



Superintendent
Rex Weltz
406-324-2000

Business Manager
Janelle Mickelson
406-324-2007

**BOARD OF TRUSTEES
POLICY COMMITTEE MEETING
Lincoln Center
1325 Poplar Street.**

October 7, 2025 Noon – 1:00 p.m.

I. INTRODUCTIONS

II. REVIEW OF AGENDA

III. 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.

IV. REVIEW MAY 5, 2025, BOARD POLICY MEETING MINUTES

V. POLICIES FOR FIFTH READING

- A. 5055 Leaves of Absence
- B. 5085 Substitutes and Student Teachers / Interns

VI. POLICIES FOR SECOND READING

- A. 5051 Insurance Benefits for Employees

VII. PRESENTATION OF POLICIES FOR FIRST READING

- A. 1020 School Board Elections
- B. 2005 School Year, Calendar and Day
- C. 2016 Human Sexuality and Identity Instruction
- D. 2100 Recognition of Native American Cultural Heritage
- E. 2140 Suicide Awareness and Prevention Training
- F. 3097 Video Surveillance
- G. 4332 Display of Flags and Banners on District Property

VIII. SUPERINTENDENT OR BOARD COMMENTS

IX. ADJOURNMENT

Next Meeting -
November 4, 2025 at noon
Lincoln Center Board Room



The Helena Public Schools educate, engage, and empower each student to maximize his or her individual potential with the knowledge, skills and character essential to being a responsible citizen and life-long learner.

Board of Trustees Policy Committee Meeting

Tuesday, May 5th, 2025

12:00 p.m.

Lincoln Center

1325 Poplar St., Helena, MT 59601

And via

TEAMS

MINUTES

Attendees

Committee:

Jennifer Walsh, Committee Chair
Linda Cleatus, Trustee
Jeff Hindoien, Trustee

Others:

Josh McKay, Assistant Superintendent
Barb Ridgway, Chief of Staff
Todd Verrill, Facilities Director
Jane Shawn, HEA President
Rex Wertz, Superintendent
Lona Carter, Student Health Services &
Special Education Director
Candice Delvaux, Board Reporter
Keri Mizell, Human Resources Director
Janelle Mickelson, Business Director
Kaitlyn Hess, Data & Federal Programs
Director
Justine Alberts, Curriculum Director
Tim McMahon, Activities Director
Bea Kaleva, District Legal Counsel

I. CALL TO ORDER

The meeting was called to order at 12:01 p.m. by Policy Committee Chair, Trustee Jennifer Walsh. Following the call-to-order, members of the Policy Committee and other attendees introduced themselves.

II. REVIEW OF AGENDA

No changes were requested to the agenda.

III. GENERAL PUBLIC COMMENT

There was no general public comment.

IV. REVIEW OF THE 3.4.2025 POLICY COMMITTEE MINUTES

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

V. POLICIES FOR FOURTH READING

A. Policy 5055: Leaves of Absence

The Policy Committee reviewed and discussed *Policy 5055: Leaves of Absence*. The policy was revised to clarify language related to sick leave and bereavement leaves that aren't covered by a collective bargaining agreement. Also, noted was a change from nonrefundable sick leave donations to refundable sick leave donations for any unused donation. The Policy Committee determined that *Policy 5055: Leaves of Absence* would go before the full Board of Trustees for information.

B. Policy 5085: Substitutes and Student Teachers/Interns

The Policy Committee reviewed and discussed *Policy 5085: Substitutes and Student Teachers/Interns*. This policy has been revised to clarify how classified staff will be compensated when called upon to substitute for a teacher. Ms. Ridgway noted that the language in lines 16 through 19 was previously presented as a single paragraph and has now been separated into two sentences for improved clarity. The Policy Committee determined that *Policy 5085: Substitutes and Student Teachers/Interns* would go before the full Board of Trustees for information.

VI. POLICIES FOR SECOND READING

A. Policy 2165: Early Literacy Targeted Intervention

The Policy Committee reviewed and discussed *Policy 2165: Early Literacy Targeted Intervention*. After a robust conversation, the Policy Committee determined that the

language on lines 32 through 34 would be revised for clarity. The policy will be brought back to the Committee for further review at a future meeting.

B. Policy 5051: Insurance Benefits for Employees

The Policy Committee reviewed and discussed *Policy 5051: Insurance Benefits for Employees*. Changes to the policy include the requirement that employees may only obtain insurance coverage outside the enrollment period due to a qualifying event, and that medical examinations are no longer permitted for enrollment. The Policy Committee determined that *Policy 5051: Insurance Benefits for Employees* would go before the full Board of Trustees for information.

