



Board of Trustees Meeting

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

Tuesday, October 14th, 2025 - 5:30 p.m.

Board of Trustees Conference Room and via
TEAMS

[Join the meeting now](#)

AGENDA

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

II. **REVIEW OF AGENDA**

III. **RECOGNITIONS**

A. **State AA Boys Golf Champion-Capital High School**

We are thrilled to celebrate Capital High School's John Gilbert, who captured the title of State AA Boys Golf Champion! John's hard work, dedication, and composure on the course truly exemplify the spirit of excellence we're so proud of in our students. A heartfelt thank you also goes to Coach Casey Lyndes for his outstanding leadership and for the time, energy, and mentorship he devotes to helping our student athletes reach their highest potential. Congratulations to John, Coach Lyndes, and the entire Capital High golf team on this incredible accomplishment!

B. **2025-2026 All-State Honor Musicians-Capital High School**

We are delighted to recognize the Capital High School students who were selected to participate in the Montana All-State Honor Music Festival! This prestigious achievement reflects not only their incredible talent and dedication to their craft but also countless hours of practice and passion for music. We extend our sincere appreciation to educators Thomas Baty, Kevin Cleary, and Duane Zehr for their exceptional guidance, encouragement, and commitment to fostering artistic excellence in our students. Congratulations to these outstanding musicians and their dedicated teachers on this remarkable accomplishment!

CHS Orchestra

Vivian James, Violin

Claudia Cook, Bass

CHS Band

Thomas Byron-Oboe

CHS Choir

Andrew Granberg

Aiden Lightfoot

Lydia Marshall

C. **2025-2026 All-State Honor Musicians-Helena High School**

We are delighted to recognize the Helena High School students who were selected to participate in the Montana All-State Honor Music Festival! This prestigious achievement reflects not only their incredible talent and dedication to their craft but also countless hours of practice and passion for music. We extend our sincere appreciation to educators Kevin Cleary, Cody Hollow, and Molly Kohoutek for their exceptional guidance, encouragement, and commitment to fostering artistic excellence in our students. Congratulations to these outstanding musicians and their dedicated teachers on this remarkable accomplishment!

HHS Orchestra

Elliot Cleary, Violin

Freya Elias, Cello

Isabel Ward, Violin

HHS Band

Jacob Lighthiser-Percussion

Eliza Loveland-Clarinet

HHS Choir

Ella Nasset

Brady Lay

Nadja Bolotsky

Ayden Hinson

Leah Leonard

IV. PRESENTATION-Becca Leaphart, HEF Executive Director

V. SUPERINTENDENT’S REPORT

VI. 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.

VII. NEW BUSINESS

A. Consent Action Items

1. Personnel Actions
2. Warrants
3. Approval of FY 2025-26 Out-Of-District Attendance Agreements (Non-Resident Students Attending HPS)
4. Approval of 9.9.25 Board of Trustees Full Board Meeting Minutes

B. Items For Action

1. Policy 5055: Leaves of Absence
2. Policy 5085: Substitutes and Student Teachers/Interns
3. Policy 5051: Insurance Benefits for Employees

C. Items For Information

1. Klint Fisher Memorial Project Update
2. Policy 2005: School Year, Calendar and Day
3. Policy 2016: Human Sexuality and Identity Instruction
4. Policy 2100: Recognition of Native American Cultural Heritage
5. Policy 2140: Suicide Awareness and Prevention Training
6. Policy 4332: Display of Flags and Banners on District Property
7. In-District Boundary Change Review

D. Reports

1. Student Representatives Report
2. Helena Education Association Report
3. Facilities & Technology Committee Report
4. Budget & Finance Committee Report

5. Teaching & Learning Committee Report
6. Policy Committee Report
7. Health Benefits Committee Report
8. Wellness Committee Report
9. Montana School Boards Association Report
10. Parent Council Visit Report

VIII. UPCOMING MEETINGS

IX. BOARD/SUPERINTENDENT COMMENTS

X. ADJOURNMENT

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item I.

Meeting Date: 10/14/2025

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

Item Title: Call To Order/Pledge of Allegiance

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item II.

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

Item Title: Review of Agenda

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item III.

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

Item Title: Recognitions

A. State AA Boys Golf Champion-Capital High School

B. 2025-2026 All-State Honor Musicians-Capital High School

C. 2025-2026 All-State Honor Musicians-Helena High School

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item IV.

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

Item Title: Presentation
Becca Leaphart, HEF Executive Director

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item V.

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

Item Title: Superintendent's Report

HELENA SCHOOL DISTRICT #1
OFFICE OF THE SUPERINTENDENT

To: Board Chair Jennifer McKee and Board of Trustees
FROM: Mr. Wetz, Superintendent
RE: Superintendent Report
DATE: October 14th, 2025

- Recognitions
 - Chief of Staff Barb Ridgway - Retirement
 - National IT Professionals Day - September 16th, 2025
 - Walk, Bike, & Roll to School Day - October 1st, 2025
 - National Coaches Day - October 6th, 2025
 - National Custodian & Maintenance Appreciation Day - October 2nd, 2025
 - National Principals Month - October
 - HEF - Becca Leaphart and the Helena Education Foundation for hosting Fabulous Firsts and Fabulous Firsts Act II: Storybook Theatre
 - Congratulations to our High School National Merit Semifinalists
 - CHS - Nolan Holzer
 - HHS - Brady Lay and Grey Gildroy

- New Business
 - Light Up October
 - The Queen City Rumble Speech and Debate Tournament is coming to Helena on Saturday, November 1st, 2025, and they are in need of judges! You can sign up via this link: <https://tinyurl.com/2025OCRumbleJudges>
 - Applications are currently being accepted for the position of Director of Finance
 - Lincoln Center hosts the Montana Association of School District Attorneys Comprehensive Legal Workshop for School Trustees, Administrators and Legal Professionals on October 15th
 - School Funding Interim Commission Road Show Update
 - MCEL Conference
 - Bridge Alliance Update
 - The district is still accepting applications for the vacant Board of Trustees position through October 31st
 - New Trustee Interview Process Update
 - Gifted and Talented Program Review - Dr. Plucker
 - Other

- Bond Updates
 - Bond Finance Committee Meetings
 - Helena High School Architect RFQ
 - Capital High School Architect RFQ
 - Kessler Architect RFQ

HELENA SCHOOL DISTRICT #1
OFFICE OF THE SUPERINTENDENT

- Secure Education Consultant Involvement – Professional Services & Plan/Design
- Other

- Outreach/Meetings
 - SAM Fall Conference
 - MQEC General Membership Meeting
 - AA Superintendents
 - Board of Health Meeting
 - Chamber of Commerce
 - Board Leadership
 - HEA
 - HEF
 - HEF Executive Committee
 - Parent Advisory Committee
 - Teacher Advisory Committee
 - Cabinet & Leadership
 - TV, Print, Radio, Media
 - City of Helena
 - Other

- Other

HELENA SCHOOL DISTRICT
Board of Trustees Meeting

Item VI.

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

Item Title: General Public Comment

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/14/2025

Item VII.A.1-A.4

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

Item Title: Consent Action Items

1. Personnel Actions
2. Warrants
3. Approval of FY 2025-26 Out-Of-District Attendance Agreements (Non-Resident Students Attending HPS)
4. Approval of 9.9.25 Board of Trustees Full Board Meeting Minutes

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Satre					
Murnane Butcher					
Cleatus					
Walsh					
Armstrong					

+

PERSONNEL ACTIONS

September 25, 2025 – October 14, 2025

CERTIFIED PERSONNEL

Appointments

<u>Location/Assignment</u>	<u>Name</u>	<u>Offered Salary</u>	<u>Accepted Salary</u>	<u>Start Date</u>
District Wide/Guest Teacher-Adapt. PE	Kivisto, Jaden	\$256.36/day	\$256.36/day	09/16/2025
Jefferson/Fourth Grade	Haller, Sherri	\$349.40 day	\$349.40/day	10/01/2025

CLASSIFIED PERSONNEL

Appointments

<u>Location/Assignment</u>	<u>Name</u>	<u>Offered Salary</u>	<u>Accepted Salary</u>	<u>Start Date</u>
HMS/Para Educator	Farr, Zara	\$18.38/hr.	\$18.38/hr.	10/07/2025
Four Georgians/Elementary Secretary	Gartrell, Dayna	\$20.22/hr.	\$20.22/hr.	10/20/2025
CHS/General Secretary	Hanson, Amy	\$20.22/hr.	\$20.22/hr.	10/08/2025*
PAL/Career Coach-CTE Specialist.	Keleti, Allie	\$18.26/hr.	\$18.26/hr.	09/26/2025
Central/Para Educator	Key, Trina	\$15.50/hr.	\$15.50/hr.	09/26/2025
Bryant/Para Educator	Mandarino, Brittani	\$19.03/hr.	\$19.03/hr.	10/06/2025
Bryant/Para Educator	Reed, Stephanie	\$16.16/hr.	\$16.16/hr.	09/29/2025*

*Revised Start Date

Terminations/Retirements

<u>Location/Assignment</u>	<u>Name</u>	<u>Reason</u>	<u>Effective</u>
Four Georgians/Para Educator	Braun, Sheryl	Retirement	01/15/2026
Bryant/Para Educator	Daniels, Lanie	Resignation	09/29/2025
CRA/Evening Custodian	Edwards, Isaiah	Separation	10/06/2025
Four Georgians/Elementary Secretary	Fehr, Erika	Resignation	10/17/2025
Four Georgians/Evening Custodian	Kirtley, Vickie	Resignation	09/22/2025
Bryant/Para Educator	Smith, Hannah	Separation	09/22/2025

Leaves

<u>Location/Assignment</u>	<u>Name</u>	<u>Term</u>	<u>Type of Leave</u>
CRA/Para Educator	Harbert, Mary Rose	01/12/2026 to 05/06/2026	Sabbatical
Four Georgians/Para Educator	Lindstrom, Carly	10/06/2025 to 01/16/2026	Sabbatical

SUPPLEMENTARY CONTRACT ASSIGNMENT

Name	Assignment	Salary	Start Date	End Date	Location
Pahway, Pranaya	Asst Speech and Debate	\$2470.00	1-Oct-25	14-Mar-26	HHS
Maharg, Christine	Cross Country - Head Coach Boys/Girls	\$ 791.00	9-Sep-25	15-Oct-25	CRA
Hagengruber, Leslie	Asst Cross Country Coach	\$ 509.00	9-Sep-25	15-Oct-25	CRA
Thomas, Shannon	Asst Cross Country Coach	\$ 509.00	9-Sep-25	15-Oct-25	CRA
Sheridan, Kelly	Asst Cross Country Coach	\$ 509.00	9-Sep-25	15-Oct-25	CRA
Smith, Lori	Cross Country - Head Coach Girls	\$ 586.00	9-Sep-25	15-Oct-25	HMS
Reiter, Tyson	Cross Country - Head Coach Boys	\$ 586.00	9-Sep-25	15-Oct-25	HMS
Roberts, Andrew	Asst Cross Country Coach	\$ 509.00	9-Sep-25	15-Oct-25	HMS
Bishop, Kristen	Asst Cross Country Coach	\$ 509.00	9-Sep-25	15-Oct-25	HMS
Blaz, Kelly	Volleyball - 8th Grade Lead	\$ 641.00	9-Sep-25	15-Oct-25	CRA
Blaz, Abigail	Volleyball Coach	\$ 594.00	9-Sep-25	15-Oct-25	CRA
Tucker, Amelia	Volleyball Coach	\$ 594.00	9-Sep-25	15-Oct-25	CRA
Cleveland, Rebecca	Volleyball Coach	\$ 594.00	9-Sep-25	15-Oct-25	CRA
Fuzesy, Richard	Volleyball Coach	\$ 594.00	9-Sep-25	15-Oct-25	CRA
Sumner, Aleisha	Volleyball - 8th Grade Lead	\$ 641.00	9-Sep-25	15-Oct-25	HMS
Sumner, Aleisha	Volleyball Coach	\$ 594.00	9-Sep-25	15-Oct-25	HMS
Fuhrman, Georgia	Volleyball Coach	\$ 594.00	9-Sep-25	15-Oct-25	HMS
Curtis, Mikayla	Volleyball Coach	\$ 594.00	9-Sep-25	15-Oct-25	HMS
Nay, Kyle	Wrestling - Head Coach	\$ 638.00	14-Oct-25	19-Nov-25	CRA
Kovick, Noah	Asst Wrestling Coach	\$ 555.00	14-Oct-25	19-Nov-25	CRA
Bogard, Samuel	Wrestling - Head Coach	\$ 638.00	14-Oct-25	19-Nov-25	HMS
Murgel, Jarrod	Asst Wrestling Coach	\$ 555.00	14-Oct-25	19-Nov-25	HMS

Helena School District #1

Warrants September 1 to 30, 2025

Direct Deposits: \$3,331,435.14

Payroll Warrants: 70132310-70132329

Payroll Deduction: 69306117-69306140

Non-Check Payroll Deductions: \$ 5,268,911.92

Non-Check Accts Payable Deductions: \$ 1,524,851.80

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

Claim Warrants: 69305853-69306215

CRA Middle School Student Activity Checks:

HMS Middle School Student Activity Checks: 8811-8813

Capital High Student Activity Checks: 25096-25119

Helena High Student Activity Checks: 37078-37121

Cancelled Warrants: \$19,568.13

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 2025-26** OUT-OF-DISTRICT ATTENDANCE AGREEMENTS
(NONRESIDENT STUDENTS ATTENDING HELENA SCHOOL DISTRICT)

Fiscal Year 2025-26

Discretionary Attendance:

