



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 December 10, 2019

5:30 p.m.

MINUTES

The Board of Trustees Meeting of the Board of Trustees was called to order by Chair Luke Muszkiewicz at the Ray Bjork Learning Center, 1600 8th Avenue, Helena, Montana at 5:33 p.m.

ATTENDANCE – Present unless otherwise noted

Luke Muszkiewicz, Board Chair
Terry Beaver, Board Vice Chair
Sarah Sullivan, Trustee
Jeff Hindoien, Trustee
Elizabeth “Libby” Goldes, Trustee
Jennifer Walsh, Trustee (absent - unexcused)
Siobhan Hathhorn, Trustee (absent – excused)
John McEwen, Trustee
Hannah Muszkiewicz, Helena High School Representative
Zyanne Cervantes, Capital High School Representative (absent – excused)

Dr. Tyler Ream, Superintendent
Josh McKay, Assistant Superintendent
Janelle Mickelson, Business Manager
Barb Ridgway, Chief of Staff
Stacy Collette, Human Resources Administrator
Sean Maharg, Special Education Administrator
Sean Morrison, Special Education Administrator
Kalli Kind, Director of Support Services
Jane Shawn, Helena Education Association President

Guests:

Lisa Cordingley, Helena Education Foundation
Steve Thennis, Helena High School Principal
Bill Kaiser, Helena Public Schools Teacher
Ann Waickman, No Kid Hungry
Claire Pichette, Helena Public Schools Teacher
Joan Leik, Wellness Committee Member/HPS Teacher
Rebecca Cleveland, CHS Head Volleyball Coach

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Luke Muszkiewicz called the meeting to order at 5:33 p.m. and led the Pledge of Allegiance.

II. REVIEW OF AGENDA

No changes.

III. EDUCATOR & STUDENT RECOGNITIONS

- A. Capital High School Volleyball team was introduced by Coach Rebecca Cleveland for winning back-to-back State AA Volleyball championships.
- B. Claire Pichette, Helena High School teacher, was introduced by HHS Principal Steve Thennis. She was selected as a 2017 national award winner for the prestigious Presidential Award for Excellence in Mathematics and Science Teaching. This is the nation's highest honor for U.S. math and science teachers in grades K-12.
- C. Ryan Schulte, Helena High School teacher, was introduced by HHS Principal Steve Thennis. He was accepted into the Case Method Project at the Harvard Business School.
- D. Caroline Southworth, Capital High School student, is a semi-finalist for the National Merit Scholarship, however, was unable to attend the meeting.

IV. GENERAL PUBLIC COMMENT

Ann Waickman with Kids Hunger Coalition thanked the Board for the efforts being made toward nutrition. There have already been improvements with the menu.

Joan Leik, a member of the District Wellness Committee and a Helena Public Schools teacher, made it aware and asked the board to support a curriculum being made to educate children about wellness and nutrition.

V. NEW BUSINESS

A. Items for Action

- 1. Elementary general fund budget amendment proclamation due to an unanticipated enrollment increase was presented by Janelle Mickelson. Ms. Mickelson presented the petition to adopt the budget and proposed to adopt the budget in January. Last year the increase was similar.

Motion: Sarah Sullivan moved to approve the Elementary General Fund Budget Amendment. John McEwen seconded the motion.

Public Comment: None
Board Comment: None
Vote: 6-0 The motion carried

2. HSD Policy 3010: School Admissions
Barb Ridgway presented the policy.
There were changes made on lines 36-38 to make it clear on how those immunization records move. There were clarifications made to line 45 that there is no longer a personal exemption.
Motion: Libby Goldes moved to approve Policy 3010. Terry Beaver seconded the motion.
Public Comment: None
Board Comment: None
Vote: 6-0 The motion carried.
3. HSD Policy 7012: Procurement of Supplies, Materials, Equipment, and Services Using Federal Funds
Barb Ridgway presented the policy on the second reading.
Motion: John McEwen moved to approve Policy 7012. Libby Goldes seconded the motion.
Public Comment: None
Board Comment: None
Vote: 6-0 The motion carried
4. HSD Policy 7065: Contracts with Third Parties Affecting Student Records
Barb Ridgway presented the policy with no additional changes.
Motion: Terry Beaver moved to approve Policy 7065. Libby Goldes seconded the motion.
Public Comment: None
Board Comment: None
Vote: 6-0 The motion carried

B. Consent Action Items

1. Board of Trustee Meeting – November 12, 2019 minutes
2. Board of Trustee Special Session – November 26, 2019 minutes
3. Approval of Personnel Actions
4. Approval of Warrants
5. Resolution to Dispose of Personal Property – Technology Surplus
Motion: Sarah Sullivan moved to approve the Consent Action Items. John McEwen seconded the motion.
Public Comment: None
Board Comment: None
Vote: 6-0 The motion carried.

C. Items for Information

1. HSD Policy 2035: Federal Funding and Title I
Barb Ridgway presented the first reading of Policy 2035. This policy will have updated language to match legislative changes.
2. HSD Policy 4040: School, Student, Parent, Family and Community Engagement in Education
Barb Ridgway presented Policy 4040. This is an existing policy that is being revamped.
3. HSD Policy 5105: Conflicts of Interest
Barb Ridgway presented Policy 5105. This policy is an existing policy that is being revised.
4. HSD Policy 7053: Food Services Procurement
Barb Ridgway presented Policy 7053. This is an existing policy with the cross references being the only changes necessary.

A short break was called at 6:25p.m. The meeting was called back to order by Board Chair Luke Muszkiewicz at 6:32p.m.

5. 2019/2020 Enrollment and Demographics Update
Superintendent, Dr. Tyler Ream, presented this annual presentation to the Board of Trustees. The data is specific to the numbers pulled in October 2019. Dr. Ream discussed enrollment stability with considering enrollment trends starting in 2002, which have been consistent. Current enrollment, given the drop with East Valley Middle School, is still going strong and is on track with the Elementary schools' numbers. Dr. Ream discussed the cohort enrollment trends further, breaking down Elementary, Middle, and High School enrollment. The projections versus actual enrollment differences with a forecast of 2019 done in 2015 had a -55 difference across the district, which was a -.6% difference. The expected elementary growth in the district continues a positive trend. 2019 Kindergarten class is only the second 600+ student incoming kindergarten class in the last 20 years. The expected high school enrollment showed 161 fewer students than our high school enrollment numbers from last fall. With current east-west transfer restrictions in place, enrollment at Capital High School will be relatively flat across the next three years. Based on the sizes feeder classes from Helena Middle and an average number of out-of-district transfers (40), Helena High is expected to near 1,075 students by the 2022/23 school year. Dr. Ream suggested that they are in the information gathering stage with this information.

D. Reports

1. **Budget & Program Committee Report**
Trustee Jeff Hindoien reported that the committee did meet. They reviewed that there needs to be an update on the salary schedule negotiated items. The plan is to get the big program budget projections set up to better inform the negotiation process for next year.

2. Policy Committee Report

Trustee Libby Goldes reported that the committee did meet. With Bea's help advising the committee, we were able to understand the complexity of changing one word. The committee will meet again on January 7.

3. Facilities & Maintenance Report

Trustee Terry Beaver reported that the committee did meet. They went over the cost of getting the report from an outside agency, however, the District has done much of the work, so Dr. Ream will continue to absorb this extra cost.

4. Teaching & Learning Committee Report (TLC)

Dr. Ream reported that there was not a meeting this month, however, there is a full agenda for January.

5. Health Benefits Committee Report

Trustee Libby Goldes reported that coverage of genetic therapy is under consideration. There would be approval for a one-time use, however, express scripts said this may not happen. This may affect the stop-loss insurance, however, the representatives for stop-loss think it may not affect that. There will be further meetings about this topic.

6. Montana School Boards Association Report

Board Chair Luke Muszkiewicz reported that it's been a quiet month, there will be more to report next month.

7. Helena Education Association Report

Jane Shawn, HEA President, reported that some folks are worried about a RIF. She is reassuring them that they will get a full overview budget. She reported that there are four new board-certified teachers within the district; Katie Wright, Smith Elementary, Adam Clinch, Capital High, Susan Robinson, Central Elementary, and Jake Warren, Capital High.

8. Student Representative Reports

Hannah Muszkiewicz, Helena High School Representative, reported that HHS has an array of concerts and competitions coming up. Winter sports have started. Student Council has started working towards a random acts of kindness campaign as well as constructing holiday food baskets.

VI. SUPERINTENDENT'S REPORT

Dr. Tyler Ream spoke on maintenance related issues focusing on student safety. He plans to get with Kalli to figure out what will work. There are a couple things that can be done right now, coming from building reserves. One immediate deliverable is to reduce the number of exposed unsupervised hallways in order to get to the main office. Kalli and her team are pricing these projects. This cannot be a negotiation, there needs to be hard lines for safety and security for protocol to work. Our students need to learn how to have identification on them at all time. It's a small sacrifice to know who is in our buildings

and to keep our students safe. If this is something we want to do in May, we need to get this together fast if we want to run a levy towards this. We need more facility upgrades to increase the safety and security of the students.

VII. BOARD COMMENTS

None

VIII. ADJOURNMENT

There being no other topics for future meetings and no public comment on issues not on the agenda, the meeting adjourned at 8:24 p.m. The next Regular Board Meeting will be held on January 14, 2019.

Respectfully submitted,

Luke Muszkiewicz, Chair

Jessica Evans, Recording Secretary

Date