employment.

19

20 Cross Reference: Policy 5225 Termination from Employment / Non-Renewal of
21 Employment

22 Policy 5040 Personnel Records

23

24 Legal Reference: §20-3-324, MCA Powers and duties
25 §20-4-204, MCA Termination of tenure teacher services
26 §20-4-207, MCA Dismissal of teacher under contract
27 §39-2-903, MCA Definitions
28 §45-8-361, MCA Possession or allowing possession of a weapon in
29 school building – exceptions – penalties – seizure
30 and forfeiture or return authorized – definitions

31 Policy History:

32 Adopted on: 6.11.2019

33 Revised on:

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/08/2024

Item VI.B.3

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Item Title: **Item For Action**
 3. Policy 7055: Operations and Management of District Facilities

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Robison					
Satre					
Hindoien					
Cleatus					
Walsh					
Armstrong					

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Helena School District

7055

OPERATIONAL SERVICES

Operation and Maintenance of District Facilities

~~The District seeks to maintain and operate its facilities in a safe and healthful condition. The Superintendent shall provide for a program to maintain the facilities of the District. The Board shall provide for educational facilities which are functional and safe for the conduct of the educational and extracurricular activities of students.~~

Legal References: 10.55.908, ARM School Facilities

Cross References:

Policy History:

Adopted on: 6.14.2016

Revised on:

Reviewed on:

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/08/2024

Item VI.B.4

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Item Title: **Item For Action**
4. Policy 7515: Fund Balance

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Robison					
Satre					
Hindoien					
Cleatus					
Walsh					
Armstrong					

2
3 OPERATIONAL SERVICES

4
5 Fund Balances

6
7 The Board approves budgets that support the immediate and long-range goals and established
8 priorities within instructional, non-instructional, and administrative programs. The Board
9 requires that, before presentation of a proposed budget for adoption, the Superintendent and the
10 ~~Administrator of Business Operations~~ Director of Finance / Clerk will prepare, for Board
11 consideration, appropriate documentation supporting recommendations for meeting District
12 needs within the limits of anticipated revenues. Once adopted by the Board, the operating budget
13 shall be administered by the Superintendent or Superintendent’s designees.

14
15 **PURPOSE**

16
17 This Fund Balance Policy establishes the procedures for reporting unrestricted fund balance in
18 the General Fund financial statements. Certain commitments and assignments of fund balance
19 will help ensure that there will be adequate financial resources to protect the District against
20 unforeseen circumstances and events such as revenue shortfalls and unanticipated expenditures.
21 The policy also authorizes and directs the ~~Administrator of Business Operations~~ Director of
22 Finance / Clerk to prepare financial reports which accurately categorize fund balances as per
23 Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting
24 and Governmental Fund Type Definitions.

25
26 **GENERAL POLICY**

27
28 Fund balance is essentially the difference between the assets and liabilities reported in a
29 governmental fund. There are five separate components of fund balance, each of which identifies
30 the extent to which the District is bound to honor constraints on the specific purpose for which
31 amounts can be spent.

- 32
- 33 • Non-spendable fund balance (inherently non-spendable) - examples include inventory
34 and the corpus of an endowment fund
 - 35 • Restricted fund balance (externally enforceable limitations on use) - by enabling
36 legislation or by grantors, bondholders, or constitutional provisions
 - 37 • Committed fund balance (self-imposed limitations on use) - essentially the General
38 Fund Reserve Balance and the Elementary Interlocal Fund balance
 - 39 • Assigned fund balance (limitation resulting from intended use) - by the District or by
40 an official designated by the Board of Trustees
 - 41 • Unassigned fund balance (residual net resources) - General Fund Budget amount
42 available for any purpose

43 The first two components listed above are not addressed in this policy due to the nature of their
44 restrictions. This policy is focused on the financial reporting of the Committed Fund Balance,
45 Assigned Fund Balance and Unassigned Fund Balance.