Grade	District of Residence	Address	School of Attendance
K Sprouts	East Helena K-12	East Helena, MT 59635	Bryant Elementary
1	Trinity Elementary	Helena, MT 59602	Broadwater Montessori
1	Trinity Elementary	Helena, MT 59602	Broadwater Elementary
1	Trinity Elementary	Helena, MT 59602	Broadwater Elementary
1	Trinity Elementary	Helena, MT 59602	Kessler Elementary
1	Trinity Elementary	Helena, MT 59602	Kessler Elementary
1	Trinity Elementary	Helena, MT 59602	Kessler Elementary
1	Trinity Elementary	Helena, MT 59602	Kessler Elementary
1	Trinity Elementary	Helena, MT 59602	Kessler Elementary
1	Trinity Elementary	Helena, MT 59602	Kessler Elementary
1	Trinity Elementary	Helena, MT 59602	Kessler Elementary
1	Trinity Elementary	Helena, MT 59602	Kessler Elementary
1	Trinity Elementary	Helena, MT 59602	Kessler Elementary
1	Trinity Elementary	Helena, MT 59602	Kessler Elementary
2	East Helena K-12	Helena, MT 59602	Broadwater Elementary
2	Trinity Elementary	Helena, MT 59602	Broadwater Elementary
2	Trinity Elementary	Helena, MT 59602	Kessler Elementary
2	Trinity Elementary	Helena, MT 59602	Kessler Elementary
2	Trinity Elementary	Helena, MT 59602	Kessler Elementary
2	East Helena K-12	East Helena, MT 59635	Four Georgians Elementary
2	Trinity Elementary	Helena, MT 59602	Kessler Elementary
2	Trinity Elementary	Helena, MT 59601	Kessler Elementary
2	Trinity Elementary	Helena, MT 59602	Kessler Elementary
2	Trinity Elementary	Helena, MT 59602	Kessler Elementary
3	Trinity Elementary	Helena, MT 59602	Broadwater Montessori
3	Trinity Elementary	Helena, MT 59602	Broadwater Montessori
3	Trinity Elementary	Helena, MT 59602	Bryant Elementary
3	Trinity Elementary	Helena, MT 59602	Broadwater Montessori
3	Trinity Elementary	Helena, MT 59602	Broadwater Montessori
3	Trinity Elementary	Helena, MT 59602	Broadwater Montessori
3	Trinity Elementary	Helena, MT 59602	Kessler Elementary
3	Trinity Elementary	Helena, MT 59602	Kessler Elementary
3	Trinity Elementary	Helena, MT 59602	Kessler Elementary
3	Trinity Elementary	Helena, MT 59602	Kessler Elementary
3	Trinity Elementary	Helena, MT 59602	Kessler Elementary
4	Trinity Elementary	Helena, MT 59602	Broadwater Elementary
4	Trinity Elementary	Helena, MT 59602	Broadwater Montessori
4	Trinity Elementary	Helena, MT 59633	Broadwater Elementary
4	Elliston Elementary	Elliston, MT 59728	Broadwater Elementary

APPROVAL OF **FY 2025-26** OUT-OF-DISTRICT ATTENDANCE AGREEMENTS
(NONRESIDENT STUDENTS ATTENDING HELENA SCHOOL DISTRICT)

Fiscal Year 2025-26

Discretionary Attendance:

Grade	District of Residence	Address	School of Attendance
4	Trinity Elementary	Helena, MT 59602	Kessler Elementary
4	Trinity Elementary	Helena, MT 59602	Kessler Elementary
4	Trinity Elementary	Helena, MT 59602	Kessler Elementary
4	Trinity Elementary	Helena, MT 59602	Kessler Elementary
4	Trinity Elementary	Helena, MT 59602	Kessler Elementary
4	Trinity Elementary	Helena, MT 59602	Kessler Elementary
4	Trinity Elementary	Helena, MT 59602	Kessler Elementary
4	Trinity Elementary	Helena, MT 59602	Kessler Elementary
4	Trinity Elementary	Helena, MT 59602	Kessler Elementary
5	Trinity Elementary	Helena, MT 59602	Bryant Elementary
5	East Helena K-12	East Helena, MT 59635	Four Georgians Elementary
5	Trinity Elementary	Helena, MT 59602	Broadwater Montessori
5	Trinity Elementary	Helena, MT 59602	Kessler Elementary
5	Trinity Elementary	Helena, MT 59602	Kessler Elementary
5	Trinity Elementary	Helena, MT 59602	Kessler Elementary
5	Trinity Elementary	Helena, MT 59602	Kessler Elementary
5	Trinity Elementary	Helena, MT 59602	Kessler Elementary
5	Trinity Elementary	Helena, MT 59602	Kessler Elementary
5	Trinity Elementary	Helena, MT 59602	Kessler Elementary
5	Trinity Elementary	Helena, MT 59602	Kessler Elementary
5	Trinity Elementary	Helena, MT 59602	Kessler Elementary
5	Trinity Elementary	Helena, MT 59602	Kessler Elementary
6	Trinity Elementary	Helena, MT 59602	CR Anderson Middle School
8	East Helena K-12	Helena, MT 59602	Helena Middle School
8	Clancy Elementary	Clancy, MT 59634	Helena Middle School
8	Clancy Elementary	Clancy, MT 59634	Helena Middle School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Jefferson High School	East Helena, MT 59635	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
10	Jefferson High School	Clancy, MT 59634	Helena High School
12	East Helena K-12	Helena, MT 59602	Helena High School
12	East Helena K-12	East Helena, MT 59635	Helena High School
12	East Helena K-12	Helena, MT 59601	Helena High School
12	East Helena K-12	Helena, MT 59602	Helena High School

APPROVAL OF **FY 2025-26** OUT-OF-DISTRICT ATTENDANCE AGREEMENTS
(NONRESIDENT STUDENTS ATTENDING HELENA SCHOOL DISTRICT)

Fiscal Year 2025-26

Mandatory Attendance:

Grade	District of Residence	Address	School of Attendance
6	Butte Elementary	Butte, MT 59701	CR Anderson Middle School
7	Superior K-12	Superior, MT 59872	CR Anderson Middle School
10	Great Falls High School	Great Falls, MT 59405	Helena High School

APPROVAL OF **FY 2025-26** OUT-OF-DISTRICT ATTENDANCE AGREEMENTS
(NONRESIDENT STUDENTS ATTENDING HELENA SCHOOL DISTRICT)

Running Total of FY 2025-26 Out-of-District Attendance Agreements

Address

Grade	East Helena	Clancy	Montana City	Jefferson City	Basin	Wolf Creek	Boulder	Elliston	Trinity	Wolf Point	Dillon	Billings	Chester-Joplin-Inverness	Missoula	Great Falls	Butte	Townsend	Superior	Total
Ksprouts	6	1	1						8										16
K	8		1						9										18
1	6					1			16										23
2	8								11										19
3	6	1						1	11										19
4	3		1					1	13										18
5	6	1							10	1		1		1					20
6	5		2						3		1					1			12
7	3		1							1					1			1	7
8	2	2	1		1				1								2		9
9	8	21	2	3									1				1		36
10	1	21									1				1				24
11	6	16	1				1										2		26
12	12	23	1	5			1												42
	80	86	11	8	1	1	2	2	82	2	2	1	1	1	2	1	5	1	289



Superintendent

Rex Wertz
324-2001

Business Manager

Janelle Mickelson
324-2040

Board of Trustees Meeting

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

Tuesday, September 9th, 2025
5:30 p.m.

MINUTES

ATTENDANCE – Present unless otherwise noted.

Jennifer McKee, Chair
Jennifer Walsh, Vice Chair
Kay Satre, Trustee
Siobhan Hathhorn, Trustee
Jenny Murnane Butcher,
Trustee
Linda Cleatus, Trustee
Brock Gardipee, Helena High School Student Representative for the Board of Trustees
Delaney Lynch, Capital High School Student Representative for the Board of Trustees
Rex Wertz, Superintendent
Josh McKay, Assistant Superintendent
Janelle Mickelson, Business Director
Barb Ridgway, Chief of Staff
Todd Verrill, Facilities Director
Keri Mizell, Human Resources Director
Gary Myers, Director of Educational
Technology
Justine Alberts, Assistant Superintendent
PreK-5
Lona Carter, Student Health Services & Special Education Director
Eric Peterson, Activities Director
Taylor Lassiter, Communications Specialist
Jane Shawn, HEA President
Many guests of the public as well as Helena School District Staff

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Board Chair Jennifer McKee called the meeting to order at 5:30 p.m. and the Board participated in the Pledge of Allegiance.

II. REVIEW AGENDA

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

The Board of Trustees moved on to hear a presentation provided by Ms. Janet Riis, Executive Director of Angel Fund.

III. PRESENTATION

Angel Fund-Janet Riis, Executive Director

Ms. Janet Riis, Executive Director of Angel Fund, provided an update on Angel Fund to the Board of Trustees. Over the past year, Angel Fund supported more than 900 students, distributing:

- Over \$4,000 in running shoes
- \$35,000 in scholarships for graduating seniors
- Approximately \$53,000 in school supplies through the "Stuff the Bus" campaign, with donations continuing into the fall season—an unprecedented trend

Angel Fund's four core programs—school supplies, clothing assistance, running shoes, and scholarships—remain strong pillars of support for students in need.

Additional highlights include:

- **Personnel Updates:** Founder Marcia Wall has stepped back from donor relations but continues to write grants. Mary Rehm is now managing donor relations and assisting at Capital High.
- **Support for Homeless and Refugee Students:** Angel Fund received a \$20,000 grant from Blue Cross Blue Shield, which will help expand clothing assistance for homeless and refugee students.
- **Partnerships:** Continued collaboration with the Exchange Club provides coats and boots for elementary students, helping stretch the organization's funds further.
- **Merchant Program Expansion:** A new system for clothing distribution has been implemented. Families can now shop during designated weekly time slots at Walmart, Target, TJ Maxx, and Old Navy from October 1 to November 13. This pilot program has reduced workload for school coordinators and improved efficiency.

- Increased Clothing Allowances: due to increased funding, clothing allotments have risen to:
 - \$200 for elementary students
 - \$250 for middle and high school students
 - Double the standard amounts for homeless students

Upcoming Fundraisers and Events:

- Bingo at Brothers Tapworks: Every Sunday in October.
- Subaru "Share the Love" Event: Angel Fund was selected as the local nonprofit recipient. For each Subaru sold (November–February), \$275 will be donated to Angel Fund.
- Dueling Pianos Event: Scheduled for February 27. Angel Fund has been invited back for a third year following a successful showing last year.
- Annual Auction at On Broadway: 50% of food proceeds will be donated. The silent auction opens two weeks prior to December 1. Donations are welcome—especially experiences or event tickets.

Ms. Riis concluded by expressing her gratitude for the community's continued support and recognized the essential role of the 26 school-based coordinators who help implement Angel Fund's programs.

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

IV. SUPERINTENDENT'S REPORT

Superintendent Weltz presented his Superintendent Report to the Board of Trustees and discussed topics including but not limited to:

Recognitions

- Celebrating a Remarkable Start to the School Year- I want to extend my deepest gratitude to the entire District for helping launch the school year with such an uplifting and inspiring start-up event. The energy, collaboration, and sense of community were truly extraordinary—and none of it would have been possible without the thoughtful contributions of so many dedicated individuals and partners.
- A heartfelt thank-you goes to the following for making the event so memorable:
 - Jeremy Slead and the band The Cobblestone Quartet for providing fantastic live music that set a joyful and celebratory tone.
 - Robert Worthy and the team at Sodexo, whose generous donation of food and beverages added warmth and hospitality to the occasion.
 - Helena Middle School (HMS) for graciously hosting the event.
 - Our incredible District Facilities and Technology teams, whose behind-the-scenes

efforts ensured a seamless and successful gathering.

- Board Chair Jennifer McKee, along with Jane Shawn, Becca Leaphart, Lauren Gustafson, and Shiloh Corcoran, for sharing powerful words that inspired.
- Stahly Engineering for capturing the event through stunning drone footage that we can look back on with pride.
- And finally, our talented Communications Officer, Taylor Lassiter, for coordinating and capturing the group photo that beautifully reflects the spirit of our District.
- And most importantly, a sincere thank-you to all our District staff who attended. Your presence brought life to the event and affirmed the strong sense of community and shared purpose that defines our work together.

Thank you again to everyone who made this event possible. It was a true reflection of the strength, creativity, and commitment that define our District community. Here's to a wonderful school year ahead!

New Educators Orientation –

- Thanks to HEF (Becca and Brenda) for working with Valley Bank to sponsor the New Educator event, providing bouquets for each table and gifting every new educator a Staples gift certificate.
- Thanks to HEF and HEA for sponsoring the breakfast and the luncheon.
- Special thanks to Barb Ridgway, Allison Balboni, Jane Shawn, Becca Leaphart, and Brenda Carney for all their efforts in organizing the event.
- Thanks to Maria Foot and Jake West for mentor training and preparing mentors to work with their new educator.
- Thank you to Becca Leaphart and the Helena Education Foundation for their work in preparing for the Carnival Classic at Memorial Park on Sunday, September 14th, from 11:00 a.m. to 3:00 p.m.
- Thanks to Carroll College for hosting a Welcome Back event for all HPS and EH administrators.
- Student Board Reps, Brock and Delaney, were interviewed in the September 2, 2025, Helena IR.
- We welcomed 8 classes of KinderSprouts this year. I want to thank the principals of each school who helped plan and ensure schools were ready, thanks to Facilities for moving furniture and readying separate playground space, to Justine for preparing KinderSprout teachers to use the FrogStreet curriculum, to Allison for tracking enrollment and placing students throughout the summer, to Kaitlyn and others for assessing each entering sprout.

New Business

- School Startup Support
- New Educator Orientation
- Lincoln Center All-Staff Meeting
- Worked with HPD regarding Handle With Care. As a result, the process has been revised and as of (8.22.2025) we have received 37 HWC notifications. In 2024-2025 we received 84 HWC notifications.
- This year's District Calendar that is printed by the IR is also available online as a flipbook -

<https://helenaschools.org/25-26-calendar-flipbook/>

- Bond Education and Information Updates
- Nearly 70 Community and Committee Engagements
- SMA Flyovers
- Owner’s Construction Representative-Applicant Interviews, Review, and Scoring
- Other

Outreach/Meetings

- MQEC Directors Meeting
- AA Superintendents
- Special Board Meeting
- Student Board Rep Meeting
- Bond Information Meetings for Community Groups
- CHS/HHS/Kessler/Central School Tours
- Board Leadership
- HEF
- HEF Executive Committee
- Cabinet & Leadership
- TV, Print, Radio, Media
- City of Helena
- Carroll College Administrative Welcome Back Gathering
- Other

That concluded the Superintendent’s Report portion of the agenda. Superintendent Wertz responded to questions from the Board of Trustees, after which the trustees proceeded to hear general public comment.

V. GENERAL PUBLIC COMMENT

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

VI. NEW BUSINESS

A. Consent Action Items

1. Personnel Actions
2. Warrants
3. Approval of FY 2025-26 Out-Of-District Attendance Agreements (Non-Resident Students Attending HPS)
4. Acknowledge FY 2025-26 Out-Of-District Attendance Agreements (Helena Resident Students Attending Other School Districts)
5. Approval of 8.12.25 Board of Trustees Full Board Meeting Minutes

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

Motion: Trustee Siobhan Hathhorn moved to approve the *Consent Action Items* as presented. Trustee Linda Cleatus seconded the motion.

Public Comment: None.

Vote: 6-0 motion carries unanimously.

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

B. Items For Action

1. Declare Trustee Position Vacant

Ms. Janelle Mickelson, Business Director, presented the action item, *Declare Trustee Position Vacant*, to the Board of Trustees.

