



**Superintendent**  
Tyler Ream, Ed. D  
324-2001

**Business Manager**  
Janelle Mickelson  
324-2040

## Board of Trustees Meeting

Ray Bjork Learning Center  
1600 8th Avenue

**Tuesday May 14, 2019**  
5:30 p.m.

### MINUTES

The Board of Trustees Meeting of the Board of Trustees was called to order by Chair Sarah Sullivan at the Ray Bjork Learning Center, 1600 8<sup>th</sup> Avenue, Helena, Montana at 5:33 p.m.

**ATTENDANCE – Present unless otherwise noted.**

Sarah Sullivan, Board Chair  
Terry Beaver, Board Vice Chair  
Tyler Emmert, Trustee – Excused  
Jeff Hindoien, Trustee  
Luke Muszkiewicz, Trustee  
Elizabeth “Libby” Goldes, Trustee  
Sanjay Talwani, Trustee – Excused  
Jennifer Walsh, Trustee  
Siobhan Hathhorn, Elected Trustee  
Aurora Boutin, Helena High School Representative  
Mariah Thomas, Capital High School Representative

Dr. Tyler Ream, Superintendent  
Josh McKay, Assistant Superintendent  
Janelle Mickelson, Business Manager  
Barb Ridgway, Chief of Staff  
Stacy Collette, Human Resources Administrator  
Kalli Kind, Facilities Administrator  
Sean Morrison, Special Education Administrator  
Sean Maharg, Special Education Administrator  
Kim Stout, HEA President

Trish Klock, Bryant Elementary School Principal  
Steve Thennis, Helena High School Principal  
Nick Radley, Four Georgians Elementary Principal

Guests:

Jim Weber, Capital High School  
Lisa Cordingley, Helena Education Foundation

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

Chair Sarah Sullivan called the meeting to order at 5:35 p.m. and led the Pledge of Allegiance.

**II. REVIEW OF AGENDA**

Consent Action Item #9 ES Bond FF&E Award will be moved to New Business, Items for Action. Item for Action #5, 3/12/19 Revised Board Meeting Minutes will be removed from the agenda as they were already approved as amended at the 4/9/19 Board Meeting.

**III. STUDENT RECOGNITIONS**

a. SkillsUSA State Leadership Conference

Capital High teacher Jim Weber introduced Kyler Nelson, a Senior at Capital High. Kyler won the State CNC Machining Championship and qualified for Nationals in Louisville, Kentucky. Kyler has been offered a full-time job working in Columbia Falls and will be attending Flathead Valley Community College. Kyler also received \$7000 in scholarships.

b. Harrison Writing Awards

Lisa Cordingley, HEF President, introduced the Harrison Writing Award recipients. The Harrison Writing Awards were established by Dr. Lee Harrison when she was on the HEF Board as a way of honoring creative work in the community as well as skills in science and sport and all areas where students do wonderful things. The Harrison Award is a \$250 stipend. The winners are chosen by a committee of professional writers in the community. The committee receives the writing without any identifying information as to who submitted it. This year there were four recipients. Capital High Students Jordan Bird, Meagan Broussard and Kate Loble were present. Natalia Kelly is also an award winner but was not able to be present. The students work is also published in the HEF magazine, Pen and Ink.

**IV. GENERAL PUBLIC COMMENT**

None

**V. NEW BUSINESS**

**A. Items for Action**

1. Canvass of Election Results

Janelle Mickelson, Business Manager, provided information regarding the recent election. The levy passed 57% for, 43% against. The voter turnout was 34.27%. The elected officials are Libby Goldes, John McEwen and write in candidate Siobhan Hathhorn. There were 8 write-in candidates this year.

**Motion:** Luke Muszkiewicz moved to canvas the election results. Terry Beaver seconded the motion.

**Board Comment:** None

**Public Comment:** None

**Vote:** 6-0 The motion carried.

2. Oath of Office 2019-2020 Elected Trustees

Janelle Mickelson administered the Oath of Office to elected Trustees Libby Goldes and Siobhan Hathhorn. Elected Trustee John McEwen was not present and will be sworn in at a later date.

