



## Board of Trustees Meeting

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

Tuesday, March 10, 2026 - 5:30 p.m.

Board of Trustees Conference Room and via

TEAMS

[Join the meeting now](#)

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### AGENDA

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

#### II. REVIEW OF AGENDA

#### III. RECOGNITIONS

##### A. Special Olympics Coach of the Year Award & Special Olympics State Bowling Tournament Awards

The Board of Trustees extends its sincere congratulations to C.R. Anderson Middle School Paraeducator Chris Findley, who has been honored as the Special Olympics Coach of the Year. This distinguished recognition reflects her outstanding leadership, dedication, and commitment to empowering student-athletes through inclusive athletics and meaningful opportunities for success.

The Board is also honored to recognize the following students who earned Gold Medals at the Special Olympics State Bowling Tournament: Gavynn Hilke, Parker Selch, Brynlee Caprara, Chance Raynor, Harlei Knuth, Brecken Caprara, Cael Thuotte, David Peterson, and Zoe Guinyard.

Congratulations as well to the following medal recipients: Logan Grant – Silver Medal; Ivanna Maw – Bronze Medal; and Brielle Thuotte – Silver Medal.

The Board extends its appreciation to our dedicated coaches — Chris Findley, Shiloh Corcoran, and Rebecca Cleveland — for their continued leadership and unwavering support of our student-athletes.

**B. Capital High School 2026 DECA State Career Development Conference Recognition**

The Board of Trustees extends its sincere congratulations to Capital High School for outstanding achievements at the 2026 DECA State Career Development Conference.

Byron Lloyd was named Montana DECA Member of the Year. The Member of the Year Award recognizes an exceptional chapter member for distinguished leadership, dedication, performance, and commitment to Montana DECA. Recipients are selected by the State Director and the Montana DECA Executive Council and are honored at the State Career Development Conference.

Capital High School once again earned Gold Certification for its School-Based Enterprise, Bear Necessities, demonstrating excellence in business operations and student leadership.

Capital High School also received DECA Thrive Level Recognition, a prestigious national distinction awarded to chapters that demonstrate exceptional achievement in membership and chapter campaigns. Thrive Level chapters exemplify strong community service, school outreach, and innovation, meeting rigorous national campaign requirements.

The Board further extends its appreciation to Advisor Jessica Freeman for her leadership, dedication, and continued support of Capital High School DECA students.

**C. Helena High School 2026 DECA State Career Development Conference Recognition**

The Board of Trustees extends its sincere congratulations to Helena High School for outstanding accomplishments at the 2026 DECA State Career Development Conference.

Cate Hardan was named State Champion in Hotel & Lodging Management, demonstrating exceptional skill and professionalism in competitive events.

Meadow Brown-Wilson was named State Champion in Marketing Communications, reflecting excellence in strategic thinking, presentation, and marketing expertise.

Helena High School once again earned Gold Certification for its School-Based Enterprise, The Catty Shack, recognizing excellence in business operations and student leadership.

The Board further extends its appreciation to Advisor Kacey Askin for his leadership, mentorship, and continued dedication to supporting Helena High DECA students.

**D. NFHS Heart of the Art Award**

The Board of Trustees extends its sincere congratulations to Capital High School educator Laura Brayko on her receipt of the NFHS Heart of the Art Award. This distinguished honor recognizes individuals who exemplify the positive heart of the arts and who embody the core mission of

education-based activities. Ms. Brayko is celebrated for her exceptional dedication to arts education, her ability to inspire creativity and confidence in students, and her commitment to fostering inclusive, engaging learning environments. Through her passion, leadership, and advocacy for the arts, she has made a meaningful and lasting impact on student growth, school culture, and the broader community. Her work reflects the transformative power of arts education and exemplifies excellence in teaching and professional service.

E. **2026 Montana Thespian Festival Recognition - Capital High School**

The Board of Trustees extends its sincere congratulations to the following Capital High School students for their outstanding achievements at the 2026 Montana Thespian Festival:

Eden Guthrie – Recipient of the Outstanding Character Physicality Award.

Araya Harrison – Elected to one of five State Thespian Officer positions; received a Superior Rating for her monologue and qualified to compete at the International Thespian Festival.

Brycen Lougee – Received a Superior Rating for his monologue and qualified to compete at the International Thespian Festival.

The Board also recognizes and thanks Laura Brayko for her unwavering dedication and leadership, which continue to play an instrumental role in the success of these students and the Capital High School theatre program.

F. **2026 Montana Thespian Festival Recognition - Helena High School**

The Board of Trustees extends its sincere congratulations to the following Helena High School students for their outstanding achievements at the 2026 Montana Thespian Festival:

Abigail Zelenak – Recipient of the Outstanding Make-Up Award.

Natalie Zimmerman – Recipient of the Outstanding Set Design Award.

The Board further congratulates the entire cast for earning the Outstanding Ensemble Award and achieving an overall Superior rating for their performance.

The Board also extends its appreciation to Roger Scruggs for his steadfast leadership, dedication, and support, which have been instrumental in the continued success of these students and the Helena High School theatre program.

**G. All-State Swimming Recognition - Capital High School**

The Board of Trustees proudly extends its sincere congratulations to Elizabeth Urban for her exceptional accomplishments as State Champion in the 100 Yard Butterfly and State Champion in the 100 Yard Breaststroke. Her dedication, perseverance, and commitment to excellence have earned her these distinguished titles and reflect the highest standards of athletic achievement. The Board also expresses its sincere appreciation to Coach Karen Zielinski for her steadfast leadership, encouragement, and mentorship, which continue to positively impact Elizabeth and all of the student-athletes she guides.

**H. State Wrestling Recognition - Capital High School**

The Board of Trustees is pleased to recognize and congratulate Taylor Lay on capturing the title of State Champion. This remarkable accomplishment reflects her determination, discipline, and competitive excellence throughout her wrestling career. The Board also extends its appreciation to Coach Cliff McKay for his dedication, leadership, and commitment to supporting student-athletes in achieving success both on and off the mat.

**IV. SUPERINTENDENT’S REPORT**

**V. GENERAL PUBLIC COMMENT**

*This is the time for comment on public matters that are not on the agenda. Public matters do not include any pending legal matters, private personnel issues, or private student issues. Please do not attempt to address such issues at this time or you will be ruled out of order. The Board cannot enter into a discussion during General Public Comment.*

**VI. NEW BUSINESS**

**A. Items For Information- Facilities Bond Projects Updates**

1. Capital High School Update
2. Helena High Campus Update
  - a. Helena High School
  - b. Project For Alternative Learning (PAL)
  - c. District Kitchen
  - d. Competition Stadium

**B. Items For Information**

1. Policy 2010: Instructional Program
2. Policy 2070: Network Information and Communication Systems

**C. 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. 2/6/26 Board of Trustees Special Board Meeting Minutes
6. 2/10/26 Board of Trustees Full Board Meeting Minutes

**D. Items For Action**

1. Resolution to Dispose of Personal Property - Outdated and Obsolete Curricular Resources From CHS
2. Policy 2020: Student and Family Privacy Rights
3. Policy 3010: Entrance, Placement and Transfer
4. Policy 3097: Use of Video Monitoring Cameras
5. Policy 3141: Nonresident Student Enrollment
6. Policy 3410: Student Health/Physical Screenings/Examinations
7. Policy 7057: Use of Automated External Defibrillation
8. Policy 8100: Transportation
9. Approval of Bid for HMS Roof Project
10. Approval of Bid for Jefferson Roof Project

**E. 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

VII. UPCOMING MEETINGS

VIII. BOARD/SUPERINTENDENT COMMENTS

IX. ADJOURNMENT

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item I.**

**Meeting Date:** 3/10/2026

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Superintendent's Report

General Public Comment

Items for Information-Facilities Bond Projects Updates

Items for Information

Consent Action Items

Items for Action

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:** 3/10/2026

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Superintendent's Report

General Public Comment

Items for Information-Facilities Bond Projects Updates

Items for Information

Consent Action Items

Items for Action

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

**Item Title:        Review of Agenda**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item III.A. - H.**

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

- Item Title:        Recognitions**
- A. Special Olympics Coach of the Year Award & Special Olympics State Bowling Tournament Awards**
  - B. Capital High School 2026 DECA State Career Development Conference Recognition**
  - C. Helena High School 2026 DECA State Career Development Conference Recognition**
  - D. NFHS Heart of the Art Award**
  - E. 2026 Montana Thespian Festival Recognition - Capital High School**
  - F. 2026 Montana Thespian Festival Recognition - Helena High School**
  - G. All-State Swimming Recognition - Capital High School**
  - H. State Wrestling Recognition - Capital High School**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item IV.**

**Meeting Date:** 3/10/2026

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Superintendent's Report

General Public Comment

Items for Information-Facilities Bond Projects Updates

Items for Information

Consent Action Items

Items for Action

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

**Item Title:        Superintendent's Report**

**TO:** *Board Chair Jennifer McKee and Board of Trustees*  
**FROM:** *Mr. Wertz, Superintendent*  
**RE:** *Superintendent Report*  
**DATE:** *March 10, 2026*

❖ **Recognitions**

- Maintenance Worker Appreciation Day – March 6
- Thank you to Callie Aschim & the Chamber of Commerce for hosting Community Outreach: Brews & Blueprints. The next event will be March 25 at 5:30 p.m. at Brothers Tapworks.
- Congratulations to the following 105.3 KMTX Teacher of the Month Recipients:
  - Elyse Ramirez, Smith Elementary School – November
  - Meghan Dolphay, Kessler Elementary School – January
- Thank you to Becca Leaphart, Brenda Carney, and the Helena Education Foundation for hosting their biennial Trading Places event. This meaningful initiative continues to strengthen connections and foster collaboration in support of our schools and community.
- Thank you to Principal Shinkle and Educators Shay Coil, Mikayla Nickol, and Sheri Johnston for the invitation to read to Mrs. Johnston’s second-grade class in celebration of Read Across America. It was a true pleasure to spend time with our students and share in such a meaningful literacy event.
- Thank you to educators Lucas Canney and Tom Kain, along with the many outstanding local businesses and sponsors, for hosting the 2026 Winter Trades Day. This event provides our students with valuable hands-on experiences and meaningful exposure to career pathways within our community.
- Thank you to the Holter Museum of Art and artists Leah, Cassie, and Katie for hosting the six-week Artists in Schools Residency Program at Kessler Elementary and Broadwater Elementary. Special thanks to the Montana Arts Council and the Robert Lehman Foundation for their generous grant funding, which made this enriching opportunity possible for our students.
- Thank you to Jeremy Slead and Christina Sieminski for inviting me to participate in PEAK Middle and High School’s Great Conversations event. It was a pleasure to engage with students on leadership, collaboration, and personal growth.
- I would like to extend my sincere gratitude to The Boeing Company for its generous \$100,000 grant to the Helena Education Foundation. This significant investment will expand hands-on robotics learning opportunities at our high schools and strengthen K–12 professional development across the district, further enriching educational experiences for our students and staff.
- Other

❖ **New Business**

- Facilities Bond Projects –
  - HHS/PAL Precedent Tour-Spokane, Washington - December
  - KESS Precedent Tour-Spokane, Washington - January
  - CHS Precedent Tour- Spokane, Washington - March
  - Bond/Construction/Facility Meetings
    - HHS Project-HHS, PAL, District Kitchen, Stadium
      - ◆ Naming and Sponsorship Investigation

## HELENA SCHOOL DISTRICT #1

- CHS Project
  - ◆ Offsite Tours
- KESS Project – Pass
- Grow Our Own
  - Legal Counsel Presentation
  - Book Study – UDL Playbook for School and District Leaders – *Katie Novak & Mike Woodlock*
- Mentoring Program
- New Podcast Series – From the Ground Up
- CMS Ongoing Work -
  - Compensation Philosophy
  - Pay Plan Rules
  - Independent and Administrative Salary Matrix
  - Activity/Athletic Coaching Compensation Market Analysis
- District Academic Focus Work – 2026-2027
  - Academic Performance Indicators and Targets
  - Data Dashboard
  - Behaviors and Academic Growth Correlation
    - Book Study – Behavior Code – *Jessica Minahan & Nancy Rappaport*
- Bridged Health Alliance
  - Update – Signed Agreements
- Copy/Print Center Equipment Lease Contracts and Efficiency Upgrades
  - Mr. Myers
- Dr. Plucker Gifted & Talented Program Review
- Ameresco Energy Audits Across the District (Elementary)
- Planning and Preparation for the 2026–2027 School Year Budget
  - Administrative Preparation and work sessions
- No School March 30 – April 3: Spring Break
- Other

### ❖ Outreach/Meetings

- AA Superintendents Weekly Meeting
- Bond/Construction/Facility Meetings
  - Owner’s Rep
  - HHS Project - Architect Team & Construction Team
  - HHS/PAL Community Meeting
  - CHS Project - Architect Team & Construction Team
  - KESS Project - Architect Team & Construction Team
- AASA National Conference on Education
- Chamber of Commerce Board of Directors
- Community Outreach – Brews and Blueprints
- Board Leadership
- Legal Counsel
- HEA
- HEF

## HELENA SCHOOL DISTRICT #1

- HEF Executive Committee
- Parent Advisory Committee
- HEF/Boeing Press Event
- Health Benefits Committee
- Helena Food Share Board of Directors
- Helena Food Share Finance Committee
- Carroll College Collaboration
- Cabinet & Leadership
- TV, Print, Radio, and Media
- Other

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item V.**

**Meeting Date:** 3/10/2026

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Superintendent's Report

General Public Comment

Items for Information-Facilities Bond Projects Updates

Items for Information

Consent Action Items

Items for Action

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

**Item Title:       General Public Comment**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item V1.A.1.**

**Meeting Date:** 3/10/2026

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Superintendent's Report

General Public Comment

Items for Information-Facilities Bond Projects Updates

Items for Information

Consent Action Items

Items for Action

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

**Item Title:       Items for Information-Facilities Bond Projects Updates  
                      1. Capital High School Update**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item VI.A.2.a. - 2.d.**

**Meeting Date:** 3/10/2026

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Superintendent's Report

General Public Comment

Items for Information-Facilities Bond Projects Updates

Items for Information

Consent Action Items

Items for Action

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

**Item Title:           Items for Information-Facilities Bond Projects Updates**  
**2. Helena High Campus Update**  
**a. Helena High School**  
**b. Project For Alternative Learning (PAL)**  
**c. District Kitchen**  
**d. Competition Stadium**

**Policy Background**  
**Board of Trustees Meeting**  
**March 10, 2026**

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

**2010 Instructional Program**

This policy is up for a periodic review; no substantive changes.

**2070 Network Information and Communication Systems**

An update to include language on the use of Generative Artificial Intelligence (GAI) to match the HPS student handbook.

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

**2020 Student and Family Privacy Rights**

This policy is updated to reflect changes from House Bill 599 regarding parental rights law. Parents may opt their child out of any personal analysis, evaluation, survey or data collection that does not require personally identifiable information. Parents must opt in to any personal analysis, evaluation, survey or data collection that requires personally identifiable information, unless that information is essential for establishing a student's education record or for a demographic survey to validate an achievement test used to gain admission to a postsecondary institution.

**3010 Student Admissions: Entrance, Placement and Transfer**

This policy is updated to reflect House Bill 168, which permits districts to receive ANB funding for special education preschool students based upon aggregate hours of instruction. Additionally, students with disabilities may be eligible to continue enrollment until they reach twenty-two years of age, unless they have received a regular high school diploma.

**3097 Use of Video Monitoring Cameras**

Policy updated to align with parental rights that permit video recordings during events open to the public in accordance with House Bill 32. Added clarifying language that no staff member or volunteer may make an audio or video recording of a student without permission of the parent unless at a public event. Clarified what is considered a public event.