Background:

Pursuant to 20-3-308(b), MCA, an elected trustee position is vacant whenever the incumbent resigns. In accordance with 20-3-309, MCA, whenever a trustee position becomes vacant, the remaining members of the trustees shall declare the position vacant and shall appoint, in writing within 60 days, a competent person as a successor. If the trustees do not make the appointment within the 60-day period, the county superintendent shall appoint, in writing, a competent person as a successor.

Considerations:

Trustee Rachel Robison resigned her position on the Board, effective September 9, 2025. Trustee Robison’s resignation creates a vacant trustee position and the need to declare a vacant position on the Board of Trustees. Once the resolution to declare a vacant position is passed, the proposed advertisement will be published in the Independent Record and posted on the district website.

Interested parties will submit letters of application to the Helena School District Clerk by October 31, 2025. The board of trustees will interview all applicants and appoint the selected candidate to the Board at the regular board meeting on November 11, 2025. The selected candidate will be administered the oath of office and seated on the Board at that meeting.

Superintendent recommendation:

Adopt the attached resolution and begin the appointment process.

Ms. Mickelson addressed questions from the Board of Trustees regarding the action item *Declare Trustee Position Vacant*.

Board Chair Jennifer McKee commented, “At this point I would entertain a motion to approve the action item *Declare Trustee Position Vacant*.”

Motion: Trustee Kay Satre moved to approve the resolution to Declare the Trustee Position Vacant. Trustee Jennifer Walsh seconded the motion.

Public Comment: None.

Vote: 6-0 motion carries unanimously.

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

Ms. Keri Mizell, Human Resources Director, presented the action item, *Approval and Ratification of the Helena Secretaries Association and Helena Public Schools Collective Bargaining Contract*, to the Board of Trustees.

Background:

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

The Helena School District and the Helena Secretaries Association Local #8500 of the Montana Federation of Public Employees (MFPE) reached a tentative agreement on August 12, 2025. The three (3) year agreement was open for wages only for July 1, 2025, through June 30, 2027. Upon the Board's approval, a final copy of the wage schedule will be made available electronically.

- The District shall increase the contribution to the employee cafeteria plan by \$37.50 per month (a total contribution of \$1,069.40 per month for 12-month staff/\$12,832.80 per benefit year and \$1,283.25 per month for 10-month staff/\$12,832.80 per benefit year.
- A \$0.50 increase to each cell in the salary matrix for 2025-2026 and a \$0.50 increase to each cell in the salary matrix for 2026-2027 fiscal years.
- The total estimated salary cost of this settlement is approximately \$140,154 for the 2025-2027 fiscal years.

Considerations:

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

Superintendent recommendation:

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

Ms. Mizell addressed questions from the Board of Trustees regarding the action item *Approval and Ratification of the Helena Secretaries Association and Helena Public Schools Collective Bargaining Contract*.

Board Chair Jennifer McKee commented, "At this point I would entertain a motion to approve the action item *Approval and Ratification of the Helena Secretaries Association and Helena Public Schools Collective Bargaining Contract*."

Motion: Trustee Linda Cleatus moved to approve the action item *Approval and Ratification of the Helena Secretaries Association and Helena Public Schools Collective Bargaining Contract* as presented. Trustee Kay Satre seconded the motion.

Public Comment: None.

Vote: 6-0 motion carries unanimously.

The Board of Trustees moved on to hear the Item For Information.

C. Item For Information

1. School Funding Interim Commission Update

Trustee Jenny Murnane Butcher provided an update on the School Funding Interim Commission to the Board of Trustees. The Commission will meet September 15–16 for an in-depth review of the decennial study, conducted by the National Center for Education and the Economy (NCEE), with findings to be presented in January after which formal recommendations and draft legislation will be prepared for consideration in the 2027 legislative session. Public input is being collected through upcoming roadshows in Kalispell, Billings, Havre, a statewide Zoom session, and attendance at educator conferences. The Commission is currently focused on identifying challenges in Montana’s education system, with solutions and legislative recommendations to follow after the study concludes. Trustee Murnane Butcher addressed questions from the Board of Trustees regarding the information presented.

D. REPORTS

1. Student Representatives Report

Mr. Brock Gardipee, Helena High School Student Representative for the Board of Trustees, presented his Student Representative Report. Mr. Gardipee commented, “Hi, everyone, I hope you all have been doing well. These first few weeks of school have felt really busy. Freshmen started school on the 27th and we had around 270 freshmen, which was a lot to handle for our Link Crew, but they did a great job. On August 29th we had a freshmen welcome BBQ for the new students and their parents which had a great turnout. This year on September 11th we will be hosting our open house with food trucks for families to buy food and then come in and build a strong relationship with their students' teacher. Everyone at Helena High is super excited to meet everyone coming and to share what we have to offer. This year Helena High is also putting on a podcast with teachers and students that is unscripted. It’s been rewarding so far, and we’re excited to see where it goes. Now some thank-yous are in order for some amazing people at Helena High. To start off I’d like to thank student counsel for all the hard work they’re putting into the homecoming events. They do a great job and I’m excited to see what they do with the theme Rio this year. Next, I’d like to thank Mrs. Lunnon, Mrs. Berg, Mr. Hallow, and Mr. Kessler for doing a great job training the Link Crew leaders and introducing the freshmen. I’m excited to say that this year we branched from Link Crew and created Link Club which will be led by me in hopes of bringing Helena High together to create connections that will last. Then I would like to thank all the teachers who participated in the podcast. I’m

sure they were nervous, but they did a great job. Then my final thank you goes out to the secretarial staff and the custodians for doing a great job preparing the school for us and making this year great. I will now end by inviting you to join us at our first assembly of the year on September 19th at 10 a.m. Thank you all and I hope you have a great night.”

Ms. Delaney Lynch, Capital High School Student Representative for the Board of Trustees, presented her Student Representative Report. Ms. Lynch commented, “Good evening, Trustees, it has been a busy first couple weeks at Capital High! With students and staff returning to the building, lots of activities and opportunities have become available. Sports and clubs alike are ramping up and students are ready to start this academic year.

Cognia External Accreditation Review:

Capital High is currently preparing for the upcoming Cognia External Accreditation Review. Such an accreditation process occurs every 6 years. While not required (as we can gain yearly accreditation through the OPI required process), Cognia accreditation is well-respected and is the standard for the highest level of acknowledged status. Components of this include completing the Executive Summary, Standards Self–Assessment, Stakeholder Feedback Analysis, Student Performance Analysis, Learning Environment Observations Analysis, Assurances for Schools in the United States, and the Accreditation Portfolio. An external review team will visit CHS on October 20th to evaluate the criteria listed above.

CHS Leadership Team:

On that same note, The CHS School Leadership Team has been split up into groups to discuss, self-score, and reflect on the 31 standards that comprise Cognia school accreditation. There are 3 stakeholder surveys currently being administered: parent, student (in English classes) and the teacher survey.

Safety:

While the above activities focus on academic performance within the school, we are also practicing activities to ensure safety within CHS. We practiced our first evacuation drill last Friday and plan to practice a shelter in place drill this week. Students are organized within the drills by class and are given a detailed explanation of how each drill runs.

Enrollment:

This year we have a big group of students at CHS. With our current enrollment reaching 1,384 students, class sizes at Capital are growing. Students are experiencing more crowded classrooms and participation in activities is increasing.

Clubs/Sports:

With this being the first full week of school, clubs and sports at Capital are starting up. Our football team was victorious against Belgrade last Friday (Go Bru!), and our golf team, volleyball team, and cross-country team are doing well. Clubs had their first meetings this week and last week with Green Club and Student Council starting last week, and HOSA, BPA, and

NHS starting this week.

Intervention Time:

Finally, this week marked the start of the first Intervention Time of the 2025-2026 school year. Intervention Time occurs between 2nd and 3rd period every Monday. During Intervention Time, students are expected to be academically engaged by completing homework, studying, or making up missed tests or quizzes. Freshmen are assigned a teacher, while upperclassmen are responsible for being where they need to. As the year progresses, upperclassmen who are struggling will also be assigned a teacher.

It is a great time to be at CHS and both students and staff are looking forward to a great 2025-2026 school year. Go Bru!”

2. **Helena Education Association Report**

There was no Helena Education Association Report this evening.

3. **Facilities & Technology Committee Report**

Trustee Siobhan Hathhorn presented the Facilities & Technology Committee Report. The committee received a summary of summer activities and acknowledged the extensive work performed by both the facilities and technology teams. Highlights included grounds maintenance, custodial efforts to thoroughly clean and prepare school spaces, and ongoing technology support, including managing Chromebooks and staff devices. Trustee Hathhorn expressed appreciation for the hard work and dedication of all facilities and technology staff. Trustee Hathhorn addressed questions from the Board of Trustees regarding the information presented.

4. **Budget and Finance Committee Report**

Trustee Jenny Murnane Butcher presented the Budget and Finance Committee Report. Trustee Murnane Butcher noted that the meeting was straightforward, as it is the start of the school year. Key points included: professional salaries are slightly over budget due to hiring experienced staff, and the interlocal fund was reviewed, with expenditures for technology supplies, contracted services, and utilities noted. The committee discussed potential future needs from the interlocal fund and highlighted that the general budget is in a strong position. Trustee Murnane Butcher addressed questions from the Board of Trustees regarding the information presented.

5. **Teaching & Learning Committee Report**

There was no Teaching & Learning Committee Report this evening.

6. **Policy Committee Report**

There was no Policy Committee Report this evening.

7. **Health Benefits Committee Report**

Trustee Kay Satre presented the Health Benefits Committee Report. Trustee Satre reported that the Health Benefits Committee met on August 28th. The primary focus of the meeting was renewing the district's stop loss insurance for the upcoming year. After reviewing seven options from three different companies, the committee decided to switch from Tokio Marine to Symetra, which provided the most affordable option, though it represents a 9% increase over last year's premium, totaling approximately \$127,500 of the overall \$1.5 million stop loss cost. Trustee Satre also noted that open enrollment for the health plan is currently underway and will run through Thursday, September 18th, following a brief extension due to a technical issue. Trustee Kay Satre addressed questions from the Board of Trustees regarding the information presented.

8. **Wellness Committee Report**

There was no Wellness Committee Report this evening.

9. **Montana School Boards Association Report**

Trustee Siobhan Hathhorn stated that Montana School Boards Association has not met but extended an invitation to trustees to attend MTSBA Think Tank Thursdays, which provide updates on state-level education developments and include participation from trustees and administrators. Trustee Hathhorn will continue to share information about the decennial study and MTSBA's related work and encouraged trustees to provide input on questions or topics they would like addressed.

10. **Parent Council Visit Reports**

There were no Parent Council Visit Reports this evening.

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

VII. UPCOMING MEETINGS

Board Chair Jennifer McKee reviewed upcoming committee and board meetings, and the Board then moved to final comments.

VIII. BOARD/SUPERINTENDENT COMMENTS

Board members sincerely thanked staff for their dedication and hard work, and acknowledged all employees for their contributions during the start of the school year

IX. ADJOURNMENT

Board Chair Jennifer McKee adjourned the meeting at 6:33 p.m.

Candice Delvaux, Recording Secretary

Date

Policy Background
Board of Trustees Meeting
October 14, 2025

The following policies are being presented for Action:

5055 Leaves of Absence

Revised to clarify language related to sick leave and bereavement leave for employees not covered under a collective bargaining agreement. Also clarified language that unused sick leave donations will be refunded at the end of each school year.

5085 Substitutes and Student Teachers/Interns

Revised to clarify how classified staff will be compensated when called upon to serve as a substitute.

5051 Insurance Benefits for Employees

Corrected the policy to reflect that employees may only obtain insurance coverage outside the enrollment period due to a qualifying event (i.e., birth, death, marriage, divorce, loss of coverage), and that medical examinations are not allowed as a condition of enrollment.

The following policies are being presented for Information:

2005 School Year, Calendar and Day

Policy updated to align with House Bill 591. The purpose is to educate student about the sacrifices made for freedom in the founding of the United States and the values on which the United States was founded.

2016 Human Sexuality and Identity Instruction

Policy updated to align with the revised definition of human sexuality and identity instruction as defined in House Bill 471. Further clarifies the parent or guardian's right of consent for human sexuality instruction (opt out) and identity instruction (opt in) and the notice provisions.

2100 Recognition of Native American Cultural Heritage

Additional emphasis that schools in close proximity with Montana Tribes will work in consultation when providing instruction and implementing education goals for the inclusion of cultural heritage of Native Americans.

2140 Suicide Awareness and Prevention Training

Updates the training timeline requirement of employees and clarifies how training may be delivered in accordance with Senate Bill 369.

4332 Display of Flags and Banners on District Property

New policy to align with House Bill 819 regarding the specific flags and banners that can be displayed on district or school property. This does not apply to personal clothing, jewelry or accessories worn by school employees except where uniform policies or official dress codes apply.

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item VII.B.1

Meeting Date: 10/14/2025

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

Item Title: **Item For Action**
1. Policy 5055: Leaves of Absence

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Satre					
Murnane Butcher					
Cleatus					
Walsh					
Armstrong					

2
3 PERSONNEL

4
5 Leaves of Absence

6
7 The District provides leave to its employees pursuant to Montana law, collective bargaining
8 agreements and individual contracts. Those employees in paid leave status continue to accrue
9 seniority and are eligible for District benefits. Employees in unpaid leave status do not accrue
10 seniority and may not be eligible for benefits through the District.

11
12 *Sick Leave*

13
14 Certified employees will be granted sick leave according to terms of their collective bargaining
15 agreement. Administrators shall be granted sick leave pursuant to the terms of their individual
16 contracts. Classified employees shall be granted sick leave pursuant to Montana law governing
17 public employees. Unless otherwise stated by contract, "sick leave" means a leave of absence,
18 with pay, for an illness suffered by an employee or their his or her immediate family, or death or
19 funeral attendance of an immediate family member. "Immediate family" means the employee's
20 spouse, domestic partner, parents, siblings, children and like relations of the spouse or domestic
21 partner. ~~A maximum of ten (10) days of accumulated sick leave may be used per year because~~
22 ~~of death in the immediate family~~

23
24 ~~If the~~ The District has established, either through collective bargaining or through this policy, a
25 sick leave fund, allowing employees may to contribute any a portion of the employee's
26 accumulated sick leave or accumulated vacation leave to a ~~non~~refundable sick leave fund. ~~and~~
27 ~~become eligible~~ Approved recipients ~~to~~ may draw upon the fund pursuant to the rules established
28 for the fund.