**Board Comment:** Board Chair Sarah Sullivan recognized the contributions that Tyler Emmert and Sanjay Talwani provided to the Board. She stated that she felt that Tyler really helped move along discussions about the budget issues within the District and Sanjay really helped with some important policy making and writing over the last two years. Chair Sullivan thanked them both for their service and contribution to the Board. She then welcomed Trustee Libby Goldes back and welcomed Trustee Siobhan Hathhorn to the Board. No motion needed.

3. Reorganization of the Board of Trustees

**Motion:** Libby Goldes moved to reappoint Terry Beaver as the Board Vice Chair. Luke Muszkiewicz seconded the motion.

**Public Comment:** None

**Vote:** 7-0 The motion carried.

**Board Comment:** Sarah Sullivan spoke about what an honor it has been to be the Board Chair the last two years. She would like to step aside and make room for another trustee to take over the leadership role.

**Motion:** Libby Goldes moved to appoint Luke Muszkiewicz as the Board Chair. Jeff Hindoien seconded the motion.

**Public Comment:** None

**Vote:** 7-0 The motion carried.

4. Appointment of Clerk

**Motion:** Sarah Sullivan moved to appoint Janelle Mickelson as the District Clerk. Libby Goldes seconded the motion.

**Board Comment:** Sarah Sullivan thanked Janelle for all of her hard work.

**Public Comment:** None

**Vote:** 7-0 The motion carried.

5. 4/9/19 Board Meeting Minutes  
Amendments will be made to page 6, under the MTSBA report 5<sup>th</sup> paragraph, page 7 Superintendents Report 2<sup>nd</sup> paragraph and 6<sup>th</sup> paragraph, page 7 Board Comments.  
**Motion:** Sarah Sullivan moved to approve the 4/9/19 Board Meeting Minutes with Amendments. Libby Goldes seconded the motion.  
**Public Comment:** None  
**Vote:** 7-0 The motion carried.
  
6. HSD Policy 1015: Goals, Mission and Vision  
Barb Ridgway presented Policy 1015 for a second reading. This policy clarifies the changes that were made at the Board retreat. Trustee Siobhan Hathhorn asked for help understanding the first guiding principle listed. Barb Ridgway stated that it is a hope that students will come to school healthy. Luke Muszkiewicz stated that the last time it was visited the Board decided not to revisit the whole document but mainly the mission statement. He stated that it could be earmarked for a Board Retreat.  
**Motion:** Jeff Hindoien moved to approve Policy 1015 as presented. Sarah Sullivan seconded the motion.  
**Public Comment:** None  
**Vote:** 7-0 The motion carried.
  
7. HSD Policy 2333: Participation in Commencement Exercises  
Barb Ridgway presented Policy 2333 for a second reading. The policy reflects the change in state law regarding tribal regalia.  
**Motion:** Jeff Hindoien moved to approve Policy 2333 as presented. Libby Goldes seconded the motion.  
**Public Comment:** None  
**Vote:** 7-0 The motion carried.
  
8. HSD Policy 5122: Criminal Background Investigations  
Barb Ridgway presented Policy 5122 for a second reading. The policy reflects a change on line 34, changing drivers license to government issued ID and another reliable proof of identity.  
**Motion:** Jeff Hindoien moved to approve Policy 5122 as presented. Libby Goldes seconded the motion.  
**Board Comment:** Terry Beaver asked about the government issued ID and if a driver's license could be the same thing. It was believed by the other Board members that a driver's license was a government ID as well as any other ID would be if issued by a state, federal or tribal agency.  
**Public Comment:** None  
**Vote:** 7-0 The motion carried.

