



## Board of Trustees Meeting

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

Tuesday, December 10<sup>th</sup>, 2024 - 5:30 p.m.

Lincoln Board of Trustees Conference Room and  
via TEAMS

[Join the meeting now](#)

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### AGENDA

I. **CALL TO ORDER /PLEDGE OF ALLEGIANCE**

II. **REVIEW OF AGENDA**

III. **PRESENTATION**

Megan Lane, Educator: NASA LiftOff Institute Presentation

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. **RECOGNITIONS**

A. **State AA Football Champions-Capital High Bruins Football Team**

Congratulations to the Capital High Bruins football team on winning the State AA Football Championship! This outstanding achievement reflects the hard work and dedication of these talented athletes. A special thank you to Coach Kyle Mihelish for his leadership and commitment to their success both on and off the field. We are proud to celebrate this victory with the Capital High community.

## VII. 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. 11.7.24 Steering Committee-HPS Compensation Philosophy Meeting Minutes
5. 11.12.24 Board of Trustees Full Board Meeting Minutes

### B. Items For Action

1. Approval of HPS Compensation Philosophy
2. Approval of HPS – Para Educators Collective Bargaining Agreement

### C. Items For Information

1. Policy 3150: Tobacco Free Schools
2. Policy 2070: Network Information and Communication System Policy
3. Policy 2170: Significant Writing
4. Policy 3100: Publications and Distribution or Posting of Materials
5. Update on Growing Art in HSD Elementary Schools This School Year
6. High School Deferred Maintenance Analysis
7. Facilities Master Plan Update

### 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-Broadwater Elementary School & C.R. Anderson Middle School
  - Board Chair Siobhan Hathorn-Smith Elementary School

VIII. UPCOMING MEETINGS

IX. BOARD COMMENTS

X. ADJOURNMENT

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item I.**

**Meeting Date:** 12/10/2024

Call To Order/Pledge of Allegiance

Review of Agenda

Presentation

Superintendent's Report

General Public Comment

Recognitions

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board Comments

Adjournment

**Item Title:** Call To Order/Pledge of Allegiance

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item II.**

**Meeting Date:** 12/10/2024

Call To Order/Pledge of Allegiance

Review of Agenda

Presentation

Superintendent's Report

General Public Comment

Recognitions

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board Comments

Adjournment

**Item Title:      Review of Agenda**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item III.**

**Meeting Date:** 12/10/2024

Call To Order/Pledge of Allegiance

Review of Agenda

Presentation

Superintendent's Report

General Public Comment

Recognitions

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board Comments

Adjournment

**Item Title:       Presentation**  
**Megan Lane, Educator: NASA LiftOff Institute Presentation**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item IV.**

**Meeting Date:** 12/10/2024

Call To Order/Pledge of Allegiance

Review of Agenda

Presentation

Superintendent's Report

General Public Comment

Recognitions

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board Comments

Adjournment

**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. Weltz, Superintendent*  
RE: *Superintendent Report*  
DATE: *December 10th, 2024*

- Recognition
  - Capital and Helena High Schools – Handling Threats that Occurred Last Thursday
  - Special thanks to our Parent-Teacher Organization volunteers who provided dinner for our educators during Parent-Teacher Conferences over the past couple weeks.
  - Congratulations to Capital High Educator Lauren Tholt for being named the Montana Association of Student Councils High School Advisor of the Year at the state conference in Billings.
  - Congratulations to Charlie Snellman who has been selected to the United States Senate Youth Program.
  - Congratulations to the Capital High Bruins football team on winning the State AA Football Championship!!
  - “Harvest of the Month” program national grant-thank you St. Peter’s Health.
  - Robert Worthy, Sodexo Manager- “Montana Menu Day”
  - Thank you to the volunteer judges for the “Valley of Gold Speech & Debate Tournament”. Congratulations to all participants and thank you Principal Zanto and Capital High School for hosting the event.
  - Thank you to Principal Matt Carey, and the staff and students at PAL for hosting a Thanksgiving Celebration.
  - Thank you to Lisa Cordingley and the Helena Education Foundation for hosting a wonderful evening at the Great Conversations event.
  - Thank you to the participants of the District Wide Consensus Training and our facilitators Dr. Rob Watson, Larry Nielsen, and Diane Groves.
  - Thank you to Principal Kathleen Prody, Assistant Principal Erin Hunt, and Assistant Principal Sol Jones, and the staff and students at C.R. Anderson Middle School for a great Board of Trustees Work Session.
  
- New Business
  - District Wide Consensus Training
  - Registration for Fall 2025 Kindergarten starts Wednesday, January 8<sup>th</sup>, at Noon
  - 340b Rx Discussion
  - Montana’s Innovative Educational Program (IEP) Tax Credit



HELENA SCHOOL DISTRICT #1  
OFFICE OF THE SUPERINTENDENT

- Upcoming 2025 Session – Preparing
  - School Funding
  - Advocacy for Public Schools
- High School Master Schedule Planning – Mr. McKay
- Data/Federal Programs/Curriculum Lunch Listening Sessions at Sites
- Master Facility Planning
  - Boundary Discussions
  - New Construction
  
- Outreach/Meetings
  - Parent Advisory Committee
  - Teacher Advisory Committee
  - School Funding Meeting
  - AA Superintendents
  - Board Leadership
  - Biweekly HSD/CMS Meeting
  - Hometown Helena
  - Consensus Training Workshops
  - Quarterly Meeting with the City of Helena
  - HSD/HEA Meeting
  - HEF
  - HEF-Executive Committee
  - Cabinet & Leadership
  - TV, Print, Radio Media
  
- Other
  - December 23<sup>rd</sup> -January 3<sup>rd</sup> Winter Break-No School

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item V.**

**Meeting Date:** 12/10/2024

Call To Order/Pledge of Allegiance

Review of Agenda

Presentation

Superintendent's Report

General Public Comment

Recognitions

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board Comments

Adjournment

**Item Title:      General Public Comment**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item VI.**

**Meeting Date:** 12/10/2024

Call To Order/Pledge of Allegiance

Review of Agenda

Presentation

Superintendent's Report

General Public Comment

Recognitions

Consent Action Items

Items For Action

Items For Information

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Upcoming Meetings

Board Comments

Adjournment

**Item Title:        Rrecognitions  
                         State AA Football Champions-Capital High Bruins Football Team**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 12/10/2024

**Item VII. A.1.-A.5**

- Call To Order/Pledge of Allegiance
- Review of Agenda
- Presentation
- Superintendent's Report
- General Public Comment
- Recognitions
- Consent Action Items
- Items For Action
- Items For Information
- Reports
- Upcoming Meetings
- Board Comments
- Adjournment

**Item Title:      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. 11.7.24 Steering Committee-HPS Compensation Philosophy Meeting Minutes**  
**5. 11.12.24 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**

November 27, 2024 – December 10, 2025

**CERTIFIED PERSONNEL**

**Appointments**

| <b><u>Location/Assignment</u></b> | <b><u>Name</u></b> | <b><u>Offered Salary</u></b> | <b><u>Accepted Salary</u></b> | <b><u>Start Date</u></b> |
|-----------------------------------|--------------------|------------------------------|-------------------------------|--------------------------|
| Four Georgians/Kindergarten       | Lawson, AmberLynn  | \$292.31/day                 | \$292.31/day***               | 10/16/2024               |
| CRA-Broadwater/School Nurse       | Otteson, Mamie     | \$257.92/day                 | \$257.92/day ***              | 11/18/2024               |
| Four Georgians/Resource           | Galt, Vicky        | \$397.39/day                 | \$397.39/day ***              | 10/16/2024               |

\*\*\*Guest Teacher Contract

**CLASSIFIED PERSONNEL**

**Appointments**

| <b><u>Location/Assignment</u></b>   | <b><u>Name</u></b>  | <b><u>Offered Salary</u></b> | <b><u>Accepted Salary</u></b> | <b><u>Start Date</u></b> |
|-------------------------------------|---------------------|------------------------------|-------------------------------|--------------------------|
| CRA/Para Educator                   | Barnes, Rainy       | \$17.68/hr.                  | \$17.68/hr.                   | 12/02/2024               |
| CHS/Evening Custodian               | Cutburth, John      | \$16.90/hr.                  | \$16.90/hr.                   | 12/16/2024               |
| Jim Darcy/SACC Para Educator        | Drosten, Marcia     | \$17.68/hr.                  | \$17.68/hr.                   | 12/02/2024               |
| CRA/Evening Custodian               | Hindman, Aries      | \$16.90/hr.                  | \$16.90/hr.                   | 12/09/2024               |
| Broadwater/SACC Para Educator       | Johnson, Lyla       | \$15.46/hr.                  | \$15.46/hr.                   | 12/09/2024               |
| HMS/Evening Custodian               | Lewis, Samuel       | \$16.90/hr.                  | \$16.90/hr.                   | 11/25/2024               |
| Jefferson/Para Educator             | Moore, Tauni        | \$14.15/hr.                  | \$14.15/hr.                   | 11/16/2024               |
| Bryant/Evening Custodian            | Ninahuanca, Allyson | \$16.90/hr.                  | \$16.90/hr.                   | 11/25/2024               |
| Mt. Ascension/Career Resource Asst. | Wilson, Lindsey     | \$18.36/hr.                  | \$18.36/hr.                   | 12/02/2024               |

**Terminations/Retirements**

| <b><u>Location/Assignment</u></b>    | <b><u>Name</u></b> | <b><u>Reason</u></b> | <b><u>Effective</u></b> |
|--------------------------------------|--------------------|----------------------|-------------------------|
| Four Georgians/Para Educator         | Berg, Shannon      | Resignation          | 11/26/2024              |
| HHS/Evening Custodian                | Colson, Tyler      | Resignation          | 12/11/2024              |
| Lincoln-PAL-Facilities/Day Custodian | Egebjerg, Kayla    | Resignation          | 12/13, 2024             |
| Kessler/Para Educator                | Kroll, Janna       | Retirement           | 02/28/2025              |
| CRA/Evening Custodian                | Krug, Jennifer     | Resignation          | 12/02/2024              |
| Bryant/Elementary Secretary          | Restad, Haley      | Resignation          | 11/25/2024              |
| Facilities/Administrative Secretary  | Ott, Katie         | Resignation          | 01/03/2025**            |

\*\*Effective Date Change

**SUPPLEMENTARY CONTRACT ASSIGNMENT**

# Helena School District #1

## Warrants November 1 to 30, 2024

Direct Deposits: \$3,378,842.97

Payroll Warrants: 70131954-70132022

Payroll Deduction: 69302391-69302415

Non-Check Payroll Deductions: \$ 5,402,982.38

Non-Check Accts Payable Deductions: \$ 604,300.65 \*\*Allegiance Payment Not Included