29
30 *Bereavement Leave*

31 Employees covered by a collective bargaining agreement will be granted bereavement leave
32 according to the terms of their collective bargaining agreement. In addition to being permitted
33 allowed to use sick leave as bereavement leave, ~~Other~~ employees shall be allowed up to five (5)
34 days of ~~bereavement~~ paid personal leave for deaths in the immediate family (employee's spouse,
35 domestic partner, parents, siblings, children, grandparent, grandchild and like relations of the
36 spouse or domestic partner). In the event the employee needs additional ~~bereavement~~ personal
37 leave time, an additional leave of up to five (5) days may be awarded at the discretion of their
38 immediate supervisor. One (1) day of ~~bereavement~~ personal leave may be granted to allow an
39 employee to attend a funeral of a family member who does not meet the criteria of "immediate
40 family". ~~Any leave categorized as bereavement leave shall be without loss of pay.~~

41
42 *Personal and Emergency Leave*

43
44 Certified employees will be granted personal and emergency leave according to the terms of their
45 collective bargaining agreement. Administrators will be granted personal and emergency leave

- 1.7.2025 Policy Committee – 1st Review
- 2.4.2025 Policy Committee – 2nd Review
- 3.4.2025 Policy Committee – 3rd Review
- 5.5.2025 Policy Committee – 4th Reading
- 10.7.2025 Policy Committee – 5th Review

- 5.13.2025 Full Board – 1st Reading
- 10.14.2025 Full Board – 2nd Reading

46 pursuant to the terms of their individual contracts, or at the discretion of the
47 Superintendent. Classified staff may be granted personal and emergency leave pursuant to the
48 terms and conditions stated in their collective bargaining agreement or current classified staff
49 handbook. Personal and emergency leave is without pay unless otherwise stated in the
50 applicable collective bargaining agreement.

51
52 *Civic Duties Leave*

53
54 Employees shall be granted leave (with or without pay) for service on a jury, holding public
55 office, or in response to a subpoena, in accordance with state law. The District will notify
56 employees who were granted paid leave of any reimbursement requirements in the employee
57 handbook.

58
59 *Military Leave*

60
61 Employees shall be granted leave for service in the military in accordance with state and federal
62 law. The District will comply with all federal and state regulations regarding the employee's
63 return to service following military leave.

64
65 *Vacation Leave*

66
67 Administrators will be granted vacation leave pursuant to the terms of their individual contracts
68 and Montana law. Classified employees will be granted vacation leave pursuant to Montana law.
69 The District, in its sole discretion and/or subject to the terms of the collective bargaining
70 agreement, may provide cash compensation for unused vacation leave in lieu of the accumulation
71 of vacation leave.

72

73 Legal References:	§ 2-18-601, MCA	Definitions
	§ 2-18-611, MCA	Annual vacation leave
	§ 2-18-617, MCA	Accumulation of leave -- cash for unused -- transfer
	§ 2-18-618, MCA	Sick Leave
	§ 2-18-619, MCA	Jury duty – service as witness
	§ 2-18-620, MCA	Mandatory leave for employees holding public office – return requirements

78
79 **2-18-620. Repealed.** Sec. 3, Ch. 185, L. 2009.

History: En. 59-1011, 59-1012 by Secs. 1, 2, Ch. 107, L. 1975; R.C.M. 1947, 59-1011, 59-1012; amd. Sec. 2, Ch. 57, L. 1979; amd. Sec. 1, Ch. 692, L. 1991.

80
81 ~~2.21.222, ARM~~ ~~Calculating Annual Vacation Leave Credits~~

Rule 2.21.222 - CALCULATING ANNUAL VACATION LEAVE CREDITS (REPEALED)

82
83 Cross References:

84
85 Policy History:

1.7.2025 Policy Committee – 1st Review
2.4.2025 Policy Committee – 2nd Review
3.4.2025 Policy Committee – 3rd Review
5.5.2025 Policy Committee – 4th Reading
10.7.2025 Policy Committee – 5th Review

5.13.2025 Full Board – 1st Reading
10.14.2025 Full Board – 2nd Reading

86 Adopted on: 9.8.2015
87 Revised on

1.7.2025 Policy Committee – 1st Review
2.4.2025 Policy Committee – 2nd Review
3.4.2025 Policy Committee – 3rd Review
5.5.2025 Policy Committee – 4th Reading
10.7.2025 Policy Committee – 5th Review

5.13.2025 Full Board – 1st Reading
10.14.2025 Full Board – 2nd Reading

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/14/2025

Item VII.B.2

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

Item Title: **Item For Action**
2. Policy 5085: Substitutes and Student Teachers/Interns

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Satre					
Murnane Butcher					
Cleatus					
Walsh					
Armstrong					

2
3 PERSONNEL

4
5 Substitutes and Student Teachers/Interns

6
7 Under certain circumstances, individuals other than the District-employed teaching staff
8 may be providing instruction to students in a classroom setting. The Board authorizes the
9 use of substitute teachers as necessary to replace teachers who are temporarily absent.

10 The District shall arrange for the substitute to work for the absent teacher. Under no
11 condition is a teacher to select or arrange for a private substitute. All substitute teachers
12 will be required to undergo fingerprint and background checks prior to being placed in a
13 classroom. The Board establishes a daily rate of pay for substitute teachers. No fringe
14 benefits are given to substitute teachers.

15
16 Substitutes for classified positions will be paid by the hour.

17
18 When a classified employee is called upon to substitute for a teacher, the teacher sub rate
19 shall apply unless the classified rate of pay is higher.

20
21 The District shall make an effort to cooperate with accredited institutions of higher
22 learning in the education of student teachers and other professionals in training (such as
23 interns) by providing a reasonable number of classroom and other real life situations each
24 year. The District and the respective training institutions shall enter into mutually
25 satisfactory agreements whereby the rules, regulations and guidelines of the practical
26 experiences shall be established.

27
28 The Superintendent shall coordinate all requests from cooperating institutions for
29 placement with building principals so that excessive concentrations of student teachers
30 and interns shall be avoided.

31
32 References: [10.55.707, ARM](#) Teacher and Specialist Licensure
33 [10.55.716, ARM](#) Substitutes
34 [§20-4-101, MCA](#) System and definitions of teacher and specialist
35 certification – student teacher exception

36
37 Cross References:

38
39 Policy History:

40 Adopted on: 8.13.2013

41 Revised on:

- 42
43
44
45
1.7.2025 Policy Committee – 1st Review
2.4.2025 Policy Committee – 2nd Review
3.4.2025 Policy Committee – 3rd Review
5.5.2025 Policy Committee – 4th Review
10.7.2025 Policy Committee – 5th Review

- 5.13.2025 Full Board – 1st Reading
10.14.2025 Full Board – 2nd Reading

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/14/2025

Item VII.B.3

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

Item Title: **Item For Action**
3. Policy 5051: Insurance Benefits for Employees

Board Action	1st Motion	Second	Aye	Nay	Other
Hathhorn					
McKee					
Satre					
Murnane Butcher					
Cleatus					
Walsh					
Armstrong					

2
3 PERSONNEL

4
5 Insurance Benefits for Employees

6
7 Certified and classified employees whose employment is governed by the terms of a collective bargaining
8 agreement are eligible for insurance benefits offered by the District as stated in the applicable current
9 collective bargaining agreement. Other employees will be offered insurance benefits consistent with the
10 District’s cafeteria benefit plan.

11
12 ~~A medical examination at the expense of the employee may be required, if the employee elects to join the~~
13 ~~District health insurance program after initially refusing coverage during the open enrollment period as~~
14 ~~defined in the plan documents.~~ Any employee who desires coverage through the District after the
15 enrollment period deadline can only do so through a qualifying event. An eligible employee wishing to
16 initiate, discontinue or change health insurance coverage must initiate the action by contacting the Human
17 Resources office and completing appropriate forms.

18
19
20
21 Legal References: § 2-18-702, MCA Group insurance for public employees and officers
22 § 2-18-703, MCA Contributions

23
24
25 Cross References:

26
27 Policy History:

28 Adopted on: 6.14.2016
29 Revised on: 3.14.2023

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item VII.C.1

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

Item Title: **Item For Information**
1. Klint Fisher Memorial Project Update

Klint Fisher Memorial

Central Elementary School



“Klint Orange” a shade of orange that is warm and vibrant. This bold, lively hue combines the energy of red with the brightness of yellow, evoking the warmth and optimism of the outdoors. Rich and inviting, this orange strikes a perfect balance between playfulness and organization, while also bringing to mind the creative energy and enthusiasm found in nature’s most vivid moments. Just like Klint.



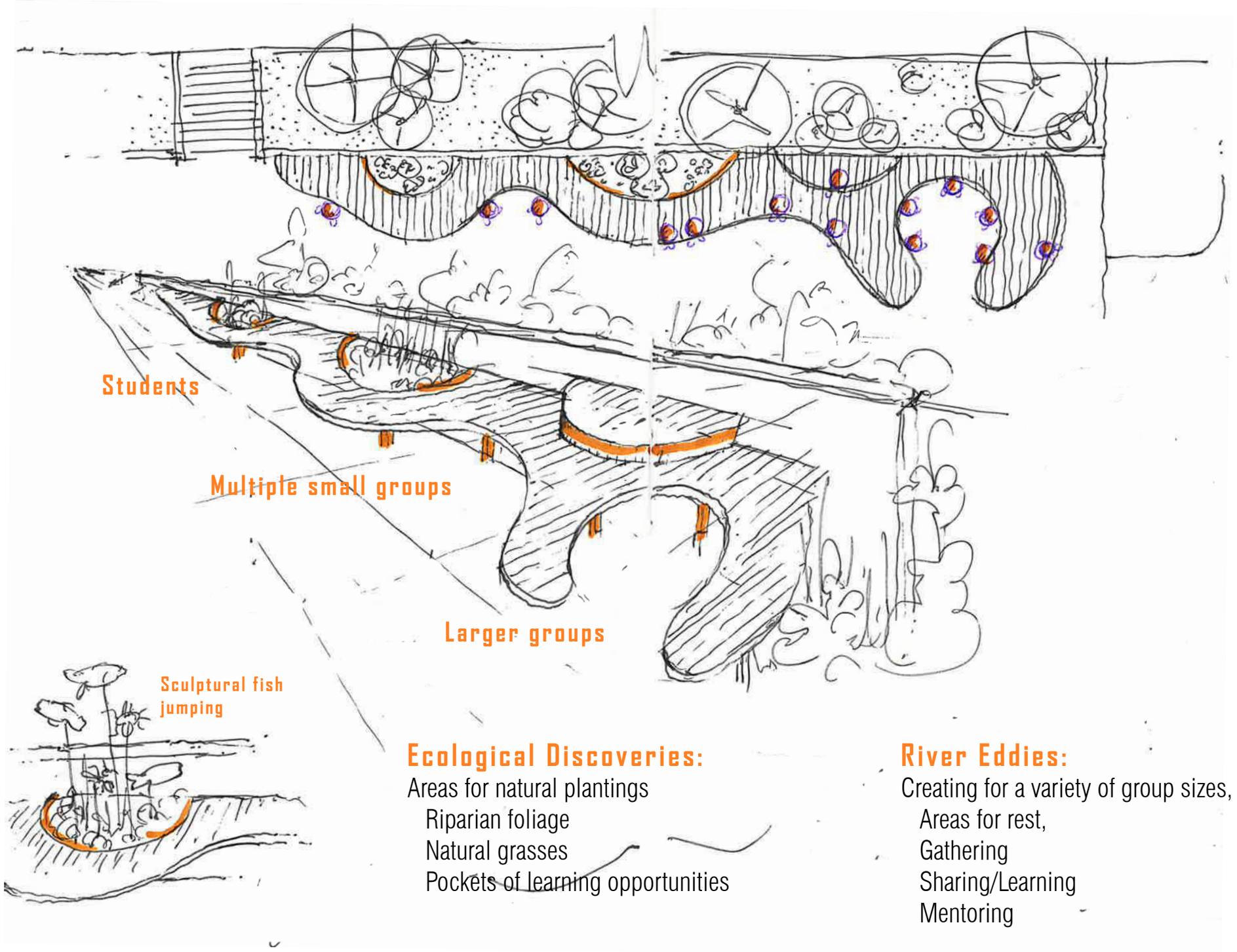
Materials:

Steel planters - all painted in “Klint Orange”

Concrete base/bench - stained, sealed

Natural plantings

the River KLINT



Students

Multiple small groups

Larger groups

Sculptural fish jumping

Ecological Discoveries:

Areas for natural plantings
Riparian foliage
Natural grasses
Pockets of learning opportunities

River Eddies:

Creating for a variety of group sizes,
Areas for rest,
Gathering
Sharing/Learning
Mentoring

Ecological Discoveries:

Areas for natural plantings

Riparian foliage

Natural grasses

Pockets of learning opportunities

River Eddies:

