



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
Lincoln Campus
And via Microsoft Teams
Tuesday, December 13th, 2022 – 12:00pm

MINUTES

ATTENDEES

Trustees:

Janet Armstrong, Committee Chair
Kay Satre, Committee Member
Terry Beaver, Committee Member

Others:

Lona Carter, School Health Grant Facilitator
Todd Verrill, Facilities Director
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
Joslyn Davidson, Curriculum Administrator
Jane Shawn, HEA President
Candice Delvaux, Executive Assistant
Erika McMillin, Social Services Coordinator
Karen Ogden, Communications Specialist

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 11.08.22 Budget and Finance Committee Meeting Minutes.

V. ITEMS FOR INFORMATION/DISCUSSION

A. Budget to Actual Reports

Mrs. Janelle Mickelson, Business Manager and District Clerk for Helena Public Schools, reviewed the budget to actual reports for the elementary general fund and high school general fund with the committee. Mrs. Mickelson mentioned that she is watching the utility budget closely-electricity in particular. The committee moved on to discuss any known future impacts to the budget.

B. Any Known Future Impacts to the Budget

The committee discussed any known future impacts to the budget. The committee discussed that NorthWestern Energy may add another increase to electricity costs and there may be an increase in gas costs through Commercial Energy after June of 2023. Mrs. Mickelson mentioned that salaries will impact the budget and the supply chain may have an affect on supplies, technology, and maintenance.

C. HS ANB Numbers Update

Mr. Josh McKay, Assistant Superintendent 6-12, discussed that there were no major changes to the HS ANB numbers and the next count will take place in February 2023.

D. Spring Levies Discussion

The committee discussed the spring levies. Mrs. Mickelson mentioned that during the last spring levy discussion we were not looking at a high school general fund levy because based on the numbers we could not run one. However, we do not know

what the legislature is going to do so Mrs. Mickelson recommended it may be best to call for the high school general fund levy just in case, and we could cancel it if it was not needed.

VI. BOARD COMMENT

Mrs. Armstrong concluded by mentioning at future meetings the budget committee would be discussing budget proposals for 2023-2024, long term budget proposals, ways to reduce expenses, and reviewing the five-year forecast in January or February of 2023.

VII. ADJOURNMENT

Ms. Armstrong adjourned the meeting at 12:17 p.m.