9. ES Bond FF&E Award

Kalli Kind presented information relating to the Elementary School Bond Furniture, Fixtures and Equipment at the three new schools. Six vendors across the state supplied bids in the process. The recommendation by Kalli was for the district to award contracts to Montana School Equipment in Great Falls, J2 in Butte, 360 Office Solutions in Helena and Office City in Missoula. The award amounts would be 82% of the budget for FF&E and would allow for a secondary order to be placed after staff has been in the work spaces and can provide feedback on what may still be needed.

**Board Comment:** Terry Beaver asked if standup desks, safety wall pads were part of the bids. Kalli stated that the pads are part of the construction and that the teachers had opted to have mobile carts instead of desks and that flexible seating options for students were included. Kalli also mentioned that the playground equipment was part of the construction budget. Siobhan Hathhorn stated it was awesome to allow flexibility in the classrooms and asked how Kalli separated out the budget by school. Kalli stated that the budget allocated \$1100 per student for FF&E.

**Motion:** Jeff Hindoien moved to award the first FF&E procurement contract to Montana School Equipment in the amount of \$209,300.85, a second FF&E procurement contract to J2 in the amount of \$109,065.02, a third FF&E procurement contract to 360 Office Solutions in the amount of \$666,581.33 and a fourth FF&E procurement contract to Office City in the amount of \$136,881.30. Terry Beaver seconded the motion.

**Public Comment:** None

**Vote:** 7-0 The motion carried.

**B. Consent Action Items**

1. Approval of Personnel Actions
2. Approval of Warrants
3. Approval of Out-of-District Attendance Agreements – Incoming Students
4. Approval of Notice of Disposal of Personal Property – Technology Department
5. Approval of Four Georgians Boiler Room Replacement Award

**Motion:** Libby Goldes moved to approve the Consent Action Items. Jeff Hindoien seconded the motion.

**Public Comment:** None

**Vote:** 7-0 The motion carried.

**C. Items for Information**

1. HSD Policy 5025: Employment and Assignment

Barb Ridgway presented information regarding Policy 5025 for first reading. It is an existing policy that is being reviewed. The committee looked at the MTSBA language for policy 5250 and copied that language into our policy 5025. They also have stricken redundant information from the policy.

**Board Comment:** Jeff Hindoien suggested adding language to include in the first paragraph last sentence to include Collective Bargaining Units.

2. HSD Policy 5255: Disciplinary Action  
Barb Ridgway stated that this is a new policy based on the MTSBA model. There were a few minor revisions that the policy made.

#### **D. Reports**

1. **Budget & Program Committee Report**

Trustee Libby Goldes reported that she conducted the last meeting in Tyler Emmert's absence. The first thing discussed was that Dr. Ream had completed 18 meetings at all of the different school sites to discuss budget concerns. Dr. Ream then relayed information shared by district staff with the committee. In addition, Dr. Ream discussed negotiations that are underway and that one thing needed is a better idea of where the Health Benefits Committee is on the increase, but that won't be voted on until later in the month. They are looking at the need for a new salary schedule. Negotiations need to be completed before Janelle can work on the upcoming budget. There is also a science adoption for grades 6-8 that is forthcoming at a cost of approximately \$250,000 that mostly goes to technology. Janelle is not requiring schools to use all of their budget, but to use the interlocal agreement to hold money over for future use.

2. **Policy Committee Report**

Board Chair Luke Muszkiewicz reported that the Committee is going to be taking another look at Policies 5025 and 5255. They will then continue work on the 2000 series, working on 2080 and 2090. The next meeting is June 4<sup>th</sup>.

3. **Facilities & Maintenance Report**

Board Vice Chair Terry Beaver asked Kalli Kind to speak about the Central School parking alignment. Kalli reported that she had been working with the City Transportation Manager and has received the application for the permit parking. The plan is to go one-way heading west bound on 7<sup>th</sup> Avenue between Warren and Cruse and then permitted parking for district employees diagonal parking. This should be a non-issue and works well with the ideas that the City of Helena has. It will go before the City Commission. Everything is looking good.