VII. PRESENTATION OF POLICIES FOR PERIODIC REVIEW

A. Policy 5005: Sexual Harassment

The Policy Committee reviewed and discussed *Policy 5005: Sexual Harassment*. No changes were recommended, and the Policy Committee noted *Policy 5005: Sexual Harassment* as reviewed.

B. Policy 5025: Employment and Assignment

The Policy Committee reviewed and discussed *Policy 5025: Employment and Assignment*. No changes were recommended, and the Policy Committee noted *Policy 5025: Employment and Assignment* as reviewed.

C. Policy 6020: District Organization –Building Administrators and District Administrative Personnel

The Policy Committee reviewed and discussed *Policy 6020: District Organization –Building Administrators and District Administrative Personnel*. No changes were recommended, and the Policy Committee noted *Policy 6020: District Organization –Building Administrators and District Administrative Personnel* as reviewed.

D. Policy 7090: Use of Automated External Defibrillation

The Policy Committee reviewed and discussed *Policy 7090: Use of Automated External Defibrillation*. No changes were recommended, and the Policy Committee noted *Policy 7090: Use of Automated External Defibrillation* as reviewed.

VIII. SUPERINTENDENT OR BOARD COMMENTS

The group closed the meeting by briefly discussing legislative bills impacting district policies and the state of softball and baseball across the state.

IX. ADJOURNMENT

Trustee Jennifer Walsh adjourned the meeting at 12:35 p.m.

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3 PERSONNEL

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5 Leaves of Absence

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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 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 nonrefundable 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 to
33 use sick leave as bereavement leave, ~~Other~~ employees shall be allowed up to five (5) days of
34 ~~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
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*

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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
74	§ 2-18-611, MCA	Annual vacation leave
75	§ 2-18-617, MCA	Accumulation of leave -- cash for unused -- transfer
76	§ 2-18-618, MCA	Sick Leave
77	§ 2-18-619, MCA	Jury duty – service as witness
78	§ 2-18-620, MCA	Mandatory leave for employees holding public
79		office – return requirements

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.

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

Rule 2.21.222 - CALCULATING ANNUAL VACATION LEAVE CREDITS (REPEALED)

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83 Cross References:

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85 Policy History:
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
10.7.2025 Policy Committee – 5th Review

5.5.2025 Policy Committee – 4th Reading
5.13.2025 Full Board – 1st Reading

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:

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39 Policy History:

40 Adopted on: 8.13.2013

41 Revised on:

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

5.5.2025 Policy Committee – 4th Review
5.13.2025 Full Board – 1st Reading

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.

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

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25 Cross References:

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27 Policy History:

28 Adopted on: 6.14.2016
29 Revised on: 3.14.2023

2 SCHOOL DISTRICT ORGANIZATION

3 School Board Elections

4 School board elections are non-partisan elections governed by the general election laws of the
5 State of Montana and include election of board members, various public policy propositions, and
6 advisory questions.

7 Board elections shall be held on the first Tuesday after the first Monday in May of each year. In
8 years when the legislature meets in regular session or in a special session that affects school
9 funding, the trustees may order the election on a date other than the regular school election day
10 in order for the electors to consider a proposition requesting additional funding under § 20-9-
11 353, MCA.

12 Any person who is a qualified voter of the District is legally qualified to become a trustee. Some
13 persons may be ineligible for board membership by reason of other public offices held or certain
14 types of State or federal employment. A Declaration of intent to be a candidate shall be
15 submitted to the Election Administrator at least forty (40) days before the regular school election
16 day. If there are different terms to be filled, the term. the position for which each candidate is
17 filing must also be indicated.

18 Any person seeking to become a write-in candidate must file a declaration of intent on the 26th
19 day before the election. If the number of candidates filing for vacant positions or filing a
20 declaration of intent to be a write-in candidate is equal to or less than the number of positions to
21 be elected, the Trustees may give notice that a Trustee election will not be held. Notice of the
22 cancellation must be given no later than 30 days before the election date. If the election is not
23 held, the trustees shall declare the candidates elected by acclamation and issue of “certificate of
24 election” to each candidate.

25 A candidate intending to withdraw from the election shall send a statement of withdrawal to the
26 clerk of the district containing all information necessary to identify the candidate and the office
27 for which the candidate filed. The statement of withdrawal must be acknowledged by the clerk
28 of the district. A candidate may not withdraw after 5:00p.m. the day before the election ballot
29 certification deadline in 20-20-401. MCA.

30 Except in the event of an unforeseen emergency occurring on the date scheduled for the election,
31 a proposition requesting additional funding pursuant to § 20-9-353, MCA, may be submitted to
32 the electors only once each calendar year – on the regular school election day.