Creating for a variety of group sizes,

Areas for rest,

Gathering

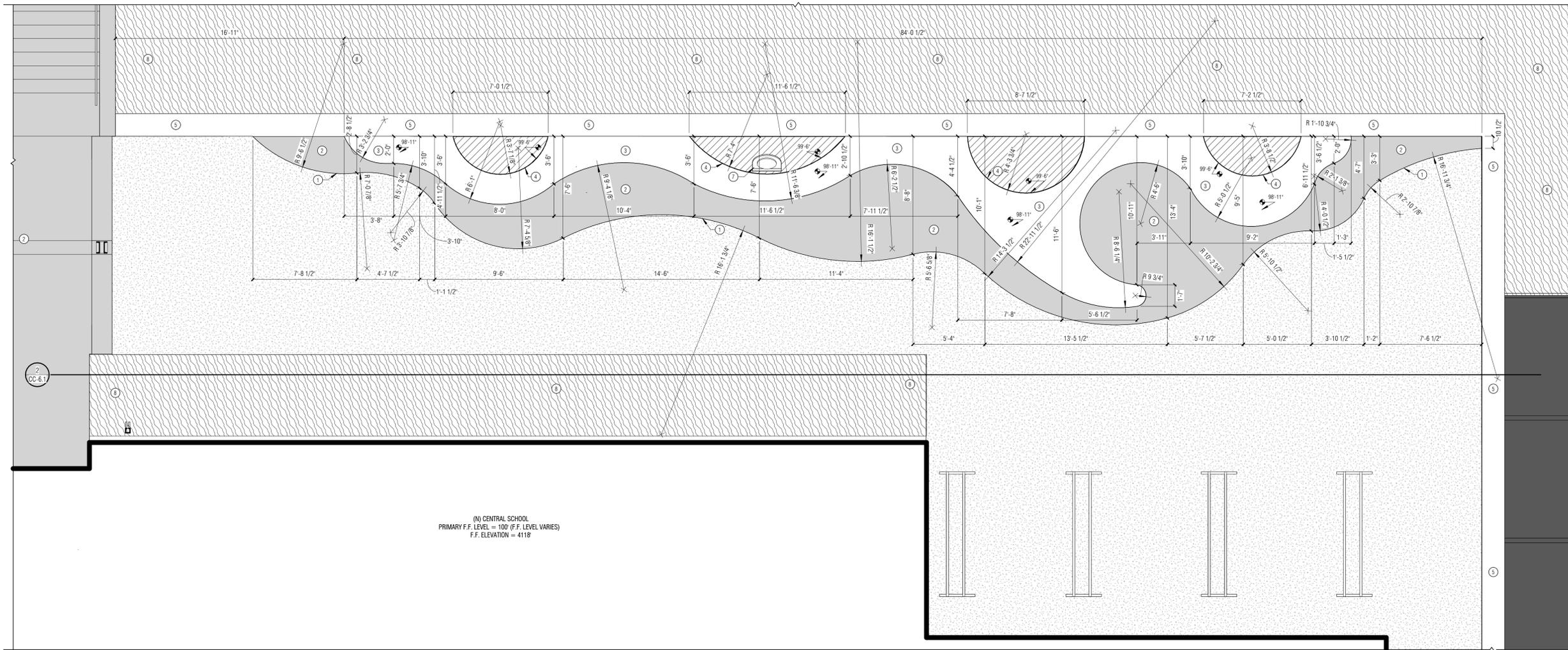
Sharing/Learning

Mentoring



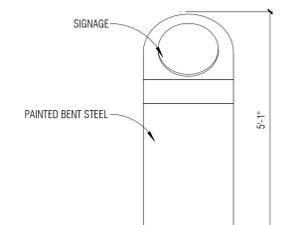






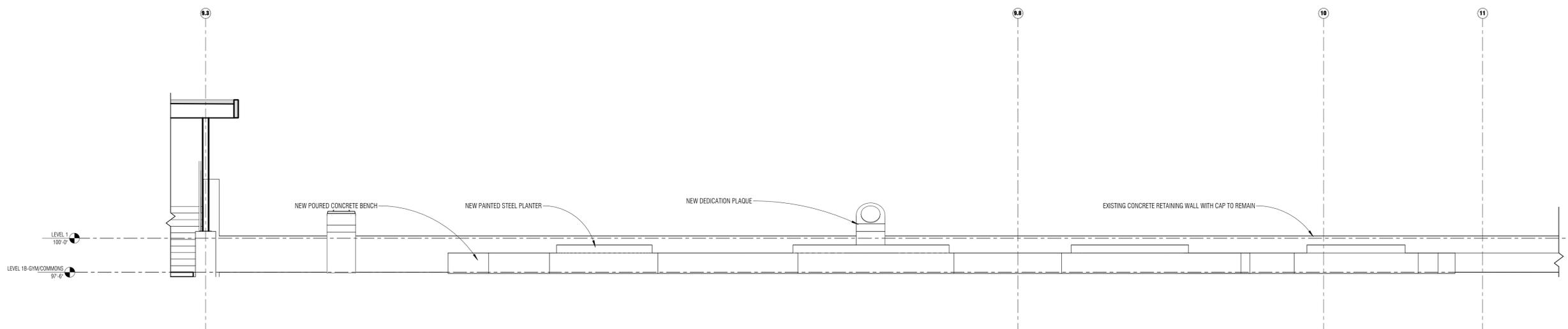
SITE PLAN KEY	
	(E) BUILDING AREA
	(E) ASPHALT PAVING
	(N) PLANTINGS
	(E) CONCRETE SIDEWALK
	(E) CONCRETE SIDEWALK TO BE STAINED
	(E) CRUSHER FINES WITH INTERMITTENT PLANTINGS

KEYNOTES - Klint Memorial Site Plan	
1	EXISTING CONCRETE TO BE SCORED
2	EXISTING CONCRETE TO BE STAINED
3	NEW CONCRETE BENCH
4	NEW PAINTED STEEL PLANTER
5	EXISTING CONCRETE RETAINING WALL WITH CAP TO REMAIN
7	NEW DEDICATION PLAQUE
8	EXISTING LANDSCAPING TO REMAIN



1 ARCHITECTURAL SITE PLAN KLINT MEMORIAL
1/4" = 1'-0"

3 PLAQUE FRONT
1/2" = 1'-0"



4 PLAQUE SIDE
1/2" = 1'-0"

2 BENCH SYSTEM VIEW 1
1/4" = 1'-0"

Policy Background
Board of Trustees Meeting
October 14, 2025

The following policies are being presented for Action:

5055 Leaves of Absence

Revised to clarify language related to sick leave and bereavement leave for employees not covered under a collective bargaining agreement. Also clarified language that unused sick leave donations will be refunded at the end of each school year.

5085 Substitutes and Student Teachers/Interns

Revised to clarify how classified staff will be compensated when called upon to serve as a substitute.

5051 Insurance Benefits for Employees

Corrected the policy to reflect that employees may only obtain insurance coverage outside the enrollment period due to a qualifying event (i.e., birth, death, marriage, divorce, loss of coverage), and that medical examinations are not allowed as a condition of enrollment.

The following policies are being presented for Information:

2005 School Year, Calendar and Day

Policy updated to align with House Bill 591. The purpose is to educate student about the sacrifices made for freedom in the founding of the United States and the values on which the United States was founded.

2016 Human Sexuality and Identity Instruction

Policy updated to align with the revised definition of human sexuality and identity instruction as defined in House Bill 471. Further clarifies the parent or guardian's right of consent for human sexuality instruction (opt out) and identity instruction (opt in) and the notice provisions.

2100 Recognition of Native American Cultural Heritage

Additional emphasis that schools in close proximity with Montana Tribes will work in consultation when providing instruction and implementing education goals for the inclusion of cultural heritage of Native Americans.

2140 Suicide Awareness and Prevention Training

Updates the training timeline requirement of employees and clarifies how training may be delivered in accordance with Senate Bill 369.

4332 Display of Flags and Banners on District Property

New policy to align with House Bill 819 regarding the specific flags and banners that can be displayed on district or school property. This does not apply to personal clothing, jewelry or accessories worn by school employees except where uniform policies or official dress codes apply.

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item VII.C.2

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

Item Title: **Item For Information**
2. Policy 2005: School Year, Calendar and Day

2
3 **STUDENT INSTRUCTION**

4
5 School Year, Calendar, and Day

6
7 Subject to §§ 20-1-301 and 20-1-308, MCA, and the District’s collective bargaining agreement
8 covering the employment of affected employees, the Board sets the number of days in a school
9 term, the length of the school day, and the number of school days in a school week

10
11 When proposing to adopt changes to a previously adopted school term, school week, or school
12 day, the Board shall: (a) if necessary, negotiate the changes with the recognized collective
13 bargaining unit representing the employees affected by the changes; (b) solicit input from the
14 employees affected by the changes but not represented by a collective bargaining agreement; and
15 (c) solicit input from the people who live within the boundaries of the school district.

16
17 Saturday School

18
19 In emergencies, including during reasonable efforts of the trustees to make up aggregate hours of
20 instruction lost during a declaration of emergency by the trustees under Section 20-9-806, MCA,
21 pupil instruction may be conducted on a Saturday when it is approved by the trustees.

22
23 Pupil instruction may be held on a Saturday at the discretion of a school district for the purpose
24 of providing additional pupil instruction beyond the minimum aggregate hours of instruction
25 required in Section 20-1-301, MCA, provided student attendance is voluntary.

26
27 Commemorative Exercises

28
29 All classes shall conduct appropriate exercises ~~during the school day~~ on the following
30 commemorative days; ~~noted in Montana law.~~

31
32 Lincoln’s Birthday (February 12)

33 Washington’s Birthday (February 22)

34 Arbor Day (last Friday in April)

35 Flag Day (June 14)

36 Citizenship Day (September 17)

37 American Indian Heritage Day (fourth Friday in September)

38 Columbus Day (October 12)

39 Pioneer Day (November 1)

40 Freedom Week (last full week of September)

41 Other days designated by the Legislature or Governor as legal holidays

42
43 The Superintendent or designee shall develop appropriate exercises for these
44 commemorative days and shall report on such exercises to the Board.

47 *School Holidays*

48
49 The schools in the District shall be closed on the following holidays: New Year's Day; Memorial
50 Day; Independence Day (2 days); Labor Day; Thanksgiving Day (2 days); Christmas Day;
51 Martin Luther King Day; President’s Day; and State and national election days when the school
52 building is used as a polling place and the conduct of school would interfere with the election
53 process at the polling place. When these holidays fall on Saturday or Sunday, the preceding
54 Friday or the succeeding Monday shall be a school holiday. The Board may establish other
55 holidays.

56
57 *School Fiscal Year*

58
59 At least the minimum number of aggregate hours must be conducted during each school fiscal
60 year. The minimum aggregate hours required by grade are:

- 61 (a) A minimum of 360 aggregate hours for a kindergarten program;
- 62 (b) 720 hours for grades 1 through 3;
- 63 (c) 1,080 hours for grades 4 through 12; and
- 64 (d) 1,050 hours may be sufficient for graduating seniors.

65
66 In addition, seven (7) pupil instruction-related days may be scheduled for the following
67 purposes:

- 68 1. Pre-school staff orientation for the purpose of organization of the school year (2
69 days);
- 70 2. Staff professional development programs (minimum of three (3) days);
- 71 3. Parent/teacher conferences (2 days); or
- 72 4. Records days (not to exceed one (1) day at the end of each semester or quarter).

73
74 *Professional Development*

75
76 The district recognizes that training and development are fundamental to ensure the quality of its
77 services to students. The Superintendent shall provide an organized program of professional
78 development designed to assist staff in acquiring the skills needed to work with all students.

79
80 A District professional development advisory committee will review, develop, recommend, and
81 evaluate the school district’s professional development plan. Each year the Board of Trustees
82 shall be provided a copy of a professional development report for the previous school year.

83
84

85 Legal References:	§ 20-1-301, MCA	School fiscal year
86	§ 20-1-302, MCA	School day and week
87	§ 20-3-303, MCA	Conduct of school on Saturday or Sunday
88		Prohibited – exceptions
89	§ 20-1-305, MCA	School Holidays
90	§ 20-1-306, MCA	Commemorative exercises on certain days
91	§ 20-1-308, MCA	Religious instruction released time program
92	ARM 10.65.101-103	Pupil-Instruction-Related Days

93	ARM 10.55.714	Professional Development
94		
95		
96	Cross References:	
97		
98	Policy History:	
99	Adopted on:	2.28.2012
100	Revised on:	12.11.2017, 5.10.2022
101		

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item VII.C.3

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

Item Title: **Item For Information**
3. Policy 2016: Human Sexuality and Identity Instruction

2
3 STUDENT INSTRUCTION

4
5 Human Sexuality Instruction and Identity Instruction

6
7 The District recognizes the right of a parent or guardian to withdraw a child from instruction or
8 an organized school function regarding human sexuality instruction. Such withdrawals will be
9 classified as an excused absence.

10
11 “Human sexuality instruction means **“instruction that has the goal or purpose of studying,**
12 **exploring, or informing students about any of the following human sexuality topics:**
13 **intimate relationships, sexual anatomy, sexual reproduction, sexually transmitted**
14 **infections, sexual acts, abstinence, contraception, or reproductive rights and**
15 **responsibilities.”** teaching or otherwise providing information about human sexuality, including
16 intimate relationships, human sexual anatomy, sexual reproduction, sexually transmitted
17 infections, sexual acts, sexual orientation, gender identity, abstinence, contraception, or
18 reproductive rights and responsibilities.

19
20 **The District recognizes the right of a parent or guardian to consent in writing to a child**
21 **participating in identity instruction at the beginning of each school year. A child is excused**
22 **from participating in identity instruction unless the child fails to attend the identity**
23 **instruction after the parent or guardian has consented to the child’s attendance in such**
24 **instruction. A parent or guardian may withdraw permission for a child to participate in**
25 **identity instruction at any time by providing written notice to the Superintendent.**

26
27 **“Identity instruction” means “instruction that has the goal or purpose of studying,**
28 **exploring, or informing students about gender identity, gender expression, or sexual**
29 **orientation.”**

30
31 **“Instruction” means the “conduct of organized learning activities, including the provision**
32 **of materials, for students in a public school, whether conducted by a teacher or other**
33 **school staff or guests invited at the request of the school or district and regardless of the**
34 **duration, venue, or method of delivery.”**

35
36 **A teacher’s response to an unexpected student-initiated inquiry related to topics under this**
37 **policy are not considered “human sexuality instruction” or “identity instruction” to the**
38 **extent the response is necessary to resolve the inquiry or to maintain civility and decorum**
39 **in the classroom.**

40
41 **Annual Notice and Availability of Materials**

42
43 **Using the contact information most recently provided by the parent or guardian, the**
44 District shall annually notify **in advance** the parent or guardian of each student scheduled to be
45 enrolled in **a course that includes units or lessons on** human sexuality **instruction or identity**
46 **instruction in advance of the instruction** regarding:

- 47
- 48
- 49
- 50
- 51
- 52
- 53
- 54
- 55
- 56
- 57
- the basic content of the human sexuality instruction **or identity instruction** intended to be taught and **the option to review all curriculum materials related to human sexuality instruction or identity instruction in the course;**
 - the parent or guardian’s right to withdraw the student from ~~such~~ **human sexuality instruction;** **and**
 - **the requirement for parental/guardian written permission to allow a child to attend identity instruction.**

58 **As part of the annual notice, the District will provide an electronic link to materials or**
59 **summaries of materials, consistent with copyright laws, for:**

- 60
- 61
- 62
- 63
- **its health enhancement curriculum, including lesson plans or other materials used for human sexuality instruction or identity instruction; and**
 - **a calendar of events or assemblies at which human sexuality instruction or identity instruction will be provided.**

64 The District will make curriculum materials used in human sexuality instruction **or identity**
65 **instruction** available for public inspection before use. This will occur on an annual basis. **A**
66 **summary of the District’s health enhancement curriculum will be available for public**
67 **review each year.**

68

69 ***48-Hour Notice Prior to Events, Assemblies, or Introduction of Materials***

70

71 Parents and guardians will be notified at least **48 hours 5 school days but not more than 14**
72 **school days** prior to holding an event or assembly or **first** introducing material for instructional
73 use. **Additional notices are not required.**

74

75

76 *———— 48 Hour Notice*

77

78 Parents and guardians will be notified no less than 48 hours prior to holding an event or
79 assembly or introducing material for instructional use.

80

81 This notice will contain:

- 82 1) the basic content of the district's or school's human sexuality instruction; and
- 83 2) the right to withdraw the student from the instruction
- 84

85 *———— Annual Availability of Materials*

86

87 The District will make curriculum materials used in human sexuality instruction available for
88 public inspection before use. This will occur on an annual basis.

89

90 *No Abortion Curriculum*

91

92 In compliance with Montana law, the District will not allow personnel to offer, sponsor, or
93 furnish any course materials or instruction relating to human sexuality or sexually transmitted
94 infections if the person or entity provides abortion services.