Kalli Kind also spoke regarding the Hawthorne retaining wall. There was an opportunity for community members to purchase Hawthorne rocks from the retaining wall. Helena Sand and Gravel has been onsite working. The wall is coming down and there will need to be about 5 feet excavated. There have been some trees that were lost in the process. Spot repair is being done on the North wall and the East stairs. Helena Growing Friends is planning on replacing trees on Madison.

4. **Health Benefits Committee Report**

Trustee Libby Goldes reported that the Committee considered the estimates for the various increases anticipated in vision, dental and medical usage. There was a recommendation of a 9% increase to the committee. The impact of those numbers were given to Stacy Collette to help put together the discussion package for negotiations. It would be a \$492 increase per person. The goal is to provide an employee with the Premium Plan and Life Insurance so the cost of that is being looked at. There is continuing concern of some high-priced claims although it was discussed with Allegiance about whether we needed to be looking at our stop loss settings. This is included in the contract with Alliant and will be looked into later.

5. **Montana School Boards Association Report**

Board Chair Luke Muszkiewicz reported that the Legislature wrapped up. From the MTSBA perspective, there is frustration that there is not more money for public education. As a whole, it was a successful session. The Legislature honored their commitment to restore funding that was made in the 2017 session. There were a few victories that will provide new tools and new sources of funding for the District. Mainly the safety and security levy and some other flexibility using some of the permissive levy maintenance funds. The focus now is translating those victories into practical know how. The Legislature ended with intense discussions around Pre-K.

MTSBA Directors decided to change the advocacy process. The members will be asked for their resolutions this summer. The Delegate Assembly will move to October with MCEL and the Annual Meeting will be held in June 2020. This should allow more time to review, communicate and influence proposals from the resolutions. Trustee Libby Goldes asked about any consideration being given to weighting of votes or the need of members to be present to vote. Luke Muszkiewicz stated that the June MTSBA Board Meeting will address changing the number of votes for members.

6. **Helena Education Association Report**

Kim Stout, HEA President, reported that Laura Trapp, Librarian at Rossiter Elementary was named the Educator of the Year. Beth Heiser, long time Special Education Para was named Para Educator of the Year. Jane Shawn, first grade teacher at Four Georgians was elected as the HEA President for the next year, with her term beginning on July 1<sup>st</sup>. The District and HEA bargaining teams have been meeting weekly to discuss and wrap up negotiations for the 2019-2021 Collective Bargaining Agreement.

The member highlight this month comes from Bryant Elementary School. Joice Franzen has been a Rockstar! The school has had to make some major adjustments due to the loss of the gym/cafeteria space and Joice has gone out of her way to make sure the students are taken care of. These things include adjusting her instruction so that if her space needs to be used for indoor PE,

the kids have enough space to make that happen, allowing her library space to be used to feed kids on days that they can't be outside and for the after-school program. She is a true team player and a very valuable part of the Bryant family.

Board Chair Luke Muszkiewicz thanked Kim for her service, leadership and feedback. Trustee Sarah Sullivan thanked Kim and also mentioned that Joice Franzen is on a committee for the Sun Run and has been instrumental in helping get everything together for the solar panels coming to Bryant. Trustee Libby Goldes also thanked Kim for her positive attitude and her hard work and dedication.

#### **7. Student Representative Reports**

Aurora Boutin, Helena High School Representative, reported that Helena High had 15 Distinguished Scholars. AP testing is ongoing this week. The final numbers are coming in from East Helena High so have been able to determine if they can add classes. Helena High will be adding French 4 and Spanish 5 next year. Final stages of the graduation planning is ongoing. There are 14 Valedictorians with 6 doing a group speech. Gowns have been delivered and will be silver with red stoles. Aurora stated that it has been a unique opportunity to serve as Helena High Representative and thanked the Board for the opportunity.

Trustee Sarah Sullivan stated that she really appreciated having the students input and that student voices are so important. Trustee Libby Goldes also stated that she appreciated all that Aurora has done and wished her well. Board Chair Luke Muszkiewicz commended her work on the mock trial and thanked her for her leadership.