47 **PROVISIONS**

48
49 *Committed Fund Balance*

50
51 The Board of Trustees, as the District’s highest level of decision-making authority, may commit
52 fund balance for specific purposes pursuant to constraints imposed by formal actions taken, such
53 as a majority vote or resolution. These committed amounts cannot be used for any other purpose
54 unless the Board removes or changes the specific use through the same type of formal action
55 taken to establish the commitment. School Board action to commit fund balance needs to occur
56 within the fiscal reporting period, no later than June 30th; however, the amount can be
57 determined subsequent to the release of the financial statements.

58
59 **MINIMUM FUND BALANCE**

60
61 The school district will strive to maintain the Committed General Fund Balance to ~~3%-6%~~ 5% -
62 10% percent of the annual budget.

63
64 *Assigned Fund Balance*

65
66 Amounts that are constrained by the District’s intent to be used for specific purposes, but are
67 neither restricted nor committed, should be reported as assigned fund balance. This policy hereby
68 delegates the authority to assign amounts to be used for specific purposes to the Superintendent
69 and ~~Administrator of Business Operations~~ Director of Finance / Clerk for the purpose of
70 reporting these amounts in the annual financial statements.

71
72 *Unassigned Fund Balance*

73
74 These are residual positive net resources of the general fund in excess of what can properly be
75 classified in one of the other four categories.

76
77 *Fund Balance Classification*

78
79 The District considers restricted fund balances to have been spent first when an expenditure is
80 incurred for purposes for which both restricted and unrestricted fund balance is available.
81 Similarly, when an expenditure is incurred for purposes for which amounts in any of the
82 unrestricted classifications of fund balance could be used, the District considers committed
83 amounts to be reduced first, followed by assigned amounts and then unassigned amounts.

84
85 This policy is in place to provide a measure of protection for the District against unforeseen
86 circumstances and to comply with GASB Statement No. 54. No other policy or procedure
87 supersedes the authority and provisions of this policy.

88
89 Legal References: Statement No. 54 of the Governmental Accounting Standards
90 Board
91 MCA 20-9-104 General Fund Operating Reserve
92

93 Policy History:
94 Adopted on: 12.12.2017
95 Revised on:
96 Revised on:
97

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/08/2024

Item VI.B.5

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Item Title: **Item For Action**

5. Board of Trustees' Response to Staff Communication Regarding Administrator Compensation

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Robison					
Satre					
Hindoien					
Cleatus					
Walsh					
Armstrong					

**Policy Background
Board of Trustees Meeting
October 8, 2024**

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3045 Access to and Release of Students During School Hours

3060 Misconduct by Students with Disabilities

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/08/2024

Item VI.C.1.

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Item Title: **Item For Information**

1. Policy 3015: Attendance and Truancy

2 STUDENTS

3 Attendance and Truancy

4
5 A telephone call, a written note, or electronic communication from a parent is necessary when a
6 student is absent or late for any reason. Notes shall be given to the attendance secretary, and
7 teachers shall be given a list of students to be admitted. All absences and tardies shall be
8 recorded on the report card.

9
10 The principal or designee will attempt to contact, by the end of the school day, any parent,
11 guardian, or legal custodian whose child is absent from school, but who has not reported the
12 child absent for the school day, to determine whether the parent, guardian, or legal custodian is
13 aware of the child’s absence from school.

14
15 *Attendance Policy*

16
17 Specifics regarding numbers of absences and consequences for excessive absenteeism for all
18 students are found in the student handbooks.

19
20 *Tardies*

21
22 Classroom tardies should be handled by the teacher. Excessive tardies may be referred to the
23 Building Principal.