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

Claim Warrants: 69302053-69302451

CRA Middle School Student Activity Checks: 17440-17446

HMS Middle School Student Activity Checks: 8781-8788

Capital High Student Activity Checks: 24791-24817

Helena High Student Activity Checks: 36753-36792

Cancelled Warrants: \$29,125.71

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, MT 59602       | Kessler Elementary        |
| 1     | Trinity Elementary      | Helena, MT 59602       | Rossiter Elementary       |
| 3     | Trinity Elementary      | Helena, MT 59602       | Broadwater Elementary     |
| 3     | Trinity Elementary      | Helena, MT 59602       | Rossiter Elementary       |
| 3     | Trinity Elementary      | Helena, MT 59602       | Kessler Elementary        |
| 4     | Trinity Elementary      | Helena, MT 59602       | Broadwater Elementary     |
| 5     | Montana City Elementary | Montana City, MT 59634 | Central Elementary        |
| 5     | Trinity Elementary      | Helena, MT 59602       | Broadwater Elementary     |
| 5     | Trinity Elementary      | Helena, MT 59602       | Broadwater Elementary     |
| 5     | East Helena K-12        | Helena, MT 59601       | Central Elementary        |
| 7     | Trinity Elementary      | Helena, MT 59602       | Helena Middle School      |
| 7     | Trinity Elementary      | Helena, MT 59602       | CR Anderson Middle School |
| 7     | Clancy Elementary       | Clancy, MT 59634       | Helena Middle School      |
| 8     | Montana City Elementary | Montana City, MT 59634 | Helena Middle School      |
| 8     | Clancy Elementary       | Clancy, MT 59634       | Helena Middle School      |
| 8     | Trinity Elementary      | Helena, MT 59602       | CR Anderson Middle School |
| 10    | East Helena K-12        | East Helena, MT 59635  | Helena High School        |
| 10    | East Helena K-12        | East Helena, MT 59635  | Capital High School       |
| 11    | Jefferson High School   | Clancy, MT 59634       | Helena High School        |
| 11    | Jefferson High School   | Clancy, MT 59634       | Capital High School       |
| 12    | Jefferson High School   | Clancy, MT 59634       | Helena High School        |
| 12    | Jefferson High School   | Clancy, MT 59634       | Helena High School        |



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 | Whitehall | Total |
|-----------------|-------------|--------|--------------|----------------|-------|------------|---------|----------|---------|---------|-------|----------|------------|----------|----------|------------|----------|---------|-----------|-------|
| <b>Ksprouts</b> | 3           |        |              |                |       |            |         |          | 1       |         |       |          |            |          |          |            |          |         |           | 4     |
| <b>K</b>        | 4           | 1      |              |                |       | 1          |         |          | 4       |         |       |          |            |          |          |            |          |         | 1         | 11    |
| <b>1</b>        | 7           | 4      |              |                |       |            |         |          | 2       |         |       |          |            |          |          |            |          |         |           | 13    |
| <b>2</b>        | 4           |        |              |                |       | 1          | 1       | 1        | 3       |         |       |          |            |          |          |            |          |         | 1         | 11    |
| <b>3</b>        | 1           | 1      |              |                |       |            |         |          | 3       | 1       |       |          |            |          |          |            |          |         |           | 6     |
| <b>4</b>        | 6           | 2      |              |                |       |            |         |          | 2       |         |       |          |            |          |          |            |          |         |           | 10    |
| <b>5</b>        | 5           |        | 1            |                |       |            | 1       |          | 5       |         | 1     | 1        |            |          |          |            |          |         |           | 14    |
| <b>6</b>        | 5           |        |              |                |       |            |         | 1        | 3       |         | 1     |          |            |          |          |            |          |         |           | 10    |
| <b>7</b>        | 2           | 2      |              |                |       | 1          |         |          | 2       |         |       |          |            |          |          |            |          |         |           | 7     |
| <b>8</b>        | 2           | 3      | 1            |                |       | 1          |         |          | 3       |         |       |          | 1          |          |          |            |          |         |           | 11    |
| <b>9</b>        | 6           | 50     | 10           |                |       |            |         |          |         |         |       |          |            | 1        |          |            |          |         |           | 67    |
| <b>10</b>       | 9           | 20     |              |                |       |            |         |          |         |         |       |          |            |          | 1        | 1          | 1        |         |           | 32    |
| <b>11</b>       | 8           | 18     | 3            | 3              |       |            |         |          |         |         |       |          |            |          |          |            |          |         |           | 32    |
| <b>12</b>       | 11          | 24     | 2            | 2              |       |            |         |          |         |         |       |          |            |          | 1        | 1          |          | 1       |           | 42    |
|                 | 73          | 125    | 17           | 5              | 1     | 3          | 2       | 2        | 28      | 1       | 2     |          | 1          | 1        | 2        | 2          | 1        | 1       | 2         | 270   |



*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.*

## Steering Committee HPS Compensation Philosophy Meeting

Thursday, November 7<sup>th</sup>, 2024

Lincoln Center Board of Trustees Conference Room

12:00 p.m.

---

# MINUTES

## ATTENDEES

|  |  |
|--|--|
| Janet Armstrong, Trustee                       | Jim Kerins, CMS  |
| Kay Satre, Trustee                             | Caleb Lewis, CMS   |
| Jennifer Walsh, Trustee                        | Rex Wertz, Superintendent  |
| Josh McKay, Assistant Superintendent           | Jane Shawn, HEA President  |
| Keri Mizell, Human Resources Director          | Adam Clinch, Educator  |
| Candice Delvaux, Executive Assistant           | Shane Snyder, Senior Infrastructure & Information<br>Systems Manager |
| Sol Jones, C.R. Anderson Assistant Principal   | Avra Branson, Para Educator  |
| Kathy Kidder, Capital High Assistant Principal | Anne Rainey, HHS Office Manager                                      |
| Anna Alger, Educator                           |  |
| Barb Ridgway, Chief of Staff                   |  |

### I. CALL TO ORDER

Trustee Janet Armstrong called the meeting to order at 12:06 p.m.

### II. REVIEW OF AGENDA

The agenda was reviewed, and no changes were requested.

### **III. GENERAL PUBLIC COMMENT**

There was no general public comment.

### **IV. ITEMS FOR INFORMATION/DISCUSSION**

#### **A. HPS Compensation Philosophy Discussion**

The Steering Committee for the Helena Public Schools (HPS) Compensation Philosophy commenced the meeting with introductions. Mr. Jim Kerins of Communication and Management Services LLC (CMS) subsequently presented the draft Compensation Philosophy. The philosophy is designed to articulate the rationale behind the district's pay structure, with a focus on internal equity, market competitiveness, fiscal responsibility, and the support of staff, students, and taxpayers. It will serve as a foundational guide for developing a classification and pay structure, ensuring proper job ranking and equitable wage ranges.

The committee then meticulously reviewed each section of the compensation philosophy, providing feedback and suggesting revisions. Following a comprehensive review and the incorporation of the proposed changes, the committee agreed that the final draft of the Helena Public Schools Compensation Philosophy would be submitted to the Board of Trustees for approval at the December full board meeting

### **V. BOARD COMMENTS**

The board did not make any closing comments.

### **VI. ADJOURNMENT**

The meeting was adjourned at 2:02 p.m.



**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, November 12<sup>th</sup>, 2024**  
6:00 p.m.

### MINUTES

**ATTENDANCE – Present unless otherwise noted.**

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

Rex Wertz, Superintendent  
Josh McKay, Assistant Superintendent  
Janelle Mickelson, Business Director  
Todd Verrill, Facilities Director  
Keri Mizell, Human Resources Director  
Gary Myers, Director of Educational Technology  
Kaitlyn Hess, Assessment and Federal Programs Director  
Justine Alberts, Curriculum Director  
Jane Shawn, HEA President  
Tim McMahon, Activities Director  
Lona Carter, Student Health Services & Special Education Director  
Karen Ogden, Communications Officer  
Brian Kessler, Helena High School Principal  
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 6:00 p.m. and led the Pledge of Allegiance.

**II. REVIEW OF AGENDA**

The Board of Trustees reviewed the agenda and there were no suggested changes.

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

**III. RECOGNITIONS**

The Board of Trustees recognized the staff and students listed below:

**A. Montana Business Education Association’s Outstanding Business Teacher of the Year**

Congratulations to Helena High Educator Samantha Humphrey who was recognized at the MEA Conference as the Montana Business Education Association’s Outstanding Business Teacher of the Year!!

**B. 2024 All-State Honor Musicians- Capital High School**

Congratulations to the following Capital High students who were selected to the Montana All-State Honor Music Festival. Special thanks to educators Thomas Baty, Kevin Cleary, and Duane Zehr for all that they do to support these amazing musicians.

CHS Band

Meika Arensmeyer

Thomas Byron

Josiah Todd

CHS Orchestra

Vivian James

Mason Whitney

Adeline Walters

Hollis Elliott

Charlie Snellman

Fox Rowland

Alternate - Claudia Cook

**C. 2024 All-State Honor Musicians-Helena High School**

Congratulations to the following Helena High students who were selected to the Montana All-State Honor Music Festival. Special thanks to educators Kevin Cleary, Cody Hollow, and Molly Kohoutek for all that they do to support these amazing musicians.

HHS Choir

Nadja Bolotsky

Brady Lay

Ella Nasset

Lily Pierson

Leila Zentz

HHS Band

Carson Payne

HHS Orchestra

Elliot Cleary

Isabel Ward

Nailah Freeman

Freya Elias

Emeline Jefferies

**IV. PRESENTATION**

**Youth Ambassador World Tsunami Days Conference Presentation**

The Board of Trustees reviewed a presentation given by Helena High Educator Lauren Gustafson. In October, Gustafson and three of her AP Geography students took an 8-day trip to Kyūshū island, this time to the city of Kumamoto, to study a topic that resonates with cultures the world over – natural disasters. They joined students and educators from 42 countries around the world for a summit on “World Tsunami Awareness Day.” Sessions at the conference focused on a wide range of disaster prevention and response topics, including disaster mitigation, economic impacts, response times, population density and environmental factors. The conference was designed to educate and inspire future leaders who will build resilience in their communities while deepening ties between countries all over the world. Helena High students Evelyn Callery, Kenzi Criswell, and Eva Skibicki represented Helena well, becoming the first known group from a mainland U.S. high school to attend the summit. Funded largely by the Japanese government, with the remainder paid for by the students’ families, the trip offered our students a unique perspective on disaster response and international collaboration. Before the summit, the group toured the Kumamoto area, learning about responses to the 2011 tsunami and the 2016 earthquake. Armed with this knowledge, they collaborated with other students at the summit to create action plans to help mitigate future disaster impacts. Ms. Gustafson concluded her presentation by expressing a strong request for continued support on their journey, emphasizing the importance of inspiring future generations who will care for the world. She highlighted the opportunity to be a beacon for others and stressed the collective nature of the effort. While disaster prevention, relief, and response were central to their journey, she also noted the significant exploration of environmental, culinary, cultural, linguistic, historical, and demographic aspects.

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

## V. SUPERINTENDENT'S REPORT

Superintendent Wertz moved on to give his Superintendent Report to the Board of Trustees.

