



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

Tuesday, November 8th, 2022 – 12:00pm

MINUTES

ATTENDEES

Trustees:

Janet Armstrong, Committee Chair
Kay Satre, Committee Member
Terry Beaver, Committee Member
Siobhan Hathorn, Board Chair

Others:

Lona Carter, School Health Grant Facilitator
Jane Shawn, HEA President
Keri Mizell, Human Resources Director
Barb Ridgway, Chief of Staff
Janelle Mickelson, Business Manager &
District Clerk
Josh McKay, Assistant Superintendent 6-12
Brian Cummings, Assistant Superintendent
K-6
Gary Myers, Director of Educational
Technology
Kaitlyn Hess, Assessment and Federal
Programs
Joslyn Davidson, Curriculum Administrator
Erin Maxwell, Ray Bjork Learning Center
Coordinator
Karen Ogden, Communications Officer

I. **CALL TO ORDER**

Committee Chair, Janet Armstrong, called the meeting to order at 12:00 p.m.

II. GENERAL PUBLIC COMMENT

There was no general public comment.

III. REVIEW OF AGENDA

No changes were made to the agenda.

IV. APPROVAL OF MINUTES

The committee reviewed and approved the 10.11.22 Budget and Finance Committee Meeting Minutes.

V. ITEMS FOR INFORMATION/DISCUSSION

A. Budget to Actual Reports

Mrs. Mickelson, Business Manager and District Clerk, reviewed the budget to actual reports for the elementary general fund and high school general fund with the committee and answered any questions the trustees had about the information presented. The committee moved on to discuss a proposed timeline for elections.

B. Timeline For Elections

Mrs. Mickelson presented a proposed elections timeline. In May 2023 the proposal is to run a High School General Fund Levy, an Elementary Building Reserve Levy, and a High School Building Reserve Levy. In May 2024 it is suggested that we run an Elementary General Fund Levy, a High School General Fund Levy, an Elementary Building Reserve Levy (only if the levy fails in 2023), a High School Building Reserve Fund Levy (only if the levy fails in 2023), an Elementary Technology Levy (only if the building reserve levy passes in 2023), and a High School Technology Levy (only if the building reserve levy passes in 2023). In May 2025 the proposal is to run an Elementary Technology Levy (only if it wasn't proposed in 2024), a High School Technology Levy (only if it wasn't proposed in 2024), and a High School Bond Levy (only if the technology levy isn't proposed). In May 2026 it is proposed to run a High School Bond Levy (if it wasn't proposed in 2025 or if it failed). The committee had a robust discussion about the timeline for elections and reviewed the estimated proposal amount, estimated dollar increase, impact on a \$100,000 home, the impact on a \$200,000 home, the current impact on a \$200,000 home, the current impact on a \$200,000 home, the duration, and the uses of funds for each proposed levy.

C. Fall Enrollment

Mr. Josh McKay, Assistant Superintendent 6-12, reviewed fall enrollment numbers with the Budget and Finance Committee. The committee was provided with documents that displayed the fall student count for ANB by district and the preliminary general fund budget projections based on fall enrollment counts. The committee discussed that if the fall enrollment numbers hold true in the spring, then our budgets would be running off of current ANB instead of the three-year average ANB, which means our current ANB calculation is higher than our three-year average. This has not been the case for many years.

D. Impact of Technology on the General Fund

The committee had a robust discussion about technology including classroom technology costs, safety and security technology costs, and licensing costs required to keep our technology running. The committee discussed the current technology levy does not cover all these expenses. If the district ran a safety and security levy, portions of that would also be classified under technology such as licensing for safety and security components and replacement cycles for cameras and door locks. The committee discussed that the current technology levy does not have a termination date, however, if we run a new technology levy and it passes, then it is limited to ten years. If we run a new technology levy and it does not pass, then we would be able to keep the current technology levy that does not have a termination date. The committee discussed what funds are being covered by the interlocal fund that used to be covered by the general fund.

The Budget and Finance Committee concluded by discussing that salaries and benefits would make up 97% of the general fund budget if we did not have ESSER funds, and utilities would take up the other 4%.

VI. BOARD COMMENT

There were no further board comments.

VII. ADJOURNMENT

Ms. Armstrong adjourned the meeting at 12:58 p.m.