24
25 Legal References: §20-5-216, MCA Truancy
26 §20-5-103, MCA Compulsory Attendance and Excuses
27 §20-5-102, MCA Compulsory Enrollment and Excuses

28
29 Cross References: Policy 3010 School Admissions: Entrance, Placement and Transfer
30 Policy 3141 Nonresident Student Enrollment

31
32 Policy History:
33 Adopted on: 5.8.2012

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/08/2024

Item VI.C.2.

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Item Title: **Item For Information**
2. Policy 3020: Education of Homeless Youth

2 STUDENTS

3 Education of Homeless Youth

4
5 For purposes of this policy and to comply with the McKinney Vento Homeless Assistance Act
6 the term “homeless youth” means:

- 7
- 8 1. an individual who lacks a fixed, regular, and adequate nighttime residence; and
- 9
- 10 2. an individual whose primary nighttime residence may be but is not limited to:
 - 11 a. a supervised publicly or privately operated shelter designed to provide temporary
 - 12 living accommodations (including ~~welfare hotels~~ temporary housing, congregate
 - 13 shelters, and transitional housing for ~~the mentally ill~~ those with mental illness);
 - 14 b. an institute that provides a temporary residence for individuals intended to be
 - 15 institutionalized; or
 - 16 c. a public or private place not designated for, or ordinarily used as, a regular
 - 17 sleeping accommodation for human beings.
 - 18

19 A homeless youth is entitled to equal access to the same free, appropriate public education as
20 provided to other students. The lack of a permanent residence and/or adequate student records
21 may not be the basis for denying enrollment. The Superintendent will give special attention to
22 ensuring the enrollment and attendance of youth who are homeless and not currently attending
23 school. The Superintendent will appoint a liaison for homeless youth. The District homeless
24 liaison will help homeless youth and their families’ access community and district resources. A
25 person who has a concern or complaint regarding placement or education of a homeless youth
26 may contact the building administrator or District homeless liaison. A written complaint may be
27 filed in accordance with the District Uniform Complaint Procedure.

28
29 Legal Reference: 42 U.S.C. § 11431, et seq. McKinney Homeless Assistance
30 Act
31 § 20-5-101, MCA Admittance of child to school

32 Cross Reference: 1085 Uniform Complaint Procedure

33 Policy History:
34 Adopted on: 7.10.2007
35 Revised on:

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/08/2024

Item VI.C.3.

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Item Title: Item For Information

3. Policy 3023: Education of Children in Foster Care

2
3 STUDENTS

4
5 Education of Children in Foster Care

6
7 Children in foster care are entitled to educational stability and the opportunity to achieve at the
8 same high levels as their peers. “Foster care” means 24-hour substitute care for children placed
9 away from their parents or guardians and for whom the child ~~welfare~~ protective services agency
10 has placement and care responsibility. This includes, but is not limited to, placements in foster
11 family homes, foster homes of relatives, group homes, emergency shelters, residential facilities,
12 child care institutions, and pre-adoptive homes.

13
14 The District agrees to cooperate with child protective services agencies to ensure that children in
15 foster care remain in their school of origin unless it is not in their best interests. If it is
16 determined to be in the child’s best interest to not remain in ~~his or her~~ their school of origin, the
17 District shall enroll a child in foster care in a school determined to be in the child’s best interest
18 without delay regardless of whether that student can produce records normally required for
19 enrollment. The new school in which a child in foster care is enrolled shall immediately contact
20 the school of origin to obtain the child’s records.

21
22 The Superintendent or designee shall identify a Point of Contact (POC) to coordinate the
23 District’s provision of services to children in foster care.

24
25
26 Cross References: 3085 Transfer of Student Records
27 3090 Receipt of Confidential Records

28
29
30
31 Legal References: 20 U.S.C. 6311 Title I (as amended by Every Student Succeeds Act)

32
33
34
35
36
37 Policy History:
38 Adopted on: 5.18.2018
39 Revised on:
40

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/08/2024

Item VI.C.4.

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Item Title: **Item For Information**

4. Activities & Athletics Update-Tim McMahon, Activities Director