



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

## **Board of Trustees – Policy Committee Meeting**

Tuesday, February 2, 2021

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### **MINUTES**

#### *Attendees*

##### *Committee:*

Libby Goldes, Committee Chair  
John McEwen, Committee Member

##### *Others:*

Tyler Ream, Superintendent  
Josh McKay, Assistant Superintendent  
Barb Ridgway, Chief of Staff  
Janelle Mickelson, Business Services  
Administrator  
Elizabeth Kaleva, District Attorney  
Jane Shawn, HEA President

#### **I. CALL TO ORDER**

The meeting was called to order at 12:04pm by Committee Chair, Libby Goldes.

#### **II. REVIEW OF AGENDA**

No changes were requested to the agenda.

#### **III. GENERAL PUBLIC COMMENT**

There was no public comment.

#### **IV. REVIEW OF THE 01.05.2021 POLICY COMMITTEE MINUTES**

The committee reviewed minutes from the previous committee meeting.

#### **V. PRESENTATION OF POLICIES FOR GENERAL REVIEW – SECOND READING**

##### **A. Policy 4330: Community Use of School Facilities**

Ms. Ridgway reported no changes since the board’s first reading of the policy. Ms. Goldes recommended adding “medical/recreational” prior to marijuana and “alcohol innovations” rather than

“powdered alcohol” for consistency with other policies. The committee agreed and determined to forward this policy to the board for a second reading.

i) 4330P: Community Use of School Facilities – Administrative Procedures

Ms. Ridgway reported no changes to this procedure from the board’s first reading. The committee agreed to forward the procedure to the board for a second reading, though it isn’t typical practice for the board to review administrative procedures.

B. Policy 4020: Visitors to the Schools

Having had no changes requested to this policy from the board, the committee determined to send it back to the board for a second reading.

**VI. PRESENTATION OF 4000 SERIES POLICIES FOR GENERAL REVIEW – FIRST READING**

A. Policy 4025: Accommodating Individuals with Disabilities

Ms. Ridgway told the committee this policy was adopted in 2016. Ms. Kaleva added no changes at the state or federal level since its adoption would necessitate changes to the policy. She recommended no changes. Mr. McEwen asked how the policy pertained to sports. Ms. Kaleva replied the pertinent laws stated individuals must be “otherwise qualified to participate.” Coaches kept records at try-outs with qualifications and completed rubrics. Since there were no changes to the policy, it was not forwarded to the board.

Ms. Ridgway told the committee she would start adding “reviewed on [date]” to policies that had been reviewed but not revised.

B. Policy 4030: Cooperative Programs with Other Districts and Public Agencies

Ms. Kaleva described this policy as allowing the district to form multi-district agreements. She continued that though the district didn’t often utilize cooperatives or multi-district agreements, the policy allowed for the practice. Ms. Mickelson added there was an existing interlocal agreement between the elementary district and the high school district. Mr. McEwen asked if the policy applied to the relationship with Helena College. Ms. Ridgway replied that relationship was outlined in a MOU. Since no changes were made to the policy, it was not sent to the board.

C. Policy 4035: Service Animals

Ms. Kaleva told the committee that although policy language was inconsistent between service animal and service dog, language was per statute. She explained the difference between service animals and comfort animals – detailed in Policies 4035 and 4036 – and said the distinction paralleled laws. Since there were no changes to this policy, it was not sent to the full board.

D. Policy 4036: Facility/Therapy Dogs

Ms. Kaleva advised the committee that the allowance for service animals was required by both federal and state laws, but therapy animals were allowed only at the district’s discretion. She recommended no changes to the existing policy. Ms. Goldes recommended adding pertinent legal references. Ms. Kaleva agreed to add them. Ms. Ridgway agreed to cross-reference the two policies. No changes were requested to the policy, so it was not to the board.

E. Policy 4020: Visitors to the Schools

Ms. Kaleva informed the committee the only change to this policy since the previous year was updated legal references. Mr. McEwen referenced Line 19 and suggested “participation” rather than “preparation.” Ms. Kaleva confirmed “participation” was per statute. The committee agreed to the change in wording. This policy was not sent to the board since there were no changes.

**VII. SUPERINTENDENT’S REPORT / BOARD COMMENTS**

Ms. Ridgway recommended the committee next review Series 1000: School District Organization. The committee agreed.

**VIII. ADJOURNMENT**

Committee Chair, Ms. Goldes, adjourned the meeting at 12:38pm