33
34 The District will comply with Montana law in providing access to voting places and
35 accessibility for individuals with disabilities.

36 Legal References:

- 37
- 38 § 13-1-101 Definitions
- 39 § 13-10-211, MCA Declaration of Intent for write-in candidates
- 40 § 15-10-425, MCA Mill levy election (*Revised by House Bill 543*)
- 41 § 20-3-304, MCA Annual election

42 § 20-3-305, MCA Candidate qualification and nomination
43 § 20-3-313, MCA Election by acclamation – notice
44 § 20-3-322, MCA Meetings and quorum
45 § 20-3-324(4), MCA Powers and duties
46 § 20-3-344, MCA Nomination of candidates by petition in first-class elementary district
47 § 20-9-353, MCA Additional financing for general fund-election for authorization to impose
48 § 20-9-426, MCA Preparation and form of ballots for bond election (*Revised by House*
49 *Bill 543*)
50 § 20-20-105, MCA Regular school election and special school elections
51 § 20-20-204, MCA Election Notice
52 § 20-20-301, MCA Qualifications of elector
53 ~~§ 13-1-101, MCA Definitions (*Revised by Senate Bill 15*)~~

54
55 Cross References:

56
57 Policy History:

58 Adopted on: 2.8.2011
59 Revised on: 7.12.2016, 3.8.2022, 10.10.2023

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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		

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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 [SELECT ONE: school**
22 **year/semester]. A child is excused from participating in identity instruction unless the**
23 **child fails to attend the identity instruction after the parent or guardian has consented to**
24 **the child’s attendance in such instruction. A parent or guardian may withdraw permission**
25 **for a child to participate in identity instruction at any time by providing written notice to**
26 **the Superintendent.**

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

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

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

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

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

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⑩ 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;

⑩ the parent or guardian’s right to withdraw the student from ~~such~~ human sexuality instruction; and

⑩ the requirement for parental/guardian written permission to allow a child to attend identity instruction.

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

⑩ its health enhancement curriculum, including lesson plans or other materials used for human sexuality instruction or identity instruction; and

⑩ a calendar of events or assemblies at which human sexuality instruction or identity instruction will be provided.

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

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

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

~~48 Hour Notice~~

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

This notice will contain:

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

~~Annual Availability of Materials~~

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

~~No Abortion Curriculum~~

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

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98 Legal References: Senate Bill 99 Parameters for K-12 Human Sexuality Education
99 § 20-5-103, MCA Compulsory attendance and excuses (*Revised by*
100 *Senate Bill 99*)
101 10.55.701, ARM Board of Trustees
102

103 Cross References: Policy 2015 Curriculum Development, Content, and Assessment
104

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106 Policy History:

107 Adopted on: 11.9.2021

108 Revised on:

2
3 STUDENT INSTRUCTION

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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.**

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

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29 Cross References:

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33 Policy History:

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

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4 STUDENTS

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6 **Use of Video Monitoring Cameras Policy**

7
8 The Board recognizes the need to provide a safe learning environment for students and
9 staff. Therefore, the Board authorizes the use of video cameras on District property to assist in
10 ensuring the health, welfare, and safety of all staff, students, and visitors to District property and
11 to safeguard District buildings, grounds, and equipment.

12
13 Video cameras will also be used to assist in ensuring that behavior on school property is
14 consistent with the established safety and conduct rules, policies and procedures. If unacceptable
15 behavior is observed and/or reported, timely and appropriate corrective action will occur.

16
17 The Superintendent or designee is responsible for the implementation of safety and security
18 measures at each building and the proper use of video monitoring systems. Cameras will be
19 utilized to monitor activity in common areas such as hallways and parking lots. Only employees
20 authorized by the Superintendent may use and/or monitor the video surveillance system.

21
22 No staff member may use video surveillance in a classroom without permission of the parent.

23
24 To protect the privacy rights of staff, students, and visitors all state and federal statutes will be
25 followed.

26
27 **The District may video record events open to the public, including but not limited to public**
28 **performances, athletic competitions, or any rehearsals or practices open to the public,**
29 **without parental permission.**

30
31 Signs shall be posted at various locations to inform students, staff and the public
32 that video monitoring cameras are in use. The video monitoring of school buildings and grounds
33 will not include audio recordings unless specific notice is given as required by law.

34
35
36 Cross References:

37
38 Legal Reference: §45-8-213, MCA Privacy in Communications
39 § 40-6-701, MCA Interference with fundamental rights of
40 parents restricted (*revised by House Bill*
41 676)

42
43
44
45 Policy History:

46 Adopted on: 9.11.2012
47 Revised on: 10.10.2023

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