### **3141 Nonresident Student Enrollment**

House Bill 250 changes the out-of-district attendance laws that went into effect July 1, 2025 and applies to attendance agreements. The Board of Trustees may deny enrollment of an out-of-district student if accepting the student(s) would negatively impact the quality of education for resident students because the maximum student contract hours for a teacher of the class or maximum class sizes under accreditation standards would be exceeded. Additionally, the Board of Trustees may deny enrollment of a nondisabled student who has been suspended in or out of school in any school the student previously enrolled in the previous three years.

### **3410 Student Health/Physical Screenings/Examinations**

House Bill 599 requires that a district provide parents with notice of the right to opt out of physical or mental health screenings or surveys and to be notified of the results of any such screenings. The policy has been updated to align with this requirement.

### **7057 Use of Automated External Defibrillation (AED)**

This policy is updated to reflect the components of the district's AED program and reflect changes on maintaining AEDs in accordance with Senate Bill 86. Specifically, SB 86 changes to requirements for maintaining a written plan for AEDs to only a written notice of the location of the AED to the 911 service covering the area.

### **8100 Transportation**

This policy has been updated to reflect legal references and be in compliance with House Bill 250 regarding transportation requirements for students with disabilities.

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item VI.B.1.**

**Meeting Date:** 3/10/2026

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Superintendent's Report

General Public Comment

Items for Information-Facilities Bond Projects Updates

Items for Information

Consent Action Items

Items for Action

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

**Item Title:       Items for Information  
                      1. Policy 2010: Instructional Program**

STUDENT INSTRUCTION

Instructional Program

The ~~School~~ District has instructional levels for grades pre-kindergarten through twelve. The grouping and housing of instructional levels in school facilities shall be according to plans developed by the Superintendent and approved by the Board.

Each student will be assigned to an instructional group or a classroom that will best serve the needs of that individual student and consider the rights and needs of the other students. Factors to be considered in classroom assignments are: class size, peer relations, student- teacher relations, instructional style of individual teachers, and any other variables that may affect the performance of the student.

Legal References: § 20-6-501, MCA Definition of various schools

Cross References: 3010 Entrance, Placement and Transfer

Policy History:

Adopted on:

Revised on: 2.13.2018

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item VI.B.2.**

**Meeting Date:** 3/10/2026

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Superintendent's Report

General Public Comment

Items for Information-Facilities Bond Projects Updates

Items for Information

Consent Action Items

Items for Action

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

**Item Title:       Items for Information  
                      2. Policy 2070: Network Information and Communication Systems**

2  
3 STUDENT INSTRUCTION

4  
5 Network Information and Communication Systems Policy

6  
7 The District makes Internet access and interconnected computer systems and equipment  
8 available to District students and staff. The Board **of Trustees (Board)** intends for these  
9 networks to be used only for educational activities and authorizes under this policy and District  
10 network procedures specific limitations contained therein.

11  
12 The District expects all students to take responsibility for appropriate and lawful use of this  
13 access, including good behavior online. The District may withdraw student access to its  
14 equipment and network when any misuse occurs. District teachers and other staff will make  
15 reasonable efforts to supervise use of equipment, network, and Internet access; however, student  
16 cooperation is vital in exercising and promoting responsible use of this access.

17  
18 **The District supports the responsible and appropriate use of Generative Artificial**  
19 **Intelligence (GAI) tools for students. GAI focuses on creating new content such as text,**  
20 **images, or code, based on learned patterns. GAI can be used to perform tasks that typically**  
21 **require human intelligence, such as understanding language, recognizing patterns, solving**  
22 **problems, support personalized learning, and provide interactive learning experiences.**

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

31  
32 Network access is a privilege and access to network services may be suspended or withdrawn  
33 from students and staff who do not act in accordance with the District's Acceptable Use  
34 Procedures. Student use of networked information and communication resources will be  
35 permitted upon submission of permission forms by parents or guardians of minor students (under  
36 18 years of age) and by the students themselves. These forms are included with the District's  
37 Acceptable Use Procedures. Students will be required to indicate they will act in accordance with  
38 the Acceptable Use Procedures by signing a document indicating they have read and will abide  
39 by the procedures.

40  
41 *Warranties/Indemnification*

42  
43 The District makes no warranties of any kind, express or implied, in connection with its  
44 provision of access to and use of its equipment, computer networks and the Internet provided  
45 under this policy. The District is not responsible for any information that may be lost, damaged,  
46 or unavailable when using the equipment, network, or for any information that is retrieved or

47 transmitted via the Internet. The District will not be responsible for any unauthorized charges or  
48 fees resulting from access to the Internet. Any user is fully responsible to the District and will  
49 indemnify and hold the District, its trustees, administrators, teachers, and staff harmless from any  
50 and all loss, costs, claims, or damages resulting from such user's access to its equipment,  
51 computer network, and the Internet, including but not limited to any fees or charges incurred  
52 through purchase of goods or services by a user. The District expects a user or, if a user is a  
53 minor, a user's parents or legal guardian to cooperate with the District in the event of its  
54 initiating an investigation of a user's use of access to its equipment, computer network, and the  
55 Internet.

56  
57 The Board directs the Superintendent to provide training and procedures that encourage the  
58 widest possible access to electronic information and communication systems and networks by  
59 students, staff and patrons while establishing reasonable controls for the lawful, efficient, and  
60 appropriate use and management of the system.

61  
62 Legal References:

63  
64 Cross References:

65  
66 Policy History:

67 Adopted On: 10.14.1997

68 Revised On: 9.10.2002, 1.14.2025

69 Reviewed On:

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item VI.C.1. - C.6.**

- Call To Order/Pledge of Allegiance
- Review of Agenda
- Recognitions
- Superintendent's Report
- General Public Comment
- Items For Information-Facilities Bond Projects Updates
- Items for Information
- Consent Action Items
- Items For Action
- 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. Acknowledge FY 2025-26 Out-Of-District Attendance Agreements (Helena Resident Students Attending Other School Districts)**
  - 5. 2/6/26 Board of Trustees Special Board Meeting Minutes**
  - 6. 2/10/26 Board of Trustees Full Board Meeting Minutes**

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

**PERSONNEL ACTIONS**

February 25, 2026 – March 10, 2026

**CERTIFIED PERSONNEL**

**Appointments**

<b><u>Location/Assignment</u></b>	<b><u>Name</u></b>	<b><u>Offered Salary</u></b>	<b><u>Accepted Salary</u></b>	<b><u>Start Date</u></b>
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**Terminations/Retirements**

<b><u>Location/Assignment</u></b>	<b><u>Name</u></b>	<b><u>Reason</u></b>	<b><u>Effective</u></b>
Warren/Grade 2	Ford, Danielle	Resignation	06/09/2026
Jefferson/Special Education-Resource	Smith, Stacy	Resignation	06/10/2026
HMS/Science	Wooley, Margaret	Contract Fulfilled	02/27/2026

**Leaves**

<b><u>Location/Assignment</u></b>	<b><u>Name</u></b>	<b><u>Term</u></b>	<b><u>Type of Leave</u></b>
Jefferson/Grade 4	Baumeister, Marianne	2026-2027 SY	LOAWOP
CRA/Mathematics	Fisher, Jessika	2026-2027 SY	LOAWOP
Four Georgians/School Psychologist	Greenwood, Sarah	2026-2027 SY	LOAWOP
CHS/Social Studies	Kelly, Cameron	2026-2027 SY	LOAWOP
Four Georgians/Kindergarten	McCarl Warwick, Alyssa	2026-2027 SY	LOAWOP
Four Georgians/Kindergarten	Meis, Madison	2026-2027 SY	LOAWOP
Central/Reading Coach	Mitchell, Jessie	2026-2027 SY	LOAWOP
CHS/Science	Placko, Jean	2026-2027 SY	LOAWOP
CHS/English	Schwartz, Jonna	2026-2027 SY	LOAWOP
Smith/Grade 1	Sorenson, Linda	2026-2027 SY	LOAWOP
HHS/Spanish	Sund, Alayna	2026-2027 SY	LOAWOP
CHS/Social Studies	Zarnowski, Nick	2026-2027 SY	LOAWOP

**CLASSIFIED PERSONNEL**

**Appointments**

<b><u>Location/Assignment</u></b>	<b><u>Name</u></b>	<b><u>Offered Salary</u></b>	<b><u>Accepted Salary</u></b>	<b><u>Start Date</u></b>
Rossiter/Para Educator	Brown, Rayna	\$16.15/hr.	\$16.15/hr.	03/09/2026
Central/Evening Custodian	Geach, Kai	\$17.40/hr.	\$17.40/hr.	03/09/2026
CHS/Day Float Custodian	McDonnell, Noel	\$17.39/hr.	\$17.39/hr.	03/09/2026
Facilities/Centralized Maintenance	Nardella, Jeff	\$19.07/hr.	\$19.07/hr.	03/02/2026
Broadwater/Elementary Secretary	Rowan, Karen	\$20.22/hr.	\$20.22/hr.	03/04/2026
HHS/Social Services Coordinator	Stotts, Terri	\$32.66/hr.	\$32.66/hr.	03/02/2026
HMS/Social Services Coordinator	Williams, Ashley	\$34.32/hr.	\$34.32/hr.	03/09/2026

**Terminations/Retirements**

<b><u>Location/Assignment</u></b>	<b><u>Name</u></b>	<b><u>Reason</u></b>	<b><u>Effective</u></b>
Facilities/Centralized Maintenance	Dandliker, Brian	Resignation	02/26/2026
Jim Darcy/Para Educator	Hoffman, Carol	Retirement	06/09/2026
Jim Darcy/Para Educator	Powers, Diane	Retirement	06/09/2026
Kessler/Evening Custodian	Vrbas, Lucas	Resignation	02/25/2026

**Leaves**

<b><u>Location/Assignment</u></b>	<b><u>Name</u></b>	<b><u>Term</u></b>	<b><u>Type of Leave</u></b>
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**SUPPLEMENTARY CONTRACT ASSIGNMENT**

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Salary</u></b>	<b><u>Start Date</u></b>	<b><u>End Date</u></b>	<b><u>Location</u></b>
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# Helena School District #1

## Warrants February 1 to 28, 2026

Direct Deposits: \$3,383,557.71

Payroll Warrants: 70132468-70132506

Payroll Deduction: 69307899-69307953

Non-Check Payroll Deductions: \$ 5,349,118.38

Non-Check Accts Payable Deductions: \$ 1,459,555.35

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

Claim Warrants: 69307677-69307990

HMS Middle School Student Activity Checks: 8823-8826

CRA Middle School Student Activity Checks: 17503-17506

Capital High Student Activity Checks: 25244-25275

Helena High Student Activity Checks: 37257-37285

Cancelled Warrants: \$18,869.03

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 \_\_\_\_\_

**FY 2025-26 Out-of-District Attendance Agreements**  
(Out-of-District Students Attending Helena School District)

**March 10, 2026**

**Discretionary Attendance Approvals:**

Grade	District of Residence	Address	School of Attendance
7	Townsend	Toston, MT 59643	CRA
6	Trinity	Helena, MT 59602	CRA
8	Belgrade	Belgrade, MT 59714	CRA
10	Jefferson High School	Clancy, MT 59634	Capital High School
11	Jefferson High School	Clancy, MT 59634	Helena High School

**Running Total of FY 2025-26 Out-of-District Attendance Agreements  
(Out-of-District Students Attending Helena School District)**

Grade	Residence																								Total				
	East Helena	Helena	Clancy	Montana City	Jefferson City	Basin	Wolf Creek	Boulder	Elliston	Trinity	Wolf Point	Dillon	Billings	Chester-Joplin	Inverness	Milesoula	Great Falls	Butte	Townsend	Superior	Winston	Roman	Whitehall	Canyon Creek		Glanville	Lame Deer	Stevensville	Belgrade
Ksprouts	6	1	1						8																				16
K	8	1	1						9																				19
1	6					1			17																				24
2	9	1							11																				21
3	6	1						1	12																				20
4	3		1					1	14																	1			20
5	7	1							11	1		1		1										1					23
6	5	1	3					1	14		1						1						1			1			28
7	3	2	1	1					4	1						1			1	1			1						15
8	3	1	3	1		1			7										2									1	19
9	8		23	2	4								1						1										30
10	3		23		1			1			1					1													39
11	10	1	18	1				2											2										34
12	13		24	1	5			1																					44
	90	5	97	12	10	1	1	4	3	107	2	2	1	1	1	2	1	6	1	0	0	0	1	1	1	1	1	1	352

Last Updated: 3/5/2026 6:01

**FY 2025-26 Out-of-District Attendance Agreements**  
(Helena Resident Students Attending Other School Districts)

**March 10, 2026**

**Discretionary Attendance:**

Grade	Address	District of Attendance
12	Helena, MT	Jefferson High School

Running Total of Acknowledged 2025-26 Out-of-District Attendance Agreements  
(Helena Resident Students Attending Other School Districts)

Grade	District of Attendance														Total
	East Helena K-12	Montana City Elementary	Clancy Elementary	Jefferson High School	Townsend K-12	Cascade High School	Trinity Elementary	Huntley Project K-12	Fairfield High School	Augusta High School	Anaconda High School	Great Falls Elementary	Missoula High School		
Pre-K	7	14	3												24
K	10	22	3			2									37
1	11	10	7												28
2	7	5	4			1									17
3	11	3	5												19
4	14	13	8												35
5	9	4	5			2									20
6	16	5	7												28
7	13	15	6												34
8	9	1	3												13
9	21			3	1	2				1	1				29
10	15			4						1		1			21
11	27			4		2		1	1	1					36
12	21			4		2									27
	191	92	51	15	1	6	5	0	1	1	3	1	1		368

Last Updated: 3/5/2026 6:04



**Superintendent**

Rex Wertz  
324-2001

**Business Director**

Sam Holman  
324-2040

## **Board of Trustees Special Board Meeting**

Lincoln Center  
1325 Poplar St., Helena, MT 59601  
and on Teams

**Friday, February 6, 2026**  
12:00 p.m.

### **MINUTES**

**ATTENDANCE – Present unless otherwise noted.**

Jennifer McKee, Chair  
Jenny Murnane Butcher,  
Trustee  
Kay Satre, Trustee  
Linda Cleatus, Trustee  
Janet Armstrong, Trustee  
Keith Meyer, Trustee  
Jennifer Walsh, Vice Chair  
Rex Wertz, Superintendent  
Josh McKay, Assistant Superintendent  
Gary Myers, Director of Educational  
Technology  
Keri Mizell, Human Resources Director  
Jane Shawn, HEA President  
Eric Peterson, Activities Director  
Justine Alberts, Assistant Superintendent  
Sam Holman, Business Director  
Shane Swandal, Hulteng CCM, Inc.  
Lona Carter, Student Health Services & Special Education Director  
Taylor Lassiter, Communications Specialist  
Becca Leaphart, HEF Executive Director  
Brenda Carney, HEF Deputy Director  
Guests of the Public  
Representatives from Golden Eagle/Swank Enterprises

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

Board Chair Jennifer McKee called the meeting to order at 12:00 p.m., and the Board participated in the Pledge of Allegiance.

## **II. REVIEW OF AGENDA**

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

The Board of Trustees moved on to hear general public comment.

## **III. GENERAL PUBLIC COMMENT**

Ms. Rachael Howard gave general public comment. Ms. Howard's general public comment addressed several key topics, including but not limited to concerns regarding the potential formation of a "Club America" chapter within district high schools; information she researched about the organization and its affiliation with Turning Point USA; concerns about messaging she described as inflammatory, provocative, and divisive; and the potential impact such a club could have on school climate and student well-being. Ms. Howard expressed concern about language she believes could disparage certain groups of students and referenced information from the organization's website regarding reporting educators. She urged the Board of Trustees to review and clarify district policies governing the approval and oversight of student clubs to ensure clear guidelines are in place that promote respectful, inclusive learning environments and protect students from disparagement.