95

96

97 Legal References: Senate Bill 99 Parameters for K-12 Human Sexuality Education
98 § 20-5-103, MCA Compulsory attendance and excuses (*Revised by*
99 *Senate Bill 99*)

100 10.55.701, ARM Board of Trustees

101

102 Cross References: Policy 2015 Curriculum Development, Content, and Assessment

103

104

105 Policy History:

106 Adopted on: 11.9.2021

107 Revised on:

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item VII.C.4

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

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Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

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Adjournment

Item Title: **Item For Information**
4. Policy 2100: Recognition of Native American Cultural Heritage

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 10/14/2025

Item VII.C.5

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

Item Title: **Item For Information**
5. Policy 2140: Suicide Awareness and Prevention Training

2
3 STUDENT INSTRUCTION

4
5
6 Suicide Awareness and Prevention Training

7
8 The Board is committed to protecting the health and well-being of all District students. The
9 Board directs the Superintendent or designee to develop a program and associated procedures to
10 prevent, assess the risk of, intervene in, and respond to suicide. The District’s suicide prevention
11 program shall be consistent with federal and state law and guidance provided by the Office of
12 Public Instruction.

13
14 The District will provide a comprehensive suicide education program within the context of
15 approved curriculum. The District will provide training to administrators, support staff and other
16 school staff in preventing, assessing the risk of, intervening in, and responding to students at risk
17 of suicide. The training shall be made available annually, but employees working directly with
18 students are required to participate in a minimum of one (1) ~~two (2)~~ hours of training every three
19 (3) ~~five (5)~~ years. The training shall be provided at no cost to District personnel and shall be
20 consistent with approved material provided by the Office of Public Instruction. **Training may be**
21 **delivered in-person or through videoconference, self-study of designated materials, or self-**
22 **review of online modules approved by the District.**

23
24
25
26 Legal References: MCA § 20-7-1310 Youth suicide awareness and prevention training

27
28
29 Cross References:

30
31
32
33 Policy History:

34 Adopted on: 1.9.2018
35 Reviewed on: 12.3.2024
36 Revised on:

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item VII.C.6

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

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General Public Comment

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Board/Superintendent Comments

Adjournment

Item Title: **Item For Information**
6. Policy 4332: Display of Flags and Banners on District Property

1 **Helena School District**

2

3 **SCHOOL / COMMUNITY RELATIONS**

4332

4

5 Display of Flags and Banners on District Property

6 The District permits only the following flags and banners to be displayed on district or school
7 property:

- 8 • The U.S. flag
- 9 • The official flag of the state of Montana or any county, municipality, special district, or
10 other political subdivision within the State
- 11 • The official flag of a school district, public university, or community college
- 12 • The official flag of any state in the U.S.
- 13 • The official flag of any federally recognized tribal nation
- 14 • The official flag of any federally recognized foreign nation
- 15 • The official flag of any branches and units of the U.S. military
- 16 • Official historical flags of the U.S. and the state of Montana, including but not limited to
17 the Betsy Ross flag, Gadsen flag, or other flags of historical significance
- 18 • The POW/MIA flag
- 19 • Flags or banners representing official school mascots and colors
- 20 • Official law enforcement flags, including but not limited to flags honoring law
21 enforcement officers and fallen officers

22

23 Legal Reference: *House Bill 819*

24

25 Policy History:

26 Adopted on:

27 Reviewed on:

28 Revised on:

29

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item VII.C.7

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

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Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Reports

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Adjournment

Item Title: **Item For Information**
7. In-District Boundary Change Review

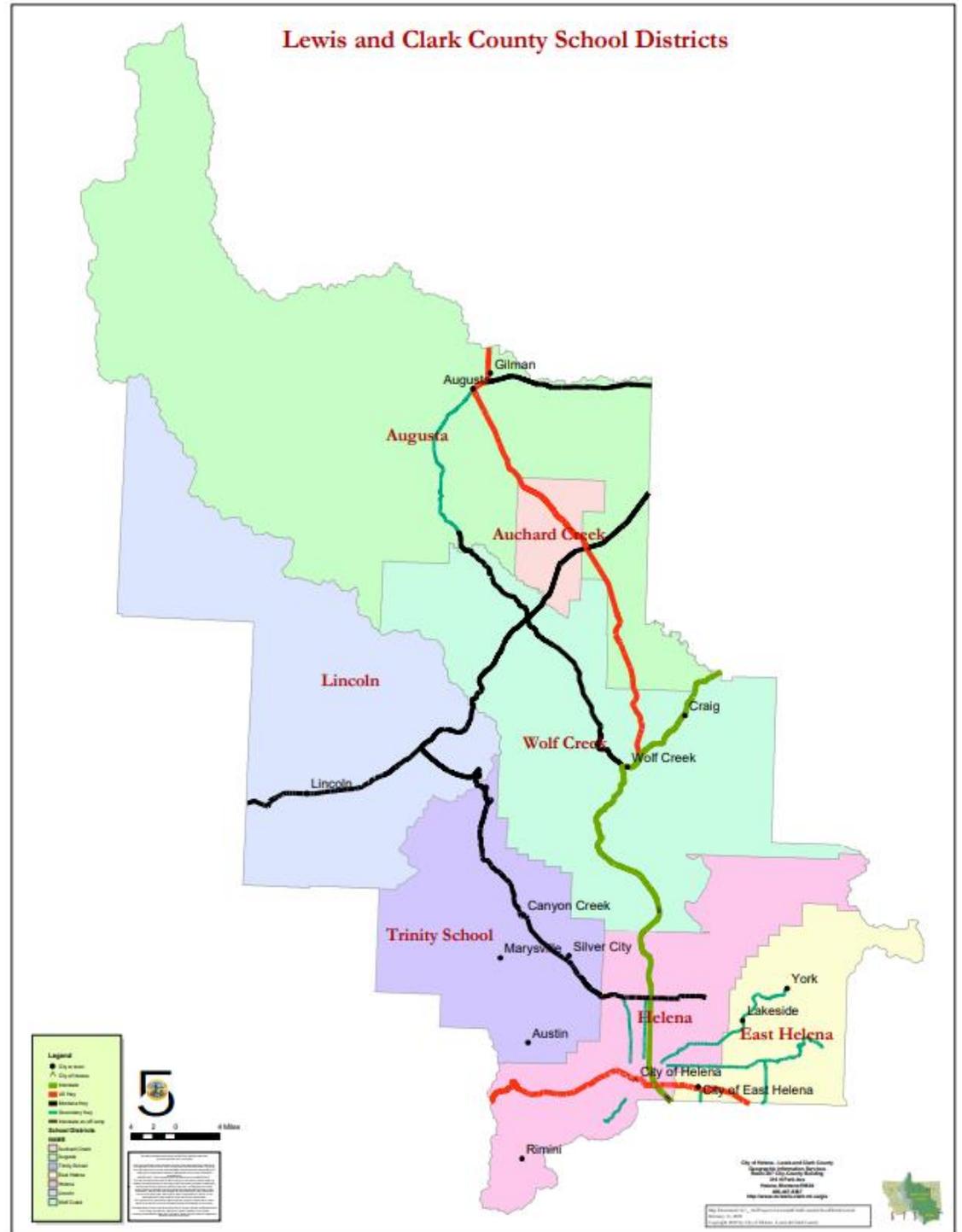
DRAFT

10/14/2025

In-District Boundary Change Presentation

Map of School Districts surrounding Helena

(Helena Public Schools District in pink)



The Why? The How? The What? and The When?

Changing the East/West Boundary Line will balance Middle School and High School enrollments.

The reason to make the shift is to ensure equal student educational opportunities remain an option of each high school and middle school. If we do not change, students on one side of town will have more class opportunities than on the other side of town. Also, if we travel our program staff to different sites, we lose time with them, when they could be working with students. Our budget challenges and human resource constraints require us to maximize the use of our resources to ensure equal educational opportunities exist for all students in our schools.

The East/West Line needs to shift from East to West to balance the High School and Middle School enrollments to maintain equal opportunities in those schools.

Gradual Transition: Begins for the 2026-2027 school year.

Students may choose to stay in the school they are currently in. This is a change in transportation routes.

Sibling Rule: Families with children may follow their sibling in school attendance areas if they choose, parents will need to transport or utilize a courtesy route.

Transportation Changes will occur at the beginning of 2026-2027. Students will be able to use in-district courtesy transportation routes if families choose to stay at their current school. These are regional type stops. Courtesy routes are the concept where an in-district resident student may board an existing route.

The In-District Boundary Exception process has been in place for many years. It will continue.

The projection of school age children population in Lewis and Clark County in the next 20 years is relatively not changing, according to the State Department of Commerce. (not growing, not declining).

Continued regular boundary maintenance is suggested for our district. (Every 10 years or more often)

Trend for Lewis and Clark County: 5 year olds: through Year 2040

Population Projection
Regional Economic Models Incorporated (REMI)

2021
data vintage year



Trend

Age Pyramid

Change Map

Table

Population Projection - Trends

Adjust the figures below by selecting a custom age range, gender and race. Select one or more counties to display in the county figures.

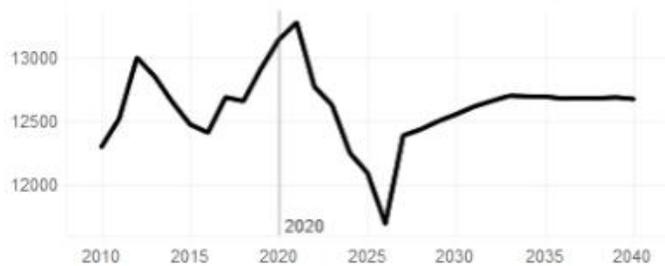
Select State and Counties:
Lewis and Clark

Select Age Range:
5 5

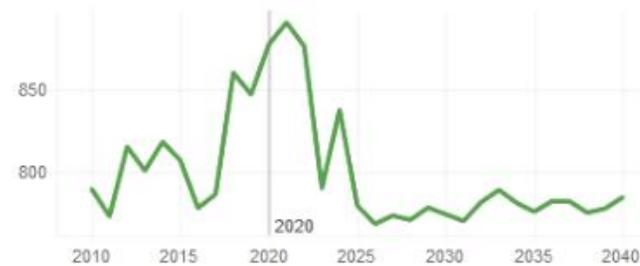
Select Genders:
(All)

Select Races:
(All)

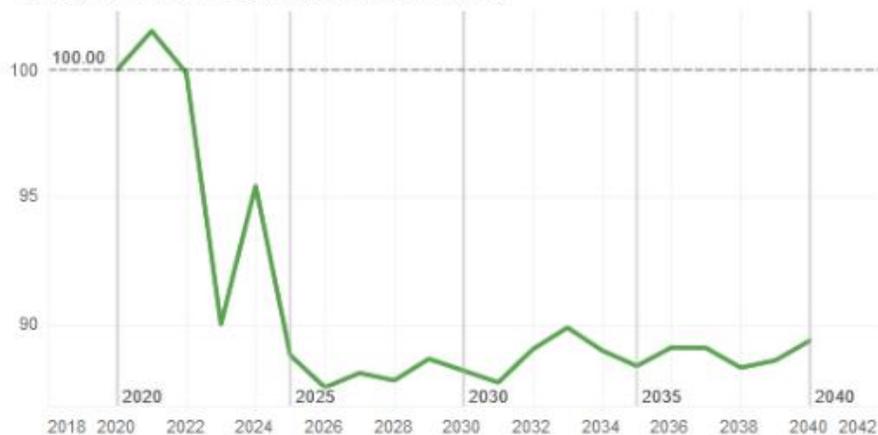
Projected Population Total for State of Montana



Projected Population Total for Selected Counties



Change in Projected Population from 2020 (index)

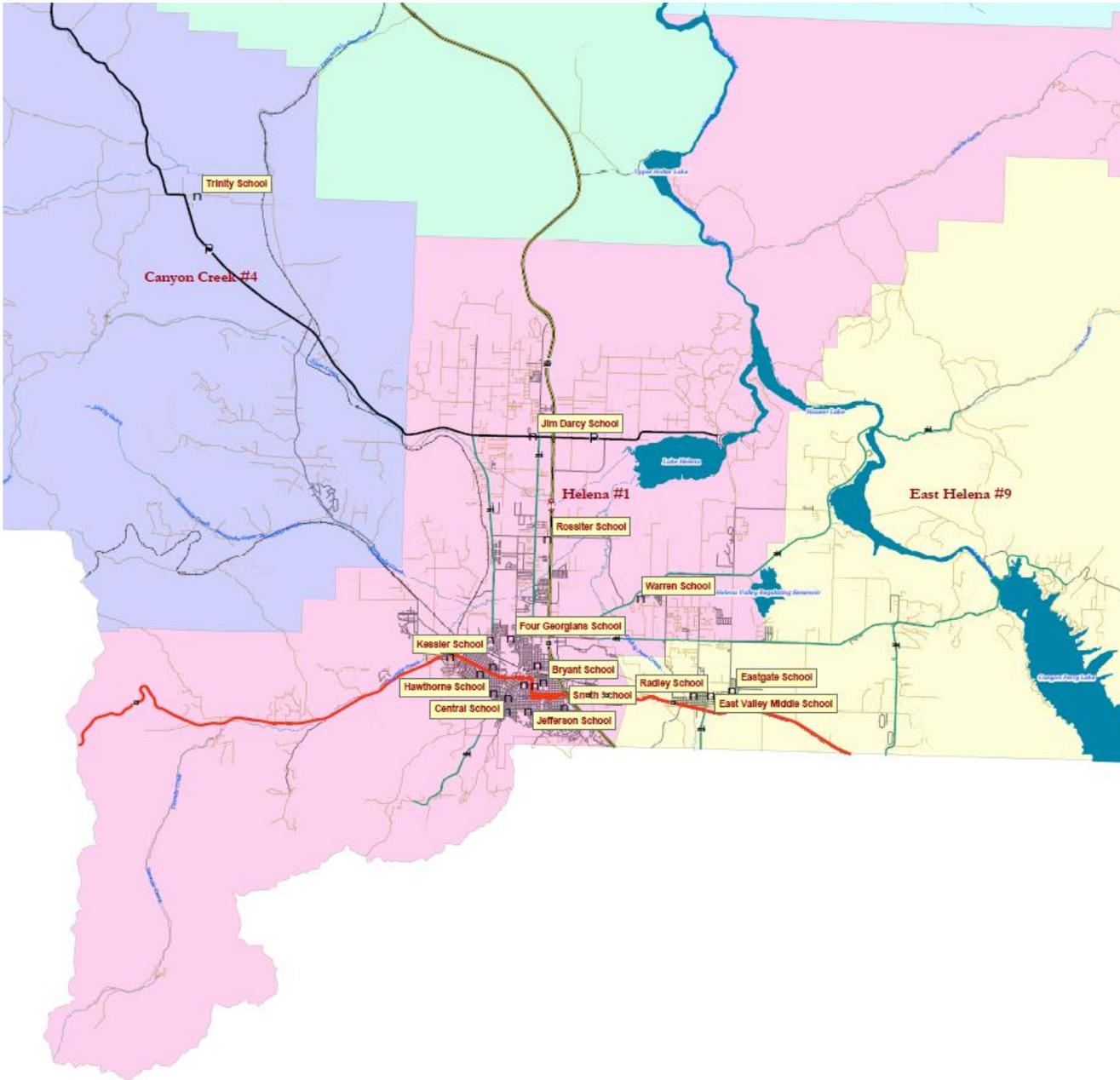


Projected population change is indexed to the data release year of 2020. Indexing the rate of change enables the comparison of data with different magnitudes.

