



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

Board of Trustees – Executive Committee Meeting

Tuesday, August 11, 2020 – 11:00am

May Butler Center Conference Room and Microsoft Teams

Notice: In accordance with State and Local health guidance/regulations, physical attendance at this meeting will be limited to 6 individuals. All in-person attendees must wear a mask/face covering at all times and remain safety distanced from anyone not residing within the same place of residence. All other attendees are encouraged to attend the meeting via Microsoft Teams and/or email your public comment to boardoftrustees@helenaschools.org prior to the start of the meeting.

Members of the public are able to attend by clicking here: <https://helenaschools.org/event/board-of-trustees-executive-committee-meeting-3/>. We ask that all participants mute their microphone until called upon by the Board Chair for general and/or specific public comments. Upon completing public comment, please ensure that your microphone is again muted.

AGENDA

- I. **CALL TO ORDER**
- II. **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.*
- III. **APPROVAL OF MINUTES**
August 11, 2020, Executive Committee Meeting Minutes (see attached)
- IV. **REVIEW OF SEPTEMBER 8, 2020, BOARD MEETING AGENDA** (see attached)
- V. **BOARD COMMENTS**
- VI. **ADJOURNMENT**

Helena Public Schools Board of Trustees

Luke Muszkiewicz
Board Chair

Siobhan Hathhorn
Board Vice Chair

Terry Beaver
Trustee

Libby Goldes
Trustee

John E McEwen
Trustee

Jennifer McKee
Trustee

Sarah Sullivan
Trustee

Jennifer Walsh
Trustee



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Board of Trustees – Executive Committee Meeting

Tuesday, August 11, 2020

MINUTES - DRAFT

ATTENDEES

Committee

Luke Muszkiewicz, Chair
Siobhan Hathorn, Vice Chair
Sarah Sullivan, Past Chair

Others

Tyler Ream, Superintendent
Josh McKay, Assistant Superintendent
Barb Ridgway, Chief of Staff
Stacy Collette, Human Resources Director
Joslyn Davidson, Curriculum & Instruction Administrator
Janelle Mickelson, Business Services Administrator
Kalli Kind, Facilities Director
Gary Myers, Education Technology Coordinator
Jane Shawn, HEA President

I. CALL TO ORDER

Board Chair, Luke Muszkiewicz, called the meeting to order at 11:03am.

II. REVIEW OF AGENDA

No changes were requested to the meeting agenda.

III. GENERAL PUBLIC COMMENT

No public comments were offered.

IV. APPROVAL OF MINUTES

Minutes from the August 4, 2020, Executive Committee meeting were approved.

V. REVIEW OF AUGUST 11, 2020, BOARD MEETING AGENDA

Mr. Muszkiewicz asked for best practices and lessons learned from the last hybrid meeting. Dr. Ream answered the sound quality at the last meeting was not ideal, so trustees would be

encouraged to speak into the provided microphones. He added district staff would continue to refine and improve each meeting.

Mr. Muszkiewicz told trustees to anticipate significant public comment at the evening's meeting. He asked if the preference would be for public who wished to make comments enter his/her name in the comments sections. Dr. Ream replied the procedure worked, and added in-person attendees would have the first opportunity to speak. Mr. Muszkiewicz asked trustees if they wished to establish a time limit for each comment. Ms. Hathhorn answered a two-minute limit was established at the August 4, 2020, work session, but there hadn't been a need to enforce it.

Mr. Muszkiewicz outlined the process for action items as follows:

1. Ask if trustees have questions
2. Ask for public comment
3. Ask trustees for a motion and have discussion
4. Vote

Ms. Collette provided the committee with an update on the HPS-Plumbers and Pipefitters and Mechanics Collective Bargaining Agreement, stating the agreement typically is negotiated for one-year, but the group choose a multi-year option.

Mr. Muszkiewicz referenced the approval of land sale action item, and Dr. Ream confirmed Ms. Kind would present the action to the board. Ms. Kind provided the committee with an overview of the facilities-related action items and clarified that she was asking for approval on the action items to continue negotiations with the contractors. She said she would present the projects to the board upon approval from legal.

Mr. Muszkiewicz asked Ms. Ridgway for an overview of the policies brought forth from the committee. Ms. Ridgway told the committee the policies on the agenda were existing policies that had been amended by the committee. She said though the policies were for a first reading, the committee was requesting adoption by the board. Ms. Ridgway added the adoption of the policies on the agenda would conclude the committee's work on the 9000 series.

Mr. Muszkiewicz asked if Dr. Ream planned on presenting information pertaining to the declaration of emergency plan. Dr. Ream answered he had not planned on presenting the information, just that his recommendation would be to declare an ongoing emergency. Mr. Muszkiewicz added it was important to address the intent to meet aggregate hours to provide flexibility in case funding was challenged.

Ms. Sullivan asked why the consideration and approval of the Opening of Schools plan was not first on the agenda. Mr. Muszkiewicz answered that in terms of urgency, approval of the budget was

highest. Dr. Ream referenced the plan and told the committee he would provide an update on what had changed, but an additional overview of the plan was not needed. He added an update would be provided from the Lewis and Clark Health Department that would include instructions for navigating their dashboard prior to answering questions from trustees. Mr. Muszkiewicz confirmed the order of the action item:

1. Presentation from Dr. Ream
2. Trustee questions
3. Public comment
4. Trustee motion and approval

Mr. Muszkiewicz added clarification that if the board took action to approve the plan, the district would have authority to make phasing decisions in real time.

Ms. Sullivan voiced her appreciation for the volunteers' hard work on the plan.

Ms. Hathorn asked Dr. Ream if he intended to announce in which phase the district would open. Dr. Ream answered it would be a discussion point for the evening's meeting.

Dr. Ream reiterated the importance of having Drenda Neimann available to answer questions and to provide clarification of the metrics on the county health department's dashboard. Ms. Sullivan asked if Ms. Neimann had an understanding of the phased plan. Dr. Ream responded that it had been discussed in each weekly county health board meeting.

Ms. Sullivan requested the board emphasize the district could not set a phase without advice from local health officials. Dr. Ream added any decision was dependent upon many factors, not just tests; there needed to be check marks next to staffing, child-care, and facilities to provide a successful environment. These would be monitored through the school year.

Mr. Beaver referenced the personnel actions and asked if the coaching contracts were for the entire year. Dr. Ream answered the decision had been made not to bring winter and spring sports forward this year. He added that if fall sports were allowed to happen and the board hadn't approved those contracts, the sports wouldn't have coaches.

The reports to be given were confirmed with the committee.

VI. BOARD/SUPERINTENDENT COMMENTS

Ms. Sullivan referenced any phase utilizing the AACBB schedule and noted student-athletes would miss a lot of in-person instruction. Dr. Ream replied options would be examined, but they wouldn't want to make a decision to move all football players to A days, for example. Mr. McKay

added that each school was working to divide the cohorts equally by last name while considering blended families and special requests.

Ms. Hathorn inquired into the possibility of limiting extra vacation days around holidays. Dr. Ream responded that by approving the plan, the board understood it may change the calendar. He asked the board for flexibility to make decisions to ensure equality between AA and BB days. Mr. McKay added that instruction teams and the school operations teams have planned resources to provide instructional practice if a student was absent from an in-person day.

VII. ADJOURNMENT

The meeting was adjourned at 12:07pm.



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

Board of Trustees Meeting

Tuesday, September 8, 2020 - 5:30 p.m.
Capital High School Auditorium and via Zoom

Notice: In accordance with State and Local health guidance/regulations, physical attendance at this meeting will be limited to 49 individuals. All in-person attendees must wear a mask/face covering at all times and remain safety distanced from anyone not residing within the same place of residence. All other attendees are encouraged to attend the meeting via Zoom and/or email your public comment to boardoftrustees@helenaschools.org prior to the start of the meeting.

Members of the public are able to attend by clicking here: <https://helenaschools.org/event/board-of-trustees-meeting-2/2020-09-08/>. We ask that all participants mute their microphone until called upon by the Board Chair for general and/or specific public comments. Upon completing public comment, please ensure that your microphone is again muted.

AGENDA

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE

II. REVIEW OF AGENDA

III. GENERAL PUBLIC COMMENT

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IV. NEW BUSINESS

A. Items for Consent

1. Approval of 08.11.2020 Board Meeting Minutes (see attached)

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2. Approval of FP-15 Tuition Report (see attached)
3. Approval of Personnel Actions (see attached)
4. Approval of Warrants (see attached)
5. Acknowledge Discretionary Out-of-District Tuition Agreements (see attached)
6. Approval of Out-of-District Attendance Agreements (see attached)

B. Items for Information

1. HSD Policy 3000: Equal Educational Opportunities (see attached)
2. HSD Policy 3005: Bullying, Intimidation, Harassment, Hazing Prevention, and Reporting (see attached)

C. Reports

1. Policy Committee Report
2. Teaching & Learning Committee Report
3. Budget & Finance Committee Report
4. Health Benefits Committee Report
5. Montana School Boards Association Report
6. Helena Education Association Report

V. SUPERINTENDENT'S REPORT

VI. BOARD COMMENTS

VII. ADJOURNMENT

The next Board of Trustees meeting has been scheduled for October 13, 2020.