The Board of Trustees moved on to New Business.

## **IV. NEW BUSINESS**

### **A. Item For Action**

#### **1. Approve the Committee Recommendation of Golden Eagle/Swank Enterprises as Kessler Elementary School GC/CM**

Superintendent Rex Wertz presented the action item requesting Board approval of the committee's recommendation to award the Kessler Elementary General Contractor/Construction Manager (GC/CM) to Golden Eagle/Swank Enterprises. Six firms responded to the request for qualification and request for proposals. A committee of six members reviewed the submissions on January 27, 2026, and selected the three highest scoring firms to interview. The committee conducted those interviews on February 3, 2026, and Golden Eagle/Swank emerged as the firm recommended by the committee for this project. Golden Eagle/Swank is a joint venture between two highly reputable and professional general contracting firms that have a long history of delivering quality construction projects across Montana and the larger northern Rocky Mountain region. The selection committee is confident they will serve the district well as the GC/CM of the Kessler Elementary School project. Representatives from Golden Eagle/Swank Enterprises were present to answer questions from the Board.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion for the following action item: *“Approve the Committee Recommendation of Golden Eagle/Swank Enterprises as Kessler Elementary School GC/CM.”*”

**Motion:** Trustee Kay Satre moved to approve the action item, *Approve the Committee Recommendation of Golden Eagle/Swank Enterprises as Kessler Elementary School GC/CM.* Trustee Linda Cleatus seconded the motion.

**Public Comment:** None.

**Vote:** 6-0; motion carries unanimously. *(Please note, Board Vice Chair Jennifer Walsh abstained from voting as this action item pertains to the elementary district, and Board Vice Chair Walsh is a trustee strictly for the high school district.)*

That concluded the Item for Action, and the Board of Trustees moved on to hear final Board and Superintendent comments.

## V. BOARD/SUPERINTENDENT COMMENTS

During final Board and Superintendent comments, trustees and the Superintendent expressed appreciation to the administration, project partners, and firms that submitted bids for the significant time, effort, and expertise dedicated to the district’s building projects. Trustees acknowledged the extensive bid packages and the persistence and commitment of community partners. Recognition was given to Golden Eagle/Swank Enterprises and other project partners, as well as to the district’s construction owner’s representative, Shane, for his leadership, organization, and ability to keep the projects on schedule following the bond election. The Superintendent noted the rapid progression of work after the election and announced that monthly trustee work sessions will be scheduled to provide ongoing project updates and opportunities to observe progress firsthand.

## VI. ADJOURNMENT

Board Chair Jennifer McKee adjourned the meeting at 12:16 p.m.

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Candice Delvaux, Recording Secretary

Date



**Superintendent**

Rex Wertz  
324-2001

**Business Director**

Sam Holman  
324-2040

## Board of Trustees Meeting

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

**Tuesday, February 10, 2026**  
5:30 p.m.

### MINUTES

**ATTENDANCE – Present unless otherwise noted:**

Jennifer McKee, Chair  
Jennifer Walsh, Vice Chair  
Siobhan Hathhorn, Trustee  
Linda Cleatus, Trustee  
Janet Armstrong, Trustee  
Keith Meyer, Trustee  
Kay Satre, Trustee  
Jenny Murnane Butcher,  
Trustee  
Brock Gardipee, Helena High School Student Representative for the Board of Trustees  
Rex Wertz, Superintendent  
Josh McKay, Assistant Superintendent  
Sam Holman, Business Director  
Todd Verrill, Facilities Director  
Keri Mizell, Human Resources Director  
Gary Myers, Director of Educational  
Technology  
Justine Alberts, Assistant Superintendent  
Kaitlyn Hess, Data and Federal Programs  
Director  
Lona Carter, Student Health Services and Special Education Director  
Taylor Lassiter, Communications Specialist  
Jane Shawn, HEA President  
Representatives from SMA/A&E and Dick Anderson Construction  
Representatives from Slate/RTA Architecture and Langlas  
Representatives from Mosaic Architecture/Cushing Terrell and Golden Eagle/Swank Enterprises  
Many guests of the public, as well as Helena School District staff

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

Board Vice Chair Jennifer Walsh called the meeting to order at 5:32 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 proposed changes.

The Board of Trustees then moved on to hear Recognitions.

**III. RECOGNITIONS**

**A. American Welding Society Section Educator Award & District Educator Award**

The Board of Trustees extends its sincere congratulations to Helena High School educator Cynthia Galbavy on her receipt of both the American Welding Society Section Educator Award and the District Educator Award. These prestigious honors recognize her exemplary instructional performance and her unwavering commitment to the promotion, advancement, and expansion of welding skills and technical knowledge among students. Through her dedication, expertise, and passion for career and technical education, Ms. Galbavy has had a lasting impact on student achievement, workforce readiness, and the strength of the skilled trades pipeline within our community. Her leadership and innovation exemplify the highest standards of educational excellence and professional service.

**B. MASSP Community Partner in Education Award Winner**

The Board of Trustees extends its sincere congratulations to PAL Community Partner Travis Brazill, who has been named the Montana Association of Secondary School Principals (MASSP) Community Partner in Education Award recipient for this year. This award honors a private citizen outside of the professional education system who demonstrates exceptional dedication to supporting students, schools, and communities through meaningful involvement in educational initiatives. The recipient is announced and formally recognized at the Montana Principals Conference held each January. Through his actions, generosity, and genuine care for students, Travis Brazill truly embodies what it means to be a Community Partner in Education. The Board of Trustees is proud to recognize his contributions and congratulates him on this well-deserved honor.

**IV. SUPERINTENDENT’S REPORT**

Superintendent Wertz presented his Superintendent’s Report to the Board of Trustees and discussed topics including, but not limited to:

**Recognitions**

- I want to extend our district’s deepest thanks to all who donated to Helena Public Schools through the Montana Innovative Educational Tax Credit Program. Thank you for investing in our students’

futures.

- National School Counseling Appreciation Week: February 3-7, 2026
- National School Resource Officer Appreciation Day: February 15, 2026
- Thank you to Callie Aschim & the Chamber of Commerce for hosting the Community Outreach: Brews & Blueprints. The next event will be February 25 at 5:30 p.m. at Brothers Tapworks.
- Thank you to Becca Leaphart, Brenda Carney, and the Helena Education Foundation for hosting a Trustee Appreciation Lunch. We deeply appreciate their recognition of our Board of Trustees and their ongoing support of our schools and community.
- Other

## **New Business**

- Facilities Bond Projects –
  - Bond Update
  - HHS/PAL Precedent Tour-Spokane, Washington-December
  - KESS Precedent Tour-Spokane, Washington-January
  - CHS – Planning for this month
  - Bond/Construction/Facility Meetings
    - All Team Construction Meeting
      - City, Architects, GCCM, Construction Owners’ Representatives, HPS
      - Owners’ Rep
    - HHS Project-HHS, PAL, District Kitchen, Stadium
    - CHS Project
    - KESS Project
- Grow Our Own Initiative Update
- New Podcast Series – From the Ground Up
- CMS Ongoing Work –
  - ◆ Compensation Philosophy
  - ◆ Pay Plan Rules
  - ◆ Independent and Administrative Salary Matrix
  - ◆ Activity/Athletic Coaching Compensation Market Analysis
- District Academic Focus Work – 2026-2027
  - ◆ Academic Performance Indicators and Targets
  - ◆ Data Dashboard
  - ◆ Behaviors and Academic Growth
- Bridged Health Alliance
- Copy/Print Center Equipment Lease Contracts and Efficiency Upgrades
- National Conference on Education – Nashville
  - ◆ Assistant Superintendents & Superintendent
- Dr. Plucker Gifted & Talented Program Review
- Ameresco Energy Audits Across the District (Elementary)
- No School - February 16
- Other

## **Outreach/Meetings**

- AA Superintendents' Weekly Meeting
- KESS GCCM RFP/RFQ Submission Review and Interviews
- Bond/Construction/Facility Meetings
- All Team Meeting – High School and Elementary Bond Projects
- Owner's Rep
- Bond
- Bond Finance
- HHS Project - Architect Team & Construction Team
- CHS Project - Architect Team & Construction Team
- KESS Project - Architect Team & Construction Team
- Rotary Club Presentation
- Chamber of Commerce
- Community Outreach – Brews & Blueprints
- Board Leadership
- Legal Counsel
- HEA
- HEF
- HEF Executive Committee
- Parent Advisory Committee
- Teacher Advisory Committee
- Health Benefits Committee
- Helena Food Share
- Cabinet & Leadership
- TV, Print, Radio, and Media
- 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.

The Board of Trustees proceeded to hear the Facilities Bond Projects Updates.

## **VI. NEW BUSINESS**

### **A. Items for Information - Facilities Bond Projects Updates**

#### **1. Kessler Elementary School Update**

Representatives from Mosaic Architecture and Cushing Terrell provided an update on the Kessler Elementary School design process. They reported that the educational specifications and programming documents are being finalized and will be delivered this week, marking the transition into schematic design. The team highlighted extensive engagement with teachers, students, and the community to capture the school’s culture and programmatic needs. Key themes included: a tight-knit, inclusive community; a focus on belonging and support for all students; joyful, hands-on, collaborative learning; and a strong appreciation for the library and arts. Student engagement included participatory exercises and a mural project reflecting their input. Community engagement reinforced a desire for a welcoming, collaborative environment. Quantitative work included cataloging departmental space needs and conducting a precedent trip with staff to inform design decisions. The team emphasized opportunities presented by the site, including expansive north and south views, natural daylighting potential, and the strategic placement of the library as the school’s heart. Representatives from Mosaic Architecture and Cushing Terrell addressed questions from the Board of Trustees regarding the information presented.

## **2. Capital High School Update**

Representatives from Slate and RTA Architecture provided an update on the Capital High School design process. The project has recently moved into schematic design following approval of the concept design. The Design Advisory Group (DAG) guided development of project principles through community surveys, a SWOT analysis, and “day in the life” exercises. Key guiding principles include improving traffic flow, parking, site circulation, and safety; enhancing the school’s identity; creating flexible, student-centered interior spaces; improving the cafeteria; and integrating CTE programs into the school. Two concept designs were reviewed, with Concept B (“Valley Entry”) selected as the preferred option. This design establishes a new central entry, reduces the building addition size, improves traffic separation for buses, students, and parents, and maintains key spaces such as the auxiliary gym and CTE areas. The 1996 building will be used as flex space during construction and demolished at the end of the project. A massing video demonstrated how the new construction will transform the building’s appearance and site layout. Cost estimating and ongoing planning are being supported by Langlas, working closely with the design team. Representatives from Slate and RTA Architecture addressed questions from the Board of Trustees regarding the information presented.

## **3. Helena High Campus Update**

- a. Helena High School**
- b. Project for Alternative Learning (PAL)**
- c. District Kitchen**
- d. Competition Stadium**

Mr. Tim Tholt of Dick Anderson Construction and Mr. Tim Meldrum of SMA and A&E provided an update on the Helena High School campus project. The team is refining the construction schedule and sequencing to minimize disruption to ongoing academics, with careful coordination around the art and CTE spaces. Infrastructure planning is underway, including assessments of sewer connections and coordination with Northwestern Energy. Master planning is being completed for the overall campus, including the Helena High School expansion to the north and the PAL building to the south. The design leverages underutilized spaces, such as existing gyms,

to provide additional activity space for PAL and flexible, student-centered areas. Parking, field layouts, tennis courts, and track and field event areas are also being addressed, ensuring safety, accessibility, and efficient use of the campus footprint. The stadium is designed to accommodate approximately 5,000 seats, with a minimum of 4,500 to meet Montana High School Association standards, while maintaining sightlines and minimizing obstruction with lighting technology. Construction on the district kitchen facility is expected to begin shortly, with progress anticipated to outpace other campus areas. The project emphasizes close coordination with the city, utilities, and stakeholders to align scheduling, phasing, and deliverables. Mr. Meldrum addressed questions from the Board of Trustees regarding the information presented.

The Board of Trustees took a brief recess and, upon returning, proceeded to review the Items for Information.

## **B. Items for Information**

### **1. SACC and the Child and Adult Care Food Program (CACFP)**

Ms. Kaitlyn Hess, Data and Federal Programs Director, introduced Ms. Kirstan Roush, SACC Coordinator, who presented the information item, *SACC and the Child and Adult Care Food Program (CACFP)*. Ms. Roush provided an overview of the School Age Child Care (SACC) participation in the Child and Adult Care Food Program (CACFP). SACC continues to provide CACFP-compliant meals and snacks to students. Reimbursement supports food, supplies, and staffing costs but does not fully cover program expenses. Annual reporting to the Board is required, and a CACFP audit is scheduled for Spring 2026. Monthly participation and reimbursement data for September through December 2025 were reviewed. Ms. Roush addressed questions from the Board of Trustees regarding the information presented.

### **2. Policy 2020: Student and Family Privacy Rights**

Ms. Keri Mizell, Human Resources Director, presented the information item, *Policy 2020: Student and Family Privacy Rights*. This policy is updated to reflect changes from House Bill 599 regarding parental rights law. Parents may opt their child out of any personal analysis, evaluation, survey, or data collection that does not require personally identifiable information. Parents must opt in to any personal analysis, evaluation, survey, or data collection that requires personally identifiable information, unless that information is essential for establishing a student's education record or for a demographic survey to validate an achievement test used to gain admission to a postsecondary institution. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented.

### **3. Policy 3010: Entrance, Placement and Transfer**

Ms. Mizell presented the information item, *Policy 3010: Entrance, Placement and Transfer*. This policy is updated to reflect House Bill 168, which permits districts to receive ANB funding for special education preschool students based upon aggregate hours of instruction. Additionally, students with disabilities may be eligible to continue enrollment until they reach twenty-two years of age, unless they have received a regular high school diploma. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented.

#### 4. **Policy 3141: Nonresident Student Enrollment**

Ms. Mizell presented the information item, *Policy 3141: Nonresident Student Enrollment*. House Bill 250 changes the out-of-district attendance laws that went into effect on July 1, 2025, and applies to attendance agreements. The Board of Trustees may deny enrollment of an out-of-district student if accepting the student(s) would negatively impact the quality of education for resident students because the maximum student contract hours for a teacher of the class or maximum class sizes under accreditation standards would be exceeded. Additionally, the Board of Trustees may deny enrollment of a nondisabled student who has been suspended in or out of school in any school the student previously enrolled in within the previous three years. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented.

#### 5. **Policy 7057: Use of Automated External Defibrillation**

Ms. Mizell presented the information item, *Policy 7057: Use of Automated External Defibrillation*. This policy has been updated to reflect the components of the district's AED program and changes related to maintaining AEDs in accordance with Senate Bill 86. Specifically, SB 86 changes the requirement for maintaining a written plan for AEDs to requiring only a written notice of the location of the AED be provided to the 911 service covering the area. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented.

#### 6. **Policy 8100: Transportation**

Ms. Mizell presented the information item, *Policy 8100: Transportation*. This policy has been updated to reflect legal references and to be in compliance with House Bill 250 regarding transportation requirements for students with disabilities. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented.

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

### C. **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. 1/13/26 Board of Trustees Full Board Meeting Minutes
5. 1/16/26 Board of Trustees Special Board Meeting Minutes
6. 1/22/26 Board of Trustees Work Session 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 Kay Satre moved to approve the *Consent Action Items* as presented.