- Recognition
  - Cabinet Team
    - Superintendent Wertz acknowledged the support of his team during a difficult personal time following the death of his mother, expressing gratitude for their efforts in maintaining the district's operations while he was away. He specifically thanked Barb, Josh, and the rest of the team for their support.
  - Superintendent Mr. Jack Copps
    - Superintendent Wertz reflected on the celebration of the life of former Superintendent Jack Copps, which took place at Central Elementary School today. He described Copps as a passionate and remarkable educator, leader, father, and husband. Superintendent Wertz expressed appreciation for the Helena Education Foundation, Lisa Cordingley and her team, Barb Ridgway, and Nick Radley and his staff at Central for their contributions to organizing the event. He highlighted that in his final days, Jack Copps had specifically requested the celebration take place in a school, which made the event even more meaningful.
  - Native American Heritage Month
    - Buffalo Harvest: Superintendent Wertz invited Terri Johnson to the podium to discuss the buffalo harvest with the Board of Trustees. Terri Johnson is one of our Title VI Indian Ed Tutors at Helena High and Capital School. For the first time this year, our Title VI Indian Ed Tutors at Helena High and Capital High, Terri Johnson and Joe Pichardo, will take students on a field trip to the Big Sky Bison Ranch near Great Falls. Led by Blackfeet Tribal Elders, 39 students will experience a traditional bison harvest, start to finish.
  - November 11-15 National School Psychology Week
  - November 22 Substitute Appreciation Day
  - Samantha Humphrey – Outstanding Montana Business Teacher of the Year
  - State Basketball Special Olympics Nov 7-9 Throughout Helena and HPS
  - Congratulations to both Capital High and Helena High for making the national AP School Honor Roll, reaching silver and bronze status, respectively.
  - Thank you to Helena College for hosting Bryant Elementary's Helena College Honorary Student program for 5th grade students.
  - Thank you to Principal Wynn Randall and the staff and students at Rossiter Elementary School for a great Board of Trustees Work Session at Rossiter.
  - Congratulations to the following 105.3 KMTX Teacher of the Month Recipients:
    - Ms. Jody Branting-Four Georgians Elementary School - September
    - Ms. Kim Ziska-Rossiter Elementary School - October
  - Thank you to Lisa Cordingley, and the Helena Education Foundation, for awarding Spark Grants across the district, and surprising teachers who were selected for Let's Talk About Great Teachers recognition!! The "Let's Talk" award was begun in 2007 as part of the Foundation's popular "Great Conversations" event. Each of this year's honorees will be recognized at this year's event on November 20.

- New Business
  - Steering Committee-HPS Compensation Philosophy Update
  - Science of Reading – Statewide Workshop Hosted By HPS
    - Superintendent Weltz invited Ms. Alberts to the podium. Ms. Justine Alberts, Curriculum Director, provided an update on her work with Dr. Rob Watson, Executive Director of the School Administrators of Montana (SAM). Dr. Watson is organizing a "Science of Reading" showcase, which will be held in Helena on November 13th. The event will bring together around 34 educational leaders from across the state, including curriculum and instructional leaders. The day will include a networking lunch and a series of visits to schools across our district. These visits will provide an opportunity for participants to observe and engage in the instructional practices happening in the district. In the evening, from 4:30 p.m. to 7:30 p.m., Renaissance, an educational vendor, will sponsor a session featuring a national speaker on the Science of Reading, followed by a panel discussion. Legislators, including those from the education committee, will also attend to learn more about current trends in education and gain insights for future policymaking. Ms. Alberts emphasized the importance of collaboration, noting that this event is an opportunity to showcase Helena Public Schools' efforts while also learning from other districts across Montana. The event promises to be an exciting and informative opportunity for all involved.
  - Consensus Training Workshop – District Wide
  - National School Bus Safety Week Ride Along
  - Winter Program Update – Elementary
  - Boundaries Discussion
  
- Outreach/Meetings
  - Parent Advisory Committee
  - Teacher Advisory Committee
  - AA Superintendents
  - Board Leadership
  - CMS Compensation Steering Committee
  - Hometown Helena
  - MQEC Board of Directors Meeting
  - HSD/HEA Meeting
  - HSD/Helena Symphony Meeting
  - HEF
  - HEF-Executive Committee
  - Cabinet & Leadership
  - TV, Print, Radio Media
  
- Other
  - November 27-29 Thanksgiving Break-No School

That concluded the Superintendent's Report portion of the agenda. Superintendent Weltz addressed any questions or comments the trustees had about his Superintendent Report. The trustees moved on to hear general public comment.



## VI. GENERAL PUBLIC COMMENT

Ms. Nicole Thuotte gave general public comment. Ms. Thuotte has had eight children attend Helena Public Schools, two of which are current students. Ms. Thuotte's general public comment addressed several key topics including but not limited to concerns with levies, concerns about program cuts, budget versus staffing issues, suggestions for solutions, and appreciation for staff. Ms. Thuotte thanked the district for supporting the Special Olympics and expressed understanding of the financial challenges facing the district. She expressed concerns about the affordability of the previously proposed 10 million dollar levy that the district attempted to pass and the impact of program cuts, particularly on special education students. Ms. Thuotte suggested alternatives to the cuts, such as splitting the winter program into smaller sessions and utilizing volunteers and urged the district to clearly communicate whether staffing or budget issues are the cause. She concluded by recognizing the efforts of Jim Darcy staff in shaping her children's education.

That concluded 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 (Non-Resident Students Attending HPS)
4. Acknowledge FY 2024-25 Out-Of-District Attendance Agreements (Helena Resident Students Attending Other School Districts)
5. 10.8.24 Board of Trustees Full Board Meeting Minutes
6. Resolution to Dispose of Personal Property-HHS Workout Equipment 24-25

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 Kay Satre seconded the motion.

**Public Comment:** None.

**Vote:** 8-0 motion carries unanimously.

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

## **B. Item for Action**

### **1. Approval of RFQ For Smith Elementary HVAC Design and Project Management**

Mr. Todd Verrill, Facilities Director for Helena Public Schools, presented the action item *Approval of RFQ For Smith Elementary HVAC Design and Project Management* to the Board of Trustees. Mr. Verrill is respectfully requesting the Board of Trustees approve Con'eer Engineering, Inc. for design and contract administration of a new HVAC system at Smith Elementary School. The cost of the design and contract administration services is \$180,300. The lead engineer is Mr. Gruizenga, PE who is very familiar with the school's current system as he contributed to the district's 2022 Deferred Maintenance Report. The report listed the Smith system's replacement as a high priority project due to its inefficiency and outdated design. The total estimated cost of the HVAC project is approximately \$2M, which includes the 10% design and contract administration service fees listed above. The facilities office posted a Request for Qualifications for this project and Con'eer Engineering, Inc. was the only firm to submit a packet. Having reviewed their statement of qualifications and proposed costs, Mr. Verrill is confident Con'eer is highly qualified, and their costs are reasonable and customary for this type of project. Mr. Verrill addressed any questions the trustees had regarding the action item.

Board Chair Siobhan Hathhorn commented, "At this point I would entertain a motion to approve the *RFQ For Smith Elementary HVAC Design and Project Management* as presented."

**Motion:** Trustee Jeff Hindoen moved to approve the selection of Con'eer Engineering for the provision of design and constructions services for a new HVAC system at Smith Elementary School. Trustee Jennifer McKee seconded the motion.

**Public Comment:** None.

**Vote:** 8-0 motion carries unanimously.

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

## **C. Items for Information**

### **1. Fall Enrollment 2024/2025 Update**

Assistant Superintendent Josh McKay presented for information a fall enrollment 2024/2025 update to the Board of Trustees. Mr. McKay began by reviewing a PowerPoint presentation with the Board of Trustees which displayed an age pyramid for Lewis and Clark County with population projections provided by the Department of Commerce Population website comparing data from 2024 to 2050. The data shows an expanding population in the 20-40 age range, while there is a decline in those aged 45-60, with a narrower population distribution among older age groups. The projections for 2050 indicate that the population under 20 will remain narrow, with the majority of the population in the middle age bands. Assistant Superintendent McKay noted that in Lewis and Clark County, the population of 0-18-year-olds

remains stable, with growth primarily occurring in older age groups, reflecting a broader trend in Montana.

Next, Assistant Superintendent McKay reviewed population protection trends for five years old through the year 2040. While the state's five-year-old population peaked in 2021 and is expected to decline before rising again, Lewis and Clark County's population trend differs. The county's curve mirrors the state's trend until 2025, after which it remains stable. Based on this data, no significant growth in the five-year-old population is anticipated in the county.

Assistant Superintendent McKay moved on to review population projection trends through 2040 for 5- to 18-year-olds. The data indicates that both the statewide and Lewis and Clark County populations are currently at a relative peak, with Lewis and Clark County possibly having reached its peak in 2024. Both projections expect a decrease in this age group over time, particularly after 2025. Assistant Superintendent McKay discussed a population projection for individuals aged 5 to 100, highlighting that while Montana's overall population is growing, in Lewis and Clark County, the growth is occurring primarily in the population over 18 years old, not in children. This indicates an aging population trend in the county. Mr. McKay reviewed another piece of data that shows that the number of five-year-olds peaked in the county, with next year's projection around 779 to 780. By 2040, the number is expected to be roughly 778, indicating minimal change. The overall trend for five-year-olds in the county is relatively flat, as predicted by the Department of Commerce Population website. Mr. McKay also noted that the district serves around 500 kindergarten students.

Assistant Superintendent McKay moved on to review the fall student enrollment summary with projections. The chart includes students with partial enrollments and is not an ANB count. Assistant Superintendent McKay expressed concern about potential declines in kindergarten enrollment but acknowledged that trends suggest stable numbers moving forward. He also mentioned challenges such as high school migration, with students transferring out of state, to homeschool programs, or to other in-state schools, and highlighted a decrease in overall district enrollment to around 7,569 students, which will require adjustments in district organization and planning. Mr. McKay reviewed the next PowerPoint slide, which presents enrollment projections through the fall of 2032, followed by a slide detailing enrollment number by site, followed by a key planning document used by the district. He concluded his presentation by addressing questions from the Board of Trustees.

## 2. **Fall Academic Data Presentation**

Ms. Kaityln Hess, Assessment & Federal Programs Director, and Ms. Justine Alberts, Curriculum Director gave a Fall Academic Data Presentation to the Board of Trustees. Ms. Hess began by reviewing the vision, mission, and guiding principles for Helena Public Schools. Next, they reviewed the comprehensive assessment system at Helena Public Schools. The Helena Public Schools Comprehensive Assessment System is designed to ensure that all students receive a high-quality education that meets rigorous academic standards. Our mission is to provide accurate, meaningful assessments that support student learning, inform instructional practices, and guide decision-making at every level of our school district. Ms. Hess reviewed the district benchmarks and state assessments that take place in the district. Next, Ms. Hess reviewed Acadience fall benchmark trends with the Board of Trustees. Ms.