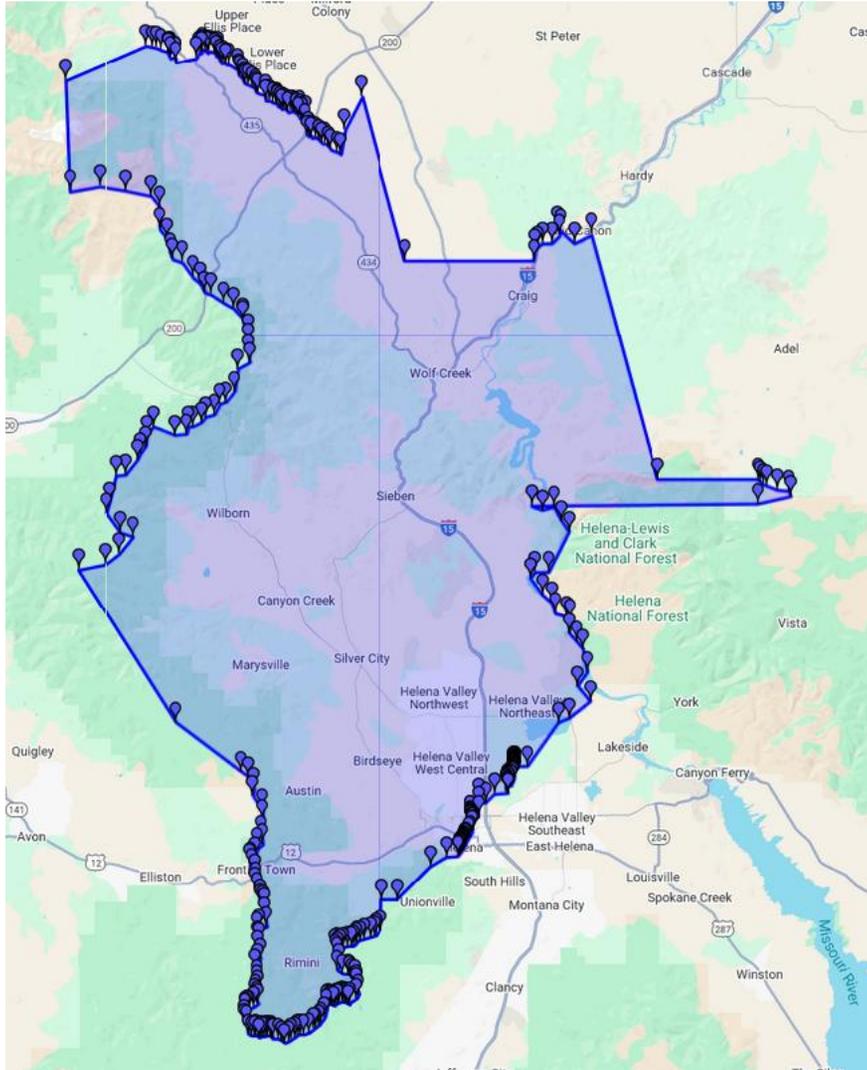
■ Lewis and Clark

Data Source: eRemi Montana State and County Population Projection by Gender, Race and Age from Regional Economic Models Incorporated (REMI) compiled by Montana Department of Commerce.

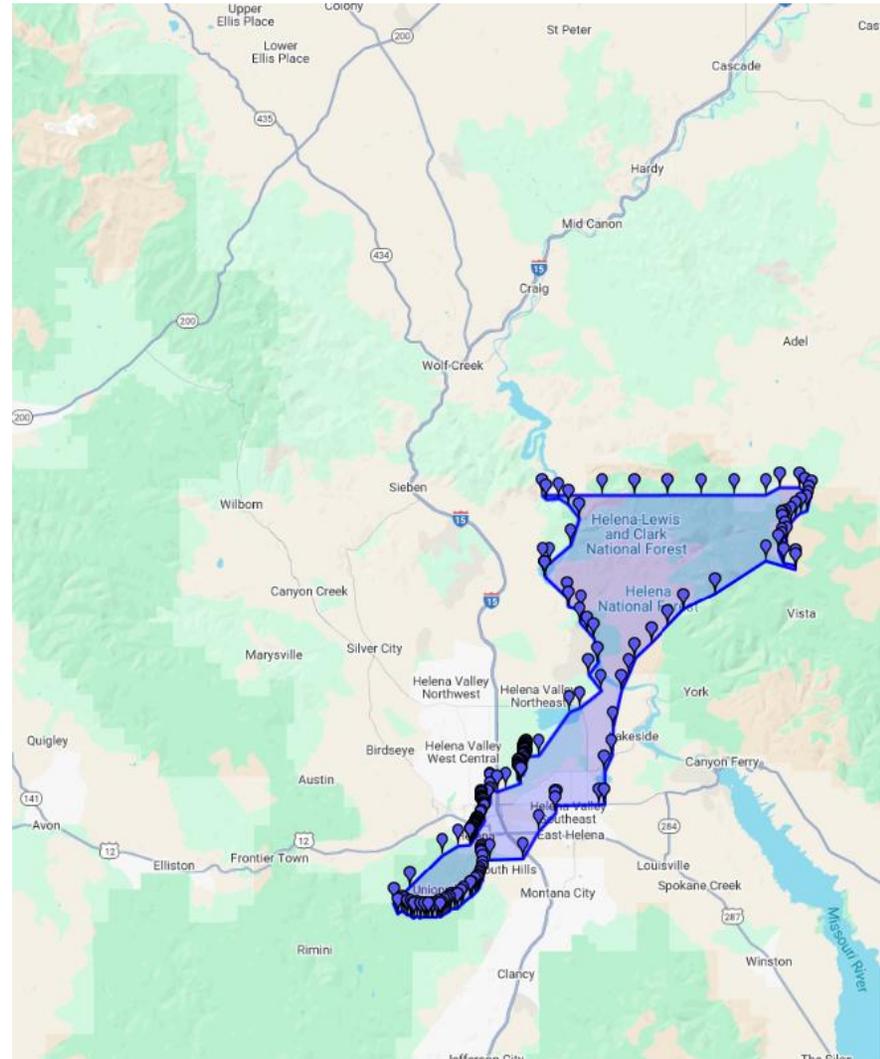
Map of School Districts surrounding Helena
(2024-2025 School Year)



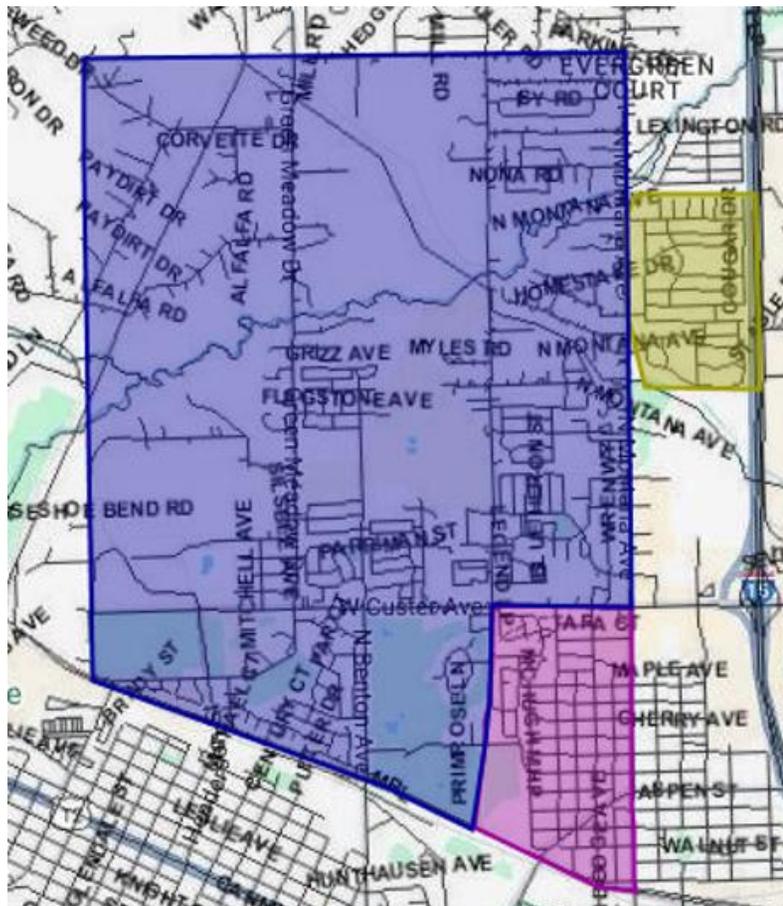
Current CHS Boundary (Larger Image and Region)



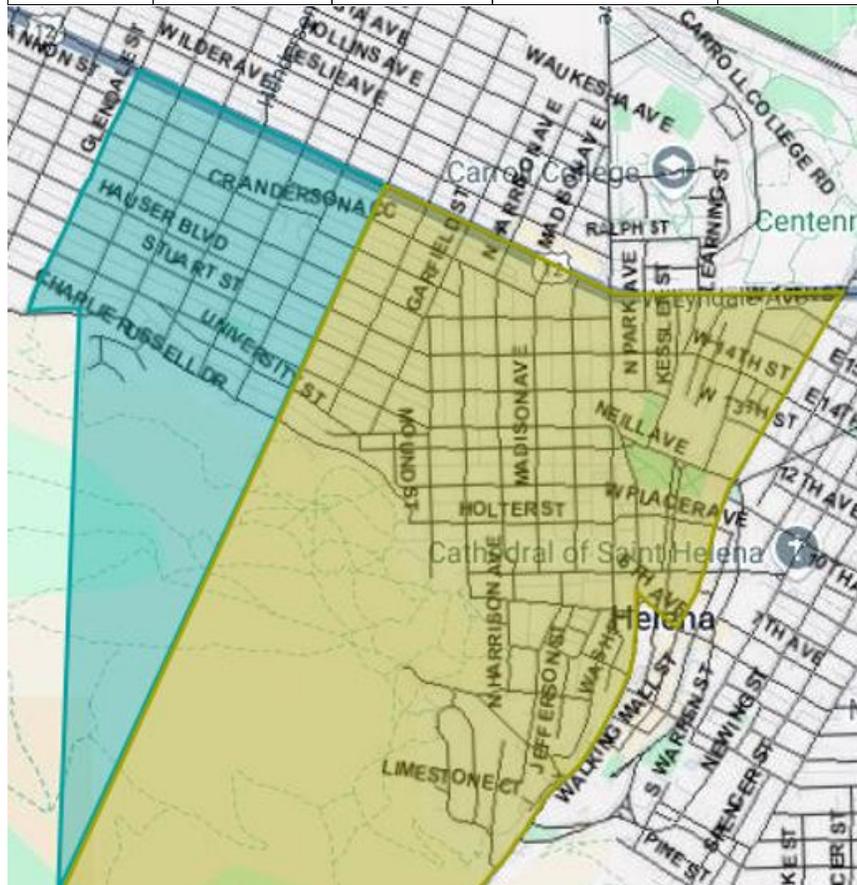
Current HHS Boundary (Smaller Image and Region)



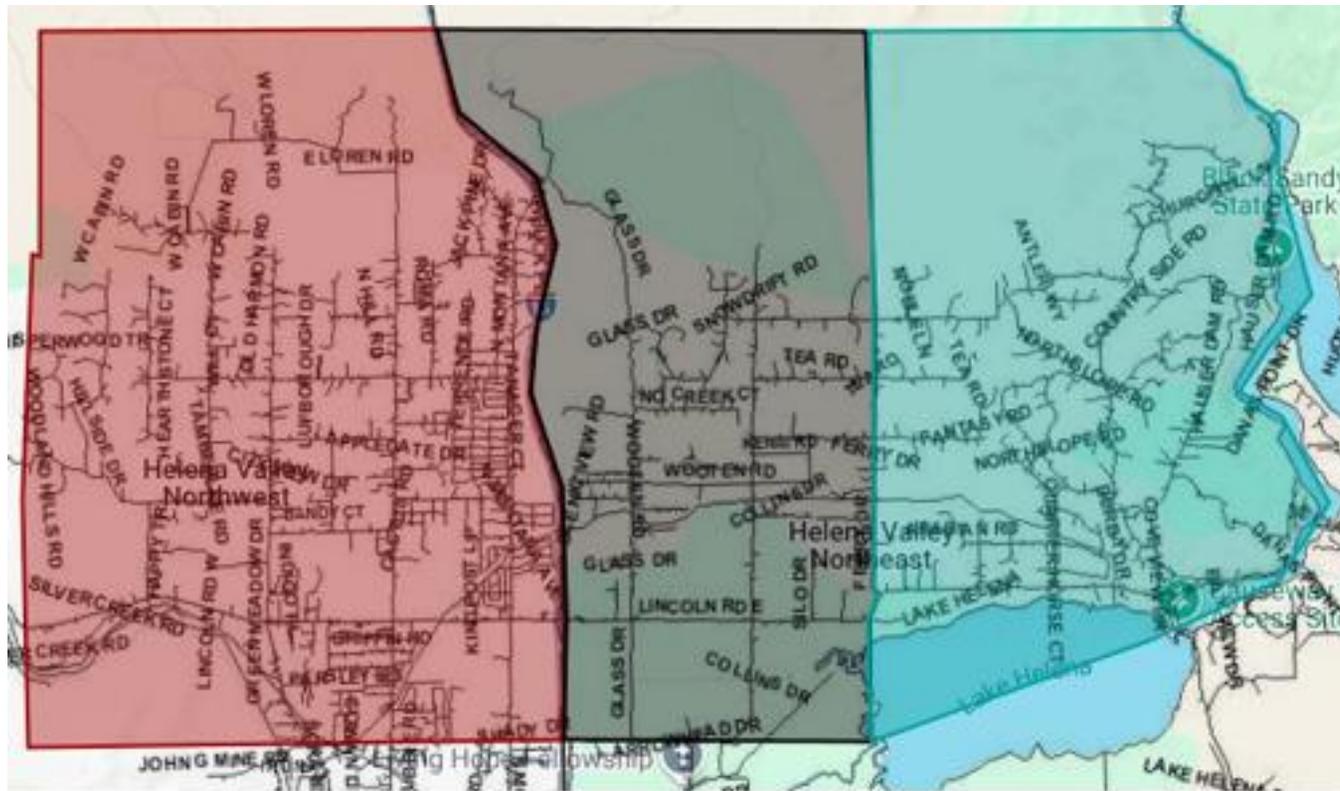
Boundary Adjustment	Area	Current	Change	Change Type	Further Description of Change	Why	How	When
1	Treasure State Addresses	Currently attends Four Georgians, CRA, CHS	Change Elementary School to Rossiter, maintain attendance to CRA, CHS	Change Elementary School, keep same MS and HS	Treasure State Acres Neighborhood changes k-5 student attendance changes from Four Georgians to Rossiter, these students will continue to attend the CRA/CHS pattern	Rossiter enrollment is declining and Four Georgians is growing	70 students live in this area, effectively adds 12 students per grade to Rossiter, Four Georgians overflow less students to other schools	Begins with enrolling Kindergarteners for 2026-2027
2	Tree Street Addresses	Currently attends Four Georgians, then either CRA or HMS, either CHS or HHS	Change to HMS and HHS, maintain Four Georgians	Has been an optional split to MS and HS, Change is to require the Elementary School to split into HMS and CRA with HHS and CHS	After grade 5 at Four Georgians, Tree Street Neighborhood students attend HMS and HHS. The dividing line is McHugh Lane. West to CRA, East to HMS.	Assists in reducing enrollment at CRA and CHS, growing the enrollment at HMS and HHS	30 Middle School students go to HMS and 40 High School students go to HHS.	Begins with Transition to 6th Grade for HMS for 2026-2027