Trustee Siobhan Hathorn seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

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

#### **D. Items for Action**

##### **1. Consideration of Approval of SACC Rate Increases**

Ms. Kirstan Roush presented action item 1, *Consideration of Approval of SACC Rate Increases* to the Board of Trustees. Ms. Roush presented the proposed dates, rates, and planning updates for Summer SACC 2026. The program is scheduled to operate from June 15 through August 14 at Central School, Monday through Friday, 7:30 a.m. to 5:30 p.m., with select closure dates. Proposed weekly rates and non-refundable activity fees were reviewed, including adjusted rates for shortened weeks and specialty programming. Ms. Roush noted the proposed rate increase from 2025 reflects an approximate cost of \$6.50 per hour and remains competitive within the Helena market. No school-year rate increases are currently proposed for 2026–27, with the exception of full-day programs. Preliminary summer themes, planned field trips, and registration timelines were also shared. Ms. Roush addressed questions from the Board of Trustees regarding the information presented.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve action item 1, *Consideration of Approval of SACC Rate Increases.*”

**Motion:** Trustee Linda Cleatus moved to approve action item 1, *Consideration of Approval of SACC Rate Increases.* Trustee Jennifer Walsh seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

##### **2. Consideration of the Recommendation to Join Bridged Health Alliance**

Mr. Rich Franco, Human Resources Benefits Manager, presented action item 2, *Consideration of the Recommendation to Join Bridged Health Alliance* to the Board of Trustees. Mr. Franco, on behalf of the Health Benefits Committee, presented the following recommendation for Plan Year 2026–2027 stating that HSD#1 join the Bridged Alliance Trust, conditional on the following contingencies: (1) The contract to join the Bridged Alliance Trust must include: The ability for HSD#1 to retain its current contracts with St. Peter’s for as long as those contracts remain more advantageous to the District; and the ability for HSD#1 to retain its current administrative fees with Allegiance, for as long as they are less than those of Bridged Alliance. (2) Bridged Alliance to achieve dynamic multiple Medicare contracts with Montana hospitals. (3) Bridged Alliance must allow HSD#1 to have the final Tier 2 prescription PBM contract with Capital Rx reviewed by the Health Benefits Committee and its consultants. The Committee must approve the final contract. Mr. Franco further stated that the formal contract language outlining these contingencies will be developed by the HSD#1 legal team and

provided to Bridged Alliance upon completion. Mr. Franco addressed questions from the Board of Trustees regarding the information presented. Mr. John Doran with Bridged Health Alliance also addressed questions from the Board of Trustees.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve action item 2, *Consideration of the Recommendation to Join Bridged Health Alliance.*”

**Motion:** Trustee Kay Satre moved to follow the recommendation from the Health Benefits Committee to join Bridged Health Alliance conditional upon the contingencies presented. Trustee Siobhan Hathhorn seconded the motion.

**Public Comment:** None.

**Board Comments:** Trustee Satre acknowledged the extensive work of the Health Benefits Committee over the past several years, particularly the last three, in evaluating health plan options, managing premiums, and maintaining both choice and plan quality. She emphasized the significant time commitment of committee members, many of whom balance full-time jobs, and recognized the learning and collaboration involved in the process. She explained that the committee’s recommendation to join Bridged Health Alliance allows the district to maintain control over plan design and claims management, while potentially gaining additional value over time, including pooled stop-loss insurance, pharmacy, and administrative savings. Trustee Satre noted that the alliance is structured specifically for public schools and their employees, providing long-term stability and predictability in premiums, and enabling stronger negotiation with healthcare providers. She also acknowledged that some terms are still being finalized, which required careful consideration before committing to a five-year agreement. One of the trustees highlighted the importance of careful decision-making in the context of public school funding, noting that joining Bridged Health Alliance allows the district to benefit from available resources without leaving funds “on the table.” Regarding next steps, trustees discussed the development of formal contract language by Helena Public Schools’ legal team. Three contingencies have been identified to safeguard the district’s plan financially and legally. If legal counsel recommends additional contingencies during drafting, these will be reviewed by the Health Benefits Committee and brought back to the full board for approval.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

### 3. Consideration of Approval of a Sabbatical for the 2026-2027 School Year

Assistant Superintendent Justine Alberts presented action item 3, *Consideration of Approval of a Sabbatical for the 2026-2027 School Year* to the Board of Trustees.

Background:

The New Professionalism Committee is comprised of two (2) designees appointed by the Superintendent and three (3) designees appointed by the Association President. The Committee is responsible for reviewing and awarding New Professionalism funds for approved proposals, sabbaticals, and Tuition and Fees requests. The New Professionalism Committee has met and reviewed sabbatical leave applications for the 2026–2027 school year. The Committee

recommends approval of the following sabbatical request, briefly described below.

Erika McMillin, Jim Darcy School, School Psychologist  
Spring Semester – 2026-2027 SY

Ms. McMillin is requesting a one-semester sabbatical during the Spring 2027 semester to strengthen her skills in consensus-building and conflict resolution, enabling her to more effectively support students, families, and staff in her role as a school psychologist. Her plan includes a hybrid mentorship with Senior Organizational Development Facilitator Diane Groves, consisting of weekly virtual meetings, in-person facilitation experiences, and focused professional learning and literature review related to consensus-building and restorative practices. Upon returning to Helena Public Schools, Ms. McMillin intends to share her learning by providing professional support through presentations, consultation, and practical tools and resources (such as guides and handouts) to help school teams strengthen collaborative problem-solving systems. Her application is supported by strong letters of recommendation highlighting her leadership and positive impact.

Committee Recommendation:  
Approve Erika McMillin’s sabbatical.

Assistant Superintendent Alberts addressed questions from the Board of Trustees regarding the information presented.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve action item 3, *Consideration of Approval of a Sabbatical for the 2026-2027 School Year.*”

**Motion:** Trustee Jennifer Walsh moved approval of the Sabbatical for the 2026-2027 school year for Ms. Erika McMillin. Trustee Jenny Murnane Butcher seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

#### **4. Consideration of Approval of the Calendar Committee Proposal for the 2026-2027 School Year**

Assistant Superintendent Josh McKay presented action item 4, *Consideration of Approval of the Calendar Committee Proposal for the 2026-2027 School Year* to the Board of Trustees. Assistant Superintendent McKay presented the recommended 2026–2027 school calendar as developed by the Calendar Committee. Committee members were Thomas Baty, Jane Shawn, Gary Myers, Leighann Wilson, Chelsea Kingston, Justine Alberts, Brian Kessler, Joice Franzen, Starsha Frederickson, Lisa George, and Josh McKay.

Assistant Superintendent McKay explained that the proposed calendar begins with a three-day first week for students, followed by a five-day week and then a four-day week due to Labor Day. He noted that because Labor Day falls later in September, maintaining the traditional 3/4/5 start format while delaying the start date would push the end of the school year into the

third week of June, which was not recommended. The calendar includes a weeklong spring break and a two-week winter break. He further noted that the proposed end-of-year schedule supports student learning outcomes, particularly at the high school level, and provides for a three-day final week to improve the semester testing experience. To accomplish this, a snow day (make-up day, if needed) was added as a no-school day on May 28, prior to Memorial Day weekend, which is historically a high-absence day.

Assistant Superintendent McKay also shared that the Calendar Committee will continue meeting throughout the spring to further discuss strategies to support student outcomes, serve the community, and maintain a positive work environment.

Assistant Superintendent McKay addressed questions from the Board of Trustees regarding the information presented.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve action item 4, *Consideration of Approval of the Calendar Committee Proposal for the 2026-2027 School Year.*”

**Motion:** Trustee Kay Satre moved to approve action item 4, *Consideration of Approval of the Calendar Committee Proposal for the 2026-2027 School Year.* Trustee Linda Cleatus seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

## 5. Consideration of Approval of the Facilities Warehouse Lease

Mr. Todd Verrill, Facilities Director, presented action item 5, *Consideration of Approval of the Facilities Warehouse Lease*, to the Board of Trustees. Mr. Verrill presented a request for Board approval of a commercial lease for a warehouse and equipment yard located at 1401 N. Oakes Street for use by the District’s Facilities Department. He explained that due to the construction of the new district kitchen on the property currently used by the Facilities Department, the district requires a replacement facility and additional space to store supplies, vehicles, and equipment for the next five years.

Currently, the Facilities and Custodial Departments utilize two cold storage warehouses totaling 3,300 square feet and an outdoor vehicle and equipment yard of 34,000 square feet, which accommodates 10 work trucks, 12 trailers, 20 miscellaneous pieces of equipment, and four storage sheds. The proposed Oakes Street property offers approximately 4,480 square feet of cold storage, 840 square feet of heated storage, and 22,264 square feet of yard space.

Mr. Verrill noted that the property is owned by JC Hunter, LLC, of Missoula, and the parties have agreed in principle to the proposed lease terms. Megan Morris of Kaleva Law Office reviewed the lease and deemed it legally acceptable. The lease proposes a monthly rate of \$5,000 for a five-year term, beginning March 1, 2026, through February 28, 2031.

Leasing this property will enable the Facilities and Custodial Departments to continue

operating efficiently during the construction of the new district kitchen, Helena High, Capital High, and Kessler Elementary Schools. Funding for the \$60,000 annual lease will come from the Building Reserve Fund, the Interlocal Fund, or the Ray Bjork building lease proceeds (to be determined).

Mr. Verrill addressed questions from the Board of Trustees regarding the information presented.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve action item 5, *Consideration of Approval of the Facilities Warehouse Lease.*”

**Motion:** Trustee Linda Cleatus moved to approve action item 5, *Consideration of Approval of the Facilities Warehouse Lease.* Trustee Jennifer Walsh seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

## **6. Consideration of Approval of Energy Contracting Resolution with Ameresco, Inc.**

Mr. Verrill presented action item 6, *Consideration of Approval of Energy Contracting Resolution with Ameresco, Inc.*, to the Board of Trustees. Representatives from Ameresco provided a presentation and addressed questions from the Board of Trustees. Ameresco outlined the ESPC process, including completion of an Investment Grade Audit to identify energy savings, operational efficiencies, and capital cost avoidance opportunities across district facilities. Phase One (2026) includes elementary lighting retrofits, boiler plant replacement at Warren School, and retro-commissioning work. Phase Two (2027) includes HVAC and boiler upgrades at multiple elementary schools, temperature control improvements, and system upgrades, with final design and pricing to return to the Board in September. The proposal leverages building reserve funds and financing to accelerate needed deferred maintenance projects, reducing long-term inflationary costs and generating projected construction savings while improving energy efficiency, indoor air quality, and occupant comfort. The approach allows equipment to be transferable in future rebuild scenarios and aims to provide long-term financial stability while advancing facility improvements districtwide.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve action item 6, *Consideration of Approval of Energy Contracting Resolution with Ameresco, Inc.*”

**Motion:** Trustee Keith Meyer moved to approve the Energy Contracting Resolution with Ameresco, Inc. Trustee Siobhan Hathhorn seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

## 7. Policy 1020: School Board Elections

Ms. Mizell presented action item 7, *Policy 1020: School Board Elections*, to the Board of Trustees. This policy has been updated to reflect the changes to candidate filing deadlines and withdrawal under House Bill 406. There is also a requirement that school elections must be called at least 145 days before a regular election but can be amended until 70 days prior to the election. There is an allowance for a period of 70 days to call a special election. Ballot certification must occur not less than 40 days before the election. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve action item 7, *Policy 1020: School Board Elections*.”

**Motion:** Trustee Linda Cleatus moved to approve action item 7, *Policy 1020: School Board Elections*. Trustee Kay Satre seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

## 8. Policy 2103: Religion and Religious Activities

Ms. Mizell presented action item 8, *Policy 2103: Religion and Religious Activities*, to the Board of Trustees. This policy has been updated to reflect changes to House Bill 343, which now requires—rather than simply permits—the district to release a student at the parent’s request (at least annually) for not less than one hour per week for formal religious instruction. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve action item 8, *Policy 2103: Religion and Religious Activities*.”

**Motion:** Trustee Siobhan Hathhorn moved to approve action item 8, *Policy 2103: Religion and Religious Activities*. Trustee Jennifer Walsh seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

## 9. Policy 2165: Early Literacy Targeted Intervention

Ms. Mizell presented action item 9, *Policy 2165: Early Literacy Targeted Intervention*, to the Board of Trustees. This policy has been updated to reflect current legislation, including the removal of lines 33 through 35, clarifying the definition of scholastic literacy and incorporating math into early targeted intervention programs. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve

action item 9, *Policy 2165: Early Literacy Targeted Intervention.*”

**Motion:** Trustee Kay Satre moved to approve action item 9, *Policy 2165: Early Literacy Targeted Intervention.* Trustee Keith Meyer seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

## 10. Policy 3000: Equal Educational Opportunities

Ms. Mizell presented action item 10, *Policy 3000: Equal Educational Opportunities*, to the Board of Trustees. The policy changes reflect Senate Bill 350, which permits school districts and MHSA to prohibit participation of a home-schooled student in extracurricular activities if the student is not a U.S. citizen or a resident of the state of Montana. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve action item 10, *Policy 3000: Equal Educational Opportunities.*”

**Motion:** Trustee Jenny Murnane Butcher moved to approve action item 10, *Policy 3000: Equal Educational Opportunities.* Trustee Keith Meyer seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

## 11. Policy 3410: Student Health/Physical Screenings/Examinations

Ms. Mizell presented action item 11, *Policy 3410: Student Health/Physical Screenings/Examinations*, to the Board of Trustees. House Bill 599 requires that a district provide parents with notice of the right to opt out of physical or mental health screenings or surveys and to be notified of the results of any such screenings. The policy has been updated to align with this requirement. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented. The Trustees had a discussion centered on potential inconsistencies between Policy 3410 and Policy 2020 regarding parental rights related to mental health screenings. Policy 3410 references a parental opt-out provision for physical and mental health screenings, while Policy 2020 references an opt-in requirement for certain surveys or personal analyses involving personally identifiable information. Trustees expressed concern that the language between the two policies may be contradictory and requested clarification to ensure alignment with one another and with statutory requirements. The Board determined additional review was necessary before taking action and voted to table the policy for further committee discussion.

Board Chair Jennifer McKee entertained a motion to table *Policy 3410: Student Health/Physical Screenings/Examinations*, so it could be referred to the Policy Committee for further review and discussion at a future meeting.

**Motion:** Trustee Linda Cleatus moved to table *Policy 3410: Student Health/Physical Screenings/Examinations*, so it could be referred to the Policy Committee for further review and discussion at a future meeting. Trustee Kay Satre seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

## 12. Policy 3097: Use of Video Monitoring Cameras

Ms. Mizell presented action item 12, *Policy 3097: Use of Video Monitoring Cameras*, to the Board of Trustees. This policy has been updated to align with parental rights under House Bill 32, allowing video monitoring during events open to the public. At the last Policy Committee meeting, clarifying language was added to specify that no staff member or volunteer may make an audio or video recording of a student without parental permission, unless at a public event. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented. The Trustees had a discussion focused on the revised language addressing when staff or volunteers may record students without parental permission, particularly at events open to the public. Trustees questioned whether certain phrasing—specifically related to “events open to the public” and the placement of “without parental permission”—was grammatically clear and legally precise. Additional clarification was requested to ensure the policy clearly distinguishes between instructional settings, public events, and the district’s use of video surveillance for safety and security purposes. The Board determined the language needed further refinement to avoid confusion or unintended interpretation and voted to table the policy for additional review.

Board Chair Jennifer McKee entertained a motion to table *Policy 3097: Use of Video Monitoring Cameras* so it could be referred to the Policy Committee for further review and discussion at a future meeting.