Hess explained that our District K-8 literacy TOSA has been working with teams to set goals tied to progress monitoring within Acadience and Pathways of Progress. This tool charts student growth more clearly and gives teachers tangible progress metrics. Next Ms. Hess reviewed fall benchmarks for grades 1-5. Fall benchmarks serve as a foundational assessment tool to gauge students' initial understanding at the beginning of the academic year. These criterion-referenced assessments evaluate students' comprehension of grade-level standards prior to their exposure to the associated content and curriculum for the year. All elementary schools have adopted the rigorous Eureka Math2 curriculum, which focuses on procedural and conceptual understanding. This is expected to help many students improve from the yellow to green band. Teachers report an intense pace but appreciate the curriculum, noting that students enjoy the new instructional approach. Ms. Hess discussed that we are developing training for our ELA curriculum that integrates the Science of Reading and reading instruction research. There's a focus on enhancing phonics instruction and explicit teaching for educators. While assessments target broader understandings, they may overlook foundational skill gaps. We have processes to identify these gaps through WIN groups and diagnostic assessments. The K-8 TOSA is working to drill down into student gaps with progress monitoring. Thus far she has visited 5 schools, 19 teachers, and is impacting 429 students. She is continuing to expand this work.

Ms. Hess moved on to review national norms for grades 1-5. In math, overall grades 1-5 are coming in stronger at the start of the school year than the national norm. In reading, grades 3-5 are coming in stronger at the start of the school year than the national norm. Ms. Hess and Ms. Alberts reviewed fall benchmarks in iReady for grades 6-8 and reviewed national norms for grades 6-8. In math, grades 6-8 were above the national norm last year and this year for incoming fall grade level readiness. In reading, grades 6-8 were above the national norm last year and this year for incoming fall grade level readiness. Next, Ms. Hess discussed a focus on stretch growth and reviewed data for reading and math which displayed grade, placement category, and the number of students who will place mid on grade level if they reach their typical growth goal, and the number of students who will place mid on grade level if they reach their stretch growth goal. Next, Ms. Hess discussed pandemic growth and reviewed fall pandemic trend by cohort reading (Acadience/iReady) and fall pandemic trend by cohort in math (iReady).

Next, Ms. Hess and Ms. Alberts discussed ACT & college and career readiness. This year, HPS 10th graders will take the PreACT in the spring. All 11th graders have access to a paid subscription for ACT Online Prep, which allows them multiple practice tests, study tools, and instructional lessons. Ms. Hess and Ms. Alberts reviewed data that showed the percent meeting all four college readiness benchmarks by cohort for Helena High School, Capital High School, and PAL. Next, they reviewed data for various schools which displayed the percent at or above benchmark 2025-Cohort ELA, 2025-Cohort Science, and 2025-Cohort Math. Ms. Hess and Ms. Alberts discussed increasing ACT performance. By focusing on students who are just 1-2 points below the benchmark, we can elevate our benchmark scores, enhancing our competitiveness with AA high schools throughout the state. Everyone will benefit from a targeted approach to instruction. Also, HPS is beginning to align the state standards with the college and career readiness standards to align instruction. Lastly, Ms. Hess discussed how we are preparing students for post-secondary in the district and reviewed performance measures. Ms. Hess and Ms. Alberts addressed all the questions the Board of Trustees had regarding the presentation.

### 3. **Board of Trustees Work Session Meeting Times**

The Board of Trustees discussed whether to continue holding work session meetings at noon or shift to late afternoon starting at 3:30 p.m. Some trustees expressed that noon meetings allowed them to see schools in action, which they valued, but others noted that mid-day meetings were challenging for both trustees and staff due to work schedules. There were concerns about public participation, as noon meetings are less convenient for the public. Additionally, holding meetings in the afternoon may provide more flexibility for staff and trustees, while also allowing for more efficient decision-making without time constraints. A suggestion was made to alternate between noon and afternoon meetings to balance both needs. The Board of Trustees determined they would begin holding the meetings in the late afternoon beginning with tours at 3:30 p.m. as the majority of the board expressed a preference for holding work sessions in the late afternoon rather than at noon. This timing was seen as more convenient for both trustees and staff, allowing for better participation and more flexibility in scheduling.

The Board of Trustees moved on to hear Reports.

## **D. REPORTS**

### 1. **Student Representatives Report**

Mr. Charlie Snellman, Capital High School Student Representative for the Board of Trustees, was not in attendance this evening, therefore, Ms. Harris gave his report on his behalf. Ms. Harris commented, “Good evening, Trustees, as we wrap up beautiful October and lean into the chilly weather of November, students at Capital High are continually getting involved in school activities at a deeper level. The administration at Capital High is doing great things to ensure that students and staff are successful in all that they do. It sure has been an eventful month at Capital High, with new programs and many achievements to share! First, our Bruin Pantry received a huge boost thanks to CHS students Ava Meldrum and Mary Irby, who secured a \$5,000 grant from the Town Pump Charitable Foundation! This grant supports our pantry’s daily operations, meeting an increasing need this year. With the annual Winter Break Food Drive underway, the Bruin Pantry is seeking donations to continue its tradition of supporting CHS families over long breaks. During Thanksgiving and Christmas last year, we provided 48 families with grocery-only gift cards thanks to community generosity. This year, our goals include:

1. Stocking classrooms with snacks
2. Providing daily meals and weekend packs for students in need
3. Distributing 48 holiday gift cards to CHS families.

Donations can be made in cash or check at the Bookkeeping Office or through the RevTrak system online. Know that your donation will be used to help students locally and every bit helps us continue this essential work! Our Speech and Debate team kicked off the season with a strong start at their first tournament. We're now preparing to host the Valley of Gold Speech &

Debate Tournament on December 6-7 and are reaching out for community support to help judge. With over 70 judges needed each round, this event is a massive operation, and no experience is necessary to help with judging. Judges can sign up at <https://tinyurl.com/2024ValleyOfGold>, and optional training is available. We hope the board and our community will join us in supporting these talented young orators! In the performing arts, “Just Another High School Play” has had its run extended this week due to popular demand! Performances will be held in the CHS Auditorium this Thursday through Saturday at 7:00 p.m. It’s been a fun, high-energy production, and tickets are available at the door for anyone looking to catch an evening of student theater. In academics, Intervention Time (IT) has expanded this quarter to support students more strategically. This targeted academic time every Monday now includes seniors needing graduation requirements, sophomores with credit deficiencies, and freshmen struggling with a class in the first quarter. Counselors and administrators have collaborated to adjust schedules, and families were notified about these changes last week. IT aligns closely with our 4 PLC pillars for student learning:

1. What do we want students to learn?
2. How will we know if they learned?
3. How will we respond if they do not learn the material?
4. What will we do when students have demonstrated proficiency?

On the activities front, Bruin football is headed to the semifinal playoff this Friday! Coach Mihelish and the team will host Billings West at Vigilante Stadium at 7:00 p.m. Please note that regular school activity passes are not accepted for MHSAA playoff games, but tickets are available both at the gate and online. We were also honored with a visit from Billings West High School staff who came to observe our MTSS framework and Intervention Time program. Our guests were impressed with the initiatives they observed, and they left with ideas to bring back to their own classrooms. Though I am biased, it is obvious to see that Capital’s new initiatives are inspiring and leading to great success in the classroom and beyond! During PLC sessions, teachers have been leading great professional development exercises. This month sessions covered training on EdPuzzle, Canva, SchoolAI resources, and PreACT data analysis. PLC is a great example of the collaboration and knowledge-sharing that makes CHS such a vibrant learning environment. Finally, we launched our “You Rock!” program this month, which celebrates staff members for their positive impact on CHS. Each week, the award passes to a new staff member chosen by the previous recipient. So far, we’ve recognized Laura Brayko, Sarah Urban, Jamie Toivonen, and Sue Stone for their incredible contributions to our school. As always, I’m grateful to represent such a dedicated and dynamic school. This month has truly showcased the strength of our school spirit, collaboration, and commitment to academic excellence. Thank you for your ongoing support, and here’s to more successes as we head into the winter months!”

Ms. Adella Harris, Helena High School Student Representative for the Board of Trustees, gave her Student Representative Report. Ms. Harris commented, “As HHS transitions into the second quarter, November has been a month marked by both reflection and progress. Our student body has continued to show resilience and dedication, balancing academic responsibilities with extracurricular engagement. HHS was once again a host site for the Special Olympics Basketball Tournament on November 8 and 9. Prior to the event, 20 National Honors Society Students helped prepare lunches for the athletes. As we work to become a Unified Champion School, hosting events like Special Olympics allows teachers the opportunity to bring classes

down to be fans in the stands. Making signs and cheering on the participants is a great way for everyone to be part of something bigger than themselves. This is a great community event that we are excited to be able to help host and love watching the excitement on the court and in the stands from all involved. American Welding Society has their annual ornament sale going on. One of the most anticipated emails in the district each year is the release of the ornaments from our AWS club. These ornaments have become a tradition in most households and serve as a great Made in Montana gift for all families. These do sell out quickly, though, so if you are interested in getting one, you should reserve yours today! To celebrate the anniversary of the taking down of the Berlin Wall, the German Club students from both high schools participated in building a replica portion of the wall, placed on display at the Holter Museum of Art. On November 9, our German Club students participated in a lecture from the MSU German department. The lecture was followed by a demonstration of breaking down the wall, signifying the work and emotion present for those who had to live through that difficult time in Germany. With the wall, a theme is chosen each year with this year's message centered around building connections and the importance of working collectively for everyone to feel accepted and supported in our community. This is a great inclusive activity put on by Mrs. Browning, that helps to bring learning alive for our students. Four of Helena High's DECA students: Grayce Liska, Claire Eaton, Kenzie Groom, and Michael Leyva alongside advisor Kacey Askin traveled to Seattle, Washington to attend the Western Region Leadership Conference November 8th and 9th. The team had the opportunity to participate in competitions and attend sessions which focused on leadership, motivation, business, accounting, and more. The team met representees from Hawaii to Alaska and made many new friends. Our soccer teams both participated in the State Soccer Tournament over the past few weeks. Our boys travelled to Kalispell and faced off against a tough Glacier High team, battling to the end, but ultimately coming up short. Our girls, who came into the tournament as the sixth seed from the West, started their tournament with a major upset of the third seed. The girls later narrowly lost in overtime to the second seed from the East, and eventually lost out in the quarterfinal match-up. There was much to cheer for at the State XC Meet in Missoula! Our girls were first up and had many amazing performances! We finished one point out of 4th place with one runner, Isabel Ward, just a few seconds behind earning an All-State recognition (top 15 runners). Our boys had an incredible afternoon by earning the overall 2nd place team trophy behind Bozeman High School, with 3 of our runners breaking the top 15 to earn the All-State recognition – Milo Kaufman in 4th, Henry Sund in 5th, and Elliot Stimpson in 10th. Both cross country teams had an incredible season and built a strong foundation for years to come. Good luck to our volleyball team who participates in the State Tournament this weekend. The Bengals are the 1-seed from the West and look to fight their way to an appearance in the Saturday games and bring home a trophy. Our HHS football team faced their final game last Friday at Bozeman taking on the Gallatin Raptors. Even with each team's stats comparing well, our athletes fell to Gallatin under the lights. Our seniors leave a great legacy, again in hopes of building up the next generation of players. One of the best things for our students is when teachers make outside connections with amazing individuals in the Helena Community and invite them in to give hands-on experiences. For example, our culinary students took a walk to Grateful Bread and learned about the bakery business. Students learned key steps in making baked goods from the lead chef and owner. These skills were then applied in class the next day when making their own scones. In science, our Bio 2 students were able to do a live Teams chat with a scientist and her assistants in Colorado who are currently conducting groundbreaking research on the biomes present in our digestive system. The scientists are looking at how these biomes might relate to disease, our ability to metabolize, and other amazing aspects. Meanwhile, our Bio 1