Mariah Thomas, Capital High School Representative, reported that ACT Aspire testing is underway for 9<sup>th</sup> and 10<sup>th</sup> graders. There are over 450 AP tests being taken. Capital High has been nominated as a Smart School Champion thanks to work being done by Sarah Urban. There will be 5 students that speak at graduation, chosen through an application and an audition. Ms. Doran organized a Senior Awards night. Capital High has 23 Distinguished Scholars & Distinguished Achievers. There was a student leadership meeting. The juniors present are again looking at valedictorian qualifications and also voting on the senior wall mural. The Capital High students were also very concerned about the possibility of not having SRO's in the school next year.

Mariah thanked the Board for the opportunity to serve and is so thankful for such a great experience. Trustee Sarah Sullivan thanked her for her knowledge of student gun safety and felt it has been an effective and meaningful campaign in the community. Trustee Libby Goldes reiterated that and mentioned that the student representatives have done a great job



communicating issues within their schools to the Board. Board Chair Luke Muszkiewicz stated that it was very inspiring to attend Youth Against Gun Violence and see students having meaningful, respectful discussion and thanked her for being a leader.

Board Chair Luke Muszkiewicz stated that the Board makes better informed decisions for students by having students on the Board and thanked them for their valuable role.

## **VI. SUPERINTENDENT'S REPORT**

Dr. Tyler Ream asked Kalli Kind to provide a brief bond update and showed a quick video of the Jim Darcy students entering their new school for the first time. The video can be found on the district website, Twitter, Facebook and Instagram. Safety and Security updates are being done at five schools: Jim Darcy, Bryant, Central, Smith and Broadwater. Preparations are being made to relocate the modular buildings that are currently housed at Jim Darcy. The library will be moved to Warren and the two-classroom building will be moved to Kessler. Finishing details are going on and it is an amazing sight to see! Everything is currently on schedule and on budget. There will be an open house scheduled in August to tour the new buildings. Mosaic Architecture, Dick Anderson Construction, CTA, Hulteng and Robert Peccia & Associates donated a score board to Bryant so there would be two in the new gym space. DSA, Dick Anderson Construction, Hulteng and Morrison-Maierle donated a score board to Jim Darcy so that they would have two in their new gym.

Dr. Tyler Ream spoke about how amazing it was to see the HEF Celebration of Excellence. He also spoke about the Shodair Champion Child, Bella Nyman, who is a student at PAL and the daughter of Smith Elementary Principal Jill Nyman. Bella made a video regarding mental health and her personal journey.

Dr. Ream also would like to give credit to MTSBA and SAM (School Administrators of Montana) for their work with the Legislature and for keeping up to date details available. Dr. Ream also thanked Tyler Emmert and Sanjay Talwani for their service with the Board of Trustees and for bringing their strengths and insight to the District.

Dr. Ream thanked Mariah and Aurora for their contributions to the Board and stated that they brought context to the discussions that is needed and thanked them for being an inspiration and reminding the Board what it is all about.

## **VII. BOARD COMMENTS**

Trustee Sarah Sullivan thanked Dr. Ream for all of the budget work and negotiations. Trustee Libby Goldes thanked Sarah Sullivan for her leadership. Trustee Jeff Hindoen attended the city commission administration meeting and asked for transparency with the discussions surrounding SRO's. Board Vice Chair Terry Beaver also thanked Sarah for her devoted leadership and the accomplishments she had.

**VIII. ADJOURNMENT**

There being no other topics for future meetings and no public comment on issues not on the agenda, the meeting adjourned at 7:35 p.m. The next Board Meeting is a work session at Smith Elementary School on May 28<sup>th</sup> and the regular Board Meeting will be held on June 11, 2019.

Respectfully submitted,

Luke Muszkiewicz, Chair

---

Angie Ford, Recording Secretary

Date