**Motion:** Trustee Jenny Murnane Butcher moved to table *Policy 3097: Use of Video Monitoring Cameras* so it could be referred to the Policy Committee for further review and discussion at a future meeting. Trustee Kay Satre seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

## 13. Policy 4332: Display of Flags and Banners on District Property

Ms. Mizell presented action item 13, *Policy 4332: Display of Flags and Banners on District Property*, to the Board of Trustees. This is a new policy, developed to align with House Bill 819, regarding the specific flags and banners that may be displayed on district or school property. Clarifying language was added to specify that the policy does not apply to personal clothing, jewelry or accessories worn by school employees, except where uniform policies or official dress codes apply. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve action item 13, *Policy 4332: Display of Flags and Banners on District Property.*”

**Motion:** Trustee Siobhan Hathhorn moved to approve action item 13, *Policy 4332: Display of Flags and Banners on District Property.* Trustee Keith Meyer seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

#### 14. Policy 5025: Employment and Assignment

Ms. Mizell presented action item 14, *Policy 5025: Employment and Assignment*, to the Board of Trustees. Under House Bill 226, state penalties can be issued to employers for failing to comply with federal immigration laws, and grants Montana Department of Labor and Industry subpoena power to determine compliance. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve action item 14, *Policy 5025: Employment and Assignment.*”

**Motion:** Trustee Keith Meyer moved to approve action item 14, *Policy 5025: Employment and Assignment.* Trustee Jennifer Walsh seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance for the vote.*)

#### 15. Policy 5075: Termination of Employment

Ms. Mizell presented action item 15, *Policy 5075: Termination of Employment*, to the Board of Trustees. This policy has been updated with a legal reference to House Bill 602. Under House Bill 602, in the process of nonrenewal of a nontenured teacher, if the recommendation for nonrenewal is for financial reasons, this is to be stated in the Board agenda posted before June 1, which is subject to public comment. Ms. Mizell addressed questions from the Board of Trustees regarding the information presented.

Board Chair Jennifer McKee commented, “At this point, I would entertain a motion to approve action item 15, *Policy 5075: Termination of Employment.*”

**Motion:** Trustee Kay Satre moved to approve action item 15, *Policy 5075: Termination of Employment.* Trustee Linda Cleatus seconded the motion.

**Public Comment:** None.

**Vote:** 7-0; motion carries unanimously. (*Trustee Janet Armstrong was not in attendance*

*for the vote.)*

The Board of Trustees moved on to hear the Reports.

## **E. 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, “The start of 2nd semester is going great. Our counseling staff has had a lot of work with schedule changes and making sure students have the credits to graduate, so I would like to thank them. The Academic Support Center is of great use. Students have used it approximately 2,000 times. For those who don’t remember, it’s a place where teachers go during their free periods to assist students with their work, helping them where they need. Two of our special education teachers are spearheading new projects, including a new club, a monthly fitness bingo, and possibly more. They are doing this because we are trying to grow our capabilities as a unified champion school, so we appreciate their efforts.

Recognitions:

- Congrats to Speech and Debate, which at state had three students advance to the semifinals or finals.
- Congrats to DECA, which at state this past weekend had 11 top-eight finalists. International finalists include:
  - Meadow Brown, who received first in one event while placing in two others.
  - Cate Harden, who received first in one event, third in one, and top eight in another.
  - I placed second in one event while also receiving second in another, along with Ellie Clancy and Mackenzie Groom regarding the bond.

The event was amazing, especially since it was my first time attending. We did so well that we are bringing 15 students to Atlanta, Georgia, which is a great number of participants.

Upcoming Events:

- Tomorrow, we have our Winter Prep Assembly, where we will celebrate winter sports teams and groups. There will be games, and either the principal or one of the vice principals will be slimed as a fundraiser for the Angel Fund.
- Our 8th-Grade Visit Day will be held on February 24, allowing students to sign up for clubs or sports while exploring what classes are like.
- On March 2, we are hosting a Freshman Informational Night at the HHS gym to inform parents about upcoming steps for students.

Mr. Gardipee addressed questions from the Board of Trustees regarding the information presented.

Ms. Delaney Lynch, Capital High School Student Representative for the Board of Trustees, was not in attendance, therefore, Mr. Gardipee delivered the report on her behalf.

As we dive into the third quarter, many exciting activities and events are happening at Capital High.

Registration for the 2026–2027 School Year:

- Week of February 9: Current 11th graders (course requests entered 2/13)
- Week of February 16: Current 10th graders (course requests entered 2/20)
- Week of February 23: Current 9th graders (course requests entered 2/27)

RBHI Screener:

Recently, all students at CHS participated in the RBHI mental health screener. The screener was administered during second periods, organized by teachers' last names, and spanned five days. Students answered a variety of questions, ranging from mental health topics to questions about life outside of school and living situations.

National School Counselor Week:

Last week was National School Counselor Week. Thank you to the CHS counseling staff for all the support they provide to students, parents, and staff. The counselors are busy curating next year's schedules, and it was wonderful to celebrate their efforts during this time.

Winter Pep Assembly:

The annual Winter Pep Assembly took place last week. Events included numerous recognitions, student relays, teacher dances, catapult challenges, crowd cheers, and cadet and cheer performances.

Professional Development During PLC Time:

Last Monday, teachers participated in professional development led by the SLT team, using actual literacy examples submitted by other teachers via a Padlet presentation. Each PLC team completed a worksheet while reviewing the examples and submitted it to Mr. Zanto for approval and feedback.

Staff Meetings with Slate/RTA Architects:

On January 26, during the high school teacher records day, each curricular department met with architects to discuss needs and ideas for the upcoming building renovation. The following day, January 27, staff had the opportunity to meet with architects during prep periods to discuss additional details.

Night to Shine – Sponsored by DECA Chapters at Both High Schools:

Get ready to be dazzled by 22 incredibly talented acts! The 33rd Annual Night to Shine, Helena's premier teen talent show, promises an unforgettable evening of creativity, passion, and show-stopping performances. Date & Time: February 17 at 7:00 p.m., Helena Civic Center.

Winter Trades Day Registration – Helena District:

- Date & Time: February 24, 8:00 a.m.–4:00 p.m., Fairgrounds Exhibit Hall
- Students are provided lunch, and the district is covering registration fees.

As always, I am looking forward to a great month ahead. Go Bru!

2. **Helena Education Association Report**

Jane Shawn, Helena Education Association (HEA) President, presented the Helena Education Association report. Ms. Shawn reported that HEA is preparing for its upcoming election cycle, with nominations opening next week and concluding at the March general membership meeting. Positions open this year include President, First Vice President, and several Board of Directors seats. She shared that the district’s retirement incentive was well received, with 23 teachers expected to participate over the next two years. Ms. Shawn also met with the Assistant Superintendents to clarify funding and structural questions related to the new Professionalism Program and noted that a clear implementation schedule has been developed. Additionally, she met with Mr. McKay and Ms. Alberts to streamline processes related to pupil instruction days and will continue efforts to improve efficiencies. Ms. Shawn reported the launch of a grassroots “Respect Campaign” supporting paraeducators and education support professionals (ESPs) statewide. Advocacy efforts include urging the Interim Funding Commission to prioritize ESPs in school funding discussions and pursuing legislative changes to allow ten-month school-district employees to access unemployment benefits during the summer months. Finally, Ms. Shawn noted member concerns regarding the potential presence of immigration enforcement agents in the community. She has been in communication with Superintendent Wertz and district administration regarding protocols and is coordinating with the Montana Federation of Public Employees, as well as other statewide organizations, to stay informed and provide guidance to members. Ms. Shawn addressed questions from the Board of Trustees regarding the information presented.

3. **Facilities & Technology Committee Report**

Trustee Siobhan Hathhorn presented the Facilities & Technology Committee report. Trustee Hathhorn reported that much of the recent committee meeting focused on the Ameresco project and the warehouse lease, which have already been discussed with the Board. On the technology side, she noted that the department remains very busy, operating without a dedicated technology levy and relying on general fund and interlocal resources. Current efforts include accreditation work required by the state, enhancements to the standards-based report cards, installation of software for the federally required NAEP assessments, and ongoing Chromebook repairs and safety/security-related service requests (925 requests completed). The audio system upgrade in the Helena High School gym is scheduled and will require a full week for installation. The team also completed secure door fob access for Kinder Sprouts and is exploring automation of the copy center in a cost-neutral manner. Facilities updates included environmental follow-up at Rossiter related to two significant illnesses. Testing for lead and asbestos has returned favorable results and air quality testing is underway to ensure no environmental concerns. Mr. Verrill continues to work with Staples to manage rising paper product costs. Ongoing projects include scheduled flooring replacements, runoff and ground cover improvements at Central, and repairs related to recent wind damage. 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 reported that the budget-to-actuals remain in good standing overall. Overtime continues to run over budget due to unfilled custodial positions requiring additional coverage; however, this is not a significant concern and will be addressed in next year's budgeting process. The committee also reviewed the bond projects "Sources and Uses of Funds" report, which provides updates on current versus projected costs as bond projects progress. Clarification was provided that "cost of issuance" includes expenses such as bond counsel fees and advertising related to issuing the bonds. Trustee Murnane Butcher addressed questions from the Board of Trustees regarding the information presented.
  
5. **Teaching & Learning Committee Report**  
Trustee Jenny Murnane Butcher presented the Teaching and Learning Committee report. Trustee Murnane Butcher reported that the committee reviewed fall student achievement data, providing a snapshot of student performance at the start of the school year. She noted appreciation for the administration's work in establishing strong goals. Winter benchmark data will be presented next month, allowing the committee to compare results and review student growth over time. Trustee Murnane Butcher addressed questions from the Board of Trustees regarding the information presented.
  
6. **Policy Committee Report**  
Trustee Jennifer Walsh reported that all items reviewed by the Policy Committee were presented to the Board of Trustees this evening.
  
7. **Health Benefits Committee Report**  
Trustee Kay Satre reported that the items reviewed by the Health Benefits Committee were presented to the Board of Trustees this evening.
  
8. **Wellness Committee Report**  
Trustee Linda Cleatus presented the Wellness Committee report to the Board of Trustees. Trustee Cleatus reported that the Wellness Committee conducted the Harvest of the Month survey with 105 fourth-grade students and their families. The survey found that 61% of students knew how to grow local food, and 83% of families recognized the value of eating fruits and vegetables. Sodexo will fund the Harvest of the Month taste test next school year. Parents expressed interest in receiving links to cooking videos or instructional content to help children learn to prepare local foods and recipes. Old Salt has expressed interest in partnering with the Helena School District to provide local beef, and the committee discussed using district kitchens or other facilities—such as PAL, Helena High, or community partners like Foodshare—as educational spaces for cooking demonstrations. Trustee Cleatus also noted an upcoming community wellness fair sponsored by Elevate Montana, to be held at the Myrna Loy from 3:30–5:30 p.m., open to the public with wellness resources and refreshments. Trustee Cleatus addressed questions from the Board of Trustees regarding the information presented.

9. **Montana School Boards Association Report**

There was no Montana School Boards Association report this evening.

10. **Parent Council Visit Reports**

There were no Parent Council Visit reports this evening.

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

**VII. UPCOMING MEETINGS**

Board Chair Jennifer McKee reviewed upcoming committee and board meetings with the Board of Trustees and Superintendent Weltz.

**VIII. BOARD/SUPERINTENDENT COMMENTS**

Trustees and the Superintendent shared brief remarks, including recognition of student achievements, community engagement, and local events. They noted the breadth of work covered during the meeting, including teaching and learning, budget, wellness, policy, facilities, health, construction, and the school calendar, and acknowledged the board's active involvement and subcommittee structure compared to other districts.

**IX. ADJOURNMENT**

Board Chair Jennifer McKee adjourned the meeting at 10:27 p.m.

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Candice Delvaux, Recording Secretary

Date

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item VI.D.1.**

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

**Item Title:           Item for Action**  
**1. Resolution to Dispose of Personal Property - Outdated and Obsolete Curricular Resources From CHS**

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

HELENA SCHOOL DISTRICT NO., LEWIS AND CLARK COUNTY  
RESOLUTION TO DISPOSE OF PERSONAL PROPERTY

WHEREAS, the trustees of any district have the power and the responsibility to hold in trust all real and personal property of the District for the benefit of the schools and children of the district, and;

WHEREAS, the trustees of any district have the authority to determine that certain personal property of the District is or is about to become abandoned, obsolete, undesirable, or unsuitable for the school purposes of the district pursuant to Mont. Code Ann. § 20-6-604, and;

WHEREAS, the District owns items of personal property consisting of obsolete miscellaneous curriculum consisting of, but not limited to: teacher manuals, student textbooks and student workbooks that are no longer used at Capital High School or stored in the book room due to updated curriculum, outdated resources, and in preparation of updates to the building bond project..

WHEREAS, the Board of Trustees of Helena School District No. 1 desires to dispose of and/or donate such teacher manuals, student textbooks and student workbooks because they are abandoned, obsolete, undesirable or unsuitable for school purposes. Please contact Dr. Justine Alberts at 406-324-2032 for more information and/or viewing schedule.

This Resolution shall not become effective for 14 days. Upon expiration of the 14-day period, the Superintendent of the District shall effectuate the disposal of the above-described property.

Adopted this \_\_\_\_ day of \_\_\_\_\_ 2025.

By: \_\_\_\_\_

Chairperson, Board of Trustees

**Policy Background**  
**Board of Trustees Meeting**  
**March 10, 2026**

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

**2010 Instructional Program**

This policy is up for a periodic review; no substantive changes.

**2070 Network Information and Communication Systems**

An update to include language on the use of Generative Artificial Intelligence (GAI) to match the HPS student handbook.

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

**2020 Student and Family Privacy Rights**

This policy is updated to reflect changes from House Bill 599 regarding parental rights law. Parents may opt their child out of any personal analysis, evaluation, survey or data collection that does not require personally identifiable information. Parents must opt in to any personal analysis, evaluation, survey or data collection that requires personally identifiable information, unless that information is essential for establishing a student's education record or for a demographic survey to validate an achievement test used to gain admission to a postsecondary institution.

**3010 Student Admissions: Entrance, Placement and Transfer**

This policy is updated to reflect House Bill 168, which permits districts to receive ANB funding for special education preschool students based upon aggregate hours of instruction. Additionally, students with disabilities may be eligible to continue enrollment until they reach twenty-two years of age, unless they have received a regular high school diploma.

**3097 Use of Video Monitoring Cameras**

Policy updated to align with parental rights that permit video recordings during events open to the public in accordance with House Bill 32. Added clarifying language that no staff member or volunteer may make an audio or video recording of a student without permission of the parent unless at a public event. Clarified what is considered a public event.

### **3141 Nonresident Student Enrollment**

House Bill 250 changes the out-of-district attendance laws that went into effect July 1, 2025 and applies to attendance agreements. The Board of Trustees may deny enrollment of an out-of-district student if accepting the student(s) would negatively impact the quality of education for resident students because the maximum student contract hours for a teacher of the class or maximum class sizes under accreditation standards would be exceeded. Additionally, the Board of Trustees may deny enrollment of a nondisabled student who has been suspended in or out of school in any school the student previously enrolled in the previous three years.

### **3410 Student Health/Physical Screenings/Examinations**

House Bill 599 requires that a district provide parents with notice of the right to opt out of physical or mental health screenings or surveys and to be notified of the results of any such screenings. The policy has been updated to align with this requirement.

### **7057 Use of Automated External Defibrillation (AED)**

This policy is updated to reflect the components of the district's AED program and reflect changes on maintaining AEDs in accordance with Senate Bill 86. Specifically, SB 86 changes to requirements for maintaining a written plan for AEDs to only a written notice of the location of the AED to the 911 service covering the area.

### **8100 Transportation**

This policy has been updated to reflect legal references and be in compliance with House Bill 250 regarding transportation requirements for students with disabilities.

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item VI.D.2.**

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

**Item Title:       Item for Action**  
**2. Policy 2020: Student and Family Privacy Rights**

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

1 **Helena School District**

2  
3 INSTRUCTION

2020

4  
5  
6 Student and Family Privacy Rights

7  
8 All fundamental parental rights are exclusively reserved to the parent(s)/guardian(s) of a child  
9 without obstruction or interference by a governmental entity in accordance with the common  
10 law, state and federal law, and Board policies.

