



*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, November 14th, 2023  
12:00pm

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## MINUTES

### ATTENDEES

#### Trustees:

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

#### Others:

Barb Ridgway, Chief of Staff  
Jane Shawn, HEA President  
Keri Mizell, Human Resources Director  
Candice Delvaux, Executive Assistant  
Karen Ogden, Communications Officer  
Janelle Mickelson, Business Manager  
Gary Myers, Director of Educational Technology  
Josh McKay, Assistant Superintendent  
Kaitlyn Hess, Assessment & Federal Programs  
Joslyn Davidson, Curriculum Director  
Lona Carter, Student Health  
Tim McMahon, Activities Director  
Hanna Warhank, Guest of the Public Online  
Angela DeWolf King, Guest of the Public Online  
Several Other Guests of the Public in Person

**I. CALL TO ORDER**

Trustee 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. REVIEW OF MINUTES**

The committee reviewed the 10.10.23 Budget and Finance Committee Meeting Minutes and there were no board comments regarding the 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 Budget and Finance Committee. There is a large difference from last month to this month in the budget balance for educator salaries in both the elementary and high school general fund. Mrs. Mickelson stated that we did not hire a large number of people between last month and this month, which leads her to believe this could possibly be a glitch in the system, and she is researching this extensively. Mrs. Mickelson stated that the overall budget is one percent higher than this time last year in the elementary and three percent higher in the high school than this time last year. With that being said, we are still negotiating, so those numbers will change once negotiations are complete.

**B. Fall Enrollment 2023/2024 Update**

The Budget and Finance Committee moved on to receive a fall enrollment 2023/2024 update from Mr. Josh McKay, Assistant Superintendent. Mr. McKay reviewed a chart that showed enrollment counts for each grade level from 2019 through fall of 2023, along with the total enrollment for each year. The chart also displays projected

enrollment for each grade level for fall 2024 through fall 2031 and the projected total enrollment for each year. Mr. McKay stated that there was a total decrease of 144 students from 2022 to 2023. There was a decrease of 43 students in K-5 from 2022 to 2023, a decrease of 63 students in 6-8 from 2022 to 2023, and a decrease of 38 students in 9-12 from 2022 to 2023.

Mrs. Mickelson reviewed preliminary general fund budget projections based on fall enrollment counts with the Budget and Finance Committee. Mrs. Mickelson also reviewed what the ANB amounts would be for the elementary, the middle schools, and the high schools for the following categories: FY2025 based on fall count, FY2024, FY 2023, and 3-year average. Mrs. Mickelson went into greater details about what the FY 2024 numbers and projected 2025 numbers would be for the BASE (Minimum) budget, the maximum budget, the highest budget with a vote, the highest voted amount, and the adopted budget. Mrs. Mickelson also reviewed these numbers for the high school district. Lastly, Mrs. Mickelson reviewed what the numbers would be in the elementary for the following categories: increase/(decrease)-no note, increase/(decrease)-vote, estimated increase/(decrease) in mills, the estimated impact on a \$100,000 home, and the estimated impact on a \$200,000 home. Mrs. Mickelson also reviewed these numbers for the high school district. Mr. McKay and Mrs. Mickelson proceeded to answer any questions the Budget and Finance Committee had regarding the fall enrollment 2023/2024 update.

## **VI. BOARD COMMENT**

There were no final board comments.

## **VII. ADJOURNMENT**

Trustee Janet Armstrong adjourned the meeting at 12:50 p.m.