



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

Lincoln Center | 1325 Poplar St. | Helena MT. 59601

Tuesday, June 7th, 2022 - 12:00 p.m.

Lincoln Board of Trustees Conference Room and
via TEAMS

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AGENDA

I. CALL TO ORDER /INTRODUCTIONS

II. REVIEW OF AGENDA

III. 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.

IV. NEW BUSINESS

A. Item for Action

1. Elementary Retirement Fund Budget Amendment Proclamation

V. BOARD COMMENTS

VI. ADJOURNMENT

**HELENA SCHOOL DISTRICT
Board of Trustees Meeting**

Meeting Date: 06/07/2022

Items IV.A.1

New Business-Item for Action

Item Title: 1. Elementary Retirement Fund Budget Amendment Proclamation

Board Action	1st Motion	Second	Aye	Nay	Other
Muszkiewicz					
Hathorn					
Beaver					
Satre					
McKee					
Fitzpatrick					
Walsh					
Armstrong					

Board of Trustees Work Session

Elementary Retirement Fund Budget Amendment Proclamation



IV. NEW BUSINESS

A. Items for Action

1. Elementary Retirement Fund Budget Amendment Proclamation

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 (attached).
 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.

Superintendent recommendation:

Approve of the attached budget amendment resolution to the Elementary School District No. 1 retirement fund.

**BUDGET AMENDMENT PROCLAMATION
HELENA ELEMENTARY SCHOOL DISTRICT No. 1
LEWIS AND CLARK COUNTY**

At a special meeting of the board of trustees of Helena Elementary School District No.1, Lewis and Clark County, Montana, held June 7, 2022, at 12:00 p.m. (noon) at the Lincoln Center Board Room, 1325 Poplar Street, Helena MT 59601, the following resolution was introduced:

WHEREAS, the trustees of the Helena Elementary School District No. 1, Lewis and Clark County, Montana, have made a determination that as a result of unanticipated and unforeseen additional employer payroll costs resulting from 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; and

WHEREAS, the trustees have determined that an amendment to the Helena Elementary School District No. 1 retirement fund budget in an amount \$400,000 is necessary under the provision of Section 20-9-161(6), MCA; for the purpose of financing the unanticipated and unforeseen increase in employer payroll costs and

WHEREAS, the anticipated source of financing the budget amendment expenditures shall be operating reserves in the retirement fund;

THEREFORE BE IT RESOLVED that the Board of Trustees of the Helena School District No. 1, Lewis and Clark County, Montana, proclaims a need for an amendment to the Helena Elementary School District No. 1 retirement fund budget for fiscal year 2022 in the amount of \$400,000 is necessary under Section 20-9-161(6), MCA, for the purpose identified above, and;

BE IT FURTHER RESOLVED that the Board of Trustees of the Helena Elementary School District No.1, Lewis and Clark County, Montana, will meet at 5:30 p.m. at the Lincoln Center Board Room, Helena MT 59601 on June 14, 2022, for the purpose of considering and adopting the budget amendment.

By: _____
Chairperson, Board of Trustees

DISTRICT CLERK CERTIFICATION:

I attest the above-referenced signature of the Chairperson of the Board of Trustees, and further certify as follows _____ made the motion to approve this BUDGET AMENDMENT PROCLAMATION and _____ seconded the motion; the following Trustees voted in favor of the motion: _____; the following Trustees voted against _____; and the following Trustees were absent: _____.

By: _____
Janelle Mickelson, District Clerk
Helena School District No. 1