11  
12 **Except for information that is necessary and essential for establishing a student’s education**  
13 **record or for a demographic survey to validate an achievement test used to gain admission**  
14 **to a postsecondary institution, a parent has the right to:**

- 15  
16 • **Opt a child out of any personal analysis, evaluation, survey, or data collection by the**  
17 **District that does not require the student’s personally identifiable information; or**  
18 • **Opt a child into any personal analysis, evaluation, survey, or data collection by the**  
19 **District that requires the student’s personally identifiable information.**

20  
21  
22 *Surveys - General*

23  
24 All surveys requesting personal information from students, as well as any other instrument used  
25 to collect personal information from students, must advance or relate to the District’s educational  
26 objectives as identified in Board policy. This applies to all surveys, regardless of whether the  
27 student answering the questions can be identified and regardless of who created the survey.

28  
29 *Surveys Created by a Third Party*

30  
31 Before the District administers or distributes a survey created by a third party to a student, the  
32 student’s parent(s)/guardian(s) may inspect the survey upon request and within a reasonable time  
33 of their request. This section applies to every survey that is created by a person or entity other  
34 than a District official, staff member, or student, regardless of whether the student answering the  
35 questions can be identified, and regardless of the subject matter of the questions.

36  
37 *Surveys Requesting Personal Information*

38  
39 School officials and staff members shall not request, nor disclose, the identity of any student who  
40 completes ANY survey containing one (1) or more of the following items:

- 41  
42 1. Political affiliations or beliefs of the student or the student’s parent/guardian;  
43 2. Mental or psychological problems of the student or the student’s family;  
44 3. Behavior or attitudes about sex;  
45 4. Illegal, antisocial, self-incriminating, or demeaning behavior;  
46 5. Critical appraisals of other individuals with whom students have close family  
47 relationships;

- 48 6. Legally recognized privileged or analogous relationships, such as those with lawyers,  
49 physicians, and ministers;  
50 7. Religious practices, affiliations, or beliefs of the student or the student’s parent/guardian;  
51 8. Income (other than that required by law to determine eligibility for participation in a  
52 program or for receiving financial assistance under such program).  
53

54 The student’s parent(s)/guardian(s) may inspect the survey within a reasonable time of the  
55 request, and/or refuse to allow their child to participate in any survey requesting personal  
56 information. The school shall not penalize any student whose parent(s)/guardian(s) exercise this  
57 option.

58  
59 ~~No student shall be required to submit to any survey requesting personal information without  
60 consent of the parent/guardian. Parent(s)/guardian(s) will be given notice and an opportunity to  
61 opt their child out of participation of any survey requesting personal information that is not  
62 required by the District.~~

63

### 64 ***Instructional Material***

65

66 A student’s parent(s)/guardian(s) may, within a reasonable time of the request, inspect any  
67 instructional material used as part of their child’s educational curriculum. The term  
68 “instructional material,” for purposes of this policy, means instructional content that is provided  
69 to a student, regardless of its format, printed or representational materials, audio-visual materials,  
70 and materials in electronic or digital formats (such as materials accessible through the Internet).  
71 The term does not include academic tests or academic assessments.

72

### 73 ***Collection of Personal Information from Students for Marketing Prohibited***

74

75 The term “personal information,” for purposes of this section only, means individually  
76 identifiable information including: (1) a student’s or parent’s/guardian’s first and last name, (2) a  
77 home or other physical address (including street name and the name of the city or town), (3)  
78 telephone number, or (4) a Social Security identification number.

79

80 The District will not collect, disclose, or use student personal information for the purpose of  
81 marketing or selling that information or otherwise providing that information to others for that  
82 purpose.

83

84 The District, however, is not prohibited from collecting, disclosing, or using personal  
85 information collected from students for the exclusive purpose of developing, evaluating, or  
86 providing educational products or services for, or to, students or educational institutions such as  
87 the following:

88

- 89 1. College or other post-secondary education recruitment or military recruitment;  
90 2. Book clubs, magazines, and programs providing access to low-cost literary products;  
91 3. Curriculum and instructional materials used by elementary schools and secondary  
92 schools;

- 93 4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or  
94 achievement information about students (or to generate other statistically useful data for  
95 the purpose of securing such tests and assessments) and the subsequent analysis and  
96 public release of the aggregate data from such tests and assessments;  
97 5. The sale by students of products or services to raise funds for school-related or education-  
98 related activities;  
99 6. Student recognition programs.

100

101

102 ***Notification of Rights and Procedures***

103

104 The Superintendent or designee shall notify students' parent(s)/guardian(s) of this policy as well  
105 as its availability from the administration office upon request; how to opt their child out of  
106 participation in activities as provided in this policy; the approximate dates during the school year  
107 when a survey requesting personal information, as described above, is scheduled or expected to  
108 be scheduled; and how to request access to any survey or other material described in this policy.

109

110 This notification shall be given parent(s)/guardian(s) at least annually at the beginning of the  
111 school year and within a reasonable period after any substantive change in this policy.

112

113 The rights provided to parent(s)/guardian(s) in this policy transfer to the student when the student  
114 turns eighteen (18) years of age or is an emancipated minor.

115

116 Cross Reference:	<b><u>2060</u></b>	<b><u>Instructional Materials</u></b>
	4040	<b><u>School, Student, Parent, Family and Community</u></b>
		<b><u>Engagement in Education</u></b>
118		<b><u>Student Health Physical Screenings</u></b>
119	<b><u>3410</u></b>	<b><u>Examinations</u></b>
120		

121

122 Legal Reference:	20 U.S.C. 1232h	Protection of Pupil Rights
123	§ 40-6-701, MCA	Interference with Fundamental Parental Rights
124		Restricted ( <i>revised by House Bill 676</i> )
125		

125

126 **Policy History:**

127 Adopted on:	5.8.2012
128 Reviewed on:	10.10.2023
129 Revised on:	
130	

130

131

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item VI.D.3.**

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

**Item Title:       Item for Action**  
**3. Policy 3010: Entrance, Placement and Transfer**

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

2  
3 STUDENTS

4  
5 School Admissions: Entrance, Placement and Transfer

6  
7 *Age*

8  
9 No pupil may be enrolled in ~~the~~ kindergarten or first grade whose 5<sup>th</sup> birthday does not occur on or  
10 before September 10 of the school year in which the child registers to enter school.

11  
12 No pupil may be enrolled in the District if that pupil has reached ~~their~~ ~~his or her~~ 19<sup>th</sup> birthday on or  
13 before September 10 of the school year in which the child registers to enter school with the  
14 following exceptions:

15  
16 A waiver of the age limitation may be requested where there are exceptional circumstances  
17 and must be reviewed and approved by the Board of Trustees (Board) in an executive  
18 session.

19  
20 The Board ~~Trustees~~ may also admit an individual who has graduated from high school but is  
21 not yet 19 years of age even though no special circumstances exist for waiver of the age  
22 provision or a student who is not yet 19 years of age and experienced educational disruption  
23 and was awarded a diploma as a result and seeks access to reasonable curriculum designed to  
24 advance postsecondary success.

25  
26 Students with disabilities who qualify for special education services may be eligible to  
27 continue enrollment in the District until they reach 22 years of age, unless the student  
28 has received a regular high school diploma.

29  
30 The ~~trustees~~ Board shall assign and admit a student who is enrolled in a nonpublic or home school  
31 and who meets the age and residency requirements on a part-time basis at the request of the student’s  
32 parents or guardian.

33  
34 *Enrolling Students Under the age of 5 Before September 10 for Exceptional Circumstances*

35  
36 It is the policy of the District to provide enhanced educational opportunities to students under the age  
37 of five (5) when individual exceptional circumstances exist.

38  
39 The administration shall ensure admission, enrollment, and assignment of all qualifying children  
40 referenced in this policy. The administration shall place children enrolled pursuant to this policy in  
41 either a half-time or full-time program as part of the elementary school program. The administration  
42 shall review the criteria set forth in this policy and make the determination whether an individual  
43 student or class of students meets the criteria for exceptional circumstances.

44  
45 The administration shall present the information to the Board for approval. In presenting the  
46 information to the Board, the administration shall remove all identifying information in order to

47 protect the privacy rights of the student under state and federal law. The Board shall make the final  
48 decision on the enrollment of students ~~under the District's exceptional circumstances~~ **in accordance**  
49 **with this** policy.

50  
51 The administration shall include children enrolled pursuant to this policy in the District's calculation  
52 of average number belonging (ANB) as reported to OPI to the extent allowed by law.

53 The Board ~~of Trustees~~ declares the following to be qualifying "exceptional circumstances" within  
54 the meaning of that term as used in 20-5-101(3) **MCA** and "special permission" within the meaning  
55 of that term as used in 20-7-117 MCA, that merit waiving the age provisions of 20-7-117 MCA for  
56 qualifying children under 5 years of age:

- 57  
58 1 A child at least 3 years of age with a disability qualifying the child for services under the  
59 federal Individuals with Disabilities Education Act.
- 60 2 A child who is 4 years of age or older on or before September 10 of the school year in which  
61 enrollment is to occur who meets one or more of the following:
- 62 a. Meets the income eligibility guidelines for free or reduced priced meals under the  
63 National School Lunch Program;
  - 64 **b. Is being admitted into an early targeted intervention program;**
  - 65 c. Is Limited English Proficient within the meaning of Title III of the federal  
66 Elementary and Secondary Education Act;
  - 67 d. Is Gifted and Talented within the meaning of that term as used in 20-7-901 MCA;
  - 68 e. Is an enrolled member of a federally recognized American Indian Tribe;
  - 69 f. Is homeless as defined in 42 U.S. Code § 11302, or as determined by the  
70 administration, exhibits other characteristics or lives in circumstances that are  
71 uncommon, unusual, atypical, rare or otherwise distinguished from ordinary or  
72 typical which place the child at risk of failing to achieve at adequate levels,
  - 73 g. Is an at-risk student as defined in Section 20-1-101(4). MCA;
  - 74 h. Child's status as a member of a military family with prior enrollment.
- 75

76 The administration is authorized to enroll students in a manner consistent with this policy and to  
77 develop procedures to implement this policy.

78  
79 *Entrance – Identity and Immunization*

80  
81 Students enrolling in the District for the first time must present a birth certificate or other reliable  
82 proof of identity and age within 40 days, as well as proof of residence. If the parent of the student  
83 does not provide proof of identification within 40 days, the District shall notify the Missing Children  
84 Information Program and a local law enforcement authority of the fact that no proof of identity has  
85 been presented for the child.

86  
87 Students who are homeless, in foster care, or are the child of a military family are entitled to  
88 immediate enrollment regardless of presentation of the required documentation. Nonresident  
89 students shall be admitted when required by law or as permitted by District policy.

90  
91 Students must also provide ~~additional student records including~~ original immunization records **or**  
92 **exemption as required by Montana State Law** within 30 days.

93  
94 A student who transfers from one school district to another may photocopy immunization records in  
95 the possession of the school of origin. The District shall accept the photocopy as evidence of  
96 immunization. When a student enrolls in the Helena School District the school the student left must  
97 send the original immunization records within thirty (30) days after the student has transferred out.  
98

99 Parents who choose not to immunize their child based on religious tenets must annually submit to  
100 the District a signed [religious exemption statement](#) prescribed by the State of Montana. The form  
101 must be presented to the District prior to the child's first day of attendance. The statement must be  
102 maintained as part of the student's immunization records. The District will also accept medical  
103 exemptions as required by law.

#### 104 *Placement*

105  
106  
107 The goal of the District shall be to place students at levels and in settings that will enhance the  
108 probability of student success. Developmental testing, together with other relevant criteria,  
109 including but not limited to, health, maturity, emotional stability, and developmental disabilities,  
110 may be considered in the placement of all students. Final disposition of all placement decisions rests  
111 with the Principal subject to review by the Superintendent.  
112

113 If a student is assigned to a school in the District outside of the adopted school boundaries applicable  
114 to that student, this decision is subject to the District's Uniform Grievance Procedure. Upon  
115 completion of these procedures, the Board's decision regarding the assignment is final.  
116

#### 117 *Children of Relocated Military Families*

118  
119 The Board shall assign and admit a child whose parent or guardian is being relocated to Montana  
120 under military orders to a school in the district and allow the child to preliminarily enroll in classes  
121 and apply for programs offered by the District prior to arrival and establishing residency. The  
122 student may attend classes during preliminary enrollment and may receive offsite instruction if not  
123 present in the District.  
124

#### 125 *Transfer Students*

126  
127 Resident students seeking to transfer to a District school will be admitted and placed pursuant to the  
128 terms of this policy. The District will request the student's records from the prior school district  
129 prior to making any final decision on placement.  
130

131 Elementary students shall be placed at their current grade level on a probationary basis for a period  
132 of two weeks. Should any doubt exist with the teacher and/or principal as to grade and level  
133 placement of the student, the student shall be subject to an educational assessment to determine  
134 appropriate grade and level placement.  
135

136 High school students shall be placed according to the number of credits earned in their previous  
137 accredited school districts, subject to Montana Accreditation Rules and Standards and local alternate  
138 procedures for earning credit.  
139

140		
141	Cross References:	<a href="#">Policy 1085</a> <a href="#">Uniform Grievance Policy</a>
142		<a href="#"><b>Policy 2165</b></a> <a href="#"><b>Early Literacy Targeted Intervention</b></a>
143		<a href="#">Policy 2090</a> <a href="#">Credit Transfer Assessment for Placement</a>
144		<a href="#">Policy</a>
145		<a href="#">Policy 3020</a> <a href="#">Education of Homeless Youth</a>
146		<a href="#">Policy 3023</a> <a href="#">Education of Children in Foster Care</a>
147		<a href="#">Policy 3155</a> <a href="#">Part-time Attendance</a>
148		
149	Legal References:	<a href="#">§ 1-1-215, MCA</a> <a href="#">Residence -- rules for determining.</a>
150		<a href="#">§ 20-5-101, MCA</a> <a href="#">Admittance of child to school</a> (revised by
151		<a href="#">House Bill 946)</a>
152		<a href="#">§ 20-5-403, MCA</a> <a href="#">Immunization requirements</a>
153		<a href="#">§ 20-5-404, MCA</a> <a href="#">Conditional attendance</a>
154		<a href="#">§ 20-5-405, MCA</a> <a href="#">Medical or religious exemption</a>
155		<a href="#">§ 20-5-406, MCA</a> <a href="#">Immunization record</a>
156		<a href="#">§ 20-5-502, MCA</a> <a href="#">Enrollment by caretaker relative -- residency</a>
157		<a href="#">-- affidavit</a>
158		<a href="#">§ 20-7-117, MCA</a> <a href="#">Kindergarten and preschool programs</a>
159		<a href="#"><b>§ 20-7-1801, et seq, MCA</b></a> <a href="#"><b>Early Literacy Targeted Interventions</b></a>
160		<a href="#">§ 44-2-511, MCA</a> <a href="#">School enrollment procedures for missing</a>
161		<a href="#">children</a>
162		<a href="#">10.55.701, ARM</a> <a href="#">Board of Trustees</a>
163		<a href="#">10.55.906, ARM</a> <a href="#">High School Credit</a>
164		<a href="#">10.16.3122, ARM</a> <a href="#">Local Education Agency Responsibility for</a>
165		<a href="#">Students with Disabilities</a>
166		<a href="#">Individual with Disabilities Act Federal Rehabilitation Act 1973</a>
167		<a href="#">National School Lunch Act (Public Law 396, 79<sup>th</sup> congress, chapter 281,</a>
168		<a href="#">2<sup>nd</sup> session)</a>
169		<a href="#">Title III, ESEA (English Language Acquisition, Language Enhancement</a>
170		<a href="#">and Academic Achievement Act</a>
171		<a href="#">McKinney Vento Homeless Assistance Act of 1987 (Pub. L. 100-77, July</a>
172		<a href="#">22, 1987, 101 Stat. 482, U.S.C. §11301 et seq)</a>
173		<a href="#"><b>House Bill 352</b></a> <a href="#"><b>Targeted Interventions to Support 3<sup>rd</sup>-Grade</b></a>
174		<a href="#"><b>Reading Proficiency</b></a>
175		
176		
177	<u>Policy History:</u>	
178	Adopted on:	2.12.2013
179	Revised on:	10.8.2013, 12.10.2019, 10.11.2022, 6.13.2023,
180		2.13.2024
181		

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item VI.D.4.**

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

**Item Title:       Item for Action**  
**4. Policy 3097: Use of Video Monitoring Cameras**

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

2  
3  
4 STUDENTS

5  
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 Signs shall be posted at various locations to inform students, staff and the public  
23 that video monitoring cameras are in use. The video monitoring of school buildings and grounds  
24 will not include audio recordings unless specific notice is given as required by law.