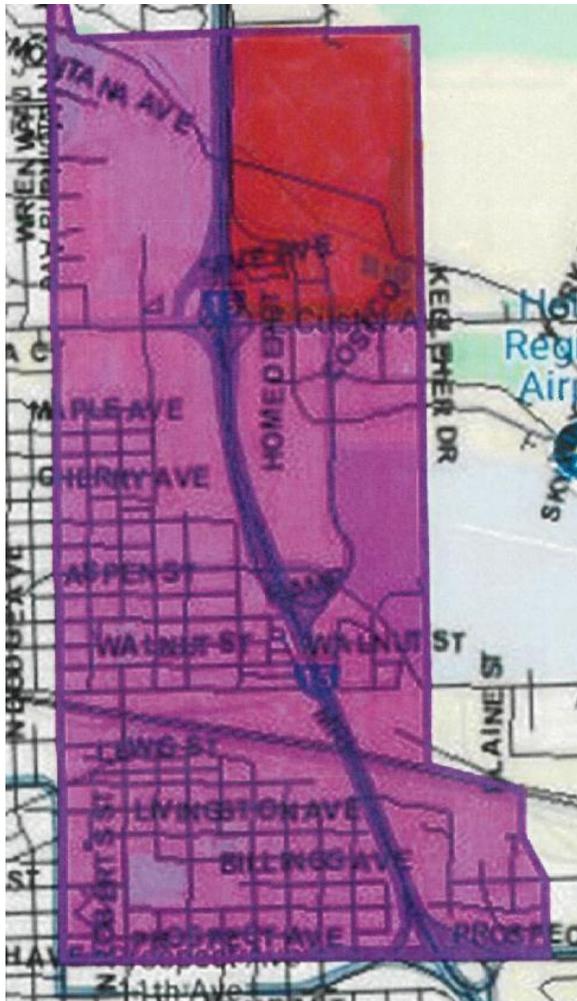
Boundary Adjustment	Area	Current	Change	Change Type	Further Description of Change	Why	How	When
3	North and East Mount Helena Addresses, South of Euclid	Currently attends Kessler, Central, CRA, HMS, CHS, HHS	Using Grant Street as the East/West Line. The East side attends HMS/HHS. The West side attends CRA/CHS.	East side goes to HMS/HHS and West side goes CRA/CHS	The dividing line is Grant Street. West to CRA/CHS, East to HMS/HHS.	Assists in reducing enrollment at CRA and CHS, growing the enrollment at HMS and HHS	Using Grant Street as a line, the West side goes to CRA/CHS and the East side goes to HMS/HHS. 48 students attends HMS. 64 students attend HHS.	Begins with Transition to 6th Grade for HMS for 2026-2027



Boundary Adjustment	Area	Current	Change	Change Type	Further Description of Change	Why	How	When
4	North of Lincoln Road and East of Ferry Drive	Currently attends, Jim Darcy, CRA, CHS	Change to Warren, HMS, HHS	Change Elementary School, Change MS and HS	k-5 students instead of attending Jim Darcy, these students attend Warren, HMS then HHS	Assists in reducing the enrollment at Jim Darcy, CRA and CHS. Increases the enrollment at Warren, HMS, HHS.	Using Ferry Drive North of Lincoln Road as a line. The West side attends Jim Darcy, CRA, CHS. The East side attends Warren (48 students), HMS (12 students), HHS (32 students)	Begins with K enrollment for 2026-2027 for Warren, Begins with Transition to 6th Grade for HMS for 2026-2027



Boundary Adjustment	Area	Current	Change	Change Type	Further Description of Change	Why	How	When
5	North of Custer Ave, East of I-15 (South of Pleasant Valley Subdivision, this is the new housing North of Super 1 Foods)	Currently Bryant attendance Area, then HMS, HHS	Change to Rossiter, maintain HMS, HHS	Change to attend new Elementary, keep the original MS and HS which means its now a split	Change K-5 to attend Rossiter instead of Bryant, this was formerly a Bryant/HMS/HHS attendance area. These students attend Rossiter, then attend HMS/HHS. After grade 5, these students spilt from Rossiter and attend HMS/HHS.	Makes sense with location of this subdivision	3 students currently live in this neighborhood.	Begins with K enrollment for 2026-2027



Fall Enrollment Site Totals 10/6/2025	Adjustments occurring over time with these Boundary Adjustments	Estimated New Totals with these Boundary Adjustments over time
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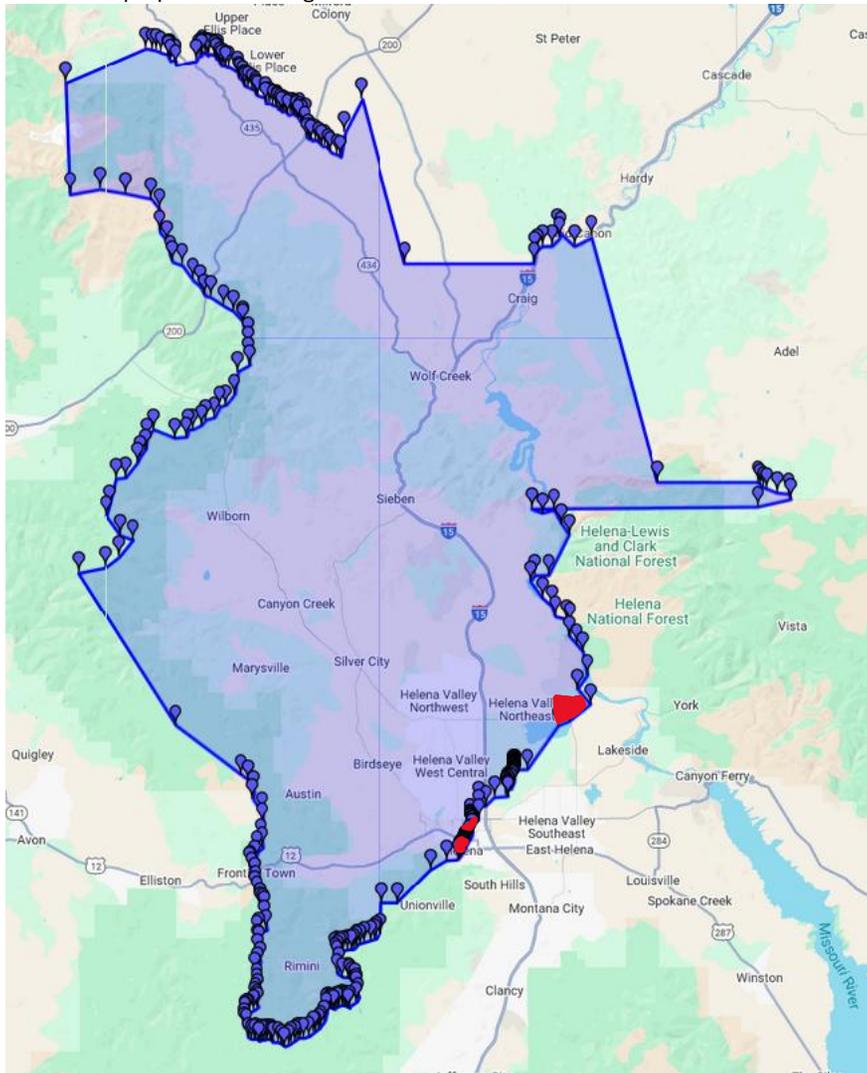
Broadwater	248	0	248
Bryant	253	-3	250
Central	406	0	406
Four Georgians	477	-70	407
Jefferson	252	0	252
Jim Darcy	458	-48	410
Kessler	282	0	282
Rossiter	358	73	431
Smith	299	0	299
Warren	262	48	310

C.R. Anderson	927	-90	837
Helena Middle	723	90	813

Capital	1369	-136	1233
Helena High	982	136	1118

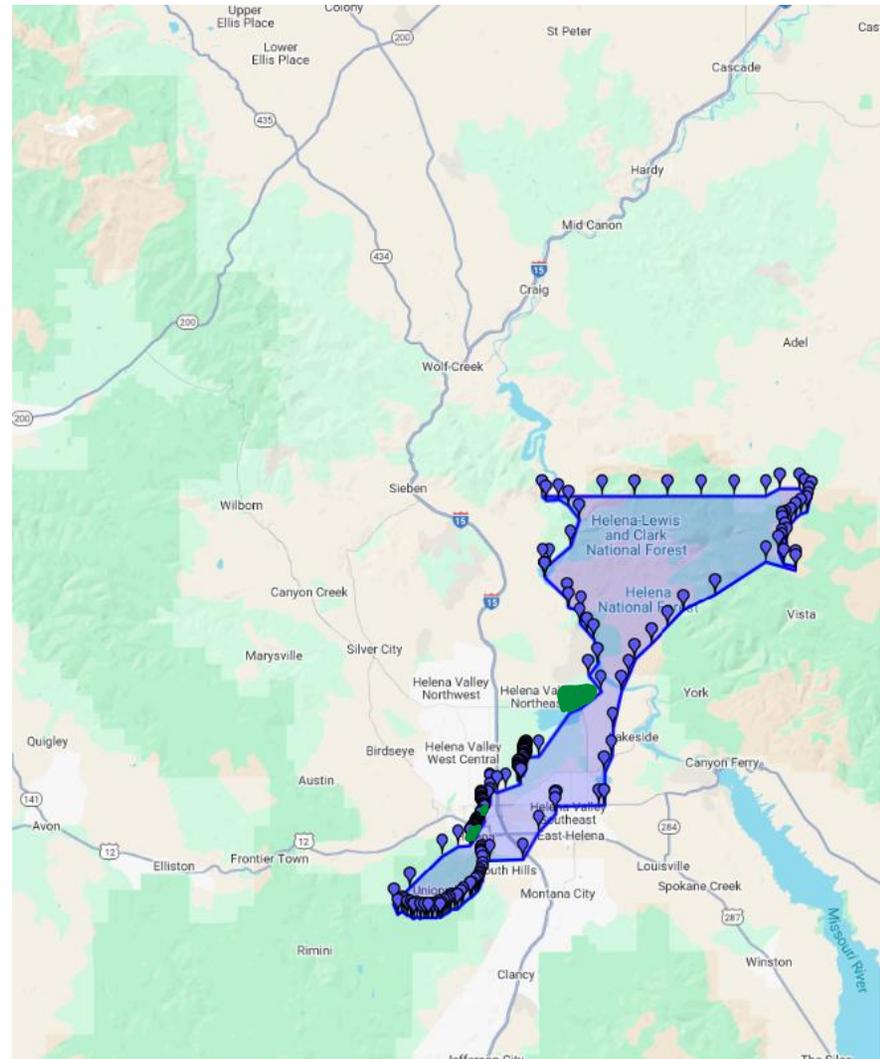
Proposed change to CHS (CRA) Boundary

Red area is proposed to change from West to East



Proposed Change to HHS (HMS) Boundary

Green area is proposed to change from West to East



The Why? The How? The What? and The When?

Changing the East/West Boundary Line will balance Middle School and High School enrollments.

The reason to make the shift is to ensure equal student educational opportunities remain an option of each high school and middle school. If we do not change, students on one side of town will have more class opportunities than on the other side of town. Also, if we travel our program staff to different sites, we lose time with them, when they could be working with students. Our budget challenges and human resource constraints require us to maximize the use of our resources to ensure equal educational opportunities exist for all students in our schools.

The East/West Line needs to shift from East to West to balance the High School and Middle School enrollments to maintain equal opportunities in those schools.

Gradual Transition: Begins for the 2026-2027 school year.

Students may choose to stay in the school they are currently in. This is a change in transportation routes.

Sibling Rule: Families with children may follow their sibling in school attendance areas if they choose, parents will need to transport or utilize a courtesy route.

Transportation Changes will occur at the beginning of 2026-2027. Students will be able to use in-district courtesy transportation routes if families choose to stay at their current school. These are regional type stops. Courtesy routes are the concept where an in-district resident student may board an existing route.

The In-District Boundary Exception process has been in place for many years. It will continue.

The projection of school age children population in Lewis and Clark County in the next 20 years is relatively not changing, according to the State Department of Commerce. (not growing, not declining).

Continued regular boundary maintenance is suggested for our district. (Every 10 years or more often)

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item VII.D.1 - D.10.

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Presentation

Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

Items For Information

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

Item Title:

Reports

1. Student Representatives Report
2. Helena Education Association Report
3. Facilities & Technology Committee Report
4. Budget & Finance Committee Report
5. Teaching & Learning Committee Report
6. Policy Committee Report
7. Health Benefits Committee Report
8. Wellness Committee Report
9. Montana School Boards Association Report
10. Parent Council Visit Report

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item VIII.

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

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Superintendent's Report

General Public Comment

Consent Action Items

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Board/Superintendent Comments

Adjournment

Item Title: Upcoming Meetings

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item IX.

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

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Superintendent's Report

General Public Comment

Consent Action Items

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Item Title: Board/Superintendent Comments

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Item X.

Meeting Date: 10/14/2025

Call To Order/Pledge of Allegiance

Review of Agenda

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Superintendent's Report

General Public Comment

Consent Action Items

Items For Action

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Board/Superintendent Comments

Adjournment

Item Title: Adjournment