



Superintendent

Rex Weltz
324-2001

Business Manager

Janelle Mickelson
324-2040

Board of Trustees Special Board Meeting

Lincoln Center-1325 Poplar St.-Helena, MT 59601

June 7th, 2022

MINUTES

ATTENDANCE – Present unless otherwise noted.

Siobhan Hathhorn -Board Chair
Jennifer McKee -Vice Chair
Janet Armstrong-Trustee
Terry Beaver-Trustee
Luke Muszkiewicz-Trustee
Kay Satre-Trustee

Rex Weltz-Superintendent
Josh McKay-Assistant Superintendent 6-12
Brian Cummings-Assistant Superintendent K-5
Janelle Mickelson-Business Manager & District Clerk
Barb Ridgway-Chief of Staff
Gary Myers-Director of Educational Technology

Wes Hendrix- Guest of the Public

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Board Chair Siobhan Hathhorn called the meeting to order at 12:01 p.m. in the Lincoln Center Board of Trustees Conference Room and started the meeting with the Pledge of Allegiance and introductions.

II. REVIEW OF AGENDA:

The Trustees reviewed the agenda, and no changes were made.

III. GENERAL PUBLIC COMMENT:

There was no general public comment. The Board moved on to discuss New Business.

IV. NEW BUSINESS

A: Item for Action

1. Elementary Retirement Fund Budget Amendment Proclamation

Ms. Janelle Mickelson, Business Manager and District Clerk, reviewed the Elementary Retirement Fund Budget Amendment Proclamation with the Trustees.

Background:

Pursuant to 20-9-161, MCA, when the trustees of a district decide that a budget amendment is necessary, they may proclaim the need for the budget amendment by a majority vote. The proclamation must include: 1) the facts constituting the need for a budget amendment; 2) the budgeted fund(s) affected by the amendment; 3) the estimated amount of money required to finance the budget amendment in each effected fund; 4) the anticipated source(s) of financing the budget amendment; and 5) the time and place the board will meet for the purpose of considering and adopting the budget amendment. Copies of the proclamation must be sent to the county superintendent and the board of county commissioners (20-9-162).

Considerations:

- As a result of additional employer payroll costs resulting from unanticipated and unforeseen increased salaries negotiated by the Helena School District and the Helena Education Association, the district’s budget for the retirement fund does not provide sufficient financing to properly maintain and support the district for the entire current school fiscal year.
- The dollar amount of the budget amendment is \$400,000.
- The financing source for the budget amendment is operating reserves in the elementary retirement fund.
- Budget Amendment Process and Procedures:
 1. Trustees proclaim the need for a budget amendment by majority vote.
 2. A copy of the proclamation is sent to the county superintendent and the board of county commissioners.

3. Trustees must provide public notice of their intent.
 4. Trustees adopt the budget amendment by a majority vote.
- Estimated Timeline:
 - June 7, 2022 – Budget Proclamation passed by majority vote
 - June 7, 2022 – A copy of the proclamation sent to the county superintendent and the board of county commissioners.
 - June 7, 2022 – Public notice is provided
 - June 14, 2022 – Budget Amendment is adopted by a majority vote
 - June 15, 2022 – Budget Amendment is submitted to the County Superintendent and the State Superintendent of Schools.

Board Chair Siobhan Hathhorn commented. “I would entertain a motion for the Elementary Retirement Fund Budget Amendment Proclamation.”

Motion: Trustee Luke Muszkiewicz moved to accept the Elementary Retirement Fund Budget Amendment Proclamation. Trustee Janet Armstrong seconded the motion.

Public Comment: None.

Vote: 6-0 motion carries unanimously.

V. BOARD COMMENTS

There were no further Board comments.

VI. ADJOURNMENT

The board meeting adjourned at 12:08 p.m.

Candice Delvaux, Recording Secretary

Date