25  
26 No staff member **or volunteer** may make an use audio or video recording of a student  
27 surveillance in a classroom without permission of the parent, **except for when the event is open**  
28 **to the public. Events open to the public, include but are not limited to public performances,**  
29 **and athletic competitions, or any rehearsals or practices open to the public, without**  
30 **parental permission.**

31  
32 To protect the privacy rights of staff, students, and visitors all state and federal statutes will be  
33 followed.

34  
35 **The District may video record events open to the public, including but not limited to public**  
36 **performances, athletic competitions, or any rehearsals or practices open to the public,**  
37 **without parental permission.**

38  
39 ~~Signs shall be posted at various locations to inform students, staff and the public~~  
40 ~~that video monitoring cameras are in use. The video monitoring of school buildings and grounds~~  
41 ~~will not include audio recordings unless specific notice is given as required by law.—~~

42  
43  
44 Cross References:

45  
46 Legal Reference: §45-8-213, MCA Privacy in Communications

10.7.2025 Policy Committee – 1<sup>st</sup> Review  
12.2.2025 Policy Committee – 2<sup>nd</sup> Review  
2.10.2026 Full Board – 2<sup>nd</sup> Reading  
3.10.2026 Full Board – 3<sup>rd</sup> Reading

12.9.2025 Full Board – 1<sup>st</sup> Reading  
2.3.2026 Policy Committee – 3<sup>rd</sup> Review  
3.3.2026 Policy Committee – 4<sup>th</sup> Review

47 §40-6-701, MCA Interference with fundamental rights of  
48 parents restricted (*revised by House Bill 32*)  
49  
50  
51 Policy History:  
52 Adopted on: 9.11.2012  
53 Revised on: 10.10.2023

10.7.2025 Policy Committee – 1<sup>st</sup> Review  
12.2.2025 Policy Committee – 2<sup>nd</sup> Review  
2.10.2026 Full Board – 2<sup>nd</sup> Reading  
3.10.2026 Full Board – 3<sup>rd</sup> Reading

12.9.2025 Full Board – 1<sup>st</sup> Reading  
2.3.2026 Policy Committee – 3<sup>rd</sup> Review  
3.3.2026 Policy Committee – 4<sup>th</sup> Review

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item VI.D.5.**

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

**Item Title:       Item for Action**  
**5. Policy 3141: Nonresident Student Enrollment**

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

2  
3 STUDENTS

4  
5 Nonresident Student Enrollment

6  
7 For the purposes of this policy, except as provided in Section 20-9-707, MCA, a student’s district  
8 of residence must be determined on the basis of the provisions of Section 1-1-215, MCA.

9  
10 Mandatory Nonresident Enrollment for Extenuating Circumstances

11  
12 The District shall enroll a student who resides outside of the District whenever the extenuating  
13 circumstances listed in Section 20-5-321, MCA exist.

14  
15 Nonresident Enrollment with No Extenuating Circumstances

16  
17 Beginning with enrollment for the 2024-2025 school year, whenever the extenuating  
18 circumstances listed in Section 20-5-321, MCA do not exist and mandatory enrollment of a  
19 student who resides outside the District is not required, the District may enroll the nonresident  
20 student at the request of the student’s parent(s)/guardian(s) as specified in this policy.

21  
22 The District shall serve children who are residents of the district and nonresident children  
23 seeking mandatory enrollment for extenuating circumstances prior to enrolling nonresident  
24 students seeking to apply when extenuating circumstances do not exist.

25  
26 Applications for enrollment of out-of-district students must be submitted to the District for  
27 consideration for enrollment for the fall semester in the subsequent school year no later than June  
28 1; an out-of-district student enrolled before the fall semester shall be considered to be enrolled  
29 for the entirety of the school year. Applications for enrollment of out-of-district students must be  
30 submitted to the District for consideration for enrollment for the spring semester in the  
31 subsequent school year by November 15. All applications shall be submitted using the forms [K-  
32 12 Student Out-of-District Transfer Request \(HPS form\) and the Out-Of District  
33 Attendance Agreement \(OPI form FP-14.1\) Both forms can be found on the District  
34 webpage found at Policy 3141F as developed by the Superintendent of Public Instruction.](#) For  
35 planning purposes, late applications will be accepted only at the Superintendent or designee’s  
36 discretion and shall only be considered in extreme and extenuating circumstances.

37  
38 **An eligible child who is not a resident of the District may be accepted by the District to**  
39 **participate in a summer jumpstart program without an out-of-district attendance**  
40 **agreement and without the payment of tuition.**

41  
42 Nonresident students must reapply for admission each school year. Admission in one school  
43 year does not infer or guarantee admission in subsequent years. Nonresident students who were  
44 accepted prior to the 2024-2025 school year will be grandfathered but must complete Form  
45 3141F annually and must remain in good standing.

47 Each application shall be assigned a unique number distinct from a student identification number  
48 that does not disclose a student’s personally identifiable information consistent with Policy ~~3600-~~  
49 **2600, Student & Family Privacy Rights.** Within 10 days of **receipt of** the initial application for  
50 an agreement, the District shall notify the parent(s)/~~or~~ guardian(s) of the child and district of  
51 residence involved in the out-of-district attendance agreement of the anticipated date for  
52 approval or disapproval of the agreement.  
53

54 The Board of Trustees (Board) authorizes the Superintendent to review the applications for  
55 nonresident enrollment consistent with this policy and Section 20-5-320, MCA. Not more than  
56 30 days following the application deadline, the Superintendent shall submit a list of students to  
57 the Board of Trustees who applied for enrollment along with recommendations for or against  
58 approval for each applicant. The Board of Trustees shall make the decision to approve or deny  
59 requests for nonresident enrollment during a meeting of the Board. If individual application  
60 review is needed, that review shall be considered during a closed session consistent with Policy  
61 1065, **Board Meetings** and after giving prior required notice to the parent(s)/guardian(s) of the  
62 anticipated review. Any motion on an application shall be made in open session referring to the  
63 distinct application number.  
64

65 In reviewing and determining whether to approve an application for attendance by a nonresident  
66 child, the Superintendent or designee shall recommend for approval and ~~the Board of Trustees~~  
67 shall approve the application unless approval of the application will negatively impact the quality  
68 of education for resident pupils by grade level, by school, or in the District in the aggregate in  
69 one or more of the following ways:  
70

- 71 1. The approval would result in exceeding limits of:
  - 72 a. Building construction standards pursuant to Title 50, chapter 60, MCA;
  - 73 ~~b.~~ Capacity and ingress and egress elements, either by individual room or by school  
74 building, of any fire code authorized by Title 50, chapter 3; ~~or~~
  - 75 c. Evacuation elements of the district’s adopted school safety plan; **or**
  - 76 d. **Maximum student contract hours for a teacher of the class or maximum class**  
77 **sizes under accreditation standards of the Board of Public Education.**  
78

79 The Board authorizes the Superintendent to coordinate with the local fire marshal, law  
80 enforcement, health department, and first responders when developing standards under  
81 this Subsection 1. Findings shall be adopted by the Board in the District’s Strategic Goals  
82 Plan and/or the District’s Long Range Facility Plan.  
83

- 84 2. The approval would impede meeting goals, standards, or objectives of quality education  
85 adopted by the Board in the District’s Strategic Goals Plan or plan for continuous  
86 improvement required **under the rules adopted by the Board of Public Education.**  
87
- 88 3. The approval would risk jeopardizing the educational quality adopted by the Board in the  
89 District’s Strategic Goals Plan or plan for continuous improvement because the  
90 nonresident child who is applying was:
  - 91 a) Truant as defined in Section 20-5-106, MCA, in the last school district attended;
  - 92 b) Expelled by another school district at any time; or

- 93 c) Suspended in school or out of school in any another school district in which the  
94 nonresident student was enrolled in any of the 3 school fiscal years preceding  
95 the school fiscal year for which attendance is requested. This Subsection C does  
96 not apply to a student who is eligible for special education or related services.  
97

98 Review and consideration of applications and the records of applicants as well as decisions  
99 regarding admission cannot be inconsistent with District policies regarding nondiscrimination. In  
100 the event the District receives more applications than the District can accommodate, the District  
101 shall prioritize applications on the basis of the quality of education for students who are residents  
102 of the district of attendance as defined by the District's Strategic Goals Plan. This priority may  
103 include applications from students whose parent(s)/guardian(s) are at least .75 FTE employees  
104 of the District and employees of the District's contracted transportation and food service  
105 provider who are scheduled at least 20 hours per week, as well as students with siblings who are  
106 currently enrolled in the District as nonresident students. This priority is specifically established  
107 and shall be implemented on a rational basis to provide a quality education to students enrolled  
108 in the District. The District may also prioritize applications based on the anticipated obligations  
109 of resident taxpayers.  
110

111 Within 10 days of approval or disapproval of an application for non-resident enrollment, the  
112 District shall provide copies of the approved or disapproved attendance agreement to the  
113 parent(s)/or-guardian(s) and to the district of residence. In the case of a disapproval, the District  
114 shall provide the specific allowable reason for the disapproval consistent with this policy and  
115 supporting documentation.  
116

117 For an approved application and out-of-district attendance agreement the District shall provide a  
118 copy of the completed agreement to the county superintendent of schools of the county of  
119 residence, county superintendent of schools of the county of attendance, and the Superintendent  
120 of Public Instruction. Whenever a student enrolls in and attends a school outside of the student's  
121 district of residence under the provisions of this policy, by July 15 following the year of  
122 attendance, the district of attendance shall notify the district of residence of any financial  
123 obligation under Section 20-5-323, MCA.  
124

125 If an out-of-district attendance agreement is disapproved or no action is taken, the parent(s)/or  
126 guardian(s) may appeal the disapproval or lack of action in accordance with Montana law.  
127 ~~Unless otherwise agreed by the district of residence and the district of attendance, the family of a~~  
128 ~~nonresident child whose application for attendance has been approved is responsible for~~  
129 ~~transportation of the child and the child is not an eligible transportee as defined in Section 20-10-~~  
130 ~~101, MCA. The district of attendance may discretionarily provide transportation pursuant to~~  
131 ~~Section 20-10-122, MCA.~~  
132

133 **An out-of-district student may not be enrolled for remote instruction unless the student is**  
134 **physically attending a school or offsite instructional setting pursuant to an out-of-district**  
135 **attendance agreement. An out-of-district student may be accepted to participate in a**  
136 **remote instruction course without an out-of-district agreement when the student's district**  
137 **of residence does not provide remote or in-person instruction in an equivalent course.**  
138

139 **The out-of-district attendance agreement shall address any transportation obligations of**  
 140 **either the district of attendance or the district of residence required by law.**  
 141  
 142

143	Reference:	1065	Board Meetings
144		2040	Special Education <b><u>and Accommodations</u></b>
145		<b><u>3000</u></b>	<b><u>Equal Educational Opportunities</u></b>
146		3010	<b><u>School Admissions:</u></b> Entrance, Placement, and
147			Transfer
148		3020	Education of Homeless Children
149		3022	Children of Military Families
150		3023	Education of Children in Foster Care
151		3210	<del>Equal Education, Nondiscrimination and Sex Equity</del>
152		3600	<del>Student Records</del>
153		<b><u>3085</u></b>	<b><u>Transfer of Student Records</u></b>
154			
155			

156	Legal Reference:	§ 1-1-215, MCA	Residence – rules for determining
157		§ 20-5-314, MCA	Reciprocal attendance agreement with adjoining
158			state or province
159		§ 20-5-320, MCA	Out-of-district attendance by parent or guardian
160			request with no extenuating circumstances.
161		§ 20-5-321, MCA	Attendance with mandatory approval – tuition and
162			transportation
163		§ 20-5-322, MCA	Residency determination – notification – appeal for
164			attendance agreement
165		§ 20-5-323, MCA	Tuition and transportation rates
166		§20-5-324, MCA	Tuition payment provisions – state obligations –
167			district obligations – financing -- reporting
168		<b><u>§20-7-118, MCA</u></b>	<b><u>Remote Instruction</u></b>
169		§20-9-707, MCA	Agreement with Montana youth challenge program
170			or accredited Montana job corps program
171		10.10.301B, ARM	Out-of-District Attendance Agreements
172		10.55.712, ARM	Class Size Elementary
173		10.55.713, ARM	Teacher load and class size – high school, <b><u>junior</u></b>
174			<b><u>high, middle school, and grades 7 and 8 funded</u></b>
175			<b><u>at high school rates</u></b>
176			
177			

178	<b><u>Policy History:</u></b>	
179	Adopted on:	04.09.2024
180	Revised on:	
181	Reviewed on:	
182		

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item VI.D.6.**

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

**Item Title:       Item for Action**  
**6. Policy 3410: Student Health/Physical Screenings/Examinations**

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

2  
3 **STUDENTS**

4  
5 Student Health/Physical Screenings/Examinations

6  
7 Health services to be provided to all students may take place annually. Such services  
8 may include but are not limited to:

- 9  
10 1. Development of procedures at each building for isolation and temporary care of  
11 students who become ill during the school day;  
12 2. Consulting services of a qualified specialist for staff, students, and parents;  
13 3. Vision and hearing screening;  
14 4. Dental screening;  
15 5. Immunization as provided by the Department of Public Health and Human  
16 Services.

17  
18 ~~Parents will be notified of the specific or approximate dates during the school year~~  
19 ~~when standard screenings administered by the District will be conducted. Standard~~  
20 ~~screenings are not necessary to protect the immediate health and safety of the student~~  
21 ~~or other students and are noted in the Student / Parent Handbook. Parents will receive~~  
22 ~~written notice of any screening result which indicates a condition that might interfere or~~  
23 ~~tend to interfere with a student's progress. Parents or eligible students will be given the~~  
24 ~~opportunity to opt out of the above described screenings.~~

25  
26 Physical Examinations

27  
28 **Parents will receive written notice of any physical or mental health screening**  
29 **result.**

30  
31 Parents or eligible students will be given the opportunity to opt out **of physical or**  
29 **mental health screenings.** ~~The District will not conduct physical examinations of a~~  
30 ~~student without parental consent unless ordered by a court to do so or there is a~~  
31 ~~concern for the health or safety of the student or others is in question. **Further,** parents~~  
32 will be notified of the specific or approximate dates during the school year when **a**  
33 **physical or mental health** screening administered by the District will be conducted.

34  
35 Students who wish to participate in certain extracurricular activities may be required to  
36 submit to a physical examination to verify their ability to participate in the activity.

37  
38 All parents will be notified of requirements of the District's policy on physical  
39 examinations and screening of students, at least annually at the beginning of the school 40  
year and within a reasonable period of time after any substantive change in the policy.

