



Board of Trustees Policy Committee Meeting

Tuesday, March 4th, 2025
12:00 p.m.
Lincoln Center
1325 Poplar St., Helena, MT 59601
And via
TEAMS

MINUTES

Attendees

<i>Committee:</i>	<i>Others:</i>
Jennifer Walsh, Committee Chair	Josh McKay, Assistant Superintendent
Linda Cleatus, Trustee	Barb Ridgway, Chief of Staff
Janet Armstrong, Trustee	Todd Verrill, Facilities Director
	Jane Shawn, HEA President
	Rex Wertz, Superintendent
	Lona Carter, Student Health Services & Special Education Director
	Candice Delvaux, Executive Assistant
	Gary Myers, Director of Educational Technology
	Keri Mizell, Human Resources Director
	Janelle Mickelson, Business Director
	Kaitlyn Hess, Data & Federal Programs Director
	Lisa Cordingley, HEF Executive Director
	Bea Kaleva, District Legal Counsel

I. CALL TO ORDER

The meeting was called to order at 12:04 p.m. by Policy Committee Chair, Trustee Jennifer Walsh. Following the call-to-order, members of the Policy Committee and other attendees introduced themselves.

II. REVIEW OF AGENDA

No changes were requested to the agenda.

III. GENERAL PUBLIC COMMENT

There was no general public comment.

IV. REVIEW OF THE 2.4.2025 POLICY COMMITTEE MINUTES

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

V. POLCIES FOR THIRD READING

A. Policy 5000: Equal Employment Opportunity and Non-Discrimination

The Policy Committee reviewed and discussed *Policy 5000: Equal Employment Opportunity and Non-Discrimination*. This is the third time that the Policy Committee has reviewed this policy and it has been reviewed by the full Board of Trustees for information with no recommended changes. The Policy Committee determined that *Policy 5000: Equal Employment Opportunity and Non-Discrimination* will be presented to the Board of Trustees for action at the upcoming full board meeting.

B. Policy 5050: State of Montana: VEBA Health Benefit Plan

The Policy Committee reviewed and discussed *Policy 5050: State of Montana: VEBA Health Benefit Plan*. This policy went before the full Board of Trustees for information with a recommendation to repeal the policy, with no recommended changes proposed by the board. There were no recommended changes, and Policy Committee determined that *Policy 5050: State of Montana: VEBA Health Benefit Plan* will be presented to the Board of Trustees for action at the upcoming full board meeting with a recommendation to repeal the policy.

VI. POLCIES FOR SECOND READING

A. Policy 5055: Leave of Absence

The Policy Committee reviewed and discussed *Policy 5055: Leave of Absence*. District Counsel Bea Kaleva indicated that additional time is needed to thoroughly review both the

policy and its language. She requested that the policy be brought back to the Policy Committee for further discussion at a future meeting.

B. Policy 5085: Substitutes and Student Teachers/Interns

The Policy Committee reviewed and discussed *Policy 5085: Substitutes and Student Teachers/Interns*. At the last Policy Committee meeting there was a thorough discussion regarding the language on lines 16 through 18, which states: “*Substitutes for classified positions will be paid by the hour. When a classified employee is called upon to substitute for a teacher, the teacher sub rate shall apply unless the classified rate of pay is higher.*” At that time, the committee agreed that these two sentences should be separated into two distinct paragraphs for greater clarity. The Policy Committee acknowledged the policy as reviewed, with the two sentences now separated.

VII. PRESENTATION OF POLICIES FOR PERIODIC REVIEW

A. Policy 4120: Public Relations

The Policy Committee reviewed and discussed *Policy 4120: Public Relations*. No changes were recommended, and the Policy Committee noted *Policy 4120: Public Relations* as reviewed.

B. Policy 5060: School Holidays

The Policy Committee reviewed and discussed *Policy 5060: School Holidays*. No changes were recommended and the Policy Committee noted *Policy 5060: School Holidays* as reviewed.

C. Policy 7050: Food Services

The Policy Committee reviewed and discussed *Policy 7050: Food Services*. No changes were recommended, and the Policy Committee noted *Policy 7050: Food Services* as reviewed.

D. Policy 7065: Contracts with Third Parties Affecting Student Records

The Policy Committee reviewed and discussed *Policy 7065: Contracts with Third Parties Affecting Student Records*. Mr. Gary Myers, Director of Educational Technology, provided an overview of the policy. No changes to the policy were proposed, and Ms. Barb Ridgway, Chief of Staff, indicated that she would update the legal citations. The Policy Committee noted *Policy 7065: Contracts with Third Parties Affecting Student Records* as reviewed.

E. Policy 7070: School Related Fundraising and Individual or Outside Organizational Fundraising

The Policy Committee reviewed and discussed *Policy 7070: School Related Fundraising and Individual or Outside Organizational Fundraising*. No changes were recommended, and the Policy Committee noted *Policy 7070: School Related Fundraising and Individual or Outside Organizational Fundraising* as reviewed.

F. Policy 9210: Site Acquisition

The Policy Committee reviewed and discussed *Policy 9210: Site Acquisition*. No changes were recommended, and the Policy Committee noted *Policy 9210: Site Acquisition* as reviewed.

VIII. SUPERINTENDENT OR BOARD COMMENTS

The Policy Committee concluded the meeting by discussing various topics including but not limited to April meeting plans, future meetings and policy discussions, legislative updates and impact on policies, and acknowledgment of committee work.

IX. ADJOURNMENT

Trustee Jennifer Walsh adjourned the meeting at 12:47 p.m.