students were introduced to the amazing ways our Native plants of Montana are used, by an expert at the Office of Public Instruction. In our social studies classes, our teachers have brought in the famous Mike Jetty to give incredible insight into native traditions and ways of living. Mr. Wigen brought in Mark Johnson, a professor at Notre Dame who specializes in the history of the Chinese in Montana. Mr. Johson has mined several large collections of primary documents left by Chinese pioneers. He was able to translate the documents into English here in Montana for the first time. We want to say a big congratulations to Mrs. Samantha Humphrey on earning the honor of the Montana Business Educator Association Outstanding Business Teacher of the Year! We thank Mrs. Humphrey for all the time and effort she puts in to make our business education classes applicable and meaningful for students. HHS is currently in the middle of our Rock Your Mocs Week. This is a week set aside to honor Native American Heritage and bring awareness to the amazing Native culture surrounding us. A spirit week has been put together in honor of this week. On Thursday, all students will be participating in a special event – Freshmen will learn traditional games, Sophomores will learn the history of drum circles and get a chance to be part of one, Juniors will hear from Chris LaTray, the Montana poet laureate, and our seniors will watch the documentary, Native Ball and hear from the creator of the film. Friday, we will invite the Bryant students over to participate in our Pow Wow demonstration assembly in the morning. Through the hard work of many individuals, most notably Terri Johnson and Joe Pichardo, students and staff from our building will be participating in a Bison hunt on November 22. This hunt has been a work in progress over the past year and will serve as another opportunity for students from multiple classes to learn the history of the buffalo in our state and recognize the importance of using the whole animal after a harvest. For the harvest, teachers and students will head up to Vaughn where they will hear from Knowledge Keepers on the importance of the buffalo to the Native tribes in our area and how they used every piece of the buffalo in some way. The harvest itself will be conducted by the individual who owns the land. Students and staff will help with the clean-up process and prepare the materials to be brought back to the school. The meat will be utilized in our culinary classes and for family engagement events throughout the year. The hide will be tanned in our chemistry classes, while the organs will be used for dissection in our biology two classes. The tanned hide will become part of our tipi in the courtyard throughout the year as well. This is an exciting opportunity that we hope will be incredibly educational and enjoyable for our students. The Student Council will be leaving this upcoming Sunday to attend the yearly Montana Association of Student Council conference in Billings. This is an opportunity for our young leaders to hear from inspiring individuals, vote for administrator and advisor of the year, and connect with other likeminded students. Two of our student body officers will be leading a workshop for the MASC students to participate and learn from. Additionally, this week the Student Council is hosting our annual fall food drive. This year grades are competing against one another in anticipation to receive an ice cream social, gift cards, and ultimate bragging rights. Helena High is happy to be hosting the AA Choir festival. There is an incredible amount of time and work that goes in to putting together a festival of schools in our area that allow our students to learn from top notch directors and work collectively with other musicians in anticipation of an amazing concert at the end of the two-day experience. Thanks to Mrs. Kohoutek for the work, she has put in to make this an incredible event! Our theater students have been putting in an incredible amount of time and effort the past three months in anticipation for their first show of the year. She Kills Monsters will debut on November 14 at 6:30 p.m. This show is a fantasy approach, utilizing the popular game Dungeons and Dragons to tell the story of dealing with loss, fighting through adversity, and working together to find a solution. We encourage everyone who can come see one of the six shows! (Dates – 11/14,



11/15, 11/16 (also a 2:30 pm matinee), 11/21, and 11/22 all at 6:30 p.m.) Lastly, on November 22 our students will be able to see A Midsummer Night's Dream, a Shakespearean great! We appreciate the Shakespeare in the Schools program that allows students to have exposure to the arts and see these shows year in and year out. Thank you to Mrs. Jenna Clark for organizing the event each year! Helena High is once again committed, excited, and full of intention as we head into the rest of the month of November. Thank you again to every parent, staff member, and contributor who makes Helena High the best place to be. Go Bengals!" Ms. Harris addressed all the questions the Board of Trustees had regarding her report.

2. **Helena Education Association Report**

Ms. Jane Shawn gave the Helena Education Association Report. HEA is currently bargaining the 2024-2025 salary scale for paraeducators, taking time to carefully navigate the complexities of the budget, market analysis, and the challenges of recruitment and retention. While members are eager for a proposal, the focus remains on getting it right. Ms. Shawn has conducted nearly two rounds of lunch visits to schools, which provide valuable insights into the experiences of educators and help identify both building-specific and district-wide issues. These visits also allow for direct communication with Central Office administrators to address concerns. There continues to be a shortage of paraeducators and guest teachers, and efforts are underway to address these challenges. Additionally, over the next three days, more than 70 HEA members, along with other school staff and administrators, will participate in consensus training. This initiative, developed with Rex over the past year, aims to establish school-based teams that will contribute to shared governance and strengthen building communities. Ms. Shawn addressed all the questions the Board of Trustees had regarding her report.

3. **Facilities & Technology Committee Report**

Trustee Jeff Hindoien gave the Facilities & Technology Committee Report. The Facilities and Technology Committee received updates on both technology and facilities. In technology, there were ongoing cyber threats, but the district successfully repelled them due to timely system updates. New Chromebook carts were purchased to address device shortages, particularly in elementary schools, and there were cost savings in analytics through PowerSchool. However, the tech levy's failure continues to impact device aging, and the district faces challenges with aging technology and insufficient resources to replace it. Regarding facilities, the Bryant Elementary solar project is complete, and various maintenance tasks, including mechanical work at schools and the painting of classrooms at Rossiter, were completed. The district also successfully sold surplus vehicles and is working on projects such as a new fence at C.R. Anderson and potential environmental grant opportunities for Rossiter. Mr. Hindoien addressed all the questions the Board of Trustees had regarding his report.

4. **Budget and Finance Committee Report**

Trustee Janet Armstrong gave the Budget and Finance Committee Report. The district's budgetary spending is on track, with a slight surplus compared to the same point last year. Regular briefings on the interlocal agreement are being provided to the public for better understanding and the district began the year in the interlocal with around \$6 million and plans to draw down \$2 million. Funds are being allocated towards technology and curriculum, and there is a 16% increase in property and liability insurance. The majority of the meeting

focused on the Assistant Superintendent's enrollment update. Trustee Armstrong addressed all the questions the Board of Trustees had regarding her report.

5. **Policy Committee Report**

Trustee Jennifer Walsh gave the Policy Committee Report. The Policy Committee discussed a busy agenda, and three policies will be presented at the upcoming work session: Policy 3015 (Attendance and Truancy), Policy 3020 (Education of Homeless Youth), and Policy 3023 (Education of Children in Foster Care). The committee also reviewed the Social Media Policy, which addresses staff, volunteers, and contractors' interactions on social media to ensure their posts align with district standards. Additional topics included periodic reviews of student charges, fines, fees, and the transfer of student records, particularly challenges in receiving timely transfers of confidential records. The committee also discussed guidelines for student use of district facilities for non-educational activities, requiring adherence to additional rules when activities are not district sanctioned. The committee aims to continue reviewing policies efficiently as they prepare for the legislative session. Trustee Armstrong addressed all questions the Board of Trustees had regarding her report.

6. **Teaching & Learning Committee Report**

Trustee Kay Satre gave the Teaching & Learning Committee Report. During the meeting Ms. Alberts and Ms. Hess provided a comprehensive review of the assessment data, which was the main focus. Our TOSAs were also present and shared additional examples of how this data is being used to support both individual students and groups. A key point discussed was how this data informs strategies to improve student learning outcomes. Several important updates were highlighted, including the launch of three new assessment tools this year, the introduction of a new math curriculum, and ongoing conversations about shifting to a more inquiry-based approach in ELA. The emphasis on strengthening unit plans and focusing more on writing was also noted. Additionally, the TOSAs shared valuable insights into how they are using assessment data at each grade level to drive improvements in academics, ensuring data is effectively translated into actionable strategies. Trustee Satre addressed all questions the Board of Trustees had regarding her report.

7. **Health Benefits Committee Report**

Trustee Kay Satre gave the Health Benefits Committee Report. During the Health Benefits Committee meeting on November 7th, Tom Quirk and Yvette Fields from Alliant provided an update on the upcoming RFP process for the plan this year. Key components of the process will include seeking bids for third-party administration (TPA), stop loss, and a pharmacy benefit manager (PBM). The committee discussed opportunities for cost savings, potential disruptions to current plans, and how the RFP process will provide useful information for comparing vendor options. Alliant will present proposals in January, with finalist interviews scheduled for March. Additionally, the committee reviewed the year-end financials, which showed a \$2.5 million dollar increase in plan expenses due to higher claims and additional costs in stop loss and pharmacy administration. As a result, the combined reserves and unreserves stand at \$6.9 million dollars, with the unreserves reduced to about \$1.1 million dollars, down from \$2.4 million dollars in previous years. The committee emphasized the need for prudent cost-reduction measures to ensure the plan remains solvent and affordable while maintaining quality

benefits. Trustee Satre addressed all questions the Board of Trustees had regarding the information presented.

8. **Wellness Committee Report**

There was no Wellness Committee Report this evening.

9. **Montana School Boards Association Report**

Board Chair Siobhan Hathhorn gave the Montana Schools Boards Association Report. During the Montana School Board Association meeting, key updates were provided regarding legislative priorities and funding goals for the 2025 and 2027 sessions. A major focus was on closing the inflation gap, with a proposed \$91 million dollar ask statewide, and increasing educator payments by 50%. There was also discussion around ensuring that the funding benefits not only certified staff but the entire educational system. Other priorities include increasing funding for post-secondary incentives, major maintenance, and property tax equity, which would reduce taxes for 70% of districts. There was mention of potential funds for high-cost communities, with the hope that this would benefit the district. Looking ahead to 2027, the association aims to reduce reliance on A and B funding, address funding inequities, and increase special education funding by 40%. The committee emphasized the importance of preparing for potential funding challenges and working to secure additional funds for the upcoming tough fiscal periods, particularly in May. Board Chair Siobhan Hathhorn addressed all questions the Board of Trustees had regarding the information presented.

10. **Parent Council Visit Reports**

There were no parent council visit reports this evening.

That concluded the Reports portion of the agenda.

**VIII. BOARD COMMENTS**

The trustees had a robust conversation about the 2015 decennial study and legislative response and discussed challenges with school funding.

**IX. ADJOURNMENT**

Board Chair Siobhan Hathhorn adjourned the meeting at 9:58 p.m.

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Candice Delvaux, Recording Secretary

Date

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item VII. B.1.**

**Meeting Date:** 12/10/2024

Call To Order/Pledge of Allegiance

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**Item Title:      Item For Action**  
**1. Approval of HPS Compensation Philosophy**

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

# CMS

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Communication and  
Management Services, LLC

Subject: Compensation Philosophy for Helena Public Schools

Helena Public Schools Board of Trustees:

Enclosed for your action and potential approval is the Compensation Philosophy for Helena Public Schools developed by a Steering Committee.

This work began with a discussion at the September 10, 2024 meeting in which Communication and Management Services, LLC (CMS) shared information to the Board of Trustees on the concept of a compensation philosophy and feedback was provided of the key elements for inclusion. A Steering Committee of diverse stakeholders was then formed to draft a compensation philosophy statement for Helena Public Schools.

The Steering Committee met in open meetings on October 10, 2024, and November 7, 2024. The sessions were a productive collaboration among staff, union representatives and administration.

The Compensation Philosophy will serve as a guiding framework that will direct efforts in designing effective classification and pay policies and methods. This Compensation Philosophy will be an invaluable tool for communicating HPS' goals and approach to stakeholders and supports a compensation plan that is understandable and aligns with our district's mission and values.

Jim Kerins, SPHR, SHRM-SCP  
Communication & Management Services, LLC



## Compensation Philosophy

The Helena Public School District recruits, retains, and motivates a highly qualified workforce through an understandable and competitive compensation structure. Our compensation philosophy supports our mission to 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 through the following objectives:

- Recognize and reward employees through a compensation structure that values professional development, enhanced qualifications, and positive contributions to the organization. Ensure our compensation structure attracts new talent and promotes longevity.
- Maintain external competitiveness to honor our obligations to students, employees, taxpayers, and the community. Ensure the compensation plan is strategic and based on relevant market data and our recruitment and selection experience.
- Ensure compensation planning is fiscally responsible, recognizing local, state, and federal funding sources pose challenges. Strive to align compensation with the needs and goals of the district and our community.
- Ensure compensation for employees reflects experience and levels of organizational responsibility.
- Support employees holistically through benefits that include health insurance, retirement plans, paid leave, and professional development opportunities. Ensure employees feel valued and supported both personally and professionally.
- Ensure our plan adheres to legal standards, including state and federal laws regarding the compensation and benefits of certified and non-certified staff.
- Ensure our plan is tenable and actively promote understanding of the plan among all stakeholders, including employees, supervisors, and the community.
- Honor the collective bargaining process and foster collaborative decision-making.
- Ensure that compensation practices are sustainable, consistent, and respectful of all employees.
- Foster continuous improvement of our compensation system including regularly assessing the market and updating the system to reflect district needs and best practices.

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item VII. B.1.**

**Meeting Date:** 12/10/2024

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**Item Title:      Item For Action  
                          2. Approval of HPS – Para Educators Collective Bargaining Agreement**

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

# Board of Trustees

## Approval of HPS – Para Educators Collective Bargaining Agreement

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### VII. NEW BUSINESS

#### B. Items for Action

2. Approval and Ratification of the Helena School District and Helena Education Association Para Educator Negotiated Agreement
- 

#### 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 Education Association reached a tentative agreement on November 21, 2024. The para educators ratified the tentative agreement to the contract and notified us on December 10, 2024. The District negotiation team recommends ratification.

The two (2) year agreement was open for wages only for July 1, 2024 through June 30, 2025. A summary is noted below. Upon the Board's approved, a final copy of the wage scale will be made available electronically.

- The District shall continue to contribute to the employee cafeteria benefits plan the amount of \$1,031.90 per month for twelve (12) month employees and \$1,238.28 per month for ten (10) month employees.
- An increase of \$0.30 per hour to each cell in the salary matrix for the 2024-2025 fiscal year, effective July 1, 2024.
- The total estimated salary cost of this settlement is approximately \$63,951.57 for the 2024-2025 fiscal year.

#### Considerations:

- Helena Public Schools and Helena Education Association have a collaborative relationship and productive negotiations history.
- This one year wage 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 agreement as agreed upon between Helena School District and Helena Education Association Para Educators.





**Policy Background  
Board of Trustees Meeting  
December 10, 2024**

**The following policies are being presented for Information:**

- A. **3150 Tobacco Free Schools – Redundant / Repeal**  
(Policy 8225 covers tobacco and marijuana)

The restriction of tobacco and marijuana in schools and on all District property is clearly established in *Policy 8225 Tobacco and Marijuana Free Schools*. Additionally, the restriction is included in all handbooks. Policy 3120 is redundant. Recommend repeal.

- B. **2070 Network Information and Communication System Policy**

This policy is being updated as part of the Policy Committee’s review process.

- C. **2170 Significant Writing – Chapter 55 Accreditation Changes / Repeal**

The Office of Public Instruction revised Chapter 55 Accreditation rules. The rules were ultimately adopted by the Montana Board of Public Education. If a District does not have a significant writing program, they no longer need to have a significant writing policy. Recommend repeal.

- D. **3100 Publications and Distribution or Posting of Materials**

This policy is being updated as part of the Policy Committee’s review process.

**Policies Reviewed by the Policy Committee – No Changes**

- A. 2060 Instructional Materials  
B. 2140 Suicide Awareness and Prevention Training  
C. 2166 Gifted Program

1 **Helena School District**

2  
3 **STUDENTS** **3150**

4  
5 **Tobacco Free Schools**

6 -  
7 ~~The Board of Trustees of the Helena Public Schools is committed to providing a clean, healthy~~  
8 ~~and safe school environment for students, employees and the general public. Use of tobacco or~~  
9 ~~tobacco innovations in any form is considered detrimental to the health of non-users as well as~~  
10 ~~users of tobacco or tobacco innovations. The use of tobacco or tobacco innovations is~~  
11 ~~inconsistent with the Helena Schools health education policy.~~

12  
13 ~~Helena Public Schools are “tobacco free.” The use of tobacco or tobacco innovations is~~  
14 ~~prohibited from all school buildings, grounds and school sponsored events 24 hours a day, 365~~  
15 ~~days per year. This includes all days when school is not in session and all events and other~~  
16 ~~activities not associated with, or sponsored by, the school.~~

17  
18 ~~Possession or use of tobacco or tobacco innovation products by students on district property, in~~  
19 ~~district vehicles and at school sponsored events (whether on or off district property) is prohibited~~  
20 ~~at all times.~~

21  
22 ~~The use of tobacco or tobacco innovation products by all school and contract employees and all~~  
23 ~~visitors on district property, in district vehicles and at school sponsored events (whether on or off~~  
24 ~~district property) is prohibited at all times. This includes non-school hours and all events~~  
25 ~~sponsored by the school or others.~~

26  
27 ~~Advertising of tobacco or tobacco innovation products is prohibited in school buildings, on~~  
28 ~~school property, at school functions and in all school publications. Any visual representation of~~  
29 ~~tobacco or tobacco innovation products including logos, signage, or product names is not~~  
30 ~~allowed. This includes clothing that advertises tobacco or tobacco innovation products.~~

31  
32  
33 **Legal References:**

34  
35 **Cross References:**

36  
37 **Policy History:**

38 ~~Adopted On: 3.13.01~~

39 ~~Revised On: 2.13.01, 6.12.01, 9.9.2014~~

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 12/10/2024

**Item VII.C.2.**

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**Item Title:**     **Item For Information**  
                  **2. Policy 2070: Network Information and Communication System Policy**

2  
3 **STUDENT INSTRUCTION**

4  
5 Network Information and Communication System Policy

6  
7 ~~The District has implemented voice, data, and video electronic communications systems~~  
8 ~~(networks).~~ The District makes Internet access and interconnected computer systems and  
9 equipment available to District students and faculty staff. The Board intends for these networks  
10 to be used only for educational activities and authorizes under this policy and district network  
11 procedures specific limitations contained therein.

12  
13 The District expects all students to take responsibility for appropriate and lawful use of this  
14 access, including good behavior online. The District may withdraw student access to its  
15 equipment and network and to the Internet when any misuse occurs. District teachers and other  
16 staff will make reasonable efforts to supervise use of equipment, network, and Internet access;  
17 however, student cooperation is vital in exercising and promoting responsible use of this access.

18  
19 Communications over district networks is not to be considered private. Network supervision and  
20 maintenance may require review and inspection of directories or messages. All network  
21 communication is subject to both federal and state laws regarding public disclosure. The district  
22 reserves the right to access stored records in cases where there is reasonable cause to expect  
23 wrong-doing or misuse of the system. However, the district will take all reasonable steps to  
24 secure district data files. Access procedures based on individual privileges will be instituted and  
25 monitored to ensure security at all levels.

26  
27 Network access is a privilege and access to network services may be suspended or withdrawn  
28 from students and staff who do not act in accordance with the District's Acceptable Use  
29 Procedures. Student use of networked information and communication resources will be  
30 permitted upon submission of permission forms by parents or guardians of minor students (under  
31 18 years of age) and by the students themselves. These forms are included with the District's  
32 Acceptable Use Procedures. Students will be required to indicate they will act in accordance with  
33 the Acceptable Use Procedures by signing a document indicating they have read and will abide  
34 by the procedures.

35  
36 *Warranties/Indemnification*

37 The District makes no warranties of any kind, express or implied, in connection with its  
38 provision of access to and use of its equipment, computer networks and the Internet provided  
39 under this policy. The District is not responsible for any information that may be lost, damaged,  
40 or unavailable when using the equipment, network, or for any information that is retrieved or  
41 transmitted via the Internet. The District will not be responsible for any unauthorized charges or  
42 fees resulting from access to the Internet. Any user is fully responsible to the District and will  
43 indemnify and hold the District, its trustees, administrators, teachers, and staff harmless from any  
44 and all loss, costs, claims, or damages resulting from such user's access to its equipment,  
45 computer network, and the Internet, including but not limited to any fees or charges incurred  
46 through purchase of goods or services by a user. The District expects a user or, if a user is a

47 minor, a user's parents or legal guardian to cooperate with the District in the event of its  
48 initiating an investigation of a user's use of access to its equipment, computer network, and the  
49 Internet.

50  
51 The Board directs the Superintendent to provide training and procedures that encourage the  
52 widest possible access to electronic information and communication systems and networks by  
53 students, staff and patrons while establishing reasonable controls for the lawful, efficient, and  
54 appropriate use and management of the system.

55  
56 Legal References:

57  
58 Cross References:

59  
60 Policy History:

61 Adopted On: 10.14.1997

62 Revised On: 9.10.2002

63 Reviewed On:



2  
3 **INSTRUCTION**

4  
5 **Significant Writing**

6  
7 ~~The Board of Trustees has chosen not to have a significant writing program as defined in the~~  
8 ~~Administrative Rules of Montana (10.55.701). Rather the Board directs the district~~  
9 ~~administration and staff to develop an intensive writing program.~~

10  
11  
12 ~~Legal Reference: ARM 10.53.403 College and Career Readiness Anchor Standards for~~  
13 ~~Writing~~  
14 ~~ARM 10.55.701(2) (p) Board of Trustees~~  
15 ~~ARM 10.55.1101 Communicate Arts Program Delivery Standards~~

16  
17 ~~Cross References: Board Policy 2120 Curriculum Development and Assessment~~

18  
19 **Policy History:**

20 Adopted on: 7.11.2017

21 Revised on:

22 Reviewed on:



**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 12/10/2024

**Item VII.C.4.**

Call To Order/Pledge of Allegiance

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**Item Title:      Item For Information  
                    4. Policy 3100: Publications and Distribution or Posting of Materials**

2  
3 STUDENTS

4  
5 Publications and Distribution or Posting of Materials

6  
7 *School-Sponsored Publications*

8  
9 School-sponsored publications and productions are part of the curriculum and are not a public forum for  
10 general student use. Material appearing in such publications whether print or electronic should reflect  
11 all areas of student interest, including topics about which there may be controversy and dissent.

12 Controversial issues may be presented provided they are treated in depth and/or represent a variety of  
13 viewpoints. Such materials may not be libelous, obscene, invade the privacy of others, or conflict with  
14 the basic educational mission of the school. Materials which are socially inappropriate or inappropriate  
15 due to the maturity level of the students, or are materially disruptive to the educational process will not  
16 be tolerated. School-sponsored publications may not advertise tobacco, tobacco innovations, liquor,  
17 illicit drugs or drug paraphernalia. The author's name will accompany personal opinions and editorial  
18 statements.

19  
20 All student media shall comply with the ethics and rules of responsible journalism. School authorities  
21 may edit or delete material which they determine is inconsistent with the District's educational mission.

22  
23 *Non-School Sponsored Publications*

24  
25 Distribution in school of written material that is obscene, libelous, invades the privacy of others, will  
26 cause substantial disruption of the proper and orderly operation and discipline of the school or school  
27 activities, or advocates conduct otherwise inconsistent with shared values of a civilized social order is  
28 prohibited. Distribution in school includes distribution on school property or at school-related  
29 activities. Students who distribute such material or who write or publish such material for distribution  
30 engage in gross disobedience and misconduct and will be disciplined in accordance with Board policy.

31  
32 *Distribution and Posting of Materials*

33  
34 To facilitate the distribution of materials with information about student activities, each school building  
35 may maintain a centrally located bulletin board for the posting of materials, and/or maintain a table  
36 available to groups for placing approved materials.

37  
38 School-sponsored groups are permitted to distribute materials directly to students. Outside groups,  
39 including governmental agencies, parent and student organizations not sponsored by the school, and  
40 community organizations, may be permitted to display their materials on a centrally located bulletin  
41 board and/or table available for the displaying of materials.

42  
43 Materials from non-school sponsored groups to be distributed directly to students or to be posted in  
44 schools must be submitted to the Assistant Superintendent's Office for prior approval. The District may

45 require that the group submit the materials within a reasonable time period prior to the distribution or  
46 display  
47 to ensure the material is appropriate.

48  
49 The District has the discretion to require that materials from outside groups contain the following  
50 disclaimer: *“These materials are neither sponsored nor endorsed by the District, the Superintendent, or*  
51 *this school.”*

52  
53  
54  
55  
56  
57 Legal Reference: § 20-5-201, MCA Duties and Sanctions

58  
59 Cross References:

60  
61 Policy History:  
62 Adopted on: 6.14.2016  
63 Revised on:  
64 Reviewed on:

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 12/10/2024

**Item VII.C.5.**

Call To Order/Pledge of Allegiance

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**Item Title:      Item For Information**  
**5. Update on Growing Art in HSD Elementary Schools This School Year**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item VII.C.6**

**Meeting Date:** 12/10/2024

Call To Order/Pledge of Allegiance

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**Item Title:      Items For Information  
                         6. High School Deferred Maintenance Analysis**

# High School Deferred Maintenance Analysis



Helena Public Schools

# Agenda

- Construction Inflation
- Grand total cost of HHS and CHS deferred maintenance
- Deferred maintenance by system
- CHS Top 5
- HHS Top 5
- HHS HVAC System
- Questions / Comments

# Annual Construction Inflation Nonresidential Construction

Total inflation since JAN 2022 Deferred Maintenance Report = approx. 22%

2022

12.1%

2023

5.4%

2024

3.9%

30-Year average inflation rate = 4.2%



# Grand Total Cost of HHS and CHS Deferred Maintenance: \$51,195,140.72

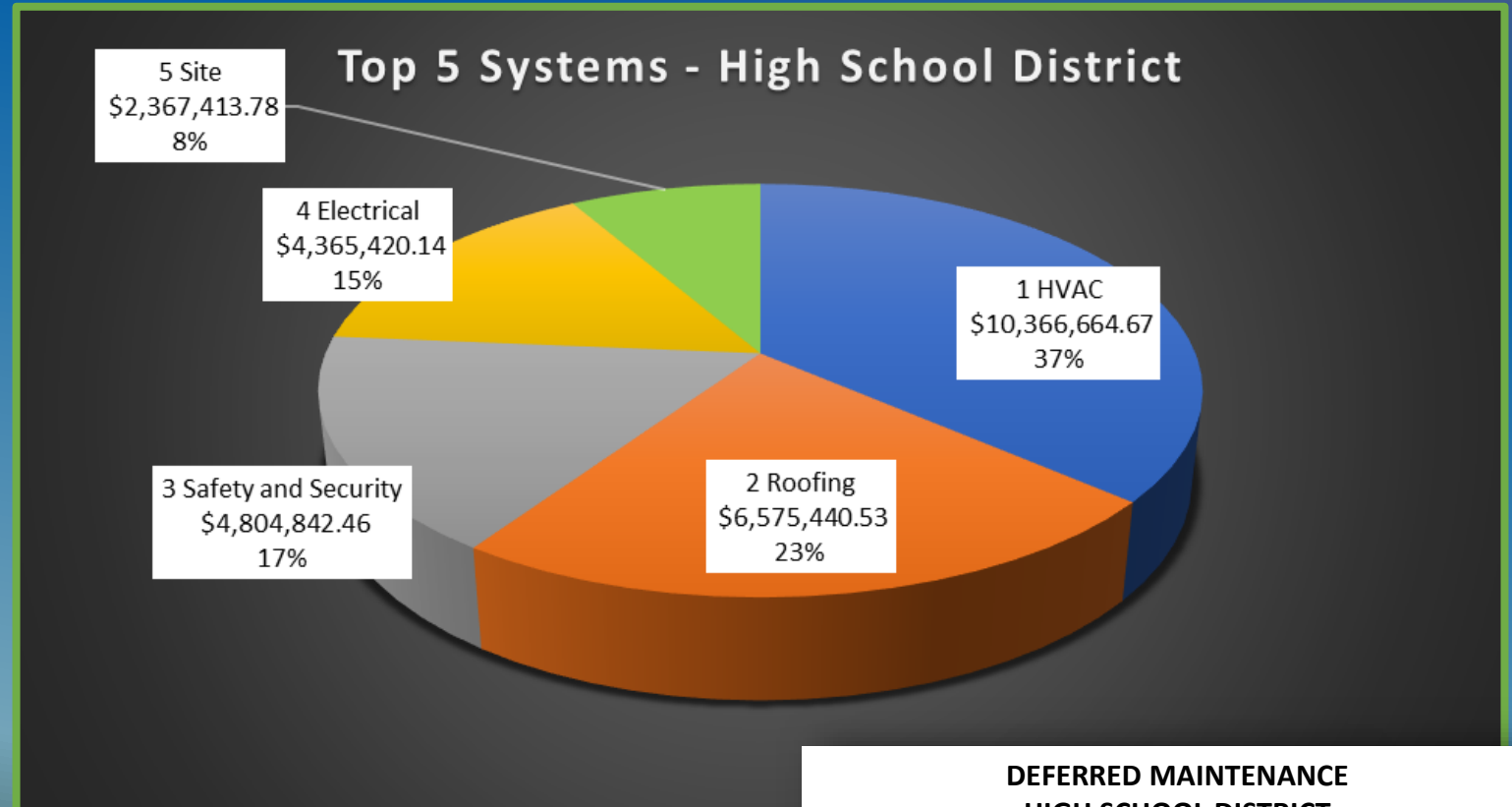
| HELENA HIGH SCHOOL                 | TOTAL            |
|------------------------------------|------------------|
|                                    | \$ 21,140,123.48 |
| MATERIALS SUB TOTAL                | \$ 21,140,123.48 |
| General Contractors Gen, O&P (18%) | \$ 3,805,222.23  |
| Gross Receipt Tax (1%)             | \$ 249,453.46    |
| Design Fees (10%)                  | \$ 2,519,479.92  |
| Owners Contingency (10%)           | \$ 2,494,534.57  |
| Hazardous Material (2%)            | \$ 498,906.91    |
| GRAND TOTAL PROJECT COST           | \$ 30,707,720.56 |

| CAPITAL HIGH SCHOOL                | TOTAL            |
|------------------------------------|------------------|
|                                    | \$ 14,104,159.60 |
| MATERIALS SUB TOTAL                | \$ 14,104,159.60 |
| General Contractors Gen, O&P (18%) | \$ 2,538,748.73  |
| Gross Receipt Tax (1%)             | \$ 166,429.08    |
| Design Fees (10%)                  | \$ 1,680,933.74  |
| Owners Contingency (10%)           | \$ 1,664,290.83  |
| Hazardous Material (2%)            | \$ 332,858.17    |
| GRAND TOTAL PROJECT COST           | \$ 20,487,420.15 |

| HIGH SCHOOLS | HIGH PRIORITY    | MEDIUM PRIORITY | LOW PRIORITY    | TOTAL            |
|--------------|------------------|-----------------|-----------------|------------------|
| Helena High  | \$ 12,074,163.40 | \$ 7,706,440.55 | \$ 1,359,519.53 | \$ 21,140,123.48 |
| Capital High | \$ 5,259,403.44  | \$ 6,620,505.85 | \$ 2,224,250.32 | \$ 14,104,159.60 |

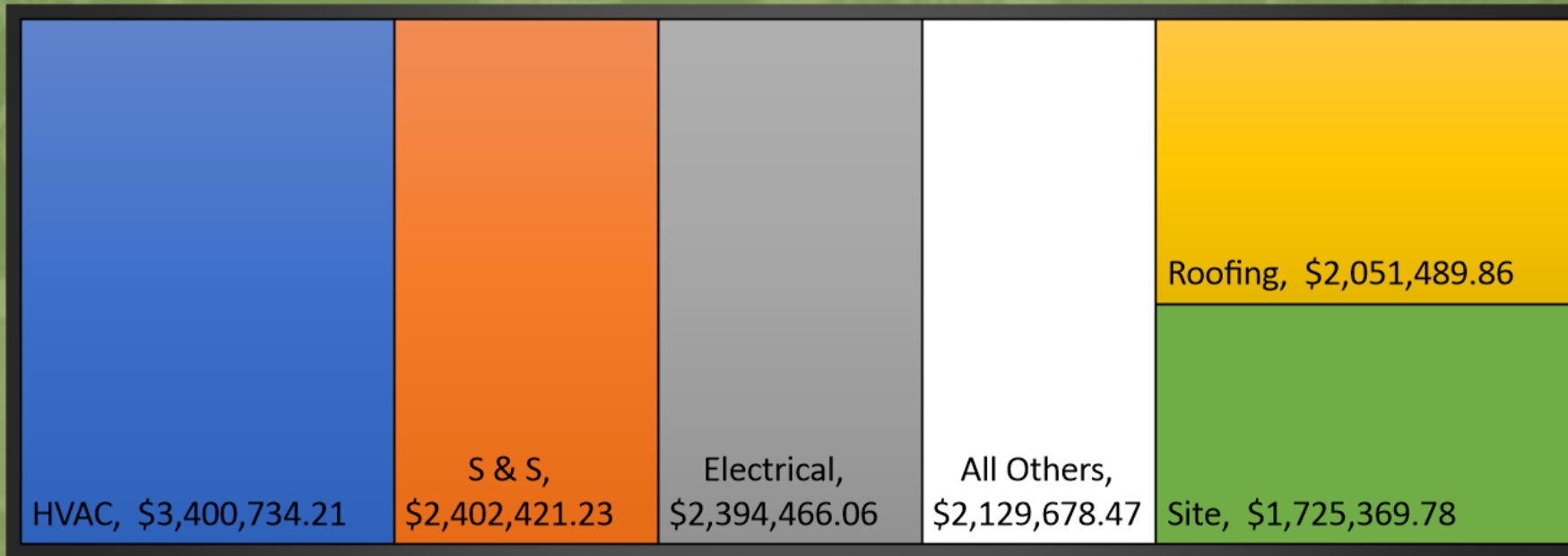
# High School District – By System

| System              | Cost                    | % Total     |
|---------------------|-------------------------|-------------|
| Site                | \$ 2,367,413.78         | 7%          |
| HVAC                | \$ 10,366,664.67        | 29%         |
| Plumbing            | \$ 1,413,361.09         | 4%          |
| Fire Suppression    | \$ 1,172,965.00         | 3%          |
| Controls            | \$ 964,609.38           | 3%          |
| Electrical          | \$ 4,365,420.14         | 12%         |
| Low Voltage         | \$ 758,982.44           | 2%          |
| Safety and Security | \$ 4,804,842.46         | 14%         |
| Windows             | \$ 932,198.50           | 3%          |
| Doors               | \$ 1,055,668.50         | 3%          |
| Cladding            | \$ 237,062.40           | 1%          |
| Accessibility       | \$ 229,654.20           | 1%          |
| Roofing             | \$ 6,575,440.53         | 19%         |
| <b>TOTAL:</b>       | <b>\$ 35,244,283.08</b> | <b>100%</b> |



**DEFERRED MAINTENANCE  
HIGH SCHOOL DISTRICT  
TOP 5 BUILDING SYSTEMS by COST**

# Capital High School

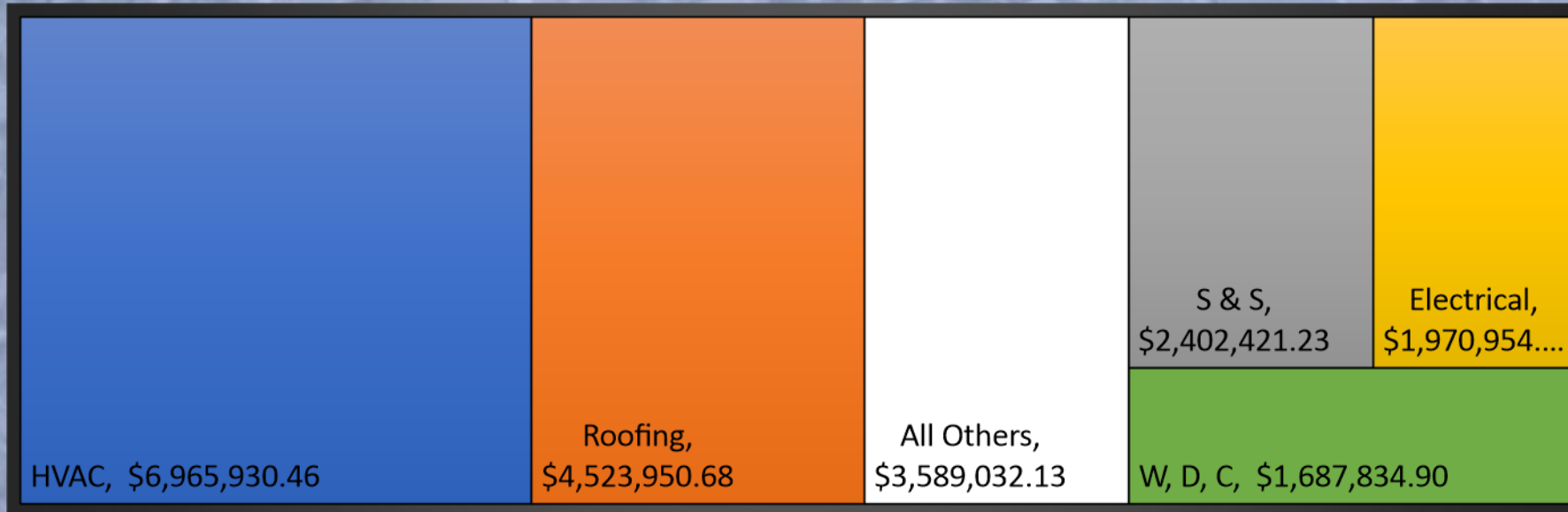


**DEC 2024 Total: \$14,104,159**

**JAN 2021 Total: \$11,423,147**

**Top 5: 1. HVAC, 2. S&S, 3. Electrical, 4. Roofing, 5. Site**

# Helena High School



**Dec 2024 Total: \$21,140,123**

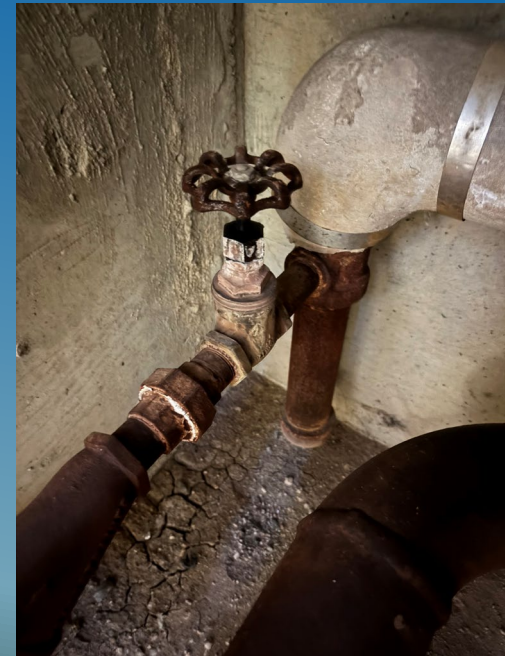
**JAN 2022 Total: \$17,195,668**

**Top 5: 1. HVAC, 2. Roofing, 3. S&S, 4. Electrical, 5. W.D.C**

# Helena High HVAC System



- HHS has one of two remaining steam systems in the district. It is serviced by three boilers (only two are operational). They have an efficiency of 45-55%.
- Many of the steam and return condensate pipes and fittings are failing



Estimated replacement cost: \$7,000,000

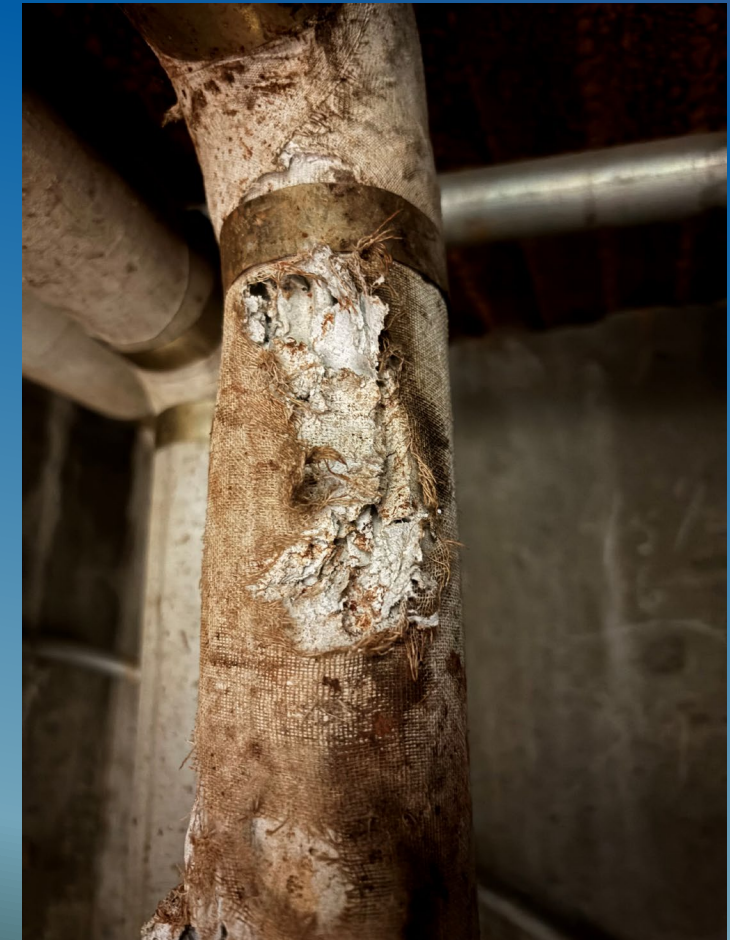
# Helena High HVAC System



Failed condensate return pipe  
in library



Damaged steam pipe insulation



# Review

- **Construction Inflation refresher**
- **Grand total cost of HHS and CHS deferred maintenance**
- **Deferred maintenance by system**
- **CHS Top 5**
- **HHS Top 5**
- **HHS HVAC Systems**

**Questions / Comments?**





**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 12/10/2024

**Item VII.D.1. - D.10**

Call To Order/Pledge of Allegiance

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**Item Title:      Reports**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 12/10/2024

**Item VIII.**

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**Item Title: Upcoming Meetings**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 12/10/2024

**Item IX.**

Call To Order/Pledge of Allegiance

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**Item Title:     Board Comments**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 12/10/2024

**Item X.**

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**Item Title:     Adjournment**