41

42 Legal Reference: § 20-3-324(20), MCA  
43 § 40-6-701, MCA  
44  
45 20 U.S.C. 1232h(b)  
46

Powers and duties  
Interference with Fundamental  
Parental Rights Restricted – Cause of Action  
General Provisions Concerning Education

47  
48 Policy History:

49 Adopted on: 9.10.2024

50 Revised on:

51 Reviewed on:

52

53

54

Policy Committee – 1<sup>st</sup> Review 12.2.2025  
Policy Committee – 2<sup>nd</sup> Review 2.3.2026  
Policy Committee – 3<sup>rd</sup> Review 3.3.2026

Full Board – 1<sup>st</sup> Reading 12.9.2025  
Full Board – 2<sup>nd</sup> Reading 2.10.2026  
Full Board – 3<sup>rd</sup> Reading 3.10.2026

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item VI.D.7.**

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

**Item Title:       Item for Action**  
**7. Policy 7057: Use of Automated External Defibrillation**

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

2  
3 OPERATIONAL SERVICES

4  
5 Use of Automated External Defibrillation

6  
7 An Automated External Defibrillator (AED) will be available to faculty, staff, and  
8 students in case of a sudden cardiac arrest. The District will establish an AED Program  
9 in accordance with the standards established by the Montana Department of Public  
10 Health and Human Services (Department). The District will comply with all other  
11 requirements for AED implementation set forth by the Department.

12  
13 As part of the AED program, the District will identify and train AED providers. All  
14 AED-certified staff must maintain current certification. Use of the AED will be in  
15 accordance with § 50-6-505, MCA **and subject to the following conditions:**

- 16  
17 1. **Provide written notice of where the AED is placed (or to be placed) to the**  
18 **emergency medical service providing services in the area;**
- 19 2. **Maintain, test, and operate the AED according to the manufacturer’s**  
20 **guidelines and maintain written records of all maintenance and testing**  
21 **performed on the AED; and**
- 22 3. **Each time an AED is used for an individual in cardiac arrest, require that an**  
23 **emergency medical service is summoned to provide assistance as soon as**  
24 **possible**

25  
26 The District retains the discretion to use reasonable care and judgment in determining the  
27 location and number of AED units that may be available at building sites.

28  
29 **Liability Limitations**

30  
31 **An individual who provides emergency care or treatment by using an AED in**  
32 **compliance with this policy and an individual providing cardiopulmonary**  
33 **resuscitation to an individual upon whom an AED is or may be used are immune**  
34 **from civil liability for a personal injury that results from that care or treatment.**

35  
36 **An individual who provides emergency care or treatment by using an AED in**  
37 **compliance with this policy and an individual providing cardiopulmonary**  
38 **resuscitation to an individual upon whom an AED is or may be used are immune**  
39 **from civil liability as a result of any act or failure to act in providing or arranging**  
40 **further medical treatment for the individual upon whom the AED was used, unless**  
41 **the individual using the AED or the person providing CPR, as applicable, acts with**  
42 **gross negligence or with willful or wanton disregard for the care of the person upon**  
43 **whom the AED is or may be used.**

46  
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64  
65  
66

Legal References:	§ 50-6-501, MCA	Definitions
	<u>§ 50-6-502, MCA</u>	<u>AED program – requests for AED</u>
		<u>use</u>
	<u>§ 50-6-503, MCA</u>	<u>Rulemaking</u>
	<u>§ 50-6-505, MCA</u>	<u>Liability limitations</u>
	37.104.601, ARM, et.al.	Automated External Defibrillators (AED)

Cross References:

Policy History:

Adopted on: 8.11.2015

Revised on:

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item VI.D.8.**

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

**Item Title:       Item for Action  
                          8. Policy 8100: Transportation**

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

2  
3 NON-INSTRUCTIONAL OPERATIONS

4 Transportation

5  
6 Helena School District ~~No. 1~~ may provide school-to-home transportation for eligible students as  
7 defined in Section 20-10-101, MCA., and for other qualifying students who reside less than three  
8 miles and outside of the established walk zone from the school of attendance as established by  
9 the district. District provided transportation may be provided by bus or individual transportation  
10 contract at the discretion of the District.

11  
12 At the discretion of the District, students not eligible under Section 20-10-101, MCA. may utilize  
13 bus transportation when space is available on existing bus routes.

14 The Superintendent shall provide operational procedures for transportation services; including  
15 but not limited to inclement weather, student code of conduct on the bus, student safety,  
16 eligibility and related transportation items within the Student-Parent handbook which shall be  
17 reviewed and updated annually.

18 **Transportation of Students with Disabilities**

19 **Transportation shall be provided as a related service, when a student with a disability**  
20 **requires special transportation in order to benefit from special education or to have access**  
21 **to an appropriate education placement. Transportation is defined as:**

22 (a) **Travel to and from school and between schools;**

23 (b) **Travel in and around school buildings or to those activities that are a regular part of**  
24 **the student’s instructional program;**

25 (c) **Specialized equipment (such as special or adapted buses, lifts, and ramps) if**  
26 **required to provide transportation for a student with disabilities.**

27  
28 **The student’s Individualized Education Program (IEP) will determine, on an individual**  
29 **basis, when a student with a disability requires this related service.**

30 **The District shall transport a student with a disability who is entitled to transportation as a**  
31 **related service in accordance with Montana law.**

35

36	Legal References:	<b><u>§ 20-5-323, MCA</u></b>	<b><u>Tuition --transportation</u></b>
37		§ 20-10-101 MCA	Definitions
38		<b><u>§ 20-10-102, MCA</u></b>	<b><u>School bus requirements</u></b>
39		§ 20-10-121 MCA	Duty of trustees to provide transportation –
40			types of transportation – bus riding time
41			limitation
42		§ 20-10-122 MCA	Discretionary provision of transportation
43			and payment for this transportation
44		§ 20-10-123 MCA	Provision of transportation for nonpublic
45			school children
46		<b><u>§ 20-10-124, MCA</u></b>	<b><u>Private party contract for transportation</u></b>
47			<b><u>– individual transportation contract</u></b>
48		10.7.101, et seq., ARM	Pupil transportation
49		<b><u>10.16.3820. ARM</u></b>	<b><u>Transportation for Special Education</u></b>
50			<b><u>Students with Disabilities</u></b>

51

52 Cross Reference: **3050 Student Discipline**

53

54 Policy History:

55 Adopted on: 3.11.2014

56 Revised on: 9.3.2024

57

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item VI.D.9.**

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

**Item Title:       Item for Action**  
**9. Approval of Bid for HMS Roof Project**

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

**Todd J. Verrill**

Director of Facilities  
1201 Boulder Ave.  
Helena, MT 59601  
(406) 324-1734  
[tverrill@helenaschools.org](mailto:tverrill@helenaschools.org)

**Helena School District Board of Trustees**

1325 Poplar St.  
Helena, MT 59601-0939  
[boardoftrustees@helenaschools.org](mailto:boardoftrustees@helenaschools.org)

9 March 2026

**Dear Helena School District Board of Trustees,**

I respectfully request the board of trustees award the 2026 Helena Middle School Partial Roof Replacement Project to K&K Roofing. This project will replace approximately 11,980 square feet of roof in six sections (see attached diagram). On 5 March 2026 the facilities office received bids from five qualified contractors, and K&K Roofing submitted the lowest proposal at \$229,280 (see attached Cushing Terrell bid tabulation worksheet). K&K's bid was \$37,150 lower than the next lowest bid.

K&K Roofing installed roofs at Smith Elementary in 2024 and we were very satisfied with their professionalism and workmanship. They will complete this roof project in the summer of 2026 before the start of the 26-27 school year.

Sincerely,

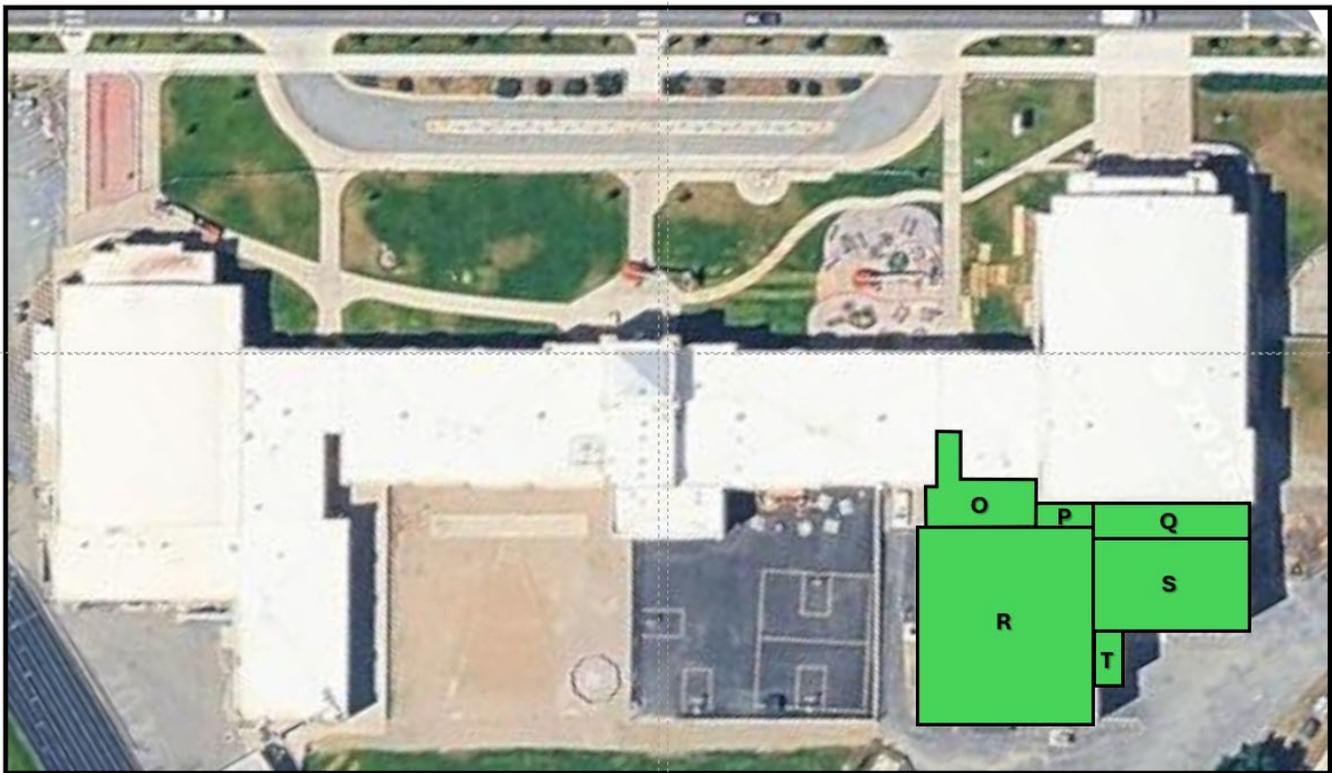


Todd J. Verrill

**Attachments**

1. Helena Middle School Roof Diagram
2. Bid Tabulation Worksheet

Attachment 1: Helena Middle School Roof Diagram



**Cushing Terrell**

**BID TABULATION**

**HELENA PUBLIC SCHOOLS**  
**Project: Helena Middle School**  
**2026 Roof Replacement Project**  
  
**Project Ref: HPS26\_MSRR**

Date: 3/5/2026  
 Location: Facilities Office  
 Time: 11:15 AM MDT

CONTRACTOR	Red'd 10% Bid Bond	Rec'd. Add. # 1	Base Bid Roof section O,P,Q,R,S,T	Total
Ace Roofing Contractor Registration # 161199	X	X	\$277,724.00	\$277,724.00
Summit Roofing Contractor Registration # 55897	X	X	\$266,430.00	\$266,430.00
<b>K&amp;K Roofing</b> Contractor Registration # 145829	<b>X</b>	<b>X</b>	<b>\$229,280.00</b>	<b>\$229,280.00</b>
Metal Works of Montana Contractor Registration # 8192	X	X	\$373,246.00	\$373,246.00
Advanced Roofing Contractor Registration # 276563	X	X	\$289,938.00	\$289,938.00
<b>Cushing Terrell</b>			\$ 269,400.00	

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item VI.D.10.**

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

**Item Title:       Item for Action**  
**10. Approval of Bid for Jefferson Roof Project**

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

**Todd J. Verrill**

Director of Facilities  
1201 Boulder Ave.  
Helena, MT 59601  
(406) 324-1734  
[tverrill@helenaschools.org](mailto:tverrill@helenaschools.org)

**Helena School District Board of Trustees**

1325 Poplar St.  
Helena, MT 59601-0939  
[boardoftrustees@helenaschools.org](mailto:boardoftrustees@helenaschools.org)

9 March 2026

**Dear Helena School District Board of Trustees,**

I respectfully request the board of trustees award the 2026 Jefferson Elementary Partial Roof Replacement Project to K&K Roofing. This project will replace approximately 4,658 square feet of roof in two sections (see attached diagram). On 5 March 2026 the facilities office received bids from four qualified contractors, and K&K Roofing submitted the lowest proposal at \$89,018 (see attached Cushing Terrell bid tabulation worksheet). K&K's bid was \$1,532 lower than the next lowest bid.

K&K Roofing installed roofs at Smith Elementary in 2024 and we were very satisfied with their professionalism and workmanship. They will complete this roof project in the summer of 2026 before the start of the 26-27 school year.

Sincerely,



Todd J. Verrill

Attachments

1. Jefferson Elementary School Roof Diagram
2. Bid Tabulation Worksheet

Attachment 1: Jefferson Elementary School Roof Diagram



**Cushing Terrell**

**BID TABULATION**

**HELENA PUBLIC SCHOOLS**

**Project: Jefferson Elementary School  
Partial Roof Replacement Project 2026**

Date: 3/5/2026  
Location: Facilities Office  
Time: 11:00 AM MDT

**Project Ref: HPS26\_JEFFRR**

CONTRACTOR	Red'd 10% Bid Bond	Rec'd. Add. # 1	Base Bid Roof section L, M	Total
Ace Roofing Contractor Registration # 161199	X	X	\$103,678.00	\$103,678.00
Summit Roofing Contractor Registration # 55897	X	X	\$90,550.00	\$90,550.00
<b>K&amp;K Roofing</b> Contractor Registration # 145829	<b>X</b>	<b>X</b>	<b>\$89,018.00</b>	<b>\$89,018.00</b>
Metal Works of Montana Contractor Registration # 8192	X	X	\$181,602.00	\$181,602.00
<b>Cushing Terrell</b>			\$ 106,030.00	

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item VI.E.1. - E.10.**

- Call To Order/Pledge of Allegiance
- Review of Agenda
- Recognitions
- Superintendent's Report
- General Public Comment
- Items for Information-Facilities Bond Projects Updates
- Items for Information
- Consent Action Items
- Items for Action
- 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 VII.**

**Meeting Date:** 3/10/2026

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Superintendent's Report

General Public Comment

Items for Information-Facilities Bond Projects Updates

Items for Information

Consent Action Items

Items for Action

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

**Item Title:       Upcoming Meetings**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Item VIII.**

**Meeting Date:** 3/10/2026

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Superintendent's Report

General Public Comment

Items for Information-Facilities Bond Projects Updates

Items for Information

Consent Action Items

Items for Action

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

**Item Title:        Board/Superintendent Comments**

**HELENA SCHOOL DISTRICT  
Board of Trustees Meeting**

**Meeting Date:** 3/10/2026

**Item IX.**

Call To Order/Pledge of Allegiance

Review of Agenda

Recognitions

Superintendent's Report

General Public Comment

Items for Information-Facilities Bond Projects Updates

Items for Information

Consent Action Items

Items for Action

Reports

Upcoming Meetings

Board/Superintendent Comments

Adjournment

**Item Title:      Adjournment**