



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 – Budget and Finance Committee

Friday, January 7th, 2022 – 12:00pm

MINUTES -DRAFT

ATTENDEES

Committee Members:

John McEwen, Committee Chair
Terry Beaver, Committee Member
Janet Armstrong, Committee Member

Others:

Rex Weltz, Superintendent
Brian Cummings, Assistant Superintendent
Joslyn Davidson, Curriculum Administrator
Janelle Mickelson, Business Services
Administrator & District Clerk
Josh McKay, Assistant Superintendent
Barb Ridgway, Chief of Staff
Stacy Collette, Human Resource
Administrator
Gary Myers, Education Technology Director
Candice Delvaux, Executive Assistant
Karen Ogden, Communications Officer
Jane Shawn, HEA President
Jonna Schwartz, Instructional Coach

I. **CALL TO ORDER**

Committee Chair, John McEwen, called the meeting to order at 12:00 p.m.

II. **GENERAL PUBLIC COMMENT**

No comments were offered.

III. **REVIEW OF AGENDA**

No changes were made to the agenda.

IV. APPROVAL OF MINUTES

The committee reviewed and approved the 11.05.21 Budget and Finance Committee Meeting Minutes.

V. ITEMS FOR INFORMATION/DISCUSSION

A. ESSER Funds Update

The committee discussed an update on ESSER funds. They reviewed the Helena Public Schools Coronavirus Relief Funding document which displayed funds and expenditures from the following categories: CARES-State Emergency Relief Fund (ESSER I), CARES-Governor's Coronavirus Relief Fund (CRF), CRRSA-State Emergency Relief Fund II (ESSER II), and ARP-State Emergency Relief Fund II (ESSER III).

Ms. Janelle Mickelson, Business Services Manager and District Clerk, commented that the end date of 12/30/2021 under the category of CARES-Governor's Coronavirus Relief Fund (CRF), should be 12/30/2020. Ms. Mickelson discussed that the District has exhausted all the CARES-State Emergency Relief Fund (ESSER I), and all the CARES- Governor's Coronavirus Relief Fund (CRF). The committee reviewed the document and discussed the various expenditures, and the amount of money that is remaining in CRRSA-State Emergency Relief Fund II (ESSER II), and ARP-State Emergency Relief Fund II (ESSER III).

The committee discussed how District COVID testing is funded. The COVID tests and some PPE are given to the District for free, and the District applies for DPHHS grants to pay for the personnel administrating the tests that are working above and beyond their contract hours. The committee also discussed the Lincoln remodel. The staff did not have room to socially distance at the May Butler Center and some employees needed to alternate working remotely due to the lack of space. Moving into Lincoln Center allowed the staff ample space to socially distance and brought everyone back into the work environment safely. The committee also discussed topics including teacher and nurse salaries and ESSER funds, intervention coaches, CSCT funding, the general fund, and the upcoming cliff.

B. Budget To Actual Reports

The committee moved on to review the Budget to Actual Reports. The committee first reviewed and discussed the financial report for the Elementary General Fund. Ms. Mickelson discussed educator salaries, substitute para salaries, and craft benefits. The committee then reviewed the financial report for the High School General Fund. The committee discussed the ESSER fund, technical salaries, sick leave, retirements, and budget transfers. They also reviewed the percentage budget amount that was left over in the High School General Fund and the Elementary General Fund. There is 7.2% left in the budget for the Elementary General Fund, and 16.8% left in the budget for the High School General Fund.

VI. BOARD COMMENT

In closing, the committee discussed the upcoming general fund levy, and discussed that the call for the election needs to go before the full Board. The committee also discussed that they are waiting on the Deferred Maintenance Report to see what the priorities are for the District. Superintendent Weltz said in closing how much he appreciates the committee.

VII. ADJOURNMENT

Mr. McEwen adjourned the meeting